

Weekly Newsletter for September 7-13

Flyers are to be delivered each weekend by 4pm Sunday evening.

Didn't receive your newsletter this weekend?

**Please call Kristy Boucher at 623-9543 ext.217 or
info@fwfn.com with your questions or concerns.**

Finance Information Page For:

- **Direct Deposit Forms for Member Distributions**
- **Youth Turning 18 – Direct Deposit Forms**
- **Late Banking Information – Annual Member Distributions**
- **Are You Making a Payment?**

Is now on Page 2 of our Weekly Newsletter

Stay informed, follow us on:



@fortwilliamfirstnation



@FWFN1

NOTICE TO ON RESERVE HOUSEHOLDS WITH DOGS

Letting your dog run loose, puts them and the community members in danger.

It is up to the pet owner to control their pets, and protect others from them. Pet owners can be held accountable if their pet hurts someone.

Please be advised that Flyer Carriers have the right to refuse delivery to the household in they encounter a dog or dogs in the area that makes them feel unsafe.



Direct Deposit Forms for Member Distributions

Please keep your banking information up-to-date with Finance. If you change your financial institution or have not yet provided any banking information to Finance, the following options are available to submit your Direct Deposit Information:

1. Mail in a sample VOID cheque from your chequing account that has your current address information on it. Please enclose a brief note such as **"Please update my direct deposit information", sign and date** this note and provide your phone number in case we need to contact you.
2. If you have online banking, you can print out your own Direct Deposit form that is pre-populated with your name and bank account information already on it, **sign and date it**, print your address and phone number on it and mail it to FWFN Finance. Finance will not process a manually filled out/hand-written direct deposit form that is not bank-stamped and bank-dated by your branch.
3. You can also visit your financial institution and have them fax FWFN Finance directly at (807) 623-5190 your direct deposit form after you signed and dated it. The fax must be faxed from the financial institution and cannot be faxed from a third-party fax number. Please note, some financial institutions provide this fax service and some do not. In the event they do not, you will need to mail this direct deposit form to us, as we will require your **original signature**.
4. Please note – Finance does not process any banking updates by e-mail or pictures or hand-written account information.
5. If you are providing your banking information for FWFN employee payroll purposes, you will need to consent to release this information from FWFN Payroll to share this information to FWFN Accounts Payable and you will need to sign and date this form along with FWFN Payroll sign off.

Youth Turning 18 - Direct Deposit Forms

Please provide your direct deposit information as noted above at least 1-week in advance of your birthday to the attention of Finance to release FWFN youth funds held in trust. In addition, as the Specific Claim Housing Trust administers the remaining balance of youth funds, please also contact Michael Pelletier Jr, CEO directly at cell (807) 629-0471 to arrange any payment of these youth funds due to you, you will need to provide your banking information to them directly.

Late Banking Information – Annual Member Distributions

Any revised direct deposit information received after a member distribution will be processed on the 3rd – Friday of each month thereafter. Please provide no later than the Wednesday before the 3rd Friday to ensure any amounts owing to you are processed on the 3rd Friday. Otherwise, your payment may not be processed until the following month's 3rd Friday.

Are You Making a Payment? ****NEW UPDATE Effective June 3, 2020****

Any member or customer making a payment (rent, ice rental, arena gym memberships, hall rental, hunting/fishing licenses, craft tables, Health Fair, Good Food Box, Pow Wow vendors, any other payments), Fort William First Nation Reception (2nd Floor of Band Office) must issue you an official pre-numbered FWFN receipt.

****Effective June 3, 2020**** FWFN can accept payments by autodeposit/e-transfer from your personal smartphone banking app. You can register FWFN as a recipient by adding our Accounts Receivable email: accountsreceivable@fwfn.com. Please include a brief message before sending your payment such as: rent, ice rental (include organization name if applicable), invoice IVC#. A receipt will then issued to you by mail.

We can also debit/credit card (Visa, MasterCard, American Express, and Discover). You may also mail in your cheque payment to the address noted below. Please reference your invoice number or rental unit address for rental payments. **During the pandemic we are not processing any cash deposits.**

FWFN Arena can process receipts if you are paying for your ice debit or credit card. The Arena no longer processes cash. FWFN Arena customers can now set up accountsreceivable@fwfn.com to send in an autodeposit/e-transfer payment – please include a brief reference to your organization if applicable and invoice IVC#.

Fort William First Nation – 2nd floor, Suite 200 at 90 Anemki Drive – for mailings.

Questions regarding the above can be addressed to Lori Payne, CPA, CA – A/Director of Finance.

COVID-19 – Update from Finance – Safely Reopening

In response to the Province of Ontario Stage 3 reopening effective Friday July 17, 2020, Fort William First Nation has also begun its planning at safely reopening its various operations and facilities. This will involve adapting to our new normal by implementing safety measures and resources to ensure our Community, our people, our partners and our families remain safe in order to help prevent the spread of COVID-19.

As Fort William First Nation continues to open slowly over the next several weeks, our response times to you may continue to be delayed and we ask for your continued understanding and patience during this time. Our Administration Office located at 90 Anemki Drive will remain closed to the public until all necessary safety measures can be implemented. There are no known scheduled dates for reopening at this time. Announcements will be made as reopenings occur.

Fort William First Nation will be following the Ontario mandatory masks in its enclosed public spaces and businesses. We are all responsible to take all necessary safety actions to help keep everyone safe such as maintaining physical distancing with one another, practicing good hand hygiene and wearing masks when in enclosed public spaces.

