



100 Stokes Street  
Toronto, ON M6J 1H4

September 8, 2021

Sarah Lowy



**TRANSFER AGREEMENT**  
(Appointment)

Dear Sarah:

The Centre for Addiction and Mental Health is pleased to confirm your appointment. We are confident you will continue to make a significant contribution to the success of our organization in your new role.

You are to commence the temporary appointment as a full-time, VP Legal, General Counsel and Chief Risk Officer, reporting to me, effective August 16, 2021. Upon completion of this 6-month appointment, you will return to your home position as Director, Corporate Legal Services and your salary adjusted to reflect your rate as at August 13, 2021 plus any applicable increases. The provisions of the CAMH Policy Manual and the Code of Conduct will govern the terms and conditions of your employment. CAMH fosters a healthy workplace by embracing diversity, encouraging teamwork, patient safety, and complying with health and safety regulations.

Additional details relating to your employment are included in an attachment to this letter.

To confirm your appointment, you are required to:

- **Sign this letter to acknowledge your acceptance of CAMH's offer of appointment as soon as possible**

By signing this letter, you also agree not to disclose or use either during or after your employment with CAMH any confidential information relating to CAMH, its employees or its clients without the prior written consent of CAMH.

Yours truly,



Tracey MacArthur  
President & CEO

cc: People  
File

/jc



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**EMPLOYMENT AGREEMENT ATTACHMENT  
Compensation and Benefits Outline**

**Applicant Information:**

<b>Name:</b>	Sarah Lowy
<b>Program/Department:</b>	Legal Services
<b>Position Title/Classification:</b>	VP Legal, General Counsel and Chief Risk Officer
<b>Status (FT/PT/Casual):</b>	Full-time (temporary appointment)

**Compensation:**

<b>Union Status:</b>	Senior Management
<b>Rate of Pay:</b>	\$111.2821 per hour
<b>Start Date:</b>	August 16, 2021
<b>End Date (if applicable):</b>	February 18, 2022
<b>Days and Hours of Work:</b>	37.5 hours per week

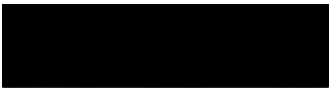
**Paid Vacations and Holidays:**

<b>Vacation time/pay:</b>	5 weeks per year (Remains the same)
<b>Float Days:</b>	1 per calendar year
<b>Public Holidays:</b>	As determined by CAMH

**Group Benefits:**

<b>Benefit:</b>	<b>Eligibility:</b>	<b>Start Date:</b>
<b>Percentage in Lieu of Benefits:</b>	No	N/A
<b>Short Term Disability (sick days):</b>	Yes	Remains the same
<b>Extended Health Care Insurance:</b>	Yes	Remains the same
<b>Dental Insurance:</b>	Yes	Remains the same
<b>Accidental Death &amp; Dismemberment:</b>	Yes	Remains the same
<b>Life Insurance:</b>	Yes	Remains the same
<b>Long Term Disability:</b>	Yes	Remains the same
<b>Pension:</b>	Yes - HOOPP	Remains the same

I have read and accept the offer as outlined in the Employment Agreement and in the attachment.



**Signature**

Sep 13, 2021

**Date**

<b>For Internal Use Only</b>	<b>Employee Number</b> 205732	<b>Position Number</b> 27702	<b>Competition No.</b> N/A
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