

Commissionaires

The Corpsrespondent

~ Newsletter of the Hamilton Division - Summer 2005 ~

SERVICE AWARDS – Cpl. Rick Gallant

The backlog of 10/12 year Long Service Medal, 25 year, 20 year, 15 year, ten year and five year awards has been cleared. Long Service Medals will be presented at the Awards Night Dinner in November 2005, the remainder have already been awarded. The following is a complete list of awards and recipients::

LONG SERVICE MEDAL (minimum 12 years) - Comms. Eddy Fisher and Bill London

15 YEAR AWARD - \$300.00 – Comms. Earl Parker and Morley Balinson

10 YEAR AWARD - \$200.00 (PIN) - MWO John Gray, Cpl. Sid Brougham, Comms. Bill London, Larry Perry, Bill Dorks, Tom McVey, Reg Creamer, Gord Peddle, Bud Bishop, Harold Ottmann, Ted Arthurs, John Daneliuk

5 YEAR AWARD - \$100.00 (PIN) - MWO John Gray, Sgt. Cliff Degner, Sgt. Bill McBride, Sgt. Tony Bilotta, Sgt. Waheed Al Mahdy, Cpl. Bill Gebhart, Cpl. Robert Stewart, Comms. David Clinansmith, Brian Harding, Les Kitson, Dusko Krnetic, Moshin Bhatti, Bill Crowder, Sam Chopra, Don Clarke, Fred Evans, Robert Bunston, Harry Windsor, Ian Dalziel, Gordon Cupples, Arthur Clark, Bill Wilson, Anne Embro, Vince Fraser, Doug Cunningham, Harold Micks, Robert Cooper, Glenn MacKay, Dennis Vickers, John O'Brien, Lise Lindsay, Denny Dias.

In an effort to recognise exemplary service in a more tangible way monetary awards were introduced by the Board of Governors on 07 August 2002. Monetary awards do not apply to service awards prior to that date. If you have any questions regarding your entitlement to a service pin or award please contact Cpl. Rick Gallant in writing at Corps HQ. The 12 Year Long Service Medal will be awarded to all eligible Commissionaires at the Annual Awards Dinner held in November each year. All other awards will be mailed or presented on site, as follows; April to June, in July, July to September, in October, October to December, in January and January to March, in April.

THE YEAR OF THE VETERAN - Sgt. Bill McBride, Editor

All Commissionaires have now been issued a special pin to honour **The Year of the Veteran**. Please wear it over the left breast pocket of your uniform shirt. If you wear a ribbon bar the pin will naturally be centred over the middle ribbon. The next issue of *The Corpsrespondent* will feature **The Year of the Veteran**. Your input will, as usual, be welcome.

PAYROLL F.A.Q.'S – Patricia Bachor

The following are the most frequently asked questions (F.A.Q.'S) relating to payroll. We thought this information would be interesting for everyone, especially at this time of year.

1. How is Vacation Pay calculated and paid?

Vacation Pay is four percent of wages earned. It is accumulated and paid the last pay date in June annually. For example, this year the accumulated vacation pay was added to the payroll deposited June 23, 2005. The Hamilton Corps has a schedule of twenty-six biweekly dates for payroll processing with our Payroll Service Provider and cannot issue a separate 'paycheque' for Vacation Pay. Accumulated Vacation Pay, if requested, can be paid with vacation time taken by completing the 'Vacation/Leave of Absence' form. Be sure to fill in the 'Pay Deposit Date'.

2. Who can I talk to about payroll questions?

Follow these steps to find answers:

- a. consult the Commissionaires 'Policies and Procedures' Handbook.
- b. approach your Detachment Commander.
- c. Call Patricia Bachor, Manager of Accounting at 905-527-2775 ext. 27.
(Please leave your **name** and **telephone number** where you can be reached on the voice mail if I am not available to answer your call.)

3. What are the deadlines for time sheets?

Time Sheets are to be faxed by 1200 hours (noon) on the Thursday ending the pay period. Corrections are to be faxed or phoned in by 1200 hours (noon) the next day (Friday). These deadlines allow time for processing and if needed correction/follow up of Time Sheets from **all worksites**.

CLOTHING ALLOWANCE

Each Commissionaire, upon completion of 3 months employment and annually thereafter, shall be entitled to \$25.00 as a credit for clothing acquisition. This credit maybe applied to Corps Clothing:

1. purchased April 01, 2005 to March 31, 2006.
2. purchases totalling \$25.00 or more (including taxes).

Please call MWO John Gray, Quartermaster at 905-527-2775 ext. 26 with your uniform requests and questions.

HEALTH & SAFETY

If the following seems somewhat familiar it should. It is a reprint from the 2004 Summer Edition. Some things are important enough that they bear repeating. We hope that you will ‘read-and-heed’ the advice printed below.

It seems the world has become a more dangerous place to live and work day by day. Safety issues are no longer limited to interactions with people intent to do misdeeds but also now include a host of environmental concerns. These issues are ever present and, while this information applies while we are on the job, it is just as applicable during our off-duty hours.

West Nile Virus is found in wild birds and carried by mosquitoes. When an infected mosquito bites a bird the bird can become infected. The infected bird can pass the virus on to other mosquitoes. When an infected mosquito bites a human the virus can cause a range of symptoms from mild to severe. The obvious symptoms are fever, muscle aches and skin rash. The virus can make people very sick. They can experience serious lasting illness and even death. You can protect yourself against the threat by following these precautions. Report dead birds to your local public health authority. Selected birds will be picked up and tested for the virus. Remove standing water from your property in order to remove mosquito breeding places. Wear light coloured clothing with long sleeves and long pants. Use insect repellent containing **DEET** on exposed skin. Follow the manufacturers direction carefully.

Heat Stress occurs when our body’s cooling system cannot function efficiently due to high temperatures, excessive humidity, physical activity, fatigue, loss of body fluids or combinations of the above. This stress may lead to heat related illness, disability and even death. You may eliminate heat stress by taking a few simple precautions. Wear you hat while in the sun. Take frequent breaks in a shaded area and remove your hat while out of the sun. Drink lots of water and fruit juices. NOTE - Coffee and carbonated beverages will not replace fluids lost by sweating. Move more slowly during periods of high heat, Take your lunch in the period that is the highest temperature so that you can get out of the hot sun.

Ultraviolet Radiation overexposure shows itself as a tan or sunburn and wrinkling of the skin which can lead to skin cancer and cataracts. Some forms of skin cancers occur in individuals who are exposed to the sun over long periods of time. Melanoma, amore serious form of skin cancer, has been linked to intense short term periods as well as a lifetime of sun exposure. Some simple measures to reduce this dangerous exposure include clothing that covers arms and legs. Also suggested are the wearing of a wide-brimmed hat and the frequent use of sunscreen with a SPF #15 or higher.

To learn more about these environmental dangers visit the following websites:

www.gov.on.ca and www.cancer.ca

A New Website for Commissionaires - Hamilton

Hamilton Division of the Canadian Corps of Commissionaires took a giant leap forward in technology recently when we launched our new website. Features of this technological marvel include the ability for employees to access and submit administrative information, apply for job postings and read and download this quarterly newsletter. The look of the website is clean and gives a 'nod' to a couple of Hamilton's cherished historic attractions including the Gore Park Fountain and Dundurn Castle. We invite you to access the website at:

www.commissionaireshamilton.com

or through Commissionaires main website at:

www.commissionaires.ca

Last Post – Warrant Officer William Mears

We are saddened to report the passing of WO Bill Mears on 20 June 2005 at his home. Bill was a long term senior NCO at Brock University in St. Catharines. Following Service in the Royal Air Force Bill worked in the engineering field with helicopters. Hamilton Division extends the deepest sympathy to members of WO Mears Family.

Ian MacDonald Retires

Since joining Hamilton By-law in December of 1998 Comm. Ian MacDonald has issued 44,264 parking infraction notices which, taken in their total, would be in the neighbourhood of a half-million dollars of revenue for the city. He worked 1582 shifts averaging eight kilometres per shift for a total of 12,656 KM's. That's roughly the equivalent of walking from Halifax to Vancouver and back with a continuing trip to Charlottetown. Our congratulations to Comm. Ian MacDonald for a job well done and our best wishes for a long and healthy retirement.

Welcome Aboard

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Is the Newsletter of

Commissionaires

Hamilton

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Hamilton Division is pleased to welcome the following new Commissionaires who have joined us since the Spring Newsletter:

Bruce Jeffrey, Thomas Hacking, Steve Cairns, Terry O'Leary, Robert Perdok, Barry Sutton, Collin Hutt, Jelena Sljuka, Chris Moffat, Jeff Seberras, Ryan Formosa, Elisabeth Gazley, Ivan Hawerchuk, Sidney Milani, Jennifer Welchka, Stephen Dunscombe, Kyle Bristowe, Michelle Boyle, Colin Thomson, Ted Eldridge, Marlene St. Louis