



# September 2025

## Important Dates/ Workshops/Programs:

- Offices Closed on September 1
- Diabetic Foot Care- September 3
- Men's Circle- September 4 & 18
- Band Council Meeting- September 22
- Employment Opportunities
- Annual General Meeting- September 10
- Annual Trust Membership Meeting- September 11
- HIFN Wind's Annual Kids Fishing Derby- September 13
- Henvey Wind Farm Tour- September 25
- Ontario Works Information
- Food Bank- September 12
- Wills Meeting- September 17
- Home Maintenance Workshop- September 24
- Learn to Harvest & Process Fish- September 2 to 5
- Education News
- Indigenous Services Canada Notice
- Murder Mystery Lunch- September 18
- National Day of Truth & Reconciliation Event- September 30



# Community Band Council Meeting

**Monday, September 22, 2025**

**6:00PM @O&M Building**

## **Topics**

- **Agenda**
- **Council Reports**

**Zoom link will be posted once available!**



HENVEY OFFICES WILL BE

*Closed*

ON SEPTEMBER 1, 2025 FOR

LABOUR DAY!



HAPPY  
*Labour Day*





**OFFICES WILL BE  
CLOSED ON TUESDAY  
SEPTEMBER 30TH  
TO OBSERVE THE  
NATIONAL DAY FOR  
TRUTH &  
RECONCILIATION**





**Henvey Inlet  
First Nation**

Pickering, ON POG 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**  
Brenda D. Contin  
Patrick D. Brennan  
Deborah Newton  
Stanley K. Moses  
Genevieve Solomon-Dubois  
Carl Ashwasagai  
Bradley McQuabbie

# MEMORANDUM

To: All Henvey Inlet First Nation Members

From: Samantha Bradley, Human Resources Manager

Date: August 26, 2025

**Re: Employment Opportunities**

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

- 1) Adult Education Teacher – 1 Position
- 2) Band Representative – 1 Position
- 3) Community Wellness Worker – 1 Position
- 4) Early Childhood Education Worker – 1 Position
- 5) Mental Health Worker – 1 Position
- 6) School Bus Monitor – 1 Position
- 7) Meals on Wheels Coordinator – 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](http://www.hifn.ca/community-2/job-postings-2.html) for regular job posting updates.

Miigwetch,

Samantha Bradley, PCP  
Human Resources Manager



## EMPLOYMENT OPPORTUNITY

### ADULT EDUCATION TEACHER

**\*RE-POST\***

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#### **POSITION SUMMARY**

Henvey Inlet First Nation is seeking a temporary, part-time **Adult Education Teacher** to join our Administration for a six-month contract. The Adult Education Teacher reports to the Education Counsellor and is responsible for planning, organizing and implementing an appropriate instructional program in a learning environment that guides and encourages adult students to develop and fulfill their academic potential. The Adult Education Teacher is also responsible for supervising and evaluating students' progress and understanding of the school board's curricula while maximizing student-learning experiences. This position requires excellent interpersonal communication skills and strong leadership skills.

#### **MAIN RESPONSIBILITIES**

The Adult Education Teacher will be responsible to:

- Maintain a welcoming, safe and healthy learning environment for all staff and students
- Prepare course objectives and outline for course of study following curriculum guidelines or requirements of the school board
- Deliver planned and approved curriculum to students in an age-appropriate manner
- Instruct students using various teaching methods that support the individual learning styles of each student
- Develop realistic learning goals that challenge the student
- Assign lessons and homework to aid and enforce comprehension and retention
- Administers tests to evaluate student's progress, record results and issue progress reports
- Meet with students to discuss progress and counsel students on areas needing academic improvement
- Assist student with establishing routines while providing them with positive guidance and building their confidence
- Keep and maintain attendance records and provide monthly progress reports to the Education Counsellor and Chief and Council
- Update all necessary records accurately and completely as required by laws, district policies and school board regulations
- Develop and maintain current, accurate and confidential student files in a secure location
- Ensure that classroom and teaching areas are clean, organized and safe at all times
- Set up and put away teaching materials needed to facilitate program objectives
- Keep up-to-date with developments in subject area, teaching resources and methods and make relevant changes to instructional plans and activities to incorporate emerging best practices
- Participate in and attend all training, meetings and functions as required for work or requested by supervisor, Director of Finance/Administration or Chief and Council
- Deal tactfully with colleagues, students, membership and the public
- Present a positive and professional image of the organization at all times
- Adhere to all HIFN Policies and Procedures
- Perform other duties as assigned from time-to-time by supervisor, the Director of Finance/Administration or Chief and Council

#### **QUALIFICATIONS**

- Bachelor's of Education degree from an accredited institution required; University or College degree in a teachable subject preferred
- 1-3 years previous teaching experience in an adult education environment preferred

- Knowledge and understanding of school board policies, curriculum, compliance regulations and appropriate legislation
- Exceptional knowledge of the traditions of the First Nation Community preferred
- Strong knowledge of adult teaching methods and the ability to recognize individual learning styles and the characteristics of learners
- Current satisfactory CPIC Vulnerable Sector Police Check
- Valid Ontario Class G Driver's License with access to a reliable, insured vehicle preferred
- Current First Aid and CPR Level C an asset
- Strong working knowledge of Microsoft Word, Excel and PowerPoint
- Excellent interpersonal communication skills and the ability to inspire and encourage students in achievement of academic excellence
- Excellent written and verbal communication skills
- Exceptional organization and time-management skills
- Strong attention to detail and the ability to perform and prioritize multiple tasks seamlessly
- Highly resourceful with the ability to adapt to changing work needs and demands
- Proactive approach to problem solving with strong decision-making capability
- Excellent negotiation and mediation skills
- High levels of patience and energy
- Proven ability to handle confidential information with discretion
- Professional attitude and a strong work ethic
- Self-driven with the ability to work independently with little direction
- Willingness to participate in ongoing learning

#### **HOURS OF WORK:**

Part-Time – 16 hours per 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, 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: [recruitment@henveyinlet.com](mailto:recruitment@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

### BAND REPRESENTATIVE

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#### **POSITION SUMMARY**

Henvey Inlet First Nation is seeking a full-time **Band Representative** to join our Administration. The Band Representative reports to the Band Representative Lead and is responsible to represent and advocate for Henvey Inlet First Nation members that are involved with any child welfare agencies throughout Canada. This position requires exceptional interpersonal communication skills and strong organization skills.

***Henvey Inlet First Nation offers competitive wages, paid vacation and personal emergency days, an incredible pension and benefit package, on-site daycare services for working parents, fifteen paid federal, provincial and First Nations holidays, annual cultural leave, paid Christmas break, and half-day workdays every Friday.***

#### **MAIN RESPONSIBILITIES**

The Band Representative will be responsible to:

- Assist with the development of a program structure for Henvey Inlet First Nation in collaboration with the Band Representative Team
- Assist with the establishment of a Child Welfare Committee and collaboratively develop Henvey Inlet First Nation child welfare laws, regulations and practices
- Provide support services to Henvey Inlet First Nation members that are currently or may be involved with child welfare agencies
- Establish and develop an active working relationship with all child welfare agencies throughout Canada
- Respond to all child welfare agencies when notified of any members being involved with their agency
- Behave in a professional manner when acting as a representative of Henvey Inlet First Nation
- Develop a plan of care for HIFN members and ensure that a legal representative is aware of all court files as necessary
- Ensure that customary care is practiced with all band members before court is considered
- Participate in all Service Plans, Plans of Care or Service Development for Henvey Inlet band members
- Assist with the development of BCR's as needed with full briefing notes for Chief and Council
- Review CCAs prior to seeking Chief and Council's approval for BCRs
- Present in-camera sessions with a report to Chief and Council monthly or when required
- Build and maintain trusting and supportive client relations
- Attend all court proceedings related to band member child welfare cases as required
- Act as a representative of Chief and Council when they are unable to attend courtroom proceedings for child welfare cases
- Present information and documents to the courts on behalf of Chief and Council for child welfare cases
- Act as a support system to band members required to attend child welfare court proceedings
- Maintain an empathetic and supportive demeanor to band members and their families
- Liaise with Chief and Council regarding court proceedings and outcomes
- Maintain a log of activities that are participated in on behalf of the band
- Create and maintain a secure filing system with gathered information on all our members with open files with each child welfare agency throughout Canada in accordance with PIPEDA regulations
- Maintain strict confidentiality at all times
- Adhere to all HIFN Policies and Procedures
- Take interest in continuous learning and maintain up-to-date knowledge on current industry regulations, trends and practices
- Participate in mandatory training workshops as required
- Attend and actively participate in staff and community meetings
- Perform other duties as assigned from time-to-time by the Band Representative Lead, Director of Finance/Administration or Chief and Council

## **QUALIFICATIONS**

- Post-secondary certificate, degree or diploma in Social Services, Family Services, Child and Youth Services or other related field
- Current and satisfactory Vulnerable Sector Police Check
- Valid Ontario Class G Driver's License with access to a reliable, insured vehicle
- Current First Aid and CPR Level C an asset
- A strong understanding of First Nations' cultures, values and history required
- Knowledge of Henvey Inlet First Nation community and practices an asset
- Previous experience working within a First Nations organization an asset
- Knowledge of the history of child welfare as it pertains to First Nations' communities
- Full understanding of the Child and Family Services Act (CFSA), Bill C92, federal and provincial child welfare laws and regulations and Customary Care Agreements
- Previous courtroom and public speaking experience
- Excellent interpersonal communication skills and the ability to build professional relationships with HIFN members/clients and affiliates
- Strong written and verbal communication skills
- Exceptional organization and time-management skills
- Strong attention to detail and the ability to perform and prioritize multiple tasks seamlessly
- Excellent analytical, problem-solving and critical thinking skills
- Highly resourceful with the ability to adapt to changing work needs and demands
- Proven ability to handle confidential information with discretion
- Professional attitude and a strong work ethic
- Ability to work independently and as part of a team
- Strong computer and typing skills, including working knowledge of Microsoft Word, Excel and PowerPoint
- Willingness to travel for work when needed
- Willingness to work flexible hours, including on-call, evenings and weekends when requested

