

APRIL 2024

Important dates/workshops/meetings:

- Offices Closed on Friday March 29th for Good Friday and Monday April 1st for Easter Monday
- Easter Breakfast & Bike Raffle on Saturday March 30
- Employment Opportunities
- Men's Circle- April 9 & 30
- Foot Care- April 3
- Intro to Gardening- April 11
- Home Maintenance Workshop
- Housing Advisory Committee Needs 3 Members
- Annual Housing Inspections April 3 to 18
- Draft Membership Code Community Consultation- May 28
- Non-Insured Health Benefits Program Updates
- HIFN Education News
- Day Care Newsletter





Quarterly Payments to Eligible Members 2024 ANNUAL PAYMENT SCHEDULE

LEGACY TRUST

If you have not submitted your banking information, or have new/updated bank accounts Please follow the instructions below:



Email your information to: Lyndy McQuabbie, Trust Coordinator trustcoordinator@henveyinlet.com





Quarterly Payments to Eligible Members 2024 ANNUAL PAYMENT SCHEDULE

Monday, December 1, 2024	QUARTER 4:	Friday, September 6, 2024	QUARTER 3:	Friday, May 31, 2024	QUARTER 2:	Friday, March 1, 2024	QUARTER 1:	Eligible Member Info Submission Deadline
TBD: during the week of December 16 - 20th		Friday, September 27, 2024		Friday, June 28, 2024		Thursday, March 28, 2024		Quarterly Payment Date

- Late submissions after the deadline will be included at the next Quarterly Payment Date.
- contact the Trust Coordinator @ 705-857-2331 Payment questions and submissions send to trustcoordinator@henveyinlet.com, or please

Reminder

HENVEY INLES

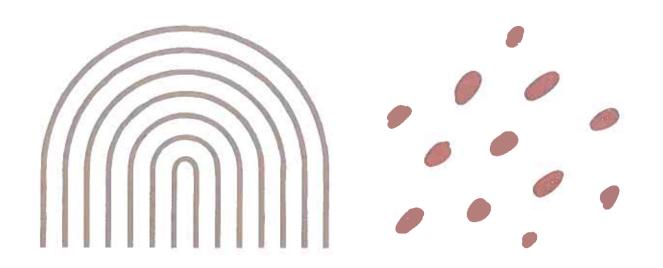
We would like to remind Band Members that when seeking providers/doctors for vision care, dental care, mental health counselling, and medical supplies and equipment, to call the provider/doctors office to confirm they direct bill to NIHB (Non-Insured Health Benefits) in order to not have to pay for costs up front. If they do not, we recommend to find a provider that does direct bill by calling other providers/doctors.

For more information on what NIHB covers please go to:

https://www.sac-isc.gc.ca/eng/1572537161086/1572537234517



The Health Centre has extra 2024
Calendars, if anyone is wishing
to come grab some!!
Please see Darcy!





Henvey Inlet First Nation

Pickerel, ON POG 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 Pckerel River Road T 705-857-0957 F 705-857-1369

Chief
M. Wayne McQuabbie
Council
Patrick D. Brennan
Brenda D. Contin
Lionel R.M. Fox
Carl Ashawasagai
Stanley K. Moses
Deborah Newton
Maureen A. Kagagins

MEMORANDUM

To: All Henvey Inlet First Nation Members

From: Samantha Bradley, Human Resources Coordinator

Date: March 21, 2024

Re: Employment Opportunities

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

- 1) Ontario Works Administrator 1 Position
- 2) Secondary School Bus Driver 1 Position
- 3) Adult Education Teacher 1 Position
- 4) Community Access Worker 1 Position
- 5) Administration Manager 1 Position
- 6) Librarian 1 Position
- 7) Trailer Park Assistant 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

ONTARIO WORKS ADMINISTRATOR

RE-POST

POSITION SUMMARY

Henvey Inlet First Nation is seeking a full-time **Ontario Works Administrator** to join our Administration. The Ontario Works Administrator reports to the Director of Finance/Administration and is responsible for the financial management and administration of the Social Assistance Program to ensure effective, efficient and accurate operations in accordance with the Ontario Works (OW) directives and current legislation. The Ontario Works Administrator is also responsible for assessing eligibility requirements of applicants seeking assistance based on the Ontario Works Act. This position requires exceptional organizational and interpersonal communication 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 Ontario Works Administrator will be responsible to:

- Research, develop and plan OW program structure and seek and apply for program funding
- Assist in the coordination and delivery of workshops, info sessions and other Social Assistance Program events
- · Carry out interviews and complete applications to assess and determine eligibility of clients under the Ontario Works Act
- Refer and help clients apply for other available sources of income including CPP, EI, ODSP, etc.
- Connect with external agencies and program sponsors to develop employment opportunities for OW clients
- Maintain a broad knowledge of local resources available to assist clients in achieving goals
- Build and maintain trusting and supportive client relations
- Prepare and send written correspondence to clients
- Conduct annual reviews to ensure on-going client eligibility and facilitate and monitor operation for an effective appeal process
- Monitor client's monthly expenditures on bill payments and provide budget assistant in accordance with policies and procedures as required
- · Order and purchase appliances, beds and other approved items for eligible clients
- Prepare funding submissions for reimbursement
- Provide current information to clients related to available services including changes to existing services
- Monitor and verify the monthly client reporting requirements and ensure adherence to applicable policies and legislation
- 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
- 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 but no limited to Aboriginal Affairs and Northern Development Canada (AANDC), Indigenous Services Canada (ISC), Employment and Social Development Canada (ESDC), Ministry of Community, Children and Social Services (MCSS), Canada Revenue Agency (CRA)
- Liaise and consult with the Ministry Program Supervisor on issues and available opportunities to enhance the OW program
- Ensure the ongoing assessment of community needs are identified and appropriate adjustments to program goals and objectives are recommended
- · Ensure newly revised services based on prior assessment and recommendations are implemented where possible
- Liaise with federal and provincial representatives and other First Nations on OW negotiations and update the Director of Finance/Administration and Chief and Council on new negotiation developments
- Work collaboratively and cooperatively with all community professionals, departments and colleagues including Economic Development and Finance

- Prepare and monitor annual program budget and present quarterly program financial reports to the Director of Finance/Administration
- Prepare full briefing notes for the Director of Finance/Administration and Chief and Council on program 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 support 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 OW 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 Band Representative Lead, 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
- 3-5 years of experience working in a social services setting, preferably managing the delivery of income maintenance and employment programs
- 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
- 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
- Full understanding of the Ontario Works Social Assistance Program, the Ontario Works Act, and other relevant legislation and government programs
- Excellent financial literacy and working knowledge of financial processes
- Ability to process financial transactions for clients per OW regulations
- 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 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
- Self-driven with the ability to work independently with little direction
- Ability to 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 - up to 35.5 hrs/week

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 POG 1J0 Tel: (705) 857-2331

Fax: (705) 857-2331

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

RE-POST

POSITION SUMMARY

Henvey Inlet First Nation is seeking a **Secondary School Bus Driver** to join our Administration for a temporary, 9-month contract for the 2023-24 school year. 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.

OUALIFICATIONS

- Grade 12 diploma or equivalent preferred
- Valid Ontario Class B or E Driver's License required
- 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

<u>REMUNERATION</u>

Based on experience

START DATE

As soon as possible

APPLICATION DEADLINE

Open 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 POG 130 Tel: (705) 857-2331

Fax: (705) 857-3021

Email: samantha.bradley@henveyinlet.com

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EMPLOYMENT OPPORTUNITY

ADULT EDUCATION TEACHER

RE-POST

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

OUALIFICATIONS

- 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

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EMPLOYMENT OPPORTUNITY

COMMUNITY ACCESS WORKER

RE-POST

POSITION SUMMARY

Henvey Inlet First Nation is seeking a full-time **Community Access Worker** to join our Administration. The Community Access Worker reports to the Band Representative Lead and is responsible for facilitating and supervising access visits for families with children in care. This position requires strong observational and analytical skills and exceptional interpersonal communication 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 Community Access Worker 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
- Develop a goals-based Family Access Plan in collaboration with the Band Representative Team and child welfare agency
- Set-up and facilitate family access visits, ensuring safe arrival and departure of children at the access centre
- Transport families and children to community and family access visits, including activities and services to achieve case plan objectives
- · Open and close the access centre, including setting-up and cleaning-up of required equipment
- Inspect and/or clean centre equipment and toys as per recommended health and safety standards
- · Provide continuous supervision to non-custodial/visiting persons with their children during access visits
- Monitor access visits, recording objective, accurate and factual observations of visits and exchanges in case files and logs
- Ensure the health & safety of all parties involved and end a visit if there is a safety risk
- Assess, report, and update the status of the set goals to the Band Representative, protection worker or other relevant assigned case worker
- Provide guidance, support and modeling for families in visit settings and troubleshoot and address any issues as required
- Complete all required agency forms and all paperwork associated with visits and client contact as per policies and procedures
- Provide feedback to child and youth, and protection workers as required
- Provide information to Band Representative Lead concerning client needs, requests or complaints
- Behave in a professional manner when acting as a representative of Henvey Inlet First Nation
- Maintain a broad knowledge of local resources available to assist clients in achieving goals
- Work collaboratively and cooperatively with all levels, including community professionals, in order to help families in providing safe and nurturing environments for children
- Provide opportunities for the enhancement and development of positive cultural identities of children, families and community members served
- Assist with the development of BCR's as needed with full briefing notes for Chief and Council

- Assist with coordinating, setting-up and cleaning-up for departmental programming, including picking up and shopping for supplies when requested
- Build and maintain trusting and supportive client relations
- · Attend all court proceedings related to band member child welfare cases as required
- Maintain an empathetic and supportive demeanor to band members and their families
- Develop and maintain accurate, up-to-date and concise work files
- 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
- Participate 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 team, 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 or diploma in Social Services, Family Services, Child and Youth Services or other related field
- 1-2 years of experience working with parents and children in a social services setting preferred
- 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 experience developing detailed plans and critical path timelines
- Knowledge of family dynamics and intervention models
- Knowledge of child development and effective parenting skills
- Excellent interpersonal communication skills and the ability to build professional relationships with HIFN members/clients and affiliates
- Ability to supervise and mentor parents and provide insightful feedback of behavioural dynamics
- Strong public speaking and advocacy skills
- 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

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 130 Tel: (705) 857-2331

Fax: (705) 857-3021

Email: <u>samantha.bradley@henveyinlet.com</u>

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EMPLOYMENT OPPORTUNITY

ADMINISTRATION MANAGER

RE-POST

POSITION SUMMARY

Henvey Inlet First Nation is seeking a full-time **Administration Manager** to join our Administration. The Administration Manager reports to the Director of Finance/Administration and is responsible the overall planning, coordination and continuous development of Henvey Inlet First Nation administrative support, operations and shared services departments. The Administration Manager will directly supervise and support the administrative support staff during day-to-day operations to ensure Henvey Inlet First Nation membership and clients are served in a timely and professional manner. This position requires exceptional interpersonal communication and organization skills and a high-level of professionalism.

