



AUGUST

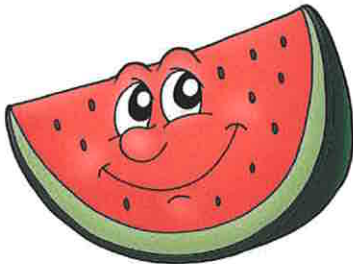


**AUGUST
CIVIC
HOLIDAY**

Offices Closed on
Monday August 2nd



Ontario Works
Lunch N Learn BINGO



Recycling Workshop
August 4th

Check out Job
Postings inside!



Women's Belt
Making August 7 & 8



August 10 & 24



9-1-1 now in Henvey Inlet First Nations.

Introducing 9-1-1 for emergency calls to fire, police and ambulance services.

If you are not in this area, please consult your local telephone directory or check with your municipal office for emergency numbers in your area.

What is 9-1-1?

9-1-1 is a single emergency telephone number that makes it faster and easier for anyone to reach **police, fire, or ambulance emergency services.**

The three-digit number, **9-1-1**, is short and easy to remember. Your call will be answered at the Public Safety Answering Point (PSAP) for your municipality. The **9-1-1** operator will then forward your call to the appropriate agency — police, fire or ambulance.

How much does it cost?

You now have access to enhanced **9-1-1** service for a fee of 13¢ per line, per month. This charge will be listed on your phone bill and covers the cost of providing and maintaining the telephone network portion of your municipality's **9-1-1** system.

With enhanced **9-1-1** service, the address you are calling from will automatically be displayed to the **9-1-1** operator. The necessary emergency services can then be dispatched. Please note: this does not apply to cellular phones or four-party service.

Take the time to teach all members of your household the importance of 9-1-1 and celebrate a safer Ontario, together.

Important

If you need police, fire or ambulance services in a **non-emergency situation**, please refer to your phone book for the ten-digit numbers.

Police/OPP: 705 857 2121

Fire: 705 857 2121

Ambulance: 705 857 2121

How to use 9-1-1

- If at home, dial 9-1-1.
- If at a business or other location, you may need to dial an outside line before dialing 9-1-1.
- If at a pay phone, dial 9-1-1. No payment required.
- If using a cellular phone, dial 9-1-1 and give the exact location of the emergency, including city or town.
- T.T.Y./Teletypewriter users only: after dialing, press the space bar intermittently until a response is received.
- When your call is answered, the 9-1-1 operator will ask: police, fire or ambulance? Indicate the emergency service you need.



Friendly

Reminder!!!

For Clients who utilize the Medical Transportation Vehicle; This is a reminder to Please book your medical appointments for 10:00am at the earliest and 2:30pm the latest for either Sudbury, Parry Sound, Or Britt!!! Appointments will not be added unless between these times!!

It is mandatory for Clients who utilize the Medical Transportation Vehicle to wear a Mask or face covering for all able-bodied and able-minded individuals with the exception of very small children and those with medical conditions or disabilities preventing them from freely using these products safely.

The Health Centre requires **3 DAYS NOTICE** (doesn't include weekends) to put your name in the Medical Book!

Clients are to notify The Driver if they do not require a ride back home after appointment.

Non-Band Members CAN utilize the Medical Bus following the same rules above. Furthermore, the appointment is to be between the appointment times already in the book. The Health Centre can be called to confirm the 1st and last appointments.

Thanks for understanding!

IMPORTANT REMINDER

On Community Submissions

April 28, 2021

This is a reminder to Band Members to PLEASE pick up Community Submissions PRIOR to their appointments. We have been receiving some forms not fully filled out and with no stamp/signature and only an appointment card attached.

Unfortunately, Community Submissions may not be accepted/processed if the only proof of attendance is an appointment card attached to the form and/or if the form is not signed/stamped by Medical Official/Receptionist, and signed by the Client themselves and their driver.

It is important to have all fields filled out on the form accordingly. If the form is not fully filled out by the recipient and appropriate Health Care Provider (doctor, nurse, dentist, receptionist, etc.), and also signed by client and driver, it will lead to a delay in processing.

Your co-operation is appreciated!



Henvey Inlet Health Centre

354A Pickerel River Road

Pickerel, ON P0G 1J0

705-857-1221

www.hifn.ca



Henvey Inlet First Nation

Pickerel, ON P0G 1J0

Administration
295 Pickerel River Road
T 705-857-2331
F 705-857-3021
1-800-614-5533

Health Centre
354A Pickerel River Road
T 705-857-1221
F 705-857-0730
1-866-252-3330

Day Care
354B Pickerel River Road
T 705-857-0957
F 705-857-1369

Chief
M. Wayne McQuabbie
Council
Patrick Brennan
Doreen Mckenzie
Lionel Fox
Carl Ashawasagai
Brenda Contin
Maureen Kagagins

MEMORANDUM

To: All Henvey Inlet First Nation Members

From: Samantha Bradley, Human Resources Coordinator

Date: July 27, 2021

Re: Employment Opportunities

Henvey Inlet First Nation is currently accepting applications for the following positions:

- 1) Early Childhood Education Worker OR Early Childhood Education Trainee – 1 Position (*preference given to registered ECE's first, then trainees*)
- 2) Gas Bar Attendant – Multiple Casual Positions
- 3) Water Treatment Trainee – 1 Position
- 4) Trust Coordinator/Membership Clerk – 1 Position
- 5) Secondary School Bus Driver – 1 Position
- 6) Lead Carpenter – Pickerel River Contracting – 1 Position

See attached job postings for more information.

Be sure to check local communication boards or our website at www.hifn.ca/community-2/job-postings-2.html for regular job posting updates.

Miigwetch,

Samantha Bradley, PCP
Human Resources Coordinator



EMPLOYMENT OPPORTUNITY

EARLY CHILDHOOD EDUCATION WORKER

1 Position

RE-POST

POSITION SUMMARY

Henvey Inlet First Nation is seeking a qualified full-time **Early Childhood Education Worker** to join our Administration. The ECE Worker reports to the Daycare Supervisor and is responsible for providing supervision and direct childcare to children attending the HIFN Daycare, in compliance with all regulatory standards required by federal, provincial and First Nations legislation, policies and procedures. Under the leadership of the Daycare Supervisor, the ECE worker will help to plan and implement developmentally appropriate activities and experiences for the children using a variety of teaching techniques in alignment with HIFN Daycare Philosophy. This position requires excellent interpersonal communication skills and the ability to adapt and respond to all childcare needs.