## **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:

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Pickerel, ON P0G 1J0

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Fax: (705) 857-3021

Email: [recruitment@henveyinlet.com](mailto:recruitment@henveyinlet.com)

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## EMPLOYMENT OPPORTUNITY

# COMMUNITY WELLNESS WORKER

**\*RE-POST\***

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### **POSITION SUMMARY**

Henvey Inlet First Nation is seeking a full-time **Community Wellness Worker** to join our Administration. The Community Wellness Worker reports to the Health Director and is responsible for providing culturally appropriate programs and services to address and respond to existing and emerging family violence, health, healing and wellness issues, including intergenerational trauma. The Community Wellness Worker will work directly with clients to achieve and enjoy healthy and balanced lives through the promotion of positive change in values, attitudes and behaviours. This position requires exceptional interpersonal communication and advocacy skills and strong knowledge of First Nations culture, language and traditional ceremonies and practices.

***Henvey Inlet First Nation offers competitive wages, paid vacation and personal emergency days, an incredible pension and benefit package, on-site daycare services for working parents, fifteen paid federal, provincial and First Nations holidays, annual cultural leave, paid Christmas break, and half-day workdays every Friday.***

### **MAIN RESPONSIBILITIES**

The Community Wellness Worker will be responsible to:

- Support the reduction and prevention of family and community violence through 1-on-1 client support and group support initiatives
- Assist in planning, designing and facilitating various group-based workshops and activities focused on improving indigenous health and enabling participants to achieve and enjoy a healthy and spiritually balanced life
- Work collaboratively with HIFN colleagues and community partners to bring family violence and human trafficking awareness and prevention campaigns and resources into the community
- Build and maintain trusting and supportive client relations
- Assist with client intake and needs assessments, ensuring all necessary forms and documents are completed and inputted into appropriate files and electronic databases
- Maintain up-to-date electronic and paper-based client files, ensuring they are securely stored with restricted access
- Provide client-based services that utilize case management techniques such as establishing trusting relationships, case noting, advocacy and referrals
- Conduct home visits and provide home outreach services as appropriate
- Support clients to establish and maintain independent, safe and stable living environments where their basic needs are being met
- Assist clients with scheduling appointments and securing or providing transportation to/from appointment destinations
- Assist clients with applying for and obtaining personal identification such as birth certificates, health cards, status cards, etc.
- Encourage and support clients to make healthy choices and practices through methods such as harm reduction
- Support clients through their journey to healing traumas and assist them to connect with after-care support programs designed to help them achieve overall wellness
- Incorporate indigenous culture into healing and wellness activities
- Provide focused education and information to members seeking to learn about and participate in their indigenous culture through individual and group counselling sessions
- Work collaboratively with the Cultural Coordinator to coordinate and facilitate ceremonial and traditional activities, including sewing and beading groups, healing/cultural teaching circles and/or support groups
- Provide culturally appropriate life skills training, support services, resources, educational materials, and workshops to address community wellness needs
- Help to organize and facilitate all major community events such as the Community Christmas Party, Easter Breakfast, Loonie Auction, Community Powwow, Remembrance Day Ceremonies, etc.
- Establish committees to help coordinate all major community events and recruit and train volunteers

- Work collaboratively with staff, band members and Elders to establish and maintain documentation of HIFN historical projects, events, family histories and other relevant historical archives
- Assist members with establishing and maintaining up-to-date ancestry records when requested
- Provide members with culturally centered support services for funeral and estate planning when requested
- Plan the annual Seven Grandfather Teaching awards ceremony and oversee the nomination and selection process
- Prepare and submit grant proposals to funding agencies for community wellness and fitness initiatives
- Order and purchase supplies required to facilitate community events, workshops and other approved items for clients as needed
- Distribute information on community wellness workshops, community events and other departmental initiatives via the community newsletter, website, bulletin boards and other multi-media platforms as required
- Ensure all Ministry reporting requirements are met in a timely manner, including the completion and submission of all required agency forms, agreements, budgets and reports
- Prepare and monitor annual community wellness program budget and present quarterly program financial reports to the Director of Finance/Administration
- Behave in a professional manner when acting as a representative of Henvey Inlet First Nation
- Develop and maintain professional working relationships with external agencies and program sponsors including the Union of Ontario Indians
- Liaise and consult with the Union of Ontario Indians on issues and available opportunities to enhance the community wellness program
- Prepare and submit all mandatory reports required on behalf of the community wellness program to the appropriate government ministry and funder
- Work collaboratively and cooperatively with all community professionals, departments and colleagues
- Prepare full briefing notes for the Health Director, Director of Finance/Administration and Chief and Council on program statistics regarding program participation and attendance, and other issues and concerns
- Develop and maintain accurate, up-to-date and concise work files
- Create and maintain a secure filing system with gathered information on all clients accessing services in accordance with PIPEDA regulations
- Maintain strict confidentiality at all times
- Adhere to all HIFN Policies and Procedures
- Attend and actively participate in external continuous learning opportunities that affect the delivery of the community wellness program and maintain up-to-date knowledge on current industry regulations, trends and practices
- Participate in mandatory training workshops as required
- Attend and actively participate in team, staff and community meetings
- Perform other duties as assigned from time-to-time by the Health Director, Director of Finance/Administration or Chief and Council

## **QUALIFICATIONS**

- Grade 12 diploma or equivalent required; Post-secondary degree or diploma in Social Services, Human Services or other related field preferred
- 2-3 years of experience providing health and social support services to clients, preferably in an Indigenous setting
- Previous experience working with volunteers in a non-profit setting an asset
- Valid Ontario Class G Driver's License with access to a reliable, insured vehicle
- Current and satisfactory Vulnerable Sector Police Check
- Current First Aid and CPR Level C an asset
- Current NVC training certificate an asset
- A strong understanding of First Nations' cultures, values and history required
- Knowledge of Henvey Inlet First Nation community and practices an asset
- Knowledge of current social issues affecting Indigenous people including trauma and addictions
- Previous experience working within a First Nations organization an asset
- A strong working knowledge of traditional ceremonies and practices
- Excellent interpersonal communication skills and the ability to build professional relationships with HIFN members/clients, community agencies and affiliates
- Ability to mentor clients and intervene when additional support services and referrals are needed
- Knowledge of relevant community-based, and external support programs and services available
- Strong public speaking and advocacy skills

- Strong written and verbal communication skills
- Exceptional time-management, organization and administrative skills
- Strong attention to detail and the ability to perform and prioritize multiple tasks seamlessly
- Excellent problem-solving, critical thinking and conflict resolution skills
- Highly resourceful with the ability to adapt to changing work needs and demands
- Proven ability to handle confidential information with discretion
- Effective financial literacy and budgeting skills
- Professional attitude and a strong work ethic
- Self-driven with the ability to work independently with little direction
- Ability to work collaboratively with colleagues in all departments to support client needs
- Strong computer and typing skills, including working knowledge of Microsoft Word, Excel and PowerPoint
- Willingness to travel for work when needed
- Willingness to work flexible hours, including on-call, evenings and weekends when requested

#### **HOURS OF WORK**

Full-Time – 35.5 hrs/wk

#### **WORK LOCATION**

In-office

#### **REMUNERATION**

Negotiable based on experience

#### **START DATE**

As soon as possible

#### **APPLICATION DEADLINE**

Open 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](mailto:samantha.bradley@henveyinlet.com)

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

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## EMPLOYMENT OPPORTUNITY

# EARLY CHILDHOOD EDUCATION WORKER

**\*RE-POSTED\***

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### **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.

***Henvey Inlet First Nation offers competitive wages, paid vacation and personal emergency days, an incredible pension and benefit package, on-site daycare services for working parents, fifteen paid federal, provincial and First Nations holidays, annual cultural leave, paid Christmas break, and half-day workdays every Friday.***

### **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
- Maintain strict confidentiality at all times
- Adhere to all HIFN Policies and Procedures
- Take interest in continuous learning and maintain up-to-date knowledge on current industry regulations, trends and practices
- Participate in mandatory training workshops as required
- Attend and actively participate in staff and community meetings
- Perform other duties as assigned from time-to-time by the Daycare Supervisor, Director of Finance/Administration or Chief and Council

## **QUALIFICATIONS**

- Post-secondary diploma or degree Early Childhood Education, Child and Youth Worker, Social Services or other related field plus 1-3 years related professional experience working with children preferred
- Current Ontario RECE License in good standing and registration with the College of Early Childhood Education preferred
- 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**

Open until filled

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Tel: (705) 857-2331

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## EMPLOYMENT OPPORTUNITY

### MENTAL HEALTH WORKER

**\*RE-POST\***

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#### **POSITION SUMMARY**

Henvey Inlet First Nation is seeking a full-time **Mental Health Worker** to join our Administration. The Mental Health Worker reports to the Health Director and is responsible for providing mental health services and coping strategies for adult individuals suffering from a wide range of emotional and mental health disorders in both individual and group settings. The Mental Health Worker works with clients to promote optimum mental and emotional health and wellness and support spiritual healing. This position requires exceptional interpersonal communication and listening skills and a high-degree of discretion and professionalism.

