



## **Weekly Newsletter for November 30-Dec 6**

**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 3<sup>rd</sup> – Friday of each month thereafter. Please provide no later than the Wednesday before the 3<sup>rd</sup> Friday to ensure any amounts owing to you are processed on the 3<sup>rd</sup> Friday. Otherwise, your payment may not be processed until the following month's 3<sup>rd</sup> 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 (2<sup>nd</sup> 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](mailto: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](mailto: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.

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## COVID-19 – Update from Finance

As COVID-19 numbers continue to increase during the second wave in Ontario it is more important than ever for everyone to remain vigilant in their efforts to prevent the spread of COVID-19. This includes maintaining physical distancing with one another, practicing good hand hygiene and wearing masks when in enclosed public spaces.

Please continue to visit our local Thunder Bay Health Unit website for the most current COVID-19 data at: <https://www.tbdhu.com/coviddata>.

You may also visit our COVID-19 Action Plan web page for Community Updates, Resources and Important Contact Information 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 services. Responding to COVID-19 pandemic needs and our Community's health and safety remains our primary focus while we continue to do our best to administer all of our Finance functions and as a result, our response times may continue to be delayed. We sincerely appreciate your continued patience and understanding during this time.

## Payments to our suppliers

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 limit contact and uphold the physical distancing requirements by public health officials.

You may wish to set up direct deposit, if so, please refer to the previous page for the correct format to submit this information to us.

## Bingo Balls

Until further notice, Bingo Balls applications are not being accepted at this time, as a result of limited Bingo Operations during the pandemic.

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

## **Christmas Boundary Interest Distribution**

Further to the November 25, 2020 Chief and Council meeting your December 4, 2020 distribution details are as follows:

- \$500 per adult (aged 18 and older) member from the Boundary Trust Income Allocation
- \$35 per adult (aged 18 and older) member from the Boundary Trust Income Allocation
- \$50 for Elders aged 55-plus (at December 31, 2020) from the OFNLP funds

The above will be paid by EFT (electron funds transfer) and was uploaded to the RBC on Friday December 4, 2020. Funds may take up to 5-days to be deposited in your account so if you have not received your funds by Friday December 11, 2020 then please contact us at that time. Please contact Esther Pervais, Finance Officer for these inquiries.

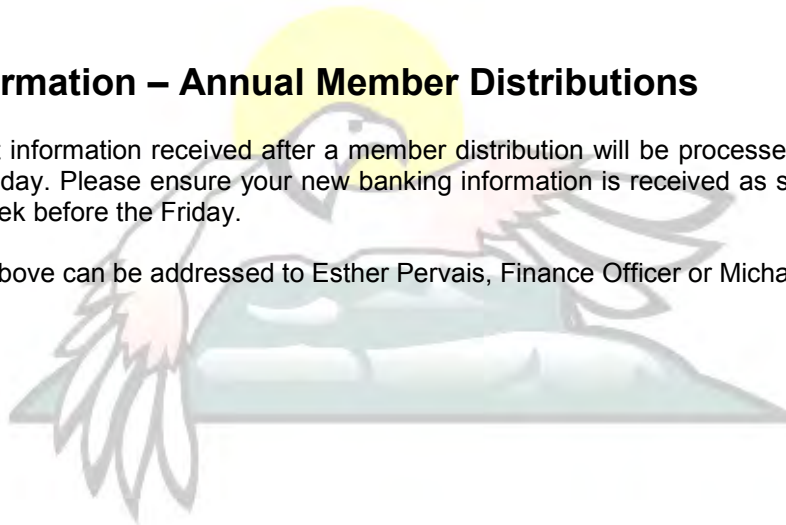
All payment are issued by EFT. The only exception is for those members who are not a resident in Canada. Non-resident members will be issued a cheque and it will be mailed to your last updated mailing address.

If your banking information has changed then you should refer to the first Finance page of our weekly Newsletter. We will require a new direct deposit form, please see the previous Finance page for the required format.

## **Late banking information – Annual Member Distributions**

Any revised direct deposit information received after a member distribution will be processed on a weekly basis until the Christmas break, each Friday. Please ensure your new banking information is received as soon as possible and no later than Wednesday each week before the Friday.

Questions regarding the above can be addressed to Esther Pervais, Finance Officer or Michael D. Pelletier, CEO.





# VOLUNTEERS NEEDED



FWFN is looking for community members, both on and off reserve to volunteer their time and voice on our Comprehensive Community Planning Advisory Committee.

We are looking for Elders, Youth/Children, Women and Leadership to get involved. We are in the pre-planning phase of a monumental project that will establish a clear vision for our future and implementation of actions and projects to achieve this vision.

**INTERESTED?** Send email to address above for more information.

YOUTH & SOCIAL DEVELOPMENT PRESENTS  
**DO YOU WANT TO BE A PART**  
**OF OUR PARADE?**

OVER  
\$3,000 IN  
PRIZES

**CANCELLED**  
Sorry for any inconvenience

**Parade Float**

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

Contact Number : \_\_\_\_\_

**Date of Parade: Dec 5<sup>th</sup> 2014**

**Registration Close: Nov 27<sup>th</sup> 2014**

Please Fill out, drop off at the Youth Centre

Marnie to get your Full Registration package

**\*\*Limited space available \*\***

**[marniegreenwald@fwfn.com](mailto:marniegreenwald@fwfn.com)**





**CANCELLED**  
Sorry for any inconvenience

**VOLUNTEERS**



- ❖ NEED Volunteer hours?
- ❖ WANT to join in on the Fun?

Email Shayalyne Sabourin

[shayalynesabourin@fwfn.com](mailto:shayalynesabourin@fwfn.com)





## **FAMILY PROGRAM**

# **CHRISTMAS DRAWS!**

FOR CAREGIVERS OF CHILDREN  
12 AND UNDER

**5 Draws Weekly!**

**MONDAY**

Nov 30<sup>th</sup>, Dec 7<sup>th</sup> & Dec 14<sup>th</sup> 2020

**CALL THE HEALTH CENTRE TO REGISTER!**

**(807) 622-8802**

PLEASE NOTE YOU ONLY NEED TO CALL ONCