

December 22, 2020

Lana LeClair

Re: Amendment to Total Compensation

Dear Lana,

In light of your added responsibilities brought on by COVID-19 and the North Grenville COVID Assessment Centre, this letter shall serve as confirmation that a total compensation increase has been approved for your Vice President Corporate Services' position to \$126,945.44 per year effective December 24, 2020.

All other terms and conditions of the Vice President, Corporate Services' Employment Agreement for 2020/2021 and as identified in the letter dated September 14, 2018, the VP Corporate Services Agreement of April 30, 2018, as well as the Executive Compensation Framework that took effect April 23, 2018 will remain unchanged with the exception of the following:

- A base salary of \$123,248.00 effective December 24, 2020.
- The potential to earn a three (3) % performance-related pay based on your fiscal base salary to be earned upon the successful completion of assigned fiscal operational goals. However, due to the Ontario government freeze on Executive Total Compensation that took effect in August 2018, you cannot earn any more than the previous two (2) % performance-related pay based on your 2017 base salary until further notice.

Please be advised that the Hospital will have to maintain the suspension of the Broader Public Sector Executive Compensation following this amendment and until further notice unless significant responsibilities are added once again to your position in the future.

I thank you for your continued leadership and trust that you will agree to your revised compensation package.

Sincerely,



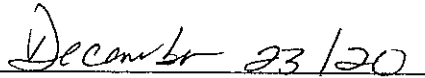
Frank J. Vassallo
Chief Executive Officer

c.c. personnel file

I, *Lana LeClair*, accept the revised total compensation package of the amended Vice President Corporate Services' Employment Agreement as provided herein.



Lana LeClair – signature



Date

April 30, 2018

Lana LeClair

Dear Lana,


Further to our discussion of February 27, 2018, I am pleased to confirm that the Ministry of Health and Long Term Care provided their final approval of Kemptville District Hospital's Executive Compensation Framework. The framework was posted on the Hospital's website and takes effect April 23, 2018.

In the past, your total compensation program included an annual salary with a 2% performance claw-back. In the new framework, your total compensation will be comprised of a base salary + a 3% performance pay. As of April 23, 2018, your annual base salary will increase to \$102,706.80. You will be eligible to earn the performance pay (up to \$3,081.20) upon the successful completion of identified fiscal operational goals providing you with a total compensation of \$105,788.00.

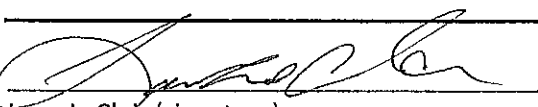
A separate letter identifying your 2018/2019 fiscal operational goals for the purpose of the performance pay will be provided to you shortly.

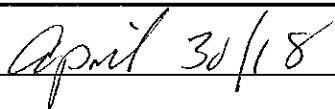
Thank you for your ongoing interest and commitment to Kemptville District Hospital.

Yours truly,


Frank J. Vassallo
Chief Executive Officer

c.c. personnel file


Lana LeClair (signature)


Date

I have read and accept these changes to my contract which are in compliance with the Executive Compensation Framework.

January 14, 2016

JAN 14 2016

Lana LeClair

Dear Lana,

Further to our discussion today, I am pleased to confirm your promotion to Vice President, Corporate Affairs effective January 27, 2016.

In compliance with our existing non-union management salary bands, your new position will be placed at Step 1 of Band 11. You will earn \$53.36 per hour or \$104,052.00 per year.

However, as mentioned in the former Interim CEO's letter to you dated August 11, 2015, we must continue to comply with the Excellent Care for All legislation regarding performance pay for all senior staff reporting directly to the CEO.

Therefore, as of January 27, 2016, your new base salary of \$104,052.00 per year will be reduced by 2% to \$102,011.50. You will be eligible to regain this 2% by reaching the following objectives, each of them adding 0.4% to your base salary. For fiscal year 2015/16, these objectives are:

- 1) Reach 80% of medication reconciliation at admission;
- 2) Raise the % of performance appraisal on file to 60% by year end;
- 3) Achieve a patient satisfaction rating of 85%;
- 4) Develop and implement an Education Plan to ensure that all legislated training is up to date by year end;
- 5) Ensure satisfactory orientation of new Board members by scheduling them for OHA education session and two (2) KDH in-house orientation sessions.

These objectives will be assessed by May 1st, 2016 and performance pay will be retroactive to April 1st, 2015. Performance pay is considered as pensionable remuneration.

If, for any reason, you were to leave the Hospital before April 1, 2016, the performance pay will be considered as having been earned and will be paid on a pro-rated basis from April 1st, 2015 up to the date of your departure.

Notice and Severance

In addition, to reiterate some information that was documented in your employment contract dated November 1st, 2013, you acknowledge that termination of employment on your part requires a minimum of eight (8) weeks working notice. The employer reserves the right to terminate for cause with no compensation. In the event of not for-cause termination of this agreement by Kemptville District

Hospital, you will be compensated twelve (12) months' salary with pension contribution and group benefit coverage. However, sick leave benefit and Long Term Disability coverage will cease on the day of termination.

A new job description will be provided to you shortly.

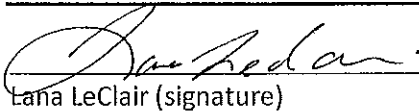
Thank you for your ongoing interest and commitment to Kemptville District Hospital.

Yours truly,



Frank J. Vassallo
Chief Executive Officer

c.c. personnel file



Lana LeClair (signature)

January 14, 2015

Date

I have read and understood these changes to my contract. I understand they are mandated by law and supersede any other agreement between me and KDH.