



# Pikwakanagan Tìbadjùmowín

Chìbayatigo-kijigad Nika Kizis 18, 2022

Friday March 18, 2022

view on-line at: [www.algonquinsopikwakanagan.com](http://www.algonquinsopikwakanagan.com)

Facebook : Algonquins of Pikwakanagan First Nation

Email: [reception.admin@pikwakanagan.ca](mailto:reception.admin@pikwakanagan.ca)

## Algonquins of Pikwakanagan First Nation COVID-19 Situation Report March 18th, 2022

### AOPFN COVID-19 Situation Report

**Pikwakanagan  
Total Cases  
since Dec  
2021: 114**

COVID-19 is still circulating in our community but we are seeing fewer and fewer cases. If you are experiencing symptoms of any kind, please test yourself and isolate until you are feeling better.

Businesses are open for in-person shopping (Please respect physical distancing). Masks must be worn over the nose, mouth and chin at all times unless seated at a restaurant. Masks will no longer need to be worn in Pikwakanagan businesses as of March 21st. Masks will still be required at the Manor, and at Health Services until April 27th, 2022.

#### Community Status Update

#### School Updates

AOPFN staff have returned to full-time in-person work.  
AOPFN in-person programming will begin to resume in the coming weeks. Please keep an eye out for more information from specific departments.

If there is a person in your household that is ill or awaiting COVID results, please keep your child home.

**As of March 21st, masks will no longer be required at schools or on the bus.**

#### COVID Testing

#### Vaccine Clinics

Health Services will be not be offering testing the week of March 14th. Testing will be available March 21st from 9-10.

To find out if you need to isolate please go to:

[Www.covid-19.ontario.ca/self-assessment](http://www.covid-19.ontario.ca/self-assessment)

Our next Vaccine clinic will be in April. Please watch the newsletter and Facebook page for more details.

#### Where To Get Help

The AOPFN Covid hotline will no longer be in use, Please contact the Family Health Team or Health Services with inquiries.

Health Services (6130 625-2259)

Pikwakanagan Family Health Team (613) 625-1175

Food Security Support—613-639-1633

VTAC-Renfrew County Virtual Triage and Assessment  
Centre 1 (844) 727-6404.

## **THE HEALTH CENTER DOES NOT DO TRAVEL COVID-19 TESTING**

If you require Covid-19 testing for travel purposes please inquire with the below organizations

Cahoons Pharmacy- Deep River- 613-584-1116

Downtown Travel Medicine  
Clinic- Ottawa- 613-238-5963

Riverside Travel Medicine  
Clinic- Ottawa- 613-733-5553



## **FEDERAL INDIAN DAY SCHOOL CLASS ACTION**

**Claim Due By: July 13, 2022**

If you attended the Indian Day School at the  
Algonquins of Pikwakanagan First Nation

Please click on the link provided below

[indian-day-schools-claim-form-en.pdf \(indiandayschools.com\)](https://www.indiandayschools.com/indian-day-schools-claim-form-en.pdf)

Contact Free Legal Assistance:

Class Counsel, Gowling WLG at 1-844-539-3815

If you submitted a claim and have not heard from them, please  
Call Gowling WLG at 1-844-539-3815

**Claim forms are also available at the Band  
Administration Office**

If you have any general questions on the claim form process, you may  
contact

Della Meness, Manager, Education Services at 613-625-2800 ext. 239.

Karen Levesque, Manager, Social Services 613-625-2800 ext. 242

## ANISHINÀBEMOWIN LEARNERS SPOTLIGHT

Omàmiwinini Pimàdjwowin: The Algonquin Way Cultural Centre has been offering Anishinàbemowin classes for AOPFN members and their families. Michele Whiteduck is teaching two classes per week for 9-weeks until the end of March 2022. We would like to say kichi-mìgwech to our Anishinàbemowin learners who have made a commitment to join our classes, practice speaking the language with one another, and most importantly ensuring that our language continues for the generations to come.

Anishinàbemowin Learner

### JOSEF HINTERBERGER

Kwey! Josef Nidijinikaz  
Hausruck Barbar Nidodem  
Austria Nidonjiba  
Lake St. Peter Nehdub  
Austrian Inini nidaaw

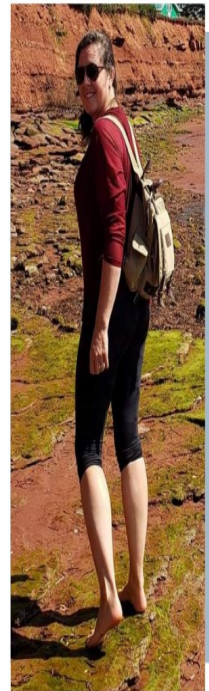


"I am from Austria and my wife learned to speak German to be able to communicate with my parents. It is important for me to learn and understand the language of my wife's People. I want to help revitalize the Algonquin language and be able to teach my 5 year old Austrian/Algonquin granddaughter."

Anishinàbemowin Learner

### LEAH HINTERBERGER

Kwey! Leah Nidijinikaz  
Makwa Nidodem  
Pikwakanagan Nidonjiba  
Lake St. Peter Nehdub  
Omàmiwinini Anishinàbe Ikwey nidaaw.



"As someone who loves to travel and explore the world, I have seen and appreciate the importance of language and its direct connection to culture. Anishinàbemowin has become an important part of my journey to reconnecting with my Algonquin roots. I believe it is so important for our People to pass on this knowledge to our future generations. Being able to connect with so many others from my community to learn and revitalize our language has been such an incredible opportunity. I am most grateful for our Teacher Michele for passing on this knowledge to each of us! Meegwetch"

## FACTS GROUP

Prevention Services presents our facts group on Tuesdays will be back in person starting March 22<sup>nd</sup> from 4:30pm to 5:15pm. Please email Jocelyn Bernard at [reception.cfs@pikwakanagan.ca](mailto:reception.cfs@pikwakanagan.ca) to register.

Anishinabek Gamik -  
Pikwakanagan Child &  
Family Services  
Presents...



**Ribbon Skirt Workshop with  
Chantel Chadwick**



Mondays & Tuesdays from 5:30pm to 7:00pm  
at The Elders Lodge

Starting April 4th, 2022

There is only 10 spots available



To register contact Randi-Lee Lamure at [prevention1.cfs@pikwakanagan.ca](mailto:prevention1.cfs@pikwakanagan.ca)

# Paddle Painting

Omàmiwininì Pimàdjwowin is hosting a 4-week paddle painting activity to express your creativity



April 6, 13, 20 & 27  
Wednesday Evenings  
5:00 - 7:00 p.m.  
Elder's Lodge

Only 10 spaces available, register by April 1  
Contact Katie Commanda  
Phone: 613-625-1958  
Email: [katie@thealgonquinway.ca](mailto:katie@thealgonquinway.ca)

## Estates Planning Session

**Do you have questions about creating or amending an existing Will? Or Questions on Power of Attorney? Or Questions in general about Wills and Estates?**

There will be Estate Info Session on March 24<sup>th</sup>, 2022 at the Makwa Center from 2:00pm to 4:00pm and 5:00 to 7:00pm.

A Lawyer from Taggart Law Office Professional Corporation and Manager of Lands, Estates & Membership will be present to answer questions, provide information on the importance of having a Will and there will be Will preparation tools and booklets available.

During the info session members can sign up to have one-on-one meetings with the Lawyer throughout Friday March 25<sup>th</sup> to Saturday March 26<sup>th</sup> of 30/45-minute periods starting at 9:00am to 6:00pm located at the Makwa Center. There is no charge for this service.

If you cannot attend the info session, members are welcomed to sign up for one-on-one meetings. Please call Curtis Jahn at 613-625-2800 ext.231 or [assistant.lem@pikwakanagan.ca](mailto:assistant.lem@pikwakanagan.ca) to have your name put on the list for a time and date.

If you have further questions, you can contact Kassandra Sackaney, Manager of Lands, Estates and Membership at 613-625-2800 ext. 222 or [mgr.lem@pikwakanagan.ca](mailto:mgr.lem@pikwakanagan.ca)

# CAR FOR SALE

2010 Grey Chevy Impala

With winter tires

Maggie Benoit accepting sealed bids

1669 Mishomis Inamo

Pikwakanagan, ON K0J 1X0

613-625-1230



## DIABETIC RETINOPATHY

Diabetic Retinopathy (DR) is the **leading cause of blindness** in individuals under 75 years of age. It is also **the most common complication of diabetes**.

DR occurs when there are increased levels of sugar in the blood that can cause the blood vessels in the eye to swell and leak in the retina damaging it. New blood vessels can then also grow which causes further damage.

Nearly everyone with Type 1 diabetes and **60%** of those living with Type 2 diabetes will develop some form of DR within the first 20 years after the onset of diabetes. The risk increases the longer one has diabetes. The risk however can be lowered through controlling the diabetes.

Managing the diabetes is the best way to lower the risk of DR. This means keeping the blood sugar levels in a healthy range. This can be achieved through regular physical activity, healthy eating, mindful living, and making sure to take your doctor/nurse practitioner prescribed diabetes medication. Aim to meet your A1C goals every 3 months.

