

**Pioneer Manor**  
**City of Greater Sudbury**

960 Notre Dame Ave., Sudbury, ON P3A 2T4  
☎ 705.566.4282 | 📠 705.524.1767

**Manoir des pionniers**  
**Ville du Grand Sudbury**

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June 25, 2026

To: All Pioneer Manor residents, families, substitute decision-makers, community partners and staff.

## **Redevelopment Update and Upcoming Resident Move**

You will receive notification from Pioneer Manor's Intake Team advising you of the specific date and time for your loved one's move.

### **Daily Move Structure**

- Each day will include four move blocks
- Each move block will involve eight residents
- 1.5 hours will be allocated per move block

### **Move Team Support**

Dedicated staff teams will be assigned to each resident during their move. These teams will:

- Carefully pack and transfer all personal belongings
- Ensure items are not misplaced or delayed
- Provide direct support and reassurance to residents throughout the transition

### **Handling of Larger Items**

Larger personal items will be clearly labelled with:

- Resident name
- Current room number
- New room number

These items will be transferred separately at a later time.

### **Furnishings**

- Large furnishings (beds, cabinetry, nightstands) will not be moved
- All new furnishings will be pre-installed in the new rooms
- Resident mattresses will move with each resident

### **On-site Support**

Additional support will be available throughout the move process, including:

- Leadership team presence
- Designated staff for troubleshooting and assistance
- Oversight to ensure a safe and smooth transition for all residents



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## Reminder: One-to-One Support Person Requests

Please complete the One-to-One Support Person Request Form attached and submit it by: July 17, 2026

Submission options:

- Email: [pmcommunications@greatersudbury.ca](mailto:pmcommunications@greatersudbury.ca)
- Drop off: Reception Desk

The Coordinator of Volunteerism and Support Services will coordinate all approved support persons and provide additional details regarding orientation sessions.

Should you have any questions or require further information, please do not hesitate to contact us.

Thank you for your continued support and cooperation during this important transition.

Yours sincerely,

A handwritten signature in cursive script that reads 'Nicole Leclair'.

Nicole Leclair

Director, Long-Term Care Services

c.c.: Councillor René Lapierre, Chair, Community & Emergency Services Committee  
Mike Parent, City of Greater Sudbury Councillor, Ward 5  
Tyler Campbell, General Manager, Community Well-Being  
Dr. Maurice St. Martin, Medical Director  
Dianna Foster, Family Council  
Residents' Council Leadership Team

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## ONE-TO-ONE SUPPORT PERSON REQUEST FORM

Resident Name: \_\_\_\_\_ Room #: \_\_\_\_\_

Please check all that applies:

\_\_\_\_\_ On moving day, I **will** be available to assist as the one-to-one support person:

Your Name (Please Print Clearly): \_\_\_\_\_

Telephone Number where you can be reached: \_\_\_\_\_

\_\_\_\_\_ On moving day, I **will not** be available to assist as the one-to-one support person; however, the following person will assist as the one-to-one support person in my place

Alternate Person's Name (Please Print Clearly): \_\_\_\_\_

Telephone Number for Alternate Person: \_\_\_\_\_

Comments/Concerns: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

