



MARCH

Newsletter



HENVEY INLET FIRST NATION

Notice of Nomination Meeting

Notice is hereby given that a meeting of the electors of the **Henvey Inlet First Nation** will be held at the **Henvey Inlet Fire Hall, 295 Pickerel River Road, Pickerel, ON** on **Monday the 10th day of February, 2025**, beginning at **5:00 o'clock p.m.** and lasting for at least three hours to conclude at **8:00 o'clock p.m.** for the purpose of **nominating candidates** for the positions of Chief and Councillors on the Band Council of said Band, for the next ensuing term.


There are seven (7) Councillor positions and one (1) position for Chief available.

The Election will be held at the Henvey Inlet Fire Hall, 295 Pickerel River Road, Pickerel, ON on Monday the 24th day of March, 2025 from 9:00 o'clock a.m. until 8:00 o'clock p.m.

Please note that any eligible voter may nominate candidates by using a mail-in nomination form. All eligible voters, regardless of residence, that are 18 years of age or older as of the Nomination Meeting may nominate candidates for the position of both Chief and Councillor. Voters may deliver or mail-in a written nomination and a completed, signed and witnessed voter declaration form to the Electoral Officer before the time set for the Nomination Meeting OR voters may nominate candidates orally at the nomination meeting. Mailed nominations not received by the Electoral Officer before the time set for nomination meeting are void.

Given under my hand at Henvey Inlet First Nation, this 10th day of January, 2025.

G. Scott Jacobs, Electoral Officer
P.O. Box 149
Britt, ON
P0G 1A0
Phone: (705) 741-3773
E-mail: scott.jacobs@sympatico.ca


Signature of Electoral Officer

Reminder



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

For more information on what NIHB covers please go to:

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



METHADONE

CLINIC

MARCH BREAK

SCHEDULE

CLINIC WILL ONLY BE OPEN FROM
9:00AM TO 10:00 AM DAILY
DURING MARCH BREAK.
MONDAY MARCH 10, 2025
TO FRIDAY MARCH 14, 2025



Contact: Brenda Contin or Debbie Brennan 705-857-1221



DAYLIGHT SAVINGS BEGINS

SUNDAY MARCH 9TH @ 3:00 AM

**SET YOUR CLOCKS AHEAD 1
HOUR!**





PICKEREL CONTRACTING LTD.
EMPLOYMENT OPPORTUNITY: Carpenter's Assistant
(Skilled Labourer)

POSITION SUMMARY

Pickérel Contracting Ltd. is currently seeking a Labourer with residential maintenance experience to join our team. You will report to the Site Supervisor. The laborer will also assist with the maintenance of buildings through all Areas of Construction (Carpentry, Plumbing, roofing, etc.), restoring, and /or installing woodwork structural-related materials of active projects. This position requires physical stamina and a strong work ethic. Potential for advancement.

MAIN RESPONSIBILITIES:

The Labourer will be responsible to:

- Assist with gathering, assembling, moving, lifting and transporting materials, tool and equipment to job sites
- Property maintenance on Band Owned Properties
- Drywalling, install, taping, sanding, prepare for painting, painting etc.
- Install various types of flooring laminate, tile etc.
- Repair, maintenance, and preventative work as required.
- Assist with the delivery of other related municipal services
- Prepare preventative maintenance schedule and list of materials
- Keep a daily log
- Contribute and participate in the effective use of the Quality Control System
- Respect and respond to direction given by Supervisor, Board of Directors, or Chief and Council

QUALIFICATIONS:

- Grade 12 diploma or equivalent
- Valid Ontario Class G drivers license with access to a reliable vehicle a **must**.
- Previous **HOME MAINTENANCE**, building, painting, and carpentry skills an asset.
- Experience working with various carpentry tools and equipment
- Ability to stand, bend, reach, and twist for long periods in inclement weather
- Ability to lift up to 50lbs continuously
- Current First Aid and CPR Level C an asset
- Current Vulnerable CPIC and drivers abstract required if hired
- Excellent communication, analytical, problem-solving, organization, and time-management skills
- Professional attitude and a strong work ethic
- Must be able to work as a team and individually: self-directed

Hours of Work: 6-month contract-full time

RENUMERATION: \$20-\$32/hour

START DATE: To be determined

APPLICATION DEADLINE: March 10, 2025 **Interview date:** March 12, 2025

Those interested in applying should submit their resume and cover letter in confidence to:
Pickérel Contracting Ltd. 295 Pickérel River Rd. Pickérel, ON P0G 1G0 Tel: 705.857.2331 ext228 Fax:
705.857.3021 Email: pcl@henveyinlet.com

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



**Henvey Inlet
First Nation**
Pickeral, ON P0G 1J0

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

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

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

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

MEMORANDUM

To: All Henvey Inlet First Nation Members
From: Samantha Bradley, Human Resources Coordinator
Date: February 26, 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 – 2 Positions
- 3) Community Wellness Worker – 1 Position
- 4) Early Childhood Education Worker – 1 Position
- 5) Education Administrative Assistant – 1 Position
- 6) Financial Administrative Assistant – 1 Position
- 7) Human Resources & Payroll Administrator – 1 Position
- 8) Janitor – 1 Position
- 9) Nurse Practitioner – 1 Position

See attached job postings for more information.

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

Miigwetch,

Samantha Bradley, PCP
Human Resources Coordinator



EMPLOYMENT OPPORTUNITY
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 P0G 1J0

Tel: (705) 857-2331

Fax: (705) 857-3021

Email: samantha.bradley@henveyinlet.com

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

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



EMPLOYMENT OPPORTUNITY

BAND REPRESENTATIVE

*** 2 POSITIONS ***

POSITION SUMMARY

Henvey Inlet First Nation is seeking two (2) full-time **Band Representatives** 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 P0G 1J0

Tel: (705) 857-2331

Fax: (705) 857-3021

Email: samantha.bradley@henveyinlet.com

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EMPLOYMENT OPPORTUNITY

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

QUALIFICATIONS

- Grade 12 diploma or equivalent required; Post-secondary degree or diploma in Social Services, Human Services or other related field preferred
- 2-3 years of experience providing health and social support services to clients, preferably in an Indigenous setting
- Previous experience working with volunteers in a non-profit setting an asset
- Valid Ontario Class G Driver's License with access to a reliable, insured vehicle
- Current and satisfactory Vulnerable Sector Police Check
- Current First Aid and CPR Level C an asset
- Current 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 P0G 1J0

Tel: (705) 857-2331

Fax: (705) 857-3021

Email: samantha.bradley@henveyinlet.com

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EMPLOYMENT OPPORTUNITY
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 half-day workdays every Friday.

MAIN RESPONSIBILITIES

The Early Childhood Education Worker will be responsible to:

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

QUALIFICATIONS

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

HOURS OF WORK

Full Time – 35.5 hrs/week

REMUNERATION

Negotiable based on experience

START DATE

As soon as possible

APPLICATION DEADLINE

Open until filled

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

Henvey Inlet First Nation – Human Resources

295 Pickerel River Rd.

Pickerel, ON P0G 1J0

Tel: (705) 857-2331

Fax: (705) 857-3021

Email: samantha.bradley@henveyinlet.com

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EMPLOYMENT OPPORTUNITY
FINANCIAL ADMINISTRATIVE ASSISTANT

RE-POST

POSITION SUMMARY

Henvey Inlet First Nation is seeking a full-time **Financial Administrative Assistant** to join our Administration. The Financial Administrative Assistant reports to the Director of Finance/Administration and is responsible for managing Henvey Inlet First Nation's accounts payables and receivables, processing employee payroll accurately and on time, and completing, remitting and maintaining required financial books, reports and documentation in an organized, timely manner. This position requires excellent mathematical reasoning, a high understanding of accounting principles, attention-to-detail, and strong organization and time-management skills.

