

# EMPLOYMENT AGREEMENT

This Agreement made this 29<sup>th</sup> day of Sept, 2017

B E T W E E N :

**BAYCREST CENTRE FOR GERIATRIC CARE**

(hereinafter called the "Employer")

- and -

**Margot DaCosta**

(hereinafter called the "Employee")

## 1. Responsibilities

- 1.1 Effective October 23, 2017, the Employee shall render services to the Employer in the position of Executive Director Hospital Services & Pharmacy and Chief Nursing Executive, or such other job title as the parties may agree from time to time.
- 1.2 The Employee shall report to the Vice-President, Clinical Programs & Corporate Performance, as well as the President & CEO of the Employer. The Employee will take direction from the Vice-President, Clinical Programs & Corporate Performance, as well as the President & CEO of the Employer and she will be expected to fulfill the responsibilities established from time to time by the Vice-President, Clinical Programs & Corporate Performance, as well as the President & CEO. In the role of Chief Nursing Executive, you will have responsibility to support the entire organization of the Employer. Further, the Vice-President, Clinical Programs & Corporate Performance, as well as the President & CEO may from time to time prescribe other duties and responsibilities.
- 1.3 The Employee will devote her full time and attention to the performance of her duties and faithfully, competently and diligently perform those duties and responsibilities, inclusive of the items referenced in this Employment Agreement.
- 1.4 The Employee shall engage in international business development duties that will require travel to other jurisdictions and will include consultation, training and other related work, as required from time to time.

## 2. Compensation

- 2.1 Salary: The Employee shall receive \$210,000 per annum. The Employer shall annually review the Employee's salary, benefits, vacation, and performance, taking into account the Employee's submissions. Any increase in compensation will not be effective unless it is in writing and signed by the Vice-President, Clinical Programs & Corporate Performance, as well as the President & CEO. It is understood that salary includes an amount of vacation pay and, accordingly, the vacation provided for in Paragraph 3 shall be without loss of pay or reduction of salary.
- 2.2 Discretionary Performance Incentive: A discretionary performance incentive in the amount of up to \$8,400 shall be payable annually in recognition of achieving annual objectives as determined by the Employee and the Vice-President, Clinical Programs & Corporate Performance, as well as the President & CEO.
- 2.3 Professional Development: The Employee shall be eligible to be reimbursed for professional development course expenses in accordance with the Employer's policies. Professional development courses must be pre-approved by the Vice-President, Clinical Programs & Corporate Performance, as well as the President & CEO.
- 2.4 Professional Associations: The Employer shall pay for memberships in appropriate professional organizations according to the Employer's policy, provided such memberships are pre-approved by the Vice-President, Clinical Programs & Corporate Performance, as well as the President & CEO.
- 2.5 Reimbursement for expenses reasonably and properly incurred by the Employee on behalf of or for the benefit of the Employer, shall be paid by the Employer, upon presentation of receipts to the Vice-President, Clinical Programs & Corporate Performance, as well as the President & CEO.

## 3. Vacation

- 3.1 The Employee is entitled to the greater of:
  - 3.1.1 5 weeks of vacation per year, or
  - 3.1.2 Vacation as set out in the Employer's policy for vacations for full-time, Management employees. Vacation time may not be carried over into subsequent years but must be taken in the year in which it is earned, except as provided for in accordance with the Employer's policies or unless otherwise agreed to by the Vice-President, Clinical Programs & Corporate Performance, as well as the President & CEO.

## 4. Employee Benefit Plans

- 4.1 The Employer shall pay its share of statutory benefits in accordance with Federal and Provincial legislation.

- 4.2 Except as provided elsewhere in this Agreement, the Employee shall be enrolled in the benefit plans offered by the Employer to Management employees. The Employee shall continue to be enrolled in the Hospital of Ontario Pension Plan ("HOOPP") in accordance with the Employer's policies.
- 4.3 The Employer shall pay the premiums for the benefit plans in which the Employee is enrolled, in accordance with the Employer's employee benefit policies covering full-time Management employees. The Employee shall pay her portion of any benefit plan co-payments. The Employer will waive waiting periods in the benefit plans, where possible.

**5. Resignation From Employment By Employee**

- 5.1 If the Employee wishes to resign from employment with the Employer, the Employee agrees to provide the Employer with 60 days' written notice of resignation.
- 5.2 This Agreement shall be deemed to have been terminated in all respects on the last day of the notice period referred to in Paragraph 5.1.

**6. Termination of Employment For Just Cause**

- 6.1 The parties understand and agree that this Agreement may be terminated by the Employer for cause. If the Employee's employment is terminated by the Employer for cause, the Employee will not be entitled to notice of termination, pay in lieu of notice or any benefits other than those prescribed by law.

**7. Termination of Employment Without Cause**

- 7.1 The Employer may terminate the Employee's employment without cause at any time and the Employer shall provide the Employee with 12 months' written notice of termination, or 12 months' payment of salary in lieu thereof, or some combination of working notice and payment of salary equivalent to 12 months in total (referred to as the "Severance Period").

Further to the above, the Employer has the sole discretion to determine the period of working notice, salary in lieu or combination of the two to be provided to the Employee during the Severance Period.

Should the Employee become re-employed or self-employed during the Severance Period at a position which pays over 75% of the Employee's then current salary, then the Employee shall immediately notify the Employer who shall stop making payments during the Severance Period. The Employee shall then be paid one-half of the remaining value of the working notice, or salary in lieu, that would have been owed for the balance of the Severance Period.