MAIN RESPONSIBILITIES

The Administration Manager will be responsible to:

Administration

- Promote HIFN vision and values while presenting a positive and professional image of the organization at all times
- Greet all clients, guests and visitors on arrival and escort them to their meetings and appointments
- Develop and implement a process for gathering continuous feedback from clients
- Assist Human Resources with the recruitment of new administrative support staff by participating in the interview process as requested
- Supervise and support the administrative support staff during day-to-day operations through mentorship and coaching
- Ensure productivity remains a priority by delegating work tasks for administrative support staff
- Create goals and expectations for administrative support staff to facilitate their success
- Oversee work projects and evaluate administrative support staff performance
- Coordinate training activities and oversee staff development
- Encourage open employee communication by facilitating regular one-on-one meetings with subordinate administrative support staff to give and receive feedback
- Identify and monitor the organization's culture so that it supports the attainment of the HIFN goals and promotes employee satisfaction
- Work directly with Human Resources to identify, develop and implement succession and learning development programs to prepare successors with formal training, job rotation and one-on-one development coaching
- Oversee time and attendance records for the administrative support staff, including the approval and signoff of time sheets and time-off requests
- Participate in performance management and progressive discipline processes for the administrative support staff within the Administration Manager capacity
- Maintain strict workplace confidentiality at all times
- Attend and participate in training workshops, seminars, webinars and conferences as deemed essential or mandatory by HIFN
- Maintain up-to-date knowledge on current laws, policies and industry regulations, trends and practices that may affect the operations of Henvey Inlet First Nation
- Identify any concerns, inconsistencies or changes with new and current regulations and notify leadership of recommended policy and procedural updates needed to ensure HIFN compliance
- Work collaboratively with department managers to assist in the development and implementation of operational policies and procedures

- Oversee the adherence to HIFN policies and procedures, operating instructions, confidentiality standards and code of ethical conduct
- Keep the Director of Finance/Administration and leadership informed about business activities, potential threats, opportunities, and recommended actions
- Prepare and present proposals and recommendations in a clear and logical manner
- Assist with the planning and coordination of departmental workshops, programs, events, meetings and special projects
- Facilitate and oversee the completion of inter-department reporting as required to maintain corporate compliance
- · Act as backup support to the administrative team by performing general office administration tasks in their absence
- Answer and direct inbound telephone/email inquiries to key personnel
- Manage inbound/outbound mail/postage and oversee the production and distribution of membership information packages and other print materials including flyers, posters and newsletters
- Assist senior management to arrange travel accommodations for leadership, staff and members in an economical and timely fashion, including hotel bookings, car rentals, flights and so on
- Attend and actively participate in all other mandatory staff and community meetings
- Update and maintain HIFN website with current information, news, and events
- Complete and submit an annual work plan on behalf of the administration team
- Coordinate catering requests, food and gift card orders/pick-ups and pick up order when requested

Operations

- Work collaboratively with the Maintenance Supervisor to coordinate office seating arrangements for new employees including the ordering of new office furniture as necessary
- Work collaboratively with IT to ensure new/existing employees have access to working phones, internet, computers and email accounts at all times
- Request IT support when technology and/or connectivity issues arise
- Improve organizational capability by assisting with the development of organizational assessment mechanisms, interpreting results and developing recommendations, interventions, and action plans
- Create and direct long- and short-term departmental goals and objectives and continually assess the department for areas of improvement
- Act as a liaison between HIFN and outside agencies and maintain a good public relations program that serves the best interests of both HIFN administration and the community
- Ensure administrative support staff are acting in accordance with set professional standards and code of conduct policies at all times
- Collaborate with other departments to align the goals of client services with other areas of the administration
- Enhance the quality of service to the membership through innovative practices and team leadership
- Investigate and resolve high-level membership needs or complaints
- Communicate with Director of Finance/Administration and leadership about client services issues, as well as successes, through informal channels, written reports, and formal presentations
- Handle interdepartmental issues with tact and diplomacy
- Represent the Administration Department at various community, staff and band council meetings as requested
- Manage and participate in various workplace committees including the wellness, health and safety, social and other committees as requested
- Evaluate and implement recommendations from a variety of committees and working groups with the approval of Chief and Council
- Assist in the management of building security by restricting building access to authorized external guests, facilitators, contractors, service providers and staff only
- Work collaboratively with the Maintenance Supervisor to coordinate the assignment of building/office keys and alarm codes for approved key personnel
- Perform weekly backups of all HIFN security camera footage
- Maintain detailed records on client services and up-to-date visitor log book

- Ensure that all employees, visitors and third-party contractors understand and adhere to all HIFN health, safety, security and other facility policies and procedures by modeling and enforcing safe workplace practices
- Work collaboratively with fire, maintenance and other departments to ensure office facilities are in compliance with safety regulations such as fire codes and accessibility requirements and report any infractions to leadership
- Assist with various workplace investigations as required
- Assist the Director of Finance/Administration and leadership in negotiating contracts and service level agreements for third party suppliers and providers
- Manage resource allocations while keeping in mind company fiscal responsibilities
- Oversee ordering of office supply inventory to ensure adequate supplies remain available at all times
- Monitor inbound shipping/receiving, distributing packages to appropriate department personnel and following-up on lost/damaged or delayed orders
- Assist with vehicle insurance and plate renewals and insurance claim submissions as requested

Finance

- Monitor and adhere to office and facilities management departmental operating budgets
- Allocate and record incoming invoices and expenses to the appropriate account/budget
- Receive and issue receipts for third-party cash and cheque payments, remitting payments to the finance department
- Assist with the review and interpretation of monthly financial statements and take appropriate corrective action in response to variances and trends
- Ensure the strict confidentiality and privacy of financial records as they relate to the organization and its clients, as well as payroll and housing financial records
- Assist finance department with collections issues by advising clients/business partners of A/R policies and procedures
- Investigate and resolve department billing discrepancies and misapplied transactions
- Make arrangements for payment of outstanding invoices, escalating late accounts to the Director of Finance/Administration for immediate attention
- Collaborate with the Director of Finance/Administration to prepare and submit departmental financial records and cost reports to authorized government agencies as required
- Communicate with internal/external sales representatives, vendors, accountants, government agencies and auditors
 as necessary to complete job duties
- Assist the Director of Finance/Administration with finance meeting preparation, including gathering financial records and reports and printing/copying meeting materials
- Perform other duties as assigned from time-to-time by the Director of Finance/Administration or Chief and Council

QUALIFICATIONS

- Grade 12 diploma <u>required</u>; University Degree or College Diploma in Business Administration, Finance, Accounting, or a related field <u>preferred</u>
- 3+ years of management experience with direct work experience in an office management/administration setting
- A strong understanding and ability to represent and promote First Nations' cultures, values and history
- Knowledge of Henvey Inlet First Nation history, community and practices
- · Previous experience working within a First Nations organization preferred
- Demonstrated ability to manage third-party vendors, contractors, and providers
- Strong financial literacy and budgeting skills and working knowledge of internal controls, business planning and asset management procedures
- Proficiency with Simply Accounting software preferred with the ability to adapt to and learn new software when required
- High level of proficiency with Microsoft Office Suite including Word and Excel
- Excellent verbal, written and interpersonal communication skills; Demonstrated ability to effectively communicate with all levels of the organization and its leadership team
- · Strong public speaking and customer service skills
- A well-defined sense of diplomacy, including solid negotiation, conflict resolution, and people management skills
- Exceptional organization and time-management skills

- High level of critical and logical thinking and exceptional problem-solving skills
- High level of attention to detail and a high degree of accuracy
- · Ability to multi-task and manage competing priorities
- · Ability to respond appropriately to high-pressure situations with a calm and steady demeanor
- Strong work ethic and team building skills
- Ability to work independently and cooperatively with others as a member of a multidisciplinary team
- Ability to build and maintain lasting, respectful and professional relationships with other departments, key business partners, and government agencies
- · High level of personal integrity, confidentiality and accountability
- 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
- Willingness to travel for work as needed
- · Willingness to work flexible hours, including on-call, evenings and weekends as needed

HOURS OF WORK

Full-Time - 35.5 hrs/week

REMUNERATION

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

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

LIBRARIAN

POSITION SUMMARY

Henvey Inlet First Nation is seeking a full-time **Librarian** to join our Administration. The Librarian reports to the Administration Manager and is responsible for the overall management of library services including acquiring and cataloging print and digital materials and developing and facilitating library programming and workshops. The Librarian provides information concerning library policies and resources to patrons, processes library materials and issues library cards. This position requires strong organization skills and discipline.

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 Librarian will be responsible to:

- Present a positive and professional image of the organization at all times
- Greet library patrons and guests entering the library and maintain a daily visitor logbook
- Create a supportive, safe and welcoming environment for community members, patrons and guests
- Issue borrowing cards and conduct library orientation for new patrons including policy and procedural reviews
- Participate in long-term planning in conjunction with Chief and Council
- Develop, implement, update and maintain Library policies and procedures, explaining them to patrons during visits
- · Establish and maintain effective professional relationships with local, provincial and federal government agencies
- Apply for special grants and library funding and utilize funds according to funding agreements
- Develop and maintain library collections of books, magazines, audio-visual and other materials, including culturally appropriate selections of resources
- Assist with the procurement of library books, print and digital materials and negotiate print and digital subscriptions
- Process new library materials by assigning classification and book numbers and cataloguing items based on subject,
 classification and description
- Process loans, returns, renewals and holds of library materials
- Ensure the printing and mailing of overdue notices and assist in conducting recalls
- Inspect returned items for damage and repair/bind returned items prior to re-shelving and re-cataloguing them
- Assist library users in locating and accessing materials they are looking for by performing simple title, author, subject and keyword searches
- · Instruct patrons in the use of the library catalog, reference materials, computer databases and the internet
- Provide basic internet training and computer troubleshooting for patrons, escalating malfunctions to the IT department if unsuccessful at resolving the issue
- Assist patrons with reference services by gathering various print and internet resources including encyclopedias, almanacs, indexes, handbooks, directories, year books, web sites, manuals and online tutorials for their research
- Utilize catalogues, databases, reference works and other information resources including print, on-line databases and the internet to assist patrons with reference questions
- Assist patrons with operating audio-visual, printer, scanner, copier and other equipment as requested
- Evaluate existing services and balance demands against emerging needs within the framework of available resources to
 ensure the effective and efficient operation of the library
- · Coordinate library meeting room, computer and equipment bookings and reservations
- Develop and facilitate various library programming for all age groups including book fairs, adult book clubs, children's storytelling hours, creative writing workshops and youth study groups

- Coordinate the logistical aspects of library programming workshops by setting up meeting facilities with appropriate equipment and supplies and cleaning up afterwards
- Establish an evaluation framework to assess that library programs and services are meeting the standards of Henvey Inlet
 First Nation
- Publicize and promote library activities and materials through displays, bibliographies, brochures, newsletters, flyers, posters, notices and the HIFN website
- Establish and maintain productive and cooperative working relationships with HIFN staff, leadership and community business partners
- Work collaboratively with other HIFN staff to develop and implement special projects involving library promotion and outreach activities
- Assist with researching and curating historical records for Henvey Inlet First Nation and oversee and develop data archives in compliance with regulatory requirements
- Prepare documentation and records for archive retention and preservation
- Advocate best practices and recommend actions and strategies to improve the management of controlled documents and archived data
- · Advise patrons on how to access, use and interpret archives
- Develop a document management system for all library registrations, forms, correspondence, documents and other print and electronic materials to assist with maintaining library records
- Create new files, labels, forms, and records as necessary
- Maintain accurate administrative and electronic records by ensuring all received print and electronic materials and documentation are filed appropriately within the document management system
- Locate and remove materials from files when requested
- Transfer file materials to inactive storage archives according to file maintenance, legal and HIFN guidelines as required
- Manage library budget to ensure cost effectiveness of services and operations
- Evaluate supplies, inventory and equipment needs and make recommendations to leadership for purchase approvals
- Research and order office supplies, inventory and equipment when approved
- Ensure that all financials expensed through this program are organized and backup records are maintained
- Collect department invoices and receipts and log and remit expenditures to the Finance Department for payment or reimbursement
- Assist Finance Department with financial reporting and auditing by accurately maintaining financial records and adhering to Finance Department policies and procedures
- Prepare and submit departmental financial records and reports to authorized government agencies and funders as required
- Prepares bi-monthly reports of the library's activities and statistics for membership review at band council meetings
- Prepare and deliver an annual work plan for Chief and Council and execute recommendations and initiatives within as approved
- 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, courses and certifications as required
- Attend and actively participate in staff and community meetings
- Perform other duties as assigned from time-to-time by the Department Supervisor, Director of Finance/Administration or Chief and Council

OUALIFICATIONS

- High school diploma required
- Post-secondary certificate or diploma in Library Technology or other related field preferred
- 1-2 years of experience working in a library setting preferred
- Basic understanding of archiving procedures and computerized cataloging systems an asset
- Being extremely well-read with a great interest in reading and literature preferred
- Current and satisfactory 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
- 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
- Excellent interpersonal communication skills and the ability to build professional relationships with HIFN members/clients and affiliates
- · Strong written and verbal communication skills
- Strong customer service and troubleshooting skills
- Exceptional organization and time-management skills
- Strong attention to detail and the ability to multi-task
- Excellent research and analytical
- Strong problem-solving and critical thinking skills
- Highly resourceful with the ability to adapt to changing work needs and demands
- Strong leadership and public speaking skills
- Professional attitude and a strong work ethic
- Ability to work independently with minimal supervision and as part of a team
- Strong computer skills, including working knowledge of Microsoft Word, Excel and PowerPoint
- · Proven data entry and typing skills
- Demonstrated knowledge of budgeting and expense controls an asset
- · Willingness to travel for work when needed
- Willingness to work flexible hours, including evenings and weekends

HOURS OF WORK

Full-Time - 35.5 hrs/week

REMUNERATION

Negotiable based on experience

START DATE

April 29, 2024

APPLICATION DEADLINE

April 8, 2024

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 POG 130 Tel: (705) 857-2331

Fax: (705) 857-3021

Email: samantha.bradley@henveyinlet.com

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EMPLOYMENT OPPORTUNITY

TRAILER PARK ASSISTANT

POSITION SUMMARY

Henvey Inlet First Nation is seeking a **Trailer Park Assistant** to join our Administration for a short-term seasonal contract from May 2024 to October 2024. The Trailer Park Assistant reports to the Trailer Park Manager and is responsible for assisting with operations and grounds maintenance for the trailer park and marina. This position requires excellent customer service skills and a strong work ethic.