High blood pressure and high cholesterol along with having diabetes will also increase risk for diabetic retinopathy. Therefore, controlling blood pressure and cholesterol levels will also help lower the risk for vision loss.

**With early detection**, treatment is often very successful and can prevent any further eye health damage. Therefore, if you do have diabetes, it is so important to get regular eye exams. Sometimes, vision lost due to diabetic retinopathy cannot be regained. However, with early detection and treatment, you can reduce your risk of blindness by **95%**.

There are 4 stages of diabetic retinopathy and they range from mild to severe. In the first 3 stages, vision loss may not be noticeable or detected. The 4<sup>th</sup> stage is when vision loss can occur quickly.

**If you have any of the following diabetic retinopathy symptoms, please see your doctor immediately:**

- Dark spots in your visual field
- Blurred, distorted or double vision
- Large “floaters” (dots, circles, cobwebs that move across your field of vision)

**Make sure you're taking the right steps in order for Diabetic Retinopathy to stay at bay:**

- Keep track of your blood sugar and blood pressure.
- Book regular appointments with your eye doctor to identify changes to your vision.
- **Yearly eye exams are free in Canada if you have been diagnosed with diabetes.**
- Take all your prescribed medication as instructed by your doctor.
- Practice healthy habits like eating a balanced diet and getting regular exercise.
- Speak to your doctor before starting any new form of exercise or diet regimen.
- Learn about your condition. The more you know, the better you can control your diabetes

*For more information on diabetic retinopathy and diabetes in general, please contact Natalie Mooy, diabetic navigator at [diabetic.navigator@pikwakanagan.ca](mailto:diabetic.navigator@pikwakanagan.ca) or 613-401-3679*

## TRAPPING

Looking to see if the membership has an interest in taking a trapper's course

The intent is to gather a list of names who would be interested

If you are interested, please provide your name to Curtis Jahn at 613-625-2800 or email:

[assistant.lem@pikwakanagan.ca](mailto:assistant.lem@pikwakanagan.ca)

If you have already taken the trapper course and /or require assistance to renew your trappers licence, please contact Kassandra Sackaney or Curtis Jahn at 613-625-2800 or email:

[assistant.lem@pikwakanagan.ca](mailto:assistant.lem@pikwakanagan.ca)  
as soon as possible

## Euchre

Sunday Afternoons @ 1 PM

Elders Lodge

Doors open at 12:15 PM

\$5 to play

\$2 or 3/\$5 for 50/50 Draw

\$1 pop/water

Highest \$20

Runner Up \$10

Lowest \$5



## EUCHRE UPDATE

This Sunday, March 20th we will be playing eight games only. This is for time convenience for our Algonquin card players that are also taking part in the Spring Equinox drive thru feast at the Makwa.



## Canadian Food Inspection Agency's (CFIA) - Food Safety Recalls

Check to see if you have the recalled product (s) in your home

Evive - Immunity Super Functional Smoothie

**BB Date:** JN 08 – MA 08, 2023.

**Health Hazard:** Raw elderberries, which contain cyanogenic glycosides, a natural toxin.

**Distribution:** Sold on-line.

**Recalling Firm:** Evive Nutrition Inc.

**What to do:** Do not use, recall product should be thrown out, or return to location of purchase.

### Quality fast foods brand & Hygaard fine foods sandwiches

**BB Date:** All best before dates up to and including 11 Feb 22.

**Health Hazard:** Microbial Contamination » Listeria.

**Distribution:** Sold in ON.

**Recalling Firm:** HQ Fine Foods.

**What to do:** Do not use, recall product should be thrown out, or return to location of purchase.




**NNADAP**  
Matt Hutten

**BEST WAY TO REACH MATT:**  
**613-570-0356**

Monday-Friday  
8:30AM-4:30PM

**ALTERNATIVE CONTACT INFORMATION**

- Email: [addictions.mhs@pikwakanagan.ca](mailto:addictions.mhs@pikwakanagan.ca)
- Office: 613-625-2259 ext. 238

### Community Justice Worker

Available 8:30-4:30

[justice.mhs@pikwakanagan.ca](mailto:justice.mhs@pikwakanagan.ca)

mobile: 1-613-633-3586

- Help to understand the justice system and processes
- Help to access Mental Health Court
- Support to access Restorative Justice practices
- Support for individuals AND family members whose loved ones are attending court
- Support for people who are witnesses or victims of crime
- Information, advice and referrals for people who are navigating the Criminal Justice system
- Need help accessing Victim Services
- Need to apply for Legal Aid



Nika Kizis  
Goose Moon  
March



Omàmiwininì Pimàdjwowin  
is hosting virtual  
**Algonquin Language Classes**  
for all AOPFN members and their  
families

**Mondays & Wednesdays**  
**January 31 to March 31**  
**7:00 to 8:00 p.m.**  
With Michele Whiteduck

Contact Katie Commanda to register  
Email: [katie@thealgonquinway.ca](mailto:katie@thealgonquinway.ca)



### **AOPFN TALENT SEARCH IS GOING ON-AIR!!!**

We are excited to announce that we have partnered with Elmnt 97.5 FM to assist us with our continued talent search for a variety of career opportunities at AOPFN. Elmnt FM (CFPO-FM Ottawa) is an indigenous peoples' radio station in Ottawa. Owned by First Peoples Radio, a subsidiary of the Aboriginal Peoples Television Network, it broadcasts music and talk programming targeting the First Nations community. Music is both from mainstream and indigenous artists. Please tune in to hear our ads throughout each day **until the end of March**. The Human Resources Team would love to hear from you about the ads and your ideas on how we can continuously improve and strengthen AOPFN's presence and what makes us unique and an Employer of Choice. GO ON!! HAVE A LISTEN TODAY!

# INDIGENOUS CRISIS LINE

1-800-588-8717

Available 24/7 for you or anyone you know who needs to talk due to the current events and findings from residential schools

Please know that Sandi and the mental health team is available for support as well

Sandi Wright: Adult Mental Health Counsellor

613-639-9189

Monday-Friday  
8:30am-4:30pm

## ATTENTION PIKWAKANAGAN FOODBANK USERS!

Please note the change for the hours of operation for the Foodbank! We will revert back to the one evening per week (Wednesday evenings from 4:30-8:00 p.m.) for order pick-up!!

You can continue to place your order by calling or texting 613-639-1633 and please note you **MUST** place your orders now by Tuesdays at **NOON!**

We ask that you be respectful and mindful of these changes and adhere to them! Calling or texting during regular business hours to place your order is also considerate and we ask you to please do so!

Place your order on Mondays between 8:30-4:30 or on Tuesday morning between 8:30-12:00!

Miigwech for your cooperation and understanding! As restrictions begin to lift we will also begin a slow process in reducing weekly access to the Foodbank so please watch for further updates!

Kerry Andrews, Interim Manager, Food Security

## Algonquins of Pikwakanagan Elders Lodge

For Rentals contact Sandy  
@ 613 717 2894

## TAKE THE SURVEY

The Anishinabek Gamik Child and Family Services office would like to invite all AOPFN members to fill out a survey that will help inform the new Child Well-Being Law that is being created.

Online survey link: [https://docs.google.com/forms/d/e/1FAIpQLSfdS2SYy1AfAEccDmJGneQEZJicETfeKRV6oVRNTHqcurWrlg/viewform?usp=sf\\_link](https://docs.google.com/forms/d/e/1FAIpQLSfdS2SYy1AfAEccDmJGneQEZJicETfeKRV6oVRNTHqcurWrlg/viewform?usp=sf_link)

If you would prefer a paper copy, please contact Kellie Cooke at [ex.assistant.cfs@pikwakanagan.ca](mailto:ex.assistant.cfs@pikwakanagan.ca) or 613-625-2173.



**ATTENTION  
AOPFN MEMBERS:  
INDIGENOUS  
EMPLOYMENT/APPRENTICESHIP  
OPPORTUNITY  
-MILLWRIGHT-**



**Start date:** -Spring 2022

**Indigenous Opportunities Network (ION)**, The Millwrights Union, OCNI, and other partners are seeking multiple, Indigenous, candidates from Pikwakanagan, to enter into a 6-week training opportunity at the Chalk River (CNL) facility.

Upon successfully passing the Millwright entrance exam, you will have an opportunity to start a fantastic career as a Millwright, 1st year apprentice.

**Ontario Secondary School Diploma (OSSD)** or equivalent for entrance, as well as a grade 12 English and grade 12 mathematics credit. Once you are registered and you meet the entrance qualifications you will be scheduled for an interview.

There is a registration process and ION will also assist with your **security clearances** to work at this site.

If you are interested in a great long-lasting career in this trade, please **Contact:**

Ron Ireland, Kagita Mikam, ION coordinator at [mr.ron.ireland@gmail.com](mailto:mr.ron.ireland@gmail.com) or at (613) 583-4315.

**Or:**

Claudette Cournoyer, AOPFN, [mgr.ecdev@pikwakanagan.ca](mailto:mgr.ecdev@pikwakanagan.ca),

**Algonquins of Pikwakanagan First Nation**

3-469 Kokomis Inamo Pikwakanagan, ON

K0J 1X0, P: (613) 625-1551 F:(613) 625-2332

# A CALL TO ACTION FOR YOUTH!

## **OUR WORLD OUR FUTURE: VALLEY EARTH DAY ARTS PROJECT**

Every young person in the Ottawa Valley  
is welcome to participate.

