



June



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

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

MEMORANDUM

To: Community Members
Fr: Dannielle Shukster, Events Coordinator
Dt: May 27, 2026
Re: **Loonie Auction**

The HIFN Powwow Committee would like to extend our sincere gratitude and appreciation to all the generous contributors who donated items to our Loonie “Live” Auction held in the community on May 23, 2026.

Thanks to the incredible support of our local businesses, HIFN Chief and Council, staff, organizations, and community members, this year's fundraiser was an outstanding success. Your generosity, participation, and community spirit helped make this event truly memorable.

We are thrilled to announce that together we raised an incredible \$19,047.25 in support of the 2026 HIFN Powwow!

Every donation, bid, and contribution played a role in achieving this remarkable milestone. The success of this event reflects the strength of our community and the shared commitment to celebrating and preserving our culture and traditions.

Miigwetch to everyone who donated, volunteered, attended, and supported the auction. Your kindness and generosity continue to make a lasting impact, and we look forward to another successful Powwow celebration in 2026.

Dannielle Shukster,
Events Coordinator





Henvey Inlet First Nation



Britt Community Church



LOONIE AUCTION

Powwow Fundraiser



Henvey Education Department

Henvey Lands Department

Miigwetch to All Our Sponsors



Henvey Inlet GAS BAR

BURLI CONSTRUCTION

May 26, 2026

Chief Wayne McQuabbie
Henvey Inlet First Nation
354B Pickerel River Road,
Pickerel ON P0G 1J0

Dear Chief Wayne McQuabbie,

Hydro One is investing in your community. We are installing new technology as one of the first steps to prepare for growing electricity needs in the Henvey Inlet First Nation area. This is being done to reduce outages and restore power faster to homes, businesses and communities.

Hydro One is planning to complete work on Henvey Inlet First Nation reserve land. There is no cost for this upgrade work for the Band or customers. This will include replacing all electricity meters as follows:

- Meter replacement work will start the week of June 15, 2026.

Work in your community

We continue to strengthen the electricity system in neighbourhoods across Ontario to prepare them for the future. Our customers and communities have expressed a shared need for a more sustainable and resilient system.

As part of this work, Hydro One technicians will review the current conditions of poles (and if needed an adjacent pole). This work may include taking detailed pictures of the poles and the equipment mounted on them. Note that this process will not include any construction work and will not disrupt the power supply in your community.

Engagement and Communication

Hydro One is committed to open communication and values your input. We invite you to share any concerns, questions or insights you may have regarding the planned work. Your feedback is essential to the planning process, and we would be pleased to arrange a meeting to discuss the project details and address any inquiries you may have.

We look forward to the opportunity to engage with you on this initiative. If we do not receive a response by June 12, 2026, we will connect with you to ensure that your feedback is considered before proceeding with the site surveys work.

Proactively finding ways to support the communities where we live and work

We believe building a workforce that reflects the diverse communities where we live and work is key to our success. We wanted to provide upcoming training and employment opportunities related to the above-mentioned work. These positions are posted through our partner Honeywell. To learn more please visit:

[Residential Hydro Meter Installer - Honeywell Careers](#)



Hydro One Networks Inc.

483 Bay Street
8th Floor South Tower
Toronto, Ontario M5G 2P5


HydroOne.com

[Commercial Meter Installer - Honeywell Careers](#)

[Subforeperson - Honeywell Careers](#)

As a trusted Partner, we continually look to build and grow our strong relationship with your community, and with all communities across Ontario.

Sincerely,



Sabrina Conliffe
Sr. Advisor, Indigenous Relations
Hydro One Networks Inc



Hydro One Networks Inc.

483 Bay Street
8th Floor South Tower
Toronto, Ontario M5G 2P5

HydroOne.com



IMPORTANT REMINDER TO PARENTS & STUDENTS!

All students currently in Grade 9 or higher applying for upcoming summer employment with Henvey Inlet First Nation must have a Social Insurance Number **PRIOR** to applying.

**DON'T
MISS
OUT!**

**GET
PREPARED
NOW!**



Social Insurance Number must be presented at the summer student orientation.

Mügwetch!

BE PREPARED. STAY READY. BUILD YOUR FUTURE! ★



**Henvey Inlet
First Nation**

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MEMORANDUM

To: All Henvey Inlet First Nation Members
From: Samantha Bradley, Human Resources Manager
Date: May 26, 2026
Re: Employment Opportunities

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

- 1) Education Manager – 1 Position
- 2) Lands Assistant – 1 Position
- 3) Administration Manager – 1 Position
- 4) Summer Student Coordinator – 1 Position
- 5) Summer Students – Multiple positions

See attached job postings for more information.

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

Miigwetch,

Samantha Bradley, PCP
Human Resources Manager



EMPLOYMENT OPPORTUNITY

EDUCATION MANAGER

RE-POST

POSITION SUMMARY

Henvey Inlet First Nation is seeking a full-time **Education Manager** to join our Administration. The Education Manager reports to the Director of Finance/Administration and is responsible for monitoring student attendance and grades in order to identify academic problems and recommend solutions. The Education Manager is the primary contact for HIFN members seeking information on available educational support and is responsible to provide academic and career counselling services to HIFN students and families pursuing their educational paths. The Education Manager will also act as HIFN's education liaison with external institutions and agencies seeking First Nations consultation on education policy. This position requires exceptional client relation and interpersonal communication skills.

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

MAIN RESPONSIBILITIES

The Education Manager will be responsible to:

- Present a positive and professional image of the organization at all times
- Serve as the subject matter expert and key point of contact for Educational Department questions and concerns
- Respond to general membership, staff and client inquiries on behalf of the Education Department via telephone, email and in-person where appropriate
- Promote good relations with staff, parents, councils, and the community
- Maintain comprehensive, detailed, chronological, up-to-date and accurate individual student record filing system
- Organize, maintain and coordinate accurate and complete office records and files in their proper electronic databases and locations
- Eliminate unnecessary or outdated materials, destroying them or transferring them to inactive storage archives according to file maintenance/legal guidelines
- Prepare and distribute correspondence, forms, letters, reports, and memos on behalf of the Education Department as necessary (ie – confirmation of Nominal Roll to the various school boards, sponsorship letters, etc.)
- Schedule and facilitate meetings and appointments with Education Department clients
- Assist with the completion of client intake forms, applications and all other required education-related forms
- Maintain data for various reports using the Learning Management System as necessary
- Develop and oversee long-range and short-term department goals and objectives, including the annual Education Department work plan
- Liaise with students, parents, school representatives and bus drivers

- Be familiar with the HIFN school bus routes for both elementary and secondary schools and communicate with parents when bus schedule changes and/or there are issues
- Coordinate and facilitate annual back-to-school community meetings to review HIFN education policies including the HIFN Bus Rider Code of Conduct
- Track and record client attendance, examinations and assessments results
- Monitor student attendance and grades, identify problem areas and recommend solutions
- Oversee, manage and implement HIFN's student incentive program, including graduations incentives and summer student employment recommendations
- Consult with teachers, teaching assistants, parents, administrators and community agencies
- Refer students to other specialized services when required
- Co-ordinate the provision of counselling and information services to students, parents and teachers
- Counsel students regarding educational, career or vocational issues and organize external services where required
- Develop, plan and implement academic activities and workshops related to high-school students' successful transition to college (ie – college/university fairs)
- Accept, review and recommend post-secondary student applications according to Education Policy
- Prepare and manage education budget for elementary, secondary, and post-secondary level students prior to June annually; review school board invoices for tuition and remit to Director of Finance/Administration for approval
- Prepare and remit monthly cheque requisitions to process post-secondary student allowances and other student incentives to the Director of Finance/Administration
- Maintain communication and liaise with post-secondary students and institutions
- Organize and coordinate career fairs, incentives, etc.
- Review, amend, research, develop and implement Education Department policies and procedures, including HIFN Post-Secondary Policy and school bus policies and procedures
- Establish and maintain effective professional relationships with educational institutions and government agencies including various district school boards, Kinooaadziwin Education Body (KEB), Union of Ontario Indians (UOI), Ministry of Education and other external stakeholders
- Act as HIFN's liaison representative with KEB and other educational bodies and institutes
- Prepare and submit post-secondary recommendations for Chief & Council approvals
- Research funding programs available for the Education Department needs and prepare funding applications, including KEB contribution funding agreement, as requested
- Complete and submit Education Department reports for all government agencies and funders as required
- Prepare statistical reports for leadership meetings, explaining the usage and progress of the current educational programs
- Complete AANDC education reports accurately as required (ie – Annual Nominal Roll, Special Education report, etc.)
- Coordinate all Education Department meetings and programming by preparing materials and organizing catering as required
- Organize, set-up and clean-up meeting facilities and ensure appropriate presentation equipment is available
- Coordinate the purchase of equipment and other materials needed to support clients with educational success
- Supervise and support the Education Department staff through mentoring, coaching, and leading project initiatives
- Oversee time and attendance records for the Education Assistant, School Bus Drivers and all other department staff, including approval and signoff of time sheet and time-off requests

