

# CASTLE ARMS

AN ACTIVE, CARING COMMUNITY... A GREAT PLACE TO LIVE!

## Some of the Special Events Coming up...

- December 1<sup>st</sup>, Tree Lighting [outside CA1 6 p.m. then inside CA2 Common Room]
- December 6<sup>th</sup> – Trivia Night [CA2 7 p.m.]
- December 21<sup>st</sup>, – Campus Christmas Party [CA2 2 p.m.]
- January 18<sup>th</sup> – Winter Blues Music Social [CA2 2 p.m.]
- January 27<sup>th</sup> – Soup's ON! [CA2 – 11 a.m.]
- February 13<sup>th</sup> – Valentine's Day Party [CA2 2 p.m.]

## See the calendar for details about these regular events and more...

Bingo • Ladybugs

Weekly Huddle • Darts

Jilly's Jaunts Walking Group •

Tea Talk and Crafts

Euchre • Boys Club

Card Playing  
and more Bingo

## Health & Wellness Program

Jillian and Shae will be going door-to-door to discuss the Castle Arms Health & Wellness Program. By getting to know your specific needs, we can tailor a program specifically for you. We can connect you with services and supports to promote your continued independence.

### Some things we can do for you:

- ✓ Assess your basic living needs.
- ✓ Give you information about community resources.
- ✓ Gauge your physical safety and make recommendations, such as mobility/stability aids.
- ✓ Schedule wellness checks as needed.
- ✓ Support your access to legal issues.
- ✓ Provide information to you, your support system, caregivers and service providers.

### Our goals for your wellness:

- ✓ You feel safe and protected. If you find yourself not feeling safe, you know who to ask for help.
- ✓ You have as much self-determination as possible.
- ✓ Your self esteem and dignity are respected and encouraged. No one is pressuring or bullying you.
- ✓ You are socializing. We hope you'll have a strong sense of community here.
- ✓ You're independent and happy in your apartment for as long as possible.

For more information or questions regarding the Health & Wellness Program call Jilly at 705-474-4250 ext. 262.

# YOUR AMBASSADORS

We are very grateful to those who volunteered to be our Ambassadors! If you need any information about the building and the surrounding neighbourhood, reach out to an ambassador. If they don't know the answer, they'll probably know how to find out. Otherwise, call a staff member and we'll help. Ambassadors can also give/sell you tickets for events.



Evelyn Marquette



Paulette Point [left]  
Jackie O'Brien [right]



Maz McKenzie



Carm Watson  
Ralph & Collette Whitehead in April

**THANK YOU!** to those who volunteer to help with events and activities.  
We could not do it without you. You are deeply appreciated.

## YOUR TEAM

**705-474-4250**

Remember: If you want to go to an event and need a ride, call Kim [ext. #789].



Jillian Duchesne,  
Health & Wellness  
ext. 262

Jennifer Carriere,  
Operations  
ext. 226

Kim Joly,  
Transportation  
ext. 789



# HAVE A SAY

Huddles are vital to our communication with each other. You have a chance to tell us how life at Castle Arms could be better. And we have an opportunity to work with you to create solutions.

If you're not comfortable sharing your ideas with the group, fill out a suggestion form and pop it into an internal mailbox.

**Our goal is to help you, your neighbours and the whole campus thrive.**

To ensure everyone in our community feels welcome and included, Huddles will rotate through the buildings. Location info will be on the monthly calendar. December: 6<sup>th</sup> – CA1, 13<sup>th</sup> – CA3, 20<sup>th</sup> – CA2, returning January 4<sup>th</sup>.

The priority of inclusion extends to the Huddles themselves. We want to hear from everyone. Come with an open mind and willingness to listen to anyone speaking respectfully. Together, we can make terrific things happen!

**Disrespect and bullying will not be tolerated.  
Respect your neighbours and the Castle Arms staff.**

# R.E.S.P.E.C.T. – FOR ALL

Castle Arms is committed to promoting a safe, healthy, respectful, and positive environment for Tenants, volunteers, and staff.

The Castle Arms staff is here to help and serve you. There is no excuse for disrespecting them or the other people they are helping or serving – your fellow Tenants.

Section 64 of the Ontario Landlord Tenant Act allows eviction for such behaviour.

Section 64 (1) A landlord may give a tenant notice of termination of the tenancy if the conduct of the tenant, another occupant of the rental unit or a person permitted in the residential complex by the tenant is such that it substantially interferes with the reasonable enjoyment of the residential complex for all usual purposes by the landlord or another tenant or substantially interferes with another lawful right, privilege or interest of the landlord or another tenant. 2006, c. 17, s. 64 (1).

# INSURANCE – WHAT'S COVERED?

Many of you have asked about insurance and the security of your property. These are generally simple questions with sometimes complex answers. **The first question – what is your property?** Your rent pays for your apartment. The belongings you put behind your apartment door are yours. Those are the things you might like to insure.

