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Napane & District Business News

2011 November/December

Napane & District Chamber of Commerce Newsletter

Serving Napane & Area Since 1995



ANNUAL CHRISTMAS MESSAGE

On behalf of the Napane and District Chamber of Commerce, on this my last Christmas as your President, I would like to wish each of you a very merry holiday season and extend our best wishes for a happy and prosperous new year. While economic storm clouds continue to gather in Europe and there continues to be recession uncertainties in the United States, we continue to believe that the worst of the general economic downturn has occurred in Canada. There continues to be significant, albeit slower and more tentative, economic activity in the area, particularly in the retail and new housing sectors, and this should result in a continued expansion in employment opportunities for our residents. The local industrial sector also continues to experience strong growth, particularly for those engaged in export markets, in spite of the volatility in exchange rates for both the U.S. dollar and the Euro.

Your Chamber has, once again, had a busy and eventful year. We hosted a very successful 2011 Doors Open event, partnering with the Town of Deseronto to offer the event in both communities. We have continued to work on tourism initiatives such as the production of a local map for the Town of Napane. The most significant project undertaken, starting in 2010, and in partnership with the Town of Greater Napane, was the design of heritage signage for the Town's renewed and revived trail on the Napane River from Springside Park to Conservation Park. Our three granite plaques, which were installed by Kevin Hill's crew from Parks and Recreation, were beautifully done and each one tells a different historical story on a particular aspect of the history related to that particular section of the trail. We also committed to the construction and installation of kiosks at each end of the trail – Springside and Conservation Parks. These were designed and constructed by Bon Eco Design and clad in black aluminum by Sam's Door & Window Centre. The final product is something we, as a chamber executive, are very

proud of and we encourage everyone to take a trip on the trail to enjoy the final product. Our commendations to the Town and Mayor Schermerhorn for having the vision to put this revitalization package together and to see it through to completion.

Your Chamber will continue to promote both local business opportunities and tourism initiatives and is always available to assist members with any problems they may have in developing new business opportunities or resolving government related issues and concerns. In fact, your Chamber Board for 2011 is looking to change our emphasis somewhat to concentrate more on member's needs and on economic development initiatives for Greater Napane. We would like to thank the Mayor and Council of the Town of Greater Napane for their continued confidence in our efforts to promote this region.

I'd like to thank my fellow Board members for their efforts over the past year, our Chambers of Commerce insurance reps Brian Patterson and Brad Way and Membership and Ad Sales Rep Wayne Offer. I'd also like to profusely thank our manager, Kathy Medd (who has always been quick to provide me with critical information for a meeting or speech) for her continuing excellent efforts on behalf of the Chamber over the past year.

As a final note, as I stated at the outset, this is my final Christmas letter as President. I am retiring as a partner from Welch LLP and I think that it's important to have an active member of the business community in the President's chair. However, I have agreed to sit as the Past-President and I'd like to thank all of you for your support and advice over the years. Also, I'd like to wish each of you the best for the coming year and hope that you have a happy and safe holiday.

Dan Atkinson FCA
President



CHAMBER OF COMMERCE
NOTICE OF ANNUAL GENERAL MEETING
FEBRUARY 29, 2012 @ 5:30PM
NAPANEE BUSINESS CENTRE • 47 DUNDAS ST. E • NAPANEE

CHAMBER CONTACT INFORMATION

Napanee & District Chamber of Commerce
 Napanee Business Centre
 47 Dundas St. E.
 Napanee, ON K7R 1H7
 Phone: 613.354.6601
 Fax: 613.354.6848
 Email: inquiry@napaneechamber.ca
 Website: www.napaneechamber.ca

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OCTOBER BUSINESS AFTER HOURS

Sincere thanks to [RBC](#) for hosting our October BAH which included a presentation on Canada's new polymer currency and tips on avoiding fraud in your business. Chamber Membership Sales Rep Wayne Offer is pictured at left with Louise Pitt (far left) and Cyndy Eves of [RBC](#).



Board member and [RBC](#) employee Hollie Peterson is pictured with Tim Reynolds of [L&A Financial Services](#). Congrats to draw prize winners: Karen Summerskill of [Ernestown Wind Park](#) and Brenda Scott of [Bursta Baskets](#).