Express yourself as you wish. Use the materials you choose.  
Mixed media, painting, sculpture, video, poetry, etc.



**Online Exhibit on Earth Day: April 22nd**

**Locations for community-based exhibitions to be announced in March.  
Participation awards will be drawn. Renfrew County politicians will be invited.**

Submissions due by April 4, 2022.

Drop-off locations across the county are on our website:  
[www.valleyearthdayarts.com](http://www.valleyearthdayarts.com)

Email us at [valleyearthdayarts@gmail.com](mailto:valleyearthdayarts@gmail.com) Or call Diane at 613-625-2200  
Follow us on Instagram @valleyearthdayarts

Organized by:



Community Supporters:

**AOPFN members can drop off their submissions to  
Omàmiwininì Pimàdjwowin at 469 Kokomis Inamo, Unit 1 by  
Friday, April 1, 2022.**



### Algonquin Provincial Park – Seasonal Museum Technician

The Friends of Algonquin Park is seeking qualified individuals to work as Seasonal Museum Technicians in Algonquin Provincial Park.

Employment is from June until Labour Day, with a possible extension until the end of October.

The rate of pay is \$15.25/hour based on 40 hours/week, including weekends and statutory holidays as per schedule.

Staff house accommodations may be available to qualified candidates.

#### **Qualifications:**

- knowledge of Algonquin Provincial Park
  - knowledge of Ontario's natural and cultural history
  - excellent oral and written communication skills
  - energetic, enthusiastic, and committed to customer service excellence
  - experience in retail operations
  - an appreciation for the outdoors
  - ability to reliably work both independently and as part of a team
  - a valid First Aid/CPR Certificate
  - a valid Ontario Driver's License
- use of personal vehicle is an asset

To view the full job posting, please click [here](#).

A detailed cover letter and resumé outlining knowledge, skills, experience, and references should be sent via email, or mail to the contact below no later than **March 31st, 2022**.

Sharon Hockley, Bookstore Coordinator The Friends of Algonquin Park Box 248, Whitney, ON, K0J 2M0 613-637-2828, ext. 231 [resume@algonquinpark.on.ca](mailto:resume@algonquinpark.on.ca)

The Friends of Algonquin Park is an equal opportunity employer.

*We thank all applicants but only those selected for an interview will be contacted.*



## Request for Proposals

### Video Content Creator Services

**Issue date:** March 7, 2022

**Issued by:**

**Kitigan Zibi Anishinabeg Pimadjiwogamig**, 54 Makwa Mikan, Maniwaki, QC J9E 3B1

**Omàmiwinini Pimàdjowin**, 1674 Mishomis Inamo, Pikwakanagan, ON K0J 1X0

**Deadline for proposal submission:** Friday, March 25, 2022 at 4:00 p.m. (EST)

**Proposal submission via email:** [nsarazin@thealgonquinway.ca](mailto:nsarazin@thealgonquinway.ca)

#### Introduction

Kitigan Zibi Anishinabeg Pimadjiwogamig and Omàmiwinini Pimàdjowin is seeking proposals from qualified individuals or companies with experience in developing a strategy for producing videos.

This is a Request for Proposal (RFP) and not an invitation to tender. The reader is hereby advised that we reserve the right to:

- a. Accept a proposal without negotiation,
- b. Negotiate changes to the technical or financial content of the successful proposal,
- c. Cancel or reissue this RFP at any time.

The contact for the purposes of response to this request for proposal is:

Naomi Sarazin  
Operations Manager, Omàmiwinini Pimàdjowin  
1674 Mishomis Inamo, Pikwakanagan, ON K0J 1X0  
[nsarazin@thealgonquinway.ca](mailto:nsarazin@thealgonquinway.ca)

RFP should be submitted no later than 4:00 p.m. (EST) on Friday, March 25, 2022 to Naomi Sarazin.

#### Background

Kitigan Zibi Anishinabeg Pimadjiwogamig and Omàmiwinini Pimàdjowin are cultural centres located within the unceded traditional territory of the Anishinàbeg Algonquin Nation. Their aims are to preserve, protect, revitalize, and restore the Anishinàbe Algonquin history, culture, and language for their respective First Nation communities.

The cultural centres serve their communities by:

- Providing a home to their community artifacts and collections,

- Facilitate knowledge sharing of the Anishinàbeg Algonquin history and culture with visitors to their cultural centres and museums,
- Delivering culture and language programming.

For more information on the cultural centres, you can visit their websites at:

Kitigan Zibi Anishinabeg Pimadjiwogamig: <https://kitiganzibi.ca/community/cultural-centre/>

Omàmiwinini Pimàdjowin: <https://thealgonquinway.ca/>

#### Scope of Video Content Creator Services Required from an Individual or Company

The video content creator will be responsible for the preliminary phase of the video project that involves the development of a strategy, workplan, and budget to produce an Anishinàbeg Algonquin video that includes engagement and input from the eleven (11) Anishinàbe Algonquin First Nations: Pikogan, Kebaowek, Kicisakik, Kitigan Zibi, Lac Simon, Winneway, Wahgoshig, Mitchikanibikok, Pikwakanagan, Timiskaming, and Wolf Lake. The video content creator will need to complete their services by June 20, 2022.

We're looking for someone who shares a passion for building unity in the Algonquin Nation through creative works. The scope of services would include:

#### *Project Management*

- Develop workplan and timeline for engagement with the eleven (11) Algonquin First Nations
- Determine key themes that arise from community engagement sessions with the eleven (11) Algonquin First Nations
- Create a video production plan that includes key messages
- Collect names and bios of those who are interested in being part of the final video production
- Develop a workplan with timelines for the final video production
- Establish a final video production budget to be presented for approval

#### *Pre-Production Development*

- Develop a creative approach to the final video production
- Create a narrative through a storyboard
- Draft a script for the final video production
- Establish a plan for audio-visual accessibility, including having a plan for all three languages (Anishinàbemowin, English, and French) included in the final video production; furthermore, establish a resource list for translations services in Anishinàbemowin, English, and French
- Draft and prepare a Request for Proposals for Videographer and Production Services

#### Information about the Individual or Company Responding to this Request for Proposal

Kitigan Zibi Anishinabeg Pimadjiwogamig and Omàmiwinini Pimàdjowin will require the following information from the Video Content Creator Individual or Company responding to this proposal.

#### **General Information:**

- Name, address, and contact person for the individual or company
- Brief background history outlining relevant experience

**Qualifications:**

- Provide a list of projects the individual or company has previously completed
- Outline skills and experience in pre-production video development
- Elaborate on the individual or company's collective knowledge relevant to this project and any other value-added service it can bring to the engagement not addressed in this document
- Provide three relevant client references
- Disclose any potential conflicts of interest

**Service Costs:**

- Detailed explanation of the services the individual or company is proposing to provide
- Provide a proposal with project plan and timelines
- Breakdown of fees for Video Content Creator Services
- Breakdown of fees for engagement sessions (honourariums, rentals, hospitality etc.)

**Request for Proposal Selection Process and Timelines**

All proposals will be reviewed by the Operations Manager of Omàmiwinini Pimàdjowin, Cultural Centre Coordinator of Kitigan Zibi Anishinabeg Pimadjiwogamig, and Director of Kitigan Zibi Anishinabeg Education Services. The following factors will be considered when assessing your submission:

- a. Breadth of expertise available and appropriateness to the organizations' needs
- b. Experience working with Anishinàbeg Algonquin First Nations or other Indigenous communities
- c. Cost for services



## “CALL TO TENDER”

### Interior:

#### Main Floor Bathroom:

- Remove and replace flooring (including subfloor material) in the washroom with new sheet type flooring (to prevent water damage in the future). Ensure all water damaged material is replaced and disposed of. Ensure all water damaged material is replaced and disposed of.
- Replace existing toilet and vanity (including new sink fixture) with new. Ensure that all plumbing is good and, in a leak, free condition. Make replacements as required.

#### Upstairs Bathroom:

- Remove and replace vanity, sink, and tap fixtures
- Remove and replace tub, tub surround, new tub/shower faucets if any walls and supports that require repair will need to be fixed and ensure all new drywall is finished with two coats of paint suitable for use in a high moisture area.
- Remove and replace toilet with new; ensure that any damage floor sheathing in this area is replaced as necessary.
- Remove and replace bathroom floor
- Install new moisture exhaust fan rated at 100 c.f.m with sound rating no more than 1.5 sones.

Fan to be CSA labeled and HVI tested and certified. Fan to be equipped with smooth duct vented to exterior with caulking on exterior side of the vent cover. Fan should be wired to a De-humidistat control switch.