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MAIN RESPONSIBILITIES

The Financial Administrative Assistant will be responsible to:

- Maintain computerized records for specified Henvey Inlet First Nation accounts in Simply Accounting software
- Update accounting General Ledger when funding amendments are received
- Input financial data into accounting system and allocate transactions to the appropriate General Ledger account
- Manage accounts receivables and accounts payables and process all incoming and outgoing cheques
- Process expense claims and vouchers for payment, enter invoices, match invoices with purchase orders, and check all claims for accuracy
- Verify account codes and signatures for proper assignment of budgetary expenditures
- Ensure timely and accurate processing of all incoming and outgoing invoices
- Act as first line contact with vendors regarding billing and payment problems
- Record deposits and payables journal entries to the General Ledger
- Prepare and process weekly employee payroll for assigned departments
- Prepare annual T4 slips for HIFN employees
- Prepare all cash and cheque deposits for bank
- Bring bank deposit to bank as required
- Prepare all direct deposit payments for payroll, incoming invoices, travel and vendor expenses via Electronic Fund Transfer (EFT)
- Prepare all financial statements and bank reconciliations for assigned departments
- Prepare and submit required financial reports for Director of Finance/Administration, other HIFN department staff, and/or the requesting government body, achieving assigned deadlines
- Prepare and remit all necessary government remittances and other payments by required due date
- Assist with opening and closing the financial books in preparation of the annual audit
- Assist auditors with annual review by preparing and providing supporting documentation as requested
- Print monthly finance reports in time for monthly finance meeting and provide to Director of Finance/Administration
- Perform clerical duties, such as maintaining orderly and chronological filing and record systems
- Communicate with various staff members both in person, via email and on the phone, addressing their questions and requests
- Adhere to all HIFN policies and procedures

- Take interest in continuous learning and maintain up-to-date knowledge on current industry standards, regulations, trends and practices
- Participate in mandatory on-the-job training and training workshops as required
- Attend and actively participate in mandatory staff and community meetings
- Perform other duties as assigned from time-to-time by the Director of Finance/Administration or Chief and Council

QUALIFICATIONS

- College Diploma in Business Administration, Finance, Accounting, or a related field
- Minimum 5 years combined previous accounting, payroll and/or finance related work experience
- Strong working knowledge of Generally Accepted Accounting Principles
- Proficiency with Simply Accounting software required
- High level of proficiency with Microsoft Word and Excel
- Valid Ontario Class G Driver's License with access to a reliable vehicle
- Exceptional organization and time-management skills
- Excellent problem solving and critical thinking skills
- High level of attention to detail and a high degree of accuracy
- Ability to multi-task and manage competing priorities
- High level of personal integrity and a strong work ethic
- Current First Aid and CPR Level C an asset
- Previous experience working within a First Nation Organization would be an asset

HOURS OF WORK

Full-Time – 35.5 hrs/week

REMUNERATION

Negotiable based on experience

START DATE

As soon as possible

APPLICATION DEADLINE

Open until filled

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

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Tel: (705) 857-2331

Fax: (705) 857-3021

Email: samantha.bradley@henveyinlet.com

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

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



EMPLOYMENT OPPORTUNITY

HUMAN RESOURCES & PAYROLL ADMINISTRATOR

POSITION SUMMARY

Henvey Inlet First Nation is seeking a full-time **Human Resources & Payroll Administrator** to join our Administration. The Human Resources & Payroll Administrator reports to the Human Resources Manager and is responsible for providing administrative and technical support for the Human Resources department in areas such as recruiting, training, health & safety, benefits and payroll administration. The Human Resources & Payroll Administrator will assist the Human Resources Manager in the research and development of human resources and payroll policies and programs and will be responsible for ensuring the accuracy of preliminary payroll data, reports and timesheets. This position requires strong attention to detail, exceptional interpersonal communication and customer service skills and a high-degree of integrity 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 Human Resources & Payroll Administrator will be responsible to:

- Build and maintain beneficial relationships with non-profit employment agencies, educational institutions and other First Nations & First Nations organizations
- Post/update job vacancies and recruitment information on various internal and external digital and physical job boards
- Develop, implement and maintain a digital applicant tracking system
- Receive, sort, track and pre-screen incoming employment applications for compatibility to current and upcoming vacancies
- Assemble and prepare application file for Human Resources Manager review once job advertisements close
- Schedule appointments for interviews
- Prepare interview packages for the hiring committee, including copies of job postings, applications and interview questions
- Organize and participate in hiring committees and interview processes as requested
- Check prospective employee references
- Track candidate application status and respond with follow-up letters at the end of the recruiting process
- Maintain TBNT file with copies of applications, interview notes and other correspondence with unsuccessful applicants
- Act as a representative of HIFN at recruitment fairs as requested
- Draft employment offers for successful candidates
- Prepare and print new hire packages and employee policy booklets
- Coordinate procurement of new hire work spaces, supplies, computers and intranet access
- Assist with employee orientation and training registration of new hires on their first day, including completing all new hire documentation and gathering proof of employee qualifications
- Assist Human Resources Manager with training program development
- Assist with the coordination of employee and management training sessions
- Assign, monitor and track employee training progress
- Assist with the completion and submission of training proposals and employee registrations to Gezhtoojig for qualified new hires as requested
- Create new and maintain existing personnel files by ensuring they are complete and up-to-date
- Create and maintain a secure manual and digital filing system for all confidential employee data in accordance with PIPEDA and other applicable privacy regulations
- Facilitate the completion of probationary reviews for new hires with department managers
- Track employee eligibility dates for group benefit and pension plan enrolment
- Distribute benefit and pension enrolment packages and assist with employee benefit orientations for newly eligible staff

- Educate employees on group benefit and pension programs, providing answers to their questions
- Process employee benefit and pension enrolments, changes, leaves, and terminations by completing, submitting and mailing all required forms
- Update and maintain online benefit system and reconcile monthly benefit statements
- Assist employees in registering for myBenefits online and support employees with submitting online claims as required
- Act as a mediator between the insurer and employees to resolve claim and coverage issues
- Review, print, distribute and file monthly benefit billing statements
- Maintain a sustainable professional relationship with insurance and pension providers
- Work with account managers to coordinate workplace visits and employee benefit and pension training sessions
- Run monthly pension contribution report for the finance department, ensuring that appropriate contributions were made within each pay period
- Prepare and submit the monthly pension contribution allocation report to Canada Life
- Prepare and compile benefit and pension data needed for required provider and other government reports
- Participate in the annual benefit renewal meeting as requested
- Register new employees in ADP and train them on how to complete their online timesheets
- Be the primary contact point for any employee payroll related inquiries and requests
- Stay current with payroll regulations, standards and work practices
- Assist in the preparation and administration of payroll for all employees while auditing preliminary payroll processing reports and timesheets for accuracy
- Ensure that timesheet hours are categorized and allocated to correct cost centers
- Monitor employee time & attendance, time-off balances and timesheet approvals
- Inform managers of timesheet discrepancies and time & attendance patterns and concerns
- Ensure all wage, benefit and pension changes are made accurately and in time for effected pay periods
- Implement salary increases, bonuses and so on in accordance with instructions given
- Assist with updating and maintaining payroll system for accuracy and prepare manual payroll adjustments as required
- Create required internal management reports from payroll system including ad hoc reports as requested
- Maintain detailed records and documentation of payroll functions for audit purposes in accordance with statutory requirements
- Verify a variety of payroll related information for the purpose of ensuring accurate distribution of payroll funds and recommending corrective action as required prior to processing
- Process employee garnishments, leaves, and terminations as required, ensuring accurate processing of vacation payouts
- Prepare and amend ROEs as required, ensuring to print and mail out hard copies to employees and place copies in the personnel files
- Compile payroll remittance reports for finance, coordinating garnishment and pension remittance payments accordingly
- Work collaboratively with the finance department to ensure payroll is submitted for processing accurately and on time
- Respond to all government inquiries regarding payroll, including requests from Service Canada, CRA, FRO and other related agencies as required
- Coordinate employee exit interviews
- Assist with establishing the Joint Health & Safety Committee (JHSC) and related policies and procedures
- Assist with the coordination and set-up of JHSC meetings and training
- Attend JHSC meetings and record meeting minutes
- Actively participate in JHSC inspections and investigations
- Assist with JHSC inventory and supply management
- Assist with the preparation of the annual performance review process, ensuring managers remain on-track with their evaluation deadlines
- Collect and compile performance evaluation data for Human Resources Manager review
- Conduct annual employee engagement and feedback surveys, summarizing data collected into an itemized feedback report
- Monitor employee recognition milestones and administer incentive programs
- Assist with planning and organizing employee recognition events, parties, recreational activities and staff retreats
- Provide administrative support to the Human Resources department
- Conduct research and analyze and compile data
- Assist with regular research and compliance initiatives regarding Human Resources issues
- Assist with the development and implementation of human resources and payroll policies and procedures
- Provide assistance with organizational research and succession planning
- Prepare formal communications to employees for Human Resources Manager review
- Draft, print and distribute various routine employee letters, correspondence, memoranda and forms

- Proofread and edit various HR and payroll documents and forms
- Prepare monthly newsletter submissions and other department flyers and external correspondence for Human Resources Manager review
- Update HIFN website with external department correspondence
- Collect, copy, print, file and distribute various HR and payroll documents and records
- Process incoming/outgoing department mail
- Assist with department file archiving, including removing and destroying outdated or unnecessary materials or transferring them to inactive storage according to file maintenance/legal guidelines
- Present a positive and professional image of the organization at all times
- Develop and maintain solid working relationships with staff, leadership, government agencies and other key external stakeholders
- 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 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, courses, webinars & workshops as required
- Attend and actively participate in team, staff and community meetings
- Other duties as assigned from time to time by the Human Resources Manager, Director of Finance/Administration, or Chief and Council

QUALIFICATIONS

- Post-secondary degree or diploma in Human Resources, Business Administration, Payroll or Accounting
- 3+ years of combined human resources and payroll experience required
- Strong working knowledge of employment and payroll legislation a must
- Previous benefit administration experience an asset
- Previous experience working with ADP payroll software a strong asset
- PCP or PCM designation a strong asset
- Motivated individual with proven initiative
- Politically and culturally sensitive
- Current First Aid and CPR Level C preferred
- Knowledge of Henvey Inlet First Nation history, community and practices
- Previous experience working within a First Nations organization preferred
- Strong written and verbal communication skills
- Excellent customer service and interpersonal communication skills
- Ability to build and maintain strong professional working relationships
- Ability to deal with people sensitively, tactfully, diplomatically and professionally at all times
- Strong morals and ethics, along with a commitment to staff privacy and preserving strict confidentiality
- Ability to multi-task and manage competing priorities
- Excellent time-management and organization skills
- Must have sound critical thinking, reasoning, problem-solving and decision-making skills
- Strong research and data analysis skills
- Strong attention to detail and high degree of accuracy
- Strong work ethic and a positive team attitude
- Proficient with Microsoft Office programs including Word, Excel, and Power Point and the use of general office equipment
- Valid Class G driver's license with access to a reliable, insured vehicle
- 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

March 31, 2025

APPLICATION DEADLINE

March 13, 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 P0G 1J0

Tel: (705) 857-2331

Fax: (705) 857-3021

Email: samantha.bradley@henveyinlet.com

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EMPLOYMENT OPPORTUNITY

JANITOR

POSITION SUMMARY

Henvey Inlet First Nation is seeking a full-time **Janitor** to join our Administration. The Janitor reports to the Administration Manager and is responsible for cleaning all HIFN commercial buildings at the end of each business day. The Janitor will perform general cleaning duties including sweeping and mopping floors, cleaning and stocking restrooms, washing walls and windows, cleaning the kitchen and fridge, disinfecting all high-touch surfaces and trash removal. This position requires strong self-motivation, great attention-to-detail and excellent time-management 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 Janitor will be responsible to:

- Sweep, mop, polish, and refinish floors and vacuum and shampoo carpeted areas
- Perform all general cleaning of the HIFN building halls, offices, restrooms, kitchens and lobby
- Wash walls, windows, doors, plexiglass barriers, mirrors and upholstery
- Dust all furniture and fixtures
- Clean and stock restroom facilities daily with soap, paper towel and toilet paper
- Disinfect all high-touch surfaces including door handles, fridge handles, microwaves, coffee and water dispensers, cupboards and faucets
- Empty trash and recycling bins
- Wear necessary personal protective equipment and follow required health and safety procedures
- Ensure cleaning materials and supplies are stored in a safe and orderly manner
- Maintain a proper inventory of cleaning materials and supplies and submit requests to order to the Maintenance Supervisor when needed
- Monitor need for equipment maintenance and repair and report damage to Maintenance Supervisor
- Complete cleaning logbooks as necessary
- Ensure the building is locked and secure when leaving
- Maintain strict confidentiality at all times
- Adhere to all HIFN Policies and Procedures
- Participate in mandatory training workshops and webinars, including WHMIS, as required
- Attend and actively participate in team, staff and community meetings
- Perform other duties as assigned from time to time by the Supervisor, Director of Finance/Administration or Chief and Council

QUALIFICATIONS

- Previous cleaning or janitorial experience preferred
- Grade 12 diploma or equivalent preferred
- Valid Ontario Class G Driver's license preferred
- Current First Aid and CPR Level C an asset
- Highly motivated and able to work independently
- Excellent time management and problem-solving skills
- High level of sound independent judgment and reasoning
- High level of personal integrity and a strong work ethic
- Must be able to multi-task and prioritize work
- Strong attention to detail
- Ability to comprehend detailed instructions
- Ability to stand, bend, reach and twist for long periods of time
- Ability to lift up to 20lbs continuously
- Willingness to work evenings **a must**

HOURS OF WORK

Full-Time – 35.5 hrs/week

REMUNERATION

\$18.52/hour

START DATE

March 31, 2025

APPLICATION DEADLINE

March 13, 2025

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

Henvey Inlet First Nation – Human Resources

295 Pickerel River Rd.

Pickerel, ON P0G 1J0

Tel: (705) 857-2331

Fax: (705) 857-3021

Email: samantha.bradley@henveyinlet.com

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EMPLOYMENT OPPORTUNITY

NURSE PRACTITIONER

POSITION SUMMARY

The Nurse Practitioner reports to the Health Director and is responsible for providing primary health care services in the areas of health promotion, prevention, treatment, rehabilitation and support. The Nurse Practitioner assesses and diagnoses clients' health for acute illnesses and supports clients to manage chronic illness. The Nurse Practitioner is also responsible for consulting with doctors, medical practitioners and community health specialists as required in order to provide safe and timely patient care in accordance with the College of Nurses of Ontario's Standards of Practice Registered Nurses in the Extended Class. This position requires exceptional interpersonal communication and advocacy skills and strong attention to detail.

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.

