

Winter 2007 Newsletter



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IMPORTANT REMINDER REGARDING THE HEALTH SPENDING BENEFIT

For those members who have a health spending benefit, please remember:

The Health Spending Benefit like almost all of our other benefits, is a tax free benefit providing that it is paid for by the employer through Producer contributions. (the exception is in Quebec whereby all benefits are considered taxable) As with all of our benefits, the Health Spending Benefit is regulated through the Income Tax Act, however there are available some additional benefit claim options that are covered through this benefit that are not covered in our regular benefit package.

Your Health Spending Benefit can be used to pay for valid medical and dental expenses of you and your dependents that exceed the Benefit Level amounts paid.

Each claim you make with your Health Spending Benefit will reduce your Health Spending Benefit dollar for dollar. For example, if you have used your \$450 limit for orthopaedic inserts and have an additional \$100 expense, you may receive reimbursement for this \$100 by claiming it through your Health Spending Benefit for the same amount.



Under the Income Tax Act, your Health Spending Benefit must be used within 2 years. For example, if you qualify for this benefit April 1, 2007, it must be used by March 31, 2009. Any amounts not used, or if you do not remain a member in good standing of I.A.T.S.E. Local 667 or 669, will be transferred back into the reserve fund.

If you are unsure of whether or not you had a health spending benefit for the 2006 or 2007 plan year, you can contact Leta Labiuk at the Health & Welfare office at 866-366-9667 or 778-329-4455 and she will be able to tell you. If you are certain you have a health spending benefit and are unsure of how much monies you have left, you can contact Manulife directly and they will be able to help you.

CHANGE OF IDENTIFICATION (CERTIFICATE) NUMBERS FOR YOUR BENEFIT PLAN

We are pleased to announce that all members with I.A.T.S.E. Local 667 and I.A.T.S.E. Local 669 will be issued new identification (certificate) numbers effective April 1, 2008 to use for their **health and dental** claims with Manulife Financial (replacing social insurance numbers).

Members will still be required to provide their social insurance number on their health & welfare enrolment form as it is required for the annual reporting

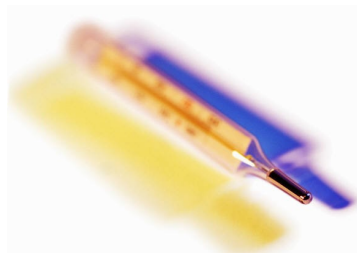
to the Canada Revenue Agency. Once all systems are in place, social insurance numbers will NOT be used any further as a means of identification between the Plan and the Benefit Providers.

This change will take place on **April 1, 2008** with Manulife Financial for your health & dental claims. We will mail you notification prior to April 1, 2008 with your new identification number. Additionally, your identification number will ap-

pear on your new drug card which will be mailed to all qualifying members in benefit levels 2, 3 & 4 soon after the April 1, 2008 re-enrollment.

In order to properly make any claims after April 1, 2008, you will need to write your new identification number on your Manulife claim forms and NOT your social insurance number. Please continue to use your existing identification or social insurance number until that time.

The Issue



Reye's Syndrome (RS) is a rare disease that affects mainly chil-

dren or teenagers during a viral illness, such as chicken pox or influenza. It can be fatal. The use of ASA (Acetylsalicylic Acid) has been strongly linked with the development of RS.

Symptoms - What to do

The symptoms of RS may include:

- Lingering or returning symptoms of the original illness
- Personality changes such as hyperactivity, aggression, confusion and anxiety
- Frequent vomiting and/or dry-heaving, convulsions and delirium, possibly leading to a coma

If your child gets any of these symptoms, call your doctor immediately or go to your hospital's emergency department. RS is fatal in 20 to 30 percent of all cases, and can cause permanent brain damage in those who survive. Often, victims get RS just as they appear to be recovering from the original illness. The use of ASA to

REYE'S SYNDROME

treat the original illness is strongly connected to the development of RS. However, in rare cases, RS occurs without ASA being taken. We don't know how ASA triggers RS, nor why it primarily affects children, teenagers and young adults.

