



# Pikwakanagan Tibadjumowin

CHÌBAYATIGO-KÌJIGAD WÀBIGON KÌZIS NÀNAN | FRIDAY MAY 5, 2023

WWW.ALGONQUINSOFPIKWAKANAGAN.COM | 613-625-2800

## CONTENT

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- Events & Programs
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- Community Information

## COMMUNITY NOTICE:

- Health Services Update
- Food Recall
- Bear Sightings
- Flood Safety
- Oversight Committee
- Nurses Week
- Social Workers Appreciation



## ATTENTION ALL AOPFN MEMBERS

### Important Members Only Meeting!

RE: Update on the LTRA (Long Term Relationship Agreement) between AOPFN and CNL/AECL (Canadian Nuclear Laboratories / Atomic Energy of Canada Ltd)

**07 Sunday** 12pm - 4pm  
**May, 2023**

Refreshments will be provided

**IN-PERSON** At the Bingo Hall

Located at 469, Kokomis Inamo  
Pikwakanagan ON, K0J 1X0

**ON-LINE** Zoom: Scan QR Code  
PASSWORD: Niganizi



Chief and Council with the Consultation Department, are hosting a community meeting to update members and discuss the LTRA. If signed, the LTRA will for the first time create community benefits and a strong role for AOPFN in the monitoring and control over current and future nuclear sector activities undertaken by CNL/AECL within unceded Algonquin traditional territory. This includes the proposed NSDF (Near Surface Disposal Facility).

For more info, contact PJ Leroux at:  
communications.consultation@pikwakanagan.ca



# Programs & Events Calendar:

# MAY 2023

**SUNDAY**

**MONDAY**

**TUESDAY**

**WEDNESDAY**

**THURSDAY**

**FRIDAY**

**SATURDAY**

1

2

3

4

5

6

7  
LTRA Update  
12pm - 4pm  
Bingo Hall

8

9

10  
Mole Mobile Clinic -  
Health Center

11

12

13

14  
Mothers Day

15  
Grounded Wellness

16

17

18  
Blood Pressure  
Screening -  
Health Center

19

20  
Elders Lodge Election  
11am  
Elders Lodge

21

22  
Victoria Day  
Office Closed

23

24

25

26  
Grounded Wellness

27  
Trapping  
Certification Course  
Elders Lodge - Day 1

28  
Thriving Roots  
11AM-6PM  
Cultural Grounds  
Trapping  
Certification Course  
Elders Lodge - Day 2

29

30

31



# Programs & Events:

## Programs & Events

FOR ANY QUESTIONS REGARDING A PROGRAM OR EVENT, PLEASE CONTACT THE COORDINATOR LISTED IN THE ADVERTISEMENT FOR THE MOST ACURATE AND UP-TO-DATE INFORMATION!



Learn & Share Stories & Cultural Teachings, Practice Beadwork, Art, Drumming And Dancing

### SOCIAL NIGHT IN PIKWAKANAGAN

APRIL 29 & MAY 6 - 6PM to 10PM

Pikwakanagan Elders Lodge  
96 Chibekana Inamo, Pikwakanagan ON

\*Food and Snacks Provided\*



Practice Language, Play Games, and More

\*We Ask Anyone Under 13 To Be Accompanied By An Adult

\*We Ask All To Come With Respect

Questions? Blaze Commanda - 613-281-6695

Save the Date and Time!

Saturday May 20<sup>th</sup> at 11 AM

Pikwakanagan Elder's Lodge is having their annual election.



Inviting you to come out and be part of Pikwakanagan Elder's Lodge!

## May's Upcoming Holiday's & Celebrations:

*Minawazi-Djodjo Kijigad*  
*Mothers Day*

SUNDAY MAY 14

*Minowanigozowin Ogimakwe*  
*Tibishkamigoban*  
*Victoria Day*

MONDAY MAY 22

OFFICE CLOSED





# Program & Events

RSVP by  
May 15th



## THRIVING ROOTS EMPOWERING YOUTH

**MAY 28TH, 2023 11 AM- 6 PM / AGES 10+  
PIKWAKANAGAN CULTURAL GROUNDS**

**Join us for a day event to  
celebrate our youth!**

Guest Speakers, Group Activities,  
Music, Dinner, Prizes & more!

**SEEKING:**

- YOUTH HELPER AGED 18-30
- JR. YOUTH HELPER AGED 14-17

APPLY BY MAY 1ST  
& YOUTH VENDORS

**UNDER 10 YEARS  
ACCOMPANIED  
BY GUARDIAN  
PLEASE**

613-625-2173 ex. 227  
assistant.fwb@pikwakanagan.ca



May is Moon Flower,  
Wàbigon Kìzis,  
when all plants  
(netàwigigingin)  
display their Spirit  
Sides for us to see.

**ANISHINÀBEWIN  
LIFE OF THE PEOPLE  
BY BARRY SARZIN &  
CHYENNE CRAIG**



### ONTARIO DISABILITY SUPPORT PROGRAM



Drop-in  
Visit

Wednesday, June 28<sup>th</sup>  
10:00 am to 3:00 pm

Pikwakanagan Administration Office



Please drop in for a visit if you have questions or need information about ODSP.

### TRAPPING CERTIFICATION COURSE

#### ONTARIO FUR MANAGERS FEDERATION

All Individuals (Age 11 and older) who have not been trapping in the past, or who have not renewed their license over a 5-year period, are required by legislation to take the Fur Harvest, Fur Management and Conservation Course in order to obtain a trapping license in Ontario. This 40-hour course is taught by a trained MNRF/OFMF certified Trapper Education Instructor.

**When: Weekends - May 27 & 28 and June 3 & 4**

**Where: Algonquin's Elder's Lodge,  
96 Chibekana Inamo, Pikwakanagan**

**10 Spaces are available in the course.**

Participants are **required to pay a \$50 Deposit to sign up** for the Trapping Course.

