

Sorry We Are CLOSED

Administration, Health Centre, and Day Care will be closed on Monday August 4, 2025 for Civic Holiday

24 HOUR CRISIS HELPLINE

705-562-4897

THIS NUMBER IS AVAILABLE TO CALL 24 HOURS A DAY FOR ANYONE AFFECTED BY THE RECENT SIGNIFICANT LOSSES WITHIN THE COMMUNITY!

THIS NUMBER WILL CONNECT YOU WITH BRIAN SLEGERS, BSW, MSW, RSW





STOP THE STIGMA. LET'S TALK ABOUT MENTAL HEALTH.



<u>Monday, September 22, 2025</u>

6:00PM @O&M Building

Topics

Agenda

Council Reports

Zoom link will be posted once available!



Robinson Huron Treaty LITIGATION FUND

Go Forward Community Information Sessions

Learn more about the ongoing priorities of the Robinson Huron Treaty Litigation Fund (RHTLF), including updates on current litigation, current issues and the Go Forward Annuity Clause/Augmentation Process.

Confidential meeting for registered Band Members only.



Monday, August 11, 2025 5 p.m. to 8 p.m. New O&M Building, 18 Sandpit Road Henvey Inlet First Nation

Dinner will be served at 4:30 p.m.



Register for the Zoom meeting: bit.ly/4n0uQuq Note: You must sign in with a Zoom account. After registering, you will receive

a confirmation email containing information about joining the meeting.
For more information, contact:

Brenda Contin, Trustee/Councillor, brenda.contin@henveymedicalcentre.com



www.rht1850.ca



X @1850RHTreaty

CATERER NEEDED!

To provide a DINNER on Monday August 11, 2025 for a "Robinson Huron Treaty Going-Forward Community Presentation" Food to be ready and served for 4:30PM Food for approximately 75 people Menu: Roast Beef, Mashed Potatoes, Gravy, Carrots, Corn, Fish, Scone, Macaroni Salad and Potatoe Salad Dessert: Slab of cake (Vanilla and Chocolate) Must include coffee, tea, water, various juices, pop bowls & plates, utensils, cups and napkins.

> <u>Deadline to Submit Bids is:</u> <u>Friday August 1, 2025 @12:00 PM</u>

Please include in the bids a breakdown of Catering Fee, Mileage, and Grocery costs. Caterer must posess current Safe Food Handlers Certificate and is responsible for clean up after, including taking out the garbage

SUBMIT TO:

Health Centre to Brenda Contin brenda.contin@henveymedicalcentre.com 705-857-1221



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 Pickerel River Road T 705-857-0957 F 705-857-1369

Chief M. Wayne McQuabbie Council Brenda D. Contin Patrick D. Brennan Deborah Newton Stanley K. Moses Genevieve Solomon-Dubois Carl Ashawasagai Bradley McQuabbie

MEMORANDUM

То:	All Henvey Inlet First Nation Members
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From: Samantha Bradley, Human Resources Manager

Date: July 24, 2025

Re: Employment Opportunities

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

- 1) Adult Education Teacher 1 Position
- 2) Band Representative 1 Position
- 3) Community Wellness Worker 1 Position
- 4) Early Childhood Education Worker 1 Position
- 5) Mental Health Worker 1 Position
- 6) Elementary School Bus Driver 1 Position
- 7) Emergency Management Coordinator 1 Position
- 8) Maintenance Assistant 1 Position

See attached job postings for more information.

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

Miigwetch,

Samantha Bradley, PCP Human Resources Manager



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

QUALIFICATIONS

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

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

HOURS OF WORK:

Part-Time - 16 hours per week

REMUNERATION

Negotiable based on experience

START DATE

As soon as possible

APPLICATION DEADLINE

Posted until filled

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

Henvey Inlet First Nation – Human Resources

295 Pickerel River Rd. Pickerel, ON POG 1J0 Tel: (705) 857-2331 Fax: (705) 857-3021 Email: recruitment@henveyinlet.com

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

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



BAND REPRESENTATIVE

POSITION SUMMARY

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

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

MAIN RESPONSIBILITIES

The Band Representative will be responsible to:

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

QUALIFICATIONS

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

HOURS OF WORK

Full-Time - 35.5 hrs/week

REMUNERATION

Negotiable based on experience

START DATE

As soon as possible

APPLICATION DEADLINE

Posted until filled

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

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

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COMMUNITY WELLNESS WORKER

RE-POST

POSITION SUMMARY

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

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

MAIN RESPONSIBILITIES

The Community Wellness Worker will be responsible to:

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

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

OUALIFICATIONS

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

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

HOURS OF WORK

Full-Time – 35.5 hrs/wk

WORK LOCATION

In-office

REMUNERATION

Negotiable based on experience

START DATE

As soon as possible

APPLICATION DEADLINE

Open until filled

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

Henvey Inlet First Nation – Human Resources

295 Pickerel River Rd. Pickerel, ON POG 1J0 Tel: (705) 857-2331 Fax: (705) 857-3021 Email: <u>samantha.bradley@henveyinlet.com</u>

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EARLY CHILDHOOD EDUCATION WORKER

RE-POSTED

POSITION SUMMARY

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

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

MAIN RESPONSIBILITIES

The Early Childhood Education Worker will be responsible to:

- Provide a daily balance of developmentally appropriate active/quiet, indoor/outdoor & individual/group activities and experiences for children
- Assist children in self-expression by listening and responding with dialogue that encourages and lengthens conversations
- Encourage the children in learning about a variety of different cultures, including an understanding of our First Nation culture and value system
- Provide experiences and play material that actively promotes diversity and acceptance in interactions and attitudes
- Participate in short- & long-term Daycare planning initiatives and evaluations
- Learn and use techniques provided to assist children in developing the necessary coping skills to address unique life issues
- Observe how children use materials and interact with other children and adults and plan activities that recognize these individual differences
- Initiate referral for additional services for parents and children as needed
- Ensure the child's environment is healthy and safe and monitor the environmental hazards
- Attend to children's physical needs for toileting, diapering, eating & sleeping as promptly as possible
- Maintain positive and ongoing communication with parents
- Maintain strict confidentiality at all times
- Adhere to all HIFN Policies and Procedures
- Take interest in continuous learning and maintain up-to-date knowledge on current industry regulations, trends and practices
- Participate in mandatory training workshops as required
- Attend and actively participate in staff and community meetings
- Perform other duties as assigned from time-to-time by the Daycare Supervisor, Director of Finance/Administration or Chief and Council

QUALIFICATIONS

- Post-secondary diploma or degree Early Childhood Education, Child and Youth Worker, Social Services or other related field plus 1-3 years related professional experience working with children preferred
- Current Ontario RECE License in good standing and registration with the College of Early Childhood Education preferred
- Current and satisfactory Vulnerable Sector Police Check
- Current First Aid and CPR Level C
- Membership in good standing with the College of Early Childhood Educators
- Knowledge of the Child Care and Early Years Act, 2014
- Professional and responsible attitude
- Excellent oral, written and interpersonal communication skills
- Willingness to work flexible hours

HOURS OF WORK

Full Time – 35.5 hrs/week

REMUNERATION

Negotiable based on experience

START DATE

As soon as possible

APPLICATION DEADLINE

Open until filled

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Henvey Inlet First Nation – Human Resources

295 Pickerel River Rd. Pickerel, ON POG 1J0 Tel: (705) 857-2331 Fax: (705) 857-3021 Email: <u>recruitment@henveyinlet.com</u>

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MENTAL HEALTH WORKER

RE-POST

POSITION SUMMARY

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

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

MAIN RESPONSIBILITIES

The Mental Health Worker will be responsible to:

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

QUALIFICATIONS

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

HOURS OF WORK

Full-Time – 35.5 hours per week

WORK LOCATION

In-office

REMUNERATION

Based on experience

START DATE

As soon as possible

APPLICATION DEADLINE

Posted until filled

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

Henvey Inlet First Nation – Human Resources

295 Pickerel River Rd. Pickerel, ON POG 1J0 Tel: (705) 857-2331 Fax: (705) 857-3021 Email: <u>recruitment@henveyinlet.com</u>

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ELEMENTARY SCHOOL BUS DRIVER

POSITION SUMMARY

Henvey Inlet First Nation is seeking a **Elementary School Bus Driver** to join our Administration for a short-term contract from September 2025 to June 2027. The Elementary 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 Elementary School Bus Driver will be responsible to:

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

QUALIFICATIONS

- Grade 12 diploma or equivalent preferred
- Valid Ontario Class B 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

REMUNERATION

Based on experience.

START DATE

August 29, 2025

APPLICATION DEADLINE

August 6, 2025

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 1J0 Tel: (705) 857-2331 Fax: (705) 857-3021 Email: <u>samantha.bradley@henveyinlet.com</u>

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.



EMERGENCY MANAGEMENT COORDINATOR

POSITION SUMMARY

Henvey Inlet First Nation is seeking a temporary, full-time **Emergency Management Coordinator** to join our Administration for a 7-month contract. The Emergency Management Coordinator reports to the Fire Chief and is responsible for overseeing the coordination of emergency response plans during natural and/or man-made disasters directly impacting Henvey Inlet First Nation. The Emergency Management Coordinator will work collaboratively with HIFN emergency services personnel to create response plans for dealing with emergencies that will mitigate potential hazards, respond to incidents and coordinate recovery efforts in accordance with applicable municipal, provincial and federal laws and legislation. This position requires excellent communication and critical thinking skills.