#### Remainder of Main Floor:

- Improve insulation in mechanical room and reduce heat loss in this area.
- Improve the insulation in the exterior wall behind kitchen base cabinetry to prevent future freezing of the water lines in this wall

***\*Please ensure you include valid Personal Liability and Property Damage Insurance Certificate, WSIB clearance certificate***

**Envelopes should be clearly marked:**

**“Tender for work at 14-B Shingwak Inamo”**

**Addressed to:**

**Algonquins of Pikwakanagan Administration Office  
1657A Mishomis Inamo  
Pikwakanagan, Ontario, K0J 1X0**

**ATTENTION: Dustin Logan, Manager, Public Works**

***All tenders must be received by March 25<sup>th</sup>, 2022 at 12:00 p.m.***

**LOWEST OR ANY TENDER NOT NECESSARILY ACCEPTED**

\*\*\*\*\*

My “Tender” for various repairs at 14-B Shingwak Inamo  
is:

\$ \_\_\_\_\_

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

## Call to Tender

### Cleaning Services for Omàmiwininì Pimàdjowin: Algonquin Way Cultural Centre

Omàmiwininì Pimàdjowin: Algonquin Way Cultural Center is looking for cleaning and disinfecting services for our office and gift shop.

**Location:** 469 Kokomis Inamo, Unit 1, Pikwàkanagàn, ON

**Schedule and Duration of Contract:** Must be able to provide Cleaning Services on a regular schedule, every Tuesday and Thursday. The duration of the contract is from April 1, 2022 to March 31, 2023.

**Scope of Work:**

- Disinfect all high touched surfaces (door handles, light switches, desktops, kitchen appliances, photocopier, filing cabinets etc.)
- Sweep and wash floors in mains areas and offices
- Clean and disinfect washroom (sweep and wash floors; clean and disinfect countertop and toilet; clean mirror; disinfect high touched surfaces; re-fill soap dispensers, hand towel, and toilet paper dispensers etc.)
- Vacuum carpets.

**Supplies and Equipment:** All equipment and supplies will be provided by Omàmiwininì Pimàdjowin, however, it will be the contractor's responsibility to keep the Operations Manager informed when supplies are getting low at least 1-month in advance.

**Site Examination:** To arrange a site visit to review the amount of work to be completed, please make arrangements with Naomi Sarazin at [nsarazin@thealgonquinway.ca](mailto:nsarazin@thealgonquinway.ca) or phone 613-625-1958.

**Additional Requirements:** If you are the successful bidder, you must be able to provide:

- Proof of WHMIS certification
- An acceptable Criminal Reference Check (at your own expense, before the contract start date)
- Proof of COVID-19 Vaccination for all cleaning staff

**Tender Closing Date and Time:** Monday, March 21, 2022 at 12:00 p.m. (noon)

**Tender Submission:** Email Naomi at [nsarazin@thealgonquinway.ca](mailto:nsarazin@thealgonquinway.ca) with subject line, "Tender for Cleaning Services 2022-2023."

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#### 2022-2022 Cleaning Services Tender for Omàmiwininì Pimàdjowin

I, \_\_\_\_\_, acknowledge and fully understand the scope of work, schedule, and duration of the contract, and am submitting my tender for cleaning services in the amount of \$\_\_\_\_\_ per month.

Contact phone number: \_\_\_\_\_

---

Signature

Date

**CALL TO TENDER**

**ANIMAL CONTROL OFFICER**

Tenders for animal control services in Pikwakanagan will be accepted at the Administration Office until Friday, **March 25<sup>th</sup> 2022 @ 12:00 p.m.**

**Responsibilities:**

- Respond to resident calls regarding domestic animals, immediately or within a reasonable time;
- Capture and transport animal to owner or shelter using appropriate equipment;
- Investigate complaints and incidents of animal bites, noise, attacks etc;
- identify and contact owner in all reported cases, if possible;
- Complete, submit and/or issue warnings, notices, summons, complaints and reports;

**Requirements:**

- Must be accessible at all times by phone, cell phone, pager etc.
- Must own or have access to a dependable vehicle;
- Must supply own equipment i.e. poles, gloves, muzzles, cages etc.
- Must be able to lift and carry heavy animals – up to 50 lbs.
- Must be able to communicate effectively orally and written
- Must not have any allergies to animals
- Must provide proof of valid class “G” Ontario driver’s license and insurance with tender
- Experience and education in animal services or by-law enforcement is an asset

If bidding as a company, all employees must meet the above requirements and the company name provided with insurance coverage for their employees.

The tender must:

- Set the price or flat rate that will be invoiced bi-weekly regardless of the amount of activity.
- Provide your name and contact information.
- Include copies of the documents requested above.
- Be delivered in a sealed envelope marked “Tender for Animal Control Officer” to the Algonquins of Pikwakanagan First Nation, 1657A Mishomis Inamo, Pikwakanagan, ON K0J 1X0 attention Cassandra Sackaney.

***The lowest and/or any tender not necessarily accepted.*** Only the successful bidder will be contacted.

A copy of Pikwakanagan’s Animal Control By-Law is available at the address above.

My tender for Animal Control Services for Pikwakanagan is: \_\_\_\_\_

Bi-weekly price or flat rate:\$ \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone #'s Home: \_\_\_\_\_ Work: \_\_\_\_\_ Cell: \_\_\_\_\_

Email Address: \_\_\_\_\_



## Omamiwinini Pimadjiwawin

The Algonquin Way Cultural Centre

<b>Position Title</b>	Operations Manager
<b>Tenure</b>	Contract (12-months Maternity Leave, with possibility of extension to 18 months)
<b>Remuneration</b>	\$26.00 /hour (possibility of negotiation based on experience and Omamiwinini Pimadjiwawin Board approval)
<b>Hours of Work</b>	Flexible, may include evenings and weekends as required
<b>Hours Per Week</b>	35
<b>Reports To</b>	President of the Board of Directors (or a designated Board Member)
<b>Location</b>	Algonquins of Pikwàkanagàn First Nation
<b>Posted</b>	March 18, 2022
<b>Closing</b>	April 1, 2022, at 4:00 p.m. (EST)
<b>Interviews</b>	Tentatively scheduled for the week of April 4, 2022

Are you looking to lead an innovative team and have the drive that it takes to move Omamiwinini Pimadjiwawin forward as a leading not-for-profit organization in promoting Anishinàbe Algonquin culture and language? Do you possess proven management, financial oversight, and project management experience? If this is you, please consider **joining our team** in this leadership role!

### Who are we?

Omamiwinini Pimadjiwawin: The Algonquin Way Cultural Centre (OP) is a not-for-profit and charitable organization that is a living reminder of the Anishinàbe Algonquin Peoples of Pikwàkanagàn. We are dedicated to the respectful connection and history of the land and our ancestors who thrived in the territory since time immemorial. We thrive to be a centre of excellence that strengthens our community by preserving, revitalizing, and restoring the culture, traditions, practices, arts, and language of the Algonquins of Pikwàkanagàn First Nation (AOPFN).

### About the Position

As the Operations Manager, you will be responsible for the management of OP's projects and programs, financial resources, personnel management, and oversight of our cultural and language resources. The Operations Manager is responsible and accountable for providing effective planning, management, and support of the administration of OP and the Manidò Chimàn Museum and Gift Shop. The incumbent will be expected to report on all corporation operations and activities providing regular updates to the Board of Directors.

### Key Roles and Responsibilities

The Operations Manager will be expected to perform all functions in a way that honours, respects, and provides meaningful and reciprocal relationships with members of OP and AOPFN, and all other stakeholders.

Under the direction of the Board of Directors, the Operations Manager will:

- Provide leadership in carrying out the annual operating plan and within budget while maintaining an effective staff organization which delivers services, programs, and resources that are of value to our members.
- Ensure compliance with corporate legal and financial requirements.
- Manage all aspects of human resources while adhering to corporate policies and procedures.

- Represent and promote OP in a positive and proactive manner by providing information, advice, and development of material.
- Foster positive relationships and ongoing communications with AOPFN members, AOPFN Administration and Council, Provincial and Federal representatives, and other stakeholders.
- Coordinate the planning and preparation of funding proposals, reports, and complies with all funding agency regulations and requirements.
- Oversee and evaluate culture and language programs and services and identifies opportunities for improvement.
- Support the succession planning of the organization by working closely with the Board of Directors in identifying issues, opportunities, and priorities for consideration.
- Oversee the operations of the Manidò Chimàn Museum and Gift Shop.

#### **Qualifications**

- Post-secondary education in Business Administration/Management and/or Cultural Resource Management or a combination of education, experience, and training which OP deems equivalent.
- A minimum of three (3) years' experience in a management role, preferably with an Indigenous organization or a not-for-profit organization
- Preferable experience working with boards, committees, and multiple stakeholders.
- Computer literacy is required, particularly with word processing, spreadsheets, bookkeeping software, and internet applications.
- Proven knowledge of various funding arrangements, including written and budget reporting needs for an organization would be an asset.
- Knowledge of the customs and practices of the Algonquins of Pikwakanagan First Nation would be an asset.

#### **Key Competencies**

- |                                |                                |
|--------------------------------|--------------------------------|
| • Leadership                   | • Reporting and Accountability |
| • Communications               | • Innovation and Initiative    |
| • Flexibility and Adaptability | • Results Oriented             |

#### **Conditions of Employment**

- Must provide and maintain an acceptable Criminal Records Check and Vulnerable Sector Check.
- Must maintain a valid CPR and First Aid Certificate or be willing to take the training.
- Must comply with our Vaccination Policy, which may be subject to change.