Please contact: Department of Natural Resources  
(mgr.naturalresources@pikwakanagan.ca) or sign up at  
the Front Desk at the Administration Building.



**Algonquins of Pikwakanagan  
First Nation**



## GROUND *Wellness*

### **Reconnecting with Traditional, local plants for nourishment and medicine**

Steven Martin, MA of Traditional Land Use in the Southern Algonquin Bioregion and previous professor at Algonquin College, will lead this 10-day program with a focus on health, well-being and rekindling traditional indigenous values through working intimately with the land.

#### *Dates and learning:*

Classes will be progressive in nature (building from the previous class), and will run from 9:00-3:00 pm (with lunch offered)

April 28th: Trees, harvesting sap and bark for food and medicine

May 15 & May 26th: Harvesting nutritional sweet roots before they shoot and the first greens like fiddle heads and leeks

June 16th: Starting seeds, ground prep and other aspects of agriculture and planting

July 14th & 21st: Herbal medicine, because it's the best time for arial harvesting and identifying the wild plants

August 9: Harvesting wild rice and berries (processing and storing)

Sept: 8th & 29th: fruit and nut harvest (processing and storing)

Oct: 13th: harvesting roots for food as well as learning how to process and store them. And seed collecting

#### *What to bring*

- smudge and/or offerings (dried cedar or sage, tobacco, sweetgrass, other resins or aromatics)
- a good knife is helpful but not essential (small and sharp is better than big and dull), clippers (optional), hand trowel or small shovel, work gloves, natural bug stuff.
- something portable to sit on, if you are not comfortable on the ground. Some chairs are available (let staff know if you will need)
- water bottle
- Lunch (farm-fresh) will be served. Bring extra snacks for throughout the day, if needed.



#### **TO REGISTER, CALL BELOW**



880 Burchat road, Golden lake (Members are responsible for their own transportation to and from)

1 613-625-2259



<https://www.algonquinsofpikwakanagan.com/health-services/>

PROGRAM COST (FOR COMMUNITY MEMBERS ONLY) FUNDED BY PIKWAKANAGAN HEALTH SERVICES- LAND BASE/MENTAL HEALTH INITIATIVES



# Ongoing Programing



Prevention Services  
Presents...

## JR Facts!

When: Every Thursday

Time: 4:30PM - 5:30PM

Where: 1467 Mishomis Inamo

Age: 4-7 yrs

Please contact either 613-625-2173  
or Jocelyn  
([reception.cfs@pikwakanagan.ca](mailto:reception.cfs@pikwakanagan.ca))  
for more information.

PREVENTION SERVICES  
PRESENTS...

## YOUTH FACTS!

When: Every Tuesday

Time: 4:30pm-5:30pm

Where: 83A Kagagimin Inamo

Age: 8-11 yrs

Please contact 613-625-2173 or Jocelyn  
([reception.cfs@pikwakanagan.ca](mailto:reception.cfs@pikwakanagan.ca)) for  
more information.

PREVENTION SERVICES  
PRESENTS...

## TEEN FACTS

When: Every Wednesday

Time: 4:30pm-5:30pm

Where: 1467 Mishomis Inamo

Age: 12-18 yrs

Please contact either 613-625-2173 or  
Jocelyn  
([reception.cfs@pikwakanagan.ca](mailto:reception.cfs@pikwakanagan.ca)) for  
more information.

# Health Information

## Health Services

### Pikwakanagan Family Health Team

The Family Health Team is currently experiencing staffing shortages. We will do our best to accommodate clients for appointments over the next few months. The FHT will have temporary physician coverage starting May 1st to September 2023. We ask our clients to be respectful of staff when calling in to access appointments. Please be advised, the FHT is unable to take on any new patients at this time.

### Access to other Primary Care Services

There are other means for accessing primary care such as:  
Emergency Departments  
Telehealth ON 1-866-797-0000  
Renfrew County Virtual Triage and Assessment Center, also known as VTAC -  
If you have a health concern and you don't have a family physician or can't access your family physician, call 1-844-727-6404 to connect with care and support from a nurse practitioner, family physician and/or community paramedic. For more information on this service, visit their website at <http://www.rcvtac.ca/>

### Health Care Connect

If you need a Family Physician or Nurse Practitioner you must register yourself and your family with Health Care Connect at 1-800-445-1822 or visit <https://www.ontario.ca/page/find-family-doctor-or-nurse-practitioner>  
Health Care Connect is a program launched by the Ministry of Health and Long-Term Care to help assist Ontarians to find and secure a primary care provider.

### Mental Health Services

We have established services with two virtual Psychotherapists for counselling and support. Please call the FHT or our Mental Team for a referral. Additionally, Pikwakanagan is a partner Renfrew County Collaborative E-Walk- Counselling Clinic for free access, same day mental health & addiction therapy by video or phone. Call 1-844-441-0981 every Thursday from 11:30 a.m. to 6 p.m. or visit <https://walkincounselling.com> to access more immediate support.

*In the case of a Medical or Mental Health Emergency, please call 911 or visit your nearest E.R.*



# Health Information



## HYPERTENSION AWARENESS MONTH

Hypertension (high blood pressure) is the leading cause of death and disability around to world.

Over 7.2 million Canadians have hypertension and 7.5 million more have high blood pressure that will lead to hypertension

**Drop in to Health Services on Thursday May 18th to have your blood pressure screened**

Participant draw includes two at-home blood pressure wrist monitors and an Anishinabek Nation sweater!



## Got a funny mole?

Book an appointment with a Dermatologist from Melanoma Canada's Mole Mobile Clinic for a free skin cancer screen

**Book here:**

<https://meetings.hubspot.com/molemobile/pikwakanagan>

Or call Health Services 613-625-2259 or Family Health Team: 613-625-1175

**Wednesday, May 10th**

Working together

for your health  **fraserhealth**  
Better health. Best in health care.

