



# *Pikwakanagan Tibadjumowin*

Chibayatigo-kijigad Wabigon Kizis 27, 2022

Friday May 27, 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)

## CELEBRATION OF LIFE FOR



## MARION JOYCE LEVESQUE

When: June 11, 2022

Time: 11:00am

Where: New Cemetery (Mishomis Inamo)

**After the cemetery there will be a light lunch where friends and family are welcomed to come to Joyce's home to celebrate her life as she would have wanted it.**

**PLEASE JOIN US!**



**ANISHINABEK GAMIK PIKWAKANAGAN CHILD & FAMILY SERVICES INVITES YOU  
TO JOIN US FOR A SHARING CIRCLE  
FOR PIKWAKANAGAN'S CREATION OF OUR OWN CHILD WELL-BEING LAW (Nigig-Nibi-ki-win)  
A LOOK TO OUR FUTURE VISION FOR FIRST NATION CHILD WELFARE SERVICES**

**WHEN: THURSDAY JUNE 16th 2022**

**WHERE: ELDERS LODGE**

**TIME: 12PM TO 4PM**

**\*LUNCH WILL BE PROVIDED\***

**AS WE MOVE FORWARD IN CONTINUING TO DEVELOP OUR CHILD WELL-BEING LAW,  
YOUR INPUT IS IMPORTANT AND VALUED.  
WE ENCOURAGE YOU TO COME AND SHARE YOUR KNOWLEDGE, IDEAS, EXPERIENCES & STORIES  
FIRST NATION CHILD WELFARE SERVICES LOOKS FORWARD TO MAKING PROUD & PROGRESSIVE  
IMPORTANT STEPS FOR THE FUTURE OF OUR CHILDREN, YOUTH, FAMILIES & COMMUNITY.**

**IF INTERESTED IN ATTENDING, PLEASE CONTACT KELLIE COOKE AT  
613-625-2173 EXT. 226 OR 613-401-6964 (CELL)  
OR BY EMAIL AT [ex.assistant.cfs@pikwakanagan.ca](mailto:ex.assistant.cfs@pikwakanagan.ca)**



**The Traditional Pow-Wow  
Committee**  
is Excited to Announce  
the  
**33rd ANNUAL  
TRADITIONAL  
POW - WOW**

**Pikwakanagan, ON**

August 20 & 21  
2022

**Grand Entry;**  
Saturday, 1pm & 7pm  
Sunday, 12pm

**Vendors;**  
Registration/Questions  
Please Contact:  
Jamie Sarazin  
(613) 625-1109

# Students!

Do you need  
community  
service hours?



**We have a number of upcoming  
volunteer opportunities!**

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For more information about community events  
that you can use towards your mandatory 40  
hours of community service, please contact:

Christine Hutchinson, Employment Development Officer  
at (613) 625-1551 or  
[employment.officer@pikwakanagan.ca](mailto:employment.officer@pikwakanagan.ca)

# Regular Council Meetings on **ZOOM**

EVERY SECOND AND LAST TUESDAY OF THE MONTH BEGINNING AT 9AM



Available in the **members-only**  
section of [www.algonquinsofpikwakanagan.ca](http://www.algonquinsofpikwakanagan.ca):



Zoom details  
minutes  
transcripts  
presentations/attachments

## **Not online?**

Call Kevin Lamarr at  
613 625 2800 ext.  
230 and leave a  
message to request  
information and  
instructions on how  
to join ZOOM by phone.

## MEMBER LOGIN” SECTION - WEBSITE

*Please Note that the link to Regular Council meetings, minutes and agenda packages are available in the Members only section of the website.*

1. Open a browser and enter: [www.algonquinsofpikwakanagan.com](http://www.algonquinsofpikwakanagan.com)
2. Find the “Member Login” box (scroll down on homepage or look on the side bar of any other page)
3. Click on the words “Log in as a member of the Algonquins of Pikwakanagan First Nation”
4. You will be brought to the “Member Login” section
5. Click on the words: Or Click Here for the registration form
6. You will be brought to the “Member Registration” section which says:

*“This website contains content that is private for Algonquins of Pikwakanagan members only. To access the private content, please fill in the registration form. A Membership official will verify your membership in the community and you will receive an email to confirm you can log in to access private content. **Please note the name you enter on this form must be the same as***

Field	Example	Explanation
Family Name	Bird	must be as it appears on Certificate of Indian Status card
Given Names	Thunder Bolt	must be as it appears on Certificate of Indian Status card
Registry Number	1630301001	10 digits starting with 1630 on Certificate of Indian Status card
Date of Birth	2006/01/01	enter as per format
Email Address	<a href="mailto:thunderbird@gmail.com">thunderbird@gmail.com</a>	Every member must have their own email address. This address with the password will be used to log in once membership has been verified.
Password	Tbirds	make up a password – note: it will be case sensitive
Confirm Password	Tbirds	re-enter password – note: it will be case sensitive
Address 1	10 Cloud Street	street address
Address 2	P.O. Box 100	apartment #, box # or rural route #
City	Blue Skies	community/town/city
Province	ON	province/state
Postal Code	K0J 1X0	postal code/zip code
Country	Canada	country
Phone	613 625 2800	code and number as per format

7. Click the “Register” button and wait for your email notification.



Member Login >

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. Your feedback is greatly appreciated!