***Henvey Inlet First Nation offers competitive wages, paid vacation and personal emergency days, an incredible pension and benefit package, on-site daycare services for working parents, fifteen paid federal, provincial and First Nations holidays, annual cultural leave, paid Christmas break, and half-day workdays every Friday.***

#### **MAIN RESPONSIBILITIES**

The Mental Health Worker will be responsible to:

- Establish and maintain therapeutic and supportive relationships with clients while keeping empathy and compassion top-of-mind
- Encourage clients to be open to discussing issues that are occurring
- Collect information about clients through interviews and use observations to evaluate client needs
- Assess clients' mental states ensuring there is no risk of self-harm or injury to others
- Plan and administer therapeutic treatment to clients, changing treatment methods when indicated by client reactions
- Monitor clients' treatment progress and keep track of his or her mental health status
- Aid clients in maintaining mental health stability by referring them to support services to supplement treatment and counselling
- Develop and implement treatment/wellness plans that include clear recommendations for clients
- Assist clients in implementing behaviour management strategies at home
- Create and maintain a secure filing system for all confidential client information/assessments and treatment plans in accordance with PIPEDA and other applicable privacy regulations
- Ensure services are provided in a professional and timely manner
- Monitor and evaluate progress and adapt treatment/wellness plans as required
- Develop and maintain solid working relationships with local mental health agencies, doctors and healthcare professionals
- Recognize and refer clients to psychological or psychiatric specialists if/when required
- Build and/or strengthen bridges between Indigenous and mainstream approaches to wellness
- Refer clients to recognized and approved Indigenous Traditional service providers when requested
- Provide case management and monitor client progress with above noted service providers
- Provide client counselling using evidence-based programs and interventions
- Provide crisis intervention counselling to individual clients as well as groups/teams as required
- Work collaboratively with other mental health professionals to coordinate required services or to resolve emergency issues in crisis situations
- Seek and apply for program funding through various external government agencies and program sponsors
- Assist with the completion and submission of various department reports to applicable funding providers including Ministries, Governments, and other medical service providers in a timely manner as required
- Adhere to all HIFN policies and procedures
- Participate in continuous learning opportunities to maintain up-to-date knowledge on current industry regulations, trends and practices
- Participate in mandatory training workshops as required
- Attend and actively participate in team, staff and community meetings
- Other duties as assigned from time to time by the Health Director, Director of Finance/Administration, or Chief and Council

## **QUALIFICATIONS**

- Post-secondary degree or diploma in Social Work, Native Human Services or Psychology
- 3+ years of mental health work or counselling experience
- Previous experience working with adults experiencing trauma, emotional and psychological challenges and other mental health issues an asset
- Current Mental Health First Aid Certification required
- Current First Aid and CPR Level C preferred
- Completion of ASIST training and Crisis Intervention training an asset
- Knowledge of and respect for Anishinabek culture, history, teachings, language, values and beliefs is of critical importance
- Must have a thorough understanding of inter-generational trauma and experience using trauma-informed practices
- Able to provide a satisfactory Criminal Record Check (CPIC) including a Vulnerable Sector screening
- Valid Class G driver's license with access to a reliable, insured vehicle
- Excellent client relations and interpersonal communication skills
- Strong written and verbal communication skills
- Excellent time-management and prioritization skills
- High level of sound and independent judgement and reasoning skills
- Must have sound decision making and problem-solving skills
- Must be able to work independently and with little supervision; must be self-directed
- Proficient with Microsoft Office programs including Word, Excel, and Power Point and the use of general office equipment
- Willingness to travel for work when needed

## **HOURS OF WORK**

Full-Time – 35.5 hours per week

## **WORK LOCATION**

In-office

## **REMUNERATION**

Based on experience

## **START DATE**

As soon as possible

## **APPLICATION DEADLINE**

Posted until filled

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

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## CONTRACT OPPORTUNITY

# SCHOOL BUS MONITOR

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### **CONTRACT REQUIREMENTS**

Henvey Inlet First Nation Education Department is currently seeking a part-time contractor to provide **School Bus Monitor** services for the 2025-26 academic year. School Bus Monitors of Henvey Inlet First Nation are required to uphold the core values of safety, service and respect at all times. The primary responsibility of the Bus Monitor is to ensure the students' behaviours and actions are not a distraction to the Bus Driver, by enforcing the rules of the bus as defined by Henvey Inlet First Nation. The School Bus Monitor will also be required to record student attendance on a daily basis. This person requires excellent interpersonal communication skills and a positive attitude.

### **MAIN RESPONSIBILITIES**

The School Bus Monitor will be responsible to:

- Enforce bus safety rules and standards
- Assist students with entering and exiting the bus as needed
- Record daily attendance records for students using the bus and submit records to Education Department weekly
- Resolve any conflicts in a positive, respectful and pro-active manner
- Document and submit incident reports to the Education Department when student incidents arise
- Adhere to all HIFN policies and procedures at all times
- Maintain current qualifications throughout contract duration and provide proof of qualifications when requested, including First Aid/CPR certificate and a satisfactory CPIC vulnerable sector check
- Available to assist with other duties as requested from time to time by the Director of Finance/Administration or Chief and Council

### **QUALIFICATIONS**

- Grade 12 diploma or equivalent preferred
- Current and satisfactory Vulnerable Sector Police Check required
- Current First Aid and CPR Level C required
- Excellent customer service skills
- Excellent written and verbal communication skills
- Excellent problem solving and negotiating skills
- Exceptional organization and time-management skills
- High level of personal integrity and a strong work ethic
- Strong attention to detail
- Basic computer and typing skills

**HOURS OF WORK**

Part-time – Up to 10 hrs/week

**REMUNERATION**

As per consultant agreement

**START DATE**

As soon as possible

**APPLICATION DEADLINE**

September 9, 2025

Those interested should submit their resume and supporting qualifications in confidence to:

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Pickerel, ON P0G 1J0

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Fax: (705) 857-3021

Email: [recruitment@henveyinlet.com](mailto:recruitment@henveyinlet.com)

We thank all interested, however only those selected for consideration will be contacted.



## CONTRACT OPPORTUNITY

# MEALS ON WHEELS COORDINATOR

---

### **CONTRACT REQUIREMENTS**

Henvey Inlet First Nation is currently seeking a part-time contractor to provide **Meals on Wheels** services in the community two days per week. The Meals on Wheels Coordinator will work collaboratively with the Health Director and be responsible to prepare and deliver nutritious meals to Henvey Inlet First Nation MOW clients on specified routes. This person requires excellent customer service skills, a high level of personal integrity and strong attention to detail.

### **MAIN RESPONSIBILITIES**

The Meals on Wheels Coordinator will be responsible to:

- Maintain updated client information files, including dietary needs and restrictions, in a secure location to ensure client confidentiality
- Prepare weekly menu and shopping list in accordance with client dietary needs and restrictions
- Shop for and purchase weekly groceries utilizing their own vehicle
- Maintain a clean and sanitary workspace to avoid food contamination, including properly storing food products in accordance with food safety regulations
- Prepare hot, nutritious meals in accordance with client dietary needs and restrictions in Henvey Inlet First Nation designated kitchen space
- Clean up kitchen and wash and store all cookware and utensils after food preparation is complete
- Deliver meals to each registered client twice per week within the reserve boundaries of HIFN regardless of weather conditions
- Ensure delivered meals are properly labeled, refrigerated and stored in client's home before leaving
- Notify Health Director immediately if a client appears to be ill, at risk or in distress
- Keep record of weekly menus, expenses and purchase receipts
- Submit expense claims with proof of purchase to Health Director on a weekly basis
- Adhere to all HIFN policies and procedures, including but not limited to privacy policy, health & safety policy and code of ethics policy
- Maintain current qualifications throughout contract duration and provide proof of qualifications when requested, including First Aid/CPR certificate, Safe Food Handler's certificate, proof of driver's license/vehicle insurance, and a satisfactory CPIC vulnerable sector check
- Available to assist with other duties as requested from time to time by Chief and Council, Director of Health or the Director of Finance/Administration

## **QUALIFICATIONS**

- Grade 12 diploma or equivalent preferred
- Current Health Canada Safe Food Handler's Certificate required
- Minimum 1 year of cooking experience required
- Demonstrated knowledge Canada's Food Guide for Healthy Eating
- Demonstrated knowledge of safe food handling practices
- Current and satisfactory Vulnerable Sector Police Check required
- Valid Ontario Class G Driver's License
- Access to a reliable, insured vehicle
- Current First Aid and CPR Level C preferred
- Highly motivated and able to work independently
- Excellent customer service and written and verbal communication skills
- Exceptional organization and time-management skills
- High level of personal integrity and a strong work ethic
- Strong attention to detail
- Ability to comprehend detailed instructions
- Ability to lift up to 25lbs to or from buildings and residences

## **HOURS OF WORK**

Part-time – 2 days per week

## **REMUNERATION**

As per consultant agreement

## **START DATE**

As soon as possible

## **APPLICATION DEADLINE**

September 9, 2025

Those interested should submit their resume and supporting qualifications 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: [recruitment@henveyinlet.com](mailto:recruitment@henveyinlet.com)

We thank all interested, however only those selected for consideration will be contacted.