## High Blood Pressure

*Knowing pays!*



### When to call the experts

Call your physician, or the BC NurseLine, if

- Your blood pressure suddenly goes up and is more than 180 / 110
- You suddenly get a very severe headache



For more information contact your physician or health care provider.

Why know your blood pressure reading? Because heart attack, stroke, kidney damage and sight problems are all risks of high blood pressure.

### Try these simple steps to stay healthy:

- If your doctor has prescribed blood pressure reducing medication, take it exactly as directed, and have a check up at least once a year
- Check the scales and your waistline. Being more than a healthy weight, with most weight around your waistline, are risks you can avoid
- Plan on exercising. Tell your doctor so you know you're on track
- Limit those drinks – alcohol accounts for a lot of unnecessary calories
- Use something other than salt for seasoning
- Learn healthy eating. Limit the fats from milk, cheese and meat that can clog up your arteries
- Track your blood pressure regularly, and check in with your doctor about a high reading
- It's time to stop smoking – the kindest, most important thing you can do for yourself!

Hypertension, or high blood pressure, is when your blood pumps so strongly it puts too much pressure on your artery walls. High BP has no symptoms, making regular blood pressure tests an essential health check.



Visit our website at [www.fraserhealth.ca](http://www.fraserhealth.ca)

Questions? Concerns? Compliments? Want to be an email subscriber? Please contact: Fraser Health - [feedback@fraserhealth.ca](mailto:feedback@fraserhealth.ca) or 1-877-935-5669



# FLOOD SAFETY



Renfrew County and District Health Unit  
"Optimal Health for All in Renfrew County and District"

## For Immediate Release

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(Pembroke, Ontario, 3:50 p.m. April 19, 2023)

### Flood Water Safety

The Ministry of Natural Resources and Forestry has issued a Flood Warning for [Pembroke District](#) and [Bancroft District](#); this includes Renfrew County, and the Township of South Algonquin. Rising water levels may pose a threat to the health and safety of residents.

Flood water and water ponding around wells can affect the safety of your drinking water. Renfrew County and District Health Unit is recommending that residents with water wells **in contact with flood water**:

1. boil their water for one minute at a rolling boil before drinking, food preparation or brushing teeth with the water,
2. use bottled water or,
3. use water from an alternate potable water source.

Well water should be tested for bacteria after flood waters recede. Water sample bottles can be picked up and dropped off at the Renfrew County and District Health Unit. For more locations, visit <https://www.rcdhu.com/healthy-living/safe-water/>.

During floods, the ground can become saturated, preventing proper operation of septic systems. If your septic system has been affected, avoid using the septic system if possible, or reduce the amount of water used by limiting toilet flushing, dishwashing, washing clothes, and showering.

Do not pump your septic system when the ground around it is still saturated. High ground water levels may cause an empty septic tank to float out of the ground and damage the inlet and outlet fittings.

Flood waters can be contaminated with sewage and cause illness. The following tips will help protect your family during flooding events:

# FLOOD SAFETY

- Keep your family safe by keeping family members and pets away from and out of the flood water.
- DO NOT enter areas where electrical systems have been affected by flood water, as there is a risk of electrocution. Always wait for clearance from an electrical authority before entering these areas.
- Building materials, clothing and furniture exposed to flood waters may be contaminated with sewage or other hazards and can support the growth of mould. Some items can be cleaned and disinfected; others may need to be thrown out.

Visit <https://www.rcdhu.com/healthy-living/emergency-preparedness/be-flood-ready/> for more information on what to do before and during flooding events.

Visit the Ministry of Natural Resources and Forestry: [Flood Forecasting and Warning Program \(gov.on.ca\)](http://gov.on.ca) daily to view your community flood risk.

For more information, visit <https://www.rcdhu.com/healthy-living/emergency-preparedness/>, call 1-800-276-1097 extension 505, or email [environmentalhealth@rcdhu.com](mailto:environmentalhealth@rcdhu.com).

-30 -

Renfrew County and District Health Unit  
[media@rcdhu.com](mailto:media@rcdhu.com)  
Fax: 613-735-3067  
[www.rcdhu.com](http://www.rcdhu.com)



Join the AoPFN

# OVERSIGHT COMMITTEE

To ensure socio-economic impacts to Pikwakanagan and  
it's members are identified and addressed

**today!**

## Are you...

- A member of Pikwakanagan and passionate about our community
- Invested in the decolonization process
- Interested in learning about different projects happening within our unceded territory
- Willing to work with others to help shape our territory for the next 7 generations
- Wanting some extra income
- Ready to make a difference

**Raise your voice  
&  
Lend your hand...**

Then...

**WE NEED  
YOU**

To join, or for more  
information contact  
Valerie Taggart at

**[projectco3@pikwakanagan.ca](mailto:projectco3@pikwakanagan.ca)**

or stop by the consultation office  
at **4-473 Kokomis Inamo.**



**Algonquins of Pikwakanagan  
First Nation**

## Nurses Week 2023

May 8th to 12th, 2023 is The National Nursing Week, this week is important to highlight nurses, increase public awareness to the countless contributions' nurses provide for the well-being of Canadians. In 1971 the International Council of Nurses designated May 12th, the birthday of nursing pioneer Florence Nightingale, as International Nurses Day. Over the last couple decades and various changes, the federal minister of health declared the second week of May as National Nurses Week, in 1993 the name was changed to National Nursing Week to truly emphasize the profession's accomplishments.

We would like to take the time to provide a special thanks to the nurses who have been making strides in our community to ensure the prosperity and safety of the community of Algonquin of Pikwakanagan everyday and during this pandemic. Please take time this week show your appreciation to all nurses but, especially our community nurses working with Algonquins of Pikwakanagan Health Centre, Family Health Team and Tennisco Manor.

This years theme for National Nursing Week is "Our Nurses. Our Future"

This theme showcases the many roles that nurses play in a patient's health-care journey.