All applicants will be considered. As our organization promotes the culture and language of the Algonquins of Pikwàkanagàn First Nation, qualified First Nation persons will be given preference in accordance with s16(1) of the *Canadian Human Rights Act*. Applicants are asked to self-identify.

#### **Application Process**

This is an exciting leadership role that offers opportunity to lead a not-for-profit organization. To apply, please submit a Cover Letter and Resume outlining your interest, qualifications, and experience to Naomi Sarazin, [nsarazin@thealgonquinway.ca](mailto:nsarazin@thealgonquinway.ca), no later than April 1, 2022, at 4:00 p.m. (EST). All resumes will receive a confirmation response. Only those applicants who qualify will be contacted for an interview. If you would like a more detailed position description, please submit your request to Naomi.



# Omàmiwinini Pimàdjwowin

The Algonquin Way Cultural Centre

## Job Posting

<b>Job Title</b>	Culture Resource Officer
<b>Salary Scale</b>	\$17.00 – 20.00 per hour, to commensurate with experience
<b>Job Status</b>	Contract for 6-months with the possibility of extension
<b>Start Date</b>	Immediately
<b>Hours of Work</b>	35 hours per week
<b>Reports To</b>	Operations Manager
<b>Location</b>	Algonquins of Pikwàkanagàn First Nation
<b>Application Deadline</b>	This position will remain open until it has been successfully filled. We will be reviewing applications and conducting interviews on a rolling basis; candidates are encouraged to apply early. We thank each applicant for their interest, but only those selected for an interview will be contacted.

### **Who are we?**

Omàmiwinini Pimàdjwowin: The Algonquin Way Cultural Centre is a not-for-profit and charitable organization that is a living reminder of the Algonquin Anishinàbeg Peoples of Pikwàkanagàn. We are dedicated to the respectful connection and history of the land and our ancestors who thrived in the territory since time immemorial. We thrive to be a centre of excellence that strengthens our community by preserving, revitalizing, and restoring the culture, traditions, practices, arts, and language of the Algonquins of Pikwàkanagàn First Nation.

### **About the Position**

As the Culture Resource Officer, you will be responsible for the development, coordination, and implementation of programs, activities, and services that support all aspects of cultural knowledge sharing and transfer within the Algonquins of Pikwàkanagàn First Nation. You will be responsible for providing meaningful and effective culture and language programming for members of the Algonquins of Pikwàkanagàn First Nation and their families. You will also work to promote cultural awareness, educational, and cultural knowledge sharing with peoples, groups, organizations, schools, and visitors to the cultural centre to further support reconciliation and reconciliACTION in the Algonquin territory.

### *What will you do in this role?*

- Be a cultural resource and support in the Algonquins of Pikwàkanagàn First Nation (AOPFN)
- Plan, coordinate, implement, and evaluate cultural and language activities, events, and projects, with a priority to service and support AOPFN children, youth, families, and elders

- Acquire, maintain, and care for cultural material objects and resources related to Algonquin history, culture, traditions, practices, customs, arts, and language for our collective memory
- Conduct research, produce reports, and recommend related policies and programs for the development of the Omàmiwinini Pimàdjowin Culture Centre and Manidò Chiman Museum
- Maintain online presence by creating and publishing content for various online platforms, such as Facebook and YouTube, and remain current on new information and communication technologies to stay connected with our members

### **Qualifications**

In addition to the experience and demonstrated success in the areas outlined above, the ideal candidate also has the following:

- Post-Secondary degree in Indigenous Studies, Education, Social Sciences, Cultural Studies, Museum Studies, or related field OR an acceptable equivalent in education and experience
- A minimum of two (2) years' experience in project coordination, with proven record of delivering quality programs and services to Indigenous peoples
- In-depth knowledge of Algonquin history, culture, and worldviews, including historical and contemporary matters
- Lived experience in delivering programs, events, and activities with Indigenous children, youth, families, and seniors
- Experience in networking and community building to ensure respectful, mutual, and reciprocal relationships are developed and maintained

### **Conditions of Employment**

- Must have a valid G driver's license and access to a reliable vehicle for transportation
- Must provide and maintain an acceptable Criminal Records Check and Vulnerable Sector Check
- Current CPR and Standard First Aid Certification or be willing to take the training
- Must comply with our Vaccination Policy, which may be subject to change

**Our past is our present, and our present is our future. Come join us in shaping a strong, vibrant, and culturally connected community for the next seven generations.**

All applicants will be considered. As our organization promotes the culture, traditions, practices, arts, and language of the Algonquins of Pikwàkanagàn First Nation, qualified First Nation persons will be given preference in accordance with s16(1) of the *Canadian Human Rights Act*. Applicants are asked to self-identify in their cover letters.

### **How to Apply**

Please submit your cover letter and resume in one single PDF document by email to Naomi Sarazin at [nsarazin@thealgonquinway.ca](mailto:nsarazin@thealgonquinway.ca). The cover letter can be addressed to:

Naomi Sarazin  
 Operations Manager  
 Omàmiwinini Pimàdjowin  
 1674 Mishomis Inamo  
 Pikwàkanagàn, ON K0J 1X0



# EMPLOYMENT OPPORTUNITY

<b>Job Title</b>	Manager, Natural Resources		
<b>Department</b>	Natural Resources		
<b>Supervisor/Manager</b>	Executive Director of Operations		
<b>Salary Scale</b>	Commensurate with Experience		
<b>Job Status</b>	Permanent		
<b>Contract Length</b>	<b>Start</b>	Immediately	
<b>Hours Per Week</b>	35 hours weekly		
<b>Benefits</b>	AOPFN understands family needs take priority in one's life and as part of our commitment to being a competitive employer we provide our employee's flexible hours, federal and provincial statutory holidays. We also promote a team-based working environment with a focus on learning and development to promote employee growth and opportunity. We offer a variety of incentives in our competitive compensation plan that meet today's living needs. AOPFN is an equal opportunity employer located on the beautiful shores of Golden Lake, ON Canada.		
<b>Posting Status</b>	<b>Internal Only</b>	<b>Internal/External</b>	<b>X</b>
<b>Start Date of Posting</b>	Friday March 11 <sup>th</sup> , 2022		
<b>Closing Date of Posting</b>	Friday March 25 <sup>th</sup> , 2022 at 4:30PM		
<b>Selection Process</b>	<b>Interview</b>	<b>X</b>	<b>Rating X Selection X</b>
<b>Job Description</b>	<p>The manager will be responsible for the creation, development and implementation of the new Natural Resources Department, aligning the department with the continuously evolving overall AOPFN organizational structure, overseeing and managing the Natural Resources department in such a way that it meets the needs of the Algonquins of Pikwakanagan First Nation (AOPFN) and its people, in all areas of resource management throughout our Algonquin (AOPFN) Traditional Territory. The Natural Resources department will support, foster, and aid in asserting AOPFN's self-determination and jurisdiction over Algonquin Traditional Territory. The manager will exercise considerable, independent judgment, provide technical, specialized advice, and is charged with protecting all the natural resources in Algonquin Traditional Territory. The Natural Resources Department will be instrumental in educating others on Algonquins of Pikwakanagan rights, values, traditions, history and laws through effective management, communication, continuous learning, shared knowledge and planning.</p> <p><b>Key Responsibilities and Duties</b></p> <ul style="list-style-type: none"> <li>• Leads the development and implementation of the Natural Resources Department</li> <li>• Manages, oversees and is responsible for all department operations</li> <li>• Develops policies, laws, by-laws, strategies, objectives, guidelines and standards for the management, protection, enhancement, restoration and use of our natural resources.</li> <li>• Performs all duties and responsibilities in accordance with Algonquins of Pikwakanagan First Nations policies and procedures;</li> <li>• In partnership with the Manager, Lands, Estates and Memberships, participates and contributes to the maintenance of documents and records of historical and progressively up-dated, accurate, , and current maps on all areas within our Algonquin Traditional Territory.</li> <li>• Work towards achieving a MOU with the Ministry of Natural Resources &amp; Forestry of Ontario for implementation of our Enforcement Officers which would be equally recognized and accepted by MNRF/O and form a meaningful and mutually beneficial partnership.</li> <li>• Establish a Tribunal to hear, deliberate and determine validity of any alleged infractions or violations of provincial, federal statutes, and Algonquin laws as may be applicable to natural resources and to categorize the extent of the infraction and render a ruling accordingly and as deemed appropriate .</li> <li>• Leads and manages the compilation of a database of new, existing and ongoing biological surveys, programs and initiatives related to natural resources currently and previously conducted within the Algonquin Territory by external agencies, government, departments, or private groups.</li> </ul> <p><b>Other Key Skills</b></p> <ul style="list-style-type: none"> <li>• Ability to analyze complex issues and provide strategic advice/recommendations.</li> <li>• Ability to prioritize and align natural resources issues and objectives to the overall goals and strategic plans</li> <li>• Ability to research, analyze and develop strategic goals, work plans, and policies and procedures.</li> <li>• Ability to comprehend and develop policy papers, technical/scientific papers, and present and translate technical data that is easily understandable and appropriate for intended audience.</li> <li>• Ability to read, understand and interpret geological maps, scientific and legal documents</li> <li>• Highly skilled and demonstrated proof of conflict resolution and mediation techniques and in de-escalating potentially volatile situations and interactions.</li> <li>• Demonstrated clear, concise and effective verbal and written communication skills including active listening and delivering messages in a format appropriate to the audience.</li> <li>• Self-motivated and an ability to work independently</li> </ul>		