- Participate in performance management and progressive discipline processes within Education Manager capacity as necessary
- Ensure that all health, safety and security regulations are adhered to by modeling and enforcing safe work practices
- 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
- Attend and participate in external and internal agencies/committee meetings (ie – First Nation Advisory Committee meetings, UOI education meetings, etc.)
- Prepare and deliver presentations at conferences, workshops and symposia on behalf of the Education Department
- Attend and participate in external educational workshops and conferences as required
- 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

- Post-secondary degree or diploma in Education, Human Services or related field required
- Certificate in Career Development and Academic Advising preferred
- 5+ years previous education/academic counselling experience
- Knowledge and understanding of school board policies, curriculum, compliance regulations and appropriate legislation
- A strong understanding of First Nations' cultures, values and history preferred
- Knowledge of Henvey Inlet First Nation community and practices an asset
- Previous experience working within a First Nations organization an asset
- Valid Ontario Class G Driver's License with access to a reliable vehicle
- Current CPIC
- Current First Aid and CPR Level C an asset
- Strong computer and typing skills
- Intermediate knowledge of Microsoft Word, Excel and PowerPoint
- Excellent client relations and interpersonal communication skills and the ability to inspire and encourage students in achievement of academic excellence
- Experience working with youth and families
- Strong written and verbal communication skills
- Strong public speaking and presentation skills
- Exceptional organization and time-management skills
- Proactive approach to problem solving with strong decision-making capability
- Excellent negotiation and mediation skills
- Strong attention to detail and the ability to perform and prioritize multiple tasks seamlessly
- Ability to adapt to changing work needs and demands
- Self-driven with the ability to work independently with little direction or as part of a team
- Proven ability to handle confidential information with discretion
- Intermediate mathematical skills
- Professional attitude and a strong work ethic
- Willingness to travel for work when needed
- Willingness to participate in ongoing learning

HOURS OF WORK

Full-Time – 35.5 hrs/week

WORK LOCATION

In-office

REMUNERATION

\$30/hr - \$45/hr

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: recruitment@henveyinlet.com

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

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



EMPLOYMENT OPPORTUNITY

LANDS ASSISTANT

RE-POST

POSITION SUMMARY

Henvey Inlet First Nation is seeking a full-time **Lands Assistant** to join our Administration. The Lands Assistant reports to the Lands Manager and is responsible for providing administrative and clerical support for land management, lease management, and all other services of the Henvey Inlet First Nation Lands Department. This position requires exceptional organization and interpersonal communication skills.

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

MAIN RESPONSIBILITIES

The Lands Assistant will be responsible to:

- Coordinate and prepare for Lands meetings by contacting members and developing and distributing meeting agendas and packages
- Attend Lands meetings, take minutes and support Lands Advisory Committee as required
- Record attendance and complete and submit cheque requisitions for LAC honoraria to the Director of Finance/Administration
- File Lands documents and maintain Lands filing system in an organized manner
- Prepare various letters and documents for the Lands Office
- Assist the Lands Manager with preparation of the Lands Office's newsletters and reports
- Provide support to the Lands Manager regarding lease management duties
- Research information using the First Nations Land Registry system and analyze and interpret data related to the land and environment
- Prepare documentation for the Lands Manager in relation to registering transactions into the database and maintain hard files of the Registry
- Answer incoming calls to the Lands Office and provide information regarding Henvey Inlet First Nation Land Code laws, policies and procedures as required
- Assist and direct public to appropriate land management resources and contacts
- Respond to general enquiries from the Membership and public and provide written correspondence as required
- Assist with specific Lands projects as outlined in the annualized work plan
- Coordinate semi-annual community clean-ups
- Assist Lands Manager with coordination of Wills & Estates workshops
- Coordinate all catering needs for Lands workshops, meetings and events
- Supervise and mentor summer students during the summer work term as requested

- Research funding opportunities available to the Lands Department and submit funding proposals to Chief and Council for consideration
- Submit approved funding proposals to the applicable Ministry for review and approval
- Complete and submit funding reports for approved funding applications to the applicable Ministry as required
- Draft and review various Lands policies as required
- Create posters and notices on behalf of the Lands Department for distribution in the newsletter, building communication boards and HIFN website
- Assist with the purchase of equipment and other materials needed for the Lands Department
- 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
- Attend and participate in lands management and other training courses and workshops when required
- Attend and actively participate in mandatory staff and community meetings
- Perform other duties as assigned from time-to-time by the Lands Manager, Director of Finance/Administration or Chief and Council

QUALIFICATIONS

- Grade 12 diploma or equivalent required; College certificate or diploma in Lands Management, Natural or Renewal Resource Management, Environmental Studies or related field preferred
- Previous Lands Management Administration experience an asset
- Geographical Information System (GIS) and Global Positioning System (GPS) training is an asset
- Strong computer and typing skills
- Intermediate knowledge of Microsoft Work, Excel and PowerPoint preferred
- Previous data collection and analysis experience
- Working knowledge of the First Nations Land Management Act and Henvey Inlet First Nation Land Code Policies and Procedures a great asset
- Valid Ontario Class G Driver's License with access to a reliable, insured vehicle
- Possession of a valid Boat License an asset
- Current First Aid and CPR Level C
- Excellent customer service and interpersonal communication skills
- Strong written and verbal communication skills
- Strong public speaking and presentation skills
- Exceptional organization and time-management skills
- High level of personal integrity and ability to maintain strict confidentiality required
- Excellent analytical and problem-solving skills
- Ability to work independently and as part of a team
- Strong attention to detail
- Professional attitude and a strong work ethic
- Willingness to travel for work and other meetings related to the LAB/RC First Nations Land Management when needed

HOURS OF WORK

Full-Time – 35.5 hrs/week

WORK LOCATION

In-office

REMUNERATION

\$23/hr - \$39/hr

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 Pickereel River Rd.

Pickereel, ON P0G 1J0

Tel: (705) 857-2331

Fax: (705) 857-3021

Email: recruitment@henveyinlet.com

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EMPLOYMENT OPPORTUNITY

ADMINISTRATION MANAGER

RE-POST

POSITION SUMMARY

Henvey Inlet First Nation is seeking a temporary, full-time **Administration Manager** to join our Administration for a 6-month contract position. The Administration Manager reports to the Director of Finance/Administration and is responsible for the overall planning, coordination and continuous development of Henvey Inlet First Nation administrative support, operations and shared services departments. The Administration Manager will directly supervise and support the administrative support staff during day-to-day operations to ensure Henvey Inlet First Nation membership and clients are served in a timely and professional manner. This position requires exceptional interpersonal communication and organization skills and a high-level of professionalism.

Henvey Inlet First Nation offers competitive wages, 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 Administration Manager will be responsible to:

Administration

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

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

Operations

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

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

Finance

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

QUALIFICATIONS

- Grade 12 diploma **required**; University Degree or College Diploma in Business Administration, Finance, Accounting, or a related field *preferred*
- 3+ years of management experience with direct work experience in an office management/administration setting
- A strong understanding and ability to represent and promote First Nations' cultures, values and history
- Knowledge of Henvey Inlet First Nation history, community and practices
- Previous experience working within a First Nations organization preferred
- Demonstrated ability to manage third-party vendors, contractors, and providers
- Strong financial literacy and budgeting skills and working knowledge of internal controls, business planning and asset management procedures
- Proficiency with Simply Accounting software preferred with the ability to adapt to and learn new software when required
- High level of proficiency with Microsoft Office Suite including Word and Excel

- Excellent verbal, written and interpersonal communication skills; Demonstrated ability to effectively communicate with all levels of the organization and its leadership team
- Strong public speaking and customer service skills
- A well-defined sense of diplomacy, including solid negotiation, conflict resolution, and people management skills
- Exceptional organization and time-management skills
- High level of critical and logical thinking and exceptional problem-solving skills
- High level of attention to detail and a high degree of accuracy
- Ability to multi-task and manage competing priorities
- Ability to respond appropriately to high-pressure situations with a calm and steady demeanor
- Strong work ethic and team building skills
- Ability to work independently and cooperatively with others as a member of a multidisciplinary team
- Ability to build and maintain lasting, respectful and professional relationships with other departments, key business partners, and government agencies
- High level of personal integrity, confidentiality and accountability
- Valid Ontario Class G Driver's License with access to a reliable, insured vehicle
- Current and satisfactory Vulnerable Sector Police Check
- Current First Aid and CPR Level C an asset
- Willingness to travel for work as needed
- Willingness to work flexible hours, including on-call, evenings and weekends as needed

HOURS OF WORK

Full-Time – 35.5 hrs/week

WORK LOCATION

In-office

REMUNERATION

\$26/hr - \$47/hr

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

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EMPLOYMENT OPPORTUNITY

SUMMER STUDENT COORDINATOR

RE-POST

POSITION SUMMARY

Hervey Inlet First Nation is seeking a **Summer Student Coordinator** to join our Administration for a short-term seasonal contract from June 2026 to August 2026. The Summer Student Coordinator reports to the Director of Finance/Administration and is responsible for supervising the summer students as they fulfill their work plan objectives. This position requires exceptional communication skills and a positive, motivational attitude.