DUTIES AND RESPONSIBILITIES

The Nurse Practitioner will be responsible to:

- Follow the Practice Standards and Guidelines as outlined by the College of Nurses of Ontario
- Provide comprehensive primary care services to clients of all ages, including disease prevention, health education and promotion, chronic illness management, antenatal and postnatal care, palliative care and acute/episodic visits
- Provide a wholistic approach to client care, looking at physical, mental, spiritual and emotional well-being while giving recognition to special social, physical and psychological risk factors which may affect the health of Indigenous clients
- Complete health assessments, including health history and physical examinations
- Utilize diagnostic testing to establish medical diagnoses and treatment plans for major and acute patient illnesses within the specialty scope of practice consistent within the College of Nurses of Ontario standards of practice for Registered Nurses in the Extended Class RN(EC)
- Review laboratory results, procedure reports and consultation notes and arrange appropriate follow-up and referrals as required
- Prescribe medications according to scope of practice
- Develop and maintain positive relationships with clients, families, staff, other health care providers and the community
- Consult with physicians as needed regarding issues that are outside the NP scope of practice
- Monitor and provide intervention, treatment and advanced clinical management as needed to support patients across the continuum of care
- Advocate on behalf of clients with regards to equitable access to traditional healing and western health services
- Conduct consultations with clients, family and other health care team professionals to assess learning and support needs and formulate, initiate, co-ordinate and evaluate a comprehensive and collaborative patient-centered plan of care

- Work in partnership with HIFN nursing team to share responsibility for planning provision and coordination of client care either in the home, community or in the clinic
- Promote continuity of care by initiating and coordinating patient discharge plans, warm transfers and integrated care methodology
- Arrange home support services for clients based on individual needs to prolong independent living in the home
- Collaborate with other health professionals, community partners and staff to ensure a broad range of services, including outreach services, are available to clients as required
- Evaluate patient care outcomes and nursing practice issues to ensure the highest possible quality of care
- Maintain complete and accurate medical records, ensuring all notes and patient charts are updated in a timely manner and in accordance to the College of Nurses standards of practice
- Ensure all client information and medical records are securely stored and kept confidential at all times in accordance with PIPEDA, the Freedom of Information and Protection of Privacy Act and other applicable privacy legislation
- Participate in patient chart reviews and quality of care audits
- Complete and submit weekly, monthly, quarterly and annual statistical data, correspondence and reports to applicable Ministries, Governments, and medical service providers in a timely manner as required
- Support the First Nation in the development of safe and efficient health facilities/operations
- Initiate programs in response to community needs and new and existing legislation
- Help establish and deliver a Community Health Plan and programs taking into consideration the physical, social, spiritual, mental and environmental factors which influence each client and the community
- Ensure compliance with regulatory and legal requirements
- Maintain and upgrade professional competence through appropriate continuing education methods by participating in teleconferences and training as provided by FNIHB and the College of Nurses of Ontario
- Attend required community events, meetings and training when applicable
- Supervise and support the HIFN nursing team
- Oversee time and attendance records for the HIFN nursing team, including approval and signoff of time sheet and time-off requests
- Participate in performance management and progressive discipline processes for the HIFN nursing team within Nurse Practitioner capacity as necessary
- Other duties as assigned from time to time by the Health Director, Director of Finance/Administration or Chief and Council

SKILLS AND ABILITIES

- Knowledgeable regarding the nursing process and its application, including the assessment, planning, implementation and evaluation of nursing care
- Thorough familiarity with the applicable laws, regulations and guidelines for providing patient care in Ontario
- Experience working with pediatric patients, seniors and individuals with disabilities or cognitive impairments
- Experience providing prenatal and postnatal care to expecting mothers
- Demonstrated ability to assist patients, family members and other clients with concern and empathy
- Excellent bedside manner including the ability to communicate in a courteous and respectful manner
- Excellent verbal, written and interpersonal communication skills
- Ability to develop and implement basic and advanced patient educational programs
- High level of critical and logical thinking and analytical skills
- High degree of resourcefulness and the ability to adapt to the changing demands of the position

- Excellent problem-solving and leadership skills
- Ability to demonstrate initiative, optimism, tact, self-assurance, and dependability
- High level of personal integrity, discretion and accountability
- Strong morals, ethics and diplomacy
- Ability to maintain strict confidentiality at all times
- Knowledge and understanding of First Nation Communities and their culture an asset
- Sensitivity to First Nation and community health issues
- Politically and culturally sensitive
- Ability to work independently but also as part of a team
- Sound leadership, staff management, administrative and delegation skills
- Ability to cope and function within a stressful work environment
- Strong computer literacy and familiarity with patient charting and Health Canada reporting procedures and requirements
- High level of proficiency with Microsoft Office Suite including Word and Excel an asset

QUALIFICATIONS

Education:

- Baccalaureate Degree in Nursing required; Masters of Nursing preferred
- Successful completion of the Ontario Primary Healthcare Nurse Practitioner Certificate program

Occupational Certification:

- Current registration with the College of Nurses of Ontario as a Registered Nurse in the Extended Class RN(EC), with a specialty certificate in either Adult or Primary Health Care required
- Current membership in the Nurse Practitioners Association of Ontario
- Current Basic Cardiac Life Support (BCLS) for Health Care Providers (HCP) certificate required
- Current Non-Violent Crisis Intervention (NVC) certificate required
- Current Canadian Nurses Association Psychiatric and Mental Health Nursing certification an asset
- Successful completion of controlled substance education and ability to prescribe controlled substances required

Other Requirements:

- 2+ years of experience as a Primary Healthcare Nurse Practitioner is preferred
- Recent clinical experience in a mental health and/or addictions setting is preferred
- Demonstrated competencies related to safe, effective and ethical prescribing
- Experience with substance use interventions an asset
- Current CPIC Vulnerable Sector Check
- Posses a valid Ontario Class G Driver's License with access to a reliable, insured vehicle

HOURS OF WORK

Full-Time – 35.5 hrs/wk

WORK LOCATION

In-office

REMUNERATION

Negotiable based on experience

START DATE

March 31, 2025

APPLICATION DEADLINE

March 16, 2025

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Henvey Inlet First Nation – Human Resources

295 Pickerel River Rd.

Pickerel, ON P0G 1J0

Tel: (705) 857-2331

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(a) of the Ontario Human Rights Code

NOTICE

Zara Contin, the Waste Management Coordinator at the WBAFN tribal office, is introducing a new way of composting food scraps or leftovers.

The new device is called the

FOODCYCLER

Henvey Inlet FN band members are invited to try out the FOODCYCLER ECO 5 model at no cost meaning the FOODCYCLER comes at no cost.

Sagamok has tried this new way of composting at their reserve and appears to like this new way of composting. The Sagamok results are included here with this Notice for us to try it out.

The FOODCYCLER was invented and is manufactured in Canada. If you want to get more info, type FOODCYCLER ECO 5 in your browser.

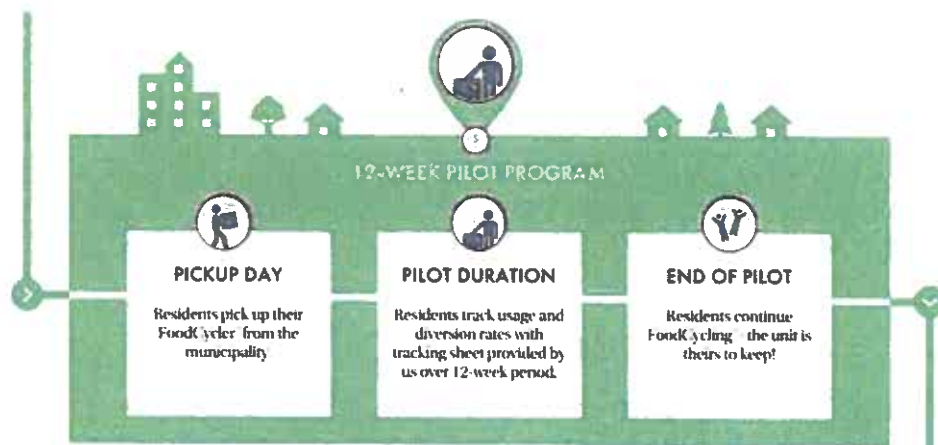
Some info is included with this NOTICE, so please feel free to try out this new composter.



Food Cycler Pilot Program

Henvey Inlet First Nation can help tackle in home food waste by piloting an innovate FoodCycler in your home to help divert food waste. Please note supplies will be limited.