<b>Minimum Qualifications</b>	<ul style="list-style-type: none"> <li>• Degree or Diploma from a recognized post-secondary institution in one or more of the following: Natural or Renewable Resource Management, Biology, Ecology, Environmental Sciences, Geography, Forestry and Wildlife Management, Forestry Management,</li> <li>• 6-10 years of progressively more senior roles and experience in a Natural Resources department, environment or similar related field</li> <li>• Minimum 5 years of experience in Managing a Natural Resources department and supervising staff</li> <li>• Willing to undergo a Criminal Records Check</li> <li>• Must disclose any limitations and/or restrictions that impact ability to carry out physical aspects of field work in varying weather conditions and seasons.</li> <li>• Proven experience in Project management and in completing funding proposals</li> <li>• This position requires the successful candidate to have a valid class “G” driver's licence and a recent driver's licence abstract that is deemed satisfactory at the sole discretion of the Employer.</li> <li>• Proven experience successfully managing multiple and conflicting demands and priorities.</li> <li>• Diplomacy, tact and confidentiality in dealing with a variety of people and information</li> <li>• Demonstrated resilience, agility and flexibility and adaptability in a continuous change environment</li> </ul>
<b>Submit Cover Letter and Resume To</b>	<p><b>Human Resources</b>  Algonquins of Pikwakanagan First Nation  1657A Mishomis Inamo  Pikwakanagan, ON K0J 1X0  <a href="mailto:hrrservices@pikwakanagan.ca">hrrservices@pikwakanagan.ca</a></p> <p><b>Subject Line: Manager, Natural Resources</b></p>
<b>How To Apply</b>	<p><b>Application Procedure:</b> Interested persons must submit a resume demonstrating that they meet the requirements outlined and the names and day contact telephone numbers of three (3) references.</p> <p><b>Screening Procedure:</b> Applicants will be screened on the following: 1.) Conflict of Interest – the applicant must not be a member of the Supervisor's immediate family; 2) Resume – the content will be reviewed to ensure the applicant meets the basic requirements</p> <p><b>Interviews:</b> Due to Covid-19 all interviews will be conducted virtually by Teams Meeting. AOPFN has the right to short list for interview/assessment purposes to the five (5) most qualified persons and typically establishes and eligibility list.</p>
<p><i>We are committed to achieving employment equity and developing a highly capable workforce that is representative of Canadian Society. We therefore encourage women, Indigenous peoples, persons with disabilities, and members of visible minority groups to apply and declare themselves as part of one or more of the above mentioned Employment Equity Designated Groups. AOPFN is also committed to developing inclusive, barrier-free selection processes and work environments. If contacted in relation to a job opportunity or testing, you should advise the recruitment representative in a timely fashion of the accommodation measures which must be taken to enable you to be assessed in a fair and equitable manner. Information received relating to accommodation measures will be addressed confidentially.</i></p>	



## EMPLOYMENT OPPORTUNITY

<b>Job Title</b>	Guardian Program Coordinator		
<b>Department</b>	Economic Development		
<b>Supervisor/Manager</b>	Amanda Two-Axe Kohoko, Consultation Coordinator		
<b>Salary Scale</b>	Commensurate with Experience		
<b>Job Status</b>	3-year Term Contract		
<b>Contract Length</b>	<b>Start</b>	Immediately	
<b>Hours Per Week</b>	35 hours weekly		
<b>Benefits</b>	AOPFN understands family needs take priority in one's life and as part of our commitment to being a competitive employer we provide our employee's flexible hours, federal and provincial statutory holidays. We also promote a team-based working environment with a focus on learning and development to promote employee growth and opportunity. We offer a variety of incentives in our competitive compensation plan that meet today's living needs. AOPFN is an equal opportunity employer located on the beautiful shores of Golden Lake, ON Canada.		
<b>Posting Status</b>	<b>Internal Only</b>	<b>Internal/External</b>	<b>X</b>
<b>Start Date of Posting</b>	Friday March 11 <sup>th</sup> , 2022		
<b>Closing Date of Posting</b>	Friday March 25 <sup>th</sup> , 2022 at 4:30PM		
<b>Selection Process</b>	<b>Interview</b>	<b>X</b>	<b>Rating</b> <b>X</b> <b>Selection</b> <b>X</b>
<b>Job Description</b>	<p>The Guardian Program Coordinator will be responsible for the Algonquins of Pikwakanagan First Nation's Guardian Program, The GP Coordinator will manage the GP Program by administering, planning, development, organizing and coordinating. The GP Coordinator will ensure the GP maintains a presence throughout the Algonquin Traditional Territory, monitors the impacts of land and resources use, accurately collects and compiles environmental and land use data, observations, and records.</p> <p><b>Key Responsibilities and Duties</b></p> <ul style="list-style-type: none"> <li>• Provide field technician support to internal and external project teams when requested and relevant to AOPFN consultation files.</li> <li>• Field technician support includes; conducting field surveys, conduct water, land, wildlife and air monitoring activities, oversee restoration and reclamation activities, including site visits, tree planting and other laborious re-vegetation work, site monitoring, follow-up survey and reporting.</li> <li>• In all dealings promotes cultural awareness, sensitivity and values of education, healthy well-being and long-term success of the Algonquins of Pikwakanagan First Nation</li> <li>• Continuous and ongoing promotion of cultural awareness, sensitivity and values of education, healthy well-being and long-term success of the Algonquins of Pikwakanagan First Nation.</li> <li>• Keep up-to-date and knowledgeable of trends, activity, resources and potential opportunities for program development and expansion.</li> <li>• Establish and prepare procedures and materials to collect and record data related to the health of AOPFN ecological and cultural values and the impacts of resource activities on these values</li> <li>• Accountable to accurately monitor and report on land use activities and possible violation of AOPFN land laws as well as federal/provincial regulations to appropriate parties.</li> <li>• Work with Elders, Knowledge Holders, and community members to document important sites and resources and monitor impacts of activities.</li> <li>• Ensure results are reported of all monitoring efforts to appropriate parties.</li> <li>• Ensure all data is compiled and documented.</li> <li>• Ensure all data is compiled and documented and report of all monitor efforts are provided to appropriate parties.</li> </ul> <p><b>Other Key Skills</b></p> <ul style="list-style-type: none"> <li>• Communicate/liaise with the Council and serve as the primary point of contact for the program.</li> <li>• Develop and implement work plans, budgets, reports</li> <li>• Develop and maintain policies, strategies, objectives, guidelines and standards for the management of the Guardian Program.</li> <li>• Engage with experts to ensure multi-disciplinary responses to various requests and technical assessments within the scope of the program i.e. environmental, archaeologists, anthropologists, forestry, legal counsel etc.</li> <li>• Compile all information, documents, reports, and prepares recommendations to the AOPFN Chief and Council.</li> <li>• Coordinate and lead facilitation of community information sessions;</li> <li>• Participates and supports the Chief and Council in developing a plan to measure and monitor the implementation of the program.</li> <li>• Develop internal policies and procedures to ensure the effective review and assessment of the program.</li> <li>• Develop internal policies and procedures to ensure the effective assessment and evaluation of the program.</li> <li>• Complete in researching, identifying, planning, developing, organizing and coordinating new and existing opportunities.</li> <li>• Complete research, identifying, planning, developing, organizing, and coordinating existing and new opportunities.</li> </ul>		

<b>Minimum Qualifications</b>	<ul style="list-style-type: none"> <li>• Post Secondary Degree/Diploma related to Environmental Studies, Business Administration, Public Administration Or;</li> <li>• A combination of a Secondary School Diploma with a minimum of three years work experience in environmental studies and or related field.</li> <li>• Must meet physical requirements of the position: Able to travel in extreme weather during all seasons, physically demanding and moving, hiking long distances, packing heavy field equipment to remote sites, and the ability to lift a minimum of 50lbs.</li> <li>• A minimum of a valid class “G” driver’s licence and access to a dependable vehicle.</li> </ul>
<b>Submit Cover Letter and Resume To</b>	<p><b>Human Resources</b>  Algonquins of Pikwakanagan First Nation  1657A Mishomis Inamo  Pikwakanagan, ON K0J 1X0  <a href="mailto:hrrservices@pikwakanagan.ca">hrrservices@pikwakanagan.ca</a></p> <p><b>Subject Line: Guardian Program Coordinator</b></p>
<b>How To Apply</b>	<p><b>Application Procedure:</b> Interested persons must submit a resume demonstrating that they meet the requirements outlined and the names and day contact telephone numbers of three (3) references.</p> <p><b>Screening Procedure:</b> Applicants will be screened on the following: 1.) Conflict of Interest – the applicant must not be a member of the Supervisor’s immediate family; 2) Resume – the content will be reviewed to ensure the applicant meets the basic requirements</p> <p><b>Interviews:</b> Due to Covid-19 all interviews will be conducted virtually by Teams Meeting. AOPFN has the right to short list for interview/assessment purposes to the five (5) most qualified persons and typically establishes an eligibility list.</p>
<p><i>We are committed to achieving employment equity and developing a highly capable workforce that is representative of Canadian Society. We therefore encourage women, Indigenous peoples, persons with disabilities, and members of visible minority groups to apply and declare themselves as part of one or more of the above mentioned Employment Equity Designated Groups.</i></p> <p><i>AOPFN is also committed to developing inclusive, barrier-free selection processes and work environments. If contacted in relation to a job opportunity or testing, you should advise the recruitment representative in a timely fashion of the accommodation measures which must be taken to enable you to be assessed in a fair and equitable manner. Information received relating to accommodation measures will be addressed confidentially.</i></p>	

