

Dundas Manor is on **FACEBOOK** & on  
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Dundas Manor opened its doors in 1978 and has cared for residents in this location for 47 years. We are proud of our heritage and decades of care in this building.

We are equally proud of the new Dundas manor scheduled to open in fall 2026! As we reflect on this home and all the people who have lived and worked here...my, are we blessed!

**2026** will be a wonderful year full of ups and downs but we can do it **together**. The local communities have supported this home to help us build a state-of-the-art LTC home for the comfort of our residents for decades to come.

Cheers to 1978 and the history of excellence in care at 533 Clarence Street...Celebrating a new day at Dundas Manor in our transition to 543 Clarence Street!

HELLO  
*December*

DUNDAS MANOR  
DECEMBER 2025





## FROM THE ADMINISTRATOR'S DESK...

As I reflect on 2025, I am filled with immense pride and gratitude to each resident, family member, staff member, volunteer and community member who supported our home, residents and the new Dundas Manor.

We kept in close touch with each of you through newsletters, meetings, zoom calls, 1:1, staff meetings and presentations. Our desire and intent are to provide the best communication we can to keep everyone fully informed; especially as so much change is on the horizon. My door is always open- please ask any questions you may have.

I extend my ***personal thank you*** to each of our dedicated staff members who show immense compassion in their excellent resident care and services they provide on all shifts, to the WDMH Foundation who continue to raise the bar in fundraising, to the wonderful team at Frecon who are building this new home, to our supportive volunteers and volunteer Board of Directors and to my Leadership Team and CEO who always provide me with great support as I work diligently to lead this home through this upcoming year.

I know we will hold the values and history of the current Dundas Manor close to our hearts as we transition to a much larger and technologically advanced home. This new home will provide more comfort, safety, privacy, dignity and space for all who live and work here. I know that ***the people*** make this home great. We are very blessed.


I am extremely proud to be the Administrator of this wonderful home. Wishing each of you and your families a very Merry Christmas and a healthy, happy 2026!

***Respectfully, Susan Poirier***  


## Season's Greetings from Support Services-


### Dietary, Housekeeping & Laundry


Another wonderful year is ending, and the holiday season is upon us! As we wrap up 2025, we want to take a moment to celebrate all that we've accomplished together and share a few important reminders to help make this season bright, safe, and enjoyable for everyone.

 **Holiday Treats & Goodies:** If you plan to bring a treat for your loved one, please deliver it to the kitchen so it can be distributed safely. This helps us maintain proper food safety standards and prevents unwanted pests.

If you'd like to bring treats for our staff, please drop them off at the Administration Office. The team there will ensure everything is shared among staff in their breakrooms, away from resident areas!

 **Gifting New Clothing for Residents:** If you're planning to gift new clothing to your loved one this Christmas, please follow our new clothing procedure. All new items should be placed in the brown bin near the Rural Retreats dining room, along with a completed form so our laundry team can properly label each piece. This ensures every resident's clothing is returned to them safely and efficiently.

 **Festive Meals & Celebrations:** Residents will enjoy a traditional turkey dinner with all the fixings and assorted pies on Christmas Day at lunch. Over the holiday season, we'll also be serving up a variety of festive treats for everyone to enjoy—sugar cookies, gingerbread, fudge, hot chocolate and eggnog!

 **A Heartfelt Thank You:** As we look back on this year, we're filled with gratitude for our dedicated staff, supportive families, amazing residents, and generous volunteers. Your hard work, kindness, and compassion make our home such a warm and joyful place to be—especially during the holidays.

***From everyone in Support Services, we wish you a Merry Christmas and a Happy, Healthy New Year!***

***Here's to a 2026 filled with happiness, teamwork, and new memories.***

**Stacey Williams,**

**Director of Support Services**  



**Dear Residents and Families,**

Another year in the books for us at Dundas Manor. Another year of laughter, music, prayer, flowers, good food, companionship, and productivity!