MAIN RESPONSIBILITIES

The Early Childhood Education Worker will be responsible to:

- Provide a daily balance of developmentally appropriate active/quiet, indoor/outdoor & individual/group activities and experiences for children
- Assist children in self-expression by listening and responding with dialogue that encourages and lengthens conversations
- Encourage the children in learning about a variety of different cultures, including an understanding of our First Nation culture and value system
- Provide experiences and play material that actively promotes diversity and acceptance in interactions and attitudes
- Participate in short- & long-term Daycare planning initiatives and evaluations
- Learn and use techniques provided to assist children in developing the necessary coping skills to address unique life issues
- Observe how children use materials and interact with other children and adults and plan activities that recognize these individual differences
- Initiate referral for additional services for parents and children as needed
- Ensure the child's environment is healthy and safe and monitor the environmental hazards
- Attend to children's physical needs for toileting, diapering, eating & sleeping as promptly as possible
- Maintain positive and ongoing communication with parents

QUALIFICATIONS

- 1-3 years related professional experience working with children preferred
- Diploma in Early Childhood Education as recognized by the Ministry of Education
- Current Ontario RECE License
- Current and satisfactory Vulnerable Sector Police Check
- Current First Aid and CPR Level C
- Membership in good standing with the College of Early Childhood Educators
- Knowledge of the Child Care and Early Years Act, 2014
- Professional and responsible attitude

- Excellent oral, written and interpersonal communication skills
- Willingness to work flexible hours

HOURS OF WORK

Full Time – 35.5 hrs/week

REMUNERATION

Negotiable based on experience

START DATE

As soon as possible

APPLICATION DEADLINE

Posted until filled.

Those interested in applying should submit their resume and cover letter in confidence to:

Henvey Inlet First Nation – Human Resources

295 Pickerel River Rd.

Pickerel, ON P0G 1J0

Tel: (705) 857-2331

Fax: (705) 857-3021

Email: samantha.bradley@henveyinlet.com

We thank all applicants, however only those selected for an interview will be contacted.

Henvey Inlet First Nation gives preference to all qualified First Nations people in accordance with Section 24(1) (a) of the Ontario Human Rights Code.



EMPLOYMENT OPPORTUNITY

EARLY CHILDHOOD EDUCATION TRAINEE

1 Position

RE-POST

POSITION SUMMARY

Henvey Inlet First Nation is seeking a full-time **Early Childhood Education Trainee** to join our Administration. The ECE Trainee reports to the Daycare Supervisor and is responsible for supporting our registered ECE's with the supervision and direct childcare of children attending the HIFN Daycare, in compliance with all regulatory standards required by federal, provincial and First Nations legislation, policies and procedures. Under the leadership of the Daycare Supervisor, the ECE Trainee will work towards their full ECE designation by enrolling and participating in all required courses and training during both work and non-work hours as needed. The ECE Trainee is responsible for maintaining the level of professionalism required for registration with the College of Early Childhood Educators. This position requires a high level of personal motivation, impeccable time-management skills and a strong work ethic.

MAIN RESPONSIBILITIES

The Early Childhood Education Trainee will be responsible to:

- Enrol and participate in all required ECE courses and training needed to obtain full registration with the College of Early Childhood Educators
- To meet all training goals and objectives as set out by the ECE training plan
- To provide all test results, grades, and relevant documentation needed for quarterly progress reports
- Provide a daily balance of developmentally appropriate active/quiet, indoor/outdoor & individual/group activities and experiences for children
- Assist children in self-expression by listening and responding with dialogue that encourages and lengthens conversations
- Encourage the children in learning about a variety of different cultures, including an understanding of our First Nation culture and value system
- Provide experiences and play material that actively promotes diversity and acceptance in interactions and attitudes
- Participate in short- & long-term Daycare planning initiatives and evaluations
- Learn and use techniques provided to assist children in developing the necessary coping skills to address unique life issues
- Observe how children use materials and interact with other children and adults and assist with planning activities that recognize these individual differences
- Ensure the child's environment is healthy and safe and monitor the environmental hazards

- Attend to children's physical needs for toileting, diapering, eating & sleeping as promptly as possible

QUALIFICATIONS

- Grade 12 diploma or equivalent and ability to meet enrolment requirements for a College of ECE recognized Early Childhood Education program
- Current and satisfactory Vulnerable Sector Police Check
- Professional experience working with children preferred
- Current First Aid and CPR Level C preferred
- Current Safe Food Handlers Certificate preferred
- Professional and responsible attitude
- Excellent oral, written and interpersonal communication skills
- Willingness to work flexible hours
- Willingness to travel to and attend training courses as needed

HOURS OF WORK

Full Time – 35.5 hrs/week

REMUNERATION

To be determined

START DATE

As soon as possible

APPLICATION DEADLINE

Posted until filled

Those interested in applying should submit their resume and cover letter in confidence to:

Henvey Inlet First Nation – Human Resources

295 Pickerel River Rd.

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Tel: (705) 857-2331

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EMPLOYMENT OPPORTUNITY

GAS BAR ATTENDANT

Multiple Vacancies

POSITION SUMMARY

Henvey Inlet First Nation is seeking multiple, casual **Gas Bar Attendants** to join our Administration. The Gas Bar Attendant reports to the Gas Bar Manager and is responsible for the sale of fuel and other automotive products and in-store merchandise, including tobacco products. The Gas Bar Attendant is also responsible for processing all point-of-sale transactions via cash, credit or debit card using an electronic scanner and cash register. This position requires a high level of personal integrity and superior customer service skills.

MAIN RESPONSIBILITIES

The Gas Bar Attendant will be responsible to:

- Greet Gas Bar customers and refuel vehicles
- Answer customer inquiries
- Assist with the sale of automotive products, in-store merchandise and tobacco products, ensuring restricted products are sold only to customers that are of the required age by requesting appropriate identification
- Process sales transactions, receive payments and issue correct change and receipts
- Count money in cash drawer at the beginning and end of shifts, dropping end of shift deposits in Finance deposit box
- Maintain clean and orderly checkout areas and Gas Bar exterior by sweeping service station and shoveling, sanding and/or salting service in winter and picking up/removing garbage and debris
- Stock shelves and price merchandise
- Change fuel prices on signage
- Assist with placing and receiving fuel and merchandise orders
- Maintain accurate sales and purchase records
- Perform other duties as assigned from time-to-time by Chief and Council or the Director of Finance/Administration

QUALIFICATIONS

- Must be 19 years of age or older
- Grade 12 diploma or equivalent preferred
- Customer service and/or retail experience preferred
- Current First Aid and CPR Level C an asset
- Excellent customer service and interpersonal communication skills
- Able to deal with people sensitively, tactfully, diplomatically, and professionally at all times
- Professional appearance and manners
- High level of personal integrity and a strong work ethic
- Basic mathematical skills
- Strong attention to detail
- Must be able to work with little supervision; must be self-directed
- Willingness to work rotating and flexible hours, including occasional weekends, **a must**