Protecting Against Reye's Syndrome

Both government and manufacturers have taken action to educate the public about RS. Regulations under the Food and Drugs Act now require manufacturers to label all over-the-counter products that have ASA with a warning about the dangers of giving ASA to a child or teenagers. ASA products are given to children only for relief of pain and not for fever. The Food and Drugs Act regulations do not allow products containing ASA to be advertised for use by children or teenagers.

Minimizing the Risk of Reye's Syndrome

If your child has a fever, there are other things you can do to bring down the temperature.

- Give your child plenty of liquids to drink, preferably water, flat ginger ale, diluted apple juice or other sugared drinks.

Avoid milk, carbonated drinks and tart drinks such as orange, cranberry and grapefruit juice. They might upset the child's stomach.

Remove any extra covers and clothing and keep the room temperature around 18 degrees Celsius (about 64 degrees Fahrenheit).

Bathe or sponge the child with lukewarm water.

Use other drugs that help relieve fever, such as acetaminophen.

If the fever does not come down, consult your family doctor.

Never try to treat a feverish child under a year old without the advice of your doctor.

Never give any drug containing ASA to a child, particularly if he or she has the flu or chicken pox, before consulting your doctor.

Make sure that teenagers are also aware of the dangers of RS and how to prevent it.

The most important thing to remember is that some common symptoms are signs of more serious illnesses. If any symptoms last for more than two days or become worse, call your doctor.

Source: Reye's Syndrome, Health Canada



WINTER TRAVEL

Winter travel calls for extra care even under normal weather conditions. Snow and ice on roadways can reduce tire traction, while vehicle exhaust and ice fog can reduce visibility. The best safety precaution to take during severe winter weather conditions is to avoid traveling at all. However, if you must drive, be prepared.

Precautions:

- **Drive carefully.** Avoid driving if a winter storm warning or blizzard warning has been issued for your area of travel. Respect road conditions. Prior to setting out, check local highway or road conditions hotlines.
- **Turn back or seek refuge** if conditions deteriorate. Don't be daring.
- **Keep to main roads** as much as possible.
- **Travel by daylight and with a companion if possible.** When traveling alone, make sure someone knows which route you are taking, and your departure and arrival times. Be sure to notify them of your arrival to prevent an unnecessary search.
- **Keep the radio on**, and listen for weather information and possible weather warnings.
- **Keep the gas tank full and car in good running condition**, properly serviced, with snow tires and chains.
- **Carry your winter travel kit** in your car at all times.

If Stranded:

- **Don't panic.**
- **Stay with your car.** You'll be sheltered and easier to find. Move your car off the roadway to

avoid collisions with other vehicles. Do not attempt to walk for help.

Many travelers have suffered hypothermia or frostbite or even death.

- **Avoid over-exertion or exposure.**
- **Set out warning flares** or other markers such as a bright cloth hung from the car window or aerial. Car engines should be run for ten minutes each hour.
- **Check exhaust pipe frequently** to ensure it's not becoming blocked with snow.
- **Keep fresh air inside the car** by slightly opening a window and running the motor sparingly.
- **Use the dome light instead of headlights.** Using headlights will run the battery down too quickly.
- **Keep moving.** Exercise hands, arms and legs to prevent frostbite.

Watch for traffic or search parties. Don't fall asleep.

Winter Travel Kit:

Carry the following items in your vehicle during the winter months, particularly if planning to drive long distances.

- Shovel, kitty litter, and bag of sand
- Axe or hatchet
- Booster cables
- Battery operated radio
- Tow chain
- Flashlight and road flares



- Tools: for tire-changes and minor repairs
- Methyl hydrate: for fuel line and windshield de-icing
- Fire extinguisher
- First Aid Kit
- Matches and a candle to provide heat if engine fails. Partially open lee-side window for ventilation.
- Extra clothing and footwear
- Blankets
- Extra food
- Sugar cubes or hard candy to provide you with instant energy and to help keep your body warm.
- Ice scraper and snow brush
- Signal aids (red cloth for antenna and a whistle)
- Plastic garbage bag to keep you dry
- Twelve hour thermal heat packs to warm feet, hands, etc.
- Coffee tins (one for a waste receptacle and one for the candle)
- Road maps and a compass

Source: Winter Travel, Environment Canada, ©



Power supply interruptions can last from a few hours to several days and are often caused by freezing rain, sleet and/or high winds which damage power lines and equipment. An extended power failure during winter months can result in a cold, dark home and damage to walls, floors and plumbing. Preparing for winter power failures During a winter power failure If you have to evacuate during a winter storm Downed power lines Home generators After the power returns

Preparing for winter power failures

Most Canadian home-heating systems depend upon electric power. To prepare for a power failure, you can install a non-electric standby stove or heater. Choose heating units that do not depend upon an electric motor, fan or other electrical device to function.