MAIN RESPONSIBILITIES

The Trailer Park Assistant will be responsible to:

- Present a positive and professional image of the organization at all times
- Maintain docks throughout the season and repair, secure and/or re-anchor docks in event of shifting due to weather
- Maintain grounds through grass cutting, gardening of flower beds, driveway maintenance, and trash/debris
 collection and removal
- Assist with minor repairs relating to plumbing and carpentry issues as required to prolong asset integrity
- Ensure laundry facilities and bathrooms are always kept clean and have sufficient supply of toiletries at all times
- Ensure security of all Trailer Park and Marina equipment (ie lawnmower, mechanized machinery, monitoring) and buildings at all times
- Perform regular maintenance on all PRTP equipment including repairs, oil changes, re-fueling, etc.
- Educate campers/cottagers of their responsibilities towards trash management
- Assist with communicating directives to all campers/cottagers for safety purposes and displaying public notices as required
- Assist with traffic control at the trailer park, directing campers/cottagers to designated parking areas
- Help create a supportive, safe and welcoming environment for summer students and campers/cottages
- Maintain ongoing communication with all campers/cottagers, attending to their needs with a customerservice focus
- Escalate safety concerns and customer service incidents to the Trailer Park Manager as appropriate
- Assist in documenting incidents and communicating with OPP relating to incidents as necessary and required by law
- Assist with collecting and recording payments and issuing receipts to customers as required
- Be aware of and assist with maintaining the register of customer names associated with boats and their dock slips with lot numbers
- Support Trailer Park Manager in maintaining daily records of business operations and duties in their absence
- Assist the Trailer Park Manager with training and coaching summer students
- Adhere to all HIFN Policies and Procedures
- Participate in mandatory training workshops, courses and certifications as required
- Attend and actively participate in trailer park, staff and community meetings
- Perform other duties as assigned from time-to-time by the Trailer Park Manager, Director of Finance/Administration or Chief and Council

OUALIFICATIONS

- Must be 18 years of age or older
- · Grade 12 diploma or equivalent
- Possess a valid Boat License required
- Valid Class G Driver's License an asset
- Current CPIC
- Current First Aid and CPR Level C
- Basic carpentry, plumbing and small motor repair experience an asset
- Previous maintenance experience, particularly park maintenance experience, an asset
- Excellent customer service skills
- Reliable to work flexible hours, including weekends

HOURS OF WORK

40 hrs/week, including evenings and weekends

Schedule to be determined by Trailer Park Manager

REMUNERATION

\$17.82/hour

START DATE

May 6, 2024

<u>APPLICATION DEADLINE</u>

April 8, 2024

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 POG 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.



PICKEREL CONTRACTING LTD. EMPLOYMENT OPPORTUNITY

AZ Driver

POSITION SUMMARY

Pickerel Contracting Ltd. Is currently seeking a full-time AZ Driver to join our Road Crew on a 6-month Contract with possible extension. You will report to the foreman/manager; duties include but not limited to safety procedures, operating Tri-axle with pup/float trailer. To be successful in this role, you should be knowledgeable of road construction, safety regulations, willing to learn on the job, be able to work in increment weather exceptional communication, team player, time management, and problem-solving skills.

MAIN RESPONSIBILITES:

- Perform minor equipment maintenance/repairs, Checking and filling fluids (oil etc.)
- Transport equipment and material to work site(s)
- A normal workweek will be Monday to Friday, however, some flexibility in availability will occasionally be required.
- Experience and ability to proficiently drive a manual transmission
- Record keeping i.e. Pre trips on vehicles (report to supervisor tag outs), load tickets, fuel receipts timecards etc.
- Be environmentally conscious and follow guidelines.
- Respect and respond to direction given by Supervisor, Managers, Board of Directors and Chief and Council

QUALIFICATIONS:

- MUST have valid AZ driver's license.
- A clean driving abstract.
- Equipment Tickets and experience an asset
- Proven experience driving Tri-axle trucks
- Sound knowledge of road safety regulations.
- Able to lift 50lbs, stand/sit for long periods of time.

- The ability to utilize GPS devices and road maps.
- Current First Aid and CPR Level C
- Excellent communication, organization and time-management skills
- Professional attitude and a strong work ethic
- Must be able to work as team and individually: self-directed
- High school diploma or GED.

Hours of Work
Full-time – 40+ hrs/week
RENUMERATION
\$22-\$30 per hour

A.S.A.P

APPLICATION DEADLINE

April 5, 2024

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

Pickerel Contracting Ltd., 295 Pickerel River Rd., Pickerel, ON POG 1G0

Tel: 705.857.2331 ext228; Fax: 705.857.3021; Email: pcl@henveyinlet.com

We thank all applicants, however only those selected for an interview will be contacted. Henvey Inlet First Nation/ Pickerel Contracting Limited gives preference to all qualified First Nations people in accordance with Section 24(1)(a) of the Ontario Human Rights Code.



Henvey Inlet First Nation Pickerel, ON POG 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 Pckerel River Road T 705-857-0957 F 705-857-1369

Chief
M. Wayne McQuabbie
Council
Patrick D. Brennan
Brenda D. Contin
Lionel R.M. Fox
Carl Ashawasagai
Stanley K. Moses
Deborah Newton
Maureen A. Kagagins

MEMORANDUM

To:

HIFN Members

Fr:

Shane Contin, Housing/Finance Assistant

Dt:

March 25th, 2024

Re:

Annual Housing Inspections - April 3rd - 18th,

2024

Dear HIFN members,

Joeseph Beagan from WBAFN will be doing annual housing inspections on Band/CMHC/ISC owned units beginning April 3rd and ending April 18th, 2024. Inspections are scheduled to take place every Wednesday and Thursday and are to determine any preventative maintenance as well as any major repairs or renovations needed.

The HIFN Housing Department will be contacting members in regards to setting up a date to inspect each unit. Your patience and understanding in this matter is very much appreciated.

If you have any questions or concerns you may contact me at (705) 857-2331 Ext: 223 or by email: housing@henveyinlet.com.

Sincerely,

Shane Contin, Housing and Finance Assistant

/SC



Henvey Inlet First Nation

Pickerel, ON POG 1J0

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

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MEMORANDUM

To: Henvey Inlet First Nation Members

Fr: Shane Contin, Housing/Finance Assistant

Dt: March 19th, 2024

Re: Three (3) Vacant Housing Advisory Committee
Positions Available

Dear HIFN members,

There are currently three (3) vacant Housing Advisory Committee positions available. Interested members can apply by submitting their name to Millie Pawis, Director of Finance and Administration who shall provide to the Finance Committee for recommendation.

Meetings are scheduled once a month, with emergency meetings scheduled as required. In order to qualify for the honorarium, a member must be present at the meeting and must be there for the entire meeting. Meetings must be after work hours for staff members to qualify for honoraria.

In order to be eligible for the Housing Committee a person must;

- Be a registered reserve band member of HIFN;
- Be at least 18 years of age;
- Have a sincere desire to help serve the Band members in a fair, transparent manner, and act in a non-judgmental fashion and not engage in nepotism;
- Have a good knowledge of the needs of the band in terms of housing;
- Must administer and understand the Housing Policy;
- Sign an Oath of Confidentiality, and follow the Conflict of Interest Guidelines:
- If you occupy a Band rental unit, you must adhere to the Housing Policy.

The Housing Committees responsibilities are related to the administration of the Housing Policy, and recommendation of tenants.

- Administer the Housing Policy in a consistent and transparent manner;
- Ensure the effective and efficient operation of the HIFN Housing Program;
- Review and recommend to Chief & Council necessary changes annually, or as needed, to the HIFN Housing Policy in its entirety;
- Review all housing applications on a timely, regular basis;
- Review and recommend allocations for housing as per approved application forms and criteria;
- Recommend evictions to Chief & Council as required per policy;



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

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Deborah Newton
Maureen A. Kagagins

- Participate in Hearings regarding tenant arrears;
- Prepare for meetings by reading relevant reports and letters;
- Keep up to date with relevant First Nation Policies.

Deadline to apply is:

Open until filled. Miigwech for all those who apply and for their interest, however, only those selected for the position will be contacted.

Sincerely,

Shane Contin, Housing/Finance Assistant

/SC



Home Maintenance Workshop

When: Wednesday May, 22nd @ 10:00 AM

Where: Office 2 @ O&M Building

~Lunch will be provided~

Attendees will be eligible for rent incentive and have a chance to win gift cards!

Presenting Topics Include:

- Preventative Home Maintenance Tips presented by Joeseph Beagan, WBAFN
- A presentation from the HIFN Fire Department on fire safety
- Propane Tanks and Back-up Generators

Contact: Shane Contin, Housing & Finance Assistant to be put on the

list. Phone: (705) 857-2331 Ext 223 or email:

housing@henvevinlet.com

FROM THE LANDS OFFICE

WILLS WORKSHOPS

April 15 to 19, 2024

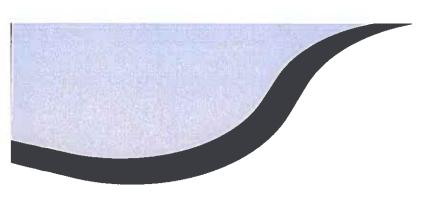
MEETING PLACES: FIREHALL OR LEARNING CENTRE

Lawyers from the First People's Law will be here at Pickerel mid-April to work on Wills for any other applicants on the list.

The Lands Office will send out a Questionnaire to anyone on the list who has not yet completed the form for the legal team.

The Lands Office will contact the applicants for the date and time of their appointments. All appointments will be scheduled for 30 minutes each between 9 am and 12 pm.







Henvey Inlet First Nation

SAVE THE DATE

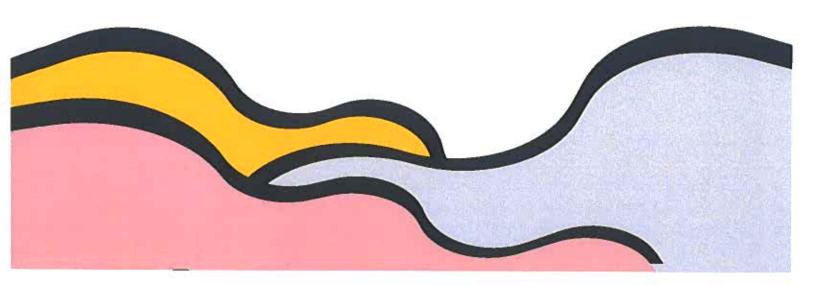
Draft Membership Code Community Consultation

Tuesday May 28th, 2024 Dinner 5pm, Meeting 6pm

Sunday June 2nd, 2024 Lunch noon, Meeting 1pm

Zoom details to Follow

OR In person at the HIFN FIRE HALL: 295 PICKEREL RIVER ROAD





Deadline to Submit Bids:

Tuesday May 21, 2024 @4:00PM

Submit Bids with breakdown of Catering Fee, Mileage, and Groceries Costs to Darcy or Brenda at Health Centre

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

HIFN Education News

BOOPOOGAMI-GIIZIS BROKEN SNOWSHOE MOON

BRITT SCHOOL- JK & SK REGISTRATION

If your child will be 4 years old, on or before December 31, 2024, you can register them now for Junior Kindergarten in September. To register your child for Senior Kindergarten s/he must be 5, on or before December 31, 2024. Please visit the NNDSB website to complete the online Registration Form at https://www.nearnorthschools.ca/schools/registration/ or if you would prefer to have a paper copy just come by the office to pick one up.

