



Pikwakanagan Tibadjumowin

CHÌBAYATIGO-KÌJIGAD WABIGON KIZIS 23RD, 2025
FRIDAY MAY 23RD, 2025

WWW.ALGONQUINSOFPIKWAKANAGAN.COM | 613-625-2800

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Wabigon Kizis

Flower moon

May

RENFREW COUNTY AND DISTRICT HEALTH UNIT

Lunch and Learn Film Screening

Scan below for
more info
about the film



Join us for a screening of the film **Strong Medicine**, a film by and for Indigenous people living with HIV.

May 30, 2025
12:00 - 1:00 pm
The Elders Lodge

LUNCH AND BEVERAGES PROVIDED
TESTING AVAILABLE ON SITE

If interested, please call Health Services Chronic Disease Mangement Nurse Taylor to sign up
613-625-2259 ext 209



Algonquins of Pikwakanagan First Nation

Chief and Council Update – May 23rd, 2025

The Algonquins of Pikwakanagan recently played host to the 2025 Community Aboriginal Recreation Activator Program symposium in at the Lord Elgin Hotel in Ottawa. Chief Greg Sarazin, councillor Sherry Kohoko, Elder Francis Sarazin and our own community Activator, Darren Commanda welcomed other First Nations to our traditional territory to reflect on the program and plans for 2025. Elder Francis provided the opening prayer and smudging, while Chief Sarazin opened the symposium with welcome remarks from Pikwakanagan.

The program provides Pikwakanagan with community-driven sport, recreation, and physical activities to enhance the quality of life for community members. There are 27 First Nation communities that benefit from the program. Participating communities are provided with funding to hire an activator. Each activator creates, facilitates and implements a recreation plan tailored to community needs, with the goal of enhancing the community's participation in sport and recreation.

One the main presentations was from Indigenous NHLer John Chabot, who also founded the First Assist Hockey Program. leaders and staff in partner communities and the opportunities for First Nations to take part.



WÀBIGON-KÌZIS MAY 2025

MANÀJITÀGANIWAN SUNDAY	METISOWINÌ-KÌJID MONDAY	ÀNJENÌ-KÌJIGAD TUESDAY	SÒZEP-KÌJIGAD WEDNESDAY	ISHPINIGANIWAN THURSDAY	CHÌBAYÀTIGO- KÌJIGAD FRIDAY	MÀNÌ-KÌJIGAD SATURDAY
				1	2	3
					Cancer Education Fair 11:00 - 2:00	
4	5	6	7	8	9	10
		Health and Wellness Fair 1:30-7:00				
11	12	13	14	15	16	17
					Office Closed @ 12:00	
18	19	20	21	22	23	24
	Victoria Day Office Closed				Elders Dinner Club 11:30-1:30	
25	26	27	28	29	30	31

COMMUNITY HEALTH MAY 2025

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					 Hope, Health and Prevention Cancer Education Fair The Makwa 11:00am-2:00pm	
4	5	Chair Fitness with Taylor at The Manor 1:15-2:15 Mental Health Wellness Fair at Makwa Center	Nephrology Clinic RVH Dr. Abou (Appt. Only) Kidney Foundation at Health Services Drop in to chat!	Chair Fitness with Taylor at The Manor 1:15-2:15		
	12	Chair Fitness with Taylor at The Manor 1:15-2:15		Chair Fitness with Taylor at The Manor 1:15-2:15	Closed at Noon for Long Weekend 	
	 Closed	Chair Fitness with Taylor at The Manor 1:15-2:15		Chair Fitness with Taylor at The Manor 1:15-2:15		
18	19					
		Chair Fitness with Taylor at The Manor 1:15-2:15		Chair Fitness with Taylor at The Manor 1:15-2:15		
25	26			Chair Fitness with Taylor at The Manor 1:15-2:15		
				</		

News & Events:

Ensuring First Nations Children (0-17)
Have Access to Educational, Social
and Medical Supports



Examples of Supports Available

Mental Health Services
Speech Therapy
Dental and Vision Care
Assessments and Screenings
Medical Equipment
Assistive Technology
Respite Care
Tutoring
Land Based Activities

CONTACT US:

Pamela Scheel-Jordan's Principle Navigator
613-625-3800 ext. 352
jpma92@pikwakanagan.ca



DONATIONS WANTED



Tennisco Manor is looking for men's clothing donations

- Size large tops
- Size medium bottoms

CALL 613-625-1230 OR DROP
OFF AT TENNISCO MANOR



Pikwákanagán Excavating & Landscaping



Dig, Clear, Build - Experience the difference!
Large & small equipment for your excavating needs.

- Lot clearing & prep
- Pads & Foundations
- Trenching/Drainage
- Driveways
- Tree/Brush Removal
- Sand, Gravel, Topsoil
- Licensed Septic System Installation

Cheryl Kelly, Owner 613.312.9598 or 613.312.9872



AOPFN Members are invited

to the

Alexandra Bridge Replacement Project

2024-25 Ecological

Fall-Winter Field Surveys Results

June 4th 2025

at the Makwa Center

6pm-8pm

Come and join the Consultation Department for an
Informative Evening

Dinner

&

Beer Provided

Email coordinator.projects@pikwakanagan.ca
projectco2@pikwakanagan.ca for more info

CA Meetings

Did you know that these CA meetings
are for individuals who utilize any
substance!



THURSDAY @
Health Services

- 1643 Mishomis Inamo
Pikwakanagan



7:00pm-8:30pm

- Coffee and Snacks
provided

BEAR WISE SAFETY

REMINDER:
SPRING BRINGS INCREASED PRESENCE OF BEARS!

SOME HELPFUL BEARWISE FACTS ARE LISTED BELOW:

1. **RESPECT ALL BEARS - THEY ARE JUST AS TIMID OF YOU AS YOU ARE OF THEM!**
2. **NEVER APPROACH A BEAR, ESPECIALLY BEAR CUBS.**
3. **PHOTOGRAPHING BEARS CAN BE DANGEROUS.**
4. **CLEAN BBQ'S AND SMOKERS OFTEN**
5. **FOOD AND FOOD ODORS ATTRACT BEARS, SO DON'T LEAVE FOOD, GARBAGE, OR RECYCLING BINS ACCESSIBLE.**
6. **REMOVE BIRD FEEDERS TO PREVENT ATTRACTING BEARS**

FOR MORE INFORMATION PLEASE CONTACT NRD @ 613-625-2800 EXT 253 OR MGR.NATURALRESOURCES@PIKWAKANAGAN.CA

FOR MORE INFORMATION PLEASE VISIT :
[HTTPS://WWW.ONTARIO.CA/PAGE/PREVENT-BEAR-ENCOUNTERS-BEAR-WISE](https://www.ontario.ca/page/prevent-bear-encounters-bear-wise)

CONTACT THE TOLL-FREE BEAR WISE REPORTING LINE
1-866-514-2327 (THIS LINE OPERATES 24 HOURS A DAY, SEVEN DAYS A WEEK, FROM APRIL 1 TO NOVEMBER 30.)



- ## ATV Safety Reminders
- Always wear a DOT-compliant helmet, goggles, long sleeves, long pants, over-the-ankle boots, and gloves.
 - Never ride on paved roads except to cross when done safely and permitted by law.
 - ATVs are designed to be operated off-highway.
 - Understand the risks and necessary safety measures before riding ATVs.
 - Dangers of riding off-highway vehicles (OHVs) include overturning, collisions, and occupant ejection.
 - ATVs can be unstable and hard to control, particularly at high speeds.

Hand Signals



STOP



LEFT TURN



RIGHT TURN



SLOW DOWN



LAST IN GROUP



HAZARD AHEAD

- For off-road riding, the driver must be at least 12 years old, unless directly supervised by an adult or while driving on land occupied by the owner of the ORV
- No person shall drive an off-road vehicle unless it is insured under a motor vehicle liability policy in accordance with the Insurance Act



Practical Nursing Program

Fall 2025 enrolment now open!

FREE tuition available!

Contact Program Coordinators Sharon O'Connor (Nipissing) or Andrea Noah (Munsee) for more information:
sharon.oconnor@anishinabek.ca 705.497.9127 ext. 2261
andrea.noah@anishinabek.ca 519.209.0777 ext. 224





Algonquins of Pikwakanagan First Nation

Join Chief and Council for an update and discussions on

Treaty Negotiations

Saturday, June 7, 2025

Makwa Community Centre

**83 Kagagimin Inamo, Pikwakanagan, ON,
K0J 1X0**

zoom

ID: 613 625 2800

Pass: Niganizi



Lunch: 11:30 am – 12:30 pm

Presentations: Beginning at 12:30 pm

Chief and Council 613-625-2800 EXT 228

Grandmother's



WALK
For Healing

FREE BBQ | Open Mic for Sharing Messages | Door Prices

Join us as we walk together for healing, awareness, and hope in our community. Led by our cherished grandmothers, this walk is a powerful call for unity, healing from trauma, and standing together.

Saturday, June 28th

10:00 - 1:00

Starts at the Fire Hall

Contact Katrina at the Health Centre for any inquiries 613-625-2299

TICK SAFETY

TICK SEASON IS UPON US



PREVENTION

- Wear light colored long sleeve shirts and pants
- Tuck your shirt into your pants and your pants into your socks
- Wear closed toe shoes
- Use bug spray with DEET or Icaridin
- Walk on clear paths or walkways
- You can also wear permethrin-treated clothing, now available in Canada

CHECKING

- Shower or bathe as soon as possible after being outdoors
- Do a daily full body tick check on yourself, your children, your pets and your gear.
- Put your clothes in a dryer on high heat for at least 10 minutes.

WHAT TO DO IF YOU ARE BITTEN

- Use fine-point tweezers to immediately removed attached tick:
 - Grasp the ticks head as close to the skin as possible
 - Slowly pull it straight out while avoiding twisting or squeezing the tick
- Wash the bite with soap and water or alcohol based sanitizer
- Keep tick in a closed container and bring it with you if you go see your health care provider.

SEE YOUR HEALTH CARE PROVIDER IMMEDIATELY IF YOU BEGIN TO FEEL UNWELL AFTER REMOVING THE TICK !



For more information please contact NRD @ (613)-625-2800 ext. 253 or
mgr.naturalresources@pikwakanagan.ca

Please visit: <https://www.canada.ca/en/public-health/services/publications/diseases-conditions/lyme-pamphlet.html> for more information on ticks

HOW TO REMOVE A BLACKLEGGED (Deer Tick)

(Buying a set of tweezers should be an essential household item).

