

Dec 8, 2021

Mayor Pauline Rochefort  
Municipality of East Ferris  
390 Hwy 94  
PO Box 85  
Corbeil, ON P0K 1K0

Dear Mayor Rochefort and Councillors,

Re: Cassellholme Renovation Project Financing Update

Good day, I hope this message finds you all staying well.

I just wanted to ensure that you had heard that Cassellholme received approval to proceed to construction from the MLTC on Monday, November 29<sup>th</sup>, 2021. I have attached the correspondence that we received for your information (Appendix A).

Additionally, the Board at a special meeting on Monday afternoon directed the CEO, Jamie Lowery, to execute the contract with Percon as soon as possible. Motion #117-21 is attached for your reference (Appendix B).

As you will recall, on November 10, 2021 I sent you two letters regarding the East Nipissing District Home for the Aged ("Cassellholme") renovation project.

One letter provided three financing options available to the Member Municipalities, which included the Municipalities passing the required motions to allow Cassellholme to borrow the full amount or the provincial portion from IO or Cassellholme levying. The letter set out that levying would occur if the borrowing options did not occur by no later than November 24, 2021.

The other letter notified you that Cassellholme is levying for renovations, alternations, or additions to Cassellholme pursuant to Section 127(1) of the *Long-Term Care Home Act*, 2007, SO 2007, c. 8 ("Levy Letter"). The 2022 Levy Letter and Levy Apportionment Schedule A are attached (Appendix C and Appendix D).

I am confirming that the Member Municipalities have elected to not pass a motion to allow Cassellholme to borrow any amount from IO and therefore the levy communicated to you by the Levy Letter is in full force and effect.

Having identified that the Levy is now in force, I would continue to offer to meet with Municipalities to discuss other financing options outlined in our November 10, 2021 letter.

Yours truly,

  
Chris Mayne  
Cassellholme Board Chair

Ministry of Long-Term Care

Assistant Deputy Minister  
Long-Term Care Capital Development

8<sup>th</sup> Floor, 438 University Ave.  
Toronto ON M5G 2K8  
Tel.: (416) 327-7461  
Fax: (416) 327-7603

Ministère des Soins de longue durée

Sous-ministre adjointe  
Optimisation des immobilisations dans le secteur des soins de  
longue durée

438, avenue de University, 8<sup>e</sup> étage  
Toronto ON M5G 2K8  
Téléphone: (416) 327-7461  
Télécopieur: (416) 327-7603

November 29, 2021

Mr. Jamie Lowery  
Chief Executive Officer  
The Board of Management for the District of Nipissing East  
400 Olive Street  
North Bay ON P1B 6J4

Dear Mr. Lowery:

Re: Approval to Construct for Cassellholme (PROJ- 479)

In accordance with the Development Agreement dated October 13, 2020, I am pleased to approve the selection of Percon Construction Inc. as general contractor for the Construction (the "Contractor") for the Cassellholme project. I am also pleased to approve the Final Estimate of Costs (FEC) received September 27, 2021, and acknowledge receipt of some of the required accompanying documentation. You may commence Construction once the following outstanding documents that are the responsibility of Cassellholme to provide have been submitted:

- Certificates for the following:
  - 50% performance bond and labour and material bond.
  - Builder's risk insurance
  - Wrap up liability
- Building permit from the local municipality
- A letter of confirmation of financing from your lender

In accordance with section 4.3 of the Development Agreement, funding is provided, subject to the requirements set out in that Development Agreement, based on approval of the Final Estimate of Cost form until such time as the Operator provides a Statement of Disbursements for the Project, and satisfactory proof of costs expended by the Operator on the project.

Your scheduled Total Completion date for Phase 1 of this project is November 30, 2023. Once the pre-occupancy review is satisfactorily completed and the first resident has been admitted, the construction funding will be initiated subject to the terms of the Development Agreement.

In accordance with Schedule B, section 5, prior approval is required for all change orders during the Construction that:

- (a) affect the Construction Plans in any material respect, or
- (b) once implemented, would either materially increase or decrease the total cost of the Project set out in the Final Estimate of Cost form approved for the Construction or render it difficult to meet the timelines set out in the Project Schedule.

Mr. Jamie Lowery:

In addition, please submit monthly construction progress reports to your Project Manager, Benedict Menachery in accordance with Section 7.1 of the Development Agreement. A standardized monthly construction reporting form is attached.

Should you have any questions, please contact Benedict Menachery, Project Manager at (437) 338-6454 or via email at [Benedict.Menachery@ontario.ca](mailto:Benedict.Menachery@ontario.ca).

Sincerely,

A handwritten signature in black ink, appearing to read 'B. Pollard', written in a cursive style.

Brian Pollard  
Assistant Deputy Minister

Enclosure

c: Bill Hatanaka, Board Chair, Ontario Health  
Matthew Anderson, President and Chief Executive Officer, Ontario Health  
Brian Kytör, Chief Regional Office (North Region), Ontario Health



Mr. Jamie Lowery

Author: Benedict Menachery, (437) 338-6454, Capital Program Management Branch

bc: Wendy Ren, Director, Capital Program Management, MLTC  
Hindy Ross, Director (Acting), Capital Planning Branch, MLTC  
Neil VanderKooy, Manager, Long-Term Care Capital Development Division, MLTC  
Rashmi Sharma, Manager, Long-Term Care Capital Development Division, MLTC  
Jim Yuill, Director, Financial Management Branch, MoH  
Chandike Tennakoon, Manager, Financial Management Branch, MoH  
Margaret Allore, Manager, Long-Term Care Operations Division, MLTC  
Dorothy Ginther, A/Manager, Sudbury Service Area Office, LTC Inspections Branch, MLTC  
Vivian Lo, Technical Specialist, Long-Term Care Capital Development Division, MLTC  
Agnes Briones, Licencing Coordinator, Long-Term Care Operations Division,  
MLTC  
Michael Orr, Senior Counsel, Legal Services Branch, MAG  
William Georgas, Counsel, Legal Services Branch, MAG  
Benedict Menachery, Project Manager, Long-Term Care Capital Development Division,  
MLTC