HOURS OF WORK

Varies – up to 40 hours per week as needed

REMUNERATION

\$16/hour

START DATE

As soon as possible

APPLICATION DEADLINE

Ongoing

Those interested in applying should submit their resume and cover letter in confidence to:

Henvey Inlet First Nation – Human Resources

295 Pickerel River Rd.

Pickerel, ON P0G 1J0

Tel: (705) 857-2331

Fax: (705) 857-3021

Email: samantha.bradley@henveyinlet.com

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EMPLOYMENT OPPORTUNITY

WATER TREATMENT OPERATOR TRAINEE

RE-POST

POSITION SUMMARY

Henvey Inlet First Nation is seeking a **Water Treatment Operator Trainee** to join our Administration for a short-term contract funded by Aboriginal Affairs and Northern Development Canada from June 2021 to March 2021. The Water Treatment Operator Trainee reports to the Water Treatment Plant Operator and is responsible for learning the quality control measures that go into providing Henvey Inlet First Nation with safe, potable drinking water. The Water Treatment Operator Trainee will be expected to engage in the continuous learning and training required to prepare for successful completion of the Operator in Training Exam. This position requires a high degree of self-motivation and a strong work ethic.

MAIN RESPONSIBILITIES

The Water Treatment Operator Trainee will be responsible to:

- Attend and complete all required meetings, training, and exams, including the Operator in Training Exam
- Observe, monitor, and eventually operate control systems used in treatment and distribution of water
- Check flow meter gauges and other recording instruments to measure water output
- Review, sample, record and report water quality in appropriate logbooks as required
- Ensure pumps, motors, chlorinators and other equipment are in good operating condition, reporting when maintenance and repairs are required
- Maintain various distribution components including hydrants, valve boxes, and curb stops
- Accompany Water Treatment Plant Operator on call-outs
- Assist Water Treatment Plant Operator with preparation of reports for community and other meetings as required
- Perform other duties as assigned from time-to-time by Chief and Council or the Director of Finance/Administration

QUALIFICATIONS

- Must be 18 to 30 years of age per funding agreement
- Must be unemployed and not in school per funding agreement
- Grade 12 diploma or equivalent
- Valid Ontario Class G Driver's License with access to a reliable vehicle
- Previous data collection and analysis experience an asset
- Previous report writing experience an asset
- Current First Aid and CPR Level C an asset
- Current WHMIS training an asset
- Basic computer and typing skills
- Basic mathematical skills
- Exceptional organization and time-management skills
- Strong attention to detail and the ability to multi-task
- Professional attitude and a strong work ethic
- Willingness to work rotating and flexible hours, including occasional weekends, a must

HOURS OF WORK

Full-Time – 35.5 hrs/week

REMUNERATION

Per funding agreement

START DATE

As soon as possible

APPLICATION DEADLINE

Posted until filled.

Those interested in applying should submit their resume and cover letter in confidence to:

Henvey Inlet First Nation – Human Resources

295 Pickerel River Rd.

Pickerel, ON P0G 1J0

Tel: (705) 857-2331

Fax: (705) 857-3021

Email: samantha.bradley@henveyinlet.com

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JOB POSTING

TRUST COORDINATOR/MEMBERSHIP CLERK

RE-POST

POSITION SUMMARY

The part-time Trust Coordinator/Membership Clerk will serve two primary purposes.

The first primary purpose is to support Henvey Inlet First Nation Administration as it relates to support the Henvey Inlet First Nation Windfarm Legacy Trust ("the Trust") Board of Trustees. For these responsibilities they will report directly to the Board of Trustees through the Corporate Trustee and will be responsible for coordinating and liaising with the Board of Trustees and Membership to assist in fulfilling the terms and conditions of the Trust Deed. This includes administrative tasks related to the quarterly distribution of Member Payments, coordinating the Trust's communication materials, and administering the Trust's website.

The second purpose is to support the membership clerk with member registration and other member inquiries and for these responsibilities they will report directly to the Director of Finance/Administration.

This position will be located at Henvey Inlet First Nation's administration offices.

MAIN RESPONSIBILITIES

The Trust Coordinator/Membership Clerk will be responsible to:

Trust Support Responsibilities

- Will report to the Board of Trustees through the Corporate Trustee when providing support responsibilities under the Trust.
- Manage the Quarterly Member Payments process to include the following tasks:
 - Receive the Certified Membership List of Henvey Inlet First Nation on a quarterly basis;
 - Notify and communicate to Members regarding deadlines for updating bank account information related to the Quarterly Member Payments;
 - Manage the collection, updating and recording of Member's bank account information into HIFN's accounting system to produce the Quarterly Membership Payment List in Excel;
 - Update the payment amounts for Eligible Minors coming of age, Adults and Seniors in HIFN's accounting system to be included in the Quarterly Membership Payment List in Excel;
 - Finalize and deliver the Quarterly Membership Payment List in Excel to the Corporate Trustee for review and presentation to the Board of Trustees for approval;
 - Prepare the Member Payment file for Electronic Funds Transfer ("EFT") format and provide this in EFT format to the Corporate Trustee;
 - Monitor, track and reconcile the quarterly Member Payments once issued; and
 - Respond to Membership inquiries
- Administer the Trust website including manage the Trust email inbox, upload relevant Trust materials, and update website content as needed.
- Work with the Indian Registry Membership Clerk, in HIFN Administration, for maintenance of various records related to the Trust.
- Liaise with Henvey Inlet First Nation Membership on current events and activities of the Trust which includes the distribution of the Trust's annual report and annual audited financial statements.
- Organize and coordinate community Membership meetings and Chief & Council meetings for purposes of the Trust, including scheduling dates and times, booking venues and posting notices.
- Assist in scheduling and coordinating Board of Trustee meetings, training opportunities, and other Trust related events.
- Attend Board of Trustee meetings in-person or video/conference calls and take notes at all meetings
- Represent the Trust to the best of their ability and act in the best interests and priorities of the Trust.
- Submit weekly timesheets to the Corporate Trustee detailing hours and description of duties completed;

- Adhere to a code of ethics and code of conduct, and confidentiality when handling private information of the Trust – this includes reading, understanding and complying, at all times, with HIFN’s Employee Policies as updated from time to time; and
- Other duties as assigned from time to time by the Board of Trustees or Chief and Council