Safety precautions

It is important to adequately vent the stove or heater with the correct type of chimney flue. Never connect two heating units to the same chimney flue at the same time. If it is necessary to vent the standby heater to the existing chimney flue used by the furnace, first disconnect the furnace from it. Use only fuel-burning heaters certified by the Canadian Standards Association (CSA) or Canadian Gas Association. If the standby heating unit will use the normal house oil or gas supply, have it connected with shut-off valves by a competent technician.

If someone in the home relies on electrically powered life-sustaining equipment, register with your electric supply authority and your community emergency program.

Fireplaces and stoves

If you have a wood-burning fireplace or woodstove, keep a good supply of fuel on hand. Clean the flue every fall. The creosote that builds up in the flue can ignite in sustained high temperatures and cause a chimney fire.

Generators

Before considering the use of an emergency home generator during a power failure, check with furnace, appliance and lighting fixture dealers or manufacturers regarding power requirements and proper operating procedures. More on home generators.

Electronic equipment

If a power surge occurs when the power returns, it could damage sensitive electronic equipment such as computers, microwaves and VCRs. Protecting these appliances with a surge-proof power bar is a smart and inexpensive precaution.

During a winter power failure

Check whether the power failure is limited to your home. If your neighbours' power is also out, notify your electric supply authority. If your neighbours have power, check your own circuit-breaker panel or fuse box. If the problem is not a breaker or a fuse, check the service wires leading to the house. If they are obviously damaged or on the ground, stay well back and notify your electric supply authority.

Turn off all appliances, tools and electronic equipment and turn your home heating down to minimum for the following reasons:

- Tools and appliances left on will start up automatically when service is restored. Turning them off will prevent injury, damage or fire.

- Power can be restored more easily when there isn't a heavy load on the electrical system.

Leave one light switch on, so you know when power is restored.

Get out your emergency kit. Make sure it's in a portable container such as duffel bag or suitcase with wheels in case you have to leave your home.

Don't open your freezer or refrigerator unless it is absolutely necessary. A full freezer should keep food frozen for 24 to 36 hours if the door remains closed. In the winter, you can sometimes store perishable food outside in protective containers in the snow. Storing food outdoors does, however, require caution. There are risks posed by unsanitary conditions, variable temperatures and passing animals. The sun's rays could melt frozen food and cause refrigerated food to become too warm. If the temperature is cold enough to keep frozen foods frozen, it will be too cold for refrigerated foods.

Don't use charcoal or gas barbecues, camping heating equipment or home generators indoors.

They give off carbon monoxide. Because you can't smell or see it, carbon monoxide can cause health problems and even kill you before you know it's there. Use proper candle holders. Never leave lit candles unattended. Even in very cold weather, it can take several hours for a house with closed doors and windows to become too cold for comfort.

If you have to evacuate during a winter storm

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- Turn off the main breaker or switch of the circuit-breaker panel or power-supply box.
- Turn off the water main where it enters the house. Protect the valve, inlet pipe and meter or pump with blankets or insulation material.
- If you have a standby heating system, make sure it produces enough heat to prevent the plumbing from freezing. If not, or as a sensible precaution, drain the water from your plumbing system. Starting at the top of the house, open all taps and flush toilets several times. Go to the basement and open the drain valve. Drain your hot water tank by attaching a hose to the tank drain valve and running it to the basement floor drain. (If you drain a gas-fired water tank, the pilot light should be turned out – and the local gas supplier should be called to re-light it.)

- Unhook and drain washing machine hoses.
- Don't worry about small amounts of water trapped in horizontal pipes. Add a small amount of glycol or antifreeze to water left in the toilet bowl, the sink and bathtub traps.
- If your house is protected from groundwater by a sump pump, it won't work if the power fails. Clear valuables from the basement floor in case of flooding.

