


# COMMUNITY CORNER

**Steve Hartnagle**  
  
 Interior Painting & Wallpapering & Small Home Repairs  
 Tel: 519-853-2024  
 Cell: 519-829-6014

**MCNABB GRAPHICS**  
 56 MILL STREET EAST, ACTON, ONTARIO L7J 1H3  
*Professional Design and Printing Services*  
 PHONE: 519-853-5615 FAX: 519-853-5731  


**NELLIS CONSTRUCTION LIMITED**  
 ROAD BUILDING  
 EARTH MOVING  
 R.R. #1 Acton 853-0960  


Precision Outdoor Power  
 Small engine parts, sales & service  
**COLUMBIA**  
**NO HST** until Dec. 10/10 (snowblowers only)  
 www.popower.ca  
**519-843-7024**  
 Pick up & Delivery Available  


**NEW PROPANE HOURS**  
**Tyler Transport Ltd.**  
 379 Queen St. 853-1550  
 Mon-Fri 9:30 - 11:30 am  
 4:30 - 5:00 pm  
 20lb tanks are now \$20 exact change appreciated  


**Garage Door Works**  
  
 Ken Marttala  
 Free Estimates  
 Sales, Service & Installation  
 Residential, Commercial  
 Overhead Doors & Openers  
 (519) 856-9955  
 Toll Free (877) 856-9955

**PETER TENSUDA**  
 Barrister Solicitor Notary  
 25 Main St. North, Acton  
 Call 519-853-3000  
**FAMILY LAW**

**Carin Pelka**  
 Licenced Paralegal  
 Specializing in Workplace Safety & Insurance Board - Claims/Revenue  
 69 Mill Street East Acton, ON  
 By appointment only  
**519-853-2091**

**The Rockwood Group Inc.**  
 Design Consultants since 1985  
**519 856 0958**  
 New Homes Additions Renovations Restorations

**Jim's Repair Shop**  
 105 Alma St. Rockwood ON NOB  
 LAWN & GARDEN SALES & SERVICE  
 AUTHORIZED WARRANTY DEALER FOR BRIGGS & STRATTON • KOHLER • HONDA • TECUMSEH MTD • NOMA/MURRAY • JANSERED • HYDRO-GEAR • SCAGG  
 TEL: 519-856-2564 FAX: 519-856-9657  
 1-888-537-7953

**FREE HOME EVALUATIONS**  
  
**Tammy Kudlik**  
 Sales Representative  
 Call me:  
 Direct: 416-882-4733  
 Office: 905-877-5211  
 or visit www.tammyk.ca  
 Re/Max Real Estate Centre Inc. Brokerage

## Maintain Employee Productivity During the Holidays

The holiday season can be busy. With so many things on a person's to-do list, it's relatively easy to become overwhelmed. Oftentimes worker productivity wanes at the end of the year -- but it doesn't have to.

Motivating employees when their minds are wandering to shopping lists and party planning can be a challenge. However, it is possible to keep business operations running smoothly and efficiently. Here are some tips to maintain productivity throughout the holidays.

- Set an example. A supervisor or boss who is late arriving to work, takes long lunch hours or isn't committed to the business can set a poor example to other employees. Leading by example is one way to inspire others. Be sure the point is made that work hours are for work and not other tasks.

- Make bonuses performance-related. One way to get those year-end numbers up is to base employee bonuses on figures tallied through the end of the year. This will help motivate workers to keep striving for success regardless of the holiday season.

- Give employees time to meet outside obligations. Employees who have the time to shop and get ready for the holidays will be less likely to

take off from work unexpectedly or spend working hours doing personal things. Give employees the opportunity to take a half day or an extended lunch break to attend to personal tasks.

- Reward work well done. Sometimes all it takes is some verbal praise for employees to stick to the schedule when they'd rather be doing other things. A show of appreciation can also boost employee morale.

- Set realistic expectations. Being a taskmaster too close to the holidays could stress out employees and leave them less motivated. Try to schedule major projects for after the holiday season.

- Offer flexible schedules. The holiday season is full of more than just shopping. There are school events to attend, parties, travel, and so much more. Enable employees to build their schedules around their personal life once in a while. For example, allow working four, 10-hour days instead of five, eight-hour days.

- Schedule the holiday party during business hours. An office party is an office tradition, but it can cut into personal time by taking place after hours. Instead, close company operations early and have the party during the day. Chances are more workers will choose to attend this way, as well.

**R&R COMPANY**  
 •Garage Doors • Electric Openers • Windows • Entrance Doors • Storm Doors • Patio Doors  
 SALES, SERVICE & INSTALLATION  
**519-853-2114**

**CASH INN**  
 Cheque Cashing  
 Money Transfers  
 Payday Advances  
 Title Loans  
 8 Mill St. East Acton ON  
 519-853-9100  


**heaven on 7**  
 Bistro & pub  
 heavenon7@gmail.com  
 519-856-2693  
**BOOK YOUR HOLIDAY PARTIES**  
 OCT 30. from 2 TO 3:30PM

**McISAAC**  
 781588 Ont. Ltd.  
**Septic Pumping & Drain Service**  
 • Septic & Holding Tanks  
 • Rejuvenation of leaching field  
 • Baffle inspection & repairs  
 • High-pressure drain cleaning  
**Radio dispatched trucks**  
 Call Don or Mac  
**519-853-2790**  
 Licensed by M.O.E. RR#4, Acton


**Burgan & Moore Landscapes & Contractors**  
 Complete Kitchens, Bathrooms & Basement Renovations  
 Fully Insured with 25 years experience.  
**905-873-8884**

  
**SHOP LOCAL**  
 SHOP SMART... SHOP HALTON HILLS

**LAST CHANCE**  
**50% Discount**  
 on IN STOCK ITEMS - ALL SALES FINAL  
**The Source Dealer Store**  
 Tyler Property & Mgmt Ltd.  
 373 Queen St. E. Acton

**FROSTY SNOW PLOWING**  
 SINCE 1995  
 Call Now for your Snow Plowing Quote  
  
**(519) 853-2828**

**Tank Traders**  
 A Division of Vomar Industries Inc.  
 100% Canadian Owned  


**EXCHANGE CYLINDERS**  
 Propane Supplied By **Superior Propane**  
  
 379 Queen St. East Acton, ON L7J 2N2  
**(519) 853-1550**

**JETLINK AIRPORT SERVICE**  
 A Division of Tyler Transport Ltd.  
  
 CALL TO RESERVE  
 (519) 853-1550 or toll free 1-800-73TYLER  


**Aldo Braidia B.A. L.L.B.**  
**Barrister & Solicitor**  
 69 Mill St. E Acton  
 28 Paisley St. Guelph  
 Phone: 519-824-2242  
 Fax :519-824-3049

**Ron Henry**  
 BARRISTER & SOLICITOR  
 Serving the Community for over 30 Years  
 67 Mill Street East, Acton & 27 Cork St. Guelph  
**853-1160**

**APPLE Auto Glass**  
 We handle all insurance work  
  
 • Truck Accessories • Upholstery  
 • Heavy Equipment Glass  
 • Window Tinting  
 354 Guelph Street, Georgetown  
**(905)873-1655**