Membership Clerk Responsibilities

- To maintain the updated electronic data spreadsheet of all Henvey Inlet Band Members, updating overall membership total on and off reserve
- Maintain filing system of all Band Members keeping relevant documentation in secure filing cabinet
- To process all applications for Band Membership and have relevant information available for Chief and Council and Band Members upon making a decision
- To post up-dated Membership Lists as amended from time to time in the Band Office
- To assist with making status cards as requested by Band Members
- From time to time produce verification letter for Band Members requiring statement of blood line
- Maintain Membership Code of the Henvey Inlet First Nation
- Reports to Chief and Council at regular Band Council Meetings
- Preparation of BCR for Band Transfer (when required)
- Provide Electoral Officer with updated Eligible Voters list as required
- Report significant life events to Indian Registrar
- Other duties as assigned from time to time by Chief and Council or the Director of Finance/Administration

QUALIFICATIONS

- Grade 12 diploma or equivalent required
- 1-3 years professional administrative experience preferred
- Valid Ontario Class G Driver’s License
- Current Vulnerable Sector Police Check
- Working knowledge of Henvey Inlet First Nation community, historical background and culture
- Strong computer and typing skills, including comfortability with web technology/software
- High level of proficiency with Microsoft Word, Excel and PowerPoint
- Demonstrated financial literacy and numeracy skills
- Experience working at a financial institution (credit union, bank, etc) with knowledge of various bank processes
- High level of attention to detail and a high degree of accuracy
- Exceptional organization and time-management skills
- Ability to multi-task and manage competing priorities
- High level of personal integrity, a professional attitude and a strong work ethic
- Excellent oral, written and interpersonal communication skills
- Ability to work collaboratively in a team environment
- Must be willing to complete relevant training on Trusts, which may include:
 - Trustee training
 - Membership training
 - Financial institution administrative processes (this may be through the Corporate Trustee)
 - Handling private, confidential information
- Willingness to work flexible hours when required

HOURS OF WORK

Part-Time – 25 hrs/week

REMUNERATION

Negotiable based on experience

START DATE

As soon as possible

APPLICATION DEADLINE

Posted until filled.

Those interested in applying should submit their resume and cover letter in confidence to:

Henvey Inlet First Nation – Human Resources

295 Pickerel River Rd.

Pickerel, ON P0G 1J0

Tel: (705) 857-2331

Fax: (705) 857-3021

Email: samantha.bradley@henveyinlet.com

We thank all applicants, however only those selected for an interview will be contacted.

Henvey Inlet First Nation gives preference to all qualified First Nations people in accordance with Section 24(1) (a) of the Ontario Human Rights Code.



EMPLOYMENT OPPORTUNITY

SECONDARY SCHOOL BUS DRIVER

POSITION SUMMARY

Henvey Inlet First Nation is seeking a **Secondary School Bus Driver** to join our Administration for a short-term contract from September 2021 to June 2022. The Secondary School Bus Driver reports to the Education Counsellor and is responsible for transporting students of various ages to and from their homes and respective schools in a timely and safe manner and in accordance with MTO driving regulations, Ontario traffic laws and safe driving practices. This position requires excellent organization, communication and customer service skills.

MAIN RESPONSIBILITIES

The Secondary School Bus Driver will be responsible to:

- Ensure bus is well-maintained and operational by conducting daily safety checks on both interior and exterior of school bus prior to operating vehicle
- Report any bus malfunctions or needed repairs
- Safely deliver students to and from their homes and schools, following the assigned time schedule.
- Assist students with boarding and exiting the bus and while crossing the street as needed
- Adhere to and enforce bus safety rules and standards
- Comply with traffic regulations to operate vehicles in a safe and courteous manner
- Resolve any conflicts in a positive, respectful and proactive manner
- Complete an Ontario School Bus Inspection Log Book and Drivers Time Log Book on a daily basis
- Fuel the bus at HIFN Gas Bar as required, notifying the Gas Bar Attendant which bus they are fueling to ensure the correct account is charged
- Transport busses to maintenance and service appointments as required
- Cleaning of the interior of the bus daily and restocking bus supplies when necessary
- Regularly report on the operations of daily runs to the Education Counsellor
- Be available by phone at all times during the school day
- Be informed on protocols for the bus's ability to transport students when weather or safety conditions are a concern
- Other duties as assigned from time to time by the Supervisor, Chief and Council or the Director of Finance/Administration.

QUALIFICATIONS

- Grade 12 diploma or equivalent preferred
- Valid Ontario Class G Driver's License required; Class B Driver's License preferred
- Clear Driver's Abstract
- Clear CPIC – Vulnerable Sector Police Check
- Current First Aid and CPR Level C

- Previous school bus driver experience preferred
- Knowledge of the Ontario Highway Traffic Act and school bus regulations
- Knowledge of First Nations customs, traditions and language an asset
- Excellent driving skills and habits
- Ability to remain attentive when faced with distractions
- Excellent customer service and written and verbal communication skills
- Exceptional organization and time-management skills
- High level of personal integrity and accountability

HOURS OF WORK

Full-Time – 40 hrs/week

REMUNERATION

Based on experience.

START DATE

September 7, 2021

APPLICATION DEADLINE

August 15, 2021

Those interested in applying should submit their resume, cover letter, driver’s abstract and CPIC in confidence to:

Henvey Inlet First Nation – Human Resources
295 Pickerel River Rd.
Pickerel, ON P0G 1J0
Tel: (705) 857-2331
Fax: (705) 857-3021
Email: samantha.bradley@henveyinlet.com

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POSITION SUMMARY

Pickerel River Contracting is currently seeking a full-time **Lead Carpenter** to join our crew. The Lead Carpenter reports to the Site Supervisor and is responsible for leading the construction and maintenance of residences and buildings. The Lead Carpenter will mentor and train junior employees and assist with building, restoring and/or installing of structural woodwork and related materials of active projects. This position requires excellent physical stamina and a strong work ethic.