NOVEMBER BUSINESS AFTER HOURS

Attendees at the November BAH were treated to a behind-the-scenes tour of [Rogan Kitchen Manufacturing](#). Owner Mark Hennessey (pictured here at right with Christine Peets of [Captions Communications](#) and Tyler Bunnett of [BFI Canada](#); winner of the \$25 Gift Certificate from [The Royal Coachman Restaurant](#))



Employees Murray, Betty Jo and Danielle (pictured here from left to right) were on hand to show the group Rogan's various product lines. Also in attendance were Janet Flynn of [RBC](#), Sharon Moorcroft of [RE/Max](#) and Catherine and Keith Arnold of [Bayshore Imports](#) (Winner of the PELA 2011 Business Plan Competition). Congrats also to our other draw prize winners: Shelley Fitak of [Fitak's Woodworking](#) and Betty Jo Penner of [Rogan](#).



ACCESSIBILITY COMPLIANCE • JANUARY 1, 2012

The Chamber hosted another Accessibility session in early December. Facilitator Dr. Vern Belos of the TR Group provided an overview along with a discussion of the legislation. Visit the Chamber website for a brief outline of what small businesses and organizations can do to make sure they are compliant **OR** call the Ministry of Community and Social Services toll free Accessibility line @ 1.866.515.2025 **OR** visit their website @ mcscs.gov.on.ca/en/mcscs/programs/accessibility/index.aspx

BILL 168 • VIOLENCE/HARASSMENT IN THEWORKPLACE

Many businesses/organizations are still unaware of the Bill 168 legislation which took effect on June 15, 2010. The intent of the legislation is to prevent bullying, harassment and violence from taking place in the workplace. Statistics indicate that 1 in 5 violent incidents in Canada occur at work, 24% of workplace violence incidents in 2004 were sexual assaults and research suggests 70% of domestic violence victims are also abused at work.

The following checklist will help to ensure you are moving towards compliance; you can find it on the Chamber website along with links to the necessary documents.

1. Conduct a Risk Assessment of your workplace. Risk assessments are mandatory and a new risk assessment is required annually at minimum. The risk assessment process includes surveying the workplace for risks, researching risks common to similar industries, and may include using surveys or staff meetings to identify risks that you as the employer may be unaware of. It is also important to document the risk assessment and noting who conducted it, when it was done etc. The Toolbox available on the Ministry of Labour website provides risk assessment checklists and tools for various work environments.
2. Develop and post workplace violence and harassment policies for your business/organization. Template policies are available in "Provincial Workplace Violence & Harassment: Understanding the Law" found @ www.labour.gov.on.ca/english/hs/. Employers with less than 5 employees are not required to display their policies; however it is good practice to do so.
3. Establish a workplace violence program. The program is the procedures that you develop to implement the policy and address risks. The procedures need to at minimum tell employees how they can report incidents of violence or harassment complaints, how reports will be investigated by the employer and how employees can summon immediate assistance. The procedures will also need to address risks common to similar workplace/industries and risks identified in your risk assessment. Guidelines are available in "Provincial Workplace Violence & Harassment: Understanding the Law."

4. Provide appropriate training for your employees and volunteers. Training at minimum should include an overview of Bill 168 and should cover your workplace violence and harassment policies and procedures, risks common to your industry and risks identified in your risk assessment, and the controls that you have put into place to mitigate risks.
5. Conduct an Annual Review to ensure that risks are kept in check and that no new risks have emerged.

It is recommended that a sound process for documenting each of these steps is used. This would include using date and time stamps on ant documentation i.e. risk assessments, training records etc. Some employers use a central document to record details on each step i.e. who did it, when they did it, date of most recent revision, and location of documents. This document could be useful for providing proof to provincial inspectors that your business/organization is aware of the legislation and has taken the prescribed steps to address potential risks (and for keeping track of the location of other documents i.e. training records). Remember; these are legal documents that you are creating so they should be treated as such i.e. kept in a safe place.

Matt Richardson
[Napanee Area Community Health Centre](#)

OOPS! ERRORS • CORRECTIONS • OMISSIONS

Apologies to Sonny Trombley, owner of [The Wine Making Place](#) for the incorrect spelling of his name. Sorry Sonny!

Thank you to [Deacon Photography](#) for kindly permitting us to use their image from the LOLTA Vision Awards in the Sep/Oct newsletter. Thank you Dave!