MAIN RESPONSIBILITIES

The Summer Student Coordinator will be responsible to:

- Act as a responsible role model
- Set-up student interviews and coordinate the hiring committee
- Participate in student interview process
- Prepare all confirmation of employment letters for each student
- Prepare all new hire packages and personnel files for each student
- Greet students on first day and complete/collect required new hire documents and funding agency intake or information forms
- Review applicable policies, procedures, and safety protocols with students on first day
- Supervise and support the summer students through mentoring, coaching, and leading project initiatives
- Find a staff mentor for each student to ensure productivity is maintained
- In collaboration with the staff mentors, coordinate daily activities of all summer students and ensure appropriate tasks are assigned
- Transport students to and from job sites as required
- Ensure necessary equipment and supplies are available to students when required
- Ensure equipment provided is in safe working order and used properly; ensure students are trained on all equipment they use
- Ensure all equipment is stored/secured at the end of each workday and at the end of the employment period
- Ensure all safety precautions are met and adhered to during regular working hours
- Coordinate First Aid/CPR training for all students
- Assist the Economic Development Officer in coordinating the annual career fair per funding agreements
- Assist students in coordinating and facilitating a fundraising project for their end of summer activity
- Ensure weekly timesheets are properly completed by each student in time for payroll deadline
- Oversee time and attendance records for summer students, including approval and sign-off of timesheet
- Collect and submit summer student timesheets on a weekly basis
- Facilitate and oversee the completion of end of term summer student reports
- Complete all funding reports and final reports by their respective deadlines for the various funding agencies (ie - Gezhtoojig, Health Canada, AANDC, MNDM)
- Communicate with Director of Finance/Administration any issues arising from students
- Participate in performance management and progressive discipline processes within Summer Student Coordinator capacity as necessary
- Work cooperatively with all HIFN staff
- Attend workshops and or training provided during employment period
- Other duties as assigned from time to time by Chief and Council or the Director of Finance/Administration

QUALIFICATIONS

- Must be 18 years of age or older
- Grade 12 diploma preferred
- Possess a valid Ontario Driver's License with access to a reliable, insured vehicle
- Current driver's abstract
- Current CPIC
- Current First Aid and CPR Level C an asset
- Experience using Microsoft Word and Excel
- Excellent interpersonal communication skills
- Positive and responsible attitude

HOURS OF WORK

Full-Time – 35.5 hrs/week

WORK LOCATION

In community

REMUNERATION

\$20/hr

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:

Hervey Inlet First Nation – Human Resources

295 Pickerel River Rd.

Pickerel, ON P0G 1J0

Tel: (705) 857-2331

Fax: (705) 857-3021

Email: recruitment@herveyinlet.com

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

Hervey 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

SUMMER STUDENTS

QUALIFICATIONS

- Must be a registered member of Henvey Inlet First Nation. *Other registered First Nation student members will only be considered for student vacancies left unfilled by Henvey Inlet First Nation student members.*
- Students in Grade 9 or higher **must** have a valid **Social Insurance Number** (*Grade 8 students going into Grade 9 do not require a SIN*)
- Must have attended classes no less than 75% of the time for the 2025-26 school year; absence rate must be 25% or less for the 2025-26 school year
- Must be enrolled in and returning to school in September 2026
- Must be available for the full contract term from July 6th to August 14th, 2026

AVAILABLE POSITIONS

Trailer Park/Marina Summer Student

- Perform a variety of janitorial, landscaping and maintenance duties for the Trailer Park and Marina
- Ensure asset and equipment security and integrity
- Maintain ongoing communication with customers and assist them when needed
- Other duties as assigned from time-to-time by Chief and Council or the department Supervisor

Maintenance Summer Student

- Assist with general maintenance of community grounds including grass cutting, brush cutting, general landscaping and garbage collection all Henvey Inlet First Nation buildings
- Assist with setting up the Firehall for workshops and cleaning up afterwards
- Assist with basic carpentry and plumbing repairs
- Other duties as assigned from time-to-time by Chief and Council or the department Supervisor

Home Maintenance Summer Student

- Perform exterior maintenance of Elders' homes including landscaping and grounds maintenance
- Perform interior maintenance of Elder's homes including basic house cleaning
- Greet clients, answer phones and transfer calls to appropriate individuals or departments
- Provide general administrative and clerical support to health centre staff including preparing documents and filing
- Other duties as assigned from time-to-time by Chief and Council or the department Supervisor

Recreation and Cultural Assistant Summer Student

- Assist with planning and implementing cultural and Right-to-Play recreational activities
- Assist with the completion of department reports, letters, posters and promotional materials
- Provide general administrative and clerical support
- Other duties as assigned from time-to-time by Chief and Council or the department Supervisor

Office Administration Summer Student

- Answer phones and transfer calls to appropriate individuals or departments
- Greet and screen all visitors including temperature checks
- Prepare incoming and outgoing mail for distributions
- Provide general administrative and clerical support to assigned departments including preparing documents and filing
- Other duties as assigned from time-to-time by Chief and Council or the department Supervisor

Summer Student Floater (Multiple positions)

- Provide general administrative and maintenance support to various Henvey Inlet First Nations departments
- Provide backup support to the Gas Bar when required
- Answer phones, conduct research, draft letters, forms and reports and file documentation
- Assist with coordination and preparation of department workshops, meetings and events
- Assist with general landscaping and maintenance of community grounds
- Other duties as assigned from time-to-time by Chief and Council or the department Supervisors

HOURS OF WORK

Full-Time – 35.5 hrs/week

WORK LOCATION

In community

REMUNERATION

\$19/hour

CONTRACT DURATION

July 6th to August 14th, 2026

APPLICATION DEADLINE

June 24, 2026

Those interested in applying should submit their **resume**, **cover letter** and **attendance record** in confidence to:

Henvey Inlet First Nation – Human Resources

295 Pickerel River Rd.

Pickerel, ON P0G 1J0

Tel: (705) 857-2331

Fax: (705) 857-3021

Email: recruitment@henveyinlet.com

Interviews will take place on June 29, 2026 for those selected.

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.



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

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

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

Day Care
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T 705-857-0957
F 705-857-1369

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

To: Henvey Inlet First Nation Members
From: Henvey Inlet First Nation Council
Date: April 23rd, 2026
Subject: Important Notice: Legal Fee Refund Distribution

Henvey Inlet First Nation (HIFN) has received the RHT legal fee refund totaling \$8,782,885.70.

Chief and Council have decided to distribute 100% of this legal fee refund.

➤ **Who will receive this payment?**

- The payment is for 1,327 HIFN Members who have received, or will receive, the HIFN PCD Trust – RHT Annuities Settlement PCD.

➤ **How much will each member receive?**

- \$6,618.60 per eligible member

➤ **When were payments sent?**

- Payments were deposited on April 20, 2026
- Payments were sent to the same bank account already on file for your HIFN PCD

➤ **If you have received the initial RHT PCD and you have not yet received this second payment:**

- We are experiencing technical issues with some deposits, and we are actively working to fix them. Please be patient. Your payment is still being processed.
- If you do not receive your deposit by May 1st, please contact the Trust Coordinator.

➤ **Members who have passed away**

- If anyone has passed away after receiving their HIFN PCD, their payment will be held.
- Payment will be released once the required estate documents are submitted to the HIFN Trust Coordinator at:
trustcoordinator@henveyinlet.com

➤ **Members who will receive the PCD in the future**

- If you receive your HIFN PCD Trust – RHT Annuities Settlement PCD at a later date, this \$6,618.60 payment will be automatically deposited at the same time.

Important Notice About RHT Per Capita Distribution (PCD) Payments

We understand that many Members have questions or concerns about why they will, or will not, receive an RHT Per Capita Distribution (PCD) payment. This notice is intended to clearly explain who is eligible for a payment, why only some Members receive one, and why others do not.

Why the HIFN PCD Trust Was Created

The HIFN PCD Trust – RHT Annuities Settlement was created by HIFN Council to distribute a maximum of 1,327 one-time PCD payments to eligible HIFN Members (1,206 Original Enrolled Members plus 121 of additional PCDs approved by Council to include Members whose registrations were completed shortly after the Trust was settled).