**We strongly encourage you to have content insurance for your apartment.**

**The second question – what isn't your property?** Items in your apartment that are not portable [appliances, fixtures, etc.] are not yours. Common rooms and shared spaces outside your apartment belong to Castle Arms. Those spaces and items in those spaces belong to Castle Arms and are part of our insurance. Simply put, anything outside your apartment belongs to Castle Arms and is ours to insure.

If you leave something in common areas [i.e. outside your door], it's not covered by your insurance. It's in common space. If we didn't put it there, it's also not included in our insurance.

**Speaking of safety and security, the next page is a summary sheet from North Bay Fire & Emergency Services. A French version is available.**

# GET READY FOR CASTLE ARMS ELECTIONS!

We want you to take part in the decision-making at Castle Arms Non-Profit Seniors' Apartments. In the new year, we'll be asking you to nominate people [or yourself] for President and Vice President. They will work together with Jillian Duchesne – who will be your Treasurer.

We'd also like to establish a committee that will involve itself in the well being of the whole campus. Ideally, there will be two representatives from each building on the committee.

Stay tuned for more information...



# FIRE SAFETY IN APARTMENT BUILDINGS

## FIRE SAFETY BEGINS WITH YOU!

**Learn what to do** if a fire happens in your building!

**Know the fire safety features** in your building and the emergency procedures outlined in the building's fire safety plan!

**Know the locations** of all available exit stairs from your floor in case the nearest one is blocked by fire or smoke!



### IF THERE IS A FIRE IN YOUR UNIT:

- Tell everyone in the unit to leave. **Close all doors behind you.**
- Pull the fire alarm on your floor and yell **"FIRE"**.
- Leave the building using the nearest stairway.
- Call **9-1-1** when you are safe.
- Meet the firefighters and tell them where the fire is.

### → TO STAY OR GO? ←

Most of the time, the best thing to do in a fire is leave the building as soon as possible. But in some cases you may not be able to leave and you may have to stay in your apartment. **WHETHER YOU DECIDE TO STAY OR GO, YOU MUST ACT QUICKLY AND PROTECT YOURSELF FROM THE SMOKE.**

### IF YOU DECIDE TO LEAVE THE BUILDING, WHEN YOU HEAR THE FIRE ALARM:

- Feel the door to your unit before opening it. If it is hot, use another way out. If it is cool, leave the building immediately, using the closest stairway. **Close all doors behind you.**
- **DO NOT** use the elevator.
- If you encounter smoke in the stairway, use another stairway.
- If this is not an option, return to your unit, or seek shelter in another unit.
- If an announcement is made throughout the building, listen carefully and follow the directions.
- Call **9-1-1** and let them know where you are.

### IF YOU CAN'T GET OUT OF YOUR UNIT OR YOU DECIDE TO STAY IN YOUR UNIT:

- Stay in your apartment until you are rescued or until you are told to leave. *This may take a long time.*
- **DO NOT** try to leave your apartment a long time after the alarm has sounded. The longer you wait, the more risk there is that heavy smoke will have spread into stairways and corridors. Your chances of survival are less.
- Keep smoke from entering your apartment. Use duct tape to seal cracks around the door and place wet towels at the bottom. Seal vents or air ducts the same way.

### IF SMOKE ENTERS YOUR APARTMENT:

- Call **9-1-1** and tell them where you are and then move to the balcony. **Close the doors behind you.**
- If you don't have a balcony, go to the most smoke-free room, close the door and seal it with tape and towels. If necessary, open the window for fresh air. Show emergency personnel where you are by hanging a sheet from the window or balcony.
- Keep low to the floor where the air is cleaner.
- Listen for instructions from authorities.

**FOR MORE INFORMATION CONTACT YOUR LOCAL FIRE DEPARTMENT OR VISIT [ONTARIO.CA/FIREMARSHAL](https://ontario.ca/firemarshal)**

**North Bay Fire & Emergency Services**  
119 Princes St W, North Bay, Ont. P1B 6C2  
(705) 474-5662

**Office of the Fire Marshal  
and Emergency Management**  
[ontario.ca/firemarshal](https://ontario.ca/firemarshal)



# OUR COMMUNITY NEEDS OUR HELP

## Food Drive

Local food banks are serving an increasing number of people throughout our community. Let's work together to help our neighbours in need.

**Each building will get a large bin in which to collect non-perishable items. The building that donates the most will win a Tim Hortons Coffee Break.**



Some of the many items in need this season are: powdered/canned milk, tuna, canned beans, pudding cups, fruit cups, pancake mix, syrup, canned vegetables, canned fruit, rice, cheese whiz, oatmeal packages, small bags of flour/sugar, small cans of coffee, cookie/muffin mixes, baby wipes, diapers [size 5], pull-ups [large], shampoo, soap, tooth brushes, tooth paste, and so much more...

*“As you grow older, you will discover that you have two hands – one for helping yourself, the other for helping others.” ~ Audrey Hepburn*

## WE'RE SPONSORING 2 LOCAL FAMILIES

The Children's Aid Society matches donors with a child, youth or family and provides anonymous information about their holiday wishes, clothing/shoe size and a list of household needs.

Our participation in The Joy Project will help bring a little extra holiday hope this year to two local families.