Reminder: All students in Grades 3 and 6 will take the Provincial tests for reading, writing and math this spring. If parents and caregivers wish to learn more about these assessments, you can sign up for an online webinar on April 3rd at noon or April 10th at 6:00 p.m.

https://eqao.zoom.us/webinar/register/WN iRXhTHlaR5yYNcsZt5DH2g#/registration.

NOBEL SCHOOL- UPCOMING EVENTS

March 29 & April 1: School Holidays April 2: World Autism Day-Raise the Flag

April 3: 'It's All Greek to me' salad bar April 11: Family Math Night 5:30-6:30

April 17: Southwest Salad bar April 25: NNDSB Virtual Family Math night

May 4: Caverhill Road Race

PARRY SOUND HIGH SCHOOL

Edsby: Parents and students are reminded to sign in to Edsby when the busses are cancelled in order to stay up to date with assignments. Students can also reach out to PSHS Grad Coach, Danny Gray for help to stay organized or get caught up; he is usually at the Hive and is willing to help in any way he can.

Community Hours: For those students who still need volunteer hours, I would encourage you look for community events that you can participate in. I'm sure your help would be much appreciated at the upcoming Easter celebration. You might offer to help with decorating, setting-up the room or helping with the clean-up; just be sure to bring a (pink) Community Involvement Activity sheet with you for your supervisor to sign. If you don't have one, just ask for a copy at the Band Office. As you may recall, students need to get 40 hours.

POST SECONDARY STUDENTS

Post-Secondary students must submit their applications by May 15th in order to be considered for educational assistance for the 2024-25 academic year. The HIFN Application and the Post-Secondary Policy are available at our website: hifn.ca. If you have any questions or you would like some help to complete your application, please stop by to see Genevieve at the education office.

TVO Learn Mathify

What is TVO Learn Mathify?

TVO Learn Mathify provides FREE online math help for Ontario students in Grades 4-12. Access our math tutoring website from any digital device, whenever you need the help.

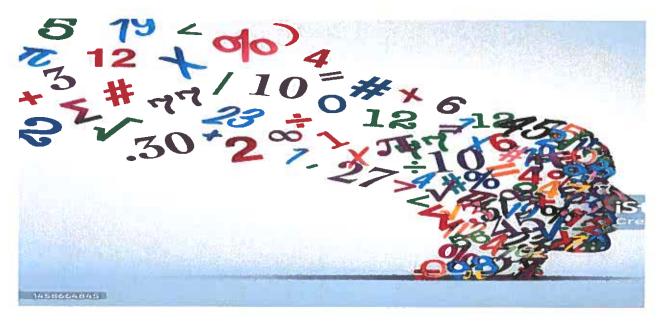
https://mathify.tvolearn.com/

Tutors are online on weeknights until 9 p.m.

There is also a new section of our NNDSB website called 'Mathematics for Families'

https://www.nearnorthschools.ca/math/

This is a resource for families and caregivers to find resources and information to support their children's experiences with mathematics.



WISHING EVERYONE A SAFE AND HAPPY EASTER!

Non-Insured Health Benefits Program Updates

January 2024

Medical supplies and equipment information

Expanded coverage for low vision items and services

- NIHB has expanded coverage for low vision equipment and services under the Medical supplies and equipment benefit
- NIHB listed 31 new items in the following low vision sub-benefit categories:
 - o low vision aids (such as, handheld digital magnifiers)
 - assistive technology (such as, text to speech software, brailler)
 - orientation and mobility aids (such as, GPS technology)
 - o independent living aids (such as, digital audio player)
- For complete information, please refer to section <u>10.0 Low vision equipment and supplies</u> of the Medical supplies and equipment guide and benefits list
- Clients with low vision or severely restricted vision may also be eligible for coverage of low vision functional assessments and training programs
- For more information on functional assessments and training programs, including prior approval requirements, please refer to section <u>10.6 Services</u> of the Low vision equipment and supplies benefits list
- NIHB now recognizes 4 new prescribers for low vision items:
 - Certified Vision Rehabilitation Therapist (CVRT)
 - Certified Orientation and Mobility Specialist (COMS)
 - Assistive Technology Specialist (ATS)
 - Low Vision Specialist/Certified Low Vision Therapist (LVS/CLVT)
- Find more information on prescribers and providers in section <u>10.1.2 Prescriber and</u> <u>provider requirements</u> of the Low vision equipment and supplies benefits list
- Clients that are eligible for coverage of these benefits through another health benefit plan
 or program (such as a provincial program or employer sponsored benefit plan) should
 access the other plan first

Non-Insured Health Benefits Updates

March 2024

Pharmacy benefit information

New pharmacy benefit listings

Check the <u>drug benefit list</u> to find all eligible products and criteria for coverage.

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

• **Imvexxy (estradiol)** vaginal insert for the treatment of painful intercourse after menopause

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

- Jakavi (ruxolitinib phosphate) for the treatment of complications after stem cell or bone marrow transplants in clients aged 12 years and older
- **Beovu (brolucizumab)** for the treatment of some macular degeneration and diabetic eye disease
- Vyepti (eptinezumab) for the treatment of migraines
- Lorbrena (lorlatinib) for the treatment of certain lung cancers in adults
- **Xpovio** (selinexor) combined with other medications, for the treatment of myeloma, a cancer that affects white blood cells
- Verzenio (abemaciclib) and Lynparza (olaparib) for the treatment of breast cancers
- Lenvima (lenvatinib mesylate) for the treatment of endometrial or kidney cancer
- Qinlock (ripretinib) for the treatment of certain gastrointestinal tumors
- Cibinqo (abrocitinib) and Rinvoq (upadacitinib) for the treatment of moderate to severe eczema in clients aged 12 years and older
- Tremfya (guselkumab) for the treatment of plaque psoriasis and psoriatic arthritis

- **Tezspire** (tezepelumab) injections for the treatment of severe asthma in clients aged 12 years and older
- Evenity (romosozumab) for the treatment of osteoporosis after menopause
- **Rybelsus (semaglutide)** for the treatment of type 2 diabetes in adults, used along with diet and exercise, metformin or other medications to lower blood sugar
- **Dexcom G7 system** for patients managing diabetes with insulin

Medical Supplies and Equipment benefits

Changes to oxygen benefits

- NIHB now provides coverage for M9 oxygen cylinders and moustache or pendant style oxygen conserving devices as limited use benefits. Prior approval is required
- For more information, please refer to section <u>5.0 Oxygen</u> of the Medical supplies and equipment guide and benefit lists

Oxygen holders as open benefit

- NIHB now covers oxygen cylinder holders for walkers and wheelchairs.
 Prior approval is not required within NIHB unit price
- For more information, please refer to section <u>11.0 Mobility</u> of the Medical supplies and equipment benefit lists

Licensed practical nurses/registered practical nurses as recommenders of standard and wheeled commodes

- NIHB now accepts recommendations from licensed practical nurses and registered practical nurses for coverage of standard and wheeled commodes
- For more information, please refer to <u>section 9.2</u> of the Self-care equipment and supplies benefits list

Registered nurses as recommenders of offloading diabetic walking boots

- NIHB now recognizes registered nurses as eligible recommenders of offloading diabetic walking boots and its custom-made foot bed liners
- For more information, please refer to section 3.4.8 of the Limb and body orthotics equipment and supplies benefit list

Mental health counselling benefit information

Updated frequency guidelines

- NIHB now aligns mental health counselling benefit coverage with the calendar year, from January 1 to December 31
- There is no change to the amount of benefit coverage available. NIHB clients are eligible for coverage of up to 22 hours of counselling every 12 months. Benefit coverage will refresh on January 1 each year
- In order to transition to calendar year frequency, going forward, prior approvals will be set with an end date of December 31. Providers have been advised of this change and can submit new prior approval requests for 2025 as needed
- For more information on coverage and frequency guidelines, please see section 3.3 of the Guide to mental health counselling benefits

Vision care benefits

Reminder - coordination of benefits

- If clients are eligible for a vision care service that is covered through another health benefit plan or program (such as a provincial program or employer sponsored benefit plan), the other plan should be accessed before submitting the claim to NIHB
- Clients that have coverage through another plan are encouraged to let their vision care provider know before they receive the service, so the provider can update their client's profile and submit the claim to the other plan first
- Once the other plan has paid, any remaining eligible balance can be submitted to NIHB for reimbursement. The other plan will provide an Explanation of Benefits (EOB) which must be submitted to NIHB along with the NIHB client reimbursement form
- Any amount of NIHB coverage that a client has not used will remain available until the end of the frequency period

- If there are any changes to your coverage through another benefit plan, let your vision care provider know so they can update your information
- You can update NIHB about changes to other coverage by contacting the NIHB Call Centre at Express Scripts Canada (ESC) at <u>1-888-441-4777</u> or your <u>NIHB regional office</u>

Dental benefit information

Removal of predetermination requirement for the replacement of selected partial dentures

- A predetermination is no longer required for the replacement of selected partial dentures within frequency guidelines for:
 - Partial acrylic dentures, covered once in any 5 year period
 - Partial cast dentures, covered once in any 8 year period
- NIHB encourages you to speak with your dental provider to confirm your eligibility prior to receiving the service
- More information can be found in the Dental Benefits Guide

Information on the Canadian Dental Care Plan

- The <u>Canadian Dental Care Plan</u> and the NIHB program both cover a broad and similar range of dental services
- There is no change to how First Nations and Inuit access dental coverage through NIHB. Eligible clients should continue to access the dental coverage available to them through Indigenous Services Canada's NIHB program
- If NIHB clients wish to apply to the Canadian Dental Care Plan, they should claim through the NIHB program first
- Indigenous Services Canada is working closely with Health Canada to ensure ongoing alignment of dental coverage between the two plans, and that NIHB clients can continue to receive all their federally funded dental care coverage through NIHB

SHAWANAGA FIRST NATION FINANCIAL LITERACY



With Reach Toronto

Fundamental Financial Literacy Topics

- Account types and their use/purpose
- Needs vs wants
- · Fixed and variable expenses
- Keeping a basic budget and why it is important
- Making good buying choices
- · Basic interest principle
- Long term and short-term savings

Zoom Link

https://us06web.zoom.us/j/82060225965?pwd=3m374M4HWbED5YWkwbWbmkmlsQ2gAg.1

Wednesday April 24th 5:30 pm to 8:00pm

Session will be held at the Band Office

Other Local First Nations Welcome to Attend.

HENVEY INLET FIRST NATION 21st ANNUAL INTER-TRIBAL POW-WOW

ACKNOWLEDGING OUR COMMUNITY LEADERSHIP

JUNE 8th & 9th, 2024



GRAND ENTRY: SATURDAY 1 PM & 7 PM SUNDAY 12 NOON

Host Drum: Wabanaki Confederacy Singers Elsipogtog, New Brunswick
Co-Host Drum: Thunder Spirit Singers Thunder Bay, ON
M.C: Paul R. Owl Serpent River First Nation, ON
Stick Man: Robert Stoneypoint Sagamok Anishnawbek, ON
Head Veteran: William Morin Michipicoten First Nation, ON
Head Elder: Dave Rice Wasauksing First Nation, ON
Head Man Dancer: Ben Benson Chippewas of Rama First Nation, ON
Head Lady Dancer: Mariah Miigwans Kitigan Zibi Anishinabeg, QC

Guaranteed honorariums to the first 5 Registered Drum Groups
Honorariums to all Dancers
Saturday Feast @ 5pm/Bring your Feast Bundle
Give-a-way on Sunday
Dance Specials throughout the weekend

CRAFT & FOOD VENDORS WELCOME

Located on French River Indian Reserve No. 13, ONTARIO. 45 minutes South of Sudbury off Hwy 69 or 1 hour North of Parry Sound. Turn off at the Pickerel River Road exit, drive in 4.5 Kms.

Held at the community PowWow Grounds 994 Pickerel River Rd.
Watch for POW-WOW signage. Rough camping setup at the
Pickerel River Trailer Park near the PowWow grounds.
New PowWow seating on-site. No Pets. Everyone is Welcome!

This is a drug and alcohol free event.