MAIN RESPONSIBILITIES

The Emergency Management Coordinator will be responsible to:

- Research and develop comprehensive community Emergency Planning and Preparedness plans in accordance with applicable laws and regulations, making them publicly accessible where required
- Review and interpret existing emergency plans and make revisions as required
- Develop and execute the annual emergency management work plan
- Submit completed work plan and Emergency Planning and Preparedness plans to ISC and other applicable funding
 agencies as requested
- Monitor the emergency management budget, ensuring pre-approval of all expenditures by Chief and Council
- Submit all department funding applications and budgetary reports to the appropriate funding agency/programs, including but no limited to ISC Non-Structural Mitigation and Preparedness Program, ISC FireSmart Program and First Nations ADAPT Program as required
- Establish and maintain a high standard of safety consideration
- Ensure that all health, safety and security regulations are adhered to by modeling and enforcing safe work practices, including proper use of personal protective equipment
- Set priorities for preventative hazard assessments to be conducted on an ongoing basis
- Adhere to local, provincial and federal laws and regulations at all times
- Develop training and exercises in relation to established emergency plans including exercises for testing emergency plans and procedures
- Supervise the Emergency Planning and Preparedness team staff and volunteers and coordinate group training exercises and drills
- Coordinate, monitor and oversee activities for all emergency response projects and deployments
- Establish and organize an Emergency Planning Committee and act as committee's chairperson
- Facilitate monthly Emergency Planning Committee meetings to review recent incidents, summarize key take aways and make amendments to currently plans as recommended
- Know and understand HIFN emergency preparedness plans that will govern the provision of necessary services in the event of an emergency
- Develop and implement individual and community-wide procedures for emergency response
- Coordinate public outreach and educational awareness programs in preparing for local emergencies
- Maintain visibility within HIFN community by communicating project initiatives and educational awareness through monthly HIFN newsletter
- Establish an active emergency operations centre in the community including communication methods to be used in the event of an incident

- Share in the development and maintenance of a current list of in-community members and emergency contact information in the event of an active emergency
- Provide expertise and advice regarding emergency planning and declarations to HIFN leadership and department heads
- Work collaboratively with HIFN Fire Department and First Response teams to act on emergency plans in the event of an incident
- Contact the emergency operations centre and activate emergency planning measures in the event of an active emergency
- Collaborate with HIFN Fire Chief and act as incident co-commander in the event of an emergency
- Establish and maintain community relationships between HIFN and local authorities, emergency services and government agencies
- Meet with building and health and safety inspectors and other investigators and authorities regarding emergency preparedness and response efforts
- Act as a liaison between HIFN and external government agencies and organizations to ensure emergency plans are properly communicated
- Work collaboratively with local volunteer and transportation agencies, emergency services and private sector resources to coordinate emergency response initiatives
- Coordinate with HIFN Health Department and other local medical professionals, hospitals and public health officials to develop plans relating to mass casualty incidents and situations that may require mass inoculation
- Coordinate community evacuation measures and assist with logistical tasks such as temporary relocation efforts
- Assist with the coordination and procurement of additional resources as needed given the nature of the emergency
- Coordinate during the recovery phase to ensure that identified damages are remedied in a timely manner
- Work collaboratively with government investigations and emergency services to prepare and submit incident reports and other necessary documentation
- Provide information and emergency measure expertise to inquiring parties
- Maintain incident and investigation reports and records in a private and secure area
- Complete administrative tasks as required
- Coordinate post-emergency debriefings for Chief and Council and prepare incident reports for external government agencies and funders as required
- Coordinate with Chief and Council prior to any public relations statements being made
- Provide a positive and professional image of the organization at all times
- Assist with crowd and media control at the scene of an active emergency
- 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 all mandatory training workshops, meetings, conferences and professional development courses pertaining to emergency management and public safety as required
- Maintain all necessary licenses, registrations, memberships and certifications required to perform all aspects of the role
- Attend and actively participate in all staff and community meetings
- Other duties as assigned from time-to-time by the Supervisor, Director of Finance/Administration or Chief and Council

QUALIFICATIONS

- Must be 18 years of age or older
- Grade 12 diploma or equivalent required
- Post-secondary degree or diploma in Emergency Management, Public Safety, or a related field preferred
- Previous emergency planning and preparedness experience preferred
- Previous emergency response experience an asset
- Proven ability to manage and lead a team in high-stress environments with the ability to assign and delegate work
- High-level of knowledge and understanding of the industry and geographic area
- Integrates principles of safety/risk management into daily work routines

- Current First Aid and CPR Level C
- Current and satisfactory Vulnerable Sector Police Check
- Valid Class G driver's license required; valid D-Z driver's license is preferred
- Clear driver's abstract
- Working knowledge of investigation and evidence gathering techniques and emergency response techniques
- Demonstrated experience in the use and care of emergency response equipment
- Excellent organizational, strategic planning and implementation skills
- Excellent analytical and problem-solving skills
- Highly resourceful and self-motivated
- Ability to think and act quickly in stressful situations; adaptable to changing priorities and procedures
- Strong prioritization, reasoning and decision-making skills
- Effective verbal and written communications skills, including effective listening skills
- Competent computer skills, including basic Microsoft Word, Excel and Outlook experience
- Effective public relations and public speaking skills
- Ability to meet physical demands of the job
- High degree of personal integrity and ethical values
- Possesses cultural awareness and sensitivity
- Reliable to work flexible hours, including on-call, evenings, weekends and over-nights as needed

HOURS OF WORK

Full-Time - 35.5 hrs/week

REMUNERATION

Negotiable based on experience

START DATE

September 2, 2025

APPLICATION DEADLINE

August 8, 2025

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

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MAINTENANCE ASSISTANT

POSITION SUMMARY

Henvey Inlet First Nation is currently seeking a full-time **Maintenance Assistant** to join our Administration. The Maintenance Assistant reports to the Maintenance Supervisor and is responsible for the maintenance of all current and future band-owned buildings and grounds including HIFN Administration Office, Commercial Rental Offices, Health Centre, Daycare, Playground Areas, 4-Plex, Ball Field, Pow Wow Grounds, Helipad, 8-Plex, Learning Centre, Lands Office, Fire Hall and Pickerel River Trailer Park. This position requires high degree of self-motivation and a strong work ethic.

MAIN RESPONSIBILITIES

The Maintenance Assistant will be responsible to:

- Assist with the set-up and clean-up of workshops and other events taking place in the Firehall and throughout the Community
- Ensure ample supply of toiletries, including soap, toilet paper and paper towels, are available in building restroom dispensaries and laundry facilities at all times
- Assist with minor plumbing issues including repairing leaking faucets, broken pipes, etc.
- Assist with minor electrical issues including changing light bulbs and smoke detector batteries, etc.
- Assist with minor building repairs including damage to drywall, replacement/installation of doors, windows, damaged siding and floor coverings, and interior and exterior painting and window washing
- Transport required band-owned equipment to and from respective job sites
- Ensure security of all HIFN maintenance equipment (ie lawnmower, mechanized machinery, monitoring) and buildings at all times
- Perform regular maintenance on all HIFN maintenance equipment including repairs, oil changes, re-fueling, etc.
- Maintain building grounds by watering grass and gardens as needed, cutting grass and brush, raking leaves and removing fallen trees impeding band property
- Assisting with planting, watering, and weeding of flower beds, and harvesting of Community gardens
- Clean building eavesdrops and gutters as needed
- Assist with removal of beehives, hornet and wasp's nests from exterior of buildings
- Clear snow from parking lots, driveways, steps, ramps, pathways, garbage bins, and building roofs
- Salt and/or sand parking lots, driveways, steps, ramps and walkways prior to and immediately following snow or ice storms
- Winterize building doors and windows as needed
- Pick up and remove garbage, cigarette butts and other debris in and around band-owned property
- Flood the community ice rink at the beginning of and throughout the season as needed
- Maintain docks throughout the PRTP season and repair, secure and/or re-anchor docks in event of shifting due to weather
- Prepare and post various notices regarding planned maintenance, safety advisories, traffic control and other related directives for members, staff, visitors and customers
- Assist with collecting and recording payments and issuing receipts to trailer park customers for dock and parking slips during trailer park season as required
- Be aware of and assist with maintaining the register of customer names associated with boats and their dock slips with lot numbers
- Help create a supportive, safe and welcoming environment for members, staff, visitors and customers
- Escalate safety concerns and customer service incidents to the Supervisor as appropriate

- Assist 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 Maintenance Supervisor, Chief and Council or the Director of Finance/Administration

QUALIFICATIONS

- Valid Ontario Class G Driver's License <u>a must</u>
- Clear driver's abstract
- Grade 12 diploma or equivalent preferred
- Basic home maintenance and carpentry skills
- Previous carpentry, brush cutting or landscaping experience an asset
- Working at Heights Certification an asset
- Chainsaw Safety Certification preferred
- · Ability to stand, bend, reach and twist for long periods of time
- Ability to lift up to 20lbs continuously
- Current First Aid and CPR Level C
- Exceptional organization and time-management skills
- Professional attitude and a strong work ethic
- Must be able to work with little supervision; must be self-directed
- Willingness to work rotating and flexible hours, including occasional weekends, <u>a must</u>

HOURS OF WORK

Full-Time - 35.5 hrs/week

REMUNERATION

\$20.52/hour

START DATE

September 2, 2025

APPLICATION DEADLINE

August 12, 2025

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

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

Chief M. Wayne McQuabbie Council Brenda D. Contin Patrick D. Brennan Deborah Newton Stanley K. Moses Genevieve Solomon-Dubois Carl Ashawasagai Bradley McQuabbie

PROPANE TIPS & FACTS

Re:	Propane Fill-ups for your 500 Gallon Fuel Tank
Dt:	July 25 th , 2025
Fr:	Shane Contin, Housing/Finance Assistant
То:	HIFN Band Members

Dear HIFN Members,

It's that time of year again, please check the propane level in your fuel tank. If the needle on the gauge is close to or below 30% then it is time for a fill-up. If the propane level gets too low, the lines may possibly need to be purged by a certified technician which can be quite costly.