I remain so proud to lead the Activity/Recreation /Physio team each day ❤️ Each year amazes me as we look back at all that we accomplish together...Big events like the Strawberry Social, The Bazaar, right down to sitting in a residents room for a visit and look an old photo album, each as meaningful as the other.

Each year we are so lucky to meet and care for new residents and their families, which also means we have had to say goodbye to others. Our family grieves these losses and are grateful those folks' left imprints on our hearts while they were here.

If all things go according to plan...this will be the last Christmas at this home and next year we will be moved into our new home! Think of all the Christmas's since 1978 that we have celebrated here! We will have a little throwback to the 70's here and there throughout the month... Oh boy if the walls could talk! What fun they could recall!


The Calendar is a good mix of entertainment, fun, trivia, crafting, baking and celebrating. A little something for everyone. The holiday season is changing for us...we have many new staff from around the world who celebrate in different ways, we welcome learning all about this. As a matter of fact, in the new year, we are going spotlight some of the countries our new team members come from and do just that! Learn! Expand our knowledge. This was a resident suggestion. ❤️

My wish for each of you is Blessed Christmas/Holiday with those you love. Our Manor family will do what we always do, come together to celebrate and support those who may struggle at this time of year. This spirit of warmth and compassion is what we need to bottle up and ensure it makes its way over to our new address. Merry Christmas and Happy New Year,

**Jennifer Hill, Activity Programs and Services Director** ❤️❤️



Joan C  
Marilyn L



Nancy R.  
Diana MacD  
June G

December Birthdays



Marlene B	87 Years Young
Denis C	87 Years Young
Ethel H	94 Years Young
Sylvia J	81 Years Young
Mary R	86 Years Young

december

BIRTH FLOWER

hope  
wealth  
the only one  
good fortune



NARCISSUS

DECEMBER BIRTHSTONE

TURQUOISE, TANZANITE AND ZIRCON BIRTHSTONE

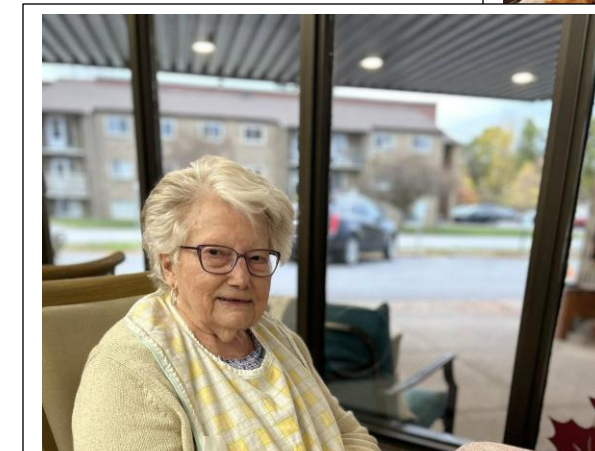
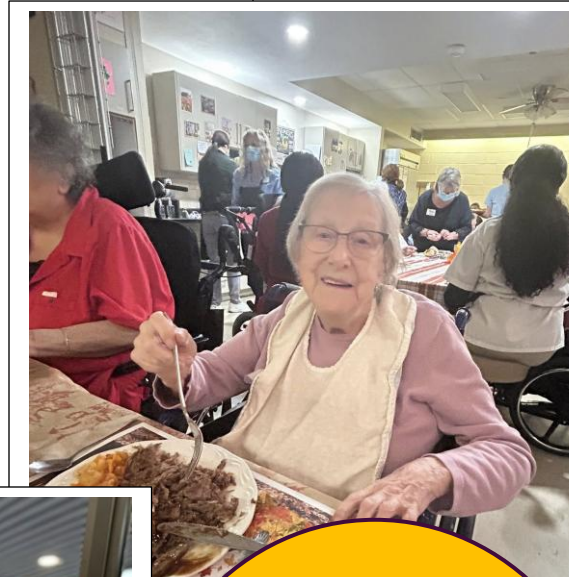
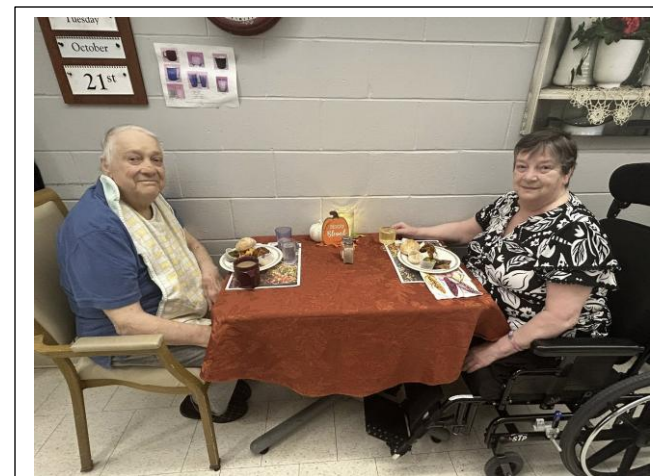