## Algonquins of Pikwakanagan First Nation Directory

<b>CHIEF AND COUNCIL</b>	<b>613 625-2800</b>	<b>EXT</b>
Wendy Jocko	<a href="mailto:chief.pik@pikwakanagan.ca">chief.pik@pikwakanagan.ca</a>	<b>229</b>
Alanna Hein	<a href="mailto:chiefcouncil@pikwakanagan.ca">chiefcouncil@pikwakanagan.ca</a>	<b>228</b>
Marcy Francoeur	<a href="mailto:assistant.cc@pikwakanagan.ca">assistant.cc@pikwakanagan.ca</a>	<b>250</b>
Kevin Lamarr	<a href="mailto:coordinator.culture.aa@pikwakanagan.ca">coordinator.culture.aa@pikwakanagan.ca</a>	<b>230</b>
<b>EXECUTIVE OFFICES</b>	<b>613 625-2800</b>	
Vacant	<a href="mailto:edo@pikwakanagan.ca">edo@pikwakanagan.ca</a>	<b>235</b>
Vacant	<a href="mailto:assistant.edo@pikwakanagan.ca">assistant.edo@pikwakanagan.ca</a>	<b>254</b>
Vacant	<a href="mailto:communications@pikwakanagan.ca">communications@pikwakanagan.ca</a>	<b>253</b>
<b>PUBLIC WORKS</b>	<b>613 625-2800</b>	
<b>EMERGENCY CONTACT</b>	<b>613 639-3309</b>	
Dustin Logan	<a href="mailto:mgr.publicworks@pikwakanagan.ca">mgr.publicworks@pikwakanagan.ca</a>	<b>246</b>
Bonnie Commanda	<a href="mailto:assistant.publicworks@pikwakanagan.ca">assistant.publicworks@pikwakanagan.ca</a>	<b>245</b>
Kreed Knox	<a href="mailto:housing@pikwakanagan.ca">housing@pikwakanagan.ca</a>	<b>247</b>
<b>HUMAN RESOURCES</b>	<b>613 625-2800</b>	
Shelley Wilcox	<a href="mailto:hr@pikwakanagan.ca">hr@pikwakanagan.ca</a>	<b>236</b>
Tiffany Dedo	<a href="mailto:employment.officer@pikwakanagan.ca">employment.officer@pikwakanagan.ca</a>	<b>237</b>
<b>RECEPTION</b>	<b>613 625-2800</b>	
Alexis Roesler	<a href="mailto:reception.admin@pikwakanagan.ca">reception.admin@pikwakanagan.ca</a>	<b>221</b>
<b>FINANCE</b>	<b>613 625-2800</b>	
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Stephanie Stone	<a href="mailto:assistant.finance@pikwakanagan.ca">assistant.finance@pikwakanagan.ca</a>	<b>223</b>
Sandy Nash	<a href="mailto:acquisitions@pikwakanagan.ca">acquisitions@pikwakanagan.ca</a>	<b>225</b>
Laurie Amikons	<a href="mailto:payroll@pikwakanagan.ca">payroll@pikwakanagan.ca</a>	<b>226</b>
<b>LANDS, ESTATES, &amp; MEMBERSHIPS</b>	<b>613 625-2800</b>	
<b>EMERGENCY CONTACT</b>	<b>613 401-0057</b>	
Kassandra Sackaney	<a href="mailto:mgr.lem@pikwakanagan.ca">mgr.lem@pikwakanagan.ca</a>	<b>222</b>
Curtis Jahn	<a href="mailto:assistant.lem@pikwakanagan.ca">assistant.lem@pikwakanagan.ca</a>	<b>231</b>
Brittany Scott	<a href="mailto:lands.officer@pikwakanagan.ca">lands.officer@pikwakanagan.ca</a>	<b>234</b>
<b>EDUCATION</b>	<b>613 625-2800</b>	
Della Meness	<a href="mailto:mgr.education@pikwakanagan.ca">mgr.education@pikwakanagan.ca</a>	<b>239</b>
Teresa G Kohoko	<a href="mailto:assistant.education@pikwakanagan.ca">assistant.education@pikwakanagan.ca</a>	<b>240</b>
Virginia Sarazin-Lasenby	<a href="mailto:post.secondary@pikwakanagan.ca">post.secondary@pikwakanagan.ca</a>	<b>238</b>
Estelle Amikons	<a href="mailto:library@pikwakanagan.ca">library@pikwakanagan.ca</a>	<b>244</b>
<b>IT SUPPORT</b>		
Lance Thorpe	<a href="mailto:itsupport@pikwakanagan.ca">itsupport@pikwakanagan.ca</a>	<b>248</b>

<b>SOCIAL</b>	<b>613 625-2800</b>	<b>EXT</b>
Karen Levesque	<a href="mailto:mgr.social@pikwakanagan.ca">mgr.social@pikwakanagan.ca</a>	<b>242</b>
Crystal Kohoko	<a href="mailto:assistant.social@pikwakanagan.ca">assistant.social@pikwakanagan.ca</a>	<b>251</b>
Branden Luloff	<a href="mailto:social.ow@pikwakanagan.ca">social.ow@pikwakanagan.ca</a>	<b>241</b>
<b>ANISHINABEK GAMIK PIKWAKANAGAN 613 625-2173</b>		
<b>Child &amp; Family Services</b>		
<b>EMERGENCY CONTACTS:</b>		
Alexandra Freed	<a href="mailto:supervisor.cfs@pikwakanagan.ca">supervisor.cfs@pikwakanagan.ca</a>	<b>613 585-1275</b>
Kellie Cooke	<a href="mailto:ex.assistant.cfs@pikwakanagan.ca">ex.assistant.cfs@pikwakanagan.ca</a>	
Randi-Lee Lamure	<a href="mailto:prevention1.cfs@pikwakanagan.ca">prevention1.cfs@pikwakanagan.ca</a>	<b>613 401-6301</b>
Vacant	<a href="mailto:prevention2.cfs@pikwakanagan.ca">prevention2.cfs@pikwakanagan.ca</a>	<b>613 639-4188</b>
Jocelyn Bernard	<a href="mailto:reception.cfs@pikwakanagan.ca">reception.cfs@pikwakanagan.ca</a>	<b>613 625-2173</b>
<b>FAMILY WELL BEING</b>		
Kassidy Bernard	<a href="mailto:coordinator.fwb@pikwakanagan.ca">coordinator.fwb@pikwakanagan.ca</a>	<b>613 401-0091</b>
Jaime Roesler	<a href="mailto:assistant.fwb@pikwakanagan.ca">assistant.fwb@pikwakanagan.ca</a>	<b>613 625-2173</b>
<b>MINDIWIN MANIDO</b>	<b>613 625-2047</b>	<b>EXT</b>
<b>Day Care Centre</b>		
Britney Sarazin	<a href="mailto:supervisor.daycare@pikwakanagan.ca">supervisor.daycare@pikwakanagan.ca</a>	
<b>ECONOMIC DEVELOPMENT 613 625-1551</b>		
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Amanda Two-Axe Kohoko	<a href="mailto:consultation@pikwakanagan.ca">consultation@pikwakanagan.ca</a>	<b>105</b>
Ember Sarazin	<a href="mailto:project.administrator@pikwakanagan.ca">project.administrator@pikwakanagan.ca</a>	
Laura Sarazin	<a href="mailto:assistant.consultation@pikwakanagan.ca">assistant.consultation@pikwakanagan.ca</a>	<b>104</b>
Lucas Bramberger	<a href="mailto:coordinator.projects@pikwakanagan.ca">coordinator.projects@pikwakanagan.ca</a>	<b>102</b>
Samantha Galbraith	<a href="mailto:coordinator.studies@pikwakanagan.ca">coordinator.studies@pikwakanagan.ca</a>	
<b>SPORTS &amp; RECREATION 613 625-2682</b>		
Kerry Andrews	<a href="mailto:mgr.sports.rec@pikwakanagan.ca">mgr.sports.rec@pikwakanagan.ca</a>	
Ryan Peters	<a href="mailto:custodian.mukwa@pikwakanagan.ca">custodian.mukwa@pikwakanagan.ca</a>	
Vacant	<a href="mailto:reactivator@pikwakanagan.ca">reactivator@pikwakanagan.ca</a>	
<b>FIRE &amp; RESCUE 613 286-1018</b>		
Chris Sarazin	<a href="mailto:chrissarazin53@pikwakanagan.ca">chrissarazin53@pikwakanagan.ca</a>	
<b>HEALTH SERVICES 613 625-2259</b>		
Maureen Sarazin Tomasini	<a href="mailto:mgr.health@pikwakanagan.ca">mgr.health@pikwakanagan.ca</a>	<b>227</b>
Rachel Mathieu	<a href="mailto:assistant.health@pikwakanagan.ca">assistant.health@pikwakanagan.ca</a>	<b>223</b>
Carolyn Smoke	<a href="mailto:reception.health@pikwakanagan.ca">reception.health@pikwakanagan.ca</a>	<b>221</b>
Brittany Martin	<a href="mailto:chn@pikwakanagan.ca">chn@pikwakanagan.ca</a>	<b>225</b>
Melissa Pessendawatch	<a href="mailto:chr@pikwakanagan.ca">chr@pikwakanagan.ca</a>	<b>224</b>
Marlene Sackaney-Keeling	<a href="mailto:hcc@pikwakanagan.ca">hcc@pikwakanagan.ca</a>	<b>232</b>
Natalie Mooy	<a href="mailto:diabetic.navigator@pikwakanagan.ca">diabetic.navigator@pikwakanagan.ca</a>	<b>233</b>

