

ONTARIO  
SUPERIOR COURT OF JUSTICE  
COMMERCIAL LIST

IN THE MATTER OF THE COMPANIES' CREDITORS  
ARRANGEMENT ACT, R.S.C. 1985, c. C-36, AS AMENDED

AND IN THE MATTER OF A PLAN OF COMPROMISE OR  
ARRANGEMENT OF SERTAPAK INC.

THE MONITOR'S FIRST REPORT

(February 13, 2009)

INTRODUCTION

1. On January 20, 2009, Sertapak Inc. ("Sertapak" or the "Company") filed for and obtained protection from its creditors by Order of the Honourable Mr. Justice Colin Campbell (the "Initial Order") made pursuant to the *Companies' Creditors Arrangement Act*, R.S.C. 1985, c. C-36, as amended (the "CCAA"). A copy of the Initial Order is attached as Exhibit "A".
2. Pursuant to paragraph 18 of the Initial Order, BDO Dunwoody Limited was appointed monitor (the "Monitor").
3. The role and responsibilities of the Monitor is set out in the CCAA and further articulated in paragraph 19 of the Initial Order, which provides that the Monitor is directed and empowered to:
  - (a) monitor Sertapak's receipts and disbursements;

- (b) report to this Court at such times and intervals as the Monitor may deem appropriate with respect to matters relating to the Property, the Business, and such other matters as may be relevant to the proceedings herein;
  - (c) have full and complete access to the books, records and management, employees and advisors of the Applicant and to the Business and the Property to the extent required to perform its duties arising under this Order;
  - (d) be at liberty to engage independent legal counsel or such other persons as the Monitor deems necessary or advisable respecting the exercise of its powers and performance of its obligations under this Order; and
  - (e) perform such other duties as are required by this Order or by this Court from time to time.
4. The purpose of this, the Monitor's First Report (the "First Report"),<sup>1</sup> to advise and update this Honourable Court as to:
- (a) the activities of the Monitor since the issuance of the Initial Order;
  - (b) the activities of Sertapak since the issuance of the Initial Order;
  - (c) Sertapak's actual cash-flow for the period ending February 6, 2009;
  - (d) Sertapak's cash flow projections to May 1, 2009; and
  - (e) Sertapak's and the Monitor's planned activities should this Court grant the extension of the Stay Period that is being sought by Sertapak.
5. The information contained in this report has been obtained from the accounting records of Sertapak and is based on discussions with, and representations made

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<sup>1</sup> A report from BDO Dunwoody Limited in its capacity as proposed Monitor, dated January 16, 2009, was included as part of the Application Record filed by Sertapak in support of the Initial Order.

by Sertapak's management, including in particular Messrs. David Nettleton, Peter Corbiere and Bruce Orr.

6. The Monitor assumes no responsibility or liability for any loss or damage occasioned by any party as a result of the circulation, publication, re-production or use of this report. Any use which any party, other than the Court, makes of this report, or any reliance on or decision made based on it, is the responsibility of such party.
7. Capitalized terms not defined herein are as defined in the Initial Order or the affidavit of Nettleton.
8. All references to dollars are in Canadian currency unless otherwise noted.

#### **BACKGROUND**

9. Sertapak is a privately held corporation incorporated under the laws of the Province of Ontario. The Company is a major supplier of custom packaging solutions for a variety of industries.
10. Sertapak operates a 140,000 sq ft production facility from leased premises at 1039 Dundas Street, in Woodstock, Ontario. At the time of the initial filing, 106 individuals were employed at this facility on a full-time basis, while 58 were employed on a temporary basis.
11. The Company also operates a much smaller sales and design office in Portland (Nashville), Tennessee, which employs four individuals.
12. The Company's operations and the cause of its current financial difficulties are described in the affidavit of Sertapak's President, Chief Executive Officer and director, David Nettleton, sworn January 15, 2009, in support of the Initial Order.