Please see below for their contact information.

MOORE PROPANE LIMITED

Phone: 1 (705) 523-6466 Cell: 1 (705) 670-7955 Toll Free: 1 (877) 735-1856 Email: allockhart@moorepropane.ca



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• When the propane level reaches 30% in the tank, call your preferred fuel supplier to have it topped up. Doing so will give the supplier time (usually 1-2 weeks) to come out and fill it up before the tank runs empty or drops below 20%. When the tank runs out of fuel, it causes changes to the pressure in the lines. When this happens, the tank will require another inspection before it can be filled up again. These inspections are costly and can be billed at the owner's expense.

To check the propane fuel level, start by opening the red cap located at the top of the tank. There is usually a small pin that prevents the cap from opening, pull it out and the cap should then be able to swing back freely.



ENVEY INLEY



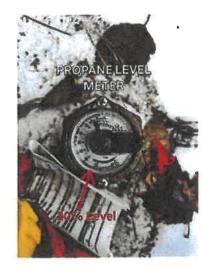
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Chief M. Wayne McQuabbie Council Brenda D. Contin Patrick D. Brennan Deborah Newton Stanley K. Moses Genevieve Solomon-Dubois Carl Ashawasagai Bradley McQuabbie Next, look for the circular meter/gauge located inside. The black needle on the Meter/gauge will tell you how much propane you have left. Notice how this . one is above 70%. When it reaches the 30% mark it's time to call for a fill-up.



- A full fill-up generally costs between \$1100.00 to \$1400.00. depending on current local fuel prices which tend to fluctuate frequently.
- Moore Propane has agreed to provide minimum fill-ups ranging around \$400.00. They have also agreed to provide full fill-ups & deliver them in a reasonable timely manner. They can be reached at (705) 523-6466.
- Due to regulations, the propane tank should be installed/placed at least 10 feet away from any building. Keep this in mind when planning to build a shed, addition to your home, etc. Violating this rule can result in your fuel supplier refusing to fill-up your propane tank until the violation has been resolved and/or rectified.
- There are copper propane lines buried 18" underground that run from the propane tank to the exterior wall of your home and to your back-up generator. Keep this in mind before planning any digging etc.in these areas. If you notice that a propane line has been hit and is leaking, leave the area immediately and contact your local fire department.
- The most obvious sign of a propane gas leak is the odor, a chemical is added to the gas that produces a "rotten egg" smell. A hissing noise or whistling sound near the gas leak is another sign.

Robinson Henvey Inlet First Nation Robinson Henvey Inlet First Nation

Help us create an extraordinary logo for Henvey Inlet First Nation PCD RHT Trust!

This logo will be the face of the PCD RHT Trust.

What is the vision you see when think of the PCD RHT Trust? What makes you proud of your HIFN community and Anishinaabe identity?

Submissions welcome from HIFN Members 25 years of age and under. **No digital or AI please (all submissions must be original, hand-made works).** Let's see your creativity!

Please submit your logo to <u>trustcoordinator@henveyinlet.com</u> or you can mail to the address provided.

HIFN RHT Trust Logo Contest 295 Pickerel River Rd Pickerel, ON POG 110 (705) 857-2331 ex. 226 <u>trustcoordinator@henveyinlet.com</u>

Please make sure to include your name and contact information with your submissions.

Winning logo will receive: *1st Place: \$250.00 *3rd Place: \$250.00 *3rd Place: \$250.00

Deadline for submissions August 31, 2025





SAVE ENERGY AND MONEY WITH THE ENERGY AFFORDABILITY PROGRAM

The new Energy Affordability Program is designed to help income-qualified Ontario residents get the most out of their homes – at no cost.

With this program, you'll receive energy-saving upgrades tailored to the specific needs of your home, all at no cost. And a more energy-efficient home means more comfort and more money in your wallet.

WHO IS ELIGIBLE?

If you live in Ontario, including within a grid-connected First Nation community, and are responsible for paying electricity bills as a homeowner or as a renter, you may be eligible for this program. Eligibility is based on your household income and how many people live in your home, or on your receipt of a qualifying government or energy-support benefit. Residents of social housing may also be eligible.

Depending on your situation, you may receive different energy-saving products and services, but it will always be at no cost.

Find out if you qualify:

Call 1-844-770-3148 | Visit SaveOnEnergy.ca/EAP

WHAT YOU CAN GET

If you qualify for the Energy Affordability Program, you'll be able to make energy-saving upgrades to your home at no cost.

YOU MAY RECEIVE:



An Energy Saving Kit with easy-to-install energy-efficient products, such as LED light bulbs and faucet aerators.



Upgraded replacement appliances, including refrigerators, freezers, window air conditioners and dehumidifiers (installed at no cost).



Professional installation of insulation and draft-proofing materials to save energy and keep your home more comfortable.



KEY BENEFITS

Saving energy can help you spend less on your monthly electricity bills. Plus there are other benefits for everyone in your household:

- Greater comfort stay warmer in the winter and cooler in the summer
- A brighter space
- Lower home maintenance costs



HOW IT WORKS

We make saving energy simple.

- 1. Give us a call at 1-844-770-3148 or apply online at SaveOnEnergy.ca/EAP.
- 2. We will discuss the eligibility requirements with you and if you qualify, we'll work together to determine the best available energy-saving measures for your household.
- 3. Depending on your eligibility, you may receive either an Energy Saving Kit with energy-saving measures for self-installation, or an energy expert may visit your home to see what energy-efficiency upgrades will help you most. These upgrades may be installed during or after an in-home visit.

IS THERE REALLY NO COST?

Yes! The Energy Affordability Program is offered by the Independent Electricity System Operator (IESO), which oversees many energy-efficiency programs in Ontario.

All expert advice and energy-saving home upgrades under this program are completely free of charge.

TO APPLY FOR THE ENERGY AFFORDABILITY PROGRAM OR FOR MORE INFORMATION: Call 1-844-770-3148 | Visit SaveOnEnergy.ca/EAP

Subject to additional terms and conditions found at SaveOnEnergy.ca. TM Trademark of the Independent Electricity System Operator. Used under licence.







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MEMORANDUM

To: Ontario Works Recipients
From: Henvey Inlet Ontario Works (MCCSS)
Date: August 1, 2025
Subject: Information relating to Ontario Works

Income Statements

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

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

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

Ontario Works Office Closed

The Ontario Works office will be closed on August 14, 15 & 18, and

on August 20, 21, 22, 26, 27, 28 & 29, 2025. The Ontario Works

Administrator will not be in the office on these days.

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



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Food Bank Bingo

Food Bank Bingo will resume in September 2025. The date will be announced.

Appointments

When applying or reapplying for financial assistance, please call

the Ontario Works Administrator during office hours at (705) 857-

2331, extension 222 or the Ontario Works cell number at

(705) 773-8714. An appointment will be scheduled at the Ontario

Works office, or a home visit will be scheduled.

AUGUST **ONTARIO WORKS**

Monday

Sunday

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

Tuesday

2 1 Office Hours 8:30 AM to 12:00 PM 8 6 9 5 7 3 4 **Office Hours Office Hours** CIVIC Office Hours Office Hours 8:30 AM to 12:00 PM 8:30 am to 4:30 PM 8:30 AM to 4:30 PM 8:30 AM to 4:30 PM **HOLIDAY! OFFICE IS CLOSED** 16 12 14 15 11 13 10 **OW Administrator OW Administrator** Office Hours Office Hours CAREER FAIL will not be in the will not be in the 8:30 AM to 4:30 PM 8:30 AM to 4:30 PM office. office. REMINDER 21 22 18 23 17 19 20 Last Day to **OW Administrator** Office Hours CANADAS Submit Income will not be in the WONDERLAND TRIP **VACATION DAY** 8:30 AM to 4:30 PM office. FOR STUDENTS Statement without delay. 28 26 29 30 24/31 25 27 Office Hours **VACATION DAY** 8:30 AM to 4:30 PM **VACATION DAY VACATION DAY VACATION DAY**



Saturday

Friday

Thursday



Wednesday



CASH DEPOSIT REQUIRED PER PERSON \$20.00

Bus will leave 7:00am from the Old Fire Hall and return after 10PM.

Student

Deadline to sign up August 8, 2025 by 10:00AM!! Registration is mandatory!!! NO EXCEPTIONS!

Canada's Wonderland Trip

WEDNESDAY AUGUST 20, 2025

Deposits will be returned to those in attendance at the Front Gates! Entry for child/ren and 1 PARENT ONLY, Meals and Drinks will be paid for while at the park! Breakfast and snacks while travelling will not be covered as well as gas for those driving. Field Trip Policy Applies!!! Must sign up with Sylvia at Administration, deposit required at sign

<u>up. No third party sign ups, Parents/Guardians must attend with</u> <u>child/ren!</u>

Contact: Sylvia Rhee 705-857-2331 ext: 229



HIFN FIELD TRIP POLICY

POLICY STATEMENT: The HIFN recognizes the need for field trips and excursions as an integral part of the community's opportunity to experience events, and social activities occurring beyond the FN. As such, this policy is implemented to promote the safe travel and excursion of all participants, staff, volunteers, and drivers.