# **Annual General Meeting**

**September 10th, 2025**

Location: New EMS Building,  
18 Sand Pit Road, Bay Number 1.

9:00am - 3:30pm

## **Agenda**

Crosbie

Envest

Lunch Break

Shwe Mikaan

NIGIG Power



## 2025 Annual Trust Membership Meeting

**WHERE:** EMS Building Bay 1, 18 Sandpit Road, HIFN

**WHEN:** Thursday, September 11th, 2025

**START:** 1:00 PM - 4:00 PM (Eastern)

**VIRTUAL:** Zoom link will be available

- Please email the Trust Coordinator your full name & status number to confirm your attendance. The zoom link will be sent to you prior to the meeting.
- Email: [trustcoordinator@henveyinlet.com](mailto:trustcoordinator@henveyinlet.com)

### AGENDA

- \* 2024 Annual Report & Audited Financial Statements
- \* 2024-2025 Trust Activity
- \* 2024-2025 Investment Updates
- \* HIFN PCD Trust Updates
- \* Q&A

***\*Door Prizes are available!\****

**\*\*LUNCH WILL BE SERVED AT 12:00 PM\*\***

# FNB TRUST



# **CATERER WANTED**

**2025 Annual Trust Membership Meeting**

**When: Wednesday, September 10<sup>th</sup> 2025  
@ 12:00 noon**

**Where: New EMS building 18 Sandpit Road  
Bay number 1.**

**Caterer to determine Lunch menu for 60  
people.**

**Must include Cutlery and drinks.**

**Must possess food handler's certificate.**

Please place your bids to Cassandra Lemay, Admin Assistant no later than September 5<sup>th</sup> 2025

Caterer is responsible for cleanup.

[cassandra.lemay@henveyinlet.com](mailto:cassandra.lemay@henveyinlet.com)



# CATERER WANTED

**2025 Annual Trust Membership Meeting**

**When: Thursday, September 11<sup>th</sup> 2025  
@ 12:00 noon**

**Where: New EMS building 18 Sandpit Road  
Bay number 1.**

**Caterer to determine Lunch menu for 60  
people.**

**Must include Cutlery and drinks.**

**Must possess food handler's certificate.**

Please place your bids to Lyndy McQuabbie, Trust Coordinator no later than September 5<sup>th</sup> 2025

Caterer is responsible for cleanup.

[trustcoordinator@henveyinlet.com](mailto:trustcoordinator@henveyinlet.com)

# 6th Annual Kids Fishing Derby

Join us for the 6th Annual HIFN Kid's Fishing Derby

**September 13, 2025**

8 a.m.—1 p.m.

Registration is open to all community members age 17 and younger.

All must be accompanied by an adult.

Meet us at the landing.

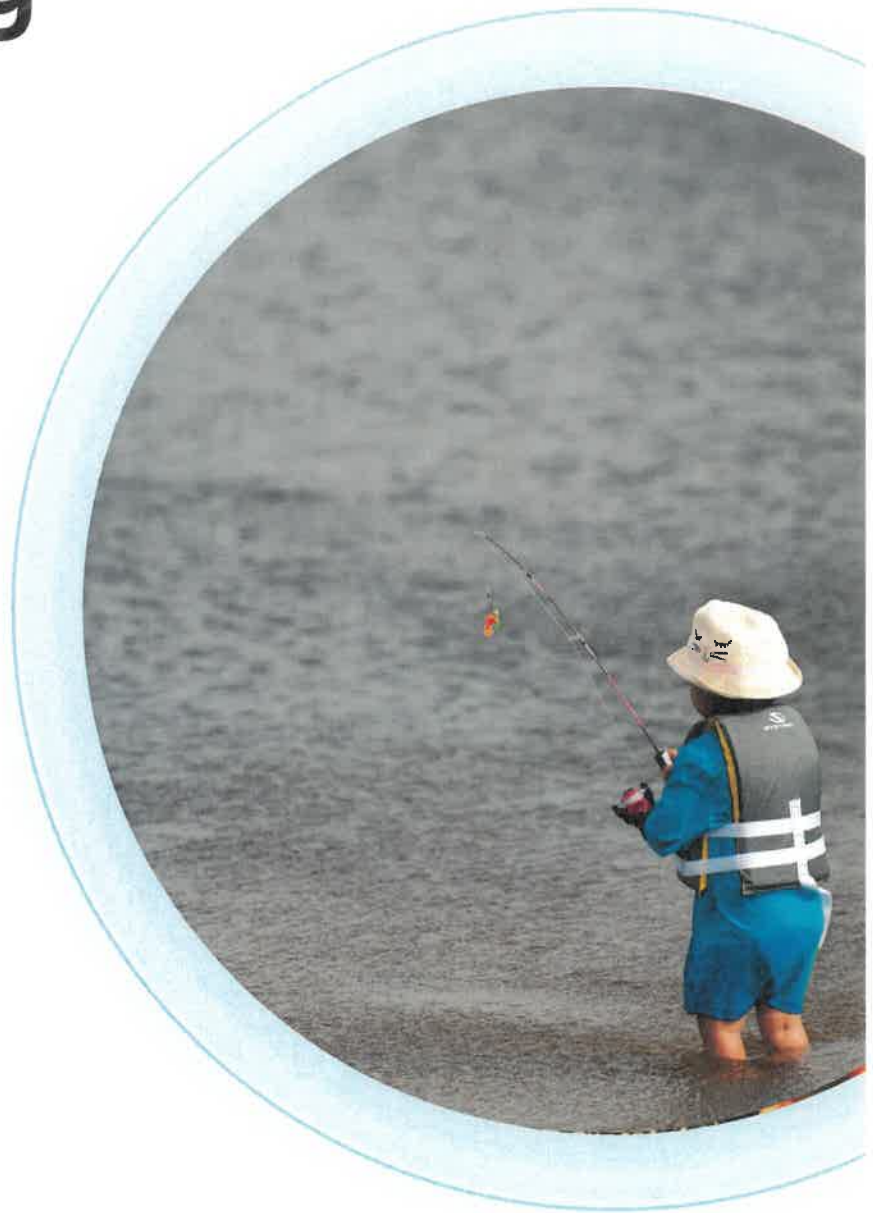
8 a.m.-10 a.m. Registration

8 a.m.-12 p.m. Kids' Fishing Derby

12 p.m.-1 p.m. Awards

Please call the band office if your child is participating by 4 pm Thursday, September 11th.

A minimum of 4 participants must be registered for this event to run.



Nigig Power Corporation





# ●●● HENVEY INLET ●●●

## WIND FARM TOUR

**THURSDAY SEPTEMBER 25<sup>TH</sup>, 2025**  
**@ 10AM TO 2PM**

**LIMITED SEATING AVAILABLE!!!**  
**PLEASE CALL EILEEN AT BAND OFFICE TO**  
**REGISTER!!!!**

---

For Questions, Please call Eileen Morin  
@ 705-857-2331 ext: 235



## **CATERER NEEDED!**

**To provide a PICNIC LUNCH for  
Windfarm Tour**

**Thursday September 25, 2025**

**Lunch to be Delivered to the Band  
Office By 9:30 am**

**For 50 people.**

**Lunch Menu: To be determined by Caterer**

**Dessert: To be determined by Caterer**

**Must include refreshments: Water, Pop, Juice  
and if any Bowls, Plates, Utensils, & Napkins  
that are needed depending on food being  
made.**

**Deadline to Submit Bids:**

**Tuesday September 16, 2025 @4:30PM**

**Submit Bids with breakdown of Catering Fee, Mileage, and Groceries Costs  
to Eileen at the Band Office**

**[Eileen.morin@henveyinlet.com](mailto:Eileen.morin@henveyinlet.com) or call the Band Office 705-857-2331**

**Caterer must possess current Safe Food Handlers Certificate**



## 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  
Brenda D. Contin  
Patrick D. Brennan  
Deborah Newton  
Stanley K. Moses  
Genevieve Solomon-Dubois  
Carl Ashawasagai  
Bradley McQuabbie

# MEMORANDUM

**To:** Ontario Works Recipients

**From:** Henvey Inlet Ontario Works (MCCSS)

**Date:** September 1, 2025

**Subject:** Information relating to Ontario Works

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### Income Statements

**Reminder:** Please check your mailboxes. If you receive financial assistance from Ontario Works, your income statements will be delivered to your mailboxes in the first week of each month.

**Reminder:** Please place your monthly income statement in the drop box in the Band Office's front foyer.

**Reminder:** If you have a child in your temporary care and are receiving financial assistance for that child, you are required to submit an income statement.

**NOTE:** Please submit your income statement on the due date as dated on the Ontario Works Calendar, or there will be a delay in receiving your Ontario Works financial assistance.

### Food Bank

The Food Bank will begin on September 12, 2025, from 11:00 AM to 12:00 PM.



## 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**  
Brenda D. Contin  
Patrick D. Brennan  
Deborah Newton  
Stanley K. Moses  
Genevieve Solomon-Dubois  
Carl Ashawasagai  
Bradley McQuabbie

### Food Bank Bingo

Food Bank Bingo will resume on September 24, 2025, starting at 6:00 PM.

### Text Message & Facebook Messenger

Henvey Inlet Ontario Works **will not respond** to text messages sent to the work cell phone and will not respond via Ontario Works' Facebook Messenger due to concerns about miscommunication.