Henvey Inlet has partnered with Food Cycle Science to establish a pilot program that will allow for FoodCycler machines to be purchased with Limited spots to Residents of Henvey Inlet First Nation (Eco 5 Model) in exchange for recording their usage over the course of the program. Once the pilot program is complete, the FoodCycler machine is yours to keep!



WHY SHOULD I PARTICIPATE?

Did you know that up to 50% of household waste is composed of food waste? By helping your community address food waste, you are supporting your community's waste diversion, while reducing your carbon footprint.

WHAT IS REQUIRED OF ME?

Not much! Fill out the Form for FoodCycler™ from Henvey, track your use once a week for a period of 12 weeks and then answer a brief exit survey at the end of the pilot program.

SPECS	FC-30	ECO 5
BUCKET CAPACITY	2.5L	5L
RECOMMENDED HOUSEHOLD SIZE	1-2	3+
UNIT VOLUME	30.5L	28.9L
DIMENSIONS (INCHES)	(H) 14 X (W) 11 X (D) 10.3	(H) 13.8 X (W) 13.8 X (D) 10.3
PROCESSING TIME	4-8 HOURS	6-8 HOURS
POWER CONSUMPTION	~0.8 KWH	~1.5 KWH
FILTRATION	2 DISPOSABLE FILTERS	1 REFILLABLE FILTER
VENT LOCATION	BACK	TOP

3 Simple Steps



- 1** ADD FOOD WASTE TO BUCKET
- 2** ADD BUCKET TO UNIT
- 3** PRESS START. THAT'S IT!

THE RESULTING BY-PRODUCT CAN BE USED IN THE GARDEN!



Band members Interested in trying a FoodCycler: Please contact Sherry Contin at the Lands Office to fill out the form FoodCycler Pilot Program.

FOODCYCLER

FoodCycler™ Pilot



SAGAMOK
ANISHNAWBEK

Congratulations on completing a successful 12-week FoodCycler Pilot Program! The Sagamok Anishnawbek First Nation is among the 120+ municipal partners that have implemented the FoodCycler as a trusted food waste solution and shown its commitment to a sustainable future.

There were



100

participating households in Sagamok Anishnawbek First Nation.

4.5 Star Average Rating



What you diverted



34.4

metric tonnes of CO2 emissions diverted per year

WITH THIS AMOUNT OF CO2E DIVERTED, YOU TAKE THE EQUIVALENT OF



8.2

gasoline-powered vehicles off the road annually



26.5

metric tonnes of food waste diverted per year

WITH THIS AMOUNT OF WASTE DIVERTED, YOU ARE SAVING



25.9

garbage bags per household annually. Your local landfill thanks you!

What Your Neighbours Say



will continue to use their FoodCycler



would recommend a FoodCycler to others



are now more aware of their food waste

Loved it, really decreased my garbage. Only had to put a bin to the road every 3rd week! "

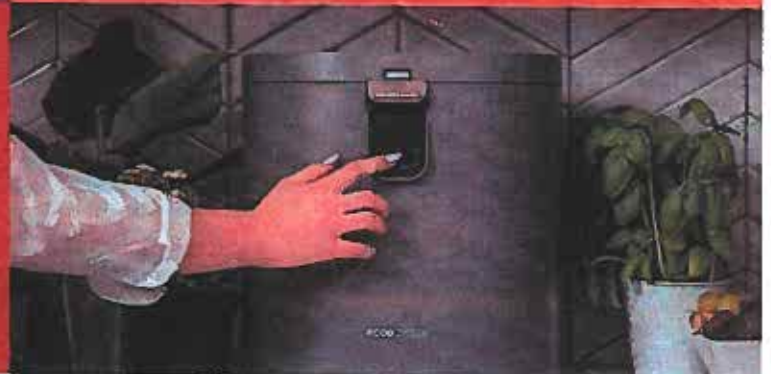
- RESIDENT

I enjoyed the program. The entire family used the Food cycler. I enjoyed the lack of smell / odour. "

- RESIDENT

Interested in a FoodCycler for your home?

Reach out to your first nation to request more information and participation in future programs.



FOODCYCLER



FoodCycler® is designed with a 'Can Do' Attitude.



Patented Vortech™ grinding technology handles what others can't.

Easy

Convenient

Stylish

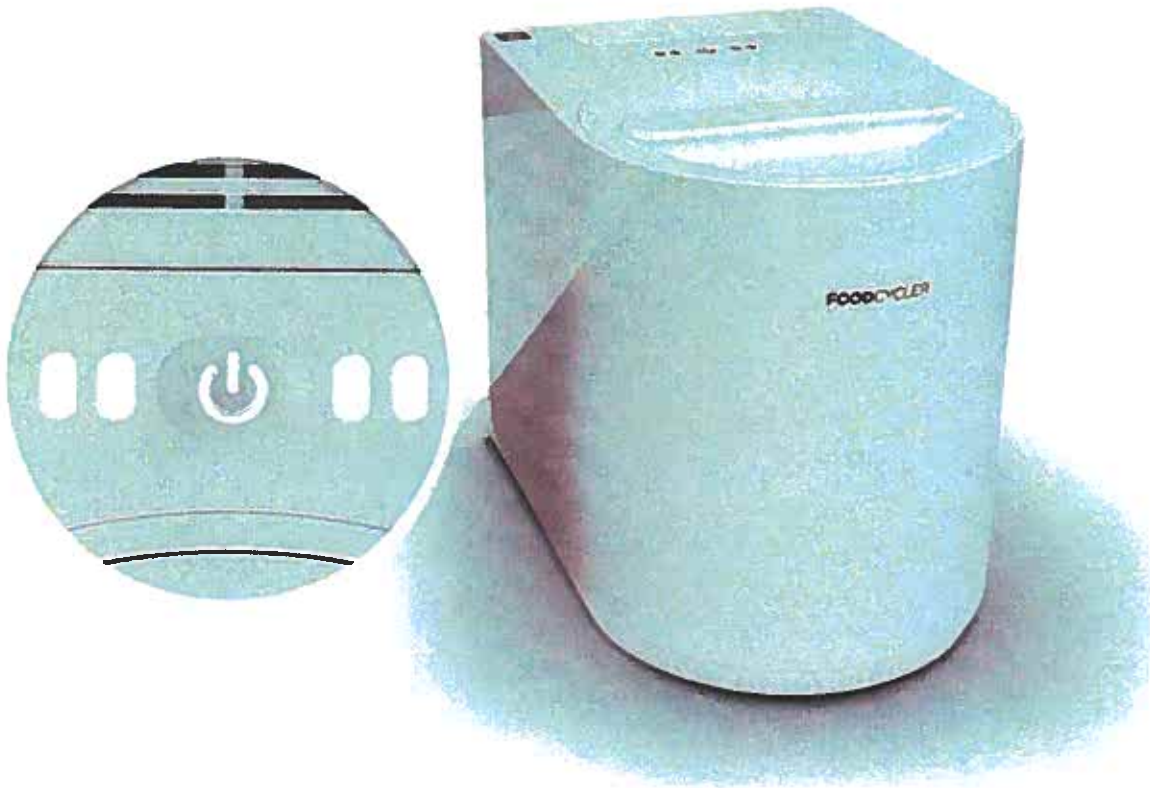
Odourless

Quiet

Clean

Sustainable

Be an Eco-Warrior with the Push of a Button



Up to 90% reduction in your food waste.

0 Methane Gas is emitted from the FoodCycler.

<1.5 kWh per cycle.

Join the Revolution. Put your food scraps to work.

What to Feed your FoodCycler

It's important to know which food scraps belong in your FoodCycler and which don't. Follow this guide to keep your FoodCycler running smoothly and create the best *Foodilizer*—the nutrient-rich soil amendment transformed from your food scraps—for your plants.