- 1. All **non-status resident community members** will be permitted to register and participate in the approved outing.
- 2. Anyone < **17 yrs of age** will not be permitted to attend an outing without a parent/guardian; the authorize guardian must be >19 years of age and sanctioned by the parent as an approved adult to accompany their child.
- 3. Participants 18 years of age and over shall abide by the Code of Conduct and be responsible and accountable for their own actions.
- 4. All outings will be advertised in the community newsletter, as well as posted in the H.C. and Band Office display board utilized for community information purposes, **at least 2 weeks in advance** of the field trip.
- 5. Registrations for a scheduled outing will **only be accepted in person** by the individual interested in participating or by the **parent whose child** will be attending; **ONLY** those registered participants will be eligible to attend the community event.
- Due to program budgets among individual HC staff, it will be at the discretion of the Program Coordinator or Staff in Charge whether the outing will be open to off-reserve band members.
- 7. The cut-off date for a parent/participant to register for an approved outing will be adhered to and any parent who has, **for whatever reason**, missed the registration deadline, will not be considered for attendance.
- 8. Should a commercial vehicle or HIFN school bus be utilized for transportation purposes, the Staff in Charge shall **limit the number of registrations** to the capacity of the bus, and it will be the responsibility of the community member to register for the outing as soon as possible.
- 9. The Staff in Charge will immediately **refill the gas tank** on the HIFN school bus out of their program budget upon return to the community.
- 10. The **Staff in Charge shall accompany participants on bus to and from the** approved outing.
- 11.All registered participants will be at the designated boarding area at least **15 minutes** prior to departure, and be prepared to leave at the time noted in advertisement. No vehicle or program staff will remain or return to community for participants who are not at the designated area at the pre-determined time.

Amended on March 6, 2014 – bullet 15 and 16Amended on May 1, 2014 – add new bullet #1, #6, and #9, as well as "NOTE" statement Upon requesting and approval for use of the recreational vehicle, the program staff and passengers are subject to the following conditions:

- There will be a van schedule accessible to all program staff, Health Director, and drivers. It will be the responsibility of the program staff to note in the schedule when their program requires use of the van, keeping in mind that medical transportation takes precedence.
- Should non-employees of F.N. be hired, the responsibility is on the programs budget to pay for driver's services based on a flat rate of \$100.00 for a community trip within our catchment area, regardless of hours out; \$50.00 for pick-up and return of band members in Bekanon; and \$200.00 for trips out of our catchment area, i.e. Toronto, please see Appendix A for zones considered a part of catchment in our area. Employees of the Henvey Inlet H.C. who have a class "F" license will provide driving services with no compensation as it will be considered a part of their program responsibilities.
- Absolutely no consumption of food or beverages are permitted in the van. It will be the responsibility
 of the driver and program organizer for passengers to abide by this directive. Exceptions can be
 made for elders/diabetics who require drinks for maintaining blood sugar, etc., and any meal
 requirements are expected to be planned into the day's travel itinerary.
- To ensure all programs will continue to receive services, check with the Health Director or receptionist for van scheduling services. Availability of the van is on a first come first serve basis.
- Transportation of any alcoholic beverages/illegal substances is not permitted.
- Individuals who participate in a program and utilize these transportation services will not consume alcohol and/or illegal substances while on outing. Drivers/program coordinators will notify the Health Director if any passenger violates these stipulations, complete an incident report and advice the participant in writing of ineligibility x 2 years for any future outings as per field trip policy. A copy of this report will be kept in a central location for program staff to access should the require clarification on a participant's status in relation to ineligibility.
- Smoking is prohibited in vehicle at all times.
- It is mandatory that all occupants comply with motor vehicle laws and use seat belts at all times. It
 will be the responsibility of the parent to provide an **approved** car seat or inquire with the program
 staff re: borrowing a Health Centre car seat. All children under 9 or 10 years of age or less than 80
 Ibs/4'9" are required to be properly buckled into safety approved infant or a child restraint system.
- The program coordinator will not assign their responsibilities to another individual/staff person and will be present in the vehicle at all times during transportation.

• The vehicle shall be used only for the authorized transportation to and from event and not for personal purposes or unauthorized side trips.

Upon agreeing to provide driver services under these programs, drivers will be required to the following stipulations;

- In order to provide conscientious and safe driving services, drivers will not be on duty for more than 8 hours.
- Drivers will monitor the maintenance and safety of the van. If there are maintenance/safety issues, report it to the maintenance personal with written documentation immediately.
- If the vehicle is deemed unsafe for use, the driver will complete the appropriate paperwork; forward documents to Health Director, who will arrange for necessary repairs immediately.
- Drivers have the right to refuse the service if the vehicle is found to have deficiencies that make it unsafe to operate.
- Do a full circle/fluid check and complete the required documentation prior to starting the van. The completed log forms will be kept in the van and copies forwarded to Health Director.
- To provide transportation services based on the request which may include after normal office hours or weekends, and requests with very little advance notice.
- Should problems arise in being able to accommodate requests for transportation services, the driver is to contact the appropriate program personnel immediately.
- To ensure the van is available for other programs, drivers are required to return the van keys immediately upon arrival to the Health Centre, or make arrangements for drop off with appropriate personnel upon return if after hours.
- Drivers will be punctual in providing service of this program as the priority of this program is to
 provide a safe and high-quality service of this program.
- Drivers will comply with the rules and regulations of the Ministry of Transportation. Any parking or traffic violations received while operating Henvey's commercial vehicle will be the responsibility of the driver to pay and the severity of the violation could be cause for immediate suspension or dismissal from driving services.
- Drivers will not have 6 or more demerit points on their driving record; 6 points or greater is considered as an exclusion criteria for drivers to be providing services to Henvey Inlet First Nation.

- Drivers will utilize their own discretion in determining whether or not they will provide transportation services during inclement weather.
- Drivers will not utilize the van as a personal mode of transportation.
- If a cell phone must be used while enroute, the driver should either exit the road and park the vehicle or abstain from cell phone use/texting until destination is reached and driver has exited the van.

Other

- It is the responsibility of the program coordinator to communicate with the driver regarding which program the fuel is debited towards for fill up of the van after use
- All drivers will sign this policy document to indicate the have read and agree to this policy. A copy of this policy will be given to each eligible driver who have proper license accreditation and recognized by Henvey Inlet First Nation.

Driver's Signature: _____

APPENDIX A

HENVEY INLET CATCHMENT AREAS

1) Sudbury, Ontario

2) North Bay/Nipissing

3) Parry Sound

4) Noelville

5) Moose Deer Point F.N.

6) Wasauksing F.N.

7) Dokis F.N.

8) Wahnapitae F.N.

9) Wahta Mohawks

INFORMATION FOR OUT-OF-COMMUNITY OUTINGS/TRIPS/ACTIVITIES

This form must be read and signed by a parent or guardian of a participant under 18 years of age. Failure to return this form completed will result in the participant not being able to attend the activity.

TO BE C	COMPLETED BY OUTING COORDINATOR(S)	
Pertinent Details:		
Date(s) of Trip:		
Means of Transportation:		
Time of Departure:	Time of Return:	
Place of Departure:		
Place of Return and Other Information (i.e	e. Pick Up)	
·		
Trip Contact Person – Name:	Phone #:	-
Staff Supervisors(s):	Cost of Participation: \$	

Name of Participant:	Age:
Name of Parent or Guardian:	
Parent/Guardian's Address:	
Parent/Guardian's Home Telephone:	
Parent/Guardian's Business Telephone:	
Parent/Guardian's cellular phone:	
Parent/Guardian's email address:	

This form must be read and signed by every participant who wishes to attend the activity.

Participant Name:

Are there any medical conditions that we should be aware of? (i.e. allergies, behavioural conditions, meds) please circle: YES / NO If explain:

Emergency Contact Name: ______Phone Number: ______
Alternate Emergency Name: ______Phone Number:

I have read the itinerary/details of the activity and I am familiar with the nature of the trip/activity in which

will partake. He/she is physically and emotionally capable of participation in this activity and any special medication, in required has been identified on the medical information form. I also agree that ______ shall be required to follow whatever rules and regulations apply, as explained to them by the staff supervisor.

I do understand that ______ may be returned home, at my expense, should the trip supervisor deem the behaviour is so disruptive and/or inappropriate as to warrant cancellation of trip privileges. I understand that I will be notified and that an adult will accompany my child back from the trip. Otherwise, it is my responsibility to come and pick up my child at the place of return.

Elements of Risk:

The risk of injury may exist in Out-of-community activities. Due to the very nature of some activities, the risk of injury may increase. Injuries may vary from minor to more serious injuries. The safety and well being of the participants is the prime concern and Henvey Inlet First Nation shall make it's best efforts to manage as effectively as possible, the foreseeable risks inherent in all activities.

Henvey Inlet First Nation does not provide accidental death, disability, dismemberment or medical expense insurance on behalf of the participants taking part in the activity. This form must be completed and signed by the parent/guardian for each participant under 18 years of age.

Freedom of Information:

The information provided on this form is collected pursuant to Henvey Inlet First Nation's responsibilities as set out in our regulations. The information is protected under The Freedom of Information and Privacy Act and will be utilized only for purposes related to Henvey Inlet First Nation's guideline on risk management for Out-of-Community activities. Any questions with respect to this information should be directed to a staff supervisor.

Signature of Parent/Guardian or Participant over 18

Date



Ministry of Education



School Year Calendar 2025 - 2026

Legend	H - Statut Holida	ory 💽 – Sc Ay 🗈 Ex	cheduled kamination Day	P		rofess ctivity			В -	Boai Desi Holio	ignate	d	Z	Ha Da	lf Y							y So ne 2				2,	202	25
	Number of	Number of	Number of Scheduled		1 st	We	ek			2 nd	[‡] We	eek			3rd	^I We	ek			4 th	We	ek			5 th	We	ek	
Month	Instructional Days	Professional Activity Days	Examination Days	M	Т	w	T	F	М	Т	w	Т	F	M	Т	w	Т	F	M	Т	w	Т	F	М	Т	w	Т	F
August 2025		1						1	4 H	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28 P	29 B
September 2025	20	1		1 H	2 *	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26 P	29	30			
October 2025	21	1				1	2	3	6	7	8	9	10	13 H	14	15	16	17	20 P	21	22	23	24	27	28	29	30	31
November 2025	19	1		3	4	5	6	7	10	11	12	13	14 P	17	18	19	20	21	24	25	26	27	28					
December 2025	15			1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22 B	23 B	24 B	25 B	26 B	29 B	30 B	31 B		
January 2026	19	1	4				1 B	2 B	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26 E	27 E	28 E	29 E	30 P
February 2026	19			2	3	4	5	6	9	10	11	12	13	16 H	17	18	19	20	23	24	25	26	27					
March 2026	17			2	3	4	5	6	9	10	11	12	13 B	16 B	17 B	18 B	19 B	20 B	23	24	25	26	27	30	31			
April 2026	19	1				1	2	3 H	6 H	7	8	9	10	13	14	15	16	17 P	20	21	22	23	24	27	28	29	30	
May 2026	20							1	4	5	6	7	8	11	12	13	14	15	18 H	19	20	21	22	25	26	27	28	29
June 2026	18	1	6	1	2	3	4 P	5	8	9	10	11	12	15	16	17	18	19 E	22 E	23 E	24 E	25 E	26 E	29	30			
July 2026						1 H	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31
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Niijaansinaanik Child and Family Services



Youth & Elders Retreat

Sharing Our Stories, Sharing Our History

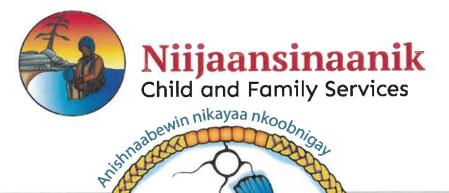
August 12-13, 2025

Wasauksing First Nation Gathering Centre

Collaboration, cultural expression, and language promotion/preservation within the context of the Orange Standard.

Please register: niijcfs.com/orange-standard

haley.bissaillion@niijcfs.com 1-855-223-5558



Summer Gathering

way of raising our

Anishnaabewin Nikayaa Nkoobnigay Gathering

August 21, 2025 Henvey Inlet First Nation Traditional Grounds

Update on the Orange Standard in communities served by Niijaansinaanik Child and Family Services.

Please register: <u>niijcfs.com/orange-standard</u>

haley.bissaillion@niijcfs.com 1-855-223-5558

Band Reps Programming August 2025



Band Representative On-Call Schedule

Staff Member	Start Date	End Date
Kara	2025-07-21 16:30	2025-07-28 8:30
Kerri & Eric	2025-07-28 16:30	2025-08-04 16:30
Kara	2025-08-04 16:30	2025-08-11 8:30
Kerri & Christina	2025-08-11 16:30	2025-08-18 8:30
Kara	2025-08-18 16:30	2025-09-01 8:30

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
Kara	(705) 921-5205

* 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 *



A BIT ABOUT MYSELF!

GREETINGS ALL,

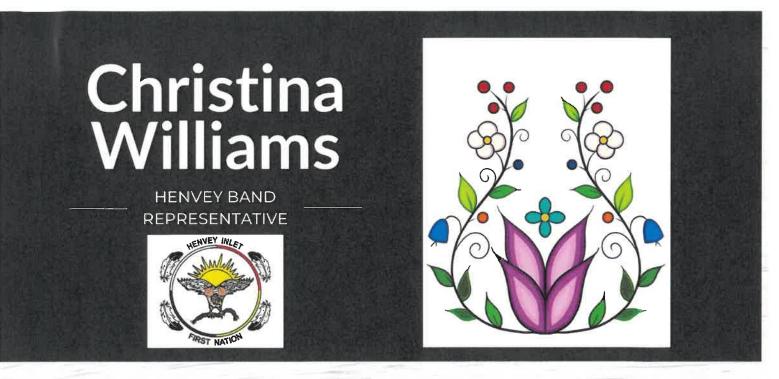
I WOULD LIKE TO INTRODUCE MYSELF AS THE NEWLY HIRED BAND REPRESENTATIVE. I HAVE WORKED IN THE HELPING FIELD FOR THE LAST 17 YEARS IN EDUCATION, SOCIAL AND COMMUNITY DEVELOPMENT. MY EXPERIENCE RANGES FROM BEING A SOCIAL WORKER, TEACHER, AND SUPERVISOR IN VARIOUS POSITIONS.

I AM ORIGINALLY FROM SAGAMOK FIRST NATION HOWEVER, WAS RAISED IN FRENCH RIVER. I GREW UP IN THE COMMUNITY OF FRENCH RIVER UNTIL ADOLESCENCE WHERE I LEFT THE COMMUNITY TO ATTEND POST SECONDARY EDUCATION. I HAVE LIVED IN PLACES SUCH AS BARRIE, SUDBURY AND SAULT STE. MARIE. I ENJOYED FRENCH RIVER SO MUCH THAT I DECIDED TO RETURN TO THE COMMUNITY.

I HAVE EDUCATION IN SOCIAL WORK PRACTICES AND INDIGENOUS CULTURAL PRACTICES AT AN INTRODUCTORY LEVEL. I ATTENDED BOTH GEORGIAN COLLEGE AND LAURENTIAN UNIVERSITY. DURING MY EDUCATIONAL EXPERIENCE I WAS FORTUNATE TO MEET SEVERAL ELDERS WHO SHARED SOME OF THEIR KNOWLEDGE WITH ME. I VALUE ALL CULTURAL KNOWLEDGE AND LOOK FORWARD IN LEARNING MORE ABOUT THE COMMUNITY OF HENVEY INLET FIRST NATION.

SOME OF MY PAST TIMES ARE FISHING, HUNTING AND GARDENING. I SPEND MUCH TIME WITH MY FAMILY AND ENJOY DOING ACTIVITIES WITH MY THREE CHILDREN AND PARTNER.

IT IS AN HONOUR TO WORK FOR YOUR COMMUNITY AND LOOK FORWARD TO MEETING YOU.



A BIT ABOUT MYSELF!

Ahnii Boozhoo, Kina wiiyaa,

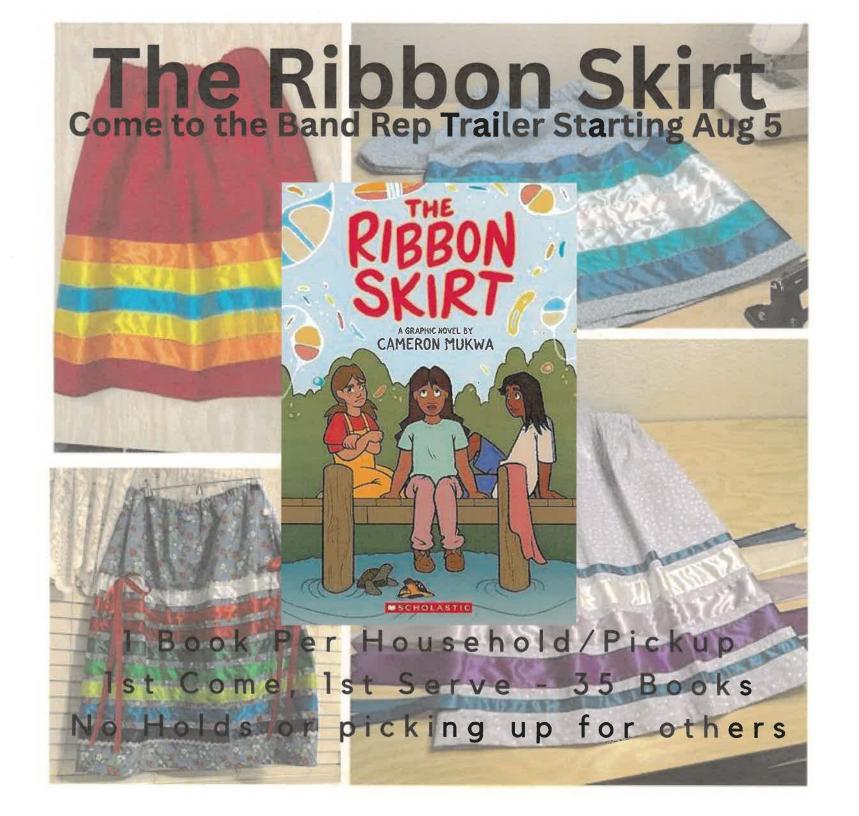
My name is Christina Williams, I am from the Wilkemikoong Unceded Indian Territory. I am an Ojibway and from the bear clan. I am one of the new band reps for your beautiful community.

I am a mother to eight, and devoted hockey mom. I graduated in 2022 from Nipissing University with a Degree in Indigenous Education-Classroom Assistant Program specializing in Indigenous Child Development and working with Indigenous Children with special needs. Upon receiving my degree, I become employed with the N'Swakamok Native friendship Centre in the city of Greater Sudbury. During my position at the N'Swakamok Native friendship Centre I was the Program Co-ordinator for the CAPC program (Community Action Program for Children) as an Indigenous Family support worker, working closely with Children ages 0-6 years of age and their families. With this position I was as able to connect with outside agencies and community to better support and advocate for my clients.

With my passion to advocate for Indigenous families, I have chosen a different career path and I have landed here in your beautiful community.

I would like to say Chi- Miigwetch for your warm welcoming and looking forward to connecting with you all.

Miigwetch, Christina Williams.