MAIN RESPONSIBILITIES

The Lead Carpenter will be responsible to:

- Assist with moving, lifting and transporting materials, tools and equipment for each job
- Lay building foundations
- Prepare for framing for cement
- Mix and pour cement
- Create cement forms
- Pour cement for stairs
- Frame the building including doors and windows
- Put up siding, drywall, and scaffolding
- Finish the building and ceiling
- Put in flooring
- Finish the roofing
- Put in porches and grounds
- Build required items including specialty furniture
- Build stairs and other items
- Operate and maintain carpentry tools and equipment
- Assist with the delivery of other related municipal services
- Keep a daily log of tasks
- Prepare a preventative maintenance schedule
- Respect and respond to direction given by lead-hand(s)
- Contribute and participate in the effective use of the Quality Control System
- Construct and maintain structural woodwork, shelving, flooring, tables, chairs etc.
- Perform renovations as required
- Perform drywall, boarding, taping and sanding
- Build and install cupboards, bookcases, tack boards etc.
- Repair furniture
- Prepare estimates for work orders and requests material required to complete the job
- Perform masonry and plaster work
- Constructs and finish cabinetwork and furniture from rough schematics and blueprints
- Ensure an adequate supply of material is available for preventative maintenance program
- Work collaboratively with more junior employees, external contractors and Site Supervisor to ensure project objectives and deadlines are met
- Provide direction, support and assistance to more junior employees through training, mentoring, and coaching

- Perform other duties as assigned from time-to-time by the Supervisor, Board of Directors or Chief and Council

QUALIFICATIONS

- Grade 12 diploma or equivalent preferred
- Valid Ontario Class G Driver's License with access to a reliable vehicle a **must**
- Current CPIC
- Basic home maintenance and carpentry skills
- Previous building and painting experience
- Experience working with various carpentry tools and equipment
- Ability to stand, bend, reach and twist for long periods of time
- Ability to lift up to 50lbs continuously
- Current First Aid and CPR Level C
- Excellent communication skills
- Exceptional organization and time-management skills
- Professional attitude and a strong work ethic
- Must be able to work with little supervision; must be self-directed
- Willingness to work flexible hours a must

HOURS OF WORK

Full-Time – 40 hrs/week

REMUNERATION

To be determined

START DATE

As soon as possible

APPLICATION DEADLINE

Posted until filled

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Pickerel, ON P0G 1J0

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**Henvey Inlet
First Nation**

Pickering, ON P0G 1J0

Administration
295 Pickering River Road
T 705-857-2331
F 705-857-3021
1-800-614-5533

Health Centre
354A Pickering River Road
T 705-857-1221
F 705-857-0730
1-866-252-3330

Day Care
354B Pickering River Road
T 705-857-0957
F 705-857-1369

Chief
M. Wayne McQuabbie
Council
Patrick Brennan
Doreen Mckenzie
Lionel Fox
Carl Ashawasagai
Brenda Contin
Maureen Kagagins

MEMORANDUM

To: Henvey Inlet First Nation Members

Fr: Housing Assistant

Dt: August 2021

Re: Housing department update

WBAFN has agreed to present a home maintenance workshop later this month. I am waiting for confirmation of date and time.

Please contact the administration office to book your home inspection. I will be coordinating home inspections with the Housing advisory committee members and Councilor of Housing Lionel Fox.

A few home maintenance ideas for the month of August.

- Prune dead wood from your lawn and garden.
- Get your furnace prepped for winter.
- Clean exhaust fans and vents.
- Check your smoke and carbon monoxide detector batteries and ensure they are in working order. Please ensure your fire extinguisher is charged. If you are concerned about any of this safety equipment please contact the administration office.

Heidi Kimberley
Housing assistant

/HK

Are you interested in homeownership / renovating
your existing home or purchasing a home?
Do you need financial counseling?



HOME OWNERSHIP AND YOU

2021 OUTREACH

Confidential one-on-one financial counselling is
available via Zoom or by phone - 7 Days a week



To use Zoom you will need a computer with a
microphone and camera (camera is optional).
The service is available to band members.



For more information
call or text Scott Flamand at
(705) 618-1093 or email
flamandmservices@gmail.com





HENVEY INLET FIRST NATION LANDS OFFICE

Memorandum

To: Community Members
C.C.: Millie Pawis, Director of Finance/Administration
From: Amanda Barbe, Assistant Lands Manager
Date: July 26, 2021

RE: RECYCLING WORKSHOP AUGUST 4, 2021

Please be advised that the Henvey Inlet First Nation Lands Office is hosting a recycling workshop on August 4, 2021 to be held at the Fire Hall.

We will be reviewing our current procedures, resuming our recycling competition and discussing our future plans for the waste program.

A door prize draw, lunch and giveaway gifts for each on reserve household will be available, so please come out and attend!

RECYCLING WORKSHOP AGENDA

10:00 am	Workshop begins – Opening Comments
10:05 am	Review of Current Procedures
10:45 am	Recycling Competition
11:00 am	Waste Program Future
11:30 am	Door Draw and Give Away
12:00 pm	Lunch



Memo

Henvey Inlet First Nation Lands Office

To: All Community Members
From: Amanda Barbe, Assistant Lands Manager
CC: Doreen McKenzie, Lands Portfolio Councillor
Sherry Contin, Lands Manager
Date: 4/26/2021
Re: **Garbage Pick-Up Summer Hours**

Please be advised that the Garbage Pick-Up dates will be switching to Summer Hours beginning **May 24th, 2021.**

The schedule is as follows:

Monday	8 am – 12:00 pm
Wednesday	8 am – 12:00 pm
Saturday	2 pm – 6:00 pm

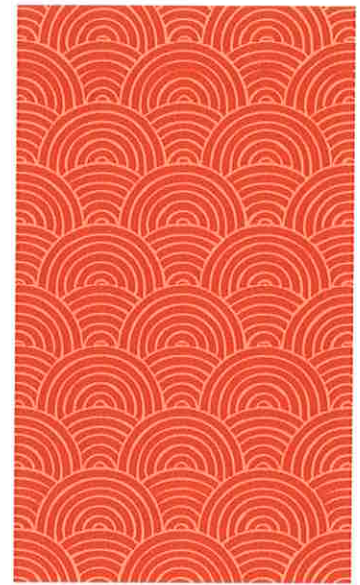


NOTICE REGARDING GARBAGE BINS/PICK UP

July 29, 2021

- ❖ Please be sure all garbage bags are fully tied closed before putting in the garbage bin. If they are not tied they will not be picked up and left in bin
- ❖ Please NO GLASS OR BROKEN GLASS to be put in garbage bags with regular garbage due to this being a hazard to the workers. Please put in clear bags so we can see that it is glass
- ❖ Cardboard is to be broken down flat and bundled and tied together or broken and flattened down and put in clear garbage bags, Will not be picked up unless bundled and tied or in clear bags

Your Co-operation is appreciated



HENVEY INLET FIRST NATION

NEW MEMBERSHIP CODE WORKING GROUP



CALL-OUT FOR WORKING GROUP MEMBERS

Our Membership Code was adopted in 1987 and has never been updated. It is urgently in need of review and restatement to keep up with recent developments within our lands, changes in the laws which determine who is entitled to *Indian Act* status, and to better reflect our culture and beliefs.

