

EMPLOYMENT AGREEMENT

This Agreement is made effective as of the 31st day of July, 2024.

BETWEEN

HOTEL-DIEU GRACE HEALTHCARE
(herein called the "Employer")

OF THE FIRST PART

-and-

TAMMY KOTYK
(herein called the "Employee")

OF THE SECOND PART

WHEREAS the Employer wishes to employ the Employee and the Employee wishes to be employed by the Employer in the capacity and upon the terms set forth in this Agreement;

THEREFORE IN CONSIDERATION of the respective promises and covenants contained herein the parties agree as follows:

1. EMPLOYMENT AND TITLE

- (a) Subject to the terms and conditions set out in this Agreement, the Employer agrees to employ the Employee as its Vice President-Mental Health and Addictions, and the Employee agrees to work for the Employer in such capacity and to perform such duties and exercise such powers as are commensurate with that position and/or as may be prescribed or specified from time to time by the Employer's President and Chief Executive Officer (the "CEO").
- (b) During the term of this Agreement, the Employee shall faithfully perform the assigned duties and apply her best efforts to promote the interests of the Employer.
- (c) The Employee shall take direction from, and be directly accountable to, the CEO.
- (d) The CEO may designate another representative of the Employer to discharge any of her responsibilities herein.

2. EXCLUSIVE SERVICE

The Employee shall devote the whole of her working time and attention to the business and affairs of the Employer and to her responsibilities and shall not, without the written consent of the Employer, engage either directly or indirectly in any other business or occupation of a permanent, temporary or part time nature.

3. NON-DISCLOSURE

The Employee shall not (either during the continuance of her employment or any time thereafter) disclose any information relating to the private or confidential affairs of the Employer or any patients, to any person other than for the purpose of the Employer or as required by law.

4. TERM OF EMPLOYMENT

This Agreement will be in the form of a continuous employment agreement commencing July 31, 2024. The Employee's original hire date with the Employer shall continue to be recognized as July 13, 1998.

5. PERFORMANCE REVIEWS

Performance reviews shall be done on an annual basis. The Employee's performance will be measured in relation to performance expectations prepared by the CEO. The review process will also establish individual performance expectations for the Employee as identified by the CEO.

6. COMPENSATION

- (a) The Employer shall pay to the Employee a base salary in the amount of \$179,000.00 (less applicable deductions), which shall be paid in accordance with the Employer's usual payroll practices.
- (b) The Employee shall be entitled to participate in the pay-for-performance and other provisions contained in the Employer's Executive Compensation Policy and Framework (the "Framework"), which shall be pro-rated for the first year of employment. The Employer reserves the right to amend or revoke the Framework at any time.
- (c) The Employee's compensation will be reviewed in the annual performance review process referred to in Section 5 herein. Future compensation increases effective as of the end of the year of the evaluation, will be based on the performance review and will be assessed by the Employer in conjunction with the dictates (if any) of applicable legislation and the Employer's compensation policies and practices at that time.

- (d) The parties agree that if in future legislation/regulation mandates that the Employee's base salary or other compensation be reduced or altered in any way, the Employee's base salary or other compensation may be reduced or altered as required in order to comply with applicable legislation/regulation.

7. BENEFITS

- (a) During the term of this Agreement the Employee will, subject to her meeting insurability and other applicable requirements, be entitled to participate in the benefit plans made available by the Employer to its Senior Leadership Team. The Employer will waive the usual enrollment waiting periods for the Employee, provided that the carrier will agree. The Employee agrees that the Employer may amend or discontinue any of its benefits from time to time in its discretion.
- (b) In particular, the Employee shall be entitled to participate in the Hospitals of Ontario Pension Plan (HOOPP) in accordance with the terms and conditions of such Plan, as amended from time to time.
- (c) The auditors will determine the amount, if any, to be shown on the Employee's T4 in respect of employment benefits received under this Agreement.

8. VACATION AND HOLIDAYS

- (a) Vacation entitlement is governed by the Employer's Non-Union Vacation Policy. As such, the Employee shall have no specific vacation entitlement. The Employer reserves the right to revise its vacation policy from time to time. If the Employer changes its current flexible Vacation Policy in future to provide for a defined vacation allocation, the Employee shall receive no less vacation entitlement than other employees at her level. For clarity, at all times (whether pursuant to current policy or any future policy) the Employee shall at all times receive vacation time and pay of no less than the Employee's vacation entitlement pursuant to the Ontario *Employment Standards Act, 2000*.
- (b) The Employee agrees to submit requests for vacation leave exceeding one week in duration at least four weeks in advance. Vacation leave will not conflict with the Employee's work responsibilities.
- (c) The Employee will be entitled to holidays (statutory holidays, floating holidays and/or personal days), as well as pay for such days, pursuant to the Employer's policies and practices as amended from time to time. For clarity, at all times (whether pursuant to current policy or any future policy) the Employee shall at all times receive holidays and holiday pay of no less than the Employee's entitlement pursuant to the Ontario *Employment Standards Act, 2000*.