## Maureen Sarazin Tomasini

Maureen started with Algonquins of Pikwakanagan back in 1991 as a Registered Nurse in Prevention Services, she then shifted to Manager of Health Services in 1996. Maureen explains that Health Services has grown so much from when it was first formulated. It is now a multi-disciplinary team with Home Care, Mental Health, Community Health and Primary Care. Maureen believes that one of her greatest accomplishments to date as a Registered Nurse is the establishment of the Family Health Team and how AOP was one of the "first" First Nations to have a Family Health Team in Ontario.

## Peggy Dick

As the Senior/Client Services Supervisor, Peggy has been working in Long Term Care prior to her role with Pikwakanagan. Since 2009 Peggy has been involved in the development of numerous projects; Aging at Home, High Risk Senior programs, the rebuild and expansion of Supportive Housing – Assisted Living, Palliative Care, Senior Wellness project which are just a few of. Peggy has made a life changing imprint on the senior community in Algonquins of Pikwakanagan population.

## Marlene Sackaney-Keeling

Marlene's nursing background begins in 1981 to 1988 where she practiced as a Registered Practical Nurse working in the St. Thomas Psychiatric Hospital. She then continued to graduate from Canadore College, North Bay in 1991 with her Registered Nursing. Marlene was employed with Pikwakanagan and spent from 1999 to 2002 as Medical Assistant for Treatment Services then moving to her current position Home and Community Care Coordinator in 2002. One of Marlene's greatest accomplishments would be the development of Palliative Care End of Life Services with Peggy Dick; providing community members services in their own homes, at Tennesco Manor or in hospital.



## Brenda Mullin

For the past 19 years Brenda has been employed with Algonquins of Pikwakanagan. Brenda graduated from St. Vincent's School of Nursing of Ottawa in 1982, upon graduating Brenda moved back to the Ottawa Valley and started her career with the Valley Manor in Barry's Bay for 18 years, while continuing to expand her career throughout Renfrew County with a variety of different roles in health care, provided a wealth of experience and knowledge. Brenda expressed her gratitude for the individuals who have moulded her into who she is today.

## Derek Frew

Derek is one of the Nurse Practitioners working with Algonquins of Pikwakanagan Family Health Team since 2008. Derek is a Sir Sanford Fleming College/Trent University Nursing Alumni graduate of 2000. Derek began his nursing career as a charge nurse on nights between Canmore General and Banff Mineral Springs Hospital. In 2002 Derek returned to Peterborough, there he spent 6 years working in the on the surgical floor and training to work in ICU before entering the Nurse Practitioner program at Ryerson University. In 2008 Derek had completed his program and began working in Pikwakanagan under the mentorship of Gloria Nienkirchen and Dr. Rosemary Gilbert. Derek reminisces some comical events, being the charge nurse at small rural hospital and being responsible for any laboring mothers and resident expert on lactation consultant for new breastfeeding mothers. Derek expressed that nursing opened numerous doors throughout his life and allowed him to meet and care for many wonderful and kind people.

## Diane Siebarth

Diane graduated her Practical Nursing Program at St Vincent de Paul in 1974. Diane has worked within various different health care settings such as, University Hospital in London, Youville Nursing Home, Pembroke Civic Hospital, Supples Landing Retirement Home, Bradson Health Care, Access Health Care, Renfrew Victoria Hospital and has been with Pikwakanagan since 2005. Diane retired in 2020 but enjoys nursing so much that she comes in part time to help with our family health team and the community.



# Nurses Week 2023

## Kim O'Brien

Kim has spent the past 11 years working as a Registered Nurse working within the Community Nursing setting. For over the past two years Kim has been employed with AOP as Client Care Coordinator. Kim praises Pikwakanagan for being an awesome community that offers culture, values, uniqueness, and diversity. Kim finds great enjoyment and satisfaction within her position for having a role that can make a small difference in someone's life.

## Jessica Schwan

Jessica graduated from Algonquin College Pembroke/University of Ottawa in 2021. She spent the first year of her nursing career caring for patients at Pembroke Regional Hospital. She became Pikwakanagan's Community Health Nurse in July 2022. Outside of work, Jessica likes to canoe, fish, and spent time in Algonquin Park.

## Audrey Waito

Audrey graduated in 1991 from Algonquin College. Audrey worked mostly in home care and LTC prior to specializing in footcare in 2008. Audrey started her business - Tip Top Toes that same year. Audrey loves her job because she helps people stride easier throughout their day. Audrey enjoys the many conversations and laughter shared with her patients.



# Social Worker Appreciation

## Social Worker Appreciation

### Sharra Bernard

Sharra has been working in the human services field supporting children, youth and families for 20 years in various helping positions within and outside of the county and community including the Phoenix Center, Developmental Services, and the RCCDSB. She joined our mental health team in 2015 as the Systems Navigator and moved into Family and Child Therapy. Sharra enjoys creating connections and building bridges with clients, families and community members to create healthy pathways to access resources and support.

### Sabrina Laframboise

Sabrina graduated in 2019 from Child and Youth Counselling at Sir Sandford Fleming college. Sabrina started her bachelors of Indigenous Social Work in 2019. Sabrina worked in a group home for youth involved in the Justice system. She then worked for the Renfrew County District School Board as the Child and Youth counsellor before moving into the Restorative Justice role in 2022. Sabrina loves meeting and getting to know clients, their families and the community, and being able to support and work with each individual on their own journeys.

### Tiffany Herron

Tiffany graduated the Social Services program at Algonquin College in Ottawa in 2020. Tiffany started with Pikwakanagan Mental Health Services in 2021, as the Child and Youth Mental Health Systems Navigator and since then have been transitioned into the Child and Youth Counsellor role. Tiffany has always enjoyed working with people and offering support during many stages in ones life.



# New Employees

## Welcome Our New AOPFN Employee!

### About Me

### New!

Employment Development Officer  
Economic Development

Kwey!  
Joey  
Ozawanimke  
Nidijnikáz,  
Pikwakanagan,  
nidondjibá



I am now working as the  
Employment Development  
Officer in the Economic  
Development department for  
AOPFN

\* I grew up in the community and  
have had many different  
employment opportunities here in  
Pikwakanagan.