WABANAKI CONFEDERACY SINGERS New Brunswick, Canada



LOCKIE AUCTION

SATURDAY MAY 25, 2024

HIFN FIREHALL- 281 Pickerel River Road

DOORS OPEN @ 11AM FOR VIEWING OF AUCTION ITEMS AUCTION TO START @ 1PM

REGISTRATION WILL BEGIN @ 12PM

Auction Items value will vary from \$10 to \$2000, Higher priced items will be a \$5 bid, All other bids will be \$1 or \$2

RULES AND REGULATIONS WILL BE AVAILABLE AND EVERYTHING WILL BE PROVIDED FOR YOU, NO NEED TO BRING OWN PEN/PAPER

ALL PROCEEDS GO TOWARDS OUR ANNUAL TRADITIONAL POW WOW

CONTACT PERSON: STAN MOSES 705-857-1221



DAYCARE NEWSLETTER

The days have been moving by so quickly that it is already April! The month of March was a blast! We got to make our own yellow and green slime/playdough, we finally got to be outside to enjoy the nice weather and finally some sunshine! We explored various materials in our sensory bins such as: water, colored pasta and even Kinetic sand, which the children loved as they were able to form and mold the sand in various ways creating different 'sand structures'.

With the changing of seasons we are kindly reminding families to ensue they are packing appropriate clothing for the day! This means being sure to have extra clothing incase they get wet, rain boots for outdoors as it can get muddy, along with a coat, SPLASH PANTS, hat and mitts. The mornings tend to still be cool/ wet and want to be sure each child is dressed in the appropriate attire. Also a pair of indoor shoes if you have already not brought in a pair!

Some activities we are planning for the month of April include:

April 4th: Puffy Painting (Using Shaving cream, food colouring and glue to create our own puffy paint for the children to create and explore)

April 9th: Flower Pot Making (Using different coloured popsicle sticks and can to make our vey own flower pots)

April 12th: Seed Planting (Plating our own flower seeds to observe and see how they grow)

April 16th: Nature walk (Exploring and walking outside in nature)

April 18th: Car Wash (Using sensory table to create car wash using various types of sponges and materials)

April 24th: Nature Walk (Exploring, waking and collecting nature objects)

April 26th: Spring Collage (Using objects we found outside to create our own nature picture)

April 29th: Bugs and insect play (Using sensory table with dirt and bugs for children to observe and explore)

Please make sure you are not attending the daycare when you are sick! We want to ensure anyone who is sick remains at home UNTIL SYMPTOMS HAVE CLEARED. This is for the safety of the both the children and staff!

Please inform Ashley/Daycare staff in the event you are not attending daycare,

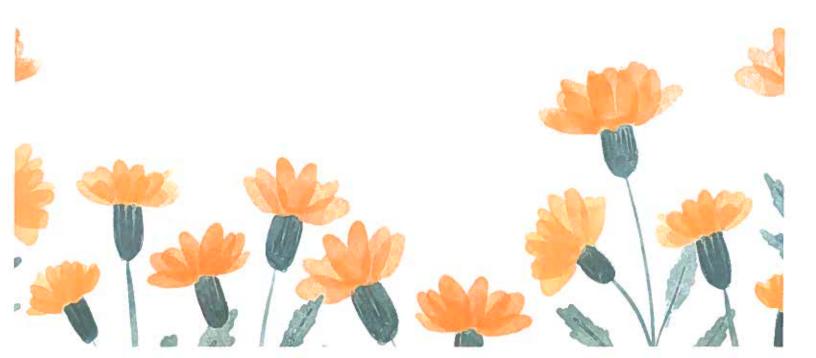
Any questions or concerns please don't hesitate to call the daycare (705-857-0957)

Ashley (RECE), Kathy (RECE), Nancy (RECE), Darlene (Cook)

0			Apr	12)24			M
1	SUNDAY	MONDAY	TÜESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	0
688		WE WILL EE CLOSED NICKOR OF EASTER WEEKEND	2	3	FOAM PAINT Puffy Painting	5	6	
A ASSESSMENT	7	8	Flower Pot Making	10	11	Planting Seeds THE PERMITS Seed Planting	13	
52	14	15	Nature Walk	17	18 Car Wash	19	20	
	21	22	23	Nature Walk	25	Spring Collage	27	
	28	Bugs and Insect Plan	30					
							1 34	N. C.



Community Health Educator



Band Representative On-Call Schedule

Staff Member	Start Date	End Date
Naomi	2024-03-04 16:30	2024-03-10 14:00
Kerri	2024-03-10 14:00	2024-03-18 8:30
Jodi	2024-03-18 16:30	2024-03-25 8:30
Kerri	2024-03-25 16:30	2024-04-08 8:30
Naomi	2024-04-08 16:30	2024-04-15 8:30
Jodi	2024-04-15 16:30	2024-04-22 8:30
Kerri	2024-04-22 16:30	2024-05-06 8:30
Jodi	2024-05-06 16:30	2024-05-13 8:30
Naomi	2024-05-13 16:30	2024-05-20 16:30
Kerri	2024-05-20 16:30	2024-06-10 8:30
Naomi	2024-06-10 16:30	2024-06-17 8:30
Kerri	2024-06-17 16:30	2024-06-24 8:30
Jodi	2024-06-24 16:30	2024-07-01 16:30

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
Naomi	(705) 690-6829
Jodi	(705) 690-9146
Erin	(705) 698-2935

^{*} 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 *

April

2024

Kerri Campbell - Band Rep Lead



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	Easter Monday	2	3 Band Rep Meeting	4	5	6
7:	8	Out of Office	Out of Office	Intro to Gardening 10 am	12	13
34	Vacation 15	Vacation 16	Vacation	18 Vacation	Vacation 19	20
23	22	23	FAMILY COURT	25	26	27
28.	29	30				

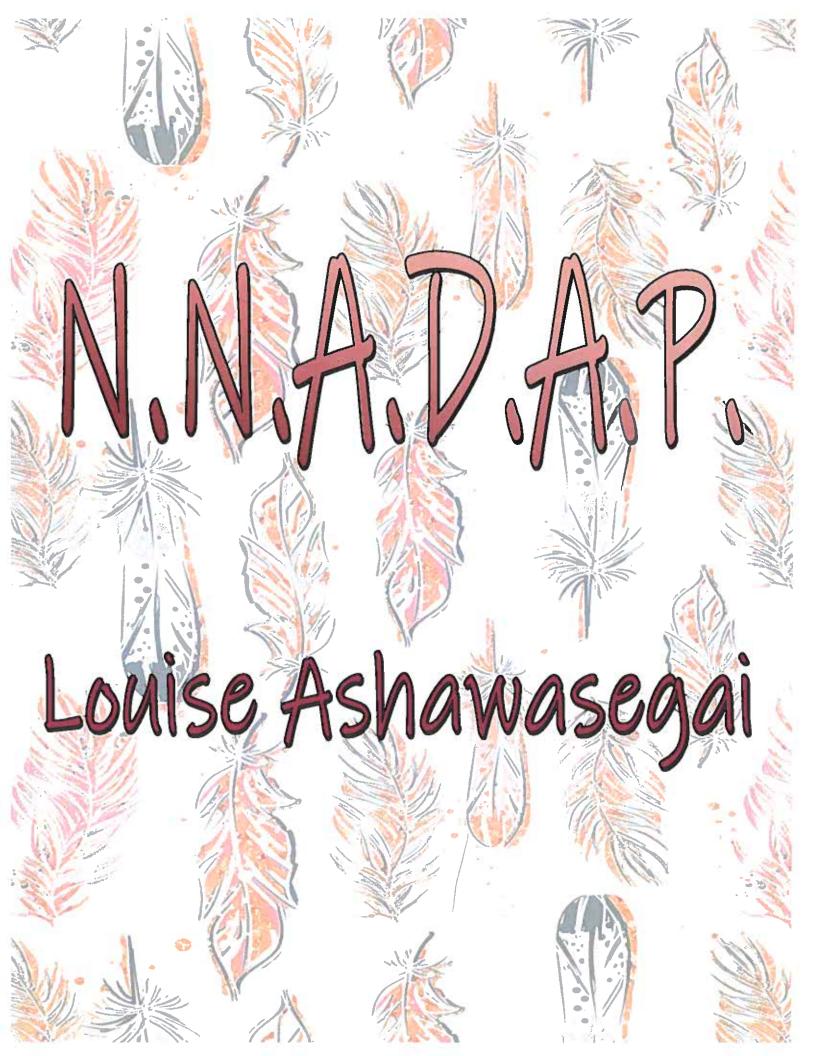


APRIL 8

ECLIPSE

STOP BY THE BAND REP TRAILER IN THE MORNING TO GET A PAIR OF ECLIPSE GLASSES

75 PAIRS AVAILABLE - FIRST COME, FIRST SERVE



April 2024

Sun Mon Tue Wed Thu Fri 7 8 9 10 11 12 7 8 9 10 11 12 14 15 16 17 18 19 14 15 16 17 18 19 15 16 17 18 19 16 16 17 18 19 17 18 19 19 18 19 19 19 19 10 11 12 10 17 18 19 10 17 18 19 10 17 18 19 10 17 18 19 10 16 10 10 10 17 18 19 10 10 11 12 10 10 10 11 1	Sat	ဖ	13	20 Staff meeting	27	
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Mon Tue We 1 Office Office Office Office Staff Office Staff Office Weeting Home visits Meeting Home visits 29 30 Office Home visits	Thu	4 Office	11 Office Home visits	18 Home visits	25 Office	
Mon	Wed	Office	10 Office Meeting	17 Office Meeting	24 Office	
8 6 6	Tue	2 Out of office	Staff meeting office	16 Home visits	23 Staff meeting Home visits	30 Home visits
Staff meeting 28	Mon	₩	Office	15 Office	22 Office	29 Office
	Sun		_	14	21 Staff meeting	28

"KINDNESS IS THE
ABILITY AND
DESIRE TO HAVE A
POSITIVE IMPACT
ON OTHERS."



RANDOM ACTS OF KINDNESS FORBATION

www.randomactsoflundness.org

April 2023

IMPORTANT COMMUNITY WARNING

New Drug in Ontario Increases Overdose/Toxicity Risk

Medetomidine/dexmedetomidine was identified in drugs also containing opioids and, in some cases, xylazine and benzodiazepines. These drugs may interact to increase the risk of harms, including loss of consciousness and cardiac, circulatory, and/or respiratory system depression.

Naloxone can temporarily reverse the effects of opioid toxicity but not of medetomidine/dexmedetomidine, xylazine, or benzodiazepines.