## **THE MONITOR'S ACTIVITIES SINCE THE INITIAL ORDER**

13. The Monitor has posted the Initial Order and other documents filed with the Court to date in the within proceedings on a website maintained by the Monitor with the following URL: [www.bdo.ca/sertapak](http://www.bdo.ca/sertapak) .
14. The Monitor has been and continues to work closely with the Company's management, in particular Messrs. Nettleton, Corbiere and Orr. Sertapak's management is directing execution of the Company's restructuring plan with the support and guidance of the Monitor.
15. The Monitor has advised and assisted Sertapak on a number of matters since the issuance of the Initial Order, including:
  - (i) the implementation of appropriate procedures for the daily monitoring of receipts and disbursements, along with the weekly review of Sertapak's cash flow and reporting to the Bank of Montreal ("BMO");
  - (ii) assisting Sertapak with its weekly cash-flow reporting obligations; its reporting obligations to BMO; its dealings with Century Services Inc. ("Century"), a factoring company; and communications with the Business Development Bank of Canada ("BDC"), a term lender; and
  - (iii) various other creditor-related issues and reporting matters.
16. The Monitor has retained WeirFoulds LLP as its independent legal counsel.

## **SERTAPAK'S OPERATIONS AND ACTIVITIES SINCE THE INITIAL ORDER**

17. Sertapak has provided the Monitor with full co-operation and unrestricted access to the Company's premises, books and records.

18. Since the commencement of the within proceedings, and with the assistance of the Monitor, Sertapak has stabilized its operations.
19. The Company continues to operate in compliance with a forbearance agreement entered into prior to the commencement of the within proceedings with its major lender, BMO.

#### Supplier Issues

20. On January 20, 2009, Sertapak mailed a notice to the Company's creditors advising of the CCAA filing and the Initial Order and the means by which to obtain a copy of the Initial Order. A copy of the letter is attached hereto as **Exhibit "B"**.
21. Sertapak, with the assistance of the Monitor, continues to promptly address supplier concerns to ensure an orderly and cohesive communication strategy with suppliers.
22. The communication with suppliers has addressed supplier concerns with respect to pre-filing arrears and arrangements to assist in the continued flow of goods and services, as well as continued performance by suppliers under existing contracts.
23. Sertapak has been required to pay most suppliers on a COD or weekly basis to ensure continued supply.
24. Since the issuance of the Initial Order, the Company has made no payment of pre-filing liabilities owed to suppliers.

### Customer Issues

25. Upon issuance of the Initial Order, Sertapak advised its customers that the CCAA filing would not impact Sertapak's immediate commitments to its customers or Sertapak's day-to-day operations.
26. On January 20, 2009, Sertapak sent a letter to its customers, a sample copy of which is attached hereto as **Exhibit "C"**.
27. Sertapak is in continuous communication with its key customers, including Toyota, its largest single customer.
28. To date, no customer has cancelled an existing order.

### Employee Issues

29. Sertapak has reviewed its staffing levels at its principal location in Woodstock, Ontario. At the date of this report, 87 individuals were employed at this facility on a full-time basis, while 19 were employed on a temporary basis.
30. The Company has also scaled back operations at its subsidiary facility located in Portland (Nashville), Tennessee. Production has been moved to the Woodstock location and the subsidiary is focused on sales and design.

### **ACTUAL CASH FLOWS FOR THE PERIOD ENDING FEBRUARY 6, 2009**

31. The Monitor has reviewed Sertapak's actual unaudited cash flow for the four week period from January 12, 2009 through February 6, 2009 and has compared it to management's forecast cash flow for the same period. Actual net cash flow for this period was \$630,664, which represents a small negative variance over forecast of \$639,911. The comparison of the actual cash flows to the forecast is attached hereto as **Exhibit "D"**.

32. Receipts for the period were \$2,928,528. The shortfall from the projected receipts of \$268,972 is largely a timing difference. Shipments to customers have been delayed to meet the customers' requirements and are expected to return to the projected level during February.
33. To date, Sertapak's disbursements of \$2,297,885 are less than projected by some \$259,704. This positive variance is largely the result of timing differences in anticipated occupancy, insurance and operating costs. Earlier than projected purchases of inventory has been offset by lower than projected disbursements in operations and contingency.

#### **CASH FLOW PROJECTIONS TO MAY 1, 2009**

34. Sertapak has updated and revised the initial projected cash flow for the sixteen week period ending May 1, 2009 (the "Updated Projected Cash Flow"). A copy of the Updated Cash Flow is attached hereto as Exhibit "E". This document has been reviewed by the Monitor and submitted to BMO.
35. The Updated Projected Cash Flow reflects actual results for the first four weeks to February 6, 2009 and updated projections for the period to May 1, 2009, which largely reflect the re-forecasting of timing differences.
36. The overall Updated Projected Cash Flow is not materially different from the projected cash flow filed with the application for the Initial Order. Overall net cash flows are projected to be marginally better than those originally projected in the near term.