\* I am passionate about my  
community and excited to get  
know and assist members with  
finding new employment and  
training opportunities.

### My Responsibilities involve:

- Coordinating employment and training services provided from Kagita Mikam
- Lead role in youth employment
- Coordinating and hosting employability workshops, such as resume writing and interview techniques
- Assisting members with job applications

Looking forward to meeting you, Migwetch!

*/ Joey Ozawanimke*

Email: [employment.officer@pikwakanagan.ca](mailto:employment.officer@pikwakanagan.ca)

Phone: 613-625-1551

Office Location: 469 Unit 3 Kokomis Inamo, Pikwakanagan, ON K0J1X0

# CALL TO TENDER

## “CALL TO TENDER”

### Community Buildings Grounds Maintenance for the Algonquins of Pikwakanagan First Nation

#### Scope of Work:

- Administration Office – cut grass, whipper snip and trim around trees and buildings.
- Economic Development Industrial Building and Small Retail Building– cut grass, whipper snip and trim around trees and 2 buildings, and septic bed in the parking lot.
- Health Services – cut grass, whipper snip and trim around trees and buildings.
- Food Security Program (101 Kiwita Inamo) – cut grass, whipper snip and trim around trees and building and weeding.
- Tennesco Manor – cut grass, whipper snip, and trim around trees and buildings.
- Log Building (Former Museum) - cut grass whipper snip, trim trees, and shrubs around the building.
- New Cemetery – cut grass, whipper snip, and trim shrubs inside and outside front corners along Ininatig and Mishomis Inamo (the entire corner outside the fence that runs along Ininatig Inamo must also be maintained).
- Old Cemetery – cut grass whipper snip, trim trees, and shrubs inside.
- Warrior Monument - cut grass, whipper snip and trim trees and shrubs in the area, (above and below the monument)
- Digital Community Sign Corner - cut grass whipper snip, trim trees, and shrubs, and pick up garbage.
- Flower Boxes – water flowers in the new flower boxes, daily that will be located on the bridge.
- Fire Hall/ Post Office - cut grass whipper snip, trim trees, and shrubs, and pick up garbage.

**Duration of Contract:** May 23, 2023 – September 30, 2023

**Tender Closing Date & Time:** May 12, 2023, at Noon

**Tender Submission Requirements:** A complete tender must include the following:

- Tender form completed in full (see Below); with a detailed quote for each separate area.
- Must have own riding mower and other equipment required to complete the scope of work listed above.
- Must provide the materials and supplies needed to complete the scope of work listed above.

**Contract Award:** The Algonquins of Pikwakanagan First Nation is not obligated to accept the lowest or any tender.

**Site Examination:** The bidder is encouraged to do a site inspection on their own accord to review the amount of work to be completed.

***\*Please ensure you include a valid Personal Liability and Property Damage Insurance Certificate, WSIB clearance certificate upon signing of contract.***





# CALL TO TENDER

## CALL TO TENDER

### For General Repairs for Health Services Building

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**SCOPE OF WORK:** The contractor is to repair the following on the downstairs/basement level of the Health Services building:

1. Replace missing ceiling tiles in the hallway.
2. Replace the flooring wall guard throughout the office.
3. Replace the mechanical room door (fireproof industrial door)
4. Paint ceilings in various offices and in meeting rooms, exercise room

**TENDER CLOSING DATE:** Friday, May 19<sup>th</sup>, 2023, at 4:00 PM

**EQUIPMENT & MATERIALS:** Tenders should be provided in writing for labour and material costs.

**TENDER APPLICATION REQUIREMENTS:**

- Tender Form completed in full.
- Proof of WHMIS Certificate

**ADDITIONAL REQUIREMENTS:**

The successful bidder must provide at their own expense by May 19<sup>th</sup>, 2023.

- Proof of Personal Liability and Property Damage Insurance Certificate

**COMPANIES:**

If bidding as a company, your employees must provide a WHMIS Certificate and an acceptable Criminal Reference Check.

**CONTRACT AWARD:**

The Health Services Department does not have to accept the lowest or any tenders.

**SITE EXAMINATION & SCHEDULE "A":**

The bidder is encouraged to contact the person below to arrange for a site visit, by appointment only and to receive a copy of Schedule "A". Schedule "A" will be available at the Health Services Department.



# CALL TO TENDER

## TENDER SUBMISSION:

Please submit your tender application in a sealed envelope clearly marked and addressed to:

### **"2023 Tender for Downstairs/Basement Repairs - Health Services"**

Michelle Hume, Executive Assistant - Health Services

613-625-2259 or assistant.health@pikwakanagan.ca

1643 Mishomis Inamo, P.O. Box 86, Pikwakanagan, Ontario K0J 1X0

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### **2023 Tender for Downstairs/Basement Repairs – HEALTH SERVICES**

I, \_\_\_\_\_ having carefully read the tender specifications and Schedule "A" (and site inspection) submit my tender for painting as:

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

Dated this \_\_\_\_\_ day of May 2023.