CARRY A
NALOXONE KIT

KNOW THE SIGNS
AND SYMPTOMS OF
AN OVERDOSE/
TOXICITY

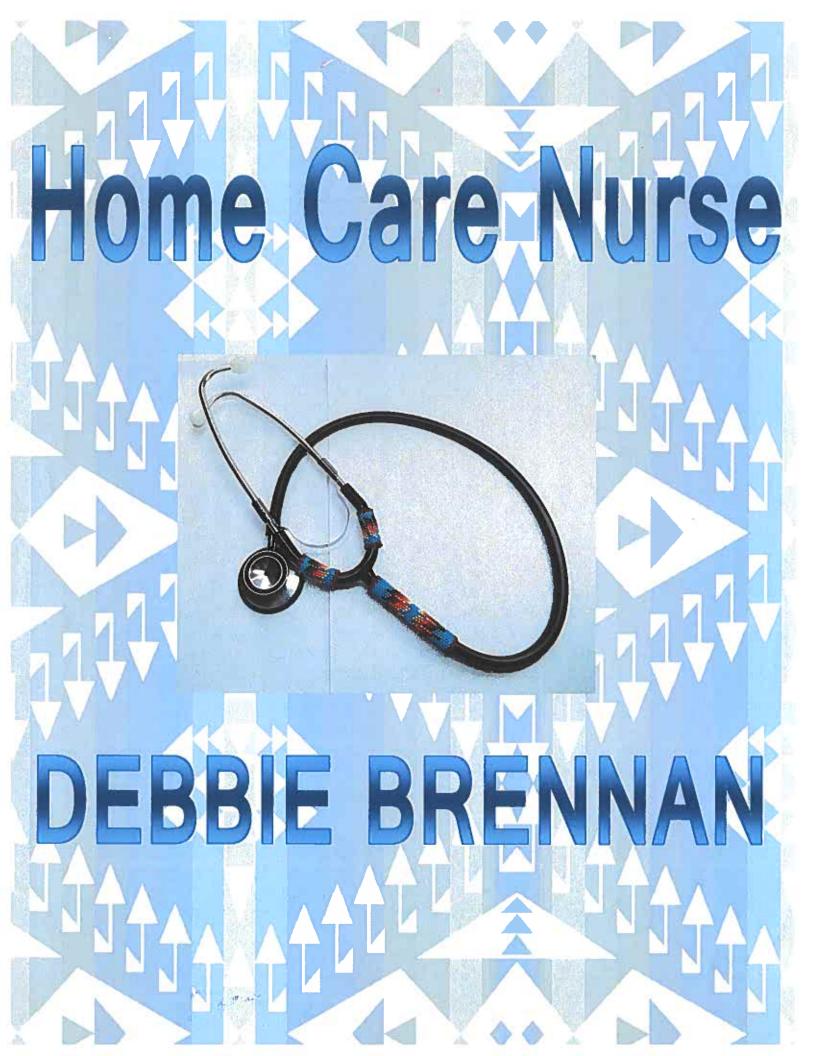
CALL 9-1-1 IF YOU THINK SOMEONE IS OVERDOSING

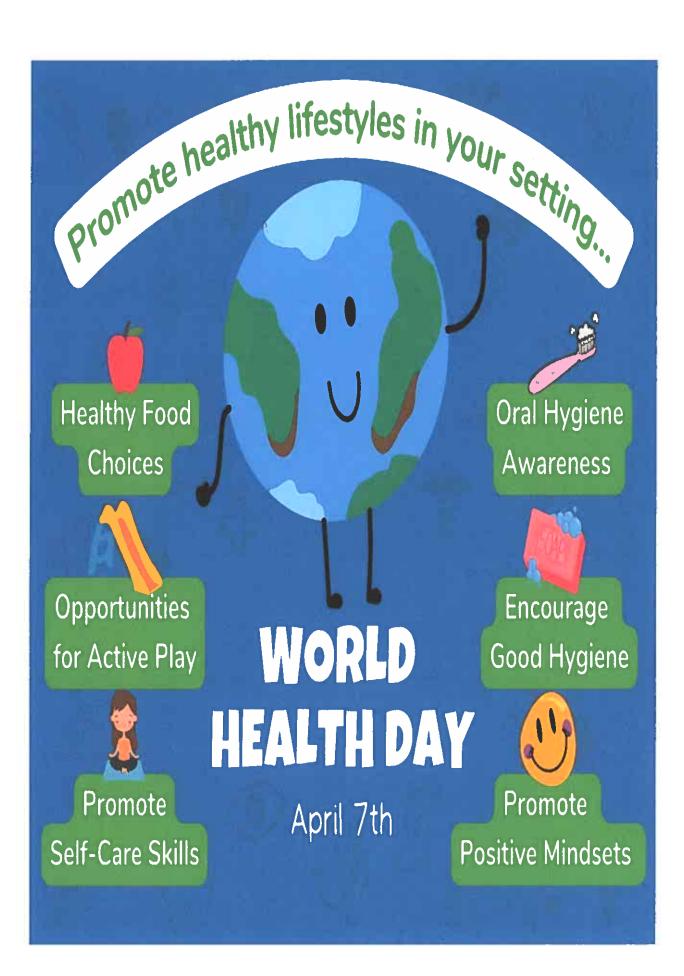
DON'T USE DRUGS
ALONE. USE WITH
SOMEONE YOU
TRUST OR CALL
1-888-688-6677
NORS

NORTH BAY PARRY
SOUND DISTRICT
HEALTH UNIT

345 Oak St. W. North Bay 90 Bowes St. Parry Sound 1-800-563-2808









Healthy eating recommendations









Healthy eating is more than the foods you eat. It is also about where, when, why and how you eat.

Be mindful of your eating habits

- Take time to eat
- Notice when you are hungry and when you are full

Cook more often

- Plan what you eat
- Involve others in planning and preparing meals

Enjoy your food

Culture and food traditions can be a part of healthy eating

Eat meals with others

Make it a habit to eat a variety of healthy foods each day.

Eat plenty of vegetables and fruits, whole grain foods and protein foods. Choose protein foods that come from plants more often.

Choose foods with healthy fats instead of saturated fat

Limit highly processed foods. If you choose these foods, eat them less often and in small amounts.

- Prepare meals and snacks using ingredients that have little to no added sodium, sugars or saturated fat
- Choose healthier menu options when eating out

Make water your drink of choice

Replace sugary drinks with water

Use food labels

Be aware that food marketing can influence your choices

EHER Majesty the Queen in Right of Canada, as represented by the Minister of Health, 2019 | Cat.: H164-245/2019E-PDF | ISBN: 978-0-660-28057-8 | Pub.: 180394





Santé

Canada

Eating Well with

Canada's Food Guide

First Nations, Inuit and Métis





How to use Canada's Food Guide

The Food Guide shows how many servings to choose from each food group every day and how much food makes a serving.

Vegetables and Fruit		
	Children 2-3 years old	Fox
ri N	Children 2-3 Children 4-13 years old years old	Recommended Number of Food Guide Servings per day
7.0	Teens and Adults (Females) (Males)	ed Number
7	od Adults (Makes)	r of day

	Re Foo Children 2-3 years old	Recommended Number of Food Guide Servings per day 2-3 Calaire 4-13 Teers and Apart 2-4 Pears and Greenber)	ed Number of rivings per day There and Aguits (Penalics) (Males)	day day dates)
Vegetables and Fruit Fruit, frame and called.	•	Q-	7-8	7-10

- 1. Find your age and sex group in the chart below.
- 2. Follow down the column to the number of servings you need for each of the four food groups every day.
- Look at the examples of the amount of food that counts as one in the Vegetables and Fruit food group. serving. For instance, 125 mL (1/2 cup) of carrots is one serving

Look at the examples below. Yhat is one Food Guide Serving?

Eating Well Every Day

Canada's food Guide describes healthy eating for Canadians two years of age or older. Choosing the amount and type of food recommended in Canada's Food Guide will help:

- children and teens grow and thrive
- meet your needs for vitamins, minerals and other autrients
- osteoporosis (weak and brittle bones). lower your risk of obesity, type 2 diabetes, heart disease, certain types of cancer and



Make at least half of your grain products whole grain each day. Choose grain products that are lower in fat, sugar or sait



35 g (2" x 2" x (")

Cold cereal 30 g (see food package)



Grain

Products

w

4-6

6-7

7-8













fortified say beverages IT you do not drink milk.



Milk and

N

2-4

will Nill 3-1

ω N N N N N

Alternatives

Here meat afternatives such as beans, lendths and tork often. Eaf at feast two Food Guide Servings of fish each week." Select lean meet and afternatives prepared with little or no added fat or saint

Control oils Consporated US nt. (V2 cup)

TOPACT NAME OF SALES

50 g (1 VZ st.)





Meat and

Alternatives

1-2

N

w

























- Most of the time, use vegetable oils with unsaturated fats. These
- Include canola, office and soybean oits.

 Aim for a small amount (2 to 3 tablespoons or about 30-45 mL) margarine and mayonnaise. each day. This amount includes oil used for cooking, salad dressings
 - Traditional fats that are liquid at room temperature, such as seal and whale oil, or ooligan grease, also contain unsaturated fats. They can be used as all or part of the 2-3 tablespoons of unsaturated fats recommended per day.
 - Choose soft margarines that are low in saturated and trans fats.

 Limit butter, hard margarine, lard, shortening and bacon fat.

Respect your body... Your choices matter

Following Canada's Food Guide and limiting foods and drinks which contain a lot of calories, fat, sugar or salt are important ways to respect your body. Examples of foods and drinks to limit are:

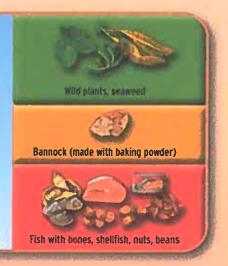
- * DOD
- fruit flavoured drinks
- sweet drinks made from crystals
- sports and energy drinks

- candy and chocolate
- cakes, pastries, doughnuts and muffins
- granola bars and cookies
- •ice cream and frozen desserts
- potato chips
- nachos and other salty snacks
- french fries
- alcohol

People who do not eat or drink milk products must plan carefully to make sure they get enough nutrients.

The traditional foods pictured here are examples of how people got, and continue to get, nutrients found in milk products. Since traditional foods are not eaten as much as in the past, people may not get these nutrients in the amounts needed for health.

People who do not eat or drink milk products need more individual advice from a health care provider.



Women of childbearing age

All women who could become pregnant, and pregnant and breastfeeding women, need a multivitamin with folic acid every day. Pregnant women should make sure that their multivitamin also contains iron. A health care provider can help you find the multivitamin that is right for you.

When pregnant and breastfeeding, women need to eat a little more. They should include an extra 2 to 3 Food Guide Servings from any of the food groups each day.

For example:

- have dry meat or fish and a small piece of bannock for a snack, or
- have an extra slice of toast at breakfast and an extra piece of cheese at lunch.

Women and men over the age of 50

The need for vitamin D increases after the age of 50.

In addition to following Canada's Food Guide, men and women over the age of 50 should take a daily vitamin D supplement of 10 μ g (400 IU).

For strong body, mind and spirit, be active every day.















This guide is based on Eating Well with Canada's Food Guide.

For more information, interactive tools or additional copies visit Canada's Food Guide at: www.healthcanada.gc.ca/foodguide or contact: Publications • Health Canada • Ottawa, Ontario KTA OK9 • E-Mail: publications@sc-sc.gc.ca • Tel.: 1-866-225-0709 • TTY: 1-800-267-1245 • Fax: (613) 941-5366

Également disponible en français sous le titre : Bien manger avec le Guide alimentaire canadien - Premières Nations, Inuit et Métis This publication can be made available on request on diskette, large print, audio-cassette and braille.

31-Day Challenge for a Healthier Life One Day at a Time:

lean protein, and ¼ whole grains? Now think about your daily activities – do you exercise regularly? Do you Think about how your average meal looks – is your plate colorful? Does it include ½ fruits and veggies, ¼ healthy eating, active living, and positive psychological and emotional well-being. We recommend starting 31-day challenge is designed to help you achieve optimal health and readiness by creating daily habits of the challenge at the beginning of a month, but you can start at any time that works for you! Make sure to have activities or habits that help you relax and handle stress? If not, let's get you there in 31 days. This note your start date in the calendar to keep track of your progress.

Get Started Today!

Challenge for a Healthier Life!" Adopting healthy and consistent eating habits combined with regular exercise you love, or even hit the gym every day, just try to incorporate healthy eating, active living, and psychological is the key to successfully losing weight and keeping it off. You don't have to go hungry or give up the foods Join your fellow Sailors, Marines, their families, and DoD civilians in the "One Day at a Time: 31-Day and emotional well-being behaviors and activities into your daily routine.

recipes to prepare some healthy and delicious meals, and pick up exercise and general wellness tips. This To get started, follow this 31-day challenge to learn what types of foods you should be eating regularly, get isn't a diet with short-term weight loss goals and severe restrictions, but rather a wellness plan you can adopt to maintain a healthy and fulfilling lifestyle long-term.