9. EXPENSES

- (a) The Employee shall be reimbursed for all reasonable traveling (other than for day-to-day commuting) and other out-of-pocket expenses actually and properly incurred in connection with her employment. For all such expenses, the Employee shall furnish to the Employer statements and receipts as and when required by the Employer and in compliance with the Employer's policy.
- (b) The Employer shall make available a laptop computer and portable electronic communication device to assist the Employee in discharging the Employee's duties.

10. TERMINATION BY THE EMPLOYEE

The Employee may resign from her employment at any time provided the Employee gives the Employer four (4) months' notice thereof in writing. The Employer may waive such notice in whole or in part but shall be required to continue providing the Employee both her base salary and benefits for that portion of the four (4) months that is waived. If any benefit cannot be continued due to restrictions imposed by the policy and/or the insurer, that benefit shall be continued only for the minimum notice period required by the Ontario *Employment Standards Act, 2000*, and no payment in lieu of such benefit will be provided.

11. TERMINATION BY THE EMPLOYER

- (a) The Employer may terminate this Agreement for Just Cause upon providing the Employee with all of (but only) her minimum entitlements required by the Ontario *Employment Standards Act, 2000*. Just Cause, for the purposes of this Agreement, shall include the following:
 - (i) any material breach of the provisions of this Agreement;
 - (ii) any gross neglect of duty;
 - (iii) any willful act of dishonesty or willful neglect in performance of duties;
 - (iv) disregarding or disobeying any reasonable direction of the Employer or any direction or resolution of the Board;
 - (v) any conviction of the Employee of any indictable offence under the *Criminal Code* of Canada;
 - (vi) failure of the Employee to have disclosed or to disclose to the Employer, at the time of entering into this Agreement or thereafter, any material fact about herself which the Employee knew or ought to have known would tend to bring herself or the Employer into disrepute; or

(vii) any other act or omission of the Employee that constitutes just cause at law.

Failure by the Employer to rely on the provisions of this paragraph in any given instance or instances shall not constitute a precedent or be deemed a waiver.

- (b) The Employer may terminate this Agreement without Just Cause by a notice to the Employee in writing. Upon termination of this Agreement without Just Cause as provided in this Section (b), the Employer shall thereafter provide to the Employee the "termination amount" (less any applicable deductions). The "termination amount" for the purposes of this Section (b) shall be equal to the continuation of the Employee's base salary and all benefits (but not including pay-for-performance) for twenty-four (24) months. Such continuation shall be inclusive of the Employee's entitlements to termination pay and severance pay under the Ontario *Employment Standards Act, 2000*, and the Employee acknowledges that the continuation provided herein is a "greater right or benefit" over such entitlements and agrees to receive her entitlements by way of salary continuance. Notwithstanding the foregoing, in the event any benefits cannot be continued due to restrictions imposed by the policy and/or the insurer, the Employer shall be required to continue such benefit(s) for only the minimum period required by the Ontario *Employment Standards Act, 2000*, and no payment in lieu of such benefit(s) will be provided thereafter.
- (c) In any instance of salary continuance by the Employer to the Employee pursuant to Section (b) herein, the Employee agrees that the obligation of the Employer will be reduced to fifty percent (50%) of the remaining salary continuance due and payable to the Employee should the Employee obtain alternate employment prior to the end of the period of salary continuance. All benefits shall cease at that time, except if otherwise required to comply with the Ontario *Employment Standards Act, 2000*.
- (d) This Agreement shall end without notice upon the death of the Employee, in which case the sole liability of the Employer shall be to provide all minimum entitlements required by the Ontario *Employment Standards Act, 2000* (including any benefits then owing).
- (e) The parties confirm that the provisions contained in Sections 10 and 11 are fair and reasonable. The provisions in Sections 10 and 11 contain the entirety of the Employee's entitlements to notice of termination, pay in lieu of notice or severance on any cessation of the Employee's employment. Without limiting the generality of the foregoing, the Employee agrees that she is contracting out of the common law entitlement to reasonable notice by agreeing to the terms herein, and the parties explicitly agree that Sections 11(b) and (c) shall apply in the event of a constructive dismissal of the Employee's employment.

- (f) The provisions contained in Sections 10 and 11 hereof shall remain in full force and effect notwithstanding any other changes to the Employee's employment, including changes in compensation, job title, duties or responsibilities, unless a specific written agreement is entered into by the parties modifying these provisions.