<b>MENTAL HEALTH TEAM</b>	<b>613 625-2259</b>	<b>EXT</b>
Sandi Wright	<a href="mailto:supervisor.mhs@pikwakanagan.ca">supervisor.mhs@pikwakanagan.ca</a>	231
Tiffany Herron	<a href="mailto:navigator.mhs@pikwakanagan.ca">navigator.mhs@pikwakanagan.ca</a>	226
Matt Hutten	<a href="mailto:addictions.mhs@pikwakanagan.ca">addictions.mhs@pikwakanagan.ca</a>	238
Sabrina Laframboise	<a href="mailto:counsellor.mhs@pikwakanagan.ca">counsellor.mhs@pikwakanagan.ca</a>	263
Sharra Bernard	<a href="mailto:therapist.mhs@pikwakanagan.ca">therapist.mhs@pikwakanagan.ca</a>	246
Chrystal Toop	<a href="mailto:justice.mhs@pikwakanagan.ca">justice.mhs@pikwakanagan.ca</a>	245
<b>TENNISCO MANOR</b>		
	<b>613 625-1230</b>	
Peggy Dick	<a href="mailto:homecare.supervisor@pikwakanagan.ca">homecare.supervisor@pikwakanagan.ca</a>	
Margaret Ann Benoit	<a href="mailto:assistant.homecare@pikwakanagan.ca">assistant.homecare@pikwakanagan.ca</a>	
Victoria Luloff	<a href="mailto:homecare.tsp@pikwakanagan.ca">homecare.tsp@pikwakanagan.ca</a>	
Kim O'Brien	<a href="mailto:clientcare.tm@pikwakanagan.ca">clientcare.tm@pikwakanagan.ca</a>	
<b>OTHER</b>		
O P Museum		
Naomi Sarazin	<a href="mailto:nsarazin@thealgonquinway.ca">nsarazin@thealgonquinway.ca</a>	613 625-1958
Katie Commanda	<a href="mailto:katie@thealgonquinway.ca">katie@thealgonquinway.ca</a>	
<b>Conway's Pharmacy</b>		<b>613 625-9974</b>
<b>Animal Control</b>		<b>613 625-2545 or 613 602-3626</b>
June Logan		
<b>Food Bank</b>		
Kerry Andrews (Temporary)	<a href="mailto:mgr.sports.rec@pikwakanagan.ca">mgr.sports.rec@pikwakanagan.ca</a>	613 639-1633

## ALGONQUINS OF PIKWAKANAGAN FIRST NATION

Name	Family Line	Date Posted	Appeal Period Ends
Frederick, Shannon	Lavalley/ Tenascon	26 Sept 21	26 Mar 22
Robertson, James	Lavalley	01 Oct 21	01 April 22
Law, Elizabeth	Meness	01 Oct 21	01 April 22
Murphy, Shane	Sharbot	14 Oct 21	14 Apr 22
Aube, Robert	Meness	14 Oct 21	14 Apr 22
Cook, Jason	Jocko	15 Nov 21	15 May 22
Taylor, Logan	Bernard	15 Nov 21	15 May 22
Taylor, Alexis	Bernard	15 Nov 21	15 May 22
Griffiths, Jacqueline	Lavallee	15 Nov 21	15 May 22
Naylor, Lisa	Lavallee	15 Nov 21	15 May 22
Bartlett, John	Pesidewate/Lamure	16 Nov 21	16 May 22
Bartlett, Olivia	Pesidewate/Lamure	16 Nov 21	16 May 22
Bartlett, Claire	Pesidewate/Lamure	16 Nov 21	16 May 22
Borrowman, Wesley	Lavalley	01 Dec 21	01 June 22
Tokio, David	Lavalley	01 Dec 21	01 June 22
Ewing, Quinton	Lavalley/Francois	01 Dec 21	01 June 22
Sarrazin, Marie	Pesidewate/Lamure	01 Dec 21	01 June 22
Meness, liyla	Meness	01 Dec 21	01 June 22
Gould, Ralph	Benoit/Baptiste	22 Dec 21	22 June 22
Greatrix, Vanessa	Lavallee	11 Jan 22	11 July 22
Bennett-Delorme, Bridgit	Meness/Kohoko/Lamabe	03 Feb 22	03 Aug 22
Nieman, Bradley	Lavalley	03 Feb 22	03 Aug 22
William, Tammie	Milnense	03 Feb 22	03 Aug 22
Boldt, Daryl	Chabot	03 Feb 22	03 Aug 22
Boldt, Jorja	Chabot	03 Feb 22	03 Aug 22
Boldt, Kendall	Chabot	03 Feb 22	03 Aug 22
Frickleton, Jennifer	Lavalley	03 Feb 22	03 Aug 22
Foster, Houston	Sarazin/Lavalley	09 Mar 22	09 Sept 22
Leverre, Melissa	Tenniscoe	09 Mar 22	09 Sept 22
Leverre, Kenneth	Tenniscoe	09 Mar 22	09 Sept 22
Robicheau, Vanessa	Bernard	09 Mar 22	09 Sept 22
Craftchick, Chole	Lavalley	09 Mar 22	09 Sept 22
Craftchick, Wyatt	Lavalley	09 Mar 22	09 Sept 22
Sarrazin, Gloria	Passindwatch/ Lamure	09 Mar 22	09 Sept 22
Stoneburgh, Harley	Lamure/ Commanda	10 Mar 22	10 Sept 22

To appeal the addition of one of the above persons becoming a Member of the Algonquins of Pikwakanagan First Nation, please refer to your Membership Code, available on our website or in the Lands, Estates & Membership Department or email at [mgr.lem@pikwakanagan.ca](mailto:mgr.lem@pikwakanagan.ca)

*Algonquins of Pikwakanagan First Nation*  
*1657A Mishomis Inamo Pikwakanagan, ON K0J 1X0*

Office : (613) 625-2800 Fax : (613) 625-2332

**HOURS OF OPERATION** Monday - Friday 8:30 am to 4:30 pm

12:00 -1:00 pm Closed for LUNCH

**\*\*HOLIDAY CLOSURES\*\***

New Year's Day, Family Day, Good Friday, Easter Monday, Victoria Day, National Aboriginal Day, Canada Day,  
Civic Holiday, Labour Day, Thanksgiving, Remembrance Day & Christmas Day.

Closed between Christmas & New Year's Day

**AOPFN EMPLOYMENT  
OPPORTUNITIES**

**Application Procedure:** Interested persons must submit a resume demonstrating how the basic requirements are met and the names and day contact telephone numbers of your three (3) most recent direct supervisors. If direct supervisor references are not available, then references that know your work may be accepted. Indicate which competition you are applying for by referencing the Position Title.

**Screening Procedure:** Applicants will be screened on the following: 1.) Conflict of Interest - the applicant must not be a member of the Supervisor's immediate family; 2) Resume - the content will be reviewed to ensure the applicant meets the basic requirements.

**Affirmative Action Criteria:** Positions may be subject to AOPFN Policy supported by Section 16 of the Canadian Human Rights Act - Aboriginal Employment Preferences Policies.

**Interviews:** Due to Covid-19 all interviews will be conducted virtually by Zoom. AOPFN has the right to short list for interview/assessment purposes to the five (5) most qualified persons and typically establishes an eligibility list.

**LEGAL ADVICE**

Criminal or Family Legal advice call:

Duty Counsel at 613-735-3400

**CONWAY'S PHARMACY REMOTE  
DISPENSING LOCATION IS OPEN**

Regular business hours are

Mondays, Tuesdays, Thursdays Fridays 9am to 4pm  
(closed 12 - 1)

Wednesdays 9am to 1pm

We are closed weekends and holidays

Delivery is available Monday to Friday

Phone 613-625-9974 Fax 613-625-2068

Thank you

Natalie Commanda, Pharmacy Technician

Joseph Conway, Pharmacist

**ANIMAL CONTROL**

June Logan: 613-625-2545 or (613) 602-3626

**WASTE DISPOSAL SITE**

Open Wednesdays: 12-6 pm & Sundays 9am-3:00 pm

**CURBSIDE PICK-UP**

Garbage: Wednesdays Cardboard: Thursdays  
Containers: Fridays

*Must have items at curbside by 9 am*