Because the Trust was funded to pay the 1,206 registered Original Enrolled Members as of September 9, 2023, along with 121 additional PCDs for Members who became registered after September 9, 2023, not every post-September 9, 2023 registered Member can receive a payment.

Who Is Eligible to Receive an RHT PCD

Payments are issued only to Members who fall into one of the following categories approved by Council:

1. Original Enrolled Members

To qualify for a PCD under this category, an individual had to be:

- alive, and
- enrolled as an HIFN Member

as of **September 9, 2023 at 11:59 p.m.**

Based on band information and ISC's records, we initially determined that there were 1,206 Original Enrolled Members. However, in attempting to establish contact with these individuals we discovered that ISC's records were not up fully up to date and the initial list included 78 individuals who were not alive on that date. The final total of Original Enrolled Members entitled for PCDs was 1,128, all of which have been paid out (except for minors whose funds are held in trust). That left 199 PCDs to be distributed to the other categories of entitled members.

2. Recent Enrolled Members

These are individuals who:

- were recorded as alive on, and
- were enrolled as HIFN Members

as of **April 1, 2024 as at 11:59.**

Individuals enrolled as HIFN Members on April 1, 2024 were included in the Trust Deed as Recent Enrolled Members to receive the PCD because they were Members before the Trust Deed was signed. There were 50 Recent Enrolled Members who received a PCD (or are minors whose funds are held in trust), leaving 149 PCDs to be distributed to Late Enrolled Eligible Members.

3. Late Enrolled Eligible Members

This category recognizes individuals who, as of September 9, 2023:

- were alive;
- were entitled to be enrolled as an HIFN Member,
- made application to be enrolled as an HIFN Member either to ISC or to HIFN before December 31, 2024 (but their application had not yet been processed);
- notified HIFN on or before December 31, 2024 that their application had been submitted to ISC, with proof thereof; and

Members who met all four conditions were placed on a waiting list, in priority order based on the date and time their documents were received by HIFN. There were 149 PCDs available to distribute to individuals who were/are granted membership in this category. To date, 77 PCDs have been paid out, leaving 72 remaining. There are currently 57 applications in process on the waiting list.

Based on the number of applications received which satisfied all of the criteria, it is likely that 15 of the remaining 72 PCDs will not be distributed by the Trustees because of the application deadlines which have now passed and because of other criteria in the Trust Deed. This number could rise if applications of some of the individuals in the queue are denied by ISC. The Trustees will turn over the funds set aside for these non-distributable PCDs to HIFN when the trust is terminated.

The Trustees continue to work with legal counsel to ensure the process is being properly followed in accordance with the requirements.

Why Do Not All New Members Receive a PCD

Between April 1, 2024 and April 1, 2026, 301 new Members were added to the HIFN Membership List.

However:

- The Trust was only funded for 121 additional payments beyond the Original Enrolled Members (this number increased to 199 after it was identified that there were 78 names on the list who were deceased), and
- Only those who submitted a copy of their application to ISC and proof of their application to HIFN Trustees by way of the HIFN Trust Coordinator by December 31, 2024 could be considered for one of those limited payments.

If a Member Did Not Submit Proof by December 31, 2024

Individuals who:

- Became Members after September 9, 2023, and
- Did not provide a copy of their application and proof of delivery to HIFN by December 31, 2024 are not eligible to receive an RHT PCD payment.

This rule applies regardless of current membership status, and the HIFN PCD Trustees do not have the ability to make exceptions, add payments, or increase the total number of PCDs.

Summary and Key Points to Remember

- The RHT PCD is not paid to all current Members.
- Eligibility is based on specific dates and documented application steps, not length of membership or personal circumstances.
- The number of payments is capped by the Trust Deed.
- Trustees must follow these rules exactly and cannot approve additional payments.
- The Trust Coordinator does not make any decisions regarding who does or does not receive an RHT PCD.

HIFN PCD TRUST BOARD OF TRUSTEES

DocuSigned by:
Jennifer Ashawasegai

Jennifer Ashawasegai-Pereira
Community Trustee

DocuSigned by:
Crystal De Leskie-Stevens

Crystal De Leskie-Stevens
Community Trustee

Signed by:
Suzanne Trotter

FNB Trust
Corporate Trustee

Signed by:
Alison Holmes

Alison Holmes
Community Trustee

Signed by:
Ismo Heikkila

Ismo Heikkila
Expert Trustee



Henvey Inlet First Nation

Pickering, ON P0G 1J0

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

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

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

Chief

M. Wayne McQuabbie

Council

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

November 24, 2025

Henvey Inlet First Nation Members

RE: Access to Members only Portal on HIFN website

Please follow the steps 1 to 4 below to register for your individual account on the members only portal. **NOTE:** if you have already registered once and have received an email confirming your account is active you will not need to register again. If you require a password reset. Please select that option only once and allow the membership department 72 hours to review and approve your request.

You will receive a confirmation email once you access has been granted.

1. HIFN Website - <https://www.hifn.ca>
2. At the top of the home screen click on the Members Only menu.
3. Then you can either sign into your existing account or you can click Create an Account.
4. You will then be directed to Henvey Inlet First Nation Member Access Form. All fields are required please note when you enter the Band ID number it will start with 231 you will need to enter all 10 numbers of your status number so we can verify your membership.

If you need assistance, you can e-mail trustcoordinator@henveyinlet.com

Thank you

Patrick Brennan
HIFN Councilor

pat.brennan@henveyinlet.com



HENVEY INLET FIRST NATION WINDFARM LEGACY TRUST

Quarterly Payments to Eligible Members **2026 ANNUAL PAYMENT SCHEDULE**

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



Photo/Image of Member's Status Card

Provide a photo/image of
your Status Card



Submit Deposit Form

Complete a direct deposit
form or Void Cheque in
your name from your bank



Contact Information

MUST include:

1. Legal name
2. Address
3. Phone #
4. Email address



Await Transfer

Payments are made every 3 months in:

March, June, September & December

Refer to the Payment Schedule for details

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



HENVEY INLET FIRST NATION WINDFARM LEGACY TRUST

Quarterly Payments to Eligible Members **2026 ANNUAL PAYMENT SCHEDULE**

Eligible Member Info Submission Deadline	Quarterly Payment Date
QUARTER 1:	
Friday, February 27, 2026	Tuesday, March 31, 2026
QUARTER 2:	
Friday, May 29, 2026	Tuesday, June 30, 2026
QUARTER 3:	
Friday, August 28, 2026	Monday, September 29, 2026
QUARTER 4:	
Friday, November 20, 2026	Friday, December 18, 2026

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



**National
Indigenous People
Day is being
planned!
Keep an eye out
for details!**



End of School Year Celebration!

School's Out Let's Party!



Join us for a fun-filled party to say goodbye to this school year and welcome summer with joy!

WHEN

July 9, 2026

WHERE

**Henvey
Community Hall**

TIME

**10:00am to
1:00pm**

Lunch to be provided for those in attendance!

For more information contact:
Sylvia Rhee (705)857-2331

CATERER NEEDED!

To provide LUNCH on

Thursday July 9, 2026 for a End of School Party!

Food to be ready and served for 12:00PM

Food for approximately 60 people

Menu:

Cook to decide various chinese food dishes (Examples:

Chicken balls and sweet and sour sauce, sesame chicken, fried rice, spring rolls, beef and brocolli, lo mein noodles, etc), Various juice, pop and water.

Must include bowls & plates, utensils, cups and napkins (whatever is needed).

Deadline to Submit Bids is:

Thursday June 25, 2026 @12:00 noon

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

SUBMIT TO:

Sylvia Rhee, Education Worker

705-857-2331

sylvia.rhee@henveyinlet.com

**CONNECT WITH
ART, CULTURE
AND NATURE**



THE ROM OFFERS FREE GENERAL ADMISSION TO INDIGENOUS PEOPLES

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on a journey from 4.5 billion years ago to today

rom.ca | rom.on.ca/fr

R·M
ROYAL ONTARIO
MUSEUM

Offer can be redeemed onsite at the ROM's admissions desks. No ID is required.

Offer is valid on General Admission only. Visitors can upgrade to see the special exhibitions at an additional cost. This offer does not apply to special programs and annual memberships. All images © ROM, 2019. Unless otherwise stated. Photo of ROM, Sam Javanmard. Top: Figure of Yamantaka (Yigjampa) (Khyapa) (Tibet, 18th century AD). Left: Child's moccasin. Beaded hide soles and uppers. Lakota or Dakota (Sioux), Manitoba, Edmund Morris Collection. The ROM is an agency of the Government of Ontario.



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

MEMORANDUM

To: Ontario Works Recipients

From: Henvey Inlet Ontario Works (MCCSS)

Date: June 1, 2026

Subject: Information relating to Ontario Works

Income Statements

Reminder: Please check your **GREEN mailboxes**. If you receive financial assistance from Ontario Works, your income statements will be delivered to your **GREEN mailbox** 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 or there will be a delay in receiving your direct deposit.