Council is seeking volunteers for a special committee to develop a restated Membership Code over a 9-10 month timeline. The **New Membership Code Working Group (NMCWG)** will consist of **2 elders, 2 adult members and 2 youth members age 18+** selected by Council – one of each pair shall be selected from members who reside on the reserve, the other from members who reside off-reserve. Through a series of Committee meetings (typically 2-3 per month), update reports to Council, community meetings and membership surveys, the **NMCWG** will identify and resolve key membership issues and develop a **Restated Membership Code** that reflects the values and vision of our First Nation, which will be submitted to the eligible voters in 2022.

There **are no minimum education or experience qualifications** for Working group members, but the task will involve developing an understanding of complex legislation and issues. Council will appoint the Committee based on suitability to the task. Working group members will receive compensation in accordance with HIFN's honorarium policy, which is currently set at \$250.00 per meeting day, plus authorized expenses.

ON-LINE APPLICATION FORM



<https://form.jotform.com/211015079965255>

APPLICATION DEADLINE: 5:00 PM FRIDAY 06 AUGUST 2021



HENVEY INLET GAS BAR

SUMMER BUSINESS HOURS
MONDAY to FRIDAY 7AM-7PM
SATURDAY 9AM-7PM
SUNDAY 9AM-6PM

GASBAR@HENVEYINLET.COM

TANK TRADER

NEW 20LB TANK \$62

TANK EXCHANGE \$23

*Expiration dates must be good



DOZEN WORMS \$5.50

POP SHOPPE

DRINKS

SNACKS

FRESH SANDWICHES

SUBS

BOAT OIL

GASOLINE

DIESEL

WE ARE OPEN DAILY TO SERVE OUR COMMUNITY AND THE PUBLIC.

ONTARIO WORKS

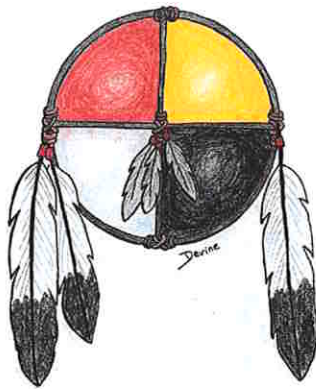
MONDAY 8:30 – 1:30

TUESDAY 8:30 – 1:30

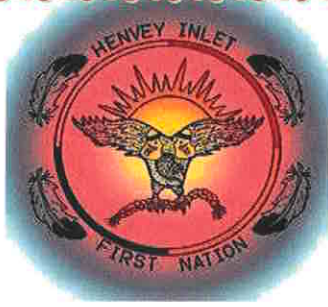
WEDNESDAY 10:00 – 4:30

THURSDAY 8:30 – 1:30

FRIDAY 8:30 – 12:00



EFFECTIVE AUGUST 2, 2021



CAREER FAIR

**FOR YOUTH TO SEEK YOUR
CAREER CHOICES OR EDUCATION AND TRAINING
RELATED TO YOUR FUTURE GOALS**

DATE: THURSDAY, AUGUST 12TH, 2021

TIME: 9:30 A.M.

WHERE: COMMUNITY FIREHALL - 295 PICKEREL RIVER ROAD

**Colleges, Universities, Apprenticeship and Trades, Organizations that
offer services to students for education, employment and training**

Contact Info: Judy Contin, Economic Development
(705) 857-2331 (705) 521-4408 cell

Food Bank Notice

CLOSED UNTIL MID SEPTEMBER 2021

NOTE* WE WILL BE IN THE O&M BUILDING

Families, Couples and Single Adults eligible to receive assistance from the Food Bank must only be in receipt of the following **fixed low incomes**:

- ◆ Welfare (Ontario Works)
- ◆ O.D.S.P. (Ontario Disability Support Program)
- ◆ O.A.S. (Old Age Security)
- ◆ C.P.P. (Canada Pension Plan)
- ◆ E.I. Benefits (Employment Insurance)
- ◆ Post Secondary Allowance (Student Allowance)

SEE YOU IN THE FALL ☺

Ontario Works

Lunch N Learn Bingo

When: **FRIDAY AUGUST 6TH, 2021**

(Original Date was July 30th)

Time: **10:00 A.M**

Where: *Wagamake Learning Centre*

Prizes: *Gift cards*



Can only accommodate (5) participants so the first (5) to call in or drop by to put name in with Judy will be our first Bingo players.

SNACKS Provided

Miigweetch

Ontario Works

Lunch N Learn Bingo

When: FRIDAY AUGUST 20TH, 2021

Time: 10:00 A.M

Where: Wagamake Learning Centre

Prizes: Gift cards



Can only accommodate (5) participants so the first (5) to call in or drop by to put name in with Judy will be our first Bingo players.

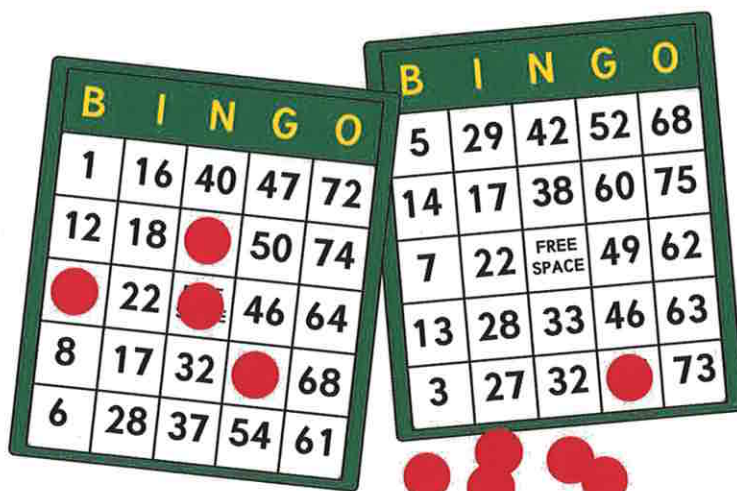
SNACKS Provided

Miigweetch

BINGO BINGO BINGO

★ PAY AS YOU PLAY CASH BINGO ★

- WEDNESDAY, SEPTEMBER 1ST
- 6 P.M.
- LEARNING CTR.



Tribal Binoojiing Summer Teachings

Angele and I have been really enjoying our summer program with the children and have had great attendance.

Unfortunately, we have hit a snag in our program schedule and need to cancel the last week of July and the first week of August. July 26 – 29 2021 and August 02 – 05 2021. Angele will be on holidays and I will be working in the Daycare for the two weeks.

We will have lots of fun and exciting things planned for the weeks of Monday August 09 – Thursday August 12 2021 and Monday August 16 – Thursday August 19th 2021. We have a children's sweat booked for August 18 2021 with Stan Moses and we have an end of Program summer fun day booked for the last day August 19 2021. We will send out a permission slip for the children's sweat August 18 2021 before the sweat.

Chi Miigwetch for your understanding and continued support of our program.

