

**Ministry of Health  
and Long-Term Care**

Health System Accountability and  
Performance Division  
Performance Improvement and  
Compliance Branch

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**Ministère de la Santé  
et des Soins de longue durée**

Division de la responsabilisation et de la  
performance du système de santé  
Direction de l'amélioration de la  
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**By e-Mail and Regular Mail**

November 26, 2013

Ms. Sandra Datars Bere  
Managing Director  
Housing, Social Services and Dearness Home  
The City of London  
151 Dundas Street, 2nd Floor  
P.O. Box 5045  
London ON N6A 4L6

Dear Ms. Datars Bere:

**Re: Licensing Transaction Review – Management Contract for Dearness Home for Senior Citizens (Home # M514)**

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I am writing with respect to the intention of the Corporation of The City of London (the "Licensee") to contract a management firm to assume the management responsibilities of Dearness Home for Senior Citizens, a 243-bed long-term care home in London, Ontario (the "Home").

The Ministry of Health and Long-Term Care (the "ministry") has reviewed the consulting contract between the Licensee and **Extendicare (Canada) Inc.** (the "Proposed Manager") and has determined that it is in fact a management contract. Further to our teleconference on November 25, 2013, you are required to submit a revised management contract for review. Please note that all management contracts are subject to approval of the Director under s. 110 of the *Long-Term Care Homes Act, 2007*, S.O. 2007, c. 8 (the "Act").

We have already received the \$3,750.00 fees for the Licensing Transaction Review on October 29, 2012 (cheque # 00447528).

In order to enable the Director to approve the contract, the following corporate documentation of the **Proposed Manager** is required as soon as possible.

- If the Proposed Manager is a Corporation:
  - Certificate of Incorporation;
  - Articles of Incorporation / Amendment; Letters Patent / Supplementary Letters Patent;
  - Form 1 – Ontario Corporation – Initial Return / Notice of Change / *Corporations Information Act* or Annual Return;

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- List of current Officers and Directors (including the names, positions held and business telephone numbers of all officers, directors and persons with a controlling interest (10% or more shares, owned or controlled directly or indirectly) in the Proposed Manager, along with a statement describing the ownership or beneficial ownership of equity shares of capital stock in the Proposed Manager); and
  - Each person who is involved in the Proposed Manager shall list all long-term care homes of which
    - a) the person is the licensee;
    - b) the person is the manager;
    - c) the person has a controlling interest in the licensee; or
    - d) the person has a controlling interest in the manager.
- If the Proposed Manager is a Limited Partnership:
    - Declaration under the *Limited Partnerships Act*;
    - Certificate of Incorporation for the general partner (GP);
    - Articles of Incorporation / Amendment for the GP;
    - Form 1 – Ontario Corporation – Initial Return / Notice of Change / *Corporations Information Act* or Annual Return for the GP;
    - List of current Officers and Directors for the GP (including the names, positions held and business telephone numbers of all officers, directors and persons with a controlling interest (10% or more shares, owned or controlled directly or indirectly) in the Proposed Manager, along with a statement describing the ownership or beneficial ownership of equity shares of capital stock in the Proposed Manager); and
    - The GP and each person who is involved in the GP shall list all long-term care homes of which
      - a) the person is the licensee;
      - b) the person is the manager;
      - c) the person has a controlling interest in the licensee; or
      - d) the person has a controlling interest in the manager.

Note: If the Limited Partnership has more than one GP, the information requested above shall be provided for each GP. If any GP is not a corporation, please provide a description of the GP's legal status, constituting documents, and information corresponding to that set out in the list above, as applicable to the GP.

Once we have had an opportunity to review the amended Management Contract and the corporate documents, we may contact you if additional information is required.

Please note that the proposed management contract is not approved until such time as the Director under the Act provides The Corporation of the City of London with written approval of the contract.

Ms. Sandra Datars Bere, The City of London

November 26, 2013

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If you have any questions, please do not hesitate to contact Edith at 416-326-1933.

Sincerely,



Margaret Allore  
Manager (A)  
Licensing and LTC Programs Unit

- c: Tim Dobbie, City Manager (Interim), The Corporation of the City of London  
Paul Tuttle, President, Extendicare (Canada) Inc.  
Michael Barrett, CEO, South West Local Health Integration Network  
Sandra Coleman, Executive Director, CEO, South West Community Care Access Centre  
Catherine Brown, Assistant Deputy Minister, Health System Accountability and  
Performance Division, Ministry of Health and Long-Term Care (MOHLTC)  
Karen Simpson, Director (A), Performance Improvement and Compliance Branch (PICB),  
MOHLTC  
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Karen Wold, Senior Counsel, Legal Services Branch, MOHLTC  
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