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**RE: COVID-19 - WHAT WE ARE DOING TO  
ENSURE YOUR HEALTH AND SAFETY**

March 12, 2020

**To All Kimbrook Manor Residents and Staff,**

We currently have **NO CASES OF INFECTION**, but in light of recent events surrounding the COVID-19 (Coronavirus) Pandemic we feel it is important to let you know we are taking certain measures to minimize everyones risk. We would like to ask for your cooperation and understanding with the following. These steps are meant to reduce outside traffic thereby reducing the chances of infection at the Kimbrook Manor. These steps are for everyones Health and Safety.

1. We are asking that all residents minimize travel and outings to any large functions such as concerts, hockey games and other offsite functions.
2. Kimbrook Manor Staff have also been advised and strongly urged to make the same change until further notice.
3. There will no longer be any outside visitors performing within the premises of the seniors building.
4. The Western Lodge Hotel will be taking no further reservations and closed until further notice
5. Bingo has been cancelled until further notice
6. We are asking that seniors please do not enter the Pub as we will be restricting traffic in and out of the Kimbrook Manor.

We are working very hard to minimize any risks to YOU. We ask that you be courteous of the other seniors and please follow these standards. Please be patient and kind, as this is a change for all of us. Everyone, including staff, will be affected by these temporary but necessary changes.

Please remember we are doing this for the safety and well being of the senior citizens in our building. This is a very serious illness and we appreciate your understanding and support of these preventative measures.

If you still wish to purchase beverages from the pub, please speak to management as we have arranged for residents to be served in the breakfast room.

We cannot express how sorry we are for the inconvenience, we look forward to lifting the measures and resuming normal operations. However, it is necessary.

If you have any questions or concerns please don't hesitate to reach out to management.

Thank you for your patience, support and understanding,

Management  
Kimbrook Manor