12. EMPLOYER'S PROPERTY

The Employee acknowledges that all items of any and every nature or kind created or used by the Employee pursuant to the Employee's employment under this Agreement, or furnished by the Employer to the Employee, and all equipment, credit cards, books, records, reports, files, CDs, portable drives, manuals, literature, confidential information or other materials shall be considered and remain the exclusive property of the Employer at all times and shall be surrendered to the Employer upon the request of the Employer, or in the absence of a request, on the cessation, termination or ending of the Employee's employment with the Employer. After returning all records to the Employer, the Employee shall irretrievably delete all such records from any devices that remain under the Employee's power, possession or control.

13. NON-SOLICITATION/NON-HIRE

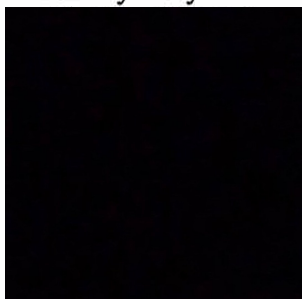
The Employee shall not, while employed or for a period of one (1) year immediately following the cessation of the Employee's employment (regardless of the reason for the end of employment), directly or indirectly solicit, hire, retain or attempt to solicit, hire or retain, the services of any employee of the Employer for any reason that may conflict with, replace or interfere with the contract between the Employer and such employee, nor take any steps or make an approach, either directly or indirectly, to any employee of the Employer that is calculated to or could reasonably be expected to cause such employee to cease or reduce his or her contractual relationship with or obligations to the Employer. For clarity, this Section shall not preclude the Employee from engaging in such actions during her employment in the proper course of her duties on behalf of and for the benefit of the Employer.

14. NOTICES

Any demand, notice or other communication to be given in connection with this Agreement shall be given in writing and may be given by personal delivery or by registered mail addressed to the recipient as follows:

To the Employee:

Tammy Kotyk



To the Employer:
President and Chief Executive Officer
1453 Prince Rd.
Windsor, ON
N9C 3Z4

or to such other addresses or individual as may be designated by notice by either party to the other.

Any communication given by personal delivery shall be conclusively deemed to have been given on the day of actual delivery thereof (except if given after 5:00pm, in which case it shall be deemed to have been given on the following day excluding Saturdays, Sundays or statutory holidays in Ontario), and, if made or given by registered mail, on the second day, excluding Saturdays, Sundays or statutory holidays in Ontario, following a deposit thereof in the mail. If the party giving any communication knows or ought reasonably to know of any difficulties with the postal system which might affect the delivery of mail, any such communication shall not be mailed but shall be given by personal delivery.

15. GOVERNING LAW

This Agreement shall be deemed to have been made in and shall be construed in accordance with the laws of Ontario.

16. EXEMPT AND SAVE HARMLESS

The Employer will exempt and save the Employee harmless from any liability or action arising within the scope and course of her employment and in the performance of her duties for the Employer, provided that the Employee was acting in good faith and in the best interests of the Employer and in the reasonable belief that such action was lawful and proper. The Employer will assume all costs, legal fees and expenses arising from the defence of such actions.

17. ENTIRE AGREEMENT

This Agreement constitutes and expresses the whole agreement of the parties with respect to the employment of the Employee and supersedes all prior arrangements and understandings between them. The parties acknowledge and agree that there are no written or oral agreements, understandings or representations respecting the Employee's employment other than as contained herein or as contained in the Employer's general policies and procedures. Any modification to this Agreement must be in writing and signed by the parties or it shall have no effect and shall be void (except any increases in compensation or changes to the Employer's policies/benefit plans from time to time, which may be made on written notice to the Employee by the Employer).

18. SEVERABILITY

Should any provision of this Agreement become invalid, illegal or not enforceable it shall be considered separate and severable from the Agreement and the remaining provisions shall remain in force and binding upon the parties as though such provisions had not been included.

19. ENUREMENT/ASSIGNMENT

The Employee may not assign, pledge or encumber the Employee's interest in this Agreement nor assign any of the rights or duties of the Employee under this Agreement without prior written consent of the Employer. This Agreement shall be binding on and enure to the benefit of the successors and assigns of the Employer and the heirs, executors, personal legal representatives and permitted assigns of the Employee. The Employee agrees that this Agreement and the Employee's employment may be assigned to any organization affiliated with the Employer, or, in the event of a merger or amalgamation, to a successor of the unit to which the Employee is at that time devoting a substantial portion of her attention.

20. INDEPENDENT LEGAL ADVICE

The Employee acknowledges that she has read and understands this Agreement and acknowledges that she has had the opportunity to obtain independent legal advice with respect to it.

21. ACCOMMODATION

The Employer is committed to providing reasonable accommodations to employees with disabilities. If the Employee requires any such accommodations, the Employee shall discuss same with the Employer's Human Resources Department or with the CEO.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day, month and year first above written.



Witness



Hotel-Dieu Grace Healthcare

A handwritten signature in black ink, appearing to read "Bill Marra", written in a cursive style. The signature is positioned above a horizontal line.

per: Bill Marra
President and Chief Executive Officer

Candice Kondratowicz

Witness

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