Online survey link: [https://docs.google.com/forms/d/e/1FAIpQLSfdS2SYy1AfAEecDmJGneQEZJicETfeKRV6oVRNTHqcurWr1g/viewform?usp=sf\\_link](https://docs.google.com/forms/d/e/1FAIpQLSfdS2SYy1AfAEecDmJGneQEZJicETfeKRV6oVRNTHqcurWr1g/viewform?usp=sf_link)

*Family Well-Being Presents...*

## Powwow Pump



Come and learn some new dance steps that you can add in your very own dancing.

**When: Monday's on May 30th,  
June 6th, 13th, 20th, 27th 2022**

**Location: Makwa Centre**

**Time: 5:00 PM - 6:30 PM**

Please be aware that the first 4 weeks will be fancy shawl and then the next 4 weeks will be a different dance style.

Anisinabek Gamik Child & Family Services Presents

# Expressive Art Workshop

Led by Sylvia Tennisco

Youth ages 12 - 18 are invited to register for our 3 session Expressive Art workshop. During these sessions, youth will learn to express themselves through art while painting self portraits. The three sessions run on June 1st, 8th and 15th from 4:30 to 5:30.

To register for this workshop, email [reception.cfs@pikwakanagan.ca](mailto:reception.cfs@pikwakanagan.ca)





## Childhood Immunization Clinic

Children in Ontario require Immunizations at the following ages

If your child needs any routine immunization please call or text Brittany Martin at 613-401-0428 to book and Appointment.

\* We are not offering COVID-19 Vaccines at this time\*

2 Months

4 Months

6 Months

12 Months

15 Months

18 Months

4 Years



## Baby Formula Shortage

Due to the closure of a Manufacturing plant in the US. There is a shortage of some types of infant formula. Specifically, formula that is meant for babies with allergies. If you or someone you know is having a difficult time finding specific infant formula please contact Brittany Martin, CHN or the Family Health Team to discuss your child's nutrition. It is not safe to make your own infant formula or to purchase infant formula online that has already been opened.

Please reach out if you have questions or concerns so that we can ensure your child is getting the best nutrition for their growing brains and bodies!

Brittany Martin- 613-625-2259

FHT- 613-625-1175

## Assessment Tool

VB-MAPP Assessment tool

What is it? <https://www.connectingbehavior.com/vb-mapp-overview/>

[https://www.vbmappapp.com/products\\_services/online\\_training](https://www.vbmappapp.com/products_services/online_training)

### Routine building;

Visual Schedule – assists with transitions, eases anxiety about upcoming events, people, settings, etc.

Tips:

Use real images when possible (take photos of family members, babysitters, caregivers, places you go, activities) to utilize.  
Use Velcro (from dollar store), laminate if possible to keep in working condition.

<https://www.autismspeaks.org/sites/default/files/2018-08/Visual%20Supports%20Tool%20Kit.pdf>

Timer

<https://www.timetimer.com/pages/autism>

Sensory:

<https://littlebinsforlittlehands.com/10-super-simple-rice-sensory-bins/#:~:text=In%20a%20plastic%20container%20I,bins%20with%20your%20colored%20rice.>

Other concepts for learning/learning materials:

Flashcards:

[https://www.amazon.ca/dp/B000URL2KU/ref=cm\\_sw\\_r\\_oth\\_api\\_i\\_7xP2EbC8JZ0RT](https://www.amazon.ca/dp/B000URL2KU/ref=cm_sw_r_oth_api_i_7xP2EbC8JZ0RT)

How to use positive reinforcement and differential reinforcement to reduce problem behavior/increase positive behavior

[http://www.learnalberta.ca/content/inspb1/html/6\\_positivereinforcement.html](http://www.learnalberta.ca/content/inspb1/html/6_positivereinforcement.html)

<https://www.sbbh.pitt.edu/sites/default/files/differentialreinforcementvalchierguidepdf.pdf>

Applications:

Visual Countdown Timer (apple store)

Endless Numbers, Endless letters (apple store) – depending on skill level

Shapes & Colors: Toddler Kids Learning Games Free (<https://apps.apple.com/ca/app/shapes-colors-toddler-kids-learning-games-free/id1090986940>)

# Moccasin Making

Omàmiwininì Pimàdjowin  
is hosting a 4-week Moccasin Making Workshop  
facilitated by Laurie Bennett

**June 8, 15, 22 & 29**  
**Wednesday evenings**  
**5:30 - 7:30 pm**  
**Elder's Lodge**



Only 10 spaces available, register by May 27  
If more than 10 people register we will choose  
participants by spinning the wheel of names.

Contact Katie Commanda

Phone: 613-625-1958

Email: [katie@thealgonquinway.ca](mailto:katie@thealgonquinway.ca)

## IMPORTANT COMMUNITY NOTICE

We recently received our spring recycling audits and there have been some issues with community members placing Styrofoam and non-recyclable plastic. The company that is contracted for AOPFN hauling/tipping of our recycling has sent the photo below with a brief message of these errors and consequences. The ideal percentage would be ZERO, but we are at 5.28% and rates that reach more than 10% will result into a rate increase. Please remember that Styrofoam and black plastic is not recyclable.