\_\_\_\_\_  
Signature

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

\_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

# Employment opportunities



## EMPLOYMENT OPPORTUNITY

<b>Job Title</b>	Procurement Officer		
<b>Department</b>	Economic Development		
<b>Supervisor/Manager</b>	Claudette Cournoyer, Manager, Economic Development		
<b>Salary Scale</b>	\$56, 015 annually		
<b>Job Status</b>	2-year Fixed-Term Contract		
<b>Contract Length</b>	<b>Start</b>	Immediately	
<b>Hours Per Week</b>	35 hours per week		
<b>Benefits</b>	<p>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.</p> <ul style="list-style-type: none"> <li>• Paid sick days</li> <li>• 4% vacation</li> <li>• 14 Provincial and Federal Statutory Holidays</li> </ul>		
<b>Posting Status</b>	<b>Internal Only</b>	<b>Internal/External</b>	<b>X</b>
<b>Start Date of Posting</b>	Friday April 28 <sup>th</sup> , 2023		
<b>Closing Date of Posting</b>	Friday May 12 <sup>th</sup> , 2023 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 Procurement Officer is responsible for facilitating procurement opportunities for Algonquin of Pikwakanagan First Nation's community, including negotiation with federal and provincial ministries of labour, and facilitating communications and public relations between economic development, contractors, tradespeople, and government (including NCC). The Procurement Officer will provide Supervision support and assistance for establishing, managing, coordinating, and administrating the AOPFN procurement work plan.</p> <p><b>Key Responsibilities and Duties</b></p> <p><b>Administration:</b></p> <ul style="list-style-type: none"> <li>• Collecting information from others and compiling reports and/or schedules; preparing documents such as presentations, minutes, and/or correspondence as assigned.</li> <li>• Develop and maintain a database of businesses and workers from the AOPFN for upcoming/ongoing projects.</li> <li>• Maintaining files and lists, documents, performing data entry, and database management as assigned.</li> <li>• Ensure a comprehensive contract management system is in place and maintained at all times.</li> <li>• Recommends business and system enhancements to improve business functions. Identifies contracting issues that may require legal advice and/or consultation with legal representatives.</li> </ul> <p><b>Procurement:</b></p> <ul style="list-style-type: none"> <li>• Develop a strategy to facilitate grassroots businesses to benefit from procurement opportunities.</li> <li>• Research and promote the possibility of joint ventures/sub-contracts.</li> <li>• Research and promote apprenticeships, training, employment, and capacity-building opportunities with businesses.</li> <li>• Develop, maintain, and implement a communication strategy for AOPFN businesses.</li> <li>• Promote and inform how the Procurement Strategy for Aboriginal businesses</li> </ul>		



# Employment opportunities

	<p>works to their benefit.</p> <ul style="list-style-type: none"> <li>• Monitors, notifies, and assists AOPFN businesses, economic development officers, contractors, and tradespeople when potential contracts of interest are posted on the federal procurement sites.</li> <li>• Negotiates and/or assists in negotiating agreements with the Federal, Provincial, and Municipal governments.</li> <li>• Aids in developing and disseminating clear and precise information to economic development officers, contractors, tradespeople, government, and other businesses.</li> <li>• Respond to requests to assist organizations in developing participation plans, and ensure the relationships foster future employment and training opportunities for AOPFN membership.</li> </ul> <p><b>Collaborative Practice:</b></p> <ul style="list-style-type: none"> <li>• Establish and negotiate with federal and provincial ministries of labour that considered opportunities in Algonquin traditional territory.</li> <li>• Facilitate communications and processes between the various levels of government for procurement opportunities. (Federal, Provincial, Municipal)</li> <li>• Liaise with departments for check-ins and procedure updates, on ongoing collaborative projects and programming.</li> <li>• Liaises with other institutions, organizations, and government as required.</li> <li>• Support economic development-related initiatives as established in yearly department planning.</li> </ul> <p><b>Quality Management:</b></p> <ul style="list-style-type: none"> <li>• Participates in regular Economic Development meetings.</li> <li>• Participates and promotes AOPFN cultural awareness and cultural sensitivity training.</li> <li>• Participates in staff development initiatives and training requirements. Participates in the development and updating of policies and procedures. Develops MOUs with participating organizations to ensure the relationship with the AOPFN is being strengthened or repaired.</li> </ul> <p><b>Risk Management:</b></p> <ul style="list-style-type: none"> <li>• Required to ensure that all necessary safety procedures and requirements are followed, and personal protective measures are in place and followed.</li> <li>• Ensures the thorough and complete protection of privacy, confidentiality, and safeguarding of information, potential projects, proponents, staff, and all matters of sensitive information.</li> <li>• Monitors and implements work plans associated with assigned projects, ensuring that milestones are completed and do not go over-allocated budgets.</li> <li>• Monitors expenditures and keeps detailed files on financials for reporting purposes and transparency.</li> </ul>
<b>Minimum Qualifications</b>	<ul style="list-style-type: none"> <li>• University degree in Business Administration, Commerce, or equivalent discipline with relevant experience; or</li> <li>• Successful completion of a post-secondary diploma in Business Administration, with a minimum of two (2) years of work experience in procurement and project coordination; or</li> <li>• Successful completion of Grade 12 with 5 years of demonstrated experience in one or all of the following:             <ul style="list-style-type: none"> <li>○ project management</li> <li>○ procurement</li> <li>○ working with Algonquin and First Nation businesses</li> <li>○ leading community engagement sessions</li> </ul> </li> <li>• Project management certification is 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</p>

# Employment opportunities

	<p>Pikwakanagan, ON K0J 1X0 <a href="mailto:hrservices@pikwakanagan.ca">hrservices@pikwakanagan.ca</a></p> <p><b>Subject Line: Procurement Officer</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> The best qualified candidate will be defined and determined so as to include the following: Provided the candidate meets the basic requirements of the position and is deemed qualified following the interview process and not be a member of the supervisor's immediate family., preference will be given to:</p> <ul style="list-style-type: none"><li>a) the qualified indigenous person who is an Algonquin; then to,</li><li>b) the qualified indigenous person; then to,</li><li>c) the qualified non-indigenous candidate.</li></ul> <p><b>Interviews:</b> Interviews will 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 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>	



# Employment opportunities

## EMPLOYMENT OPPORTUNITY

**Position Title:** Environmental Coordinator, Water Tester

**Salary Range:** \$20.00/hr plus travel

**Tenure:** 12 weeks (May 29 – Aug 18, 2023)

**Department:** Health Services

**Location:** Minopimàdiz-i Gamik Health Centre

**Closing Date:** May 19, 2023, at noon

**Open To:** As per Policy 20.0

### Duties and Responsibilities:

- Prepare information packages for community members.
- Complete water testing for all First Nation Homes and Community Buildings
- Notify in writing to all community members of test results, If needed consult with the Community Health Representative and Environmental Health Officer
- Transport water samples to Renfrew County Health Unit
- On a weekly basis will hang Mosquito traps and send to lab for testing
- Complete filing system for all work completed.
- Record all questions and complaints.
- Compile lists of water quality concerns and bring forward.
- Liaison with Environmental Health Officer
- Follow up with First Nation members.
- Follow up with First Nation members after chlorination and provide re-testing of water.
- Complete evaluation report when program is complete.
- Other related duties as requested.