Removing a tick is the same for humans and animals. **It's important you do not crush, nor squeeze the body of the tick when removing it, to minimize the risk of infection.** The reason is it could cause the Lyme bacteria to pass from the tick's body into the bloodstream.

1. Use a fine-tipped tweezer and grasp the tick as close to your skin as possible, approach the tick with the tweezer in a sideways angle and pinch the tick. When you think you are close to the head which would be embedded into the skin pull the tick straight up and out with a steady motion, avoiding twisting or squeezing the tick.

2. It's important to check yourself and your pets after you have spent time outdoors in areas with trees, shrubs, grass or piles of leaves, ticks no longer live wooded, long grass, or fields as once thought. The Eastern Ontario Health Unit says tick bites are "usually painless," and you may not realize you have been bitten. Look for ticks often in the groin, belt area, arm pits, or behind the knee.

3. Talk to your veterinarian about tick prevention and care for your pets. Pets that go outdoors can carry ticks into your yard or home, which could increase your chance of a tick bite.

Having found a tick on you or your pets can be alarming, by following this instruction you can remove a tick safely.

If a tick has been on you for **less then 24 hours remove**, kill and throw it away. Once you have removed the tick, wash your skin with soap and water and then disinfect your skin and your hands. (rubbing alcohol is good)

If a tick has been on you for **more then 24 hours seek medical attention**. Some symptoms you may experiences would be a summer flu-like illness, achy and no rash, or you may see a circular rash and not always in a bull eye appearance, the rash would be warm to touch and can look like a spider bite or a bruise. Swollen glands, stiff neck and joint pains have also been associated with tick bites.

When seen by a health care provider, an antibiotic Prophylaxis is given as a preventive measurement against Lyme disease following a tick bite. Prophylaxis is a one-time dose. Your local Pharmacist can give you the one-time dose after assessment, if you can not be seen by a health care provider.

News & Events:



BINGO HALL RENTAL

Email Karen Brethour at
ea.lp@pikwakanagan.ca

or

Call Karen at AOPFN Limited Partnership to arrange
Bingo Hall rentals

613-625-1551 ext : 1

Please leave a message if you reach voicemail so we
can return your call in a timely manner

Keys will be available for pick up
8:30 - 12:00 & 1:00 - 3:00

Addictions Recovery Meeting~

Oshki Maadjita (A New Beginning)



Thursdays 7:00PM - 8:30 PM

96 Chibekana Inamo
Elders Lodge

*** Everyone is welcome***
Refreshments will be provided

C.A. is not allied with any sect, denomination,
politics, organization or institution

RENFREW COUNTY LEGAL CLINIC IS COMING HERE TO AOPFN!

New Dates!

THINGS TO KNOW:

- Renfrew County Legal Clinic will be attending the Health Services Building to offer free legal advice and support.
- No appointment needed.
- First come, first serve basis.
- The hours will run from 4:30pm till 6:00pm.



RENFREW COUNTY
LEGAL CLINIC

THE RENFREW COUNTY LEGAL CLINIC WILL BE HERE:

February 18, 2025 4:30-6:00pm

March 25, 2025 4:30-6:00pm

April 15, 2025 4:30-6:00pm.

May 13, 2025 4:30-6:00pm

June 17, 2025 4:30-6:00pm

July 8, 2025 4:30-6:00pm

August 12, 2025 4:30-6:00pm

September 16, 2025 4:30-6:00pm

FOR MORE INFORMATION CALL
EMMA: THE RESTORATIVE
JUSTICE WORKER AT AOPFN

(613) 625-2259 Ext 245

1643 Mishomis Inamo,
Pikakanagan, ON



TWICE WEEKLY LOW IMPACT CHAIR EXERCISES

Tuesdays 1:15pm-2:15pm
Thursdays 1:15pm-2:15pm

In the common room of
Tennisco Manor



Algonquins of
Pikwakanagan
First Nation



JOIN ONE OF OUR
HEART WISE FITNESS
PROGRAMS WITH OUR
CHRONIC DISEASE
MANAGEMENT NURSE
TAYLOR

Designed for all fitness levels - beginner
friendly and safe for those with chronic
conditions - helping you improve your health
and wellness!

If wanting more info about joining reach out to
Taylor at Health Services 613-625-2259 ext 209

Request for Proposals:

REQUEST FOR PROPOSAL – PROJECT MANAGER

Nigig Nibi Ki-win Gamik Society – Child and Family Well-Being Centre Construction Project

Join our dynamic and dedicated team as we continue to develop capacity within the Algonquins of Pikwakanagan First Nation and the greater unceded Algonquin territory. With our child well-being law, Nigig Nibi Ki-win, now fully in force, the community embraces a meaningful step in reconciliation by reclaiming jurisdiction over the safety and well-being of our children, youth, and families.

Nigig Nibi Ki-win Gamik is seeking proposals from qualified individuals or firms for the role of **Project Manager (Owner's Representative)** for the construction of a new Child and Family Well-Being Centre in Pikwakanagan, Ontario.

Construction is expected to begin in **Summer 2025**, with an anticipated duration of **18 to 24 months**.

The Project Manager will represent the Owner's interests and oversee the construction process to ensure timely, on-budget, and high-quality delivery. Experience with commercial construction, CCDC 2 contracts, Indigenous communities, and project coordination is preferred.

RFP opens: May 15, 2025

Closing date: June 15, 2025

The full RFP, including submission instructions, is available at:

👉 www.nigignibi.com

For inquiries, contact: **info@nigignibi.com**

Nigig promotes equal opportunities for all proponents. Persons who identify as Indigenous will be given preference as this role will be based on the Algonquins of Pikwakanagan First Nation. Provided the candidate meets the basic requirements of the position and is deemed qualified following the interview process, preference will be given to a) the qualified Indigenous person who is a member of Algonquins of Pikwakanagan First Nation; then to, b) the qualified Indigenous person; then to, c) the qualified non-Indigenous candidate.

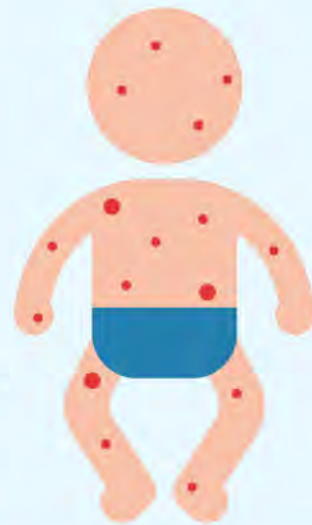
MEASLES

NOT JUST A DISEASE FROM THE PAST

- Cases of measles have been reported in Ontario
- Measles is very contagious, it infects 90% of close contacts who are not immune
- Measles virus can live in the air and on surfaces for 2 hours
- Measles can cause serious health complications and death

SIGNS & SYMPTOMS

- High fever
- Cough
- Runny nose
- Red, watery eyes
- Small, white spots inside the mouth
- Rash starting 3-5 days after symptoms begin



If you have symptoms of measles, self-isolate and contact your healthcare provider for assessment. Make sure you phone ahead to protect others.

MEASLES VACCINE SAVES LIVES

Protect yourself, your family and your community by making sure your measles vaccines are up to date!



**Algonquins of Pikwakanagan
First Nation**

MEASLES

Ontario is experiencing a measles outbreak.

As of April 29, 2025, there are two confirmed cases of measles in the Renfrew County and District area.

What is Measles?

Measles, also called red measles, is a very contagious infection that is caused by the measles virus. Measles can cause serious health complications, including hospitalization, pneumonia, inflammation of the brain, and, rarely, death. It is usually more severe in infants and adults than in children.

Measles is spread when a person comes in contact with an infected person. It is spread through droplets from the nose, mouth or throat when an infected person is coughing, sneezing or talking.

Symptoms

Symptoms of measles may develop 7 to 21 days after exposure to an infected person. Symptoms include:

- High fever
- Runny nose
- Cough
- Drowsiness
- Irritability
- Red eyes
- Small white spots may appear in the mouth and throat
- A red blotchy rash begins to appear on the face 3 to 7 days after the start of symptoms, then spreads down the body to the arms and legs. This rash lasts 4 to 7 days. Symptoms last 1 to 2 weeks.

Health Updates:

Exposure

If you experience any symptoms of measles, please call your health-care provider and avoid attending any public settings. If you need to go to a clinic or other healthcare setting for care, it is important to contact them ahead of time to avoid spreading the virus to others.

How do I know if my measles vaccination is up to date?

- Most people born before 1970 have protection (immunity) due to infection in their childhood, as high levels of measles were circulating before 1970.
- Anyone born in 1970 or later who has not had 2 doses of MMR or been infected with measles is vulnerable to infection.
- Call Health Services at 613-625-2259 for more information about measles immunization.

Immunization

The best way you can protect yourself and others against measles is by getting the measles vaccine. This vaccine is combined with the vaccine for mumps and rubella and is known as the MMR vaccine. The MMR vaccine can also be combined with the varicella vaccine (MMR-V) for some individuals. MMR and MMR-V are very safe vaccines and very effective against measles. Two doses of measles vaccination is 97% effective at preventing infection.

Immunization for Children & Youth

- Infants 6 to 11 months of age should get a dose if they are travelling to an area with increased measles activity.
- Children should get two doses of the measles vaccine – a dose of MMR vaccine at 1 year of age and a dose of MMR-V vaccine between 4 and 6 years of age (preferably prior to school entry).

Resource Numbers:

Addictions Resources

Addictions Counsellors:

Gillian McKay & Sabrina
Laframboise

613-625-2259

Renfrew County Community Withdrawal Management:

613-432-7620

After Hours: Drug,
Alcohol, Gambling
Hotline:

1-866-531-2600

After Hours:
National Overdose
Prevention Line:

1-888-688-6677

Medical & Foodbank Resources

VTAC:

1-844-727-6404

Telahealth

1-866-797-0000

Poison Control

1-800-268-9017

The Sharing Place
Golden Lake
(11185 Hwy 60)

613-625-2600

Food Vouchers
(Pikwakanagan Social
Services)

613-639-1633

Pikwakanagan Drug Tip Line

OPP Community Street Crime Unit in Renfrew County have established a drug tip line for Pikwakanagan First Nation. The number is:
613-689-0805.