Yes	<ul style="list-style-type: none">○ Veggie & fruit scraps○ Meat, fish, poultry○ Poultry & fish bones○ Coffee grinds & tea leaves (including coffee filters & tea bags)○ Beans, seeds & legumes○ Eggs & seashells○ Shellfish (including shells)
No	<ul style="list-style-type: none">○ Cardboard○ Oils & fats○ Candy & gum○ Most "compostable" plastics○ Beef bones
In Small Amounts	<ul style="list-style-type: none">○ Sauces, dressings & gravies○ Dairy products○ Jellies, jams & puddings○ Starches (including bread, rice, cake, etc.)○ Pork & lamb bones○ Hard pits (including peach, apricot, lychee & mango)
Cut Up Prior	<ul style="list-style-type: none">○ Paper towel & tissue○ Corn cobs & husks○ Whole vegetables○ Fibrous plants (including celery, asparagus, parsley, etc.)

The Library is now fully Accessible!

Library Hours

**The library is open from 8:30 - 4:30 Mon to Thurs
Friday from 8:30 - 12:00**

**The library offers free access to Wi-Fi and Phone.
Printing and copying services are available.
Any other services available upon request.**

Contact Anisha Jeanveau HIFN Librarian Anisha.jeanveau@henveyinlet.com

Save the Date

Library Community Meet & Greet!

Snacks!

Refreshments!

March 27, 2025
9:30am – 4:30pm

Complimentary Lunch 11:00-12:00

Contact Anisha Jeanveau HIFN Librarian Anisha.jeanveau@henveyinlet.com



MARCH

And in a blink of an eye February has left and March has arrived. We have had lots of fun activities in the month of February like, Making playdough and using cutters to create various shapes, we made valentine slime using pinks and glitter, we also used paints and painting rollers to create various marks and pictures. We explored snow using our sense of touch and sight. We used water colour to paint the snow and mix colours. We even got a chance to bounce on the bouncy castle inside the classroom and that was A LOT of fun!

March Break is March 10th- 14th if your SCHOOLAGE CHILD(REN) are wishing to attend the daycare that week please contact the daycare BY MARCH 4TH 2024!

If your child is NOT enrolled in the center and you are wishing they attend, please come pick up an enrollment package to fill out as it must be RETURNED PRIOR to their start date.

If you are planning on being absent from the daycare any day during the March Break it is the parents responsibility to inform the daycare of their absence.

This will ensure we have ordered enough food for the children that are attending and so we have approximate numbers to help with activity planning!

Some activities we are planning for the month of March are:

Green/Gold Sensory Day (On this day we will be making playdough, slime, water, paint to explore)

Making Suncatchers (Using paint, glue and food colouring to create each of their own suncatchers)

Making bird feeders (using cheerios and pipe cleaners to create own birdfeeder)

Greenhouse experiment: Planting own seeds and observing day to day to see how they grow

Colouring sorting game: Matching colours of pictures and objects

Counting games: Matching number to number/picture.

Please make sure you are not attending the daycare when you are sick! We have been lucky so far to keep those horrible colds/flus away and want to ensure anyone who is sick remains at home UNTIL SYMPTOMS HAVE CLEARED. This is for the safety of the both the children and staff!

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

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

**** Next month we will begin taking enrollment for the summer months for working families, if you are looking to attend the daycare please come and pick up an enrollment form, once it has been returned we will add your name to the list! ****

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



To try to get more of the children and daycare participation we have moved the baby Eagle Session to
Monday March 3rd 2025 at 3:30 pm!

We will be beginning to put together the Eagle Staff with the ideas we had creatively came up with the last session together! If you would like to attend contact the Daycare (705-857-0957) by Friday February 28th 2025!

Dinner will be provided at the end of the meeting!

We hope to see you there!



BABY EAGLE STAFF



COMMUNITY ENGAGEMENT SESSION

HENVEY INLET FIRST NATION

WHAT IS AN EAGLE STAFF?

EVERY EAGLE STAFF CREATED IS UNIQUE TO ITS COMMUNITY. IT IS A SYMBOL OF NATIONHOOD, RELATIONSHIPS, CLANS, TRUST, SACREDNESS, AND OUR TRADITIONAL INDIGENOUS KNOWLEDGE. THE EAGLE STAFF WILL BECOME A PART OF YOUR COMMUNITY.

THE EAGLE STAFF CONTAINS STORIES, TEACHINGS, AND IDENTITY SPECIFIC TO THE COMMUNITY. IT HAS A SPIRIT AND IS ALIVE.

THE CHILDREN'S EAGLE STAFF REPRESENTS THE "RIGHTS OF THE CHILD" AS BESTOWED ON CHILDREN BY THE CREATOR AND IS KNOWN IN ANISHINAABEMOWIN AS NIIGANNINAATIG, WHICH MEANS "THE ONE THAT LEADS THE CEREMONY."

ALL CHILDREN & FAMILIES ARE ENCOURAGED TO ATTEND

OVERVIEW OF SESSION

DESIGNING THE EAGLE STAFF
DECORATING THE EAGLE STAFF
CLOSING

Facilitated by
Niijaansinaanik Culture
Services Team
Perry McLeod-Shabogesic
Paige Restoule
Irvin Contin

Please register with
Ashley Houckley
for catering purposes

DATE
Monday March 3
Monday March 31

TIME
3:30-5:00pm

LOCATION
Henvey Inlet Daycare
Centre



To register & for more information please contact:
Ashley Houckley, RECE
ashleyannehouckley@outlook.com and/or 705-857-0957



Niijaansinaanik
Child and Family Services



March 2025

**Band Reps.
Programs for March**

Band Representative On-Call Schedule

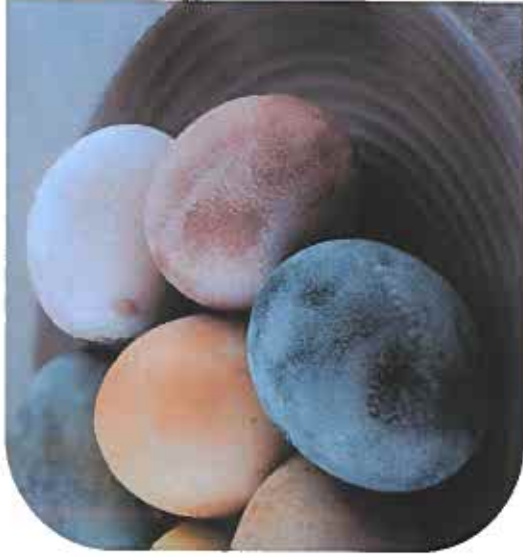
Staff Member	Start Date	End Date
Kara	2025-02-03 16:30	2025-02-17 16:30
Kerri	2025-02-17 16:30	2025-03-03 8:30
Kara	2025-03-03 16:30	2025-03-17 8:30
Kerri	2025-03-17 16:30	2025-03-31 8:30

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 ***



Times are subject to change slightly once confirmations have been set



EASTER
Photos



March 14
@
11 am - 1 pm
Band Rep Trailer
Photoshoot starts on time, no exceptions



Limit of 6 People per photoshoot
Contact Darcy to Register



BAND REP LOGO CONTEST

UNVEILING APRIL 12

ANISHINAABEKAK WIIDOSENDI WAKING THE PEOPLE TOGETHER



MARCH 5, 2025
BY @ 4:30 PM

PLEASE SEND LOGO TO ERIN @ ERIN.CAMPBELL@HENVEXINLET.COM

Community Health Nurse



BRENDA CONTIN

Brenda Contin, CHN

March 2025


S	Mon	Tue	Wed	Thu	Fri
3	ANNUAL VACAY	4 SSM: RHT	5 MTG	6 ANNUAL	7 VACAY
10	Methadone Clinic	11 Methadone Clinic/OFFICE	12 Methadone Clinic/OFFICE	13 Methadone Clinic/OFFICE	14 Methadone Clinic
17	Methadone Clinic/Office	18 Methadone Clinic/Office	19 Methadone Clinic/Office	20 ← ANNUAL	21 VACAY →
24	ANNUAL VACAY	25 RAMA: ELDERS TRIP →	26 _____	27 _____	28 ANNUAL VACAY
31	ANNUAL VACAY	APRIL 1 →	APRIL 2 →		