*(Ontario Works Act, 1997, S.O. 1997, c. 25, Sched. A)*

**If you need to contact the Ontario Works Administrator, please call the office.**

Monday through Thursday, between 8:30 AM and 4:30 PM, and on Friday, between 8:30 AM and 12:00 PM.

### Appointments

When applying or reapplying for financial assistance, please call the Ontario Works Administrator during office hours at (705) 857-2331, extension 222, to schedule an appointment. An appointment will be scheduled at the Ontario Works office, or a home visit will be scheduled.

Miigwech.

# SEPTMEBER ONTARIO WORKS

**NOTE:** If I am not in the office, please leave a message with the administration at the front desk.



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
	LABOUR DAY OFFICE CLOSED	Office Hours 8:30 AM to 4:30 PM	Meeting with the Ministry of Children, Community, and Social Services. (MCCSS)	Office Hours 8:30 AM to 4:30 PM	Office Hours 8:30 AM to 12:00 PM	
7	8	9	10	11	12	13
	Office Hours 8:30 AM to 4:30 PM	Office Hours 8:30 AM to 12:00 PM Food Bank Shopping 1:00 to 4:30 PM	Office Hours 8:30 AM to 12:00 PM Food Bank Shopping 1:00 to 4:30 PM	Office Hours 8:30 AM to 4:30 PM	Office Hours 8:30 AM to 12:00 PM Food Bank Distribution 11:00 AM to 12:00 PM	
14	15	16	17	18	19	20
	Office Hours 8:30 AM to 4:30 PM	Office Hours 8:30 AM to 4:30 PM	Office Hours 8:30 AM to 4:30 PM	Office Hours 8:30 AM to 4:30 PM	<b>REMINDER</b> Last Day to Submit Income Statement without a Delay.	
21	22	23	24	25	26	27
	Office Hours 8:30 AM to 4:30 PM	Office Hours 8:30 AM to 4:30 PM	Office Hours 9:30 AM to 4:30 PM Food Bank Bingo 5:30 PM	Office Hours 9:30 AM to 4:30 PM	Office Hours 8:30 AM to 12:00 PM	
28	29					
	Office Hours 8:30 AM to 4:30 PM					

# Henvey Inlet Food Bank



**Date:** September 12, 2025

**Time:** 11:00 AM to 12:00 PM

**Location:** EMS Red Building

**\*PLEASE NOTE\* YOU MUST FILL OUT YOUR REQUEST FORM & PICK UP YOUR BAGS OF FOOD.**

There is an exception for Elders, who can have a family member or staff member pick up their food on their behalf.

Families, Couples and Single Adults are eligible to receive assistance from the food bank and must receive the following **Fixed Low Incomes**:

- 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 Student Allowance

# FOOD BANK



**Wednesday, September 24, 2025**

**Wagamake Learning Centre**

**Doors open at 5:30 PM**

**Bingo starts at 6:00 PM**



**Toonie Pot!**

**Henvey Inlet, Ontario Works**

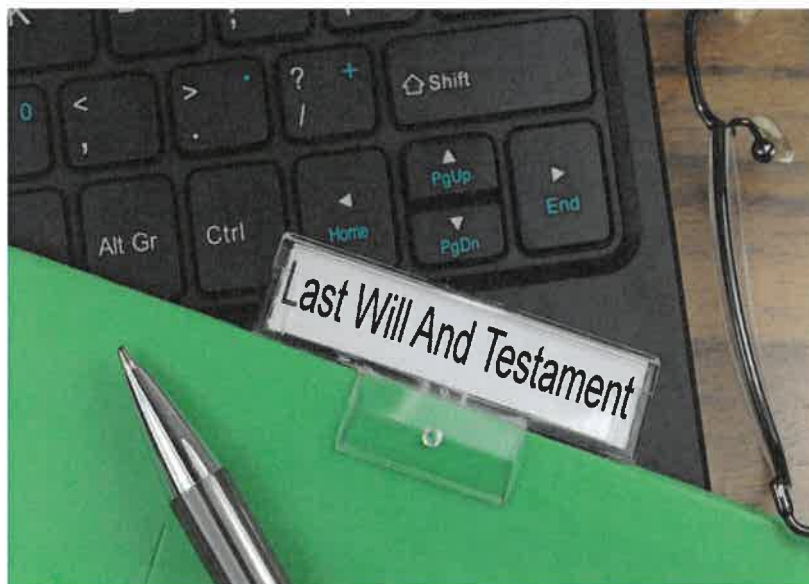
## WILLS MEETINGS

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**Lawyer Marissa Sarrazin from WEAVER SIMMONS in Sudbury will be here at Pickerel on SEPTEMBER 17 to work on Wills.**

**Please contact the Lands Office at 705-857-5211 or e-mail at [lands@henveyinlet.com](mailto:lands@henveyinlet.com) to make an appointment.**

**The Lands Office will contact the applicants for appointment times and where to meet with the lawyer.**





# CATERER WANTED

Caterer wanted to prepare lunch for a Housing Maintenance Workshop that's scheduled for September 24<sup>th</sup>, 2025 between 11:00 AM & 1:00 PM. Lunch will be served at 12:00 PM  
For approximately 30 people.

Menu items will include fresh berries (blue berries, raspberries & strawberries) with whipped cream on the side, Caesar salad, Indian tacos, various small sweets for dessert (cookies, Nanaimo bars, mini cupcakes or cheese cakes etc.) & cold drinks such as ginger ale, bottled water, apple juice and Pepsi. Plates, bowls & utensils will also need to be provided.

Caterer will be responsible for clean up & will ensure that all left over food is taken away and/or discarded.

Interested members/caterers can submit their quote to [housing@henveyinlet.com](mailto:housing@henveyinlet.com) or in-person to the housing dept.  
**APPLICANT'S MUST HAVE VALID FOOD HANDLERS CERTIFICATE**

# HOME MAINTENANCE WORKSHOP



**When: Wed Sept 24<sup>th</sup>, 2025 @ 11 AM – 1 PM**

**Where: Office 2 – Upstairs @ O&M Building**



**~Lunch will be provided~**

**Attendees will be eligible for the December rent incentive and also have a chance to win gift cards & prizes**

**Participants must sign an attendance sheet at the beginning & end of the workshop, as well as be present the entire time in order to be eligible for the December rent incentive.**

**HIFN tenants & private home owners are all welcome!**





**JOIN US: September 2nd -5<sup>th</sup> 2025**

**WHERE: HEALTH KITCHEN TRAILER/ BEKKANON  
PUBLIC DOCK**

**COME LEARN ABOUT AND EXPERIENCE FISH  
HARVESTING, CLEANING AND PACKAGING**

**FUN FACTS:**

Fish is a low-fat high-quality protein. Fish is filled with omega-3 fatty acids which aids in lowering blood pressure. Fish contains vitamin B2 (riboflavin) which aids in metabolizing food into energy. For women it aids in healthy skin, migraines and healthy fetal development. Fish is rich in calcium and phosphorus and a great source of minerals, such as iron, zinc, iodine, magnesium, and potassium.

Eating food from the land helps us gain a deeper connection to the land and spirits within. When we are away from these foods it can foster a feeling of disconnection.

Harvesting and preparing food from the land, helps us understand our responsibilities to all life within Creation. It helps us gain a better understanding of our roles and responsibilities.

**\*\*FISH WILL BE PACKAGED AND DISTRIBUTED TO COMMUNITY MEMBERS\*\***

**(ELDERS WILL RECEIVE PRIORITY, ALL OTHERS FIRST COME, FIRST SERVE, TIL SUPPLIES RUN OUT)**

**R.H.T.**

**GATHERING TRIP**



**THE RHT GATHERING TRIP IS  
CANCELLED DUE TO LITTLE  
INTEREST!**

**THERE WILL BE NO BUS GOING  
FROM HENVEY!**

**MEMBERS CAN STILL ATTEND ON  
THEIR OWN!**

**FOR QUESTIONS CALL :**

**Brenda Contin- (705)857-1221**



# ROBINSON HURON TREATY OF 1850

ANISHINAABE  
RELATIONSHIP *and*  
RESPONSIBILITY  
*to* CREATION

COMMEMORATING 175 YEARS of TREATY

The RHT of 1850 Gathering is an opportunity to  
assert our sovereignty, draw strength and guidance  
from our ancestors, and build awareness of the Treaty  
among First Nation and settler communities.

**SEPTEMBER 7 to 9, 2025**  
**in BAAWAATING**

**ROBERTA BONDAR PARK**  
**65 FOSTER DRIVE**  
**SAULT STE. MARIE, ONTARIO**

#### CONTACT:

Tristin Schneider  
Events and Engagement Coordinator  
Robinson Huron Waawindamaagewin  
[tristin@waawindamaagewin.com](mailto:tristin@waawindamaagewin.com)



Robinson Huron Treaty  
EDUCATION FUND



BATCHEWANA  
FIRST NATION



LEARN MORE AT  
[RHTGATHERING.COM](http://RHTGATHERING.COM)



# **EDUCATION NEWS**



**SEPTEMBER 2025**

**FUN FILLED SUMMER 2025 WITH THE EDUCATION DEPARTMENT  
WE HAVE HAD THE END OF YEAR CATERED BBQ WITH ROSIE THE  
CLOWN AND HONORARIUM GIFT CARDS.**

**BACK TO SCHOOL MEETING, INCLUDING MEETING THE BUS  
DRIVERS LARRY AND GEORGE AND HONORARIUM GIFT CARDS  
AND CATERED PIZZA.**

**WE HAD A FANTASTIC CANADA'S WONDERLAND TRIP.  
AS WE RETURN BACK TO SCHOOL, REMEMBER THE GOOD TIMES  
FOR SUMMER 2025 AND THE NEW BONDS AND EXPERIENCES YOU  
HAVE MADE.**

**ALL THE BEST FOR AN EXCELLENT 2025-2026 SCHOOL YEAR**

**THANK YOU VERY MUCH/CHI-MIIGWETCH,  
EDUCATION DEPARTMENT**

Tuesday, Aug. 26, 2025

## **NNDSB Contingency Plan moves PSHS to Remote Learning**

### **Message to First Nation Communities**

Although significant efforts have been made by staff, Parry Sound High School (PSHS) is not currently ready to accommodate staff and students. The board continues to work with the Town of Parry Sound to ensure that all items of concern are addressed to facilitate a return of staff and students to PSHS in a timely manner.