Food Bank

The food bank is distributed to on-reserve community members once a month, with priority given to them. If you reside off reserve, please visit a food bank in your local area, such as Britt, Alban, Parry Sound, or Sudbury.



Henvey Inlet First Nation

Pickeral, ON P0G 1J0

Administration
295 Pickeral River Road
T 705-857-2331
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Carl Ashawasagai
Bradley McQuabbie

Food Bank Bingo

Every Wednesday's and, the cost of cards is:

Regular Games - .25 cents each

Special games -.50 cents each

Jackpot – 1.00 each

Text Message & Facebook Messenger

Henvey Inlet Ontario Works will no longer respond to text messages sent to the Ontario Works phone number by clients or via Ontario Works' Facebook Messenger, due to privacy and miscommunication concerns. (Ontario Works Act, 1997, S.O. 1997, c. 25, Sched. A)

Henvey Inlet Ontario Works will accept only phone calls and voicemails made through the office phone. If you need to contact the Ontario Works Administrator, please call the office.

Monday through Thursday, 8:30 AM to 4:30 PM; Friday, 8:30 AM to 12:00 PM.

Appointments

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

Miigwech.



CATERER NEEDED!

Provide lunch for the ODSP Clinic/30 people

Date to Cater: June 23, 2026

Lunch will be served at the Learning Centre, 12:00 PM

Lunch Menu: BBQ hot dogs & hamburgers with sides of cheese slices, tomatoes & lettuce; & condiments. Two Salads: Garden salad (Italian dressing & Poppyseed dressing) & Macaroni salad.

Dessert: Strawberries & Blueberries Mixed, Watermelon & a side of Light Cool Whip. (Not the spray can).

Refreshments/Utensils: Water, Pop (Ginger Ale, Pepsi, Iced Tea (FUZE), Bowls, plates, utensils, napkins, containers to go.

Deadline to submit bids: June 11, 2026, at 4:30 PM

Submit bids with a breakdown of catering fees, mileage and grocery costs to The Ontario Works Administrator by drop-off or email (705) 857-2331 ext. 222, henveyinletontarioworks@gmail.com

The caterer must hold a current Safe Food Handler's Certificate and is responsible for cleaning up after the event, including taking out the garbage.

Henvey Inlet First Nation
Food Bank 2026



HENVEY INLET FOOD BANK 50/50 RAFFLE FUNDRAISER



**50/50
TICKETS**

Tickets can be purchased from the ticket sellers Lisa Contin & Doris Contin @ the Bandoffice or Brenda Contin @ the Health Centre.

**TICKET SALES BEGIN
MAY 11, 2026**

**DRAW: HIFN POW WOW
JUNE 7, 2026**



**1 TICKET FOR \$2.00
OR
3 TICKETS FOR \$5.00**

Buy some tickets, support the Henvey Inlet food bank and get a chance to win 50% of the winnings, and 50% of the proceeds will go towards the Henvey Inlet Food Bank. Miigwech for your support!



For more info. Please contact the Ontario Works Administrator - Lisa Contin @ 705-857-2331 ext. 222 or Cell 705-774-8714

HIFN OW will be hosting an

ODSP CLINIC

APPLY FOR ODSP & ASK QUESTIONS

What are the eligibility requirements to apply for ODSP? Update your file, ask questions, and receive information about your Hydro & Propane Bills and other services ODSP offers.



DATE: JUNE 23, 2026

TIME: 10:30 AM- 3:00 PM

PLACE: Lands Office
368 Pickerel River Rd.



Call 705-857-2331 ext. 222 for more info.

FOOD BANK



Wednesday, June 3, 17 & 24, 2026

Wagamake Learning Centre

Doors open at 5:30 PM

Bingo starts at 6:00 PM

Regular Games - .25 cents a card

Special Games - .50 cents a card

Jackpot Game - \$1.00 a card



Toonie Pot!



PROCEEDS GO TO THE HENVEY INLET FOOD BANK.

FOOD BANK



Wednesday June 10, 2026

Wagamake Learning Centre

Doors open at 5:30 PM

Bingo starts at 6:00 PM



Toonie Pot

Henvey Inlet Ontario Works

FOOD BANK



Wednesday July 1, 2026

Wagamake Learning Centre

Doors open at 5:30 PM

Bingo starts at 6:00 PM



Toonie Pot

Henvey Inlet Ontario Works



FIRE PREVENTION AND SAFETY TIPS



Beware of fire hazards.

Cooking, heating, electrical outlets, cigarettes, and candles are common fire hazards.

Check fire alarms.

Test smoke alarms every month. Replace the batteries every year.

Know what to do.

Create a fire escape plan with exit points for every room in your home.

Fire prevention starts with you!

Conduct a fire drill.

Practice your fire escape plan. Know how to stop, drop, and roll.

Ask for help.


Know who to call in case of a fire. Stay calm and give them your address with landmarks.

Forest Fire Season Safety Notice


Message from Henvey Inlet Fire Department

As we enter forest fire season, we remind all community members that conditions can change quickly. Hot, dry, and windy weather increases the risk of wildfire. Everyone plays an important role in keeping our community safe.

Fire Danger Ratings & Burning Rules

 Fire danger rating signs are posted throughout the community

 LOW (BLUE)

 No daytime burning allowed

✓ Burning ONLY permitted 6:00 PM – 8:00 AM

Campfires allowed (max 3 ft diameter)


Fireworks allowed

3 ft burn piles allowed

Incinerators allowed

Burn barrels allowed

 MODERATE (GREEN)

 No daytime burning allowed


✓ Burning ONLY permitted 6:00 PM – 8:00 AM

Campfires allowed (max 3 ft diameter)

Fireworks allowed

Incinerators allowed

Burn barrels allowed

 HIGH (YELLOW)

 NO BURNING AT ANY TIME

No incinerators

No burn barrels

No fireworks

Small enclosed fires for cooking or warmth only when absolutely necessary and no other means are available


 EXTREME (RED)

 NO FLAME – TOTAL FIRE BAN

No fires of any kind

No propane fire pits

No open charcoal BBQs

 No Daytime Burning Rule

Burning is NOT permitted before 6:00 PM under any conditions.

All fires must be fully extinguished by 8:00 AM.

Fire Safety Requirements

To help prevent wildfires:

Campfire pits must be no larger than 3 ft (0.9 m) in diameter

All fires (campfires, burn barrels, incinerators) must be:

At least 5 metres from any forested area

At least 2 metres from any flammable material

 **Fire Danger Rating
Sign Locations**

Please check daily updates at these locations:

SN Convenience

Community Entrance

Fire Hall

French River Trading Post

Howard Lane

Trailer Park

 **Unsafe Burning
Warning**

Never leave fires unattended

Keep water and tools nearby

Fully extinguish fires (soak, stir, repeat until cold)

Avoid burning during windy or dry conditions

Do not burn garbage or hazardous materials

Even one ember can start a wildfire.

 **REPORT FIRE
ACTIVITY**

CALL 911 IMMEDIATELY if you see any signs of fire or unsafe burning.

Early reporting helps protect lives, homes, and the land.

 **FireSmart Tips for
Your Home**

FireSmart practices help reduce wildfire risk:

Around your home:

Keep grass short and watered

Remove dry leaves, brush, and debris

Store firewood at least 10 metres from structures

Clean roofs and gutters regularly

Fire safety habits:

Use spark screens on fire pits and chimneys

Keep burn areas clear of flammable materials


Avoid equipment that may spark during high fire risk conditions

 **Questions or
Support**


For Fire Danger Ratings or FireSmart information:

[Community Emergency Management Coordinator](#)

[Vincent Bradley](#)

 [519-591-2740](#)

Or visit the Henvey Inlet Fire Department

 Monday to Friday | 9:00 AM – 4:00 PM

We are happy to provide education, tips, and tools to help keep you safe this fire season.

 **Community
Message**

Our team at Henvey Inlet Fire Department wishes everyone a safe and enjoyable fire season. We look forward to working together with our community members to keep Henvey Inlet First Nation safe and fire-free this summer.

Let's work together to protect our community this fire season.