TURQUOISE   TANZANITE   ZIRCON

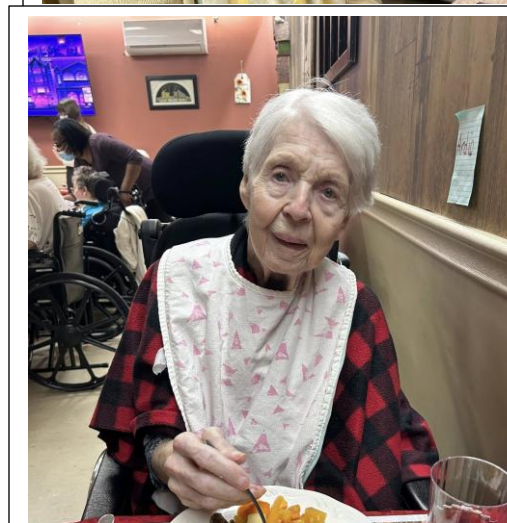




A party for Dundas Manor staff... in the basement of the home....in 1979!! 🥳



What a wonderful Harvest Supper enjoyed by our residents







## CHRISTMAS PRESENTS & TRAVEL PLANS:

Each resident is receiving a small Christmas gift from Santa this year! These lovely gifts will be given out in the month of December!

If you are planning on taking your family member out for a family event this holiday season, please contact the Nursing Department to provide them with notice. This way, the resident will be ready to go and medications etc. will be prepared as well. Thanks for helping keep us all organized!

**RESIDENT APPOINTMENTS:** Just a reminder to our families that transportation to and from an appointment is the responsibility of the family. You either take them yourself or arrange transportation. This applies to accompanying them as well. Even for an out-patient appointment/test at Winchester Hospital ~ we do not have the staff to provide this service. If you require information on the transportation methods available in our community, please contact our Nursing Ward Clerk Marg Stephenson and she will provide it to you. Following a hospital admission, if ambulance return is required, this is your responsibility to arrange with the hospital.

## INFORMATION on FAMILY COUNCILS of ONTARIO

This is an organization that supports families who have a loved one living in a Long-Term Care Home. Our home does not have a Formal Family Council; however, we meet regularly with our families (through our Monthly Family Engagement and Education Meetings). We are always open to our families wishing to start a more formal Family Council. Family Councils are fully run by the families and supported by the home. If there are family members who wish to start and run a Family Council, you are welcome to do so. Our home partners with the Ontario Association of Residents' Council (OARC)

For information and support, email [info@fco.ngo](mailto:info@fco.ngo) or call 647-427-5551/toll-free 877-622-9968 Extension 21