The tip line will be monitored by Detectives within the Community Street Crime Unit (CSCU). Messages will be checked regularly. If the caller wishes to be called back, an investigator will return the call.

This line is only intended for drug-related information.

Any emergency requests for police assistance or other call for service should go through normal channels.

Renfrew County Crimestoppers is still available for drug and non-drug related tips.

- Pikwakanagan Drug Tip Line: 613-639-0805
- Renfrew County Crimestoppers: 1-800-222-8477
- Any Emergency call: 911
- OPP non-emergency line: 1-888-310-1122



Algonquins of Pikwakanagan First Nation Community Support Personnel

Who are the CSP

A group of trained individuals who support the community by assisting local Ambulance and Police services, engaging in community crisis support and actively ensuring the safety and well-being of the community members.



- Operates 7 days a week
- Wellness Checks
- Assist with special events & recreation
- Assist where they are needed
- Providing support to the community
- Ensuring the safety & well-being of the residents

Your privacy matters to us. Any contact information you provide will remain strictly confidential and never be shared with any third parties without your consent.



613-401-7446



csp@pikwakanagan.ca



AOPFN Limited Partnership

"CALL TO TENDER"
469 & 473 KOKOMIS INAMO
COMMUNITY BEACH AREA
12127 HIGHWAY 60
YARD MAINTENANCE

SCOPE OF WORK: CUT ALL GRASS AT THESE LOCATIONS, WHIPPER SNIP AND TRIM AROUND BUILDINGS, OUTDOOR FIXTURES, TREES ETC. AND PICK UP ANY GARBAGE THAT MAY BE FOUND.

CONTRACT LENGTH: JUNE 2 TO SEPTEMBER 28, 2025

TENDER CLOSURES: NOON MAY 28TH, 2025

SUBMITTED TENDER MUST INCLUDE:

- COMPLETED TENDER FORM (BELOW)
- IF SUCCESSFUL, YOU MUST SUPPLY THE MATERIALS AND SUPPLIES NEEDED TO COMPLETE THE SCOPE OF WORK ABOVE, SUCH AS RIDING MOWER, WHIPPER SNIPPER, GAS AND OTHER EQUIPMENT AS NEEDED. YOU ARE ALSO RESPONSIBLE FOR ANY EQUIPMENT REPAIRS NEEDED.

CONTRACT AWARD: THE AOPFN LIMITED PARTNERSHIP IS NOT OBLIGATED TO ACCEPT THE LOWEST OR ANY TENDER.

PLEASE EMAIL KAREN BRETHOUR, EXECUTIVE ASSISTANT AT THE AOPFN LIMITED PARTNERSHIP OFFICE (EA.LP@PIKWAKANAGAN.CA) OR CALL/TEXT KAREN 613-756-7991 TO ARRANGE A SITE INSPECTION OF ANY OF THE AREAS TO FAMILIARIZE YOURSELF WITH THE WORK THAT NEEDS TO BE COMPLETED.

SUCCESSFUL BIDDER MUST PROVIDE A VALID WSIB CLEARANCE CERTIFICATE AS WELL AS PROPERTY DAMAGE AND PERSONAL LIABILITY INSURANCE CERTIFICATE.

SUBMISSION OF TENDER: SUBMIT A SEALED ENVELOPE, CLEARLY MARKED, "TENDER – ATTN: KAREN" AND DROP OFF TO THE LIMITED PARTNERSHIP OFFICE 469 KOKOMIS INAMO, UNIT 3 BETWEEN 9 & 12 OR 1 & 3 MONDAY TO FRIDAY.

AOPFN LP 2025 TENDER FOR MAINTAINING GROUNDS AT 469 & 473 KOKOMIS INAMO, COMMUNITY BEACH AREA AND 12127 HIGHWAY 60

I _____ HAVE COMPLETED SITE INSPECTIONS, READ THE TENDER REQUIREMENTS AND AM HEREBY SUBMITTING MY TENDER AS \$ _____ PER MONTH.

DATE: _____ CONTACT #: _____

NAME: _____ SIGNATURE: _____

"CALL TO TENDER"

GROUND'S MAINTENANCE

For the Algonquins of Pikwakanagan First Nation

Minopimadiz-I Gamik Health Services Building & Tenniscoe Manor

SUMMARY: The Grounds Maintenance Worker is responsible for maintaining the aesthetic and functional aspects of the outdoor space at Minopimadiz-I Gamik Health Services and the Tenniscoe Manor. This includes tasks related to lawn care and general upkeep of the grounds to ensure safe and appealing environments.

SCOPE OF WORK:

- Perform regular landscaping tasks, mowing, trimming, and edging.
- Remove debris, litter, and leaves from grounds to maintain cleanliness.
- Operate and maintain groundskeeping equipment such as mowers, blowers, and trimmers.
- Assist in the installation and maintenance of hardscapes such as walkways and retaining walls.
- Report any maintenance or safety issues to the supervisor.

Duration of Contract: May 31, 2025 – October 3, 2025

Tender Closing Date & Time: May 30, 2025 @ 4:30 p.m.

Tender Submission Requirements: Complete tender must include the following:

- Tender form completed in full; (see below) with detailed quote for each separate area.
- All equipment required to complete the scope of work listed above will be provided by the Algonquins of Pikwakanagan First Nation

Contract Award: The Algonquins of Pikwakanagan First Nation is not obligated to accept the lowest or any other 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 valid Personal Liability and Property Damage Insurance Certificate, WSIB clearance certificate upon signing of the contract.

Tender Submission: Submit "Tender" in a sealed envelope clearly marked, "Tender for Grounds Maintenance Health Services and Tenniscoe Building" Addressed to c/o Karen Levesque, Office Administrator, Health Services, Algonquins of Pikwakanagan First Nation, 1643 Mishomis Inamo, Pikwakanagan, Ontario K0J 1X0

TENDER FOR GROUND'S MAINTENANCE

HEALTH SERVICES & TENNISCOE MANOR BUILDING 2025

I, _____ having carefully read the tender specifications and
site inspection (optional).

Submit my tender for Grounds Maintenance Health Services & Tenniscoe Manor as:

\$ _____ per month, dated this _____ day of _____, 2025

_____(Signature)
_____(Phone Number)

"CALL TO TENDER"

101 Kiwita Maintenance for the Algonquins of Pikwakanagan First Nation

Scope of Work:

- **Grass Cutting and Whipper Snipping**
- **Trimming of Trees and Shrubs**
- **Gathering of Garbage/Litter, Branches and other Debris**
- **Sweeping off Debris off all Outdoor Ramps**

Duration of Contract: June 6, 2025 – September 30, 2025

Tender Closing Date & Time: June 6, 2025, at 4:30PM

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

Tender form completed in full (see Below).

- 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 valid Personal Liability and Property Damage Insurance Certificate, WSIB clearance certificate upon signing of contract.

Tender Submission: Submit "Tender" in a sealed envelope clearly marked. "Tender for 101 Kiwita Maintenance 2025" addressed to: Alexis Roesler, Health Services, Algonquins of Pikwakanagan First Nation, 1643 Mishomis Inamo, Pikwakanagan, Ontario K0J 1X0

2025 TENDER FOR 101 Kiwita Maintenance

I, _____ having carefully read the tender specifications and completed a site inspection (optional). I am submitting my tender as:

\$_____ per month. Date: _____

_____ (Signature)

_____ (Phone Number)

CALL TO TENDER

ALGONQUIN CULTURAL MURAL – ADMINISTRATION OFFICE

CLOSING DATE: FRIDAY, JUNE 13, 2025, AT 4:30 PM

SCOPE OF WORK:

DESIGN AND CREATE A MURAL THAT REPRESENTS ALGONQUINS OF PIKWAKANAGAN FIRST NATION, REFLECTS THE VALUES AND VISION OF THE COMMUNITY AND ORGANIZATION, WITH THE INCORPORATION OF THE SEVEN GRANDFATHER TEACHINGS, AND THE ALGONQUIN LANGUAGE.

ALL MATERIALS, NECESSARY EQUIPMENT/TOOLS, AND LABOR ARE TO BE SUPPLIED BY THE BIDDER.

SITE EXAMINATION: TO ARRANGE A SITE VISIT TO REVIEW THE CANVAS OF THE MURAL , PLEASE MAKE ARRANGEMENTS WITH RACHEL MATHIEU AT ASSISTANT.EDO@PIKWAKANAGAN.CA OR SASHA SARAZIN AT GENERALGOV.ASSISTANT@PIKWAKANAGAN.CA OR PHONE 613-625-2800

TENDER SUBMISSION:

EMAIL: RACHEL MATHIEU AT ASSISTANT.EDO@PIKWAKANAGAN.CA WITH SUBJECT LINE “ALGONQUIN CULTURAL MURAL – ADMINISTRATION OFFICE” OR

PHYSICAL: HAND DELIVER ENVELOPE WITH SUBJECT LINE “ALGONQUIN CULTURAL MURAL – ADMINISTRATION OFFICE” ADDRESSED TO RACHEL MATHIEU AT 1657A MISHOMIS INAMO, PIKWAKANAGAN, ONTARIO

THE ALGONQUINS OF PIKWAKANAGAN FIRST NATION IS NOT OBLIGATED TO ACCEPT THE LOWEST OR ANY TENDER.

MY “TENDER” FOR ALGONQUIN CULTURAL MURAL – ADMINISTRATION OFFICE

(COMPLETE COST OF LABOR AND ALL MATERIALS) IS:

\$_____

CONTACT PHONE NUMBER: _____

SIGNATURE_____

DATE_____



SUMMER STUDENT EMPLOYMENT OPPORTUNITY

Day Camp Counsellor Summer Student

Department: Sports & Recreation

Supervisor: Manager, Sports & Recreation

Tenure: Start Date July 8, 2025 (7 weeks)

\$17.75 per hour

Deadline to Apply: Friday, June 6 at 4:30 p.m.

The Day Camp Counsellor Summer Student involves supporting the planning and coordination of a summer program for children aged 4 to 11, including assisting with daily activities, attendance tracking, and snack preparation. Responsibilities also include managing inventory of camp supplies, completing administrative forms such as timesheets and incident reports, and helping organize field trips and excursions. The position requires regular communication with parents when needed and performing additional duties as assigned by supervisors.