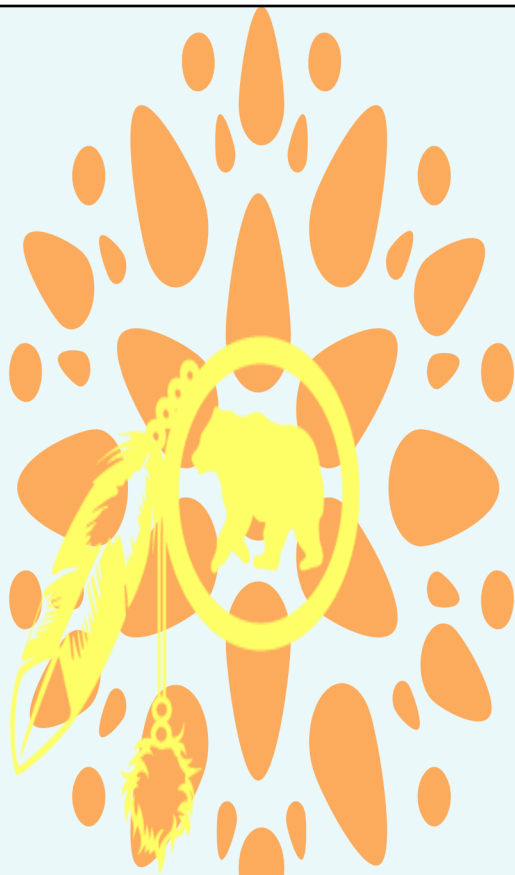
Thanks for your cooperation.



## FREE

Dog Pen/chicken coup,  
8 feet by 16 feet -  
Contact- 613-401-2742





## Summer Solstice June 21, 2022

Chief and Council will be  
hosting a drive through Fish  
Fry for Members and their  
Families on June 21, 2022

5:00 p.m. at the Makwa

**REGISTER  
WITH THE  
STAFF AT THE  
MAKWA BY  
JUNE 15, 2022  
613-625-2682**

CALL FOR TENDER



CHIEF AND COUNCIL OF THE  
ALGONQUINS OF PIKWAKANAGAN  
FIRST NATION ARE CALLING FOR  
TENDERS FOR THE SUMMER SOLSTICE  
FEAST ON JUNE 21, 2022.

### TENDER MUST INCLUDE:

1. QUOTE PER PLATE ( FISH, SIDE OF YOUR  
CHOICE , AND DESSERT OF YOUR CHOICE)

NOTE: FISH WILL BE PROVIDED. THE  
SUCCESSFUL CANDIDATE IS EXPECTED TO  
HAVE 50 PLATES READY AT 5:00 P.M.

PLEASE FORWARD YOUR TENDER  
TO [COORDINATOR.CULTURE.AA@PIKWAKANAGAN.CA](mailto:COORDINATOR.CULTURE.AA@PIKWAKANAGAN.CA),  
BY JUNE 10 , 2022 THE SELECTED  
CANDIDATE WILL BE CONTACTED  
BY JUNE 13, 2022. PLEASE BE  
PREPARED TO MAKE AS MANY  
AS 350 PLATES. THIS IS BEING  
PLANNED AS A DRIVE THROUGH  
EVENT.

## **Timiskaming Dam Site Visit**

The AOPFN Consultation Office is looking for interested AOPFN members to visit the Timiskaming Dam for a site tour lead by Public Services and Procurement Canada, on June 15th, 2022.

### **Why?**

Public Services and Procurement Canada (PSPC) is overseeing the replacement of the Quebec side of the Dam. As part of the Timiskaming Dam Replacement Project, PSPC have provided funding for AOPFN members to visit the Dam, and learn about the project and studies being done to inform the Environmental Impact Statement.

### **Where?**

The Timiskaming Dam is at the Northwest tip of AOPFN unceded Algonquin territory. It is a 3 hour drive from Pikwakanagan. If transportation is needed, or if you'd be willing to help carpool, please let us know.

### **Spots are limited.**

Honoraria will be provided for mileage, meals and thanks for your attendance.

For more information, contact

**Sam Galbraith**

[coordinator.studies@pikwakanagan.ca](mailto:coordinator.studies@pikwakanagan.ca)

613-625-1551 ext. 108

## May is Vision Health Month

Living with diabetes can affect more than just our blood sugar levels. Diabetic retinopathy happens when high blood sugar levels cause the blood vessels in our eyes to swell and leak out into the retina. New blood vessels can also grow which causes more damage.

Statistically, nearly all those with type 1 diabetes and 60% of those with type 2 diabetes will develop some form of diabetic retinopathy within the first 20 years after the onset of diabetes.

The first few stages of diabetic retinopathy may not have any symptoms. The following are symptoms of diabetic retinopathy that we would usually see in the later stages:

- Dark spots in your visual field
- Blurred, distorted or double vision
- Large “floater” (dots, circles, cobwebs moving across the field of vision)
- **Any of these symptoms warrant a visit with the eye doctor immediately.**

With early detection, treatment of diabetic retinopathy is often quite successful and can prevent any further eye health damage.

Pikwakanagan Health Services has partnered with IDHC (Indigenous Diabetes Health Circle) to be able to provide screening for Diabetic Retinopathy for those in our community living with diabetes. The program uses a portable camera to take 4 images of your eyes. These images are then uploaded and analyzed by Health Canada approved software. After the screen, an electronic report will indicate either a positive or negative result... this is NOT a diagnosis though, it's a screening. Every positive result will be sent to Vision Loss Rehabilitation Canada (VLRC). The positive screens will indicate what stage has been detected by the screen (there are 4 stages of diabetic retinopathy). VLRC will then forward the screen to Ophthalmology partners for review and confirmation and then follow-up with referrals for positively screened clients to additional services as needed.

