

Patricia Duncan

# She looks after riding office

Two women are responsible for keeping Halton MPP Julian Reed's two offices running smoothly. Patricia Duncan runs his riding office in Milton. Philomena Andrews looks after his Queen's Park office.

As riding secretary Mrs. Duncan deals with the wide variety of calls made by constituents to the riding office located above the hardware store on the corner of Main and Martin Sts.

from land severance to school buses," she commented.

Sometimes the problem can be solved with a few phone calls by Mrs. Duncan, who has contacts in all the ministries. Alternately, callers are given names and numbers to make the contacts themselves. In either case the information they end up with is the same.

She provides a link to Mr. Reed, who is too busy in Queen's Park to be at his riding office every day. (The house is in session four days a week and sittings often run late into the evening.) Mrs. Duncan can, however, make arrangements for people to meet with Mr. Reed in Milton. Mr. Reed calls his riding office daily and is made aware of requests needing his attention. Constituents with concerns should call the riding office rather than the MPP's home, Mrs. Duncan

Mrs. Duncan described her job as primarily public relations. As she spoke it became evident she helps many people to sort their way through the confusion of policies and regulations that affect them.

The problems she hears most frequently have to do with workmen's compensation, unemployment insurance and old age pensions. "We get everything else too,



PATRICIA DUNCAN runs MPP Julian Reed's riding office in Milton. She handles constituents' questions and problems.

ments in writing. All mail is handled at Mr. Reed's Queen's Park office.

There are 43,337 voters living in the riding. Mrs. Duncan handles an average of 30 calls a week. If the constituent's problem is complex, a file is kept on his case.

Mrs. Duncan extends a special invitation to young people to contact the office if they have problems. "Young people mustn't feel that because they can't vote, they can't come to Mr. Reed," she commented. "They're more than welcome to contact us."

Born in Ireland, Mrs. Duncan spent 14 years in Zambia before coming to Canada in 1975. She started work in Mr. Reed's riding office a year ago.

How does a newcomer to Canada prepare to help Canadians with their questions about Canadian policies and regulations? "By reading and by trial and error," Mrs. Duncan said. "Having an election was a big help. I became aware of what the issues are in the riding."

Mrs. Duncan is employed by the government of Ontario. The legislative assembly provides a fund for a riding secretary for each member of the house.



PHILOMENA ANDREWS, secretarial assistant to Halton MPP Julian Reed, looks after protocol and procedure at his Queen's Park office.

Ballinafad

# U.C.W. holds a pot luck supper

(Intended for last week)

by Mrs. Winifred Smith

The December meeting of the U.C.W. was held in the basement of the church. It was a pot luck supper in which the husbands and friends were invited. The tables set up were tastefully decorated in accord with the Christmas festivities. As usual there was lots of delicious food. Carol singing and a program followed. The gentlemen shared in the program by each buying a mystery Christmas box which the ladies had prepared and tastefully decorated with ribbons and bows. The proceeds which the auction brought were to be used for the underprivileged in the locality.

Mrs. Frank Smith returned home a few days before Christmas after attending the wedding of her grandson Douglas Burt, which took place on December 17 at Saskatoon, Saskatchewan. There was a family gathering at the Smith farm on Christmas including the bride and groom who are spending part

of their honeymoon at the home of his parents Mr. and Mrs. C. Burt. Mr. and Mrs. Lloyd Marshall spent Christmas with members of their family at the home of Mr. and Mrs. John Polo, Rockwood.

There was a good crowd out for the Christmas eve service at church on Saturday night. The candle-lit sanctuary was an inspiring setting for the Christmas season. There was special music by both the junior and men's choir. Susan O'Connor sang a solo, "Sleep Baby Sleep". Miss Jean Lawr watched with a solo "What Child Is This". Different members of the congregation read the scripture pertaining to the advent season and finally the Saviour's birth. Christmas Carols were sung and at the close of the service Paul Schwartz sang a beautiful rendition of O Holy Night.

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# Protocol picky business

Looking after matters related to protocol and procedure is the job of MPP Julian Reed's Queen's Park secretarial assistant Philomena Andrews. She's the one who arranges for anniversary scrolls and various presentations the MPP is called upon to make. If a school group from the riding is visiting the legislature, she is

the one who arranges for them to meet the MPP.

The work calls for attention to detail. "It's a picky job," she commented. "You have to be fussy."