Henvey Inlet First Nation

23rd Annual Intertribal

POWWOW

**HONOURING OUR AANI KO OBIJIGAN
HONOURING OUR ANCESTORS**

JUNE 6 & 7, 2026

MC: DARREN MACGREGOR

**HEAD MALE ELDER:
RAY JACKSON**

ARENA DIRECTOR:

**HEAD FEMALE ELDER:
ANNETTE ASHAWASEGA**

ROBERT STONEY POINT

**HEAD FEMALE:
CHERYL MAY**

**GRAND ENTRY
SATURDAY
12PM & 7PM
SUNDAY 12PM**

**HEAD MALE:
TIM MCGREGOR**

**COMMUNITY FEAST
SATURDAY @ 5PM**

**YOUTH HEAD MALE:
BRODIE M. PELTIER**

HOST DRUM:

**YOUTH HEAD FEMALE:
PAYTON M. PELTIER**

Black Bull Moose

**CO-HOST DRUM:
Still Water Singers**

INVITED DRUMS:

**Spirit Bear &
Indian Road**



**WE ARE LOCATED 45 MINS SOUTH OF SUDBURY AND 1 HOUR NORTH OF PARRY SOUND.
(PICKEREL RIVER ROAD EXIT) LOCATION: 994 PICKEREL RIVER ROAD, PICKEREL, ON. POG 1J0**

**POWWOW COORDINATOR
DANNIELLE SHUKSTER**

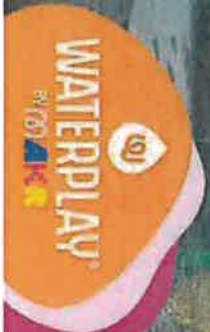
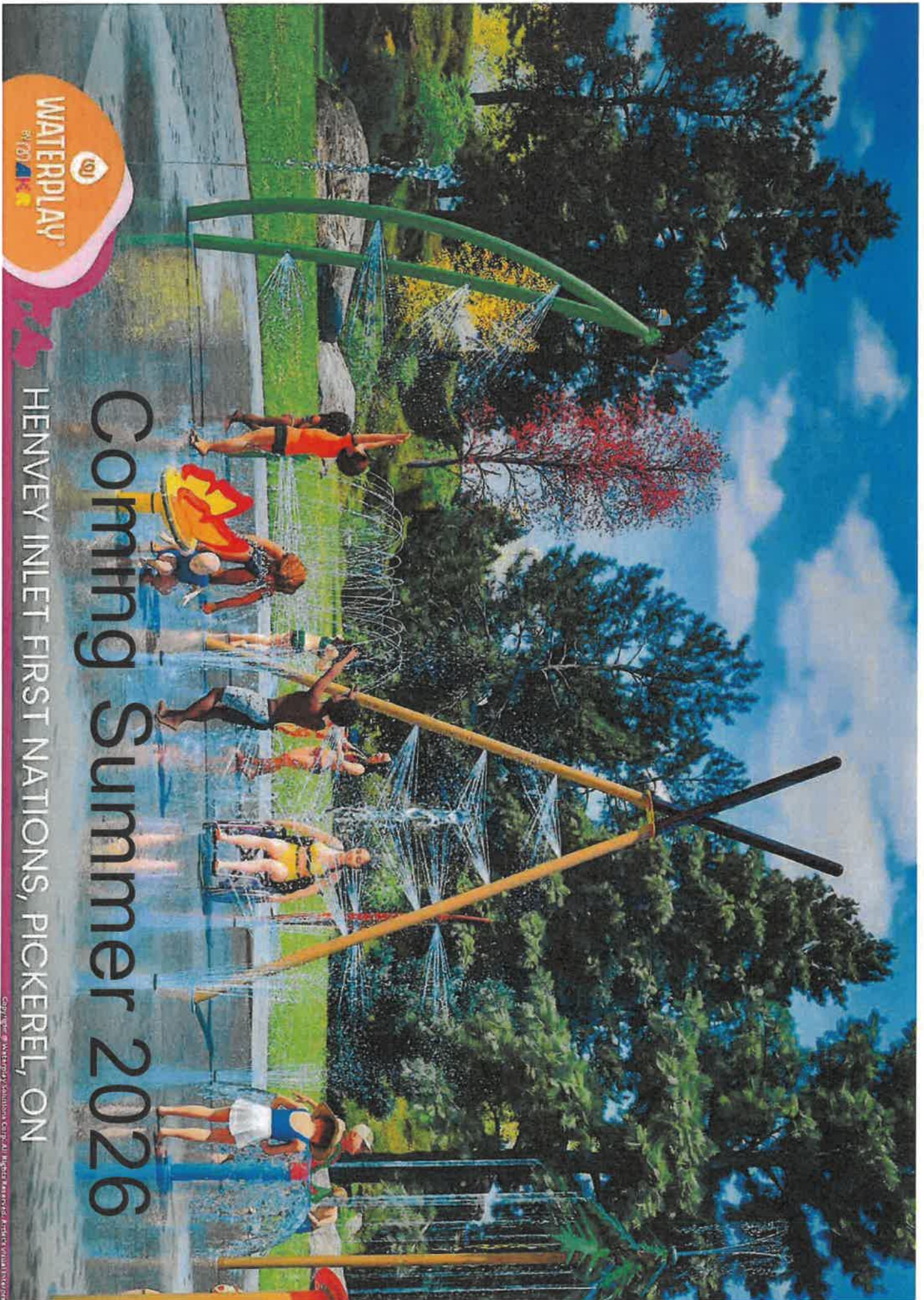
**DRUG & ALCHOL FREE EVENT
ONLY SERVICE DOGS PERMITTED**



**VENDOR REGISTRATION:
HIEN BAND OFFICE 8:30-4:30**

1(705)857-2331

dannielle.shukster@henveyinlet.com



Coming Summer 2026

HENVEY INLET FIRST NATIONS, PICKEREL, ON



ANISHINAABEWIN NIKAYAA NKOObNIGAY THE ORANGE STANDARD

Our Anishinaabe way of raising our children



The **Anishinaabewin Nikayaa Nkoobnigay (ANN) Orange Standard** is an Indigenous-led initiative to develop our own child welfare standards—standards rooted in Anishinaabe teachings, community voices, culture, and the wellbeing of our children and families.

The term **“Orange Standard”** is a technical term recognized by government. The spirit and meaning come from our name:

**ANISHINAABEWIN NIKAYAA NKOObNIGAY
“THE WAY WE RAISE OUR CHILDREN”**



Our vision is to guide how we care for our children, youth, parents, and extended families while keeping them connected to culture, language, identity, and community.



COMMUNITY SURVEY ROLLOUT

Since Summer 2025, the Orange Standard team has been collecting community feedback across the six Niijaansinaanik Child and Family Services (NCFS) communities through a series of Indigenous child welfare standards surveys.



COMPLETED SURVEYS:

- Cyber Security & Protection of First Nation Children’s Digital Footprint
- First Nation Children’s Right to Nutrition & Food Security



UPCOMING SURVEYS:

- Trauma-Informed Prevention Support
- Children and Youth Wellness



The feedback gathered through these surveys will help inform the Orange Standard Development Working Group as we develop Indigenous child welfare standards.

All information gathered belongs to each community and can help guide future programs, services, and planning.

BUILDING THE VISION TOGETHER



Visioning began in 2020/2021 with the NCFS Board of Directors, Elders Advisory Council, leadership, youth, and community representatives.

Through continued gatherings and discussions, our communities confirmed the need to develop our own standards grounded in Indigenous knowledge and lived experience.



Board of Directors



Elders Advisory Council



Leadership & Management



Youth



Community Representatives

WE WILL BE VISITING YOUR COMMUNITY!

We will be engaging and listening to:



Youth



Elders



Parents & Families



Governance & Leadership



Community Experts

Your voice and participation are important as we work together to shape a stronger future for our children and families.

CONTACT US



Orange Standard Team
855.223.5558



Carrie Tabobondung
ANN Lead



Carrie.Tabobondung@niijcs.com



Hali Tabobondung
Researcher



hali.tabobondung@niijcs.com



Dianna Wheatley
Community Engagement Coordinator



Dianna.Wheatley@niijcs.com

Together, we are creating standards that reflect our values, our culture, and our way of raising our children.

KA AANKENINAAN'NAANG GETZIIK KOOBIJIGANINOWAA

KUMIILAAWUNA-UCH KIIKEESAK LPWEEWAAKAN WEESKIHTIIT

We will share the Elder's knowledge Elder & Youth Gathering

Join us for traditional teachings with Anishinaabemowin or Lunaapeew involved in every session. Together, we will strengthen our languages and culture for the generations to come. We hope to see you there!



August 4th & 5th



Pre-Register by July 1st!



Nipissing University
Campus, North Bay



Agenda to come

CONTACT US



807-358-5459



hannah.odonnell@a-e-s.ca



Pre-
Register here!



<https://forms.office.com/r/k2jce5gKL0>

ONLY 5.5 WEEKS UNTIL
**SUMMER
BREAK!**

PARENTS:

Looking to enroll your child for summer?
You **MUST** pick up an Enrollment Package
from the daycare & **BRING IT BACK PRIOR**
to the **START OF SUMMER** to **ENSURE SPACE!**
We have **LIMITED SPOTS** available.

WE CURRENTLY HAVE
14 CHILDREN ENROLLED
FOR SUMMER!



June



Can you believe it is already JUNE, where did the time go? We had a pretty busy month of May with many different activities. We got to have different sensory experiences this month using sand and construction trucks, Water play with animals and fish, and of course we cannot forget about our playdough and slime days!