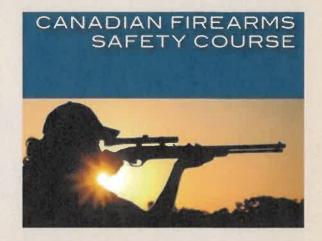
CULTURAL COORDINATOR Stan Moses

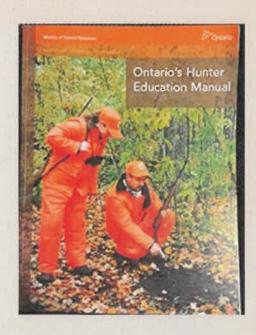
Henvey Inlet First Nation Health Centre 354A Pickerel River Road- Pickerel, ON PoG 1Jo (705)857-1221 EXT: 229 We are looking to see if there is any interest to hold another <u>Canadian Firearm Safety</u> <u>Course & Hunter Education</u> <u>Course</u> which would be facilitated by Regan Pilatzke

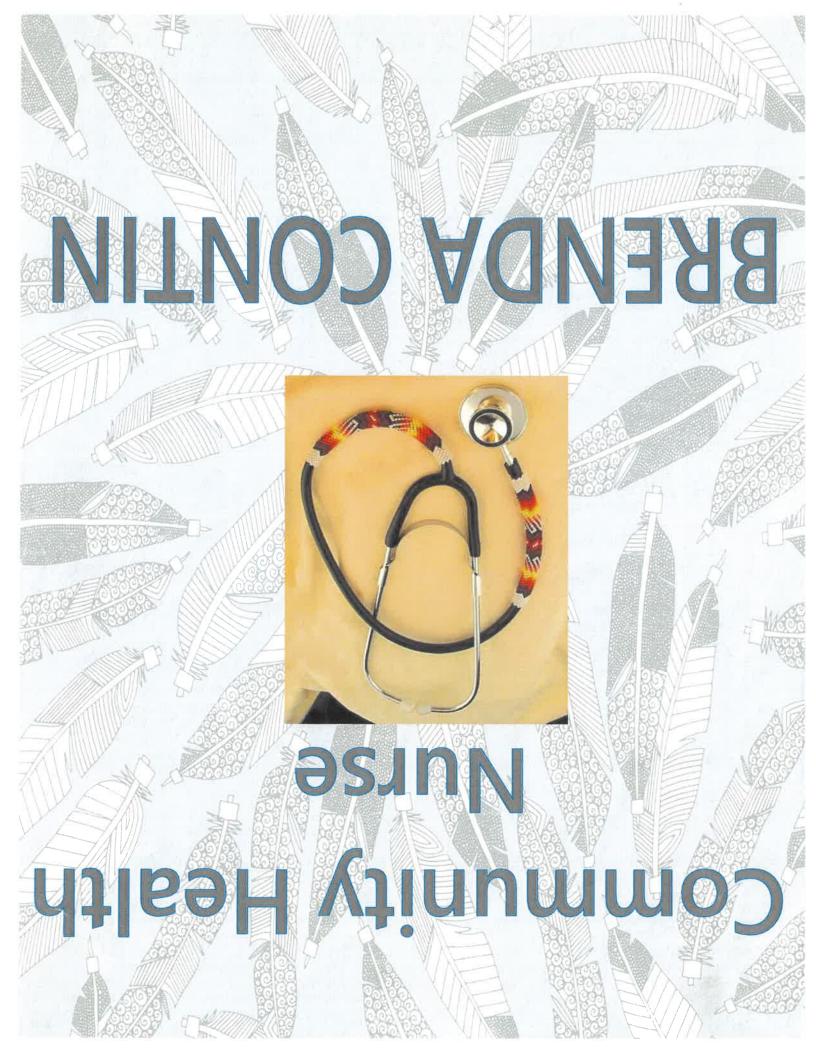
If we have enough interest we will hold this course in the future.

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

Contact Person: Stan Moses 705-857-1221







Brenda Contin, CHN

August 2025

S	Mon	Tue	Wed	Thu	Fri
					1 Methadone Clinic
	4 STAT HOLIDAY	5 Methadone Clinic/OFFICE	6 Methadone Clinic/OFFICE	7 Methadone Clinic/OFFICE	8 Methadone Clinic
	11 OFFICE RHT: GO FOR- WARD	12 NOT IN AM OFFICE/ADMIN	13 <mark>SUDZ:</mark> Covid Wkshp	14 CULTURAL	15 LEAVE/
	18 Methadone Clinic/OFFICE	19 LUNCH N LEARN/OFFICE	20 WONDERLAND TRIP	21 NOT IN	22 STAFF RETREAT
	25 NOT IN AM OFFICE PM	26 Methadone Clinic/OFFICE	27 Methadone Clinic/ OFFICE	28 Methadone Clinic/OFFICE	29 Methadone Clinic



Location: Henvey Inlet Learning Centre

Date: Tuesday August 19th @ 11:30 AM



Diabetes Education



Diabetes BINGO!!

20 maximum players

Please call Darcy to sign up!!

You must be present at program by 11:45am or your name will be bumped by next person on the waiting list.

For Info Contact:

Brenda Contin, C.H.N.

705-857-1221

CATERER NEEDED!

To provide a LUNCH for Diabetic Lunch N Learn Tuesday August 19, 2025 Lunch to be served at 11:45AM at the Learning Centre For approximately 21 people.

Lunch Menu: Baked Chicken, Rice, soya sauce, Veggies, Dinner Rolls w Margarine, salt and pepper

Dessert: Banana Pudding Cups and Whipped Cream

Must include refreshments: Water, Ginger Ale, Pepsi, Diet Pepsi, and Cranberry Juice

Deadline to Submit Bids:

Tuesday August 12, 2025 @ 12:00 PM

Submit Bids with breakdown of Catering Fee, Mileage, and Groceries Costs to Brenda Contin or Darcy or by e-mail brenda.contin@henveymedicalcentre.com or admin@henveymedicalcentre.com

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

Non-Insured Health Benefits Program Update -July 2025

Pharmacy benefit information

New pharmacy benefit listings

Refer to the Drug Benefit List to find all eligible products and criteria for coverage

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

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

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

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

Coverage status change for Ozempic

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

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

Certain eczema medications now covered as open benefits

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

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

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

Medical supplies and equipment benefit information

New coverage for prosthetic supplies

- NIHB will now provide coverage for the replacement skin finish for a prosthetic device
- More information can be found in section <u>7.0 Prosthetics</u> of the NIHB Medical Supplies and Equipment Guide and Benefit Lists

New eligible prescribers of low vision items and services

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

Vision care benefit information

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

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

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

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

Dental benefit information

Reminder: submitting dental appeal documents

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

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

General benefit information

Express Scripts Canada video tutorials on client web accounts

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

Reminder: provider billing

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

Executive Summary

Meeting Date & Time: July 17, 2025 – 1:00 PM **Location:** West Parry Sound Health Centre (WPSHC) Board Room **Attendees:**

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

Purpose:

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

Key Outcomes & Discussions:

1. Commitment to Reopening:

• WPSHC confirmed its intention to reopen the Britt NPLC and is working toward a tentative reopening timeline in August 2025, contingent on meeting facility and staffing requirements.

2. Facility Standards & Deficiencies:

- o Safety and operational deficiencies must be addressed before reopening.
- The LSB agreed to ensure prompt access to the building for repairs.
- A coordinated effort between WPSHC and the building landlord will address public health requirements (e.g., water quality, structural concerns, etc.).

3. Infrastructure Planning:

- The group discussed establishing a **community infrastructure fund**, supported potentially by a marginal property tax increase, to address long-term needs (e.g., roof replacement, snow removal).
- Harold Themer committed to drafting a framework for this fund with the new community committee.

4. Staffing & Service Model:

- A part-time Nurse Practitioner (NP) has been secured to start at the end of August, pending confirmation
- o Recruitment continues for an additional NP to ensure stable service delivery.
- WPSHC has been flexible on scheduling (e.g., 2–3 days/week or daily part-time shifts).
- Community accommodations (e.g., overnight housing) for staff were proposed as a recruitment and retention incentive.

5. Scope of Services & Public Education:

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

6. Community Advisory Committee:

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

7. Patient Registration & Roster Limits:

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

8. Pharmacy Deliveries & Liability:

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

9. Indigenous Community Considerations:

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

Next Steps:

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



Joan Rae

Secretary to the Board The Local Services Board of Britt-Byng Inlet

Phone : 705-774-3701 Email : <u>lsbbrittbynginlet@gmail.com</u> PO Box 58, Britt ON POG 1A0

Home Care Nurse

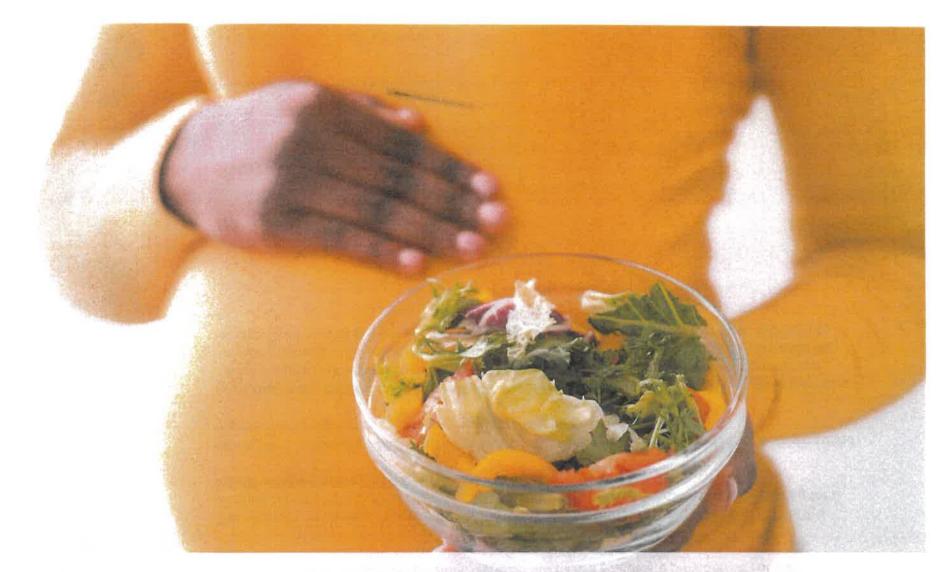
DEBBIE BRENNAN

Free online prenatal education

Make us part of your village.