Une Day at a Time: 31-Day Challenge for a Healthier Life

lay 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7
Drink water instead of soda or juice at lunch.	Grab a friend or two and play a game like Frisbee or basketball, or go for a hike.	Pick a new food – lean protein, whole grain, fruit, or veggie – and incorporate it into one of your meals today. Check out 10 tips to build a healthy meal.	Replace a protein shake with protein-rich Greek yogurt.	Unplug from technology 30 minutes before bed and read a book instead. Find out why sleep is important for weight management.	Pack a salad or sandwich for lunch today instead of going out to eat.	Put unhealthy snacks like cookies and chips in a hard to reach place, and instead, eat fruit as a snack today.
ay 8	Day 9	Day 10	Day 11	Day 12	Day 13	Day 14
Complete one relaxation. tip before bed. You'il get a better night's sleep!	Make plain oatmeal with low-fat milk and fruit for breakfast – don't add any sugar.	If you really want to play video games, try a fitness game like virtual tennis, dance, bowling, or baseball.	Cook an easy dinner tonight – like whole wheat pasta, a low-sodium spaghetti sauce, frozen veggies, baked chicken, and parmesan cheese.	Pack leftovers from dinner for lunch today, and eat them instead of going out.	Carry a water bottle with you today and refill it six times.	Try out a new class at your gym or do a free workout video on YouTube. Check out Exercise Programs for Active. Healthy Living to see what types of workouts might interest you.
lay 15	Day 16	Day 17	Day 18	Day 19	Day 20	Day 21
Avoid the elevator – take the stairs and walk up escalators.	If you eat out, avoid ordering anything fried. Choose grilled, baked, or fresh lean protein instead.	Make a list of healthy foods to buy before going to the grocery store, and don't purchase any items not on your list. Build a list at www.choosemyplate.gov.	As you watch TV today, do stretches, exercises like yoga, or use a stationary bike or elliptical instead of sitting on the couch. Check out <u>Navy Fitness</u> for tips.	Start a friendly competition with a friend: grab a pedometer or download an app and see who can log the most steps today.	Replace a coffee break with a brisk 10 minute walk, and invite a friend to come with you!	Drink water instead of sports drinks.
lay 22	Day 23	Day 24	Day 25	Day 26	Day 27	Day 28
Make a plan to help you navigate stress.	Order a side salad instead of fries if you go out to eat tonight.	Try a new recipe that makes up a meal of roughly ½ fruits and veggies, ¼ lean protein, and ¼ whole grains. Find a recipe in the Bachelor. Housing Barracks Cookbook like easy fish tacos or pesto chicken sandwich!	Buy Greek yogurt, nuts, and fruit at the grocery store for snacks this week.	Make a list of the things you feel stressed about throughout the day.	Go for a 30 minute walk after dirner.	Swim some laps at the pool or exercise to a workout video.
lay 29	Day 30	Day 31				
Read the nutrition label for averything you eat today, and do not eat foods high in calories, saturated fat, sodium, and sugar Learn nore about nutrition labels.	Put fruit out in a bowl at home and/or at work and eat at least two pieces today.	Pick a meat-free recipe and cook dinner tonight; something like black beans, veggles, and brown rice. Find ideas at www. choosemyplate.gov and Operation Live Well.	For more information	PREVENTION ANI PREVENTION ANI On weight managemen	NAVY AND NARINE CORPS PUBLIC HEALTH CENTER PREVENTION AND PROTECTION START HERE For more information on weight management, visit the NMCPHC Healthy Weight Toolbox.	ALTH CENTER HERE althy Weight Toolbox.



KEEP IT FRESH

Stretch your produce and dollars by knowing how to store fresh fruits and vegetables. The American Heart Association recommends 2 cups of fruit and 2.5 cups of vegetables per day.

Generally:

Fridge temperature should be at 40° F or below. Always refrigerate cut or peeled produce. Store vegetables and fruits separately. Keep apples, bananas, broccoli, cauliflower, cucumbers, onions, pears, potatoes and watermelon away from other produce, as they can affect how quickly other items ripen and rot.

Pantry

Pack away in a cool, dark place like your pantry or cellar:

GARLIC, ONIONS & SHALLOTS

HARD SQUASH

(Winter, Acorn, Spaghetti, Butternut)

SWEET POTATOES. POTATOES. & YAMS

WATERMELON

Countertop

Store loose and away from sunlight, heat and moisture:

BANANAS

CITRUS FRUIT

Store lemons, limes, oranges and grapefruit loose or in a mesh bag. Refrigerate for longer storage.

STONE FRUIT

Ripen avocados, apricots, nectarines, peaches and plums in a paper bag, then move to the fridge where they'll last a few more days.

TOMATOES

Refrigerator

Store in plastic bags with holes in your produce drawer, unless noted:

APPLES & PEARS

BEETS & TURNIPS

Remove greens and keep loose in the crisper drawer.

BERRIES, CHERRIES & GRAPES

Keep dry in covered containers or plastic bags.

BROCCOLI & CAULIFLOWER

CARROTS & PARSNIPS

Remove greens.

CELERY

Store inside their husks.

CUCUMBERS.

EGGPLANT & PEPPERS

Store on the upper shelf, which is the warmer part of the fridge.

FRESH HERBS

Except basil. Keep basil stems moist and wrap loosely in plastic.

GREEN BEANS

LETTUCE & LEAFY GREENS

Wash, spin or pat dry, wrap loosely in a dish towel or paper towels and place in a plastic bag in vegetable drawer. Keep stems moist.

MELON

MUSHROOMS

Keep dry and unwashed in store container or paper bag.

PEAS

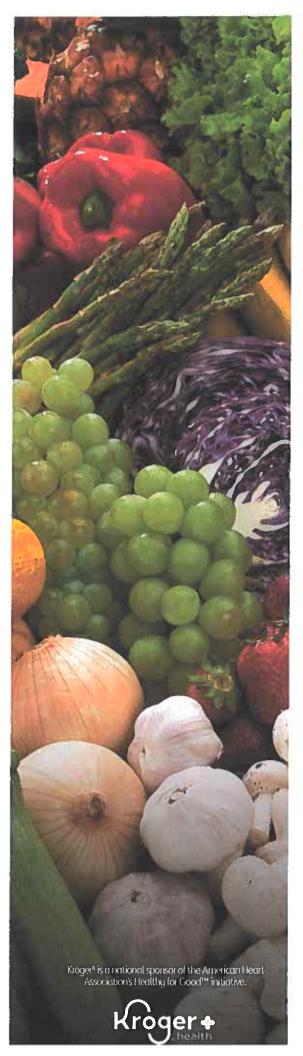
ZUCCHINI &

SUMMER/YELLOW SQUASH

Learn more at heart.org/HealthyForGood

EAT SMART MOVE MORE BE WELL

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protein mistakes to avoid

IGNORING PLANT PROTEIN

Plants have more of it than you think! That's not just nuts and beans, but rice, oatmeal and veggies like peas and broccoli.

BEING SCARED OF EGGS

Eggs can be included as part of a heart-healthy diet. Enjoy 1-2 eggs a day as a high-quality protein.

GETTING STUCK IN A RUT

Get protein from different sources to maximize nutrients, like omega-3s from seafood and choline from eggs.

RELYING ON BARS AND POWDERS

Protein is already in many foods. Plus, bars and powders are often more expensive than whole foods.



Egg Nutrition Center is a national supporter of American Heart Associations Healthy for Good Initiative.

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The New and Improved Nutrition Facts Label - Key Changes



The U.S. Food and Drug Administration has finalized a new Nutrition Facts label for packaged foods that will make it easier for you to make informed food choices that support a healthy diet. The updated label has a fresh new design and reflects current scientific information, including the link between diet and chronic diseases.

1. Servings

drink today. For example, the serving Serving sizes have been updated to reflect what people actually eat and declaration have increased and are container" and the "Serving Size" size for ice cream was previously now in larger and/or bolder type. The number of "servings per 1/2 cup and now is 2/3 cup.

those that are between one and two servings or are larger than a single for certain size packages, such as serving but could be consumed in There are also new requirements one or multiple sittings.

2. Calories

"Calories" is now larger and bolder.

removed because research shows the type of fat consumed is more "Calories from Fat" has been important than the amount.

4. Added Sugars

includes sugars that are either added required on the label. Added sugars sugars from syrups and honey, and "Added Sugars" in grams and as a during the processing of foods, or are packaged as such (e.g., a bag percent Daily Value (%DV) is now of table sugar), and also includes

Current Label

New Labe

Facts Serving Size 2/3 cup (55g) Servings Per Container About 8 utrition

Amount Per Serving	
Calories 230	Calories from Fat 72
	% Daily Value*
Total Fat 8g	12%
Saturated Fat 1g	% 6
Trans Fat 0g	
Cholesterol Omg	%0
Sodium 160mg	7%
Total Carbohydrate 37g	te 37g 12%
Dietary Fiber 4g	16 %
Sugars 12g	
Protein 3g	

Vitamin A			10%
Vitamin C			8%
Calcium			20%
Iron			45%
* Percent Daily Values are based on a 2,000 calorie diet.	are based o	n a 2,000 c	alorie diet.
Your daily value may be higher or lower depending on	be higher or	ower depa	no guipu
your calorie needs.	Calories:	2,000	2,500
Total Fat	Less than	850	BOa

Remarks for the second of the second		ander one	
your calone needs.	Calones:	2,000	2,500
Fotal Fat	Less than	85g	- B
Sat Fat	Less than	202	22
Cholesterol	Less than	300mg	300mg
Sodium	Less than	2,400mg	2,400mg
Total Carbohydrate		3000	375g
Dietary Fiber		25g	30g

Nutrition Facts

2/3 cup (55g) 8 servings per container Amount per serving Serving size

Calories

2	Saturated Fat 1g
10,	Total Fat 8g
% Dairy Value	

Trans Fat 0g

0	7	13	14
Cholesterol Omg	Sodium 160mg	Total Carbohydrate 37g	Dietary Fiber 4g

8 8 8 8

Sugars	
g Added	
10	
Includes	tein 3g
	2

Total Sugars 12g

20%

	Ì	,	
Vitamin D 2mcg	Calcium 200mg	Iron 8mg	Potassium 235mg

* The % Daily Value (DV) tells you how much a nutrient in a serving of tood contributes to a daily diet. 2,000 calories a day is used for general nutrition advice.

Transitioning to the New Label

Manufacturers still have time to begin using the new and improved Nutrition Facts label, so you will see both label versions for a while. However, the new label is already starting to appear on products nationwide.

nutrient needs while staying within calorie limits if you consume more than 10 percent of your total daily sugars from concentrated fruit or vegetable juices. Scientific data shows that it is difficult to meet calories from added sugar.

5. Nutrients

must be listed for vitamin D, calcium, micrograms) in addition to the %DV The actual amount (in milligrams or have been updated. Vitamin D and amounts. Vitamins A and C are no longer required since deficiencies required or permitted on the label not always get the recommended the label because Americans do of these vitamins are rare today. potassium are now required on The lists of nutrients that are iron, and potassium.

to consume or not to exceed and are scientific evidence. The daily values also been updated based on newer are reference amounts of nutrients The daily values for nutrients have used to calculate the %DV.

15%

6. Footnote

abel has changed to better explain information in the context of a total helps you understand the nutrition The footnote at the bottom of the the meaning of %DV. The %DV daily diet.



EAT SMART

WITH FOOD NUTRITION LABELS

The Nutrition Facts label can help you make healthier choices. Here's what to look for:

Nutrition Facts

8 servings per container

Serving size 2/3 cup (55g)

Amount per serving

Calories	230
9	6 Daily Value*
Total Fat 8g	10%
Saturated Fat 1g	5%
Trans Fat 0g	
Cholesterol Omg	0%
Sodium 160mg	7%
Total Carbohydrate 37g	13%
Dietary Fiber 4g	14%
Total Sugars 12g	
Includes 10g Added Su	gars 20%
Protein 3g	-
Vitamin D 2mcg	10%
Calcium 260mg	20%
Iron 8mg	45%

The % Daily Value (DV) tells you how much a nutrient in a serving of food contributes to a daily diet. 2,000 calories a day is used for general nutrition advice.

Potassium 235mg

Start with serving information.

This will tell you the size of a single serving and how many servings are in the package.

Check total calories.

Do the math to know how many calories you're getting if you eat the whole package.

Limit certain nutrients.

Compare labels when possible and choose options with lower amounts of added sugars, sodium, saturated fat and trans fat.

Get enough of beneficial nutrients.

Eat foods with nutrients your body needs, including calcium, dietary fiber, iron, potassium and vitamin D.

Understand % Daily Value.

- · The % Daily Value () tells you the percentage of each nutrient in a single serving in terms of the daily recommended amount.
- To consume less of a nutrient (such as saturated fat or sodium), choose foods with a lower % DV (5% or less).
- To consume more of a nutrient (such as fiber or potassium), choose foods with a higher % DV-(20% or more).

For more tips and tricks on eating smart, visit heart.org/HealthyForGood.

6%



How much physical activity do you need?

Here are the American Heart Association recommendations for adults.



Fit in 150+

Get at least 150 minutes per week of moderate-intensity aerobic activity or 75 minutes per week of vigorous aerobic activity (or a combination of both), preferably spread throughout the week.



Move More, Sit Less

Get up and move throughout the day. Any activity is better than none. Even light-intensity activity can offset the serious health risks of being sedentary.