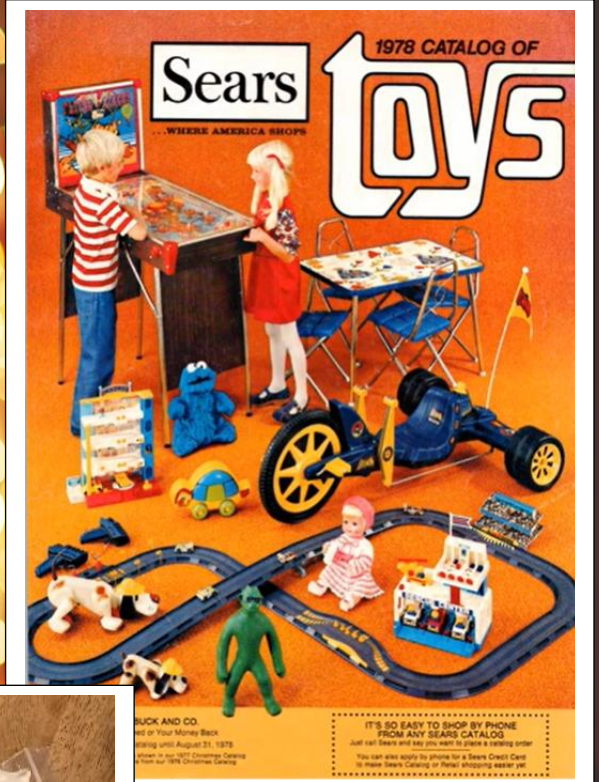
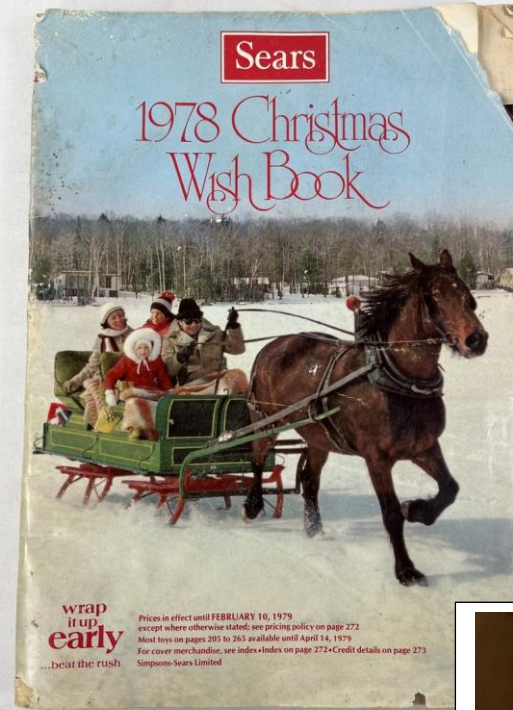
## DUNDAS MANOR LEADERSHIP TEAM

- ✓ Cholly Boland, *Chief Executive Officer*
- ✓ Susan Poirier, *Administrator*
- ✓ Michelle Blouin, *Chief Financial Officer*
- ✓ Ursula Lamoureux, *Director of Care*
- ✓ Jennifer Hill, *Activity Director*
- ✓ Sam Hutchingame, *Building Services Manager*
- ✓ Stacey Williams, *Director of Support Services*
- ✓ Kerrie Charlebois, *RAI MDS Coordinator*
- ✓ Dara Ferguson, *Infection Control Lead*
- ✓ Kate Grimes, *EA to the Administrator/HR Lead*
- ✓ Allison Pasco, *RN Team Lead*
- ✓ Dr. Francis LeBrun, *Medical Director*

On behalf of the  
entire Dundas Manor  
team, we wish you a  
very Merry  
Christmas and a  
Happy 2026!



Missing from Photo: Allison Pasco and Dr. F LeBrun



**Do you  
remember the  
Christmas  
Wish Book???**

**These were  
some of the  
“hot” toys for  
children in  
1978.**

**A throwback to  
the year  
Dundas Manor  
opened.**



Hello from Building Services!!