- Assist in developing the summer program for children aged 5 -11
- Assist with coordinating programs and activities
- Assist with Daily Attendance Log Sheets
- Assist and conduct an inventory of camp supplies check before and after Summer Day Camp Activities;
- Assist when required by Coordinator/ Supervisor to Liaison with parents on a daily basis;
- Assist with daily prep of morning snacks only
- Admin Forms: Time Sheets, Incident reports when necessary ect.
- Assist in the Organizing of field trips and excursions as required
- Perform other related duties as required by the assigned Supervisor

For full Job Description please email hr@pikwakanagan.ca

REQUIREMENTS:

- Willing and capable of working with children between the ages of 5 and 11.
- Demonstrates kindness, courtesy, and maintains confidentiality in all program-related duties and interactions.
- Dependable, punctual, and cooperative, with a friendly demeanor and a positive attitude.
- Comfortable and prepared to work in outdoor environments.

WORKING CONDITIONS:

- Work has public contact and is subject to interruptions and deadlines; work involves flexible hours, may be subject to travel as needed; work involves heavy lifting and some exposure to inclement weather.

How to Apply

- Cover Letter
- Current Resume
- Three (3) professional/work-related references that include name, phone number and email address.

Submit to:

Human Resources Department
Algonquins of Pikwakanagan First Nation
1657A Mishomis Inamo, Pikwakanagan, Ontario, K0J 1X0

hr@pikwakanagan.ca

Subject Line: Day Camp Counsellor Summer Student

Please allow for 24 hours to receive a 'Confirmed Receipt' of your application submission should you apply via email.

Application Procedure: Interested persons must submit a resume demonstrating that they meet the requirements outlined and the names and day contact telephone numbers of three (3) professional references.

Screening Procedure: Applicant must not be a member of the supervisor's immediate family. 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, preference will be given to:

- a) the qualified indigenous person who is an Algonquin; then to,
- b) the qualified indigenous person; then to,
- c) the qualified non-indigenous candidate.

Interviews: Interviews will be conducted in-person or virtually by Teams Meeting. AOPFN has the right to shortlist for interview/assessment purposes of the five (5) most qualified persons and typically establishes an eligibility list.

What Algonquins of Pikwakanagan First Nation Offers

Employee Benefits:

- Pension Plan
- Paid Sick Days
- 4% Vacation
- Holiday Shutdown
- 14 Provincial and Federal Statutory Holidays
- Half days on Fridays prior to holiday Mondays
- Health Spending Account (Dental, Vision, Prescriptions, etc.)
- Milestone Recognitions & Rewards

We are committed to achieving employment equity and developing a highly capable workforce that is representative of Canadian Society. We therefore encourage women, Indigenous peoples, persons with disabilities, and members of visible minority groups to apply and declare themselves as part of one or more of the above mentioned Employment Equity Designated Groups.

AOPFN is also committed to developing inclusive, barrier-free selection processes and work environments. If contacted in relation to a job opportunity or testing, you should advise the recruitment representative in a timely fashion of the accommodation measures which must be taken to enable you to be assessed in a fair and equitable manner. Information received relating to accommodation measures will be addressed confidentially.



SUMMER STUDENT EMPLOYMENT OPPORTUNITY

Cultural Centre Assistant Summer Student

Department: Omamiwinini Pimadjiwowin

Supervisor: Manager, Omamiwinini Pimadjiwowin

Tenure: Start Date July 8, 2025 (7 weeks)

\$17.75 per hour

Deadline to Apply: Friday, June 6 at 4:30 p.m.

The Cultural Centre Assistant Summer Student provides support to the Cultural Centre team by assisting with daily operations, program delivery, and Gift Shop activities.

- Support the Cultural Centre team with daily operations and program delivery.
- Assist in the Gift Shop, including inventory management and operating the cash register.
- Maintain confidentiality of all program participants and customers.
- Build and maintain positive relationships with customers, suppliers, and business associates.
- Answer phones, greet visitors, and respond to general public inquiries.
- Receive, direct, and relay messages to the appropriate team members.
- Support staff such as the Program Coordinator, Land-Based Healing Lead, Cultural Resource Officer, and Manager – Language and Culture with daily tasks and program preparation.
- Perform additional duties as required.

For full Job Description please email hr@pikwakanagan.ca

REQUIREMENTS:

- Communication skills: Will be working closely with community members and the general public and must speak clearly and have good people skills.
- Computer skills: Use of our point of sales computer system, as well as knowledge of word processing, and creative word processing software (ie. Canva, Power Point, etc).
- Customer services skills: Will have to speak with people outside the company, including potential customers.
- Attention to detail: When performing data processing or writing letter, invoices or other documents, need to ensure work is free of mistakes.
- Organizational skills: Assist with organization and scheduling of weekly programming.
- Personal Suitability: Must be mature, able to work independently, be professional, and have a genuine interest in Algonquin culture and language.

WORKING CONDITIONS:

- Work has public contact and is subject to interruptions and deadlines; work involves flexible hours, may be subject to travel as needed; work involves heavy lifting and some exposure to inclement weather for workshops/programming

How to Apply

- Cover Letter
- Current Resume
- Three (3) professional/work-related references that include name, phone number and email address.

Submit to:

Human Resources Department
Algonquins of Pikwakanagan First Nation
1657A Mishomis Inamo, Pikwakanagan, Ontario, K0J 1X0

hr@pikwakanagan.ca

Subject Line: Cultural Centre Assistant Summer Student

Please allow for 24 hours to receive a 'Confirmed Receipt' of your application submission should you apply via email.

Application Procedure: Interested persons must submit a resume demonstrating that they meet the requirements outlined and the names and day contact telephone numbers of three (3) professional references.

Screening Procedure: Applicant must not be a member of the supervisor's immediate family. 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, preference will be given to:

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- b) the qualified indigenous person; then to,
- c) the qualified non-indigenous candidate.

Interviews: Interviews will be conducted in-person or virtually by Teams Meeting. AOPFN has the right to shortlist for interview/assessment purposes of the five (5) most qualified persons and typically establishes an eligibility list.

What Algonquins of Pikwakanagan First Nation Offers

Employee Benefits:

- Pension Plan
- Paid Sick Days
- 4% Vacation
- Holiday Shutdown
- 14 Provincial and Federal Statutory Holidays
- Half days on Fridays prior to holiday Mondays
- Health Spending Account (Dental, Vision, Prescriptions, etc.)
- Milestone Recognitions & Rewards

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SUMMER STUDENT EMPLOYMENT OPPORTUNITY

Community Garden Summer Student

Department: Health Services

Supervisor: Manager, Health Services

Tenure: Start Date July 8, 2025 (7 weeks)

\$17.75 per hour

Deadline to Apply: Friday, June 6 at 4:30 p.m.

The Community Garden Summer Student will maintain and care for garden and flower beds by watering, weeding, fertilizing, and monitoring plant growth. Support the use of necessary equipment, coordinate with staff and volunteers, harvest and distribute produce to designated recipients, and assist with additional maintenance tasks as needed.

- Ensure garden beds are watered appropriately and agree weeded regularly to ensure plant prosperity.
- Monitor growth of plants and ensure equipment like trellises and stakes are in place to promote optimal plant growth.
- Work with Health Services staff, Tennisco Manor staff, and community volunteers to ensure adequate maintenance of all garden beds.
- Fertilize garden beds when necessary.
- Harvest garden produce when necessary.
- Aid with the distribution of garden produce to the Tennisco Manor, Miniwin Manido Daycare, and community members.
- Tend to flower beds surrounding Tennisco Manor and Health Services.
- Perform additional duties as requested by Health Services and Tennisco Manor HCC Maintenance Staff.

For full Job Description please email hr@pikwakanagan.ca

REQUIREMENTS:

- Over 15 years of age and under 18 years
OR;
- Preparing to enter the Grade 12 year of secondary education
- Interest in gardening and harvesting

How to Apply

- Cover Letter
- Current Resume
- Three (3) professional/work-related references that include name, phone number and email address.

Submit to:

Human Resources Department
Algonquins of Pikwakanagan First Nation
1657A Mishomis Inamo, Pikwakanagan, Ontario, K0J 1X0

hr@pikwakanagan.ca

Subject Line: Community Garden Summer Student

Please allow for 24 hours to receive a 'Confirmed Receipt' of your application submission should you apply via email.

Application Procedure: Interested persons must submit a resume demonstrating that they meet the requirements outlined and the names and day contact telephone numbers of three (3) professional references.

Screening Procedure: Applicant must not be a member of the supervisor's immediate family. 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, preference will be given to:

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- b) the qualified indigenous person; then to,
- c) the qualified non-indigenous candidate.

Interviews: Interviews will be conducted in-person or virtually by Teams Meeting. AOPFN has the right to shortlist for interview/assessment purposes of the five (5) most qualified persons and typically establishes an eligibility list.

What Algonquins of Pikwakanagan First Nation Offers

Employee Benefits:

- Pension Plan
- Paid Sick Days
- 4% Vacation
- Holiday Shutdown
- 14 Provincial and Federal Statutory Holidays
- Half days on Fridays prior to holiday Mondays
- Health Spending Account (Dental, Vision, Prescriptions, etc.)
- Milestone Recognitions & Rewards

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SUMMER STUDENT EMPLOYMENT OPPORTUNITY

Office Clerk Summer Student

Department: Consultation

Supervisor: Manager, Consultation

Tenure: Start Date July 8, 2025 (7 weeks)

\$17.75 per hour

Deadline to Apply: Friday, June 6 at 4:30 p.m.

The role provides comprehensive administrative and reception support, including handling correspondence, filing, scheduling, and preparing documents such as letters, presentations, and reports. Responsibilities also include organizing meetings, coordinating field worker schedules, and assisting with targeted communications such as mail outs. The position manages various reception duties, and contributes to quality management by documenting front desk concerns, participating in team meetings and staff development activities, and promoting cultural awareness, sensitivity, and the values of the AOPFN in all interactions.

1. Administrative Support:

- Completes all assigned administrative tasks i.e. correspondence, filing systems, bring forward systems, assisting with preparing letters, briefing notes, presentations, news copy, communiques, databases, etc., and arranges as to format
- Assists with general and targeted membership mail outs Provides photocopying, scanning, shredding services
- Arranges meetings (virtual, in person, community, committee, team), including notices, confirmations, location, set up, accommodations, etc.
- Assists with scheduling of field workers
- In all dealings promote cultural awareness, sensitivity and values of education, healthy well-being and long-term success of the Algonquins of Pikwakanagan First Nation

2. Reception Services:

- Answers and forwards incoming calls; takes messages as required
- Greets visitors entering the office, confirms staff availability, direct visitors to destination.