Apologies to Stafford Murphy at the [Napanee Area Community Health Centre](#) whose correct title is Program Manager. Sorry Stafford!

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UPCOMING EVENTS

BOARD OF DIRECTORS MEETING
JAN 19
NAPANEE BUSINESS CENTRE

BUSINESS AFTER HOURS
JAN 25
CAPTIONS COMMUNICATIONS • NAPANEE BUSINESS CENTRE

Napanee District Community Foundation

47 Dundas Street, East
Napanee, Ontario
K7R 1H7

N D C F



The Napanee District Community Foundation is a locally run, independent public Foundation created by and for the people of Lennox & Addington County and dedicated to improving the quality of life for its residents.

Since the Foundation is locally governed with a volunteer Board of Directors and a volunteer Executive Director, it is able to operate on a very small budget. Our low administration costs have allowed the Foundation to award grants in excess of \$300,000 for scholarships and to various community organizations.

Through the generosity of our donors the following groups received grants in 2011 to assist them in making communities throughout Lennox and Addington County even better places in which to live: **Hospice L&A, the Navy League, C.N.I.B., 640 Hastings and Prince Edward Army Cadets, Land O'Lakes Community Services, Napanee Branch of Kingston Literacy, L&A 4-H Association, the Napanee Salvation Army, the L&A Agricultural Society, the Napanee & Area Multicultural Society and the Seniors Outreach Services.** In addition we gave Scholarships to 20 students pursuing post-secondary studies. **In Total NDCF gave out over \$82,000 in 2011!**

Donating To the Foundation:

There are many ways to become a donor to the Napanee District Community Foundation and ensure your gift is invested in perpetuity and has a lasting impact on the community.

- Outright Gifts: give cash, stocks, real estate or other assets
- Bequests (gifts made by will): designate a portion of an estate
- Charitable Remainder Trust: Trust pays beneficiary for life and assets transfer to NDCF
- Life Insurance: Donor transfers existing policy to NDCF or assigns a new policy
- Gifts in Kind: artwork, private company shares etc.

What Makes NDCF Different?

Quite simply, donations made to the Foundation are held in perpetuity. Earnings from the pooled investments are returned back to the community. What this means to you is that instead of giving a donation to a specific charity to provide a one time benefit, your donation through the Foundation will continue to help your community in a given direction forever.

Visit our website at www.ndcf.ca to learn more about the work we do at NDCF.
To make a contribution to your community contact us by e-mail at: info@ndcf.ca
or telephone Diane at (613) 354-7333.

Make Giving to the Napanee District Community Foundation “A Family Tradition”

The Christmas season is a time when many of us gather with friends and family to enjoy good company and good food. It is also a time to reflect upon how fortunate we are to be Canadian.

As you gather this year, the Napanee and District Community Foundation would like you to consider what families have done in the past. Make a contribution to the Foundation. A donation to the Foundation means doing something that really matters to you, your family, your friends and your community.

Many of us are fortunate to reach a time in our lives when not only are our basic needs met, but we have more than we need of the material things that surround us. Do we need another object that will, in a short period of time, be relegated to that corner of the basement where we store all the other things that we “must keep” but for which we have no place?

We at the Foundation, suggest you talk to your family about the causes that matter to you and why you choose to support them. Discuss all of the great things that charities do in all sectors, such as healthcare, the environment, education, the arts and social services to name a few.

Through the Foundation, you or your family can make a donation to one of these important causes. You can select from a variety of funds, each with a different focus, and one which we are sure will support what is important to you. Use this donation to set the example, and inspire the young people in your life to become the next generation of Canadian donors.

Why support the Foundation?

- Grants are distributed through out the County of Lennox and Addington.
- Local organizations and community initiatives are supported.
- Earnings are used for granting and funds are invested in perpetuity.
- Low administrative costs are achieved by our active group of volunteers, which allows us to maximize our grants.

Make 2011, the year that you begin a new “Family Tradition”. Choose to support local organizations through the Foundation. All donations are gratefully received. Large or small they will make a difference... forever!

To learn more about how you can contribute to NDCF and build a better community contact us.

View our website: <http://www.ndcf.ca>

E-mail us: info@ndcf.ca

Call Diane at (613) 354-7333.