# CASSELLHOLME

*Compassionate care for life's journey.*

EAST NIPISSING DISTRICT HOME FOR THE AGED

SPECIAL REDEVELOPMENT BOARD MEETING

## RESOLUTION

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RESOLUTION NUMBER      117 - 21

November 29, 2021

MOVED BY:              Sherry Culling

SECONDED BY:        Claire Campbell

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"That the Board approve the motion below, as agreed to in-camera."

"That the Board, by unanimous vote, directs the CEO to utilize the services of the Procurement Office to execute the necessary agreements with Percon as soon as practical."

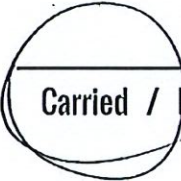
Record Vote:

Sherry Culling              YES

Claire Campbell            YES

Mark King                  YES

Chris Mayne                YES

 Carried / Defeated

  
Chairman

December 8<sup>th</sup>, 2021

Mr. Jason Trottier, CAO  
Municipality of East Ferris  
390 Hwy 94  
PO Box 85  
Corbeil, ON P0K 1K0

Dear Mr. Trottier

Re: Cassellholme 2022 Municipal Levy

On November 25<sup>th</sup>, 2021, the Cassellholme Board of Management approved (a) 2022 Operating Budget and (b) the 2022 apportionment statistics which will apply to both operating and capital levies for Cassellholme East Nipissing District Home for the Aged.

This operating budget includes a 0% increase to the municipal levy over the amount levied for 2021. Note, that while the overall operating levy has not changed, your municipality's apportionment will fluctuate based on its apportionment statistics.

*Resolution No. 114-21*

*"That the Board approve Cassellholme's Proposed 2022 Operating Budget, as presented"*

*Moved by Mark King (City of North Bay)*

*Seconded by Claire Campbell (Province of Ontario Appointee)*

*Resolution No. 115-21*

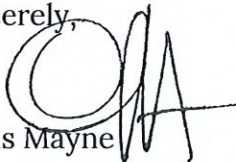
*"That the Board approve the 2022 apportionment statistics for calculating the Cassellholme municipal levy"*

*Moved by Sherry Culling (Province of Ontario Appointee)*

*Seconded by Claire Campbell (Province of Ontario Appointee)*

Attached is Schedule A - Levy Apportionment noting each municipality's portion.

Sincerely,



Chris Mayne  
Cassellholme Board Chair

CC: Mayor Pauline Rochefort



# **Levy Apportionment** Budget Period

2022

Total Levy - 2022

3,444,516

**CASSELLHOLME**

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Municipality	Apportionment Rate	2022 Operating Levy	Monthly Payment - Jan		Total Levy Requested
			Nov 15th, 2022	December 15th, 2022	
North Bay	79.293%	2,731,251	227,604	227,607	2,731,251
East Ferris	7.659%	263,810	21,984	21,986	263,810
South Algonquin	3.305%	113,849	9,487	9,492	113,849
Bonfield	3.216%	110,770	9,231	9,229	110,770
Papineau/Cameron	1.728%	59,525	4,960	4,965	59,525
Chisholm	1.620%	55,787	4,649	4,648	55,787
Calvin	1.488%	51,270	4,273	4,267	51,270
Mattawa	1.363%	46,932	3,911	3,911	46,932
Mattawan	0.329%	11,322	944	938	11,322
<b>Total</b>	<b>100.000%</b>	<b>3,444,516</b>	<b>287,043</b>	<b>287,043</b>	<b>3,444,516</b>
Check		-	3,157,473	287,043	3,444,516

## **FIR Information Used**

Municipality	2020		Phased-In PIL Assessment (Wtd. & Disc CVA)	Phased-In PIL Assessment (Wtd. & Disc CVA)	Total	Apportionment	Share of Operating Levy
	Phased-In Taxable Assessment (Wtd. & Disc CVA)	Phased-In Taxable Assessment (Wtd. & Disc CVA)					
North Bay	6,576,762,075	243,304,949	6,820,067,024	79.293%	6,820,067,024	79.293%	2,731,251
East Ferris	657,646,160	1,101,000	658,747,160	7.659%	658,747,160	7.659%	263,810
South Algonquin	274,077,750	10,208,752	284,286,502	3.305%	284,286,502	3.305%	113,849
Bonfield	275,478,787	1,119,093	276,597,880	3.216%	276,597,880	3.216%	110,770
Papineau/Cameron	147,577,568	1,058,855	148,636,424	1.728%	148,636,424	1.728%	59,525
Chisholm	139,256,528	45,204	139,301,732	1.620%	139,301,732	1.620%	55,787
Calvin	125,031,277	2,993,201	128,024,478	1.488%	128,024,478	1.488%	51,270
Mattawa	116,207,758	983,757	117,191,515	1.363%	117,191,515	1.363%	46,932
Mattawan	27,375,061	895,904	28,270,965	0.329%	28,270,965	0.329%	11,322
	<b>8,339,412,965</b>	<b>\$ 261,710,714</b>	<b>\$ 8,601,123,679</b>	<b>100.000%</b>	<b>\$ 8,601,123,679</b>	<b>100.000%</b>	<b>\$ 3,444,516</b>