For full Job Description please email hr@pikwakanagan.ca

REQUIREMENTS:

- Strong attention to detail with the ability to manage multiple administrative tasks efficiently.
- Proficient in Microsoft Office Suite (Word, Excel, Outlook, PowerPoint).
- Friendly, courteous, and professional when dealing with the public and colleagues.

WORKING CONDITIONS

- Work involves extensive public contact, working in a busy or distracted environment, sitting for long periods of time, operating standard office equipment and local travel.

How to Apply

- Cover Letter
- Current Resume
- Three (3) professional/work-related references that include name, phone number and email address.

Submit to:

Human Resources Department
Algonquins of Pikwakanagan First Nation
1657A Mishomis Inamo, Pikwakanagan, Ontario, K0J 1X0

hr@pikwakanagan.ca

Subject Line: Office Clerk Summer Student

Please allow for 24 hours to receive a 'Confirmed Receipt' of your application submission should you apply via email.

Application Procedure: Interested persons must submit a resume demonstrating that they meet the requirements outlined and the names and day contact telephone numbers of three (3) professional references.

Screening Procedure: Applicant must not be a member of the supervisor's immediate family. 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, preference will be given to:

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- b) the qualified indigenous person; then to,
- c) the qualified non-indigenous candidate.

Interviews: Interviews will be conducted in-person or virtually by Teams Meeting. AOPFN has the right to shortlist for interview/assessment purposes of the five (5) most qualified persons and typically establishes an eligibility list.

What Algonquins of Pikwakanagan First Nation Offers

Employee Benefits:

- Pension Plan
- Paid Sick Days
- 4% Vacation
- Holiday Shutdown
- 14 Provincial and Federal Statutory Holidays
- Half days on Fridays prior to holiday Mondays
- Health Spending Account (Dental, Vision, Prescriptions, etc.)
- Milestone Recognitions & Rewards

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SUMMER STUDENT EMPLOYMENT OPPORTUNITY

Floating Assistant Summer Student (2 Positions)

**Department: General Government
& Political Office**

**Tenure: Start Date July 8, 2025 (7 weeks)
\$17.75 per hour**

Location: Administration Building

Deadline to Apply: Friday, June 6 at 4:30 p.m.

The Floating Assistant will provide administrative support services and assists with the delivery of programs and services in a multi departmental organization.

- Prepares correspondences, reports, forms, advertisements, posters etc; Assists with research assignments and presentations;
- Schedules, plans and executes all arrangements for meetings, conferences, training;
- Attends meetings for the purpose of taking minutes, when required;
- provides coverage for various positions and supports when/ as needed including (reception services)
- Maintains administrative systems i . e. BF, attendance, purchasing, filing, mail logs;
- Photocopies, scans, shreds; mails, couriers and faxes;
- Provide assistance and replacement service to various departments in the delivery of programs and services as approved.
- Provide support in maintaining and organizing file archives.

For full Job Description please email hr@pikwakanagan.ca

REQUIREMENTS:

- Capable of working independently with minimal supervision.
- Demonstrates a strong ability to handle sensitive information with a high level of confidentiality.
- Self-motivated, dependable, and shows strong initiative.
- Able to interact professionally and respectfully with the public, clients, and team members.

WORKING CONDITIONS:

- Work involves use of office, exercise, medical and limited motorized equipment; hand and gardening tools; long period of sitting or standing and a demand for physical activity.
- Work requires public contact, flexibility and multi-tasking. Local travel required.

How to Apply

- Cover Letter
- Current Resume
- Three (3) professional/work-related references that include name, phone number and email address.

Submit to:

Human Resources Department
Algonquins of Pikwakanagan First Nation
1657A Mishomis Inamo, Pikwakanagan, Ontario, K0J 1X0

hr@pikwakanagan.ca

Subject Line: Floating Assistant Summer Student

Please allow for 24 hours to receive a 'Confirmed Receipt' of your application submission should you apply via email.

Application Procedure: Interested persons must submit a resume demonstrating that they meet the requirements outlined and the names and day contact telephone numbers of three (3) professional references.

Screening Procedure: Applicant must not be a member of the supervisor's immediate family. 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, preference will be given to:

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- c) the qualified non-indigenous candidate.

Interviews: Interviews will be conducted in-person or virtually by Teams Meeting. AOPFN has the right to shortlist for interview/assessment purposes of the five (5) most qualified persons and typically establishes an eligibility list.

What Algonquins of Pikwakanagan First Nation Offers

Employee Benefits:

- Pension Plan
- Paid Sick Days
- 4% Vacation
- Holiday Shutdown
- 14 Provincial and Federal Statutory Holidays
- Half days on Fridays prior to holiday Mondays
- Health Spending Account (Dental, Vision, Prescriptions, etc.)
- Milestone Recognitions & Rewards

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AOPFN EMPLOYMENT OPPORTUNITY

Environmental Coordinator, Water Tester

Department: Health Services

Supervisor: Manager, Health Services

\$24.12 - 35 hours a week - 8 Week Fixed-Term

Deadline to Apply: May 27, 2025

The Environmental Coordinator is responsible for assisting with water quality monitoring, community communication, and liaison duties to support the health and safety of First Nation members.

- Prepare and distribute informational packages to community members.
- Conduct water testing for all First Nation homes and community buildings.
- Communicate water test results in writing to community members; consult with the Community Health Representative (CHR) and Environmental Health Officer (EHO) as needed.
- Transport water samples to the Renfrew County Health Unit.
- Set up mosquito traps weekly and coordinate shipment to the designated laboratory for testing.
- Input all residential water testing results into the Water Trax system for monitoring by Indigenous Services Canada.
- Maintain an organized filing system for all completed work and documentation.
- Log all community questions and complaints related to water quality.
- Notify the Community Health Nurse of any water issues that may require the support of the EHO, AOP, or community member.
- Compile and maintain lists of water quality concerns for review and action.
- Act as a liaison with the Environmental Health Officer to address ongoing concerns.
- Conduct follow-up with community members, particularly after water chlorination treatments, and ensure re-testing is completed.
- Complete an evaluation report upon the conclusion of the program.
- Perform other related duties as assigned.

For full Job Description please email hr@plkwakenagan.ca

REQUIREMENTS:

- Successful completion of secondary school education. (Gr. 12 or GED recognized equivalent)
- Demonstrates a positive, and approachable demeanor
- Ability to maintain a courteous and professional approach in all interactions
- Ability to communicate effectively, both orally and in writing
- Proficient in basic computer operations and software applications
- Demonstrates the ability to work independently with minimal supervision
- Possession of a valid driver's license and access to a reliable vehicle

CONDITIONS OF EMPLOYMENT:

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

How to Apply

- Cover Letter
- Current Resume
- Three (3) professional/work-related references that include name, phone number and email address.

Submit to:

Human Resources Department
Algonquins of Pikwakanagan First Nation
1657A Mishomis Inamo, Pikwakanagan, Ontario, KOJ 1X0

hr@pikwakanagan.ca

Subject Line: Tutor

Please allow for 24 hours to receive a 'Confirmed Receipt' of your application submission should you apply via email.

Application Procedure: Interested persons must submit a resume demonstrating that they meet the requirements outlined and the names and day contact telephone numbers of three (3) professional references.

Screening Procedure: Applicant must not be a member of the supervisor's immediate family. 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, preference will be given to:

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- b) the qualified indigenous person; then to,
- c) the qualified non-indigenous candidate.

Interviews: Interviews will be conducted in-person or virtually by Teams Meeting. AOPFN has the right to shortlist for interview/assessment purposes of the five (5) most qualified persons and typically establishes an eligibility list.

What Algonquins of Pikwakanagan First Nation Offers

Employee Benefits:

- Pension Plan
- Paid Sick Days
- 4% Vacation
- Holiday Shutdown
- 14 Provincial and Federal Statutory Holidays
- Half days on Fridays prior to holiday Mondays
- Health Spending Account (Dental, Vision, Prescriptions, etc.)
- Milestone Recognitions & Rewards

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AOPFN EMPLOYMENT OPPORTUNITY

Earthwalkers Crew Lead Coordinator

Department: Natural Resources

Supervisor: Manager, Natural Resources

\$25.78 hourly - 40 hours per week, - 12 weeks Fixed-Term

Deadline to Apply: Friday June 6th at 4:30pm

- The Earthwalkers Crew Lead Coordinator will be responsible for the Algonquins of Pikwakanagan First Nation Earthwalker Program. The Earthwalkers Crew Lead Coordinator will begin and implement the Earthwalker Program by providing supervision to summer student Earthwalkers until the end of the program.
- Supervise the Earthwalkers
- To complete field work based on the developed workplan. Follow the workplan approved by managing partners;
- To liaise with partners and attend to logistical concerns to ensure smooth timing and delivery of the program;
- To ensure the Earthwalkers are trained to use proper tools and equipment
- To ensure that Earthwalkers are provided with appropriate safety equipment and protective wear by the partners
- To be prepared with an alternative indoor projects in the event of inclement weather;
- To work with partners to ensure that Earthwalkers are provided with educational content over the course of the summer;
- To document the Earthwalkers engaged in projects and submit pictures to the Youth Programs with the Final Report;
- Complete the SYR/ Earthwalkers Team Final Report and final invoice; Travel to the Algonquin Park and other areas when required.
- Provide any other assistance as related to the program.

For full Job Description please email hr@pikwakanagan.ca

PREREQUIREMENTS:

- **Highschool Diploma Valid Driver's License**
- **Work flex schedule (i.e weekends)**
- **Experience in report writing, supervision, team management, problem solving and working with the public;**
- **Good interpersonal, verbal and written communication skills; Knowledge of the Earthwalkers Program**
- **Ability to organize and provide training needed for the Earthwalkers Valid Boating Operators License is an asset**
- **WHMIS and Standard First Aid/CPR AED Certificate is an asset**

CONDITIONS OF EMPLOYMENT:

- **Vulnerable Sector Check**
- **Driver's Abstract and proof of valid 'G' License**

How to Apply

- Cover Letter
- Current Resume
- Three (3) professional/work-related references that include name, phone number and email address.