We will be having our first clinic on May 18<sup>th</sup> and more throughout the year.

Please contact Natalie through email at [dibetic.navigator@pikwakanagan.ca](mailto:dibetic.navigator@pikwakanagan.ca) or through talk or text at 613-401-3679 to be put on a call list for upcoming diabetic retinopathy screening clinics.



## The Renfrew County Legal Clinic offers free legal services especially for seniors:

If you are age 60 or older and have a low income, our seniors' lawyer can help with the following:

- Free basic wills and Powers of Attorney
- Advanced health care planning
- Income security (OAS, GIS, GAINS)
- Retirement home issues
- Long-term care facility issues
- Guardianship and capacity questions
- Access to community care services



For more information, please contact the Renfrew County Legal Clinic:

101-236 Stewart Street

Renfrew, ON, K7V 1X7

Phone: 613-432-8146 or 1-800-267-5871

[www.renfrewlegalclinic.org](http://www.renfrewlegalclinic.org)

### 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





Health  
Canada

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

### Food Safety Recalls

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

**Various poppy seeds** (sold from bulk)

**Health Hazard:** Microbial Contamination -Salmonella

**Distribution:** Sold in ON

**Recalling Firm:** Recalling Firm: Dutch House Farms, Oak Manor Farms, Wahu Foods Inc., Penny's Pantry, St. Ambrose Honey, The Granary Inc., Sugar Ridge Inc., Natural Food Pantry, Healthy Planet-Oakville, ON.

**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:**

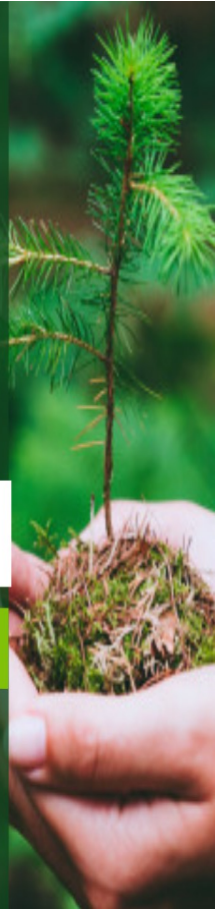
**613-570-0356**

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



## Research Study

You are invited to participate in developing wise practices for a Culturally Safe Health Response for Covid 19 and the effect on the community and Pikwakanagan Health Services over the past year and a half.

The study is in partnership with the University of Ottawa and Pikwakanagan. Participants are community members on and off first nation in an 80 kilometer radius over the age of 18 years and that have not currently participated in the sharing circles, it involves a 1 hour individual interview with selected community interviewers. Participants will be selected on a first come basis, a \$50.00 cash honorarium will be provided for your time. The dates for interviews are June 1, 2 & 3, 2022. Deadline for registering is May 27, 2022 by 12:00 pm. Covid-19 safety precautions will be maintained in collaboration with Pikwakanagan protocol. If you are interested, please contact Maggie Benoit at (613) 625-1230 or by email at [assistant.hc@pikwakanagan.ca](mailto:assistant.hc@pikwakanagan.ca).



Wabigon Kizis  
Flowering Moon  
May

# 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

Land for Lease  
Contact

John Paul Kohoko  
613-633-3951



**JOIN US!**



# CALL OF INTEREST



AoPFN is looking for individuals interested in participating in free training to become a bus driver. Training will take place over 5 days in Pikwakanagan this summer.

Looking for 5 participants!

Requirements:

- Clean driving record
- Medical check
- Vulnerable Sector Check

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To add your name to the list, please contact Christine at (613) 625-1551 or [employment.officer@pikwakanagan.ca](mailto:employment.officer@pikwakanagan.ca)





# James Bartleman

## Indigenous Youth Creative Writing Award

GET CREATIVE  
**\$2,500**  
Award per recipient

**Open to all Indigenous  
students in Ontario  
aged 18 and under**

**Deadline: May 31**

To apply:

Visit: [ontario.ca/bartleman](https://ontario.ca/bartleman)

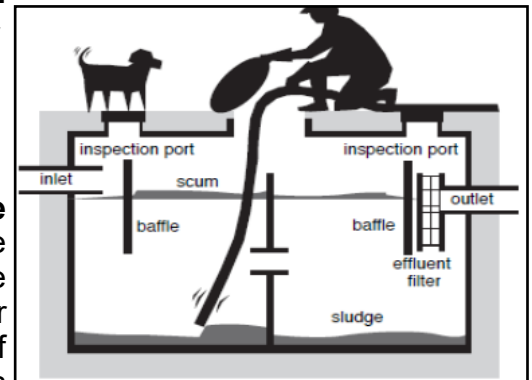
Email: [ontariohonoursandawards@ontario.ca](mailto:ontariohonoursandawards@ontario.ca)

[ontario.ca/honoursandawards](https://ontario.ca/honoursandawards) • 1-877-832-8622

**Ontario** 

## **CARE AND MAINTENANCE OF ON-SITE SEWAGE SYSTEMS**

- **Do not allow** roof drains to discharge to the septic tank or surface waters to drain towards the leaching bed.
- **Keep your domestic water usage to a minimum.** If automatic washers and dishwashers are used, make sure full loads are washed each time. Excessive use of water could flush solids from the tank to the leaching bed.
- Moderate use of household drain solvents, cleaners, disinfectants should not interfere with the operation of the sewage disposal system; however, **indiscriminate use may cause problems.**
- There should be **no need** to use "starters".
- **The septic tank should be inspected at least once every two years and pumped when necessary - every 3 or 4 years is suggested.** Failure to pump out a septic tank when required may result in sludge or scum being carried over to the leaching bed resulting in soil clogging and pre-mature failure of the system.
- **The performance of the effluent filter must be monitored** closely; clogged filter can lead to a sewage backup into the house or leak onto the surface from the septic tank. **Clean baffle filter** by washing it with water using garden hose while lowering into the first chamber of the septic tank periodically or whenever required. This practice will help to prevent clogging.
- **Vehicular traffic and storage** such as cars, snow machines should not be allowed on the leaching bed. They may crush the plastic pipe with excessive weight and result in the pre-mature replacement of the septic system.
- **The leaching bed area should have a good cover of grass, and adequate exposure to the sunlight to enhance evaporation process.** Shrubs or trees should not be allowed to grow **within 3 meters** of the leaching bed area as their roots can reach into the pipes and cause clogging.
- **The tile bed area should be maintained by the homeowner.** The grass should be cut regularly to allow the tile bed to breathe.
- **Gardens are not recommended to be planted on a tile bed.** The root vegetables may absorb sewage effluent and cause health problems. Better be safe than sorry.
- **Playgrounds for children are wonderful; however they should not be placed on top of a septic system.** The wooden structures that some are made of may penetrate the pipes and break them.
- **If you are experiencing problems with your septic system please contact community's Housing / Public Works Department or a Licensed Septic System Installer (whichever is applicable to you).** A licensed installer will be able to run the diagnostics on your system and in return provides you a list of possible remedies available.
- Contact your community's Environmental Public Health Officer (FNIHB) by calling the numbers listed below or through the community's administration office to schedule a sewage system inspection to determine if the problem is posing a health hazard to the residents, homeowners and neighbours.





*Otter Medicine*

## **CALLING ALGONQUIN ARTISTS!**

**CALL FOR TENDER**

**ANISHINABEK GAMIK CHILD & FAMILY SERVICES IS  
LOOKING TO HAVE A LOGO DEVELOPED FOR OUR  
NEW CHILD WELL-BEING LAW:  
NIGIG NIBI KI WIN**

**THIS LOGO SHOULD ENCOMPASS THE IMPORTANCE OF  
OTTER MEDICINE IN THE FAMILY: PROTECTION, INCLUSION,  
COMMUNITY, SUPPORT, UNITY AND LOVE**

**PLEASE SUBMIT YOUR BID BY MAY 30TH AT NOON**

**KELLIE COOKE**

**EXECUTIVE ASSISTANT - FIRST NATION CHILD WELFARE**

**EX.ASSISTANT.CFS@PIKWAKANAGAN.CA**

**613-625-2173 EXT.226**

**1467 MISHOMIS INAMO, PIKWAKANAGAN**





# EMPLOYMENT OPPORTUNITY

<b>Job Title</b>	Executive Assistant, Executive Director of Operations		
<b>Department</b>	General Government		
<b>Supervisor/Manager</b>	Executive Director of Operations		
<b>Salary Scale</b>	Commensurate with experience.		
<b>Job Status</b>	Permanent Full-Time		
<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 May 27 <sup>th</sup> , 2022		
<b>Closing Date of Posting</b>	Friday June 10 <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 Executive Assistant, of the Executive Director of Operations will be responsible for providing high-level administrative support and assistance to the Executive Director of Operations in all matters pertaining to the day-to-day operations and management of the Algonquins of Pikwakanagan First Nation organization and This will include but not be limited to areas such as; conducting research, preparing reports, handling confidential/sensitive information and requests, clerical functions, receiving visitors, managing agenda and calendar, arranging conference calls or virtual meetings, may also train and supervise lower-level clerical support workers, with the object to assist in meeting the established goals and objectives of the Algonquins of Pikwakanagan First Nation.</p> <p><b>Key Responsibilities and Duties</b></p> <ul style="list-style-type: none"> <li>• Ensures the Executive Director is up-to date on organizational and community issues and/or concerns;</li> <li>• Ensures the Executive Director is kept organized in the daily scheduling of meetings, events, and travel arrangements; is equipped with office supplies, computer, and phone equipment, all in working order.</li> <li>• Acts as the first point of contact on behalf of the Executive Director and assists in prioritizing commitments;</li> <li>• Prepares various types of documents and correspondence; reports, workplans, briefing notes, Band Council Resolutions, letters, submissions, memorandums, agendas, information kits, and presentations (power point) etc.;</li> <li>• Schedules and coordinates various types of meetings in-person, tele-conference and virtual;</li> <li>• Prepares and reviews presentations for meetings, workshops, and conferences to ensure they are well written and visually appealing; assists with delivering presentations;</li> <li>• Records, transcribes, and distributes minutes of Management team meetings; ensures follow-up on assignments;</li> <li>• Assists in research and development of proposals for community initiatives.</li> <li>• Supports the strategic planning cycle for the development of workplans and budgets that are reflective of community needs and direction in consultation with leadership;</li> <li>• Supervises Receptionist/Clerk and other support staff as required;</li> <li>• Assists with budgets preparation, annual forecast, monthly variances and financial reporting;</li> <li>• Assists in maintaining financial expenditures and controls according to policy;</li> <li>• Assists with facility operations and facility/ground maintenance of the Administration Office;</li> <li>• Schedules meetings with the management and/or staff for the purpose of discussing quality improvements measures such as program reviews and evaluations, amendments to work plans involving community need;</li> <li>• Liaisons with consultants and funding agencies for quality assurance and improvement expectations;</li> </ul> <p><b>Other Key Skills</b></p> <ul style="list-style-type: none"> <li>• Handling correspondence directed to Managers and other stakeholders as required or assigned;</li> <li>• Organizing meetings and booking meeting rooms/venues as required and/or assigned;</li> <li>• Possess strong organizational skills, ability to prioritize and a adapt to a changing environment;</li> <li>• Possess strong verbal, written and active listening communications skills;</li> <li>• Strategic planning skills, project coordination and management experience;</li> <li>• Must demonstrate appreciation and respect for culture and diversity of a First Nation Community;</li> <li>• Ability to work well with leadership and all levels of management, staff, Self-Government, and external stakeholders;</li> <li>• High-level of public relations skills, professional in the development of partnerships;</li> </ul>		

<b>Minimum Qualifications</b>	<ul style="list-style-type: none"> <li>• Successful completion of relevant Post-Secondary education (business administration, public administration, secretarial or communications) with one (1) year relevant administrative work experience or an equivalent combination of high school diploma and three (3) years relevant administrative work experience.</li> <li>• Experience in supporting administrative needs of an Executive Director considered an asset</li> <li>• Experience working with First Nations considered an asset</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: Executive Assistant, EDO</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> Interviews may be conducted in-person OR 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 people, persons with disabilities, and member 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>	



# EMPLOYMENT OPPORTUNITY

<b>Job Title</b>	Education, Manager				
<b>Department</b>	Education				
<b>Supervisor/Manager</b>	Executive Director of Operations				
<b>Salary Scale</b>	Commensurate with experience				
<b>Job Status</b>	Permanent Full-Time				
<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 May 27 <sup>th</sup> , 2022				
<b>Closing Date of Posting</b>	Friday June 10 <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 Manager, Education will deal with all matters relating to education: elementary, secondary, post-secondary, cultural services, all this may entail. Provides direction in the provision of all education sector services to ensure maximum continued benefit and effective management of all resources. Provide direction to the Education Departmental staff. The Manager, Education shall carry out all administratively related functions in such a manner as to maintain their complete confidentiality in recognition of the privacy entitlements of all members of the community.</p> <p><b>Key Responsibilities and Duties</b></p> <ul style="list-style-type: none"> <li>• Provides direction in the identification, adoption and promotion of programs and services to enhance educational development of the Algonquins of Pikwakanagan First Nation;</li> <li>• Conducts monthly team meetings for program updates and to address program concerns</li> <li>• Develops and implements tools to ensure evidence-based reporting;</li> <li>• Provides direction in the development, maintenance, and implementation of a multi-year plan for Education Services programs (Elementary, Secondary, Post-Secondary Unit, Transportation);</li> <li>• Provides direction in the planning and implementation of Algonquins of Pikwakanagan First Nation Education Services projects;</li> <li>• Coordination of special needs assessments for Education programs K-12;</li> <li>• Review resources for new school, language development, regional education agreements;</li> <li>• Advocates within the school systems for our students and to advocate this is traditional unceded Algonquin Territory;</li> <li>• Coordinates and manages transportation policy on school buses, to ensure safety of students;</li> <li>• Responsible for the planning and coordination of a number of school events, such as enrollment, school bus registration and graduation ceremonies, career fairs, partnership with other programs;</li> <li>• Provides supervision to the Education department (Assistant and Post-Secondary Counsellor);</li> <li>• Provides supervision to the Librarian, In-School Staff, After-School Tutors, Bussing Staff and School Monitors;</li> <li>• Identifies financial requirements for all education sector services;</li> <li>• Prepares and manages department budgets ensuring financial systems are followed;</li> <li>• Participates in yearly strategic planning sessions;</li> <li>• Liaises with federal, provincial, and regional education services agencies; represents, coordinates, facilitates the Algonquins of Pikwakanagan First Nation relations with those agencies;</li> <li>• Develops resources for curriculum History of Pikwakanagan First Nation in schools.</li> </ul> <p><b>Other Key Skills</b></p> <ul style="list-style-type: none"> <li>• Knowledge of education strategies and initiatives related to indigenous education;</li> <li>• Knowledgeable of federal and provincial legislation, regulations, and programs as they relate to Indigenous Education operations and First Nations student learning needs.</li> <li>• Demonstrated experience in proposals, policies and reporting skills;</li> <li>• Excellent administrative, organization and time-managements skills;</li> <li>• Computer literacy is required, particularly with word processing, spreadsheet, and financial/bookkeeping and internet applications;</li> <li>• Culturally sensitive to First Nation Communities and willingness to acquire cultural sensitivity training</li> <li>• Ability to represent the best interest of Algonquins of Pikwakanagan First Nation in all internal and external dealings</li> </ul>				