For more information related to safely reopening and mandatory masks, you may visit our local Thunder Bay Health Unit website – COVID-19: Reopening Our Province at: www.tbdhu.com/reopening and www.tbdhu.com/mandatorymasks.

Any emergency calls to the Band Office reception should be redirected to essential services staff or FWFN Emergency Response Call Centre at (807) 698-0415 or by email at COVID19@fwfn.com. The COVID-19 Action Plan web page includes an Important Contact Information area also and can be found at: <https://fwfn.com/covid-19-action-plan/>.

In addition to being a part of the COVID-19 pandemic team, Finance continues to work onsite in order to maintain continuity of essential services. Responding to COVID-19 pandemic needs and safety remains our primary focus while we continue to do our best to administer all of our Finance functions.

Are you trying to make a payment on your account?

****Autodeposit/e-transfer**** options now available **effective June 3, 2020** – see previous page for details.

Payments to our suppliers

During this interim period, we will continue to make our supplier and member-contractor payments as scheduled to the best of our ability, however, we are committed to responding to our COVID-19 priority needs in order to serve our Community to ensure their health and safety during this time.

If you are a member-contractor with no current banking information on hand for EFT direct deposit payment, we will be mailing your payment by cheque to you. All regular supplier payments will be processed by cheque and mailed. There will be no picking up of cheques for personal delivery in order to uphold the physical distancing requirements by public health officials. Alternatively, you may want to set up direct deposit, if so, please refer to the previous page for the correct format to submit this information to us.

Banking updates – direct deposit forms

During this interim period, Finance will only be accepting direct deposit information by mail and by fax direct from your financial institution. Please see the previous page on the correct format.

Bingo Balls

Bingo Balls applications received up to the point of the Bingo operations shutdown due to COVID-19 effective March 12, 2020, will be processed by Friday March 27, 2020. Any applications received after the Bingo Operations shut down will not be processed. Once Bingo operations resume and reopen, applications will need to be resubmitted at that time and will be processed thereafter.

Meegwetch – Stay safe and well – We are all in this together, in kindness – Your Finance Team



**Fort William
First Nation**

MEMBERSHIP PROGRAM UPDATES



Due to Indigenous Services Canada (ISC) and Fort William First Nation (FWFN) offices remaining closed to the public, the FWFN Membership program is operating at a lower capacity with longer processing times:

- **LAMINATE STATUS CARDS ARE CURRENTLY NOT BEING ISSUED** – Please contact Membership if you would like to be added to the call list for appointments when they become available. ***ISC has extended the validity date of status cards until further notice. All service providers/businesses are recommended to accept expired status cards to confirm eligibility for programs and services at this time.**
- Secure Status Cards are still available for applications *by mail* to ISC. Forms are available to be mailed, for pick-up or by email to members if requested.
- FWFN Band Members are asked to please provide any contact information updates to Membership for our records (Address or phone number).
- STAY TUNED FOR FURTHER UPDATES re: COVID-19/In-office status card appointments.

Questions or concerns?

Please contact Kelsea Pelletier at Membership@fwfn.com for all related inquiries.



***** ATTENTION FWFN STUDENTS *****

**Are you looking for a Summer Employment Experience
through Fort William First Nation in 2021?**

Requirements:

- Must be enrolled in the 2020/2021 school year and be returning on a full-time basis in the Fall of 2021
- Must be between the ages of 15-18 at the start of employment
- Must have a Social Insurance Number
- Must be a Fort William First Nation Band member or community member
- Must be willing to attend and successfully complete a program of training prior to the start of employment (examples include First Aid/CPR, Health & Safety or other employment-related training)
- Parent/guardian will need to co-sign documentation for students under the age of 18 who will be participating in the program

Fort William First Nation can assist in determining areas of student career interest(s).

REMINDER: Those students who do not apply by September 30, 2020
may not be considered for employment in Summer 2021.

Please contact Alice Niemi, Summer Student Employment Coordinator at (807) 622-6791 ext. 317 or e-mail AliceNiemi@fwfn.com for assistance with your application.



Sharing Circle

- SAFE PLACE TO TALK
- VOICE YOUR CONCERNS
- BE PART OF A COMMUNITY SUPPORT
- MEET TWICE A MONTH
- SUPPORT WELLNESS IN OUR COMMUNITY
- ELDER WILL BE AVAILABLE IN CIRCLE

September 15 @ 1:30 & September 22 @ 4:30

Lunch & supper provide to those who register (by Sept. 14, & Sept. 21)

For more information contact or to register:

Renee Pervais - Reneepervais@fwfn.com

Loretta Collins - Lorettacollins@fwfn.com

**WILL BE FOLLOWING ALL SAFETY PROTOCOLS
FOR COVID-19**

**MAX 8 PEOPLE IN ATTENDANCE SOCIAL
DISTANCING BETWEEN EACH SESSION WILL
TAKE PLACE OUT DOORS (WEATHER
PERMITTING) MASKS & HAND SANITIZER WILL
BE AVAILABLE CHAIRS WILL BE SANITIZED
BEFORE & AFTER USES.**



To be informed of further vacancies, please register at: [Subscribe to Vacancy Notifications \(via e-mail\)](#)

Maps: [Northern Ontario](#) & [Southern Ontario](#) (PNG)