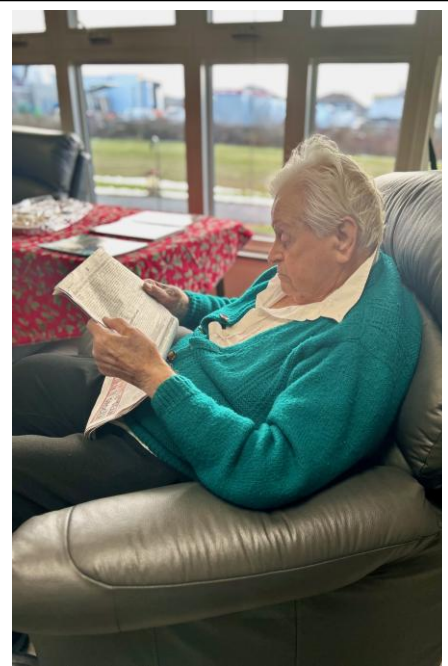
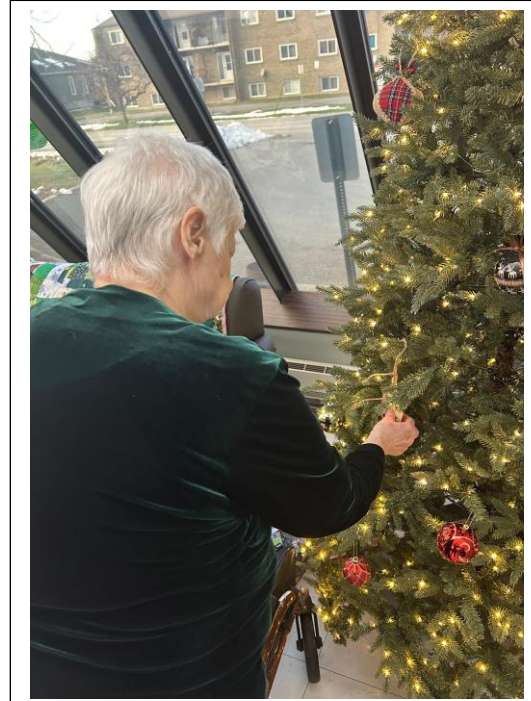
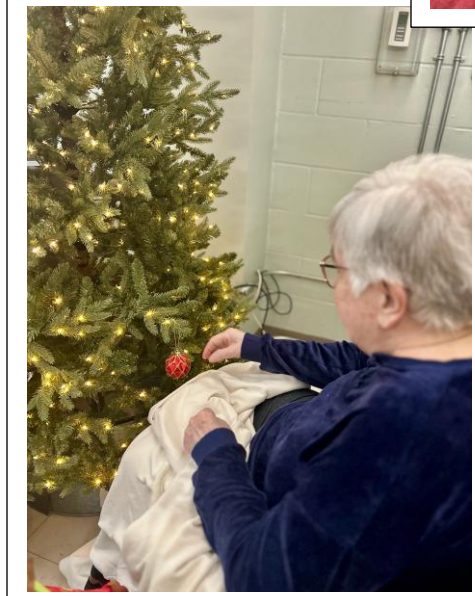
As we wrap up another year here at Dundas Manor, our last full year! We reflect on another busy one. This year we've been focusing on maintaining the home to standards all while ensuring we are prepared for the move to our new home.

Over this year we've continued with:

- Installing a few more AC units in the resident common areas
- Installing two new washing machines in our laundry room
- Updated the Smoke detectors throughout the entire home.
- New expansion tanks on our Hot water tanks to help maintain warm water.
- 

As always, none of this would be possible and I want to give a huge thank you to the maintenance team that keep this place running smoothly.

Sincerely, Sam Hutchingame, Building Services Manager



Holiday Greetings from the Front Office...

As we head into the holiday season, we want to take a moment to reflect on what a wonderful year it's been here at Dundas Manor and the gratitude we have for the people that make our old home feel warm.

So far this year, we've welcomed 64 new staff members to our team. Each new team member brings their own heart, dedication, expertise, and warmth. It's been incredible to see our community grow, and we're so proud of the care and connection this brings to the home. We thank all our staff, old and new, for their contributions.

Thank you to our volunteers who dedicate their time, energy, and compassion to Dundas Manor. Your presence brings warmth, joy, and companionship to both residents and staff, making each day a little brighter.

Thank you to our residents and families for your trust and support. Your kindness and encouragement mean more than words can say. From all of us in the administration office, we wish you a peaceful, joyful holiday season.

With gratitude, The Administration Team

Kate Grimes, Heather Tupper & Cindy Claus



Last Christmas at 533 Clarence Street and Tree Trimming Parties



## What are some of your favourite Christmas Memories?



A **Residents' Council** is an independent, self-determining group made up of only residents of a long-term care home. The Council is intended and designed to form the collective voice of all residents who reside in the LTC home, whether they attend meetings or not. All residents have the right to participate in the Residents' Council.

The Residents' Council, perhaps with an elected Executive or Leadership Team, meets regularly to provide advice and recommendations to the licensee regarding what the residents would like to see done to improve care or the quality of life in the home, and to provide peer to peer support.

Residents' Councils also meet to exercise several powers including, but not limited to sponsoring and planning activities, collaborating with community groups, reviewing the financial documents and operations of the LTC home, and attempting to resolve disputes.

In the Fixing Long-Term Care Act (2021), every licensee of a long-term care home must ensure that a Residents' Council is established at the home. Every licensee of a long-term care home must also appoint a Residents' Council Assistant who is acceptable to that council to assist the Residents' Council.



Residents' Council Leadership Team 2025

In memoriam: Ken Rayment & Diana MacDonald





A FUN VINTAGE SANTA TO COLOUR!

## Dear Santa

I hope you're keeping warm as the big night approaches! Before we wrap up this last year in Dundas Manor, I wanted to share a few highlights from our home—and whisper a few wishes for the year ahead.

Thank you for the incredible gift of staffing stability. Our Nursing and PSW team is stronger than ever, thanks to new hires from around the world who bring fresh perspectives and deep commitment to care.

### This Year's Gifts

- Resident Assessment Instrument (RAI) LTCF Implementation: Enhancing resident assessments and care planning. Special thanks to Melissa Pickup RPN for training to support Kerrie Charlebois.
- Skin & Wound App: Real-time tracking for better documentation and oversight.
- Palliative Care Education: Thoughtfully developed by Jennifer Davidson RPN, Cheryl Berlettano Nurse Practitioner, and Cathy Rogers-Tibbitts RPN.
- Falls Program Revamp: Improved workflows for interventions. Kudos to April Murphy RPN for reviewing every resident.
- Best Possible Medication Reconciliation: Now pharmacy-led, freeing nursing time for assessments.
- Health Connex Integration: Infection control surveillance is now streamlined with PointClickCare.
- Practitioner Engagement Module: Coming soon to PointClickCare—better communication and access to resident files.

Santa, our new home opens in less than a year! A state-of-the-art facility designed for modern workflows, advanced equipment, and enhanced safety for residents and staff. Excitement is building as we prepare for this next chapter.

This will be our final Christmas in our cozy country home—a place full of memories, laughter, and quiet moments. It is a bittersweet farewell that we're wrapping in gratitude and anticipation.

My letter would not be complete if I didn't ask for something: continued collaboration and a smooth transition to the new home.

And of course, health, peace, and joy for residents, families, and staff.

Safe travels and warm holiday wishes, Santa!