### Basic Requirements:

- Completions of grade 12
- Have a pleasant and friendly personality.
- Must have access to a reliable vehicle.
- Ability to work in a courteous and professional manner.
- Ability to communicate effectively, both orally and in writing
- Must have computer skills.
- Must be able to work independently.

### Condition of Employment:

- Proof of a Canadian Police Information Check (will be a requirement upon employment)

**ELIGIBILITY LIST WILL BE ESTABLISHED: YES**

**Application Procedure:** Interested persons must submit a resume and covering letter stating specifically how the basic requirements are met and three most recent references. Applications will be accepted in person or through the mail ONLY in a sealed envelope marked personal and confidential and addressed to the attention of the contact person. **NO APPLICATIONS WILL BE ACCEPTED BY FAX.** The Algonquins of Pikwàkanagàn has the right to short list for interview purposes to the five (5) most qualified persons.

### **Human Resources**

Algonquins of Pikwakanagan First Nation

1657A Mishomis Inamo

Pikwakanagan, ON K0J 1X0

[hrrservices@pikwakanagan.ca](mailto:hrrservices@pikwakanagan.ca)

**Subject Line: Environmental Coordinator, Water Tester**

# Membership Additions

## ALGONQUINS OF PIKWAKANAGAN FIRST NATION MEMBERSHIP ADDITIONS

Name	Family Line	Date Posted	Appeal Period Ends
Switzer, Anna	Meness	14 Nov 22	14 May 23
McMillan, Britney, Madison	Meness	14 Nov 22	14 May 23
Hanna, Lucille	Pisindawate	21 Nov 22	21 May 23
Commanda, Callie	Commanda	21 Nov 22	21 May 23
Le Barron, Bradley	Jocko	30 Nov 22	30 May 23
LeBarron, Jensen	Jocko	30 Nov 22	30 Nov 22
Salahovic, William	Lavalley/ Aird	30 Nov 22	30 May 23
Baumhour, Timothy	Lavalley	30 Nov 22	30 May 23
Baumhour, Kathryn	Lavalley	30 Nov 22	30 May 23
Grandmond, Edward	Pisinawate	05 Jan 23	05 Jul 23
St Amour, Michael	Meness	05 Jan 23	05 Jul 23
St Amour, Rachel	Meness	05 Jan 23	05 Jul 23
St Amour, Grace	Meness	05 Jan 23	05 Jul 23
Robertson, Raven	Meness	05 Jan 23	05 Jul 23
Toryn, Hamill	Jocko	05 Jan 23	05 Jul 23
Richards, Abbey	Benoit	05 Jan 23	05 Jul 23
White, Jessica	Sharbot	05 Jan 23	05 Jul 23
Burton, Tamara	Meness	05 Jan 23	05 Jul 23
Borrowman, Madelynn	Lavalley/ Sharbot	05 Jan 23	05 Jul 23
Borrowman, Cole	Lavalley/ Sharbot	07 Jan 23	07 Jul 23
Gardiner, Timothy	Francois	10 Jan 23	10 Jul 23
Gardiner, Jayla	Francois	10 Jan 23	10 Jul 23
Gardiner, Jace	Francois	10 Jan 23	10 Jul 23
Norris, Heather	Partridge	10 Jan 23	10 Jul 23
Jodouin, Joseph	Francois	11 Jan 23	11 Jul 23
White- Kohoko, Cheveyo	Kohoko	11 Jan 23	11 Jul 23
Borrowman, Adan	Lavalley/ Sharbot	11 Jan 23	11 Jul 23
Rypstra, Melanie	Sarrazin	17 Jan 23	17 Jul 23
Murphy, David	Sharbot	17 Jan 23	17 Jul 23
Mountney, Jesse	Jocko	18 Jan 23	18 Jul 23



# Membership Additions... Continued

Cifford, William	Sharbot	18 Jan 23	18 Jul 23
Toutant, Avery	Lavalley	18 Jan 23	18 Jul 23
McMunn, Madison	Commanda/Lamure	31 Jan 23	31 Jul 23
Wellman, Terrence	Lavalley	01 Feb 23	01 Aug 23
Russell, Marlene	Pisinawate	21 Feb 23	21 Aug 23
Cassidy, Krista	Aird	21 Feb 23	21 Aug 23
Ferk, James	Amikons	22 Feb 23	22 Aug 23
Sarazin, Kayla	Sarazin	23 Feb 23	23 Aug 23
Lamont, Marie	Lavalley	06 Mar 23	06 Sept 23
Perrin, Theresa	Lamure	06 Mar 23	06 Sept 23
Westlake, Brian	Lamure	06 Mar 23	06 Sept 23
Meconse, Dean	Amikons	07 Mar 23	07 Sept 23
Dehler, Wendy	Sarazin	07 Mar 23	07 Sept 23
Rypstra, Calvin	Sarrazin	09 Mar 23	09 Sept 23
Rypstra, Anastasia	Sarrazin	09 Mar 23	09 Sept 23
Minnie, Edgar	Lavalley	16 Mar 23	16 Sept 23
Marshall, Alana	Tenascon	24 Mar 23	24 Sept 23
Taylor Lukas	Bernard	29 Mar 23	29 Sept 23
Taylor, Isaac	Bernard	29 Mar 23	29 Sept 23
Taylor, Sophia	Bernard	29 Mar 23	29 Sept 23
Meconse, Real	Amikons	29 Mar 23	29 Sept 23
Meconse, Serge	Amikons	30 Mar 23	30 Sept 23
Campbell, Austin	Whiteduck	12 Apr 23	12 Sept 23
Lagace, Jaden	Baptiste	18 Apr 23	18 Sept 23
Larbie, Peter	Tenascon	18 Apr 23	18 Sept 23
Gardiner, Richard	Francois	18 Apr 23	18 Sept 23
McLean, Heather	Lavalley/Francois	27 April 23	27 Sept 23
Petrin, Kari	Lavalley/Francois	27 April 23	27 Sept 23
Allen, Micah	Partridge	05 May 23	05 Oct 23

**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)**

## Regular Council Meetings on ZOOM

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



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



# Community Information

## Small Engine Repairs Call Paul - 613-200-1489

Riding Mowers, Lawn Mowers,  
Outboard Motors, Some Boat Repairs,  
Almost anything with a small engine.