#### **REQUEST FOR ENHANCED RESTRUCTURING POWERS**

37. The Initial Order was granted on notice to Sertapak's principal creditors, namely, BMO, Century and BDC, none of whom opposed the order sought.

38. Nonetheless, as contemplated by the Explanatory Notes that accompany the model CCAA orders released by the Commercial List Users' Committee of the Ontario Superior Court of Justice, the Initial Order did not include the broad restructuring powers that are standard in a "Long Form Initial Order".
39. Those powers will be necessary to achieve the restructuring being pursued by Sertapak, and the Company has sought approval of an order granting those powers in the context of the within proceeding. The Monitor supports this request.

#### **PROPOSED MARKETING AND SALES PROCESS**

40. As contemplated in the affidavit of David Nettleton, sworn January 15, 2009, in support of the Initial Order (see e.g., para. 34), Sertapak is attempting to close a transaction with a strategic or financial investor.
41. This process is already underway. The Monitor has been actively assisting the Company in this regard, in particular attempting to identify a possible purchaser of and/or investor in the Company's business.
42. The proposed timeline for a sales transaction is outlined in the table below:

<b>PHASE</b>	<b>TIMING</b>	<b>ACTION</b>
I	Completed	<ul style="list-style-type: none"><li>• Develop sales objectives, timeline, sales process and marketing strategy</li><li>• BDO conduct site visits, review projections and other valuation data and compile preliminary potential purchaser's list.</li><li>• Prepare a confidential information memorandum ("CIM").</li></ul>
II	Completed	<ul style="list-style-type: none"><li>• Finalize potential purchaser's list and sales strategy</li><li>• Begin preparation of data room</li></ul>

III	January 1, 2009 to March 6, 2009	<ul style="list-style-type: none"><li>• Advertisements will be placed in national newspapers and publications as the Monitor and Sertapak deem appropriate</li><li>• Potential purchasers will be contacted and interested parties will be asked to execute a confidentiality agreement ("CA"). Parties that execute a CA will be provided with the CIM</li><li>• A timeline will be given for interested purchasers to submit non-binding indications of interest (Friday March 6, 2009) and these interested parties will constitute the second round of potential purchasers</li></ul>
IV	March 6, 2009 to May 30, 2009	<ul style="list-style-type: none"><li>• Interested purchasers will be given access to the due diligence data room and site visits will be arranged</li><li>• A draft purchase and sale agreement will be circulated and binding offers will be required to be submitted substantially in the form of the draft purchase and sale agreement</li><li>• Negotiations with the top bidders/preferred parties will be entered into and a purchaser will be selected</li><li>• A definitive purchase and sale agreement will be negotiated, executed and court approval of the sale will be sought</li></ul>

43. The Company is seeking the authorization and approval of this Honourable Court for the Company, in conjunction with the Monitor, to continue with this proposed sale process.

44. In addition, as the Company recognizes that circumstances may necessitate or warrant some deviation from the proposed timeline, it is contemplated that the Company would be able to vary this timetable with the consent of the Monitor.

45. The Monitor supports these requests.

#### **MONITOR'S RECOMMENDATION**

46. Since the date of the Initial Order, Sertapak and its advisors have worked diligently in stabilizing Sertapak's operations and advancing the restructuring

for the benefit of stakeholders. It is the Monitor's view that Sertapak has acted and continues to act in good faith and with due diligence.

47. In addition, based on the information currently available, including the cash flow results and projections discussed above, the Monitor believes that creditors would not be materially prejudiced by an extension of the Stay Period.
48. Therefore, the Monitor recommends that this Honourable Court:
- (a) approve Sertapak's request for an extension of the Stay Period until April 15, 2009;
  - (b) approve the activities of the Monitor to date, as disclosed in its preliminary report as proposed Monitor, dated January 16, 2009, and in this First Report;
  - (c) approve the Company's request for enhanced restructuring powers;
  - (d) approve the marketing and sales process described above; and
  - (e) grant an order substantially in the form of the draft order contained in the Motion Record filed by the Company in support of the motion returnable February 18, 2009.

All of which is respectfully submitted, this 13<sup>th</sup> day of February, 2009.

**BDO DUNWOODY LIMITED,**  
**In its capacity as Monitor in the Matter of a Plan**  
**of Compromise or Arrangement of Sertapak Inc.**

Per:



Clark McKeown, CA, CA • CIRP, CFE, CMC  
Senior Vice-President