FOOT CARE



For Elders & Diabetics

Wednesday
March 5,
2025

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

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



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

Home Care Nurse



DEBBIE BRENNAN

March 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
2	3 Methadone Clinic Medical follow -ups	4 Methadone clinic Home visits HCC	5 Methadone clinic Home visits HCC	6 Methadone Clinic Medical follow- ups	7 Methadone clinic	8
9	10 Holidays March Break	11 Holidays March Break	12 Holidays March Break	13 Holidays March Break	14 Holidays March Break	15
16	17 HCC Service Delivery Plan Workshop Sudbury	18 HCC Service Delivery Plan Workshop Sudbury	19 HCC Service Delivery Plan Workshop Sudbury	20 Methadone Clinic Medical follow- ups	21 Methadone clinic	22
23	24 Methadone Clinic Medical follow -ups	25 Methadone clinic Home visits HCC	26 Methadone clinic Home visits HCC	27 Methadone Clinic Medical follow- ups	28 Methadone clinic	29
30	31 Methadone Clinic Medical follow -ups					



DEBBIE BRENNAN
HCN



MEALS ON WHEELS NOTICE

Clients are asked to please let Dannielle know when they won't be home or if they require their food to be left with someone if they are not home. This will help Dannielle in knowing how much she needs to cook and to avoid wasting food.

Your assistance would be appreciated!!



N.N.A.D.A.P.

Louise Ashawasegai



MARCH 2025

Louise Ashawasegai-NNADAP



Sun	Mon	Tue	Wed	Thu	Fri	Sat	Notes
						1	March Break- March 10 - 14, 2025 Daylight Savings- March 9, 2025
2	3 Office	4	5	6 Shopping	7 Office	8	
9	10 March Break Breakfast	11 Home Visits	12	13	14 Office	15	
16	17 Green Hat Day Contest	18 Home Visits	19 Euchure Tournament	20 Home Visits	21 Office	22	
23	24	25 Home Visits	26	27 Home Visits	28 Office	29	
30	31 Office						





EUCHRE

Tournament

Calling all Euchre fans to join us for a
Euchre Tournament

WEDNESDAY MARCH 19

Location & Time TBD

**Just \$10 entry fee
to join the fun**

**The Pair with
most wins take it
all!**

**Come on Out and have some fun!
Call Health Centre to sign-up!!**

Louise Ashawasegai, 705-857-1221

A green hat with a black band and a gold buckle is centered in the middle of the poster. It is surrounded by two gold coins with shamrock designs. Above the hat, there are two strings of green triangular bunting with shamrock patterns. The background is a dark green checkered pattern.

GREEN HAT DAY CONTEST!

**MONDAY MARCH 17, 2025
@ 9:00AM TO 3:00 PM O&M OFFICE 2**

COME AND MAKE YOUR OWN ST. PATRICKS DAY HAT!

**WILL END WITH JUDGING. PRIZES FOR BEST HATS- 1ST, 2ND
& 3RD!!**

**CALL HEALTH CENTRE TO SIGN-UP!!
705-857-1221
LOUISE ASHAWASEGAI, 705-857-1221**

A photograph showing three trays of herbs. The top tray is white and contains green, feathery herbs. The bottom-left tray is black and contains white, dried herbs. The bottom-right tray is yellow and contains dark brown, dried herbs. A large blue circle with a white border is overlaid on the center of the image, containing the text.

**CULTURAL
COORDINATOR
Stan Moses**

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

PoG 1J0

(705)857-1221 EXT: 229



MONDAY MARCH 3, 2025

**MEN'S
CIRCLE**

KIND MAN PROGRAM

**WITH DAVE RICE, STAN MOSES & ARLEN
TULLOC**

• TRAILER # 4-DINNER PROVIDED •

Starting at 5:00 PM

PLEASE CALL TO SIGN UP ASAP!!!

10 SPOTS AVAILABLE

FOR FURTHER INFORMATION OR IF A RIDE IS NEEDED WITHIN

COMMUNITY, CONTACT:

CULTURAL COORDINATOR- STAN MOSES 705-857-1221



MONDAY MARCH 17, 2025

**MEN'S
CIRCLE**

KIND MAN PROGRAM

**WITH DAVE RICE, STAN MOSES & ARLEN
TULLOC**

• TRAILER #4-DINNER PROVIDED •

Starting at 5:00 PM

PLEASE CALL TO SIGN UP ASAP!!!

10 SPOTS AVAILABLE

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

CULTURAL COORDINATOR- STAN MOSES 705-857-1221



MONDAY MARCH 31, 2025

MEN'S CIRCLE

KIND MAN PROGRAM

**WITH DAVE RICE, STAN MOSES & ARLEN
TULLOC**

• TRAILER #4-DINNER PROVIDED •

Starting at 5:00 PM

PLEASE CALL TO SIGN UP ASAP!!!

10 SPOTS AVAILABLE

FOR FURTHER INFORMATION OR IF A RIDE IS NEEDED WITHIN

COMMUNITY, CONTACT:

CULTURAL COORDINATOR- STAN MOSES 705-857-1221



MARCH BREAK EVENTS 2025

March 10-14, 2025

Please call the Health Centre to sign up!!!

**All March Break Event SIGN-UP
deadlines are March 4th!!**

with an exception of Prize Bingo

**Prize Bingo sign-up deadline is March 3rd by
12NOON!!!!**

**Field Trip Policy applies to all trips! Trips outside of the Community will require a
\$20 deposit per family when signing up! Darcy will be taking the deposits!**

March Break



Community Breakfast



Wiisinidaa!!

Monday March 10, 2025

9:00 am O&M Upstairs

No Sign-up needed!!

**Breakfast Menu: Scrambled Eggs, Potatos, Bacon,
Sausage, toast, coffee, tea and juice**



JOIN US TO CELEBRATE

MARCH BREAK

BINGO

FOR SCHOOL-AGED

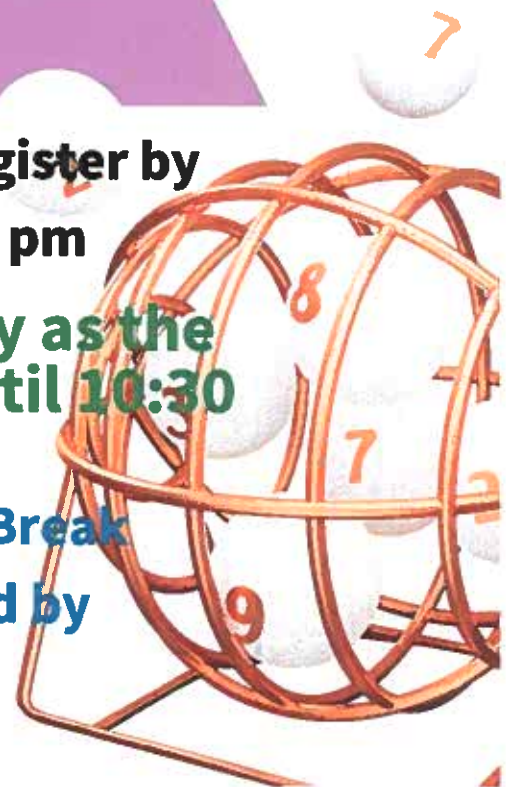
CHILDREN

Monday, 10th March 2023
Start @ 10:30 AM
Henvey Inlet O&M

**Please contact Darcy to Register by
Monday, March 3 @ 12 pm**

**Please do NOT arrive early as the
doors will NOT be open until 10:30
am**

**Join in celebrating March Break
with Prize Bingo followed by
catered lunch**



MARCH BREAK EVENT

Sliding PARTY

HIFN SLIDING HILL/THE PIT

MONDAY

MARCH 10, 2025

2:00 PM TO 4:30 PM

**DIY SLED CONTESTS FOR MOST CREATIVE
SLED AND FURTHEST RIDE PER AGE
CATEGORY!**

**Sign-up at Health Centre, need to know how
much food will be needed!**



TUESDAY
MARCH 11th



Urban Air 8:30-10:30am

SCIENCE
NORTH



SCIENCE
NORD

\$20 deposit per Family required at
Sign-up!!