Downed power lines

- Call your electric supply authority with the exact location of the downed line.
- Keep back a minimum of 10 metres (33 feet) from wires or anything in contact with them and warn others of the danger.
- Always assume that the lines are live. It is difficult to distinguish between power lines and other utility lines (for example, telephone or cable lines) and they also carry sufficient power to cause harm.



Treat all lines as a danger.

Home generators

Home generators are handy for backup electricity in case of an outage but there are hazards to keep in mind.

Connecting a generator to an existing electrical system should be done only by a qualified technician and approved by your electric supply authority. Otherwise, serious accidents can result. The electricity produced by the home generator may follow the electrical lines back to the transformer, creating a higher voltage current that can endanger the lives of utility employees working on the lines nearby. Anyone touching equipment powered by

the generator is also in danger. A generator connected to the existing electrical circuit could also be damaged when the main power comes back on, potentially exploding and causing a fire.

To operate a generator safely, follow the manufacturer's instructions. Always ensure that the generator operates outdoors in well-ventilated conditions, away from doors or windows, to prevent exhaust gases from entering the house. Connect lights and appliances directly to the generator. If extension cords must be used, ensure they are properly rated, CSA-approved cords.

Directly connecting a generator to a household electrical circuit can endanger the lives of both household members and utility workers.

After the power returns

- If the main electric switch was turned off, check to ensure appliances are unplugged to prevent damage from a power surge when the power is restored.
- Do not enter a flooded basement unless you are sure the power is disconnected.
- Do not use flood-damaged appliances, electrical outlets, switch boxes or fuse-breaker panels until they have been checked and cleaned by a qualified technician.
- Replace the furnace flue (if removed) and turn off the fuel to the standby heating unit.
- Switch on the main electric supply.
- Give the electrical system a chance to stabilize before re-

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- connecting appliances. Turn the heating system thermostats up first, followed in a couple of minutes by reconnection of the refrigerator and freezer. Wait 10 to 15 minutes before reconnecting other appliances.
- If you had to turn water off and drain the pipes, close the drain valve in the basement. Turn on the water supply. Close the lowest valves and taps first and allow air to escape from upper taps. Make sure that the hot water heater is filled before turning on its

power supply. Rinse out the dishwasher and washing machine if necessary.

- Warm the house slightly above normal temperature for a few hours to allow it to dry thoroughly.

Restock your emergency kit so the supplies will be there when needed again.

Food spoilage

Monitor food supplies in refrigerators, freezers and cupboards for signs of spoilage. If a freezer door has been kept closed, food should stay frozen for 24 to 36 hours, depending on the temperature.

When food begins to defrost, it should be cooked; otherwise it should be destroyed in accordance with instructions from your local public health authorities.

As a general precaution, keep a bag of ice cubes in the freezer. If you return home after a period of absence and the ice has melted and refrozen, there is a good chance that the food is spoiled.

Source: Winter Power Failures, Public Safety Canada ©



CELEBRATE SAFELY: Lights, Candles & Decorations

CELEBRATE SAFELY: Lights, Candles & Decorations

Here are some tips on enjoying lights, candles and decorations safely.

Lights

Fairy lights, Christmas tree lights, multiple sets of lights and other kinds of decorative lights get used less often than your everyday lights, and they need more care.

- Check the fuses are the right type (see the box for the maximum size of fuse you should use).
- If bulbs blow, replace them.
- Don't leave fairy lights on when you go out or when you go to sleep.
- Don't let the bulbs touch anything that can burn easily, like paper.

Don't overload sockets.

Candles

Candles are naked flames, and they need to be treated with respect.

- Don't leave them burning in a

room with no one in it.

- Don't put them in or by a Christmas tree, plants, flowers or foliage. Ribbons and other decorations around the candle holder could also catch fire.
- Make sure they're in holders that won't fall over.
- Put night lights or tea lights on a heat-resistant surface.
- Keep them away from curtains and furniture, and not under a surface, like a shelf.
- Don't put them where they could be knocked over easily or where people could burn their clothes or hair on them.

Make sure they're completely out - not smouldering.

Decorations

Decorations made of light tissue paper or cardboard burn easily.

- Don't attach them to lights or heaters.
- Don't put them immediately above or around the fireplace.
- Keep them away from candles.