Dabbe

Angele



CATERER **NEEDED!**

To provide Lunch and Dinner for
Women's Belt Making Workshop to be
held on

Saturday August 7 & Sunday August 8

Lunch & Dinner for 22 People

Lunch to be ready for approximately
12noon and Dinner to be ready for 4pm

Menu is up to Caterer, please submit
Menu with Bid.

Deadline to Submit Bids:

Wednesday August 4, 2021 @12 noon

Submit Bids with breakdown of Lunch and Dinner Menu, Catering Fee,
Mileage, and Groceries Costs to Stan Moses.

Caterer must possess current Safe Food Handlers Certificate and is
responsible for clean up after, including taking out the garbage

NIHB Program Updates for July 2021

Medical supplies and equipment information

Recall of Philips Respironics Positive Airway Pressure (PAP) Equipment

- NIHB provides coverage of CPAP, BPAP and ventilator devices and supplies listed on the [medical supplies and equipment respiratory benefits list](#)
- Certain Philips Respironics CPAP, BPAP and ventilator devices have been recalled by the company. More information is available on the [Government of Canada website](#)
- NIHB has asked respiratory benefit providers to notify their clients that are affected by the recall and to advise them of next steps
- If you think you may be affected by the recall and have not been contacted, contact the provider who dispensed your device for inquiries and assistance with the recall process

You are encouraged to contact your physician or health care team who can provide advice on whether to continue or discontinue treatment.

If you are not yet eligible for a new device under NIHB replacement guidelines, your provider can assist you with the process for repair and replacement through Philips Respironics.

The program may consider covering the replacement of your device or providing coverage for a temporary rental device if you are experiencing difficulty with the recall procedures of your equipment. In such situations, please contact your [NIHB regional office](#) for assistance.

July 9, 2021

Chief Wayne McQuabbie and the Henvey Inlet First Nation Council
295 Pickerel River Road
Pickerel, Ontario, P0G 1J0

To Chief McQuabbie and Council,

I wish to express my gratitude for all the support I have received from Henvey Inlet First Nation during my time as a teacher at Britt Public School. I truly appreciate everything that you have done for me and for my students over the past 14 years.

I have enjoyed my time as a teacher and mentor to the students in this community. The children have always been open to exploring new ideas and discussing topics to broaden their understanding of the world around them. I cannot describe how incredible it feels to run into former students in the community and hear about their new job or how they were accepted into college or university; all I can say is that it is an amazing feeling.

I recently made the decision to leave Britt Public School and transfer to another school in the board. This is a personal decision and one that was difficult to make. I leave knowing that the children at Britt will be taught by a caring, dedicated group of teachers who are excited to work with them in the coming years. My students are welcome to contact me by e-mail should they have any questions or concerns. Those children are important to me and will remain important to me even though I am no longer their teacher.

Again, my thanks to Chief McQuabbie and Council, and all the students and parents at Britt Public School for not only making me feel welcome at the school, but also making me feel welcome in the community. Thank you for allowing me to teach everything that I could, and for helping me to learn everything I could as well. There is still so much knowledge to gain.

My sincere thanks to everyone at Henvey Inlet First Nation.

Yours truly,

Timothy Dineen
P/J/I Teacher
White Woods Public School
timothy.dineen@nearnorthschools.ca



AUGUST 16/21 TO NOVEMBER 26/21
LINE CREW GROUND SUPPORT TRAINING

Location: Cambrian College - Sudbury Campus

15 WEEK CERTIFICATE PROGRAM

Gezhtoojig Employment and Training in partnership with the Infrastructure Health and Safety Association and Cambrian College are seeking interested **INDIGENOUS** participants for this 15 week job readiness program & encourages Indigenous women to apply.

This hands on and in class program will prepare individuals for integration into employment opportunities in the Power Line and Construction sector. As new power grids and infrastructure projects are being developed across Canada, the need for skilled workers in these industries are increasing.

This program is designed to prepare the trainee for entry level and pre-apprenticeship opportunities with various power and construction companies seeking safety conscious ready to work employees.

Check out the Video:

<https://www.youtube.com/watch?v=Hi61N4t7Eg0>

★ **REQUIREMENTS** ★

Valid Drivers License
Grade 12 Diploma
Must be 18 & over

TRAINING MODULES

- ◆ WHMIS
- ◆ Construction Health & Safety
- ◆ Traffic Control Temp. Work Zones
- ◆ Defensive Driving-Commercial
- ◆ Hoisting & Rigging-Basic Safety
- ◆ Mobile Crane Operator 0-8 Ton Anchors
- ◆ Elec. Safety-Hydrovac Operators
- ◆ Equipotential Grounding & Bonding
- ◆ Pole Line Construction ...
 - 1) Climbing 2) Framing 3) Theory
 - 4) and Transformers
- ◆ Introduction to Electrical Theory
- ◆ Electrical Safety High Voltage
- ◆ Working at Heights-Fundamentals of Fall Prevention
- ◆ Propane in Construction
- ◆ Confined Space Hazard Awareness for construction
- ◆ Ladder Handling
- ◆ MSD Prevention Workshop-Trades
- ◆ Safe Pole Handling
- ◆ Hydraulic Aerial Equipment
- ◆ Rescue Practices
- ◆ Conductor Stringing Methods
- ◆ Chainsaw Operation and Maintenance

DEADLINE DATE TO APPLY:



July 9/21

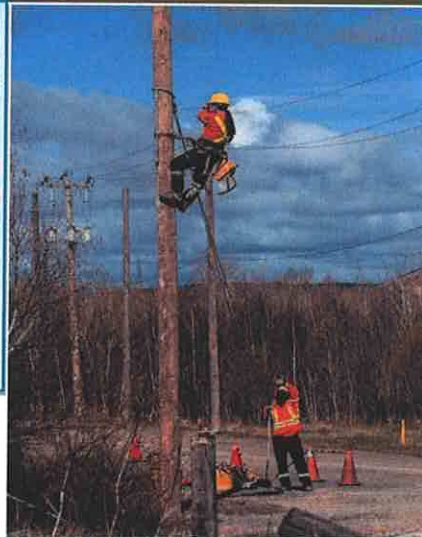
SEND COVER LETTER & RESUME TO:

Gezhtoojig Employment & Training
Sandra Martin, Special Projects Coordinator
smartin@gezhtoojig.ca 705-524-6772

FINANCIAL ASSISTANCE IS AVAILABLE.