Message from:  
Joey & Rachel -  
looking for a used car

Please contact:  
613-602-7923

### **WE NEED YOUR IDEAS!**

WE ARE LOOKING FOR  
SUGGESTIONS ON WHAT TYPE OF  
PROGRAMS YOU WOULD LIKE TO  
SEE HAPPEN AT THE ELDERS  
CENTRE. I.E. EXERCISE CLASSES,  
COOKING CLASSES, DARTS,  
CARDS, BINGOS. THESE WOULD  
TAKE PLACE IN THE AFTERNOONS.  
PLEASE PROVIDE YOUR IDEAS TO  
SOMEONE ON THE ELDER'S  
COMMITTEE – CINDY & ANDRE  
CARLE, SANDY & BOB NASH, ROSE  
YANKOO, HOWARD BERNARD OR  
JAN LEROUX OR  
**CALL 613-585-3213.**

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

REGULAR BUSINESS  
HOURS:

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

# Community Information

**OPEN**

## LIBRARY

**Tuesday 8:30 AM - 4:30PM**

**Wednesday 8:30AM - 4:30PM**

**Thursday 8:30AM - 3:30PM**

Come take a look at the variety of First Nation books including, fiction, nonfiction and children's books.

Computers are available to the public to access government sites for such things car registration and income tax returns. Also many other social media sites.

Estelle Amikons

613-625-2402 ext 244

## **ALGONQUINS OF PIKWAKANAGAN ELDERS LODGE**

For Rentals contact  
Sandy  
613-717-2894

## **Virtual Care Access and Literacy Pilot Program**

### **FREE IPAD BORROWING PROGRAM**

Borrow an iPad to:

- Access virtual appointments
- Learn about health-related topics
- How to get support
- Tips on fitness, nutrition, and parenting
- Learn new skills
- Browse the web
- Play some games

**CONTACT CHN JESSICA AT  
613-625-2259**

## **ATTENTION - ONTARIO WORKS CLIENTS**

Please be advised that we are open during normal office hours:

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

We are no longer mailing out monthly interview documentation or cheque's



# Community Information

## ANIMAL CONTROL

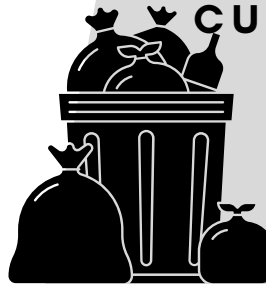
June Logan: 613-625-  
2545 or (613) 602-  
3626

## WASTE DISPOSAL SITE

*Wednesday*  
12PM - 6PM  
*Sunday*  
9AM - 3PM

## CURBSIDE PICK-UP

*Garbage: Wednesday*  
*Cardboard: Thursday*  
*Containers: Friday*



## FOR YOUR INFORMATION

Canadian Police Information Record checks are required for anyone who is applying for:

- **Membership (applicants who are 18 years or older)**
- **Residency (applicants who are 18 or older)**

Applications, Laws, and Codes are available on our website at:  
<https://www.algonquinsopikwakanagan.com/laws-and-by-laws/>

Hard copies can be requested from the Lands, Estates and Membership Department:

613-625-6800 | [mgr.lem@pikwakanagan.ca](mailto:mgr.lem@pikwakanagan.ca) | [land.officer@pikwakanagan.ca](mailto:land.officer@pikwakanagan.ca) |  
[assistant.lem@pikwakanagan.ca](mailto:assistant.lem@pikwakanagan.ca)

Notice: Killaloe OPP - record check applications are now online!

# Website – Membership Login

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

## Steps:

1. Open a browser and enter: [www.algonquinsofpikwakanagan.ca](http://www.algonquinsofpikwakanagan.ca)
2. Find the "Member Login" box (scroll down on home page or on side bar)
3. Click on "Log in as member of the Algonquins of Pikwakanagan First Nation"
4. You will be brought to the "Member Login" section
5. Click on the words "Click Here for the registration form"
6. You will be brought to the "Membership Registration"
7. Click the "Register" button and wait for your email notification

*\*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 access.\**

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



# Administration Information

## 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 8:30AM - 4:30PM

**12:00PM - 1:00PM CLOSED FOR LUNCH**

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

NEW YEAR'S DAY, FAMILY DAY, GOOD FRIDAY, EASTER MONDAY, VICTORIA DAY,  
INDIGENOUS PEOPLES DAY, CANADA DAY, CIVIC HOLIDAY, LABOUR DAY, NATIONAL  
DAY FOR TRUTH AND RECONCILIATION, THANKSGIVING, REMEMBRANCE DAY &  
CHRISTMAS DAY  
2 WEEK - CHRISTMAS CLOSURE DATES WILL BE ANNOUNCED

## **AOPFN EMPLOYMENT OPPORTUNITIES**

Application Procedure: Interested persons must submit a resume demonstrating how the basic requirements are met and the names and day contact information of your three (3) most recent direct supervisors. If direct supervisor references are not available the 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: AOPFN has the right to short list for interview/assessment purposes to the five (5) most qualified persons and typically establishes an eligibility list.