After thoughtful consideration, Near North District School Board (NNDSB) has decided to move secondary students to remote learning. Though the list of unresolved items at PSHS is small, administration made the decision to give staff, students and families time to prepare for a remote start to the school year.

This move to remote learning affects Grades 9-12 students at PSHS only. Students in Grades JK-6 will attend school at McDougall Public School, and students in Grades 7-8 who would have attended the new JK-12 school will attend school at Nobel Public School.

Individual school principals will be reaching out to their communities, including First Nation families, with more detailed information and guidance. NNDSB will post an updated contingency plan and revise the JK-12 Parry Sound school page on Aug. 27 to reflect this information.

We value our partnership with First Nation communities and remain committed to transparent communication and inclusive planning.

**AUGUST 26, 2025**

Parents/Guardians,

You will have already received an email from the Near North District School Board today advising parents about the preparation of a backup plan for remote learning for Grade 9-12 students of Parry Sound High School.

The Board continues to work diligently alongside the Town of Parry Sound and Parry Sound Fire Department to ensure the existing Parry Sound High School can accommodate secondary students on September 2nd and has prepared a plan for remote learning if objective is delayed.

If this plan is needed, we will focus on making the transition to remote learning as smooth as possible, with minimal disruption to student learning and strong communication with families and staff.

Families that require board-provided technology to access remote learning are asked to complete the **Technology Request Survey** to communicate technology needs. If you could please complete this by **3pm on Wednesday, August 27<sup>th</sup>** it will allow staff to inventory and prepare devices should a shift to remote learning become necessary.

***Families that have devices for their students are not required to complete the survey.***

Sincere Thanks,

Heather Howald

Principal, Parry Sound High School

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## Leadership Update for Britt Public School – 2025-2026 School Year

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**From** Joanne Christie <Joanne.Christie@nearnorthschools.ca>

**Date** Fri 2025-08-22 1:23 PM

**To** Genevieve Solomon-Dubois <education@henveyinlet.com>; Carol Stevens <carol.stevens@magfn.com>; sylvia.rhee@henveyinlet.com <sylvia.rhee@henveyinlet.com>

**Cc** Brigid Wright <Brigid.Wright@nearnorthschools.ca>

Dear Carol, Genevieve and Sylvia

I hope this message finds you well and enjoying the final weeks of summer.

I'm writing to share some updates regarding the leadership team at Britt Public School for the upcoming 2025-2026 school year. I'm honoured to have been appointed as Vice Principal and will also be serving as Acting Principal for the year.

As you may know, Brigid Wright, who previously served as Principal at Britt, has been placed at McDougall Public School. Additionally, Marlene Michaelis, our former Vice Principal, retired in May of last year.

It was a pleasure working with all of you last year in my role as Acting Vice Principal, and I'm very much looking forward to continuing our partnership in this new capacity. Together, I'm confident we can continue to meet the needs of the students we serve and support their growth and success.

Please don't hesitate to reach out if you have any questions or would like to connect early in the school year. I look forward to working closely with you again.

Warm regards,

*Joanne Christie*

Britt Public School  
Acting Principal

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This email (including any attachment(s)) is confidential and may be protected by privilege. Any unauthorized use, dissemination or copying of the content is prohibited. If you are not the intended recipient and have received this email in error, please notify the sender by email and delete this email and any attachment(s). This message was sent to you on behalf of the Near North District School Board, 963 Airport Road, North Bay, Ontario, P1C 1A5, [www.nearnorthschools.ca](http://www.nearnorthschools.ca). The Near North District School Board and its schools require your consent to send commercial electronic messages as outlined in Canada's Anti-Spam Legislation (CASL). You may withdraw your consent at any time, by replying to [unsubscribe@nearnorthschools.ca](mailto:unsubscribe@nearnorthschools.ca). *Please be aware that if you choose to unsubscribe, you will not receive any email messages from the Near North District School Board or its schools.*

# School Year Calendar 2025 - 2026

**Legend** ▶ **H** - Statutory Holiday    **E** - Scheduled Examination Day    **P** - Professional Activity Day    **B** - Board Designated Holiday    Half Day

**START: Tuesday September 2, 2025**  
**END: Friday June 26, 2026**

Month	Number of Instructional Days	Number of Professional Activity Days	Number of Scheduled Examination Days	1st Week					2nd Week					3rd Week					4th Week					5th Week				
				M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
August 2025		1						1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29
September 2025	20	1		1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30			
October 2025	21	1				1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31
November 2025	19	1		3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28					
December 2025	15			1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31		
January 2026	19	1	4				1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30
February 2026	19			2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27					
March 2026	17			2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30	31			
April 2026	19	1				1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	
May 2026	20							1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29
June 2026	18	1	6	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30			
July 2026						1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31
TOTAL	187	7	10	<b>Note:</b> The 2025-2026 calendar provides for 196 possible school days between September 1, 2025 and June 30, 2026. The school year shall include a minimum of 194 school days of which three days must be designated as professional activity days with respect to specific provincial education priorities as outlined in the Policy/Program Memoranda 151 and up to four extra days may be designated by the board as professional activity days. The remaining school days shall be instructional days. The boards may designate up to ten instructional days as examination days																								

# YOUTH SPEAKER SERIES

Join us for the Youth Speaker Series, an Anishinabek Education System event celebrating the voices, talents, and life experiences of inspiring Indigenous youth from across the AES. Hear their stories of growth, achievement, and cultural identity as they uplift and empower their communities.

## ABOUT NEEBIN

Neebin Prince is an Anishinaabe Kwe from Mattagami First Nation and currently resides in North Bay with her son. Neebin's passions stem from movement, she is a weightlifter, a runner, and a powwow dancer (Fancy shawl + Jingle). She truly believes that movement is the best medicine.

**SEPTEMBER 8TH, 2025**

Join Neebin on September 8<sup>th</sup> from 5:00 to 6:00 PM as she share's Indigenous wholistic perspectives on wellness and movement

## NEEBIN PRINCE



## REGISTRATION

To register, and submit a question to Neebin, please scan the QR code and complete the form.



For more information please contact the Youth Initiatives Coordinator  
Kaelyn.Pizzale@a-e-s.ca

## Attention Henvey Band Members

Aanii, Koolamalsihmwa,

We are pleased to announce that **KEB Virtual Secondary School**, in partnership with the **Near North District School Board**, will be offering **LNOCO – Level C Ojibwe** beginning in **Semester 2 – February 2026**.

This fully accredited secondary school course is available to **students in Grades 9 through 12** and will be delivered entirely online, allowing students to participate from any location.

### **Course Information:**

- Course: *LNOCO – Level C Ojibwe*
- Delivery: Fully virtual
- Eligibility: Students in Grades 9–12
- Accreditation: Ministry-approved secondary school credit

**To register, please complete the form at the following link:**

<https://forms.office.com/r/ciw6LD5B8p>

For questions or additional information, please contact:

**Marlo Beaucage**

Email: [marlo.beaucage@a-e-s.ca](mailto:marlo.beaucage@a-e-s.ca)

## **SEE FLYER ATTACHED!!!**

# LNOCO - LEVEL C OJIBWE

REGISTER NOW!

Semester 2 - February 2026

This course is an  
accredited course with the  
KEB Virtual Secondary  
School

SCAN ME



Connect with your school Guidance Office  
or follow the link to register!

<https://forms.office.com/r/ciw6LD5B8p>

This course offering is now open for Semester 2 for the 2025-2026 school year.  
This course is open to all students in Ontario.

For further information please contact Mario Beaucage,  
Systems Principal: [mario.beaucage@a-e-s.ca](mailto:mario.beaucage@a-e-s.ca)



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**INDIGENOUS FAMILIES NEEDED  
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**Keep children and  
youth close to  
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# SUDBURY *Classic* CRUISERS



Car Club Inc

**SATURDAY SEPTEMBER 13,  
2025**

**AT 10.00 AM – 3.00 PM**



**S.N.**  
Gas &  
Convenience

**HOT ROD'S  
JUMBO HOT DOGS &  
SAUSAGES**



**LOCATED AT SN CONVENIENCE  
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# IMPORTANT REMINDER

## **Information regarding registration requirements to access the Non-Insured Health Benefits (NIHB) program.**

Through the NIHB program, eligible clients may access a range of health-related benefits including medications, dental benefits, medical supplies and equipment, vision care, mental health counselling, and transportation to medical appointments.