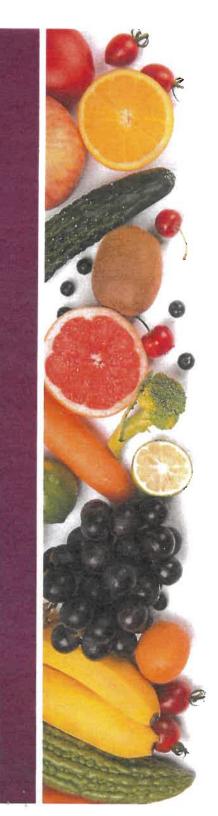
Register today! Call 1.800.563.2808 ext. 5351 Email healthy.families@healthunit.ca Visit www.myhealthunit.ca/prenatal North Bay Parry Sound District Health Unit Bureau de santé du district de North Bay-Parry Sound



Eating Well During Pregnancy



Ontario Dietitians in Public Health Dietétistes en sante publique de l'Ontario



It is recommended that you engage with a healthcare provider early and often during your pregnancy. This resource will answer many of the questions you may have about eating well during pregnancy and early days of breastfeeding. We acknowledge all individuals, regardless of sex and/or gender identity or expression may be in a feeding relationship with their baby/child. The terms breast milk/breastfed/breastfeeding are widely used and we acknowledge the terms lactating/ human milk/ chestfed/chestfeeding/expressing/pumping can be used interchangeably.

The information in this resource is for general use and further support may be needed. Discuss your concerns with your healthcare provider. If you do not have a healthcare provider, call, or visit <u>Health</u> 811.

This resource was written by members of the Family Health Nutrition Advisory Group (FHNAG), a working group of the <u>Ontario Dietitians in Public Health</u> (ODPH) and replaces **Healthy Eating for a Healthy Baby** (Ontario Public Health Association).

ODPH is the official voice of public health nutrition professionals in Ontario and represents registered dietitians working in public health units across the province.

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Introduction

The food you eat during pregnancy gives you energy and helps you feel your best. By eating a variety of foods and taking a daily prenatal supplement you will get the nutrients needed to help nourish your body as well as your growing baby. <u>Eating well</u> includes more than the food you eat and may look different to everyone.

Vegetables and Fruits	 Try making half your plate vegetables and fruits at meals and snacks. Eat dark green vegetables every day, such as broccoli, peas, green beans and leafy greens. Eat orange vegetables a few times a week, such as carrots, pumpkin, sweet potato, red and orange peppers and squash. Fresh, frozen or canned vegetables and fruits are all great options.
Whole Grain Foods	 Enjoy a variety of whole grain foods every day, such as whole grain breads and pasta, oatmeal, brown rice, wild rice and quinoa. Choose whole grain most often because they have more fibre.
Protein Foods	 Enjoy a variety of protein foods, such as eggs, lean meat and poultry, nuts and seeds, fish and shellfish, lower fat dairy products, beans, peas and lentils, fortified soy beverages, tofu, soybeans and other soy products. Try to choose protein foods that come from plants every day. Plant-based protein foods can provide more fibre and less saturated fat than other types of protein foods. Note: If you eat only plant-based foods, include foods and beverages fortified with vitamin B12 because vitamin B12 is not found in plant-based foods.

Eat a Variety of Foods Each Day

Eat a Little More Food Each Day

During your second and third trimesters you need a little more food each day to support your baby's growth, such as an extra snack or small meal. Check out the <u>Quick Meals and Snacks Ideas</u> (page 14) for some ideas.

You may find that the way you eat changes when you're pregnant. You may get hungrier more frequently or feel full more quickly. Heartburn or nausea can also impact the way you eat. If you need help to manage these <u>common discomforts</u> (page 12), talk to your healthcare provider or a registered dietitian. Pay attention to your body's signs of hunger and fullness and choose foods you enjoy and that help you feel well.

Healthy eating is more than the foods you eat:

- Be mindful of your eating habits
- Take time to enjoy your meal
- Eat with others when possible
- Limit distractions during mealtime
- Plan your meals and snacks
- Include culture, food traditions and taste preferences as part of healthy eating

Take a Daily Prenatal Supplement

In addition to eating a variety of foods, a daily prenatal supplement can help make sure you get the extra iron and folate you need during pregnancy.

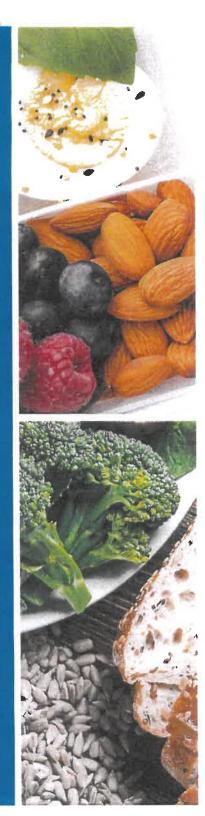
Choose a prenatal supplement that provides:

- 0.4 mg (400 mcg) of folic acid
- 16-20 mg of iron

*Your prenatal supplement may contain vitamin D

Chewable supplements or gummies may not contain adequate amounts of iron.

Ask your healthcare provider to help you find the prenatal supplement that is right for you, or if you have difficulty taking your prenatal supplement. Talk to a registered dietitian for free nutrition information by calling 8-1-1 or visiting <u>Health 811</u>.



Important Nutrients for Pregnancy

Iron

The amount of blood you have increases while you are pregnant to meet the needs of you and your baby. Iron helps your body produce new red blood cells and transports oxygen throughout the body.

A variety of food sources of iron should be included every day, in addition to taking a daily prenatal supplement (page 4) containing 16-20 mg of iron.

Food sources of iron include:

- Nuts
- Seeds
- Legumes
- Eggs (yolk)
- Fish and shellfish
- Dark green vegetables
- Lean red meat, including wild game
- Whole grains and whole grain foods

Include a source of vitamin C such as vegetables or fruit when you eat plant-based foods to help with iron absorption.

If you have concerns with your iron levels, speak with your healthcare provider. You can also connect with a registered dietitian to access free nutrition information and advice by calling 8-1-1 or visiting <u>Health 811</u>.

Folic Acid (Folate)

Folic acid, also called folate when coming from a food source, is a vitamin that is important during early pregnancy. Folic acid helps with the growth of your baby's spine, brain and skull, and lowers the risk of your baby being born with neural tube defects.

To get enough folic acid throughout your pregnancy, you will need to eat foods high in folate, and take a daily prenatal supplement (page 4) with at least 0.4 mg of folic acid.

Foods high in folate include:

- Oranges, and other citrus fruits
- Legumes, such as beans, peas, and lentils
- Dark green vegetables: peas, spinach, broccoli, Brussels sprouts
- Enriched grain products

Some people may need more folic acid. Talk to your healthcare provider to see if you require a higher dose of folic acid.

Healthy Fats

When you are pregnant you need more healthy fats like omega-3 fatty acids to support the growth of your baby's brain, nerves and eyes.

Foods high in omega-3 fatty acids include:

- Nuts and nut butters
- Seeds (pumpkin, ground flaxseed)
- Fatty fish (salmon, trout, herring, sardines)
- · Vegetable oils (canola, olive, peanut and sunflower oil)

Some fish may contain environmental contaminants. Refer to Fish and Seafood High in Mercury (page 10) to learn more.

Calcium

Calcium helps build bones and teeth for your baby. It also helps the heart, nerves, and muscles grow. To meet your calcium needs include foods high in calcium at all meals and some snacks.

Foods high in calcium include:

- · Milk products (choose lower fat unsweetened milk, cheese, yogurt and kefir)
- Tofu
- Some dark green vegetables such as okra, bok choy, leafy greens,
- · Some fish and shellfish (sardines and canned salmon with bones)
- Unsweetened fortified plant-based beverages
- Some nuts and seeds such as almonds, tahini, and chia seeds
- Some legumes such as soybeans, white and navy beans

Vitamin D

Vitamin D helps your body absorb calcium and builds and maintains strong bones and teeth for your baby. Vitamin D is found in only a few foods. If you do not consume foods high in vitamin D daily, consider taking a supplement*.

Foods high in vitamin D include:

- Unsweetened lower fat milk
- Unsweetened fortified plant-based beverages
- Fatty fish (salmon, rainbow trout, arctic char)

*Your prenatal supplement may contain vitamin D.





Beverages

Water

Choose water to stay well-hydrated, especially while exercising and during warm weather. Other beverages to help to quench your thirst:

- Unsweetened lower fat milk and
- Unsweetened, fortified plant-based beverages

Limit sugary drinks such as fruit juices, pop, sports drinks, flavoured milk and specialty tea and coffee. Instead try unsweetened, flavoured carbonated or sparkling water, or add fruit or herbs to your water.

Caffeine

Caffeine is safe in small amounts during pregnancy. Caffeine is found in coffee, tea (including black, oolong, white and green tea), caffeinated soft drinks (e.g., colas, some citrus varieties), energy drinks, chocolate, and herbs, such as guarana and yerba mate. Your daily total should include all sources of caffeine.

Limit your caffeine intake to less than 300 mg a day. This is about 2 cups (500 mL) of coffee. To reduce your caffeine intake consider decaffeinated or caffeine-free beverages.