...And fireworks too

A quick reminder of how to be safe with fireworks.

- Keep fireworks in a metal box and take them out one at a time.
- Read the instructions by torch-light not by a flame.
- Don't go back to a firework once it has been lit.
- Keep a bucket of water nearby.

Source: Celebrate Safely; Lights, Candles & Decorations, Fire Kills You Can Prevent It, Department for Communities and Local Government © Crown Copyright 2006



Solutions

FAMILY SERVICES EMPLOYEE ASSISTANCE PROGRAMS NEWSLETTER

SURVIVING & ENJOYING THE HOLIDAY SEASON

THE HOLIDAYS ARE COMING... SO IS THE PRESSURE OF HAVING THE PERFECT HOLIDAYS.

Most families aren't calm and cheery over the Yuletide. Most families don't have money to finance that Norman Rockwell Christmas. With a little planning, you and your family can have enjoyable Holidays without the grief and stress, and without going broke. Remember if your expectations are realistic then, the Holidays can be a fun and cherished time of year.

Call a family conference. Go over family traditions. Do a traditional overhaul if need be. Also take a look at everyone's individual stressors. Is there special baking, last minute shopping, too many parties or events, organizing things, clean-up? See if you can buy goodies from a Christmas bazaar, do some catalogue shopping or throw a potluck party. Look at easier ways of getting things done.

HOW TO AVOID HOLIDAY STRESS



Make a "Things To Do To Have a Happy Holiday Season" list. What has to be done, what would be nice and what the family can live without. Narrow the list down and delegate tasks to all family members. Kids usually like to wrap presents, address Seasons' Greeting cards and decorate the house. This family task time brings togetherness and warmth for a Happy Holiday Time.

Another Holiday frenzy is friends/relatives who don't get along. You are not responsible for everyone's happiness. People who don't get along the rest of the year probably won't get along during the Holidays. It puts extra stress on everyone to "be nice". The Holidays doesn't solve family problems.

This season give yourself a break – right into the New Year – forget about the perfect Holidays and cherish the pleasures you find right now!

TIPS FOR YOUR HOLIDAY SEASON BUDGET

- making cash-only purchases,
- starting a family gift exchange,
- giving "free" presents like an afternoon of babysitting, housecleaning, etc.,
- buying for the individual not the price tag,
- telling young children that Santa only leaves one or two presents because he has so many to

deliver. For older children, give them a price range for presents.

HOLIDAY SEASON CRAZINESS! STOP THE INSANITY!

TIPS & IDEAS

Put an "X" beside the things you do and a "*" beside the things you'd like to try.

- Have a tree decorating party and have everyone make an ornament with inexpensive material you supply: popcorn or cranberries, paint or colour plain Christmas balls.
- Play games on Christmas day – adults too – games like Pictionary, Scattogories, Scrabble, Gestures.
- Be active, plan to skate or build a snowman during long days of inactivity.
- Go carolling around your neighbourhood or plan to visit a Senior's Home.
- Plan quiet time – "fireside chats" – just to sit and talk quietly with your immediate family.
- Volunteer at a soup kitchen or spend time over the holidays helping the needy and homeless.
- Put a new spin on the word gift exchange. Instead of putting a price limit on gifts, wrap something you already own. Pile them up