We also created a special gift for mom and had them come for a special Brunch date too!

We have been taking complete advantage of the nice weather and going outdoors to play in the playground, at the community park and going for walks around the community. The children have really enjoyed running and climbing and building sandcastles in the sand.

Now that the warm weather seems to be here to stay we are just sending out some reminders for the families;

- * Crocs, They are a great shoe for water play days, unfortunately they do become slippery in sand and when wet. Please ensure if you are bringing crocs that they have spare running shoe/ strapped sandals as we would like to avoid accidents on the climber.
- * Bathing suit/Extra Clothes; On the warmer days we will be playing with water in water tables, sprinklers and slides. We can change them into a bathing suit if you would like or you can just supply extra clothes that they can be changed into once done.
- * Hats; If you would like your child to wear a hat make sure they are bringing them and are labelled, we do have a couple spares if they may have been forgotten!
- * Bug Spray/Sunscreen; The daycare will supply bug spray and sunscreen for the children. We use the pink Coppertone water babies sunscreen and the OFF! Family gentle bug spray. If you would like to supply your own you are more than welcome too, just ensure it is not expired and has their name on it.

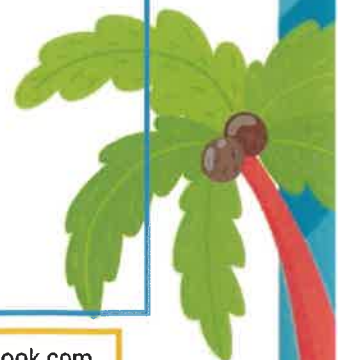
For the end of the school year daycare staff are planning a trip to go to the movies and watch Toy Story 5. I will be providing a permission form to the families closer to the end of the school year that will indicate the time and date of the movie. It will be once all school children are out of school and able to attend!



If you have any questions or concerns contact @ 705-688-6612 ; ashleyannehouckley@outlook.com

Thank you from all the staff:

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



Melanie Morel

NURSE
PRACTITIONER



A BIT ABOUT MYSELF!

Mélanie Morel is a bilingual Nurse Practitioner with over a decade of healthcare experience in Northern Ontario, with a strong focus on rural and Indigenous primary care, spending several years providing primary care services through Noojmowin-Teg Health Centre on Manitoulin Island.

Mélanie completed her Nurse Practitioner training at Laurentian University and is especially passionate about preventive care, patient education, and helping individuals take an active role in maintaining their long-term health and wellness.

Throughout her career, Mélanie has focused on building strong relationships with patients and promoting early intervention, chronic disease prevention, and accessible healthcare education. In addition to clinical practice, she has worked as a nursing professor at Cambrian College and regularly pursues continuing education in areas such as women's health, addiction medicine, and chronic disease management. She believes some of the best healthcare happens when patients feel comfortable asking questions and actively participating in their care journey.

Outside of work, Mélanie has been involved in several sports, including martial arts, for many years. She teaches, judges competitions, and continues training to this day. During quieter weekends, she enjoys relaxing with video games and spending time with friends and family over board games.

Mélanie is excited to be part of Henvey Inlet's new clinic team and looks forward to supporting the health and well-being of community members through preventive, patient-centered, and personalized care.



Anishinaabek
Wiidosendiwak
June
Programming



Band Representative On-Call Schedule

Staff Member	Start Date	End Date
Kara Newton	2026-05-25 16:30	2026-06-01 8:30
Kerri Campbell	2026-06-01 16:30	2026-06-15 8:30
McKenzie Garon	2026-06-15 16:30	2026-06-22 16:30
Kara Newton	2026-06-22 16:30	2026-06-29 8:30
Eric Martin	2026-06-29 16:30	2026-07-06 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
Eric	(705) 690-6829
McKenzie	(705) 690-1015

*** 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 ***

ANISHINAABEK

WIIDOSENDIWAK

FIND US AT THE HENVEY
INLET POWWOW



JUNE 6 & 7,
2026

994 PICKEREL RIVER ROAD,
PICKEREL, ON. POG 130

www.awcfw.ca

Amber Martin

ANISHINAABEK
WIIDOSENDIWAK
PREVENTION WORKER



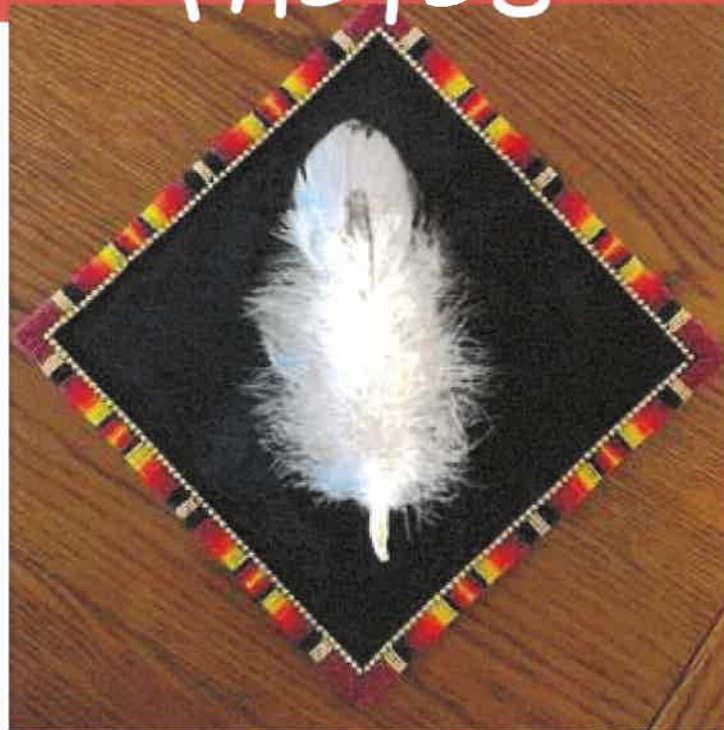
A BIT ABOUT MYSELF!

Hello!

I would like to take this opportunity to introduce myself to the Henvey Inlet First Nations. My name is Amber Martin and I have taken on the role of Prevention worker as of May 25th 2026. I have spent the last 10 years working in health care and have recently completed the Specialized Indigenous Social Services diploma at Cambrian college.

I have lived in French River my whole life, enjoying long road trips and a love for nature and animals. I am looking forward to meeting and working with the Henvey Inlet community, creating accessible care and improving health and wellness.

GRADUATION Photos



@ the Pow Wow Grounds

Graduating Kindergarten to Grade
School, Grade school to high
school and high school

Timeslots subject to change during
confirmation call

Please be on time
June 4, 2026

4 PM to 6 PM
Weather Permitting

Please call Erin to register @ 705-857-1963

CELEBRATE FATHER'S DAY

Thursday, June 18 2026 @ 10 am

Outdoor activities am
Murder Mystery pm

12 Spots available

BBQ PARTY!