### **To be eligible for the NIHB program, individuals must be registered under the Indian Act.**

We understand that some individuals are not registered and recognize this. Registration is an individual choice; however, Indigenous Services Canada wants to raise awareness of the importance of registration to access the NIHB program. To allow parents time to register their children, those under 2 years of age, whose parent qualifies for NIHB, are eligible to access NIHB benefits.

**Where to register:** Most health facilities can provide information about the registration process. Online registration application forms can also be found through the Indigenous Services Canada website - <https://sac-isc.gc.ca/eng/1100100032374/1572457769548>

### **Remember your status card when travelling:**

It's important to bring your Indian status card or know your number when you are leaving the community for medical appointments, evacuations, or other reasons. Having this information will assist you accessing the NIHB benefits while away. We have attached a poster that can be displayed as a reminder.

### **Learn more about NIHB:**

We invite you to learn more about the NIHB program at [www.canada.ca/NIHB](http://www.canada.ca/NIHB) and find out more about who is eligible for NIHB benefits.

Questions?

Contact Indigenous Services Canada Ontario Region through the  
**NIHB client line: 1-800-640-0642.**



**SEPTEMBER  
2025**

**BAND REPS  
PROGRAMMING**

### Band Representative On-Call Schedule

Staff Member	Start Date	End Date
Kara	2025-08-18 16:30	2025-09-01 16:30
Kerri	2025-09-01 16:30	2025-09-08 8:30
Eric - Primary		
Kara - Secondary	2025-09-08 16:30	2025-09-15 8:30
Kerri	2025-09-15 16:30	2025-09-22 8:30
Kara	2025-09-22 16:30	2025-09-29

All On-Call Shifts are from Monday of week @ 4:30 PM to Monday of week @ 8:30 AM

Holidays are all day; until 4:30 for Mondays

Contact Numbers:	
Kerri	(705) 921-5202
Kara	(705) 921-5205
Eric	(705) 690-6829

**\* Our office is open Monday-Thursday from 8:30 - 4:30 and Friday from 8:30 - 12 to provide necessary items (food, diapers, etc.). On-Call is for Child Welfare emergencies ONLY \***

**MURDER MYSTERY AND  
LUNCH  
STARTS AT 12:00 PM TO 2:00 PM  
Learning Centre  
6 spots available**

**18  
SEPT**

**Contact Erin to Register  
705-857-1963**



**Welcome to Ghost Creek ★  
SALOON STAND-  
OFF**



# NATIONAL DAY OF TRUTH & RECONCILIATION




**TUESDAY, AT BALLFIELD**  
**SEPT. 30**  
**11:30 AM - 04:00 PM**

## *Events*

Bouncy Castles, Carnival Rides, BBQ Party, Live  
Music, , Candy Floss, Popcorn, SnoCones

**Walk to Pickerel River Overpass**  
**10AM to 11AM**

Meet at Band Office for Opening Prayer. Finish at the  
Ballfield.



**NATIONAL DAY OF  
TRUTH &  
RECONCILIATION  
FIREWORKS DISPLAY!!!  
SEPTEMBER 30, 2025  
@ DUSK  
PICKEREL RIVER  
LANDING**

# Community Health Nurse



BRENDA CONTIN

Brenda Contin, CHN

# September 2025


S	Mon	Tue	Wed	Thu	Fri
1	<b>STAT HOLIDAY</b>	2 CLINIC/OFFICE	3 CLINIC/OFFICE	4 CLINIC/OFFICE	5 Methadone Clinic
8	<b>SSM: RHT GATHERING</b>	9 <b>SSM: RHT GATHERING</b>	10 Methadone Clinic/PCL/SHWE MIKAN AGM	11 Methadone Clinic/PCL/ SHWE/MIKAN	12 Methadone Clinic
15	CLINIC/OFFICE	16 CLINIC/OFFICE	17 CLINIC/OFFICE	18 CLINIC/OFFICE	19 CLINIC
22	WPSHC H&SS MTG/Clinic	23 CLINIC/OFFICE	24 CLINIC/OFFICE	25 <b>SUDZ: SKHC BOARD MTG</b>	26 CLINIC
29	CLINIC/OFFICE	30 <b>OFFICES CLOSED</b>			

# FOOT CARE



For Elders & Diabetics

**Wednesday**  
**September 3,**  
**2025**

Appointments will be   
approximately 30 minutes,  
First appointment at 9am &  
last appointment is 2:30pm

Call Darcy at the Health  
Centre to book your  
appointment time!



Brenda Contin-C.H.N. 705-857-1221

# Non-Insured Health Benefits Program Update - July 2025

## Pharmacy benefit information

### New pharmacy benefit listings

Refer to the [Drug Benefit List](#) to find all eligible products and criteria for coverage

The following medications and products are now covered as open benefits without prior approval:

- **Apretude (cabotegravir)** a long-acting injectable pre-exposure prophylaxis (PrEP) to reduce the risk of HIV

The following listings are covered as limited use benefits with prior approval:

- **Remsima (infliximab)** for the treatment of Crohn's disease, ulcerative colitis, and rheumatoid arthritis in adult patients
- **Sohonos (palovarotene)** to reduce the formation of heterotopic ossification (HO) in persons with fibrodysplasia ossificans progressive (FOP), a rare connective tissue disease
- **Vyvgart (efgartigimod alfa)** for the treatment of adult patients with generalized myasthenia gravis, an autoimmune disease affecting the nerves and muscles
- **Orladeyo (Berotralstat)** for the treatment of patients aged 12 years and older with hereditary angioedema (HAE), a condition causing severe swelling in the body
- **Imbruvica (ibrutinib)** for the treatment of some types of cancers
- **Ixifi (infliximab)** for the treatment of rheumatoid arthritis, psoriatic arthritis, ankylosing spondylitis, psoriasis, Crohn's disease and ulcerative colitis
- **Truqap (capivasertib)** for the treatment of breast cancer

### Coverage status change for Ozempic

- Effective July 14, 2025, the listing status of Ozempic has changed to limited use. New coverage requests require prior approval
- This change will not affect clients who are already receiving coverage of Ozempic through NIHB

- Ozempic continues to be covered for the treatment of type 2 diabetes in adults, in combination with metformin or similar medications
- In most cases coverage of Ozempic will be approved automatically when the claim is submitted, if the client meets criteria
- If a coverage request for Ozempic is not approved automatically, pharmacy providers can submit a prior approval request to the NIHB Drug Exception Centre for consideration

### **Certain eczema medications now covered as open benefits**

- NIHB now lists Protopic ointment and Elidel cream as open benefits. Prior approval is not required
- Previously, NIHB only covered these medications if clients did not respond to other eczema treatments, following Health Canada's earlier recommendations

### **Reminder: Coverage of Pre-exposure prophylaxis (PrEP) to prevent HIV infection**

- NIHB provides coverage for PrEP treatments, which help to prevent HIV in individuals who are at high risk of infection
- Tenofovir disoproxil fumarate-emtricitabine (Truvada and generics) and Apretude (cabotegravir) are covered as open benefits. Prior approval is not required.
- Talk to your healthcare provider about whether PrEP is right for you. To learn more, see the Public Health Agency of Canada publication on [biomedical prevention of HIV](#)

## **Medical supplies and equipment benefit information**

### **New coverage for prosthetic supplies**

- NIHB will now provide coverage for the replacement skin finish for a prosthetic device
- More information can be found in section [7.0 Prosthetics](#) of the NIHB Medical Supplies and Equipment Guide and Benefit Lists

### **New eligible prescribers of low vision items and services**

- NIHB now recognizes optometrists and ophthalmologists as eligible prescribers of assistive technology aids for low vision, low vision functional assessments and low vision training programs
- For more information, please refer to section [10.0 Low vision](#) of the NIHB Medical Supplies and Equipment Guide and Benefits Lists

## **Vision care benefit information**

## Understanding frequency of coverage for general eye exams, corrective eyewear and repairs

- Frequency of coverage for general eye exams, as well as corrective eyewear and repairs, is based on age and follows a calendar year from January 1 to December 31

	General eye exam	Corrective eyewear	Repairs
Under 18 years old, ends day before 18th birthday	1 per calendar year	1 per calendar year	1 per calendar year
18-64 years old	1 every 2 calendar years	1 every 2 calendar years	1 every 2 calendar years
65 years and over	1 per calendar year	1 every 2 calendar years	1 every 2 calendar years

- To confirm your eligibility for vision care benefits, you can use the [eligibility function on your NIHB web account](#) or contact the NIHB Call Centre at Express Scripts Canada at 1 888 511-4666
- Clients must first access all provincial, territorial, or private health insurance plans or programs for which they are eligible, before accessing coverage through NIHB
- For more details about coverage and frequency, see section [2.2 Eye examination frequency guidelines](#), section [3.2 Corrective eyewear frequency guidelines](#) and section [3.4.7 Exception: Repairs or replacement due to breakage, damage or loss](#) in the NIHB Vision Care Benefits Guide

## Dental benefit information

### Reminder: submitting dental appeal documents

- If you are denied NIHB coverage of a dental or orthodontic service, the decision can be appealed by the client, a parent or legal guardian, or a client representative. Clients can submit appeal requests online or by mail:
  - Online submission: clients will need to [create a secure web account](#) on the Express Scripts Canada NIHB provider and client website
  - Mail submissions: label your envelope "Appeal - Confidential" and mail it to the NIHB [Dental Predetermination Centre](#), using the address for either dental or orthodontic services
- If you are submitting an appeal through your online web account, upload only documentation pertaining directly to your appeal. Any other information submitted through the appeal web page, such as client reimbursement claims, will not be processed.