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- and have everyone choose a number. The person with the lowest number chooses any first gift. The next person can "steal" the first person's gift or choose another. This continues until everyone has a gift.
- Go together with some friends and joint sponsor or adopt a needy family. The thank you card you receive in January will warm your heart again.
 - Build the habit of asking yourself "Is this really important?", when you're stressing out. Develop the attitude of gratitude.
 - Do something spontaneous and wacky over the holidays, dress up in festive garb, as Santa or an elf or an angel and spend the day making people smile.
 - Be honest in your family letter that you photocopy and mail to all your friends. Instead of the perfect family letter, poke fun at yourself and write it with humour and lightness.
 - Reduce gift giving by drawing names or only giving to the young children of immediate families.
 - Read to your family. Start a new ritual of reading one story a day from the Chicken Soup books or Robert Fulgham books, or Christmas Story books.
 - Start a ritual using angel cards and talk about values. Use the words to start a discussion about how the family acts on these values and where you may fall short.
 - Treat yourself to a Holiday Season concert or ballet over the Holidays.
 - Give gifts in the form of experience and time. Take your grandmother or best friend to a Holiday Season concert or ballet.
 - Plan a Holiday Season baking party. Everyone bakes lots of one type of cookie, then you swap. It's less work and everyone gets lots of different baking.
 - Talk to your children about the advertising they see on television. Help them see the techniques used to make different children want the toys. Make a game of it and soon they'll see advertisements from a different perspective.
 - This Holiday Season choose to write in a journal. Commit to 15 minutes every day. It will help you relax and get clearer about what is meaningful and satisfying about the holidays and it will give you good information for next year.
 - Invite someone who will be alone this year to spend Christmas day with your family.
 - If you are feeling blue and unhappy, find something to do for someone else. The best way to remove your own sorrows is by relieving someone else's. Teach your children to do this. (Offer to chauffeur the disabled, look after someone's kids, wrap and deliver presents.)
 - Turn down invitations that overtax you or create a schedule that is too harried.
 - Don't write Christmas cards this year.
 - Have your spouse write Christmas cards this year.
 - If someone in your family has passed away this year, start a ritual to honour their memory. Light a special candle, say a prayer, sing a song or tell their favourite stories.
 - Start a big puzzle and leave it out as a "work in progress".
 - Attend a candlelight church service.
 - Make it a habit to walk through parks with lots of Holiday Season's lights.
 - Other:

Family Services offers confidential professional assistance on a wide variety of personal and work-related issues.

For more information on your EAP call: 1-800-668-9920

This newsletter is to provide timely information to readers; contents are not intended as advice to individual problems. Please contact your EAP professional for assistance. Editorial material is to be used at your discretion and does not necessarily imply endorsement by Family Services Employee Assistance Programs.

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HEALTH & WELFARE CONTACT INFORMATION

HEALTH & WELFARE FUND OFFICE

IATSE Local 667/669 H & W Fund
 3823 Henning Drive #217
 Burnaby, BC
 V5C 6P3

Phone: 778-329-4455
 Toll-free 1-866-366-9667

Fax: 778-329-4454

Web: iatse667-669healthplan.com

Plan Administrator: Leta Labiuk
 E-mail: leta@iatse667-669healthplan.com

Benefits Coordinator: Mary Miskic
 E-mail: mary@iatse667.com
 Phone: 416-368-0072



MANULIFE FINANCIAL Policy # 4524 ID# = S.I.N Number

QUEBEC RESIDENTS SEND CLAIMS TO:

Financiere Manuvie
 Assurance Collective
 P.O. Box 2580, Station B
 Montreal, QC
 H3B 5C6
 514-288-4300

NON QUEBEC RESIDENTS SEND CLAIMS TO:

Manulife Financial
 Group Claims Department
 Po Box 1653
 Waterloo, ON
 N2J 4W1
 1-877-466-1576
 416-687-5004

FAMILY SERVICES

Confidential counselling is available for everyone. If you need assistance please call:

English: 1-800-668-9920

French: 1-800-561-1128

www.familyserviceseap.com

MANULIFE GROUP INTERNET SOLUTIONS

How to register?

1. Go To www.manulife.ca/groupbenefits/GIS
2. Login to **GIS** from the Plan Member Welcome Page
3. At the login screen, select the **Register here** link.

WORLD ACCESS TRAVEL ASSIST

While traveling, plan members can call.....	World Access No. 9994
Toll-free from Mexico	00-1-800-514-3702
Toll-free from the Dominican Republic	1-888-751-4403
Toll-free from other countries that participate in Universal International Toll-Free (UITF)*	800-9221-9221
Toll-free in Canada & US	1-877-252-9857
Toll-free Elsewhere	1-519-742-8073

*Argentina, Australia, Austria, Belgium, Canada, China, Colombia, Costa Rica, Denmark, Finland, France, Germany, Hungary, Ireland, Israel, Italy, Japan, Korea, (South), Luxembourg, Macao, Malaysia, Netherlands, New Zealand, Norway, Portugal, Singapore, South Africa, Spain, Sweden, Switzerland, Taiwan, UK
 *Note that this listing is subject to change. For countries that are not reflected on the current UITF, plan members should continue to use the collect number indicated on their benefits card.