<b>Minimum Qualifications</b>	<ul style="list-style-type: none"> <li>• University Degree – Bachelor of Education or related field of study (i.e., public administration) with a minimum of one (1) year of experience in program management and administration including supervision and financial management;</li> <li>• OR; College Diploma in business administration or relevant discipline with three (3) years experience in program management and administration including supervision and financial management</li> <li>• Experience working with First Nation communities would be considered an asset;</li> <li>• Experience working with educational systems would be considered an asset.</li> </ul> <p><b>Conditions of Employment:</b></p> <ul style="list-style-type: none"> <li>• An acceptable Vulnerable Sector Check; renewed every 5 years or as required</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:hrservices@pikwakanagan.ca">hrservices@pikwakanagan.ca</a></p> <p><b>Subject Line: Education Manager</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> Interviews may be conducted in-person OR 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 people, persons with disabilities, and member 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>	



# EMPLOYMENT OPPORTUNITY

<b>Job Title</b>	First Nation Child Welfare Navigator		
<b>Department</b>	Child Welfare Department		
<b>Supervisor/Manager</b>	Alexandra Freed		
<b>Salary Scale</b>	Commensurate based on experience		
<b>Job Status</b>	Permanent Full-Time		
<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 May 27 <sup>th</sup> , 2022		
<b>Closing Date of Posting</b>	Friday June 10 <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 First Nations Child Welfare Navigator (herein <i>Navigator</i>) will conduct the initial intake for children, youth, and families experiencing involvement with the children's aid societies of Ontario. Based on information ascertained in the intake the Navigator will then accompany a family through prevention services, including making referrals to the appropriate services, both internal and external resources not limited to applicable programming. It will be key to the success of the Navigator to build exceptional relationships with Prevention Services and Family Well-Being services, as well as other departments of Algonquins of Pikwàkanagàn First Nation's organization umbrella (herein <i>AOPFN</i>), in order to best match the needs of the service users with the available services. The Navigator will monitor the progress of the treatment plan through case consultations and follow-up sessions and will engage further resources as required. When engaging resources, the Navigator will also aid in bridging the gap between Indigenous and non-Indigenous understandings of social welfare and healing practices. This form of advocacy will not only provide education about traditional practices to service providers but also educate the service users on the culturally specific practices being employed with that provider.</p> <p><b>Key Responsibilities and Duties</b></p> <ul style="list-style-type: none"> <li>• Indigenous Knowledge</li> <li>• Knowledge of traditional healing practices.</li> <li>• In depth knowledge of local, regional, and provincial Indigenous and non-Indigenous services.</li> <li>• Child Welfare legislation, mandates, standards of practice, policies, and procedures such as the Child, Youth and Family Services Act, 2017, Bill C-92, Jordan's Principle, Customary Care etc.</li> <li>• Assists clients through initial intake process.</li> <li>• Conducts screening and assessment using common assessment tools and protocols, including family violence screening and any issues requiring assistance from Jordan's Principle.</li> <li>• conducts initial safety planning and intervention in acute situations.</li> <li>• Provides referrals to appropriate services.</li> <li>• Monitors and supports clients while waitlisted for service.</li> <li>• Advocates for clients and their families when barriers arise to ensure quality and timeliness of service.</li> <li>• Works with clients and their families, creating a navigation strategy that will lead to the best quality of service.</li> <li>• Helps families understand the system and access appropriate services according to their needs.</li> <li>• Identifies and prioritizes plans of care specific to children, youth, and their families.</li> <li>• Develops support plans and annualized work plans to benefit families in the community.</li> <li>• Assists with the development of the First Nations child welfare capabilities and goals.</li> <li>• Liaisons and networks with community and health services for the integration of new and existing services.</li> <li>• Promotes community awareness of resources.</li> <li>• Utilizes evidence-based reporting to evaluate annualized work plans and implements improvements.</li> <li>• Participates in cultural awareness and cultural sensitivity training.</li> <li>• Participates in staff development initiatives and training requirements.</li> <li>• Participates in the development and updating of policies and procedures.</li> <li>• Monitors service times.</li> <li>• Creates forms and other documents required for reporting</li> <li>• Participates in case management with the Manager First Nation Child Welfare, Prevention Services and Family Well-Being Departments.</li> <li>• Utilizes and consults with other inter-agency departments in health care and social services.</li> <li>• Provides education and awareness on the child welfare system of Ontario and the impacts of it.</li> <li>• Consistently available to service users at point of service and other employees.</li> <li>• Serves as an advocate for service users (re: access to services, enhancing cultural sensitivity and respect).</li> <li>• Strengthens existing pathways to access the holistic and culturally appropriate services.</li> </ul>		