AM @ Baseball Field
PM @ Health Centre

Contact Erin @ 705-857-1963 to sign up



BACK TO SCHOOL
Backpacks
REGISTER WITH ERIN BY JULY 9,

2026 @ 4:30 PM

705-857-1963

FOR BAND MEMBERS ONLY

BACKPACKS TO BE HANDED OUT @ BACK
TO SCHOOL BINGO IN AUGUST
BACKPACKS **WILL NOT** BE DELIVERED

*IF YOU SIGNED UP LAST YEAR AND DIDN'T PICK UP YOUR BACKPACKS YOU
ARE INELIGIBLE TO SIGN UP*



CALL FOR VENDORS

WEDNESDAY, SEPTEMBER 30
HENVEY INLET BASEBALL FIELD



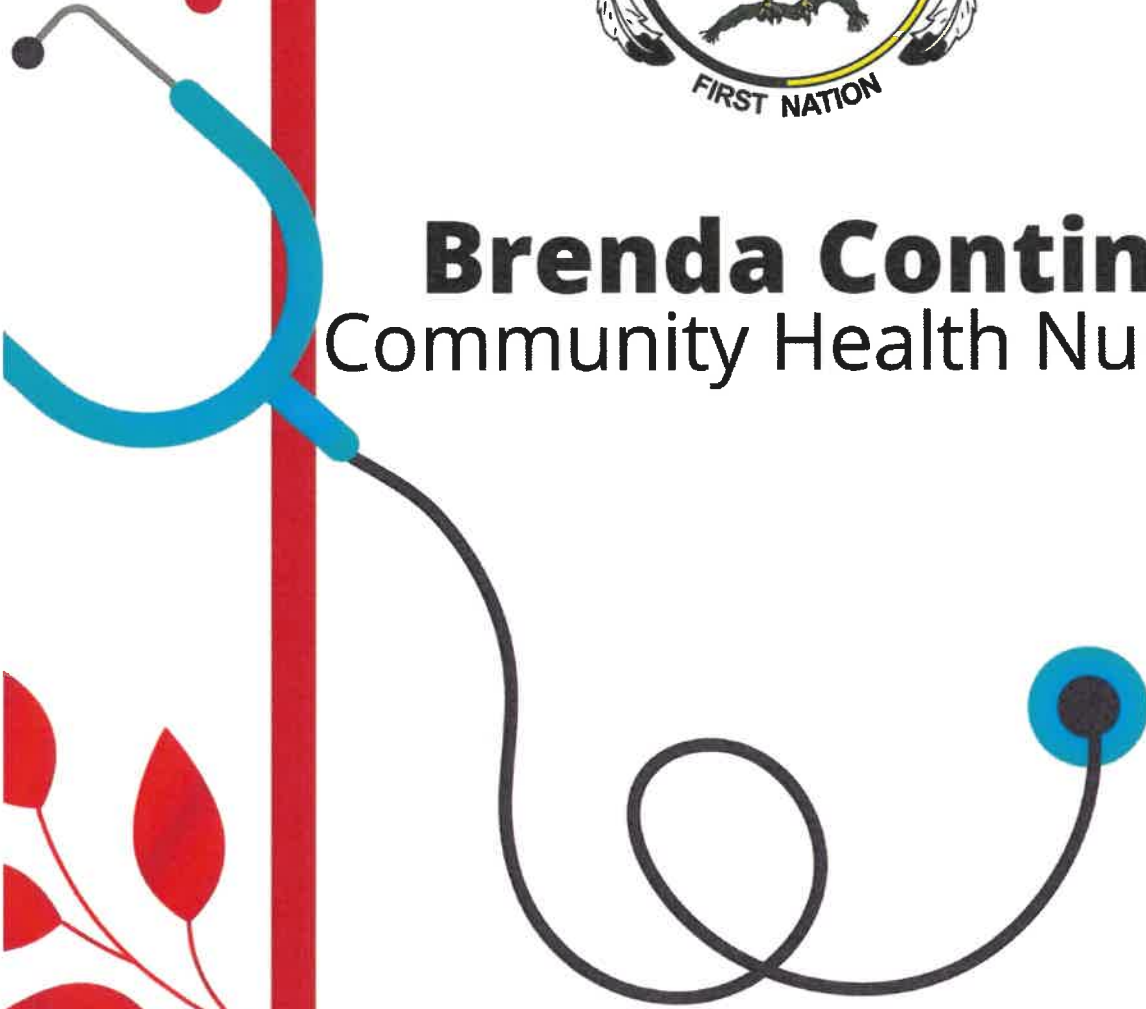
**Please contact Erin @ 705-857-
1963 to sign up for space by**

September 14, 2026 @ 4:30 pm

Please note that a free BBQ and Carnival treats will be on the premises



Brenda Contin
Community Health Nurse



Brenda Contin, CHN

June 2026

S	Mon	Tue	Wed	Thu	Fri
1	OFFICE	2 OFFICE	3 OFFICE	4 OFFICE/SKHC Board Mtg	5 OFFICE
8	OFFICES CLOSED	9 OFFICE/ Membership Code Mtg	10 OFFICE	11 MTO MTG/ OFFICE	2 OFFICE
15	OFFICE	16 OFFICE	17 OFFICE	18 OFFICE	19 OFFICE
22	OFFICES CLOSED	23 OFFICE	24 SKHC AGM	25 OFFICE	26 OFFICE
29	SSM: RHT MTG	30 SSM: RHT MTG			

TICKS



Small bug. Big deal. Be tick smart!

1 HOW TO REMOVE A TICK

The sooner you remove a tick, the lower the risk of infection.



1 USE FINE-TIPPED TWEEZERS

Grasp the tick as close to the skin's surface as possible.



2 PULL STRAIGHT UP

Pull upward with steady, even pressure. Do not twist or jerk.



3 CHECK THE TICK

Make sure the mouth is out and the tick is intact.



4 CLEAN THE AREA

Wash the bite area and your hands with soap and water or use rubbing alcohol.



5 SAVE THE TICK (OPTIONAL)

Place the tick in a sealed bag or container in case you want to identify it later.



Do NOT use nail polish, petroleum jelly, heat or alcohol to remove a tick. These methods can increase the risk of the tick releasing germs.

2 IDENTIFY YOUR TICK

Visit www.etick.ca to identify your tick.

Upload a clear photo of your tick and our experts will let you know what species it is.



BLACK-LEGGED TICK (*Ixodes scapularis*)

- Small (2–4 mm)
- Black legs and mouthparts
- Reddish-brown body
- Can transmit Lyme disease

Found in wooded or grassy areas in Ontario.



www.etick.ca

Easy. Free. Important.
Help protect yourself and others.

3 TREATMENT & FOLLOW-UP



If the tick was attached for 24 hours or more, you may be a candidate for antibiotic prophylaxis to help prevent Lyme disease.



ACT FAST: WITHIN 3 DAYS

Prophylactic treatment is most effective when started within 72 hours (3 days) of tick removal.

FOLLOW UP WITH YOUR PHARMACY

Your pharmacist can assess if prophylactic treatment is right for you and provide the appropriate medication if eligible.

Don't wait—early treatment can help prevent Lyme disease.

4 SIGNS & SYMPTOMS

Watch for symptoms in the days or weeks following a tick bite.

EARLY LYME DISEASE



BULLSEYE RASH (ERYTHEMA MIGRANS)

- Often appears 3–30 days after a bite
- May expand over time
- May be warm, but usually not itchy or painful

Not everyone gets a rash. Other symptoms may occur.

OTHER POSSIBLE SYMPTOMS



Fever



Chills



Headache



Fatigue



Muscle or joint aches

ABOUT LYME DISEASE

Lyme disease is an infection caused by bacteria transmitted by the black-legged tick. When caught early, it is treatable with antibiotics. If left untreated, it can cause more serious health problems.



If you develop symptoms, see your healthcare provider right away.



PREVENT TICK BITES
and long pants



Wear long sleeves
with DEET or
icaridin



Stay on trails
and avoid
tall grass

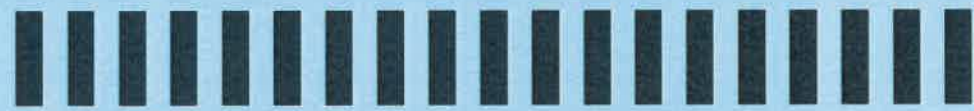


Check yourself,
your children and
pets after being
outdoors

HEART CHECK OFTEN. REMOVE EARLY. STAY HEALTHY.

For more information, visit ontario.ca/lyme or talk to your healthcare provider.

FOOT CARE



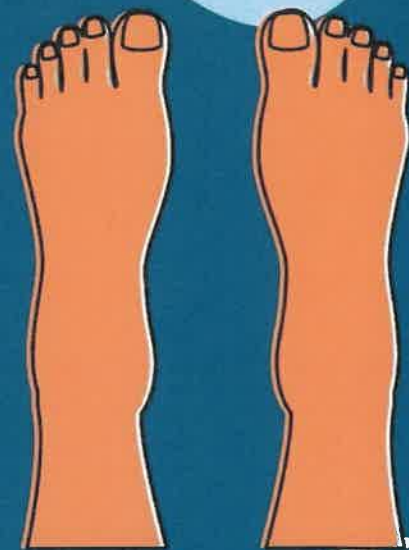
For Elders & Diabetics

Wednesday


June 3, 2026

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



**CULTURAL
COORDINATOR**
Stan Moses

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

PoG 1J0

(705)857-1221 EXT: 229

GOLF **AT VOYAGEUR** **GOLF COURSE** **IN ALBAN** FOR HENVEY INLET BAND MEMBERS ONLY



HIFN MEMBERS CAN GOLF ONLY 18 HOLES PER WEEK OR ONE DAY OF 9 HOLES AND ANOTHER DAY OF 9 HOLES.

-MUST HAVE OWN TRANSPORTATION!

-MUST SHOW HIFN STATUS CARD FOR APPROVAL

-BEST TO BOOK TEE TIMES SO YOU CAN GET ON THE COURSE OR YOU MAY FACE UP TO A 2 HOUR WAIT

VOYAGEUR GOLF PHONE # 705-857-2452

**-GOLF ETIQUETTE - SHIRTS REQUIRED - NO ALCOHOL OR DRUGS
- NO TEEING OFF WITH OTHER GOLFERS ON ANY GREENS ON PAR 3'S
OR HITTING FROM FAIRWAY WITH OTHER GOLFERS ON THE GREENS!**

****PLEASE RESPECT THE RULES OR COURSE MANAGEMENT MAY ASK YOU TO LEAVE****

GOLF COURSE IS NOW OPEN UNTIL THANKSGIVING WEEKEND ON OCTOBER 12, 2026.