Visit our website www.gezhtoojig.ca

And LIKE US on  



EMPLOYMENT READINESS ONLINE WORKSHOPS



GEZHTOOJIG
Employment & Training

THOSE WHO ARE SUCCESSFUL



RESUMES &
COVER LETTER
WORKSHOP

TUE. JULY 6 @ 10AM &
THU. JULY 29 @ 10AM



PROGRAMS &
SERVICES
WORKSHOP

TUE. JULY 20 @ 10AM &
THU. JULY 29 @ 1PM



INTERVIEW SKILLS
WORKSHOP

THU. JULY 8 @ 10AM &
TUE. JULY 27 @ 10AM



JOB SEARCH
WORKSHOP

THU. JULY 22 @ 10AM &
TUE. JULY 27 @ 1PM



Currently offered this SUMMER 2021 online via Zoom. Register today!
Email getinfo@gezhtoojig.ca or call 705-524-6772

**NOTE: DOWNLOAD THE ZOOM APPLICATION PRIOR TO
WORKSHOP**

Participate
for a chance
to WIN a \$50
Walmart Gift
Card



PCL LOGO CONTEST WINNER KAYLA CONTIN



CONGRATULATIONS!



August 2021 Daycare News

In all this world there is nothing so beautiful
as a happy child.

~L.Frank Baum~



Important Dates:

July 26 - 29 & August 2-5, 2021

Monday - Medicine walk with Stanley Moses

Tuesday - Native Language

Wednesday - Drumming with Rodney Nettagog

Thursdays - Native Language

Illness:

parents and guardians please DO NOT send your children to daycare if they are having any symptoms, this includes: runny nose, coughing etc.. If your child has an allergy, a doctors note will be needed otherwise do not send your child to daycare.

We watched a Monarch caterpillar turn into a Monarch Butterfly



Child and Youth COVID-19 Vaccine Fact Sheet

Here are 10 things to know about the COVID-19 vaccination for children and youth aged 12 to 17.

1. Vaccination for children and youth 12 years and up is safe and effective.

Vaccines are safe, effective and the best way to be protected from COVID-19.

Health Canada has authorized the Pfizer-BioNTech vaccine for youth ages 12 to 17 and has determined it is safe in youth with no serious side effects.

Close to 3 million doses of the Pfizer-BioNTech vaccine have already been given to those aged 12 to 17 in the United States. No serious side effects have been identified in this age group.

In clinical trials, the Pfizer-BioNTech vaccine has been demonstrated to be highly effective at protecting against COVID-19 for individuals 12 and over. Youth can often have very good immune response following vaccination, resulting in strong protection.

2. Children, like adults, may experience temporary side effects.

The side effects after receiving a vaccination are different for every person, and most are mild and easily tolerated.

Your child might notice tenderness or pain where the vaccine was given in the upper arm. They could also feel fatigue, headache, achy muscles or joints, and fever and chills. These side effects generally clear up within 1 to 3 days. They are also a positive sign that the vaccine is beginning to work.

3. Vaccines are important for children and youth because they can get infected with COVID-19 and spread it to others, even if they don't have symptoms.

Children who get COVID-19 typically experience mild symptoms – however, others can get very sick, require hospitalization and experience more serious and longer-lasting symptoms. In very rare cases, the virus can also cause death in children. Children can also spread the disease to others who may be at higher risk of illness.

4. The vaccine is very safe for most people, including anyone who has a medical condition.

Individuals taking medications that weakens their immune system or those with allergies to any of the vaccine

ingredients should consult with their health care provider. COVID-19 vaccines do not contain eggs, gelatin (pork), gluten, latex, preservatives, antibiotics or aluminum.

Because people who have medical conditions are often at higher risk of becoming more ill if they are infected with COVID we strongly encourage these individuals to be vaccinated as soon as possible.

As with adults, allergic reactions to the vaccine are rare. Symptoms include hives, swelling of the face, tongue or throat, or difficulty breathing.

Once vaccinated, individuals are required to stay at the clinic for 15 to 30 minutes after the vaccination to monitor and treat an allergic reaction if one occurs.

Health Canada has not yet approved COVID-19 vaccines for children under 12 years old.

5. You can't get COVID-19 from the vaccine.

The Pfizer-BioNtech COVID-19 vaccine tells your body how to make a harmless protein found on the COVID-19 virus and start building antibodies against it, so that your immune system will know how to recognize and fight the real virus if you come in contact with it.

6. If your child already had COVID-19, they can still get the vaccine.

Although a prior COVID-19 infection may provide some protection from getting sick again, we do not know how long that protection will last, and it may

not protect against new variants. If you are recovering from COVID-19, you should delay getting the vaccine until most of your symptoms are gone and you are no longer in self-isolation.

7. A health card is not needed.

If your child does not have a health card, you may need to book your appointment over the phone instead of online, and you can speak to your school, medical provider or faith leader to get a letter stating your child's name, date of birth and address.

If your child has a health card, they should bring it to the appointment.

8. The COVID-19 vaccine should be given alone and apart from other vaccines, if possible.

Other vaccines should be scheduled 14 days before or 28 days after the COVID-19 vaccine. If you are behind on your child's immunizations, please contact their health care provider to make a plan to get up to date on all your vaccines.

9. Vaccines are provided with informed consent.

COVID-19 vaccines are only provided if informed consent is received from the individual, including those aged 12 to 17, and as long as they have the capability to make this decision. This means understanding the treatment, why it is being recommended, and the risks and benefits if they accept or refuse to be vaccinated. If the individual is incapable of consenting to receiving

the vaccine, they would need consent from their substitute decision-maker, such as their parent or legal guardian.

The health care provider and family must respect a young person's decision regarding vaccination. Parents and guardians are encouraged to discuss vaccination with their children prior to attending a clinic. COVID-19 vaccination is voluntary for anyone eligible in Ontario.

10. Getting a COVID-19 vaccine will help your child resume the activities they enjoy and that support their mental health and wellbeing.

Vaccination is an important tool to help stop the spread of COVID-19 and allow students and families to safely resume normal activities.

When enough people are protected from COVID-19, the risk of infection for your child will begin to decline. Vaccines, along with mask-wearing, physical distancing and other precautions, will help protect the health of the broader community. Only after rates of COVID-19 in the broader community are low will normal activities for children and youth be possible again.

For more information and resources about COVID-19 and vaccines:

- [COVID-19 Vaccine Information Sheet](#)
- [COVID-19 What you need to know about your](#) COVID-19 vaccine appointment
- Get help and information in over 300 languages. Call [1-888-999-6488](tel:1-888-999-6488) ([TTY: 1-866-797-0007](tel:1-866-797-0007)) for information about the COVID-19 vaccine. Phone lines are available between 8:00 a.m. and 8:00 p.m., 7 days a week. Press 3 to ask for your language. You may have to wait to speak to someone if call volumes are high.