	<p><b>Other Key Skills</b></p> <ul style="list-style-type: none"> <li>• Strong interpersonal and leadership skills.</li> <li>• Ability to work independently as well as in an interdisciplinary team environment.</li> <li>• Tact, discretion, and a professional level of confidentiality.</li> <li>• Self-motivated, reliable, thorough, and proactive.</li> <li>• Sensitive to Indigenous culture and values.</li> <li>• Perform initial intake, assessment, and screening of children, youth, and their families.</li> <li>• Provide brief crisis intervention if needed.</li> <li>• Coordination and planning of individualized extended wrap-around care.</li> <li>• Research, analyze, and organize efficiently.</li> <li>• Effectively communication verbally and in writing.</li> <li>• Develop and maintain <i>professional</i> networks for extension of care.</li> <li>• Proficiency in the use of computers and various software programs.</li> </ul>
<p><b>Minimum Qualifications</b></p>	<ul style="list-style-type: none"> <li>• Two (2) year degree/diploma in Social Work</li> <li>• Minimum of three (3) years direct experience working with youth and families in a social service or other related health setting. Experience working with First Nations, Inuit, and Métis (FNIM) people in a community-based setting would be considered an asset.</li> </ul> <p><b>Conditions of Employment:</b></p> <ul style="list-style-type: none"> <li>• Criminal Reference Check and Vulnerable Sector Check to be provided annually.</li> <li>• CPR and First Aid Certification; to be completed accordingly.</li> <li>• Proof of a class “G” driver’s license and driver’s Abstract.</li> </ul>
<p><b>Submit Cover Letter and Resume To</b></p>	<p><b>Human Resources</b>  Algonquins of Pikwakanagan First Nation  1657A Mishomis Inamo  Pikwakanagan, ON K0J 1X0  <a href="mailto:hrservices@pikwakanagan.ca">hrservices@pikwakanagan.ca</a></p> <p><b>Subject Line: FNCW Navigator</b></p>
<p><b>How To Apply</b></p>	<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> Interviews may be conducted in-person OR 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>
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**ALGONQUINS OF PIKWAKANAGAN FIRST NATION  
MEMBERSHIP ADDITIONS**

<b>Name</b>	<b>Family Line</b>	<b>Date Posted</b>	<b>Appeal Period Ends</b>
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
Robbins, Alexa	Jocko	30 Mar 22	30 Sept 22
Robbins, Kayla	Jocko	30 Mar 22	30 Sept 22
Liberty, Zachary	Bernard	30 Mar 22	30 Sept 22
Scott, Jack	Meness/Ignace	30 Mar 22	30 Sept 22
Cort, James	Meness/Ignace	30 Mar 22	30 Sept 22
Beaudoin, James	Lamure	30 Mar 22	30 Sept 22
Boggs, Lily	Lavalley	30 Mar 22	30 Sept 22
Law, Hunter	Meness	30 Mar 22	30 Sept 22
Munro, Palmer	Commanda	30 Mar 22	30 Sept 22
Amikons, Derrick	Amikons	12 Apr 22	12 Oct 22
Fass, Callin	Lavalley/Tennisco	29 Apr 22	29 Oct 22
Fass, Lauren	Lavalley/Tennisco	29 Apr 22	29 Oct 22
Lebrun, Jayce	Commanda	03 May 22	03 Nov 22
Anderson, Hayden	Lavallee	03 May 22	03 Nov 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)

## Continued on

Mayer, Blake	Ignace	03 May 22	03 Nov 22
Minnie, Scott	Lavalley	03 May 22	03 Nov 22
Sharbot, Isis	Sharbot	03 May 22	03 Nov 22
Goodwin, Nakona	Lemure	05 May 22	05 Nov 22
Minnie, Wayne	Lavallee	05 May 22	05 Nov 22
McCloskey, Braeden	Lavallee	04 May 22	04 Nov 22
Pitts, Nathan	Aird	05 May 22	05 Nov 22
Pitts, Nicholas	Aird	05 May 22	05 Nov 22
De Geer, Carley	Sharbot	11 May 22	11 Nov 22
Cooke, Mackenzie	Kohoko	11 May 22	11 Nov 22
McAdam, Damien	Aird	11 May 22	11 Nov 22
Mountney, Jenna	Jocko	11 May 22	11 Nov 22
Lavalley, Carolyn	Lavalley	12 May 22	12 Nov 22
Smith, Roxane	Sharbot	16 May 22	16 Nov 22
Guevara, Rhea	Sharbot	16 May 22	16 Nov 22
Lemieux, Ashton	Pisanawich	16 May 22	16 Nov 22
Perry, Chanel	Buckshot	18 May 22	18 Nov 22
Lamour, Lori	Sharbot	18 May 22	18 Nov 22
DeSousa, Loretta	Sharbot	18 May 22	18 Nov 22
Wodzak, Penny	Lavallee	18 May 22	18 Nov 22
Wodzak, Amanda	Lavallee	18 May 22	18 Nov 22
Burns, Michelle	Jocko	25 May 22	25 Nov 22

This land we call Pikwakanagan, formally known as the Golden Lake Algonquin reserve. Nestled between North and South Algona on the south banks of the Bonnechere River and Golden Lake. Wondering what this is about? Well call it nostalgia! There are a few elders within the community who want to come together and recall memories of the past, from the way the reserve used to be. We believe that our stories and culture should be told and recorded in memory of our ancestors, as this oral history is our heritage. Our community is growing, and expanding, to the point it will be hard to imagine how it all began. If there is any one who would like to join us, and contribute any information please feel free to contact us. You may call Jerry Lavalley 613-401-5014 or Howard Bernard 613-625-2193 or Veneta 613-281-5789 so we can make the necessary arrangements as to a time and location suitable for our get together.

*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*