- 7.2 In the event of termination without cause under Paragraph 7.1, the Employer shall continue to maintain employee benefit plans described in Paragraphs 4.1 to 4.3 with the exception of Short and Long Term Disability herein until the earlier of the expired Severance Period or the date on which the Employee obtains alternative employment or becomes self-employed. Short and Long Term Disability benefits will be maintained for a period of two (2) months following the last day worked.
- 7.3 After the payments from Paragraphs 7.1 and 7.2, the Employee shall receive any other entitlements to which she is eligible pursuant to the *Employment Standards Act, 2000*. In all cases, the Employee shall receive at least the minimum amount of notice of termination, severance and benefit plan continuation as prescribed by the *Employment Standards Act, 2000*.
- 7.4 In the event of termination without cause under Paragraph 7.1, the Employer shall pay up to a maximum of \$10,000.00 towards outplacement counselling. This amount will be paid directly from the Employer to the outplacement counselling service provider.
- 7.5 Except as provided in Paragraph 7 above, no other amounts shall be payable to the Employee in the event of the termination of her employment. Payment to the Employee under these provisions is inclusive of any other entitlements the Employee may have, whether contractual, at common law or otherwise, including without limitation notice of termination pay or severance pay due under the *Employment Standards Act, 2000*, and is in full and final settlement of all such claims.

## 8. **Tax Obligations**

- 8.1 The Employee acknowledges and agrees that she is responsible for all tax liability resulting from the receipt of monies or benefits pursuant to this agreement and that all payments or benefits hereunder shall be subject to withholding of such amounts, if any, relating to tax or other payroll deduction as the Employer may reasonably determine it should withhold pursuant to applicable law.

## 9. **Confidentiality**

- 9.1 The Employee shall not at any time, including after the termination of this Agreement, disclose confidential information about the business of the Employer acquired while employed by the Employer if that disclosure is for her own direct or indirect benefit or for the detriment or intended detriment of the Employer, subject to that which may be required by law or made in connection with the performance of her duties as referred to herein.
- 9.2 Any inventions, systems, improvements, processes, procedures, apparatus and technical data developed for the benefit of, by or on behalf of Employer, or information relating to present and future plans and projects of Employer, shall at all times be considered the property of the Employer.

10. **Arbitration**

10.1 Should a dispute arise between the parties with respect to this agreement or the performance of its terms and conditions, the dispute shall be referred to arbitration by a member in good standing of the Law Society of Upper Canada or a retired judge mutually agreed upon. If the parties fail to agree on such an arbitrator, an Application may be made by either party to the Supreme Court of Ontario for the appointment of an arbitrator. Any arbitrator so appointed shall proceed to determine the rights of the parties pursuant to the provisions of the *Arbitration Act, 1991* or such other Act governing arbitrations in the Province of Ontario then in force and, subject to the Act, such arbitrator's decision shall be final and binding on the parties hereto.

11. **Notices**

11.1 Any notice to be given to the Employee shall be delivered to the Employee personally or mailed by registered mail to the Employee's address last known to the Employer.

11.2 Any notice to be given to the Employer shall be mailed by registered mail to the Employer at its address last known to the Employee.

12. **Severability**

12.1 In the event that any provision or part of this Agreement shall be deemed invalid by a Court, the remaining provisions shall remain in effect.

12.2 The Employer reserves the right from time to time and on more than one occasion to waive any of the obligations on the part of the Employee in this Agreement. No waiver by the Employer of any breach of any of the conditions of this Agreement shall constitute a waiver of any prior, concurrent or subsequent breach of any obligation.

13. **Entire Agreement**

13.1 This contract constitutes the entire Agreement between the parties and any previous agreements, written or oral, express or implied, relating to the employment and appointment of the Employee by the Employer are terminated.

14. **Amendment of the Agreement**

14.1 Any modification to this Agreement must be in writing and signed by the parties or it shall have no effect.

15. **Headings**

15.1 The headings used in this Agreement are for convenience only and are not to be construed in any way as additions to or limitations to the Agreement.

16. **Governing Law**

16.1 This Agreement shall be construed in accordance with the laws of the Province of Ontario.

16.2 The parties agree to interpret and apply this Agreement in a manner that is compliant with all Ontario wage restraint legislation and government Directives related to executive compensation for hospital employees. For the purposes of clarity, if, as a result of the application of any current or future legislation and/or Directives, there is a required adjustment to any term of this Agreement, including those related to compensation, this will not trigger the Termination provisions outlined in Article 7.

17. **Successors**

17.1 This Agreement is binding on the Employer and any successor to it.

18. **Acknowledgment**

18.1 The parties acknowledge and agree that:

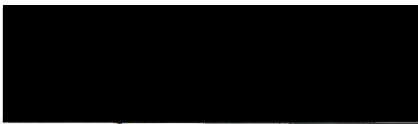

- (i) they have had sufficient time to review this agreement and they have read and understand the terms herein;
- (ii) they have been given an opportunity to obtain independent legal advice concerning the interpretation and effect of this agreement; and
- (iii) they are signing this agreement freely and voluntarily.

IN WITNESS WHEREOF the parties have set their hand, respectively, duly attested to by the proper signing officers on its behalf.

Dated at Toronto, this *29<sup>th</sup>* day of *Sept*, 2017



*(Handwritten mark)*

)  
 ) Per:   
 ) Name: Margot DaCosta  
 )  
 ) I have authority to bind the Employer.  
 )   
 )  
 ) Dr. William Reichman  
 ) President & CEO