- All appeals require an appeal letter that is signed and dated by the client, client representative or legal guardian, along with current supporting documentation of good diagnostic quality (radiographs, a treatment plan, or clinical findings, etc.). If the appeal letter is not signed and clearly marked as an appeal the request will be treated as a standard predetermination and may result in the appeal being returned unprocessed
- Services identified as exclusions under the NIHB Program will not be considered for appeal. For details on dental benefit exclusions, please see [Appendix F: Exclusions](#) of the NIHB Dental Benefits Guide
- If you have questions or would like support with the dental appeal process, you can contact the NIHB [Dental Predetermination Centre](#) or an NIHB Navigator in your region

## General benefit information

### Express Scripts Canada video tutorials on client web accounts

- Express Scripts Canada processes NIHB claims for pharmacy, dental, vision care, medical supplies and equipment, and mental health counselling benefits
- NIHB clients can create a secure web account to view claims, submit client reimbursement requests, and submit appeals
- New instructional videos are available on the Express Scripts Canada website to help clients understand and use the features of their NIHB web account
- To view the videos, go to the [Express Scripts Canada client website](#) and click on the thumbnail titled 'Features for Clients.'

### Reminder: provider billing

- Many health benefit providers are enrolled with NIHB to bill the program directly for eligible benefits provided to NIHB clients
- NIHB recommends that before you receive any item or service, you should speak to your provider's office to confirm if:
  - the provider is enrolled with NIHB and will bill the program directly
  - the item or service is fully covered by NIHB
  - the provider will not charge you any additional fees
- Clients will need to know their [NIHB client identification number](#), and share this with the provider's office so their provider can bill the program for the items or services provided
- If your provider does not bill NIHB directly, you can contact the [NIHB program](#) for assistance to find an alternate provider
- Clients who pay for eligible services up front can submit their claims to NIHB for reimbursement. Find complete instructions on the [Client reimbursement page](#) of the Express Scripts Canada NIHB website

## Executive Summary

**Meeting Date & Time:** July 17, 2025 – 1:00 PM

**Location:** West Parry Sound Health Centre (WPSHC) Board Room

**Attendees:**

- Donald Sanderson – Chief Executive Officer, WPSHC
- Victoria Langley – Chief Nursing Officer, WPSHC
- Jim Hanna – Director of Transformation and Strategic Partnerships
- Naomi Wachowiak – Director of Clinical Services, WPSHC
- Harold Themer – Chair, Local Services Board (LSB) of Britt-Byng Inlet
- Joan Rae – Secretary, LSB of Britt-Byng Inlet
- Shawn Rae – Director, LSB of Britt-Byng Inlet
- Dave Marlin – Britt & Area Fire Department – Chief ... Director, LSB of Britt-Byng Inlet
- Naireen Lowe – Britt community member

## Purpose:

To assess the current state of the Britt Nurse Practitioner-Led Clinic and define the specific requirements, responsibilities, and timelines necessary to reopen and sustainably operate the clinic, with full community collaboration and support from WPSHC.

## Key Outcomes & Discussions:

1. **Commitment to Reopening:**
  - WPSHC confirmed its intention to reopen the Britt NPLC and is working toward a tentative reopening timeline in **August 2025**, contingent on meeting facility and staffing requirements.
2. **Facility Standards & Deficiencies:**
  - Safety and operational deficiencies must be addressed before reopening.
  - The LSB agreed to ensure prompt access to the building for repairs.
  - A coordinated effort between WPSHC and the building landlord will address public health requirements (e.g., water quality, structural concerns, etc.).
3. **Infrastructure Planning:**
  - The group discussed establishing a **community infrastructure fund**, supported potentially by a marginal property tax increase, to address long-term needs (e.g., roof replacement, snow removal).
  - Harold Themer committed to drafting a framework for this fund with the new community committee.
4. **Staffing & Service Model:**
  - A **part-time Nurse Practitioner (NP)** has been secured to start at the end of August, pending confirmation
  - Recruitment continues for an additional NP to ensure stable service delivery.
  - WPSHC has been flexible on scheduling (e.g., 2–3 days/week or daily part-time shifts).
  - Community accommodations (e.g., overnight housing) for staff were proposed as a recruitment and retention incentive.

**5. Scope of Services & Public Education:**

- It was emphasized that the clinic is **not an emergency or walk-in facility** but a **primary care site**.
- Nurse Practitioners (NPs) can perform most of the functions of family physicians, including diagnosis, treatment, prescriptions, and referrals.
- A public education campaign will clarify the role of NPLCs and correct misconceptions (e.g., emergency care availability).

**6. Community Advisory Committee:**

- The **Britt Community Advisory Committee** will play a central role in communication between WPSHC and residents.
- The committee will disseminate updates via Facebook, bulletin boards, and other local channels.

**7. Patient Registration & Roster Limits:**

- Registration is required for access to full services. Patients cannot be rostered to both a family doctor and an NP simultaneously.
- Current roster count is ~339, with the goal to grow toward the Ministry target of 800 patients.
- Outreach will focus on helping patients understand the benefits and process of registration.

**8. Pharmacy Deliveries & Liability:**

- WPSHC clarified it cannot assume responsibility for accepting or storing third-party medication deliveries due to liability and safety concerns.
- A **community-run delivery program** may be explored as a solution.

**9. Indigenous Community Considerations:**

- Special attention is being given to relationships with Indigenous partners, ensuring service continuity and respectful engagement.
- Engagement with local First Nations leadership and Indigenous Quality Lead from the MAG is underway.

## Next Steps:

- **WPSHC** will finalize and share a summary document outlining roles, timelines, and expectations.
- **LSB** will continue infrastructure improvements and engage the community to support service goals.
- A **joint public announcement** and educational outreach are being planned for August.
- Recruitment, maintenance coordination, and communication efforts will continue in tandem.



**Joan Rae**

*Secretary to the Board*

The Local Services Board of Britt-Byng

Inlet

**Phone : 705-774-3701**

**Email : [lsbbrittbynginlet@gmail.com](mailto:lsbbrittbynginlet@gmail.com)**

**PO Box 58, Britt ON P0G 1A0**



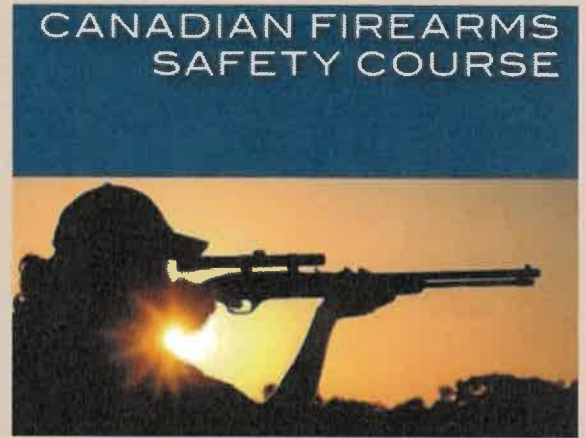
**CULTURAL  
COORDINATOR**  
**Stan Moses**

**Henvey Inlet First Nation Health Centre  
354A Pickerel River Road- Pickerel, ON**

**P0G 1J0**

**(705)857-1221 EXT: 229**

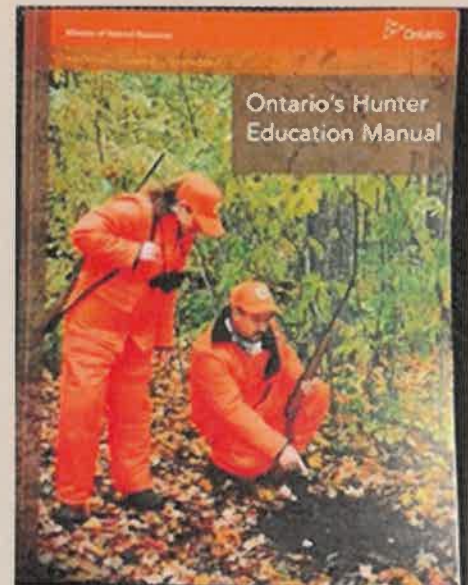
**We are looking to see if there is any interest to hold another Canadian Firearm Safety Course & Hunter Education Course which would be facilitated by Regan Pilatzke**



**If we have enough interest we will hold this course in the future.**

**Please call Henvey Health Centre to add name to interested list.**

**Contact Person: Stan Moses  
705-857-1221**





**THURSDAY SEPTEMBER 4,**  
**2025**

# **MEN'S CIRCLE**

**WITH STAN MOSES &  
GARY MARTIN**

**• TRAILER #4-DINNER PROVIDED •**

	<b>Starting at 5:00 PM</b>	
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**COME ON OUT AND MEET GARY!**

**NO SIGN-UP NEEDED!**

**FOR FURTHER INFORMATION OR IF A RIDE IS NEEDED WITHIN  
COMMUNITY, CONTACT:**

**CULTURAL COORDINATOR- STAN MOSES 705-857-1221**



**THURSDAY SEPTEMBER 18,**  
**2025**

# **MEN'S CIRCLE**

**WITH STAN MOSES &  
GARY MARTIN**

**• TRAILER #4-DINNER PROVIDED •**

**Starting at 5:00 PM**

**COME ON OUT AND MEET GARY!**

**NO SIGN-UP NEEDED!**

**FOR FURTHER INFORMATION OR IF A RIDE IS NEEDED WITHIN  
COMMUNITY, CONTACT:**

**CULTURAL COORDINATOR- STAN MOSES 705-857-1221**