It's Mrs. Andrews, job also to handle the correspondence. In addition, she keeps the MPP's diary (appointment book), fitting interviews and meetings into his schedule,

and makes his travel arrangements.

Then there are the people who drop in off the street with questions or problems to be dealt with.

Mrs. Andrews transcribes Mr. Reed's speeches and his questions for the house. Because the MPP is the energy critic in the Liberal caucus, Mrs. Andrews has the job of scanning the media for stories related to the energy issue. Sometimes she observes proceedings in the house to have a first hand idea of what goes on.

Mrs. Andrews is employed by the Liberal caucus. She's been working with Mr. Reed since he was first elected to the legislature in September, 1975. She proudly says she's watched him move up from the back benches to a front row seat.

At Queen's Park for seven years, Mrs. Andrews was a secretary in the leader's office before taking her present job.

# Winter carnival Feb. 19

Halton's second annual Winter Carnival is set for February 19.

The regional winter carnival will run from noon to 4 p.m. at Kelso Conservation area. Activities will include snowshoeing, cross-country skiing, toboggan races, exhibits, skating races, snow sculpting, donut eating contests and tours of Halton Museum.

# Winter celebrated in Waterloo park

Outdoor winter sports will be stressed during the "Winter Celebration Weekend" at Waterloo's Laurel Creek Nature Centre starting January 14.

Admission is free for the celebration and the Grand River Conservation Authority is especially welcoming community groups. They are, however, asked to phone ahead to advise how many are coming. Families are also welcome.

Tobogganing, cross-country skiing, snow sculpturing, snow balling and snow shovelling will be featured from 10 a.m. to 4:30 p.m.

A campfire and warm refreshments will be provided.

The Laurel Creek Nature Centre is located off Highway 85 at the end of Northfield Drive in Waterloo, at the west end of the Laurel Creek

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Ballinafad

# Attendance down at church

by Winifred Smith

Many were still holiday making the first Sunday in the New Year as the attendance at church was down. The Rev. Stiles had a beautiful and inspiring message as he spoke on "New Beginnings". It was announced that not only was this the beginning of 1978 but it was the beginning of Centennial year for the Ballinafad United Church. Special services of worship, days of celebration, moments of remembrance and times of fellowship are being planned throughout the year. On Sunday January 15 service of communion will be held using the order of service of communion employed by the Methodist church before Union and using the old communion set used by early worshippers of the church.

Mr. and Mrs. Leo Jamieson had their family home during the holiday season. They spent Christmas day with daughter Susan and husband. The dance at the Community Centre on New Year's eve was well attended. There were couples from Georgetown, Erin, Ballinafad, as well as other surrounding areas, who danced the old year out and the New Year in. A buffet supper was served and a disc jockey provided the music.

Dr. Gary and Mrs. Larsen entertained visitors over the holidays when Mrs. Larsen's parents Mr. and Mrs. Blaize and daughter from Michigan, U.S.A. spent a few days with them.

Mr. and Mrs. Wilfred Burt had their family home and celebrated New Year's together.

Mr. and Mrs. John Kanusek had as their guest John's mother from Winnipeg, Manitoba, who spent several days with them here.

Mr. and Mrs. Jesse McEnery spent Christmas in Tara with daughter Beth, son-in-law John and grandsons David and Robert. While there, a bad snow storm developed with drifting winds and they had to stay an extra night.

New Year's Eve Mr. and Mrs. McEnery invited a few friends and relatives to help them celebrate the old year out and the New Year in.

Sorry to hear Mrs. Russell Snider has been suffering for some time with a back injury. She is now a patient in the Georgetown and District

Hospital. Hope she responds to treatment quickly and her stay in hospital will be a short one.

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Take notice that pursuant to Section 40, of The Assessment Act Chap. 32 R.S.O. 1970 as amended, I have on the 4th day of January, 1978, delivered or caused to be delivered, assessment notices to all property owners and tenants in the municipalities of the cities of Mississauga, Brampton and Burlington, also the towns of Caledon, Oakville, Milton and Halton Hills.

Enquiries concerning your assessment should be directed to the Regional Assessment Office, tel. 416-270-8050 or ZE 8-6730.

The assessment rolls may be examined at the municipal offices during regular business hours, commencing Jan. 14, 1978.

The last date for complaint against the assessment is Feb. 9th, 1978.

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