Energy Drinks

Avoid all energy drinks. They are high in caffeine and contain ingredients that may not be safe for you or your baby. They can also be high in added sugar.



Herbal Teas

The following herbal teas are safe during pregnancy when limited to 3 cups (750 mL) a day:

- Bitter orange/citrus peel
- Ginger
- Rose hip
- Echinacea
- Peppermint
- Red raspberry leaf
- Rosemary

Avoid kombucha tea and all other herbal teas, including chamomile and teas with aloe, coltsfoot, juniper berry, pennyroyal, buckthorn bark, comfrey, labrador tea, sassafras, duck root, lobelia, stinging nettle and senna leaves.

Alcohol

There is no amount of alcohol that has been shown to be safe at any point during a pregnancy, as it can cause birth defects known as fetal alcohol spectrum disorder (FASD). It is best to stop drinking alcohol before you get pregnant.

Also avoid:

- Non-alcoholic, low alcohol, and dealcoholized versions of beer, wine, coolers, spritzers, and champagnes since they can contain small amounts of alcohol.
- Alcohol in cooking. Although some alcohol evaporates, it is hard to know how much alcohol remains in your food.

If you had alcohol before you knew you were pregnant or are worried about alcohol use during pregnancy, talk to your healthcare provider.



Food Safety

When you are pregnant, your risk of food poisoning increases. Food safety includes washing your hands often and cooking and storing foods safely. While many foods are safe to eat during pregnancy, some types of food should be limited or avoided to protect both you and your baby.

Foods to avoid while pregnant:

- Raw or unpasteurized dairy products, including milk, yogurt, and cheese
- Pasteurized or unpasteurized soft, semi-soft, and blue-veined cheese
- Unpasteurized juice and cider
- Raw or lightly cooked eggs
- · Hot dogs and deli meats, unless cooked to steaming hot
- Raw or undercooked meat, poultry, fish, and seafood
- · Raw sprouts, including alfalfa, clover, radish, and mung beans
- Pâtés, including vegetarian pâtés

For a full list of foods to avoid while pregnant, safer alternatives and food safety, visit Health Canada's Food Safety for Pregnant People.

Fish and Seafood High in Mercury

Although fish has many health benefits in pregnancy, some types of fish and seafood can have high levels of mercury which could harm your growing baby.

- Limit marlin, shark, swordfish and fresh and frozen tuna to 150 grams or 1 cup per month and,
- Limit canned albacore (white) tuna to 300 grams (2 cans) per week.

Refer to Health Canada for general information on <u>mercury in fish</u>. The <u>Guide to Eating Ontario Fish</u> includes information on the safety of fish caught in Ontario lakes and rivers.

Liver

Liver is very high in vitamin A and too much can be harmful to your growing baby early in pregnancy. Limit liver and liver products during the first trimester to no more than 75 grams (2 ½ oz.) per week. Fish liver oil supplements are not safe during pregnancy.

Artificial Sweeteners and Sugar Substitutes

All sugar substitutes that are approved in Canada are safe to use in moderation while you are pregnant. However, it is important that foods and beverages made with sugar substitutes do not replace more nutritious choices.

Herbal Supplements

Herbal supplements in tablets, capsules or extracts are not recommended while you are pregnant. Many have been found to be unsafe and others have not been tested enough to show that they are safe during pregnancy.

Edible Cannabis Products

Using <u>cannabis</u> in any form including edibles like gummies, candy, cookies, or brownies during pregnancy is not safe for your baby.





Changes in Pregnancy

Your body goes through many changes in pregnancy. Trust that your body will change in the way that is right for you and your baby. It is normal, and expected, that you will gain weight and the amount of weight gained varies from person to person and with each pregnancy.

Monitoring weight is one of many ways that a healthcare provider will assess your pregnancy. If you are not comfortable being weighed, let your healthcare provider know.

Nausea and vomiting

This is most common during the first trimester. Here are some ideas that might help:

- Try eating crackers, bread (toast) or dry cereal before getting out of bed.
- Eat five to six small meals each day rather than three large meals. Try not to skip meals. You may feel worse if your stomach is empty.
- Try eating your foods cold.
- Drink fluids before or after meals, not with meals.
- Limit coffee, fatty foods and foods with strong smells or tastes if they bother you.
- Try to get enough rest and manage your stress.

Using cannabis to treat nausea and vomiting in pregnancy is not recommended. The safest choice is not to use cannabis when pregnant.

Heartburn

If you are experiencing heartburn, try these ideas to help you feel better:

- Eat five to six small meals each day rather than three large meals.
- After eating, wait at least one to two hours before laying down.
- Drink fluids before or after meals, not with meals.
- Limit fried or spicy foods, coffee and carbonated beverages.

Constipation

If you are experiencing constipation, try these ideas to help you feel better:

- Drink plenty of water throughout your day.
- Eat foods high in fibre, such as whole-grain breads and cereals, fruits and vegetables, and plant-based proteins such as beans and lentils.
- Be active in ways you enjoy.

If you feel too sick to eat from nausea, vomiting, heartburn, or constipation, talk to your healthcare provider. Some medications are not safe to take during pregnancy.







Quick Meals and Snack Ideas

Include a variety of vegetables and fruits, protein foods, and whole grains foods at your meals and snacks.

- Smoothie with milk of your choice, a frozen banana and nut butter
- Plain oatmeal with fruit and nuts or seeds
- Yogurt with dry cereal and fruit
- Pasta salad with bean/chickpeas and vegetables
- Cottage cheese with fruit and a bran muffin
- Nut butter and sliced banana sandwich
- Garden salad with boiled egg and crackers
- Egg, salmon or tuna salad sandwich and raw vegetables
- Beef vegetable stew with bread or bannock
- · Lentil soup or Dahl with naan and vegetables
- Vegetable omelette with toast
- · Black bean tacos with lettuce and cheese
- Vegetable sticks and pita with hummus
- Stir fry with tofu, rice, and vegetables





Planning Ahead on How You Will Feed Your Baby

No matter how you plan to feed your baby, it is important to learn about infant feeding BEFORE your baby arrives. Feeding decisions will impact you and your baby's health, your finances, and your daily routine. Be aware of the influence of marketing and how it can impact feeding decisions.

Learning to hand express your milk is an important skill during pregnancy, regardless of how you plan to feed your baby. It can help reduce breast discomfort from full breasts.

Health Canada, Dietitians of Canada, and the Canadian Paediatric Society of Canada recommend:

- Breastmilk* is the only food your baby needs from birth to 6 months.
- Continuing to breastfeed for up to 2 years or more after introducing solid foods.

There are many important reasons to breastfeed including:

- Helps protect your baby from diarrhea as well as ear and lung infections.
- Reduces your baby's risk of sudden infant death syndrome (SIDS).
- Decreases your risk of breast and ovarian cancer, diabetes, and heart disease.
- Lower cost and does not require special equipment.
- Protects the environment.

Get support early and have unbiased information to safely feed and nurture your baby. Your local public health unit or your healthcare provider can be a great source of information and support.

Solid foods are not needed until your baby is about six months of age. Refer to Ontario Dietitians in Public Health <u>Feeding Your Baby</u> resource for more information on how to introduce solid foods.



After Your Baby Arrives

Self-care is important after the birth of your baby. Continue to take your multivitamin with folic acid and try to make positive choices whenever you can. Your body may feel and look different after giving birth and may continue to change as you heal and care for your baby. Appreciate and accept your body - it has created a human.

Here are some actions to help you feel your best and recover from labour and birth:

- Eat food and drink fluids regularly
- Follow your hunger and fullness cues
- Enjoy activity and get fresh air
- Sleep whenever you can
- Talk about your feelings with your partner or others
- Let family and friends help with chores

Do you feel overwhelmed or not able to manage?

Contact your healthcare provider, call 8-1-1 or visit <u>Health 811</u> to start a live chat 24 hours a day, seven days a week.

Nutrition and Breastfeeding

There is no special diet for breastfeeding. You may notice you feel more hungry or thirsty while breastfeeding - follow your hunger and thirst cues. There are no foods to avoid to prevent fussiness or food allergies in your baby. Enjoy a variety of foods and take your daily prenatal supplement (page 4) with folic acid.

Limit <u>caffeine</u> (page 8) intake to less than 300 mg a day while breastfeeding. This is about 2 cups (500 mL) of coffee. It is also important to limit <u>fish and seafood high in mercury</u> (page 10).

There's no known safe amount or form of cannabis to use while breastfeeding.

It is best to avoid drinking alcohol if you are breastfeeding. If you choose to drink <u>alcohol</u>, speak to your health care provider first to learn how to minimize the risk to your baby.

If you need help breastfeeding, have questions, or want to find services in your community, support is available anytime by calling 8-1-1 or visiting <u>Health 811</u>.



Recommended Websites

This resource will answer many of the questions you may have about eating well during pregnancy. If you have a special diet or food restrictions, speak with a registered dietitian to ensure that your eating pattern meets you and your baby's needs.

To connect with a registered dietitian:

- · Ask your healthcare provider for a referral to a registered dietitian
- · Find a dietitian in your area
- Call 8-1-1 to speak to a registered dietitian for free or visit <u>Health 811</u>

Additional Resources

- <u>Canada's Food Guide</u> Health Canada
- UnlockFood Dietitians of Canada
- · Healthy Eating when Pregnant and Breastfeeding Health Canada
- Healthy Eating for the Mom-to-Be and Baby's First Foods Anishinabek Nations
- Pregnancy Health Canada
- Healthy Choices in Pregnancy National Collaborating Centre for Indigenous Health
- Breastfeeding Canadina Pediatric Society
- Breastfeeding Your Baby Health Canada
- Breastfeeding Information for Parents La Leche League Canada
- Breastfeeding is Good Medicine NoNasowin