*Ursula Lamoureux RN GNC (c), Director of Care*



# December 2025



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	<b>1</b> Pet Visits with Louise & Coco <b>Jonick Clothing Co.</b> 10AM - 3PM	<b>2</b> 10:15am Popcorn Garland Making 2:00pm Tuesday Tea with the Shirreffs' Brothers 3:45pm 1 to 1 Visits	<b>3</b> 10:15am <b>RESIDENTS' COUNCIL MEETING</b> 2:00pm <b>Len Goldfarb Performs</b> 6:30pm <b>Joy Ride Performs</b>	<b>4</b> 10:15am Church with Rev. Daniel Wallace 2:00pm <b>Music with Cholly</b> 3:45pm Hometasks 6:30pm Bingo	<b>5</b> 10:30am R.C Communion 2:00pm <b>Marleen Fawcett Performs</b> 3:45pm Jewellery & Eye Glasses cleaning	<b>6</b> 2:00pm Bingo 3:45pm Montessori 6:15pm <b>Parade of Lights</b>
<b>7</b> 10:30am Sharing Christmas Memories 2:00pm <b>Quadratics Quartet Performs</b> 3:45pm 1 to 1 Visits	<b>8</b> 10:15am Christmas Baking 2:00pm Cocktail + Charcuterie Cart 3:45pm Tis the Season 6:30pm <b>Carollers</b>	<b>9</b> 10:15am Library Visits with Jen + Joan 2:00pm Tuesday Tea with John & Carol 3:45pm 1 to 1 Visits Hearing Aid Clinic	<b>10</b> 10:15am Strength and Stretch & Cozy Home <b>Holiday Glamour Shots</b>	<b>11</b> 10:15am Church with Rev. Melody Trolly 2:00pm <b>Music with Cholly</b> 3:45pm Hometasks 6:30pm Candlelight Bible Study	<b>12</b> 10:15am Trivia with Santa 2:00pm <b>Giddy Up &amp; Go Farm Animal Visits</b> 3:45pm Jewellery & Eye Glasses cleaning	<b>13</b> 10:15am Bingo 2:00pm Sip & Paint Afternoon 3:45pm Montessori 
<b>14</b> 10:30am Church with Calvin Pol 2:00pm Christmas Crafts 3:45pm 1 to 1 Visits 	<b>15</b> 10:15am Pet Visits with Louise & Coco 2:00pm <b>The 3 B's Perform</b> 3:45pm Tis the Season	<b>16</b> 8:30am Program Planning 10:15am Pet Visits with Beth & Cody 2:00pm Christmas Around the World 3:45pm 1 to 1 Visits <b>Festive Spirit Day: Sweaters, Socks &amp; Hair</b>	<b>17</b> 10:15am Cozy Simmer Pots 10:15am Strength & Stretch 2:00pm <b>Virginia Performs</b> 	<b>18</b> 10:15am Church with Rev. Christine Lowson 2:00pm Christmas Cookie Decorating 3:45pm Hometasks	<b>19</b> 10:15am Hot Chocolate Bar 2:00pm <b>Karokee with Carrie</b> 3:45pm Jewellery & Eye Glasses cleaning <b>Chinese Food Supper</b>	<b>20</b> 10:15am Christmas Stories 2:00pm Bingo 3:45pm Montessori 
<b>21</b> 10:30am Pass the Present 1:30pm <b>Mary-Ellen Performs</b> 3:45pm 1 to 1 Visits 	<b>22</b> 10:15am 1 to 1 visit 12:00pm Lunch Club 2:00pm Caption this Game 3:45pm Tis the Season	<b>23</b> 10:15am Trivia with Santa 2:00pm Christmas Tea with Carolling 3:45pm 1 to 1 Visits	<b>24</b> 10:15am Santa Visits 2:00pm Christmas Movie 7:00pm Shortbread & Eggnog Cart <b>CHRISTMAS EVE</b>	<b>25</b> 10:15am Christmas Visits 2:00pm <b>Music with the Boland's</b> 3:45pm Hometasks 7:00pm Coffee & Fudge Cart <b>CHRISTMAS DAY</b>	<b>26</b> 10:15am Bingo 2:00pm Boxing Day Sale Review 3:45pm Jewellery & Eye Glasses cleaning 7:00pm Fruitcake & Punch Cart <b>BOXING DAY</b>	<b>27</b> 10:15am Let's Get Moving 2:00pm Bingo 3:45pm Montessori 7:00pm Gingerbread & Eggnog Cart
<b>28</b> 10:30am Church with Paul Hrkach 2:00pm Ice Cream Cart 3:45pm 1 to 1 Visits 7:00pm Sugar Cookies & Hot Chocolate Cart	<b>29</b> 10:15am New Years Crafts 2:00pm Spa on the Go 3:45pm Tis the Season	<b>30</b> 10:15am A Year in Review 2:00pm Tuesday Tea 3:45pm 1 to 1 Visits	<b>31</b> 10:15am Strength & Stretch 2:00pm <b>New Years Eve Party with Al Visser</b>			