Science North
11:30-3:30pm

*Sign up with Darcy at the health centre
Transportation and brunch provided
School Bus leaves the firehall at 7:30am and returns at 4:30pm*



Wednesday March 12th

**DAY @ THE LITTLE NHL HOCKEY
TOURNAMENT IN MARKHAM, ON**

**SIGN UP WITH DARCY@ HEALTH CENTRE
RIDES ARE LIMITED**

**TRANSPORTATION (LIMITED), ADMISSION AND
MONEY FOR FOOD PROVIDED**

**Departure time from the firehall
is 7:00am and return will be
about 10pm that evening**

**All youth attending must be
accompanied by a parent or
guardian at all times**

\$20 deposit per family required at sign-up!!

Two bingo cards are visible in the upper right. The left card has numbers 18, 54, 12, 59, 43. The right card has numbers 4, 18, 34, 68, 28, 51, 37, 59. Below the cards are several colorful balls with patterns and numbers, including a red and white striped ball with the number 21.

March Break PRIZE BINGO

This event is being held for those who do not wish to attend the Little NHL Trip!

WEDNESDAY MARCH 12, 2025

1:00 PM to 3:00 PM

Learning Centre



Please call Darcy at the Health Centre
to sign-up!! 705-857-1221

MARCH BREAK FUN AT THE LEARNING CENTER – THURSDAY MARCH 13TH @ 9AM-3:30PM

On March 13th, Relay facilitators will present to an audience of up to 40 participants, the following programs:

1. **Capture the Wind:** Explore the world of wind turbines and the incredible engineering it takes to build these structures. Kids will learn about the history of electricity by building and flying a kite. They will also learn how the wind is harnessed for electricity and complete experiments to discover why wind turbines are designed with certain components in mind.
2. **Plug in the Sun:** Kids will learn about solar electricity and heating systems, and how solar panels have been used in a variety of uses. Kids will use recycled materials to build solar ovens that use solar thermal energy to heat food. Workshop experiments include discovering how different angles, light colour and certain elements can affect the output of solar panels.
3. **Solar Car and Wind Turbine Design Challenges:** These workshops are STEM challenges where kids will design and build a working solar car or wind turbine using provided materials. This is an engineering activity that involves creativity, problem solving and teamwork. Kids will work in partners, and each camper will be able to take home either a solar car or a wind turbine they built.

Caterer required for kid friendly lunch and snacks. Please send your quotes and recommended ideas to Eileen Morin at the Band Office, 705-857-2331 or eileen.morin@henveyinlet.com

STEM

MARCH BREAK PROGRAMS

**WE BRING
CAMP TO YOU!**

EXPLORATION,
EXCITEMENT
AND NON-STOP FUN!



MARCH BREAK ACTIVITIES:

SCIENCE EXPERIMENTS

ART AND CRAFTS

OUTDOOR ACTIVITIES

ORGANIZED GAMES



**REACH OUT
FOR CUSTOM
PRICING**

**BOOKING FOR
SPRING 2025**

CHOOSE FROM 1-4 DAYS
OF PROGRAMMING

**CONTACT US
FOR BOOKINGS:**

INFO@RELAYEDUCATION.COM
AMANDA: 647-885-6998
RELAYEDUCATION.COM

Relay
Education





STEM MARCH BREAK PROGRAMS

Relay's March Break programming is all about fun and learning! We bring everything needed to run multiple days of hands-on STEM programming to you. Kids will build solar ovens, explore conservation, design creative projects, and spend time outside. Learning meets adventure! Inspiring kids to explore, create, and have a great time.

Daily Schedule

Here's a sample daily program. You choose to do activities for one to four days, and the schedule can be adjusted to match what you like.

9:30-10:00AM	Morning activities (Crafts and active games)
10:00AM-12:00PM	Morning workshop
12:00-1:00PM	Lunch (Relay doesn't provide supervision)
1:00-1:30PM	Outdoor activities
1:30-3:00PM	Afternoon workshop

Week of STEM programming with Relay

Daily themes	Renewable Energy	Solar Energy	Wind Energy	Water and Conservation
9:30AM-12:00PM	Safety Spark Workshop	Plug in the Sun Workshop Activity: Solar Ovens	Capture the Wind Workshop Activity: Kite Building	Where Water Flows Workshop Activity: DIY Water Aquifer
12:00-1:00PM	Lunch break			
1:00-3:30PM	Digest This! Workshop	Solar Car Design Challenge	Wind Turbine Design Challenge	End of camp wrap-up



STEM MARCH BREAK PROGRAMS

Workshop Descriptions

Capture the Wind: Explore the world of wind turbines and the incredible engineering it takes to build these structures. Kids will learn about the history of electricity by building and flying a kite. They will also learn how the wind is harnessed for electricity and complete experiments to discover why wind turbines are designed with certain components in mind.

Solar Car and Wind Turbine

Design Challenges: These workshops are STEM challenges where kids will design and build a working solar car or wind turbine using provided materials. This is an engineering activity that involves creativity, problem solving and team work. Kids will work in partners, and each camper will be able to take home either a solar car or a wind turbine they built.

Where Water Flows: Explore the importance of water and how we rely on it in our daily lives. We examine how different areas manage water supply and wastewater treatment. Kids will build a model aquifer using recycled materials to better understand ground water.

Safety Spark: This is an electricity 101 workshop. Kids will learn the basics of electrical safety inside our homes and out in the community. Kids will use energy balls to explore the energy that flows through our bodies, as well as batteries and wires to learn about series and parallel circuits. The workshops includes a game about how to prepare an emergency ready kit at home.

Digest This: Kids discover how the breakdown of organic waste can be used as a form of renewable energy. We examine how biodigesters produce gases that can be used for electricity. Kids learn different lab techniques and make solutions that cause chemical changes.

Plug in the Sun: Kids will learn about solar electricity and heating systems, and how solar panels have been used in a variety of uses. Kids will use recycled materials to build solar ovens that use solar thermal energy to heat food. Workshop experiments include discovering how different angles, light colour and certain elements can affect the output of solar panels.

CULTURALLY CONNECTED INDIGENOUS PROGRAMS AVAILABLE, PLEASE ASK.



CATERER NEEDED!

**To provide BREAKFAST, LUNCH AND
SNACKS for the March Break**

**Relay Wind and Solar Program on
Thursday March 13, 2025**

**To be served at The Learning Center
For 40 people.**

**Caterer to make 2 suggestions (Kid
Friendly) and submit to Eileen Morin at
the Band Office**

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

Deadline to Submit Bids:

Thursday March 5th @4:30PM

**Submit Bids with breakdown of Catering Fee, Mileage, and Groceries Costs
to Eileen Morin 705-857-2331**

eileen.morin@henveyinlet.com

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



MARCH BREAK

ICE FISHING

FRIDAY MARCH 14, 2025

Location: Pickerel Landing

10:00am Start Time

3:00pm Weigh In

2 holes/person, Holes will be drilled for you

Bring own equipment,
Bait will be provided!

4 Prizes for Heaviest fish

No age categories

Winning Prize:

1st	\$400
2nd	\$300
3rd	\$200
4th	\$100

BBQ Lunch at 12 noon at Landing

For information and to sign-up: 705-857-1221