Add Intensity

Moderate to vigorous aerobic exercise is best. Your heart will beat faster, and you'll breathe harder than normal. As you get used to being more active, increase your time and/or intensity to get more benefits.



Add Muscle

Include moderate- to high-intensity muscle-strengthening activity (like resistance or weight training) at least twice a week.



Feel Better

Physical activity is one of the best ways to keep your body and brain healthy. It relieves stress, improves mood, gives you energy, helps with sleep and can lower your risk of chronic disease, including dementia and depression.

Move more, with more intensity, and sit less.

Find out how at heart.org/movemore.



Physical Activity Recommendations for Kids

Active kids have a better chance of a healthy adulthood. How much activity do they need?



Be Active

Kids should be active throughout the day. Replace sedentary behavior with activity whenever possible.



Learn & Grow

Kids who are active have better bone health, physical fitness, brain function, attention and academic performance. They stay at a healthier weight and have fewer symptoms of depression.



Go Play

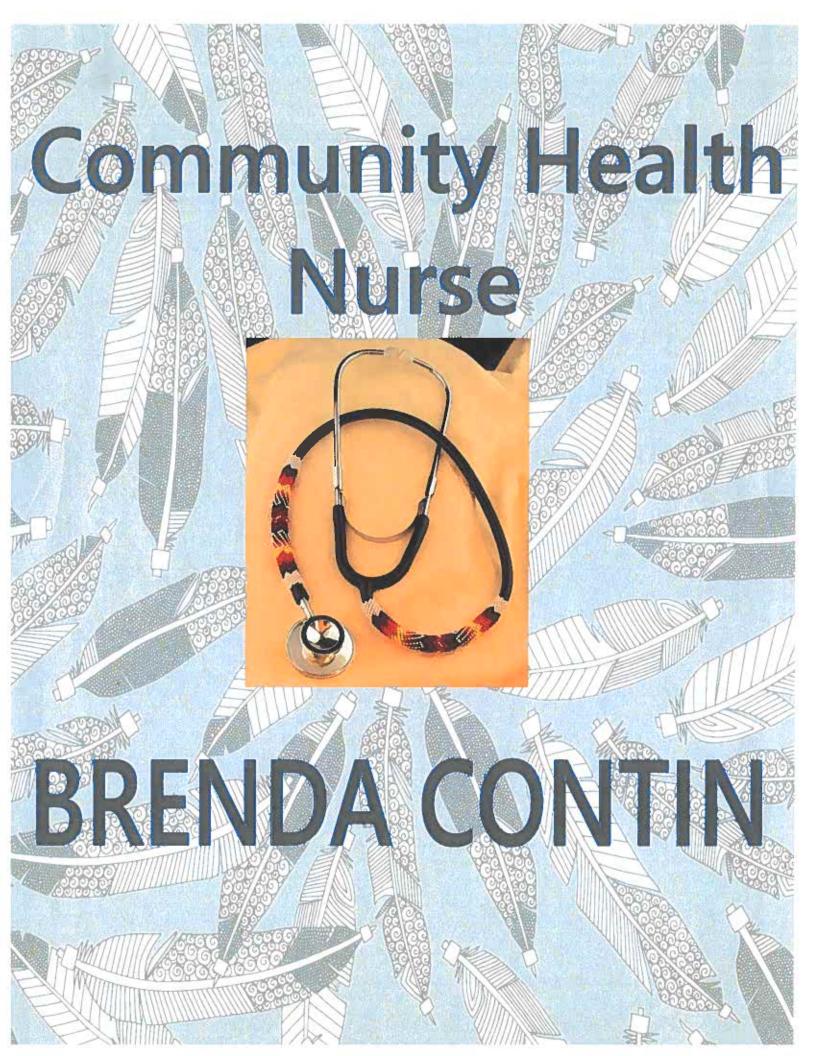
Encourage preschool-age children (ages 3-5) to engage in active play as well as structured movement. A good goal is about 3 hours per day of a variety of activities (light, moderate and vigorous).



Fit in 60+

School-age kids and teens (ages 6-17) should try to get at least 60 minutes per day of moderate- to vigorous-intensity activity. It can be broken up into shorter sessions throughout the day.





Brenda Contin, CHN

April 2024

Su	1 Mon	Tue	Wed	Thu	Fri	Sa
	1 STAT HOLIDAY	2 NOT IN	3 Methadone Clinic/ OFFICE	4 NOT IN	5 Methadone Clinic	
	8 Methadone Clinic/ OFFICE	9 Methadone Clinic/ OFFICE	10 NOT IN	11 NOT IN	12 Methadone Clinic	
	15 Methadone Clinic/ OFFICE	15 Methadone Clinic/ Methadone Clinic/ OFFICE OFFICE	17 Methadone Clinic/ OFFICE	18 Methadone Clinic/ Leave for TO	19 C&C Planning Days————————————————————————————————————	
	22 LITTLE CUR- RENT: RHT MTG	23	24	25	26 Methadone Clinic	
	29 Methadone Clinic/ OFFICE	30 Methadone Clinic/ Methadone Clinic/ OFFICE OFFICE				1

FOOT CARE

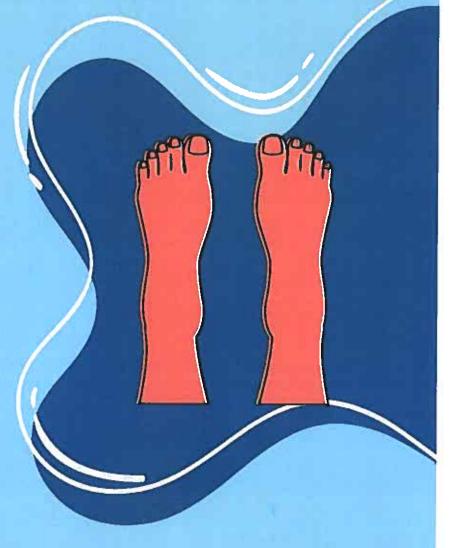


For Elders & Diabetics

Wednesday April 3, 2024

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

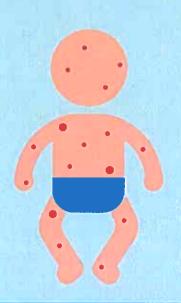
MEASLES

NOT JUST A DISEASE FROM THE PAST

- Cases of measles have been reported in Ontario
- Measles is very contagious, it infects 90% of close contacts who are not immune
- · Measles virus can live in the air and on surfaces for 2 hours
- Measles can cause serious health complications and death

SIGNS & SYMPTOMS

- High fever
- Cough
- Runny nose
- Red, watery eyes
- Small, white spots inside the mouth
- Rash starting 3-5 days after symptoms begin



If you have symptoms of measles, self-isolate and contact your healthcare provider for assessment. Make sure you phone ahead to protect others.

MEASLES VACCINE SAVES LIVES

Protect yourself, your family and your community by making sure your measles vaccines are up to date!



Henvey Inlet First Nation Health Centre 354A Pickerel River Road- Pickerel, ON PoG 1J0

(705)857-1221 EXT: 229



TUESDAY APRIL 9, 2024 MEN'S CIRCLE

WITH STAN MOSES & ARLEN TULLOC

REGULAR PROGRAM

TRAILER #4

Starting at 5:00 PM

PLEASE CALL TO SIGN UP ASAP!!! 10 SPOTS AVAILABLE

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

CULTURAL COORDINATOR- STAN MOSES 705-857-1221



TUESDAY APRIL 30, 2024

MEN'S CIRCLE

WITH STAN MOSES & ARLEN TULLOC

REGULAR PROGRAM

TRAILER #4

Starting at 5:00 PM

PLEASE CALL TO SIGN UP ASAP!!!

10 SPOTS AVAILABLE

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

CULTURAL COORDINATOR- STAN MOSES 705-857-1221

Canadian Firearm Safety Course & Hunter Education

Facillitated by Regan Pilatzke

JULY 19, 20 & 21

O & M BUILDING UPSTAIRS

CALL DARCY AT HEALTH CENTRE TO REGISTER BY JULY 12, 2024

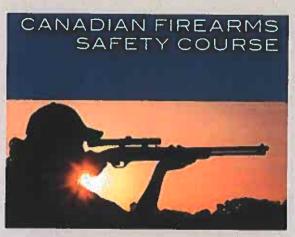
12 Spots available!

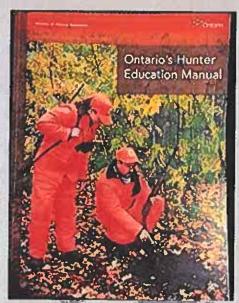
Band Members have priority and their registration fee will be covered!

PLEASE ONLY SIGN UP IF YOU ARE COMMITTED TO ATTENDING!

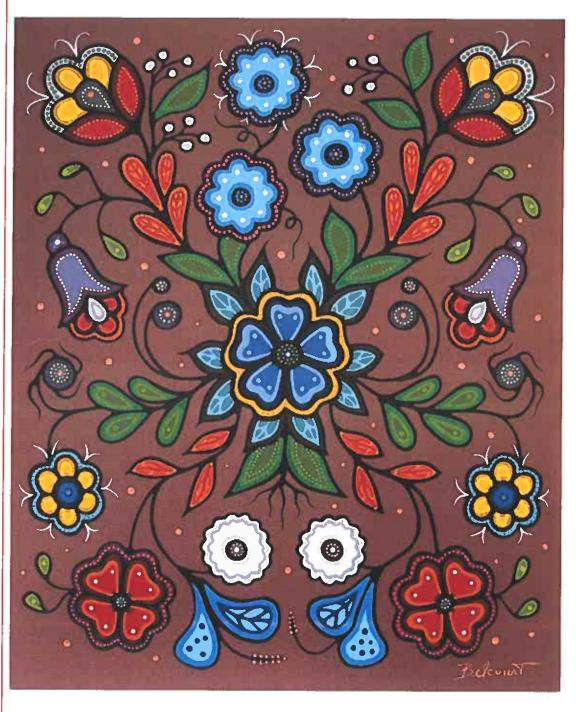
Contact Person: Stan Moses

705-857-1221





COMMUNITY WELLINESS PROGRAM NEWS



This program is designed to deliver primarily client and participant-based services to Aboriginal individuals, families and children. The priority focus of programming is related to reducing family violence.



COMMUNITY WELLNESS PROGRAM

BELIEVE YOU CAN AND YOU WILL.



APRIL 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 EASTER MONDAY	STAFF MEETING HOME VISITS	3 IN OFFICE	4 IN OFFICE	5 IN OFFICE	c
	8 IN OFFICE	HOME VISITS	OUT OF OFFICE	II OFFICE	12 IN OFFICE	
	15 IN OFFICE	16 HOME VISITS	17 IN OFFICE	18 IN OFFICE	19 IN OFFICE	50
CI	OUT OF OFFICE	23 HOME VISITS	24 IN OFFICE	25 IN OFFICE	26 IN OFFICE	27
S.C.	29 IN OFFICE	30 HOME VISITS				



REGISTRATION IS NOW CLOSED



Due to a change in circumstances I will not be offering classes at this time.

I will be in touch with the registered participant/s to discuss an alternative plan.

CWW LUANA MCQUABBIE 705 857-1221 EXT 227 HEALTH CENTRE/TRAILER #3



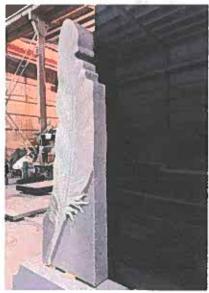
OLD PICKEREL CEMETERY UPDATE-APRIL 2024

MANY THANKS TO THE INDIVIDUALS WHO CONTACTED ME WITH CORRECT INFORMATION FOR THE DECEASED LOVED ONES. ALL NAMES WILL BE INSCRIBED ONTO THE MONUMENT BEFORE DELIVERY LATE IN THE SPRING.

THE DRAFT LISTING IS STILL UNDER CONSTRUCTION. CONTACT ME AS SOON AS POSSIBLE IT YOU WOULD LIKE A COPY OF DRAFT LIST,









CWW LUANA MCQUABBIE

354-A PICKEREL RIVER ROAD TRAILER #3 PICKEREL, ON POG1JO

Phone: 705 857-1221 EXT 227

mail:

luana.mcquabbie@henveymedicalcentre.com