Submit to:

Human Resources Department
Algonquins of Pikwakanagan First Nation
1657A Mishomis Inamo, Pikwakanagan, Ontario, K0J 1X0

hr@pikwakanagan.ca

Subject Line: Earthwalkers Crew Lead Coordinator

Please allow for 24 hours to receive a 'Confirmed Receipt' of your application submission should you apply via email.

Application Procedure: Interested persons must submit a resume demonstrating that they meet the requirements outlined and the names and day contact telephone numbers of three (3) professional references.

Screening Procedure: Applicant must not be a member of the supervisor's immediate family. 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, preference will be given to:

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- c) the qualified non-indigenous candidate.

Interviews: Interviews will be conducted in-person or virtually by Teams Meeting. AOPFN has the right to shortlist for interview/assessment purposes of the five (5) most qualified persons and typically establishes an eligibility list.

What Algonquins of Pikwakanagan First Nation Offers

Employee Benefits:

- Pension Plan
- Paid Sick Days
- 4% Vacation
- Holiday Shutdown
- 14 Provincial and Federal Statutory Holidays
- Half days on Fridays prior to holiday Mondays
- Health Spending Account (Dental, Vision, Prescriptions, etc.)
- Milestone Recognitions & Rewards

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AOPFN EMPLOYMENT OPPORTUNITY



High School Tutor

Department: Education Services

Location: ON-SITE (Opeongo High School - Douglas ON)

Supervisor: Manager, Education

\$28.00 - \$40.00 /hour

Permanent / September - June/ 25 hrs./week

Deadline to Apply: June 06, 2025

The Tutor will provide tutoring services in the areas of Math, English, and other subjects to achieve academic success. Promote positive reinforcement and encouragement as a role model to students. The Tutor will develop a schedule/workplan to assist the students.

- Develop and implement a Tutoring Service that encompasses the curriculum and a holistic approach to teaching and learning including opportunities for land base learning.
- Assess individual student abilities, skills, learning styles and interests to develop a meaningful and strategic tutoring plan.
- Ensure a schedule and a workplan is developed around the student's availability.
- Provides a stimulating learning environment that captures students' attention and inspires them.
- Maintain accurate and up-to-date records of tutoring sessions; follow up with teachers and students.
- Fosters healthy and communicative relationships with the students, their families.
- Develops and applies a range of assessments including written and oral tests.
- Evaluates student progress and prepares reports.
- Completes administrative tasks as and when required.
- Participates on relevant boards and committees, as needed.
- Communicates, liaisons and collaborates with relevant internal and external resources.
- Participates in staff development initiatives and training requirements.
- Attends meetings as required and provides monthly update reports.
- Complies with the Algonquins of Pikwakanagan First Nation Policies and Procedures, School Board Policies and Procedures and the Education Act, as applicable.

For full Job Description please email hr@pikwakanagan.ca

REQUIREMENTS:

- Successful completion of Post-Secondary Education preferably a teaching degree

OR:

- High School Diploma with additional educational certificates and demonstrated experience in tutoring

CONDITIONS OF EMPLOYMENT:

- Current acceptable Vulnerable Sector Check
- Valid CPR/First Aid and AED Certification
- Current and up to date Immunization Record

How to Apply

- Cover Letter
- Current Resume
- Three (3) professional/work-related references that include name, phone number and email address.

Submit to:

Human Resources Department
Algonquins of Pikwakanagan First Nation
1657A Mishomis Inamo, Pikwakanagan, Ontario, KOJ 1X0

hr@pikwakanagan.ca

Subject Line: Environmental Coordinator

Please allow for 24 hours to receive a 'Confirmed Receipt' of your application submission should you apply via email.

Application Procedure: Interested persons must submit a resume demonstrating that they meet the requirements outlined and the names and day contact telephone numbers of three (3) professional references.

Screening Procedure: Applicant must not be a member of the supervisor's immediate family. 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, preference will be given to:

- a) the qualified indigenous person who is an Algonquin; then to,
- b) the qualified indigenous person; then to,
- c) the qualified non-indigenous candidate.

Interviews: Interviews will be conducted in-person or virtually by Teams Meeting. AOPFN has the right to shortlist for interview/assessment purposes of the five (5) most qualified persons and typically establishes an eligibility list.

What Algonquins of Pikwakanagan First Nation Offers

Employee Benefits:

- Pension Plan
- Paid Sick Days
- 4% Vacation
- Holiday Shutdown
- 14 Provincial and Federal Statutory Holidays
- Half days on Fridays prior to holiday Mondays
- Health Spending Account (Dental, Vision, Prescriptions, etc.)
- Milestone Recognitions & Rewards

We are committed to achieving employment equity and developing a highly capable workforce that is representative of Canadian Society. We therefore encourage women, Indigenous peoples, persons with disabilities, and members of visible minority groups to apply and declare themselves as part of one or more of the above mentioned Employment Equity Designated Groups.

AOPFN is also committed to developing inclusive, barrier-free selection processes and work environments. If contacted in relation to a job opportunity or testing, you should advise the recruitment representative in a timely fashion of the accommodation measures which must be taken to enable you to be assessed in a fair and equitable manner. Information received relating to accommodation measures will be addressed confidentially.



AOPFN EMPLOYMENT OPPORTUNITY

Resource Teacher

Department: Mindiwin Manido Day Care

Supervisor: Daycare Supervisor

\$49,628/ annually - 35 hours a week - Full-Time Permanent

Deadline to Apply: Posting will continue until roles are filled.

In collaboration with and in partnership with families, colleagues and community programs/services, the Resource Teacher is responsible for supporting the integration and full inclusion of children with diverse needs. The Resource Teacher is responsible for providing high quality childcare within a safe and healthy environment and ensures compliance with relevant legislation, AOPFN policies and procedures, and the College of ECE's Standards of Practice and Code of Ethics. The Resource Teacher also provides age-appropriate programming in a group setting that meets diverse needs and promotes optimum physical, emotional, social, cognitive and intellectual development of the children in care.

- Creates an environment conducive to the learning of Algonquin culture and language development and appropriate to the physical, social, intellectual, and emotional development of the children.
- Receptive and sensitive to Algonquin language and cultural practices.
- Application and knowledge of the Ministry of Education's pedagogy under the CCEYA, 'How Does Learning Happen?'
- Based on professional independent assessments, develop and implement Individual Developmental Programs to enhance children's cognitive, physical, social and emotional development in accordance with organizational and legal guidelines, as follows:
 - Provide a daily balance of active/quiet, indoor/outdoor, and individual/group activities.
 - Establish and carry out a daily activity schedule that incorporates child directed activity, physical care routines and transition times.
 - Assist children in expressing themselves by listening and responding with questions or comments that extend conversations.
 - Prepare appropriate materials and equipment and set up areas for planned activities.
 - Support positive experiences and outcomes and provide a welcoming and nurturing

For full Job Description, please email hr@pikwakanagan.ca

REQUIREMENTS:

- Successful completion of Post Secondary Education Diploma in Early Childhood Education with a combination of certificates and training that is both theoretical and practical and relates to the needs of children with diverse needs.
- 1-year experience working in a position that includes support for and care of children with diverse needs.

CONDITIONS OF EMPLOYMENT:

- Vulnerable Sector Checks, annually per the Childcare and Early Years Act and associated regulations.
- Proof of Education, equivalency and/or work-related experience, as requested.
- Proof of Registered Early Childhood Educator (RECE) membership with the College of Early Childhood Educators in good standing.
- Valid Standard First Aid Certification including infant and Child Cardiopulmonary Resuscitation (CPR).
- Submission of an up-to-date Immunization Record, annually.

How to Apply

- Cover Letter
- Current Resume
- Three (3) professional/work-related references that include name, phone number and email address.

Submit to:

Human Resources Department
Algonquins of Pikwakanagan First Nation
1657A Mishomis Inamo, Pikwakanagan, Ontario, KOJ 1X0

hr@pikwakanagan.ca

Subject Line: Resource Teacher

Please allow for 24 hours to receive a 'Confirmed Receipt' of your application submission should you apply via email.

Application Procedure: Interested persons must submit a resume demonstrating that they meet the requirements outlined and the names and day contact telephone numbers of three (3) professional references.

Screening Procedure: Applicant must not be a member of the supervisor's immediate family. 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, preference will be given to:

- a) the qualified indigenous person who is an Algonquin; then to,
- b) the qualified indigenous person; then to,
- c) the qualified non-indigenous candidate.

Interviews: Interviews will be conducted in-person or virtually by Teams Meeting. AOPFN has the right to shortlist for interview/assessment purposes of the five (5) most qualified persons and typically establishes an eligibility list.

What Algonquins of Pikwakanagan First Nation Offers

Employee Benefits:

- Pension Plan
- Paid Sick Days
- 4% Vacation
- Holiday Shutdown
- 14 Provincial and Federal Statutory Holidays
- Half days on Fridays prior to holiday Mondays
- Health Spending Account (Dental, Vision, Prescriptions, etc.)
- Milestone Recognitions & Rewards

We are committed to achieving employment equity and developing a highly capable workforce that is representative of Canadian Society. We therefore encourage women, Indigenous peoples, persons with disabilities, and members of visible minority groups to apply and declare themselves as part of one or more of the above mentioned Employment Equity Designated Groups.

AOPFN is also committed to developing inclusive, barrier-free selection processes and work environments. If contacted in relation to a job opportunity or testing, you should advise the recruitment representative in a timely fashion of the accommodation measures which must be taken to enable you to be assessed in a fair and equitable manner. Information received relating to accommodation measures will be addressed confidentially.



AOPFN EMPLOYMENT OPPORTUNITY

Early Childhood Educator

Department: Mindiwin Manido Day Care

Supervisor: Daycare Supervisor

\$49,628/ annually - 40 hours a week - Full -Time Permanent

Deadline to Apply: Posting will continue until roles are filled.

The Early Childhood Educator is responsible for the overall daily supervision, monitoring, care and nurturing of children enrolled in the Mindiwin Manido Day Care programs; The Early Childhood Educator is responsible for the delivering of a children's educational and developmental program that encompasses a wholistic and interdisciplinary team approach. The Early Childhood Educator will interact and communicate with parents/guardians for the overall benefit for the child and/or children.

- Assists children with nutritional and personal care needs including but not limited to toilet, diapering
- Procedures, personal hygiene and medical.
- Interacts with children and builds positive relationships.
- Ensures an inclusive environment for all children.
- Assists with the development, implementation, evaluation and modification of a children's educational and cultural program.
- Provide activities and opportunities i.e. learning through play that encourage curiosity, exploration, and problem-solving appropriate to the development levels of the children.
- Creates an environment conducive to the learning of Algonquin culture and language development and appropriate to the physical, social, intellectual, and emotional development of the children.
- Observes, guides and facilitates the development and positive behaviour of children.
- Use and promote active listening skills.
- Assist with the development, implementation, evaluation and modification of individual educational and developmental plans (IEDP);
- Maintains daily journals and/or portfolios of each Childs' progress, including samples of their artwork, writing, etc

For full Job Description please email hrrassistant@pikwakanagan.ca

REQUIREMENTS:

- Successful completion of Post Secondary Education diploma in Early Childhood Education
- 1-year experience working in a licensed child care group setting as an Early Childhood Educator.
- Registered and in "good standing" with the College of Childhood Educators of Ontario (CCEO)

CONDITIONS OF EMPLOYMENT:

- An acceptable Criminal Records Check and Vulnerable Sector Check; annually.
- Certificate of medical health by a physician and complete record of immunization; annually.
- Current First Aid and CPR 'Level C' AED certification; annually.
- In professional 'Good Standing' with the College of Early Childhood Educators, on an ongoing basis.
- Maintain 'Registration' with the College of Early Childhood Educators on an annual basis.

How to Apply

- Cover Letter
- Current Resume
- Three (3) professional/work-related references that include name, phone number and email address.

Submit to:

Human Resources Department
Algonquins of Pikwakanagan First Nation
1657A Mishomis Inamo, Pikwakanagan, Ontario, KOJ 1X0

hr@pikwakanagan.ca

Subject Line: Early Childhood Educator

Please allow for 24 hours to receive a 'Confirmed Receipt' of your application submission should you apply via email.

Application Procedure: Interested persons must submit a resume demonstrating that they meet the requirements outlined and the names and day contact telephone numbers of three (3) professional references.

Screening Procedure: Applicant must not be a member of the supervisor's immediate family. 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, preference will be given to:

- a) the qualified indigenous person who is an Algonquin; then to,
- b) the qualified indigenous person; then to,
- c) the qualified non-indigenous candidate.

Interviews: Interviews will be conducted in-person or virtually by Teams Meeting. AOPFN has the right to shortlist for interview/assessment purposes of the five (5) most qualified persons and typically establishes an eligibility list.

What Algonquins of Pikwakanagan First Nation Offers

Employee Benefits:

- Pension Plan
- Paid Sick Days
- 4% Vacation
- Holiday Shutdown
- 14 Provincial and Federal Statutory Holidays
- Half days on Fridays prior to holiday Mondays
- Health Spending Account (Dental, Vision, Prescriptions, etc.)
- Milestone Recognitions & Rewards

We are committed to achieving employment equity and developing a highly capable workforce that is representative of Canadian Society. We therefore encourage women, Indigenous peoples, persons with disabilities, and members of visible minority groups to apply and declare themselves as part of one or more of the above mentioned Employment Equity Designated Groups.

AOPFN is also committed to developing inclusive, barrier-free selection processes and work environments. If contacted in relation to a job opportunity or testing, you should advise the recruitment representative in a timely fashion of the accommodation measures which must be taken to enable you to be assessed in a fair and equitable manner. Information received relating to accommodation measures will be addressed confidentially.



AOPFN Limited Partnership

EMPLOYMENT OPPORTUNITY

Business Development Officer

Supervisor: Manager, AOPFN Limited Partnership

Full-Time Term (Contract) (Until March 31, 2026)

(Possibility of Permanent Employment)

\$32.90 / Hour – Based on Experience

Deadline to Apply: noon May 30, 2025

AOPFN LIMITED PARTNERSHIP IS AN ARMS-LENGTH ORGANIZATION,
SEPARATE FROM ALGONQUINS OF PIKWÀKANAGÀN
FIRST NATION ADMINISTRATION.

The Business Development Officer is responsible for assisting existing businesses and new entrepreneurs to improve access to federal procurement opportunities. The Business Development Officer will research procurement opportunities and disseminate information out to the community and to business owners, working directly with the community to identify areas of procurements that are of interest to the Algonquins of Pikwàkanagàn First Nation and that would have direct impacts on the community's economy.

- Develop a strategy to facilitate members to benefit from business development.
- Develop, maintain, and implement a communication strategy for Algonquin of Pikwàkanagàn First Nation businesses, along with Procurement Officer.
- Assisting members with creating business plans, conducting market research, and applying for grants related to company start-up and business support services. Assisting business owners and local contractors in accessing federal contracts, processes, and procedures involved.
- Assisting businesses and contractors in positioning themselves to participate in the federal procurement process (i.e., obtaining a procurement business number).
- Working collaboratively with Procurement Assistance Canada to build local business capabilities to participate in the procurement process and provide seamless, on-site support to the community.
- Supporting small and medium enterprises in registering on the Indigenous business directory via the federal procurement process.
- Working to reduce or overcome barriers to ensure fairness in the procurement process.
- Registering members' businesses on the [Canadabuys.gc.ca](https://canadabuys.gc.ca) site.
- Finding business procurement/contract opportunities and assisting with the bidding process.
- Supporting businesses in applying for screening and security clearances.

- Promoting what is meant by Indigenous Set-Asides. Promoting the announcements of new and immediate measures to increase federal opportunities for Indigenous businesses across Canada (e.g., mandatory requirements for federal departments and agencies to ensure minimum of 5% of the total value of contracts are being completed by Indigenous groups).
- Promoting and informing how the Procurement Strategy for Indigenous Business works
- for their benefit.
- Monitoring, notifying, and assisting Algonquins of Pikwàkanagàn First Nation member businesses, contractors, and tradespeople when potential contracts of interest are posted
- on the federal procurement sites.
- Negotiates and/or assists in negotiating agreements with the federal, provincial, and municipal governments.
- Aids in developing and disseminating clear and precise information to contractors, tradespeople, government, and other businesses. Work with Algonquins of Pikwàkanagàn First Nation Administration departments, where responsibilities will be related to managing project cost, scope, time management, and the associated reporting, benchmarking, and scheduling activities to meet project objectives.

Requirements:

- University degree in Business Administration, Commerce, or equivalent discipline with relevant experience; or 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 Successful completion of Grade 12 with 5 years of demonstrated experience in one or all of the following:
 - Project management
 - Entrepreneurship
 - Business development
 - Working with Algonquin and First Nation businesses
 - Leading community engagement sessions
- Project management certification is considered an asset. Experience in policy development, research, and program administration, or a
- professional business administration occupation.

How to Apply

Cover Letter

- Current Resume
- Three (3) professional/work-related references that include name, phone number and email address.

Submit to:

AOPFN Limited Partnership
3-469 Kokomis Inamo
Pikwàkanagàn, Ontario K0J1X0
ea.lp@pikwakanagan.ca

Subject Line: Business Development Officer

Please allow 24 hours to receive a 'Confirmed Receipt' of your application submission should you apply via email.

Application Procedure: Interested persons must submit a resume demonstrating that they meet the requirements outlined and the names and daytime contact telephone numbers of three (3) professional references.

Screening Procedure: Applicant must not be a member of the supervisor's immediate family.

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, preference will be given to:

- a) the qualified Indigenous person who is an Algonquin; then to,
- b) the qualified Indigenous person; then to
- c) the qualified non-Indigenous candidate.

Interviews: Interviews will be conducted in-person or virtually by Teams Meeting. AOPFN Limited Partnership has the right to shortlist for interview/assessment purposes of the five (5) most qualified persons and typically establishes an eligibility list.

Employee Benefits:

- Pension Plan for Perm
- Paid Sick Days
- 4% Vacation
 - Holiday shutdown
 - 14 general holidays
- Half days on Fridays prior to holiday Mondays
- Health Spending Account (Dental, Vision, Prescriptions, etc.)
- Milestone Recognitions & Rewards

We are committed to achieving employment equity and developing a highly capable workforce that is representative of Canadian Society. We therefore encourage women, Indigenous peoples, persons with disabilities, and members of visible minority groups to apply and declare themselves as part of one or more of the above-mentioned Employment Equity Designated Groups.

AOPFN Limited Partnership 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.



AOPFN Limited Partnership

EMPLOYMENT OPPORTUNITY

Procurement Officer

Supervisor: Manager, AOPFN Limited Partnership

Full-Time Term (Until March 31, 2026)

(Possibility of Permanent Employment)

\$32.90 / Hour – Based on Experience

Deadline to Apply: noon May 30, 2025

AOPFN LIMITED PARTNERSHIP IS AN ARMS-LENGTH ORGANIZATION,
SEPARATE FROM ALGONQUINS OF PIKWÀKANAGÀN
FIRST NATION ADMINISTRATION.

The Procurement Officer is responsible for facilitating procurement opportunities for Algonquin of Pikwàkanagàn 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 the National Capital Commission).

The Procurement Officer will provide supervision support and assistance for establishing, managing, coordinating, and administering the Algonquin of Pikwàkanagàn First Nation procurement work plan.

- Develop a strategy to facilitate grassroots businesses to benefit from procurement opportunities.
- Research and promote the possibility of joint ventures/sub-contracts, apprenticeships, training, employment, and capacity-building opportunities with businesses.
 - Develop, maintain, and implement a communication strategy for Algonquin of Pikwàkanagàn First Nation businesses, along with Business Development Officer.
- Promote and inform how the Procurement Strategy for Indigenous Business works to the benefit of Algonquin of Pikwàkanagàn First Nation businesses and entrepreneurs.
- Support Algonquin of Pikwàkanagàn First Nation businesses and entrepreneurs to access support, funding, and financing.
- Monitor, notify, and assist Algonquin of Pikwàkanagàn First Nation businesses, economic development officers, contractors, and tradespeople when potential contracts of interest are posted on the federal procurement sites.
- Mentor AOPFN businesses and entrepreneurs to navigate public and private procurement processes.
- Negotiate and/or assist in negotiating agreements with the federal, provincial, and municipal governments.

- Collect information from others and compiling reports and/or schedules; preparing documents, such as presentations, minutes, and/or correspondence, as assigned.
- Develop and maintain a database of businesses and workers from the AOPFN for upcoming/ongoing projects.
- Work with Algonquins of Pikwàkanagàn First Nation Administration departments, where responsibilities will be related to managing project cost, scope, time management, and the associated reporting, benchmarking, and scheduling activities to meet project objectives.

Requirements:

- University degree in Business Administration, Commerce, or equivalent discipline with relevant experience; or
- 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
- Successful completion of Grade 12 with 5 years of demonstrated experience in one or all of the following:
 - Project management
 - Procurement
 - Working with Algonquin and First Nation businesses
 - Leading community engagement sessions
- Project management certification is considered an asset.

How to Apply

- Cover Letter
- Current Resume
- Three (3) professional/work-related references that include name, phone number and email address.

Submit to:

AOPFN Limited Partnership
 3-469 Kokomis Inamo
 Pikwàkanagàn, Ontario K0J1X0
ea.lp@pikwakanagan.ca

Subject Line: Procurement Officer

Please allow 24 hours to receive a 'Confirmed Receipt' of your application submission should you apply via email.

Application Procedure: Interested persons must submit a resume demonstrating that they meet the requirements outlined and the names and daytime contact telephone numbers of three (3) professional references.

Screening Procedure: Applicant must not be a member of the supervisor's immediate family. 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, preference will be given to:

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Interviews: Interviews will be conducted in-person or virtually by Teams Meeting. AOPFN Limited Partnership has the right to shortlist for interview/assessment purposes of the five (5) most qualified persons and typically establishes an eligibility list.

Employee Benefits:

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ALGONQUINS OF PIKWAKANAGAN FIRST NATION

MEMBERSHIP ADDITIONS



Name	Family Line	Date Posted	Appeal Period Ends
Foster, Dorothy	Benoit	07 Jan 25	07 June 25
Vickers, Victoria	Francois/Pesanawatch	07 Jan 25	07 June 25
Vickers, Kevin	Francois/Penanawatch	07 Jan 25	07 June 25
Leclare, Chad	Bernard/Partidge	07 Jan 25	07 June 25
Lafond, Andrea	Tenesco	17 Jan 25	17 June 25
Langlois, Tristen	Lamure/Pesindewate	29 Jan 25	29 June 25
Paquette, Narry	Kakwabit	30 Jan 25	30 June 25
Manuel, Annette	Kakwabit	30 Jan 25	30 June 25
Decaie, Roy	Francois	4 Feb 25	4 July 25
Decaie, Isaac	Francois	4 Feb 25	4 July 25
Decaie, Poppy	Francois	4 Feb 25	4 July 25
Decaie, Greydon	Francois	4 Feb 25	4 July 25
Decaie, Madeline	Francois	4 Feb 25	4 July 25
Decaie, Owen	Francois	4 Feb 25	4 July 25
Decaie, Abigail	Francois	4 Feb 25	4 July 25
Paquette, Rockwell	Kakwabit	6 Feb 25	6 July 25
Patrie, Micheal	Sarrazin	6 Feb 25	6 July 25
Sterwart, Melanie	Lavallee	6 Feb 25	6 July 25
Duvell, Mason	Jocko	6 Feb 25	6 July 25
Avery, Karen	Jocko/Cooco	6 Feb 25	6 July 25
Foster, Christopher	Meness	6 Feb 25	6 July 25
Patrie, Jaqueline	Sarrazin	11 Feb 25	11 July 25
Patrie, Matthew	Sarrazin	11 Feb 25	11 July 25
Patrie, Raymond	Sarrazin	11 Feb 25	11 July 25
Lundy, Gavin	Lavalley	12 Feb 25	12 July 25
Lundy, Meadow	Lavalley	12 Feb 25	12 July 25
Williams, Ayla	Protected	25 Feb 25	25 July 25
Valchar, Gloria	Lavalley	28 Feb 25	28 July 25
Minnie, Eden	Lavalley	28 Feb 25	28 July 25
Reale, James	Meness	28 Feb 25	28 July 25

Reale, Filomena	Meness	28 Feb 25	28 July 25
Larocque, Nathan	Lavalley	13 Mar 25	13 Aug 25
Larocque, Makayla	Lavalley	13 Mar 25	13 Aug 25
Cousineau, Jayden	Lavalley	13 Mar 25	13 Aug 25
Muraca, Antonnia	Lavalee	13 Mar 25	13 Aug 25
Olsen, Dakota	Lamure	13 Mar 25	13 Sept 25
Leblanc, Soren	Lavalley	19 Mar 25	19 Sept 25
Lablanc, Jaylin	Lavalley	19 Mar 25	19 Sept 25
Engelsdorfer, Rheanna	Whiteduck	19 Mar 25	19 Sept 25
Endelsdorfer, Elijah	Whiteduck	19 Mar 25	19 Sept 25
Rudy, Darlene	Lavalley/Chabot	20 Mar 25	20 Sept 25
Rainone, Stephanie	Lamure	20 Mar 25	20 Sept 25
Williams, Riah	Meness	20 Mar 25	20 Sept 25
Pascoe, Kayla	Sharbot	25 Mar 25	25 Sept 25
Atkins, Cameron	Tenascon	25 Mar 25	25 Sept 25
Cordone, Brittany	Tenascon	26 Mar 25	26 Sept 25
Decaيرة, Robert	Francois	26 Mar 25	26 Sept 25
Knights, Reanna	Benoit	01 Apr 25	01 Oct 25
Lamour, Olivia	Sharbot	01 Apr 25	01 Oct 25
Cordone, Jordan	Tenascon	01 Apr 25	01 Oct 25
Bertrand, Tracy	Tenesco	07 Apr 25	07 Oct 25
Lavoie, Roger	Pesanawatch	07 Apr 25	07 Oct 25
Denomme, Alexis	Ignace	08 Apr 25	08 Oct 25
Reynolds, Caitlyn	Pisandawatch	17 Apr 25	17 Oct 25
Minnie, Robert	Lavallee	17 Apr 25	17 Oct 25
Sherbert, Talen	Sharbot	17 Apr 25	17 Oct 25
Snippe, Mackenzie	Lavallee	23 Apr 25	23 Oct 25
Cordone, Benjamin	Tenascon	23 Apr 25	23 Oct 25
Lamure, Sierra	Commandant/Lamure	01 May 25	01 Nov 25
Lamure, Raymi	Commandant/Lamure	01 May 25	01 Nov 25
Lamour, Cameron	Sharbot	01 May 25	01 Nov 25
Sherbert, Ocean	Sharbot	09 May 26	09 Nov 25
Sherbert, Tristin	Sharbot	09 May 26	09 Nov 25
Sherbert, Kane	Sharbot	09 My 25	09 Nov 25

Lamure, Benjamin	Lamure	12 May 25	12 Nov 25
Chehade-Sherbert, Elijah	Sharbot	12 May 25	12 Nov 25
Kapitanchunk, Walker	Protected	14 May 25	14 Nov 25

To appeal the addition of one of the persons above 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

Community Information

Regular Council Meetings

Every second and last Tuesday of the month
Beginning at 9 AM

Available to view online in the
members-only section of
www.algonquinsopikwakanagan.com

Not Online?

Phone 613-625-2800 EXT 228
to request information on how to join.

Conways Pharmacy Remote Dispensing Location

BUSINESS HOURS

Monday	9 am - 12 pm 1 pm - 4 pm
Tuesday	9 am - 12 pm 1 pm - 4 pm
Wednesday	9 am - 1 pm
Thursday	9 am - 12 pm 1 pm - 4 pm
Friday	9 am - 12 pm 1 pm - 4 pm

We are closed weekends and Holidays

Delivery available Friday

Phone : 613-625-9974

Fax: 613-625-2068

Thank you

Natalie Commanda, Pharmacy

Technician

Joseph Conway, Pharmacist



HOURS

OPEN the second Thursday of each month, unless indicated

10 AM TO 12 PM

JANUARY 9	FEBRUARY 13	MARCH 13 (EASTER)
APRIL 10	MAY 8	JUNE 12
JULY 11	AUGUST 14	SEPTEMBER 11
OCTOBER 9 (THANKSGIVING)	NOVEMBER 13	DECEMBER 18 (XMAS)

For information or emergency and after hour
needs phone and leave a message at:

613-625-2600

email for information or to e-transfer donations at
thesharingplacefb@gmail.com

Facebook: www.facebook.com/emmthesharingplace

ALGONQUINS OF PIKWAKANAGAN ELDERS LODGE

For Rentals contact Rose
Yankoo at

elderslodgepik@gmail.com

**Reminder - for sanitary
purposes individual
hosting meals & catering
will require to supply
their own dish cloths and
towels**

Community Information

**THERE IS A SELECTION OF BOOKS
FOR FREE AT THE AOPFN
ADMINISTRATION OFFICE FOR
COMMUNITY MEMBERS TO CHOOSE
FROM. PLEASE HELP YOURSELF**



While the library is undergoing downsizing, Estelle Amikons, Librarian can be reached at (613) 625-2800 during the following hours

**Mondays and Tuesdays 8:30-12:00
and 1:00-4:30
and Wednesdays 12:30-4:30.**

WE APPRICATE YOUR COOPERATION DURING THIS TIME

FOR YOUR INFORMATION

CANADIAN POLICE RECORD CHECKS ARE
REQUIRED FOR ANYONE WHO IS APPLYING FOR:

- MEMBERSHIP (APPLICANTS WHO ARE 18 YEARS OR OLDER)
- RESIDENCY (APPLICANTS WHO ARE 18 YEARS OR OLDER)

APPLICATIONS, LAWS, AND CODES ARE AVAILABLE
ON OUR WEBSITE.

[HTTPS://WWW.ALGQUINSOPIKWAKANAGAN.COM/
LAWS-AND-BY-LAWS/](https://www.algquinsopikwakanagan.com/laws-and-by-laws/)

HARD COPIES CAN BE REQUESTED FROM THE
LANDS, ESTATES, AND MEMBERSHIP
DEPARTMENT.

613-625-2800 | MGR.LEM@PIKWAKANAGAN.CA |
LAND.OFFICER@PIKWAKANAGAN.CA |
ASSISTANT.LEM@PIKWAKANAGAN.CA

NOTICE:
KILLALOE OPP RECORD CHECK APPLICATIONS ARE
NOW ONLINE.

Waste Disposal Site

**Wednesday: 12:00pm - 6:00pm
Sundays: 9:00am - 3:00pm**

Curbside Pick Up



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



Community Information

How To Access 'Members Only' Section of Website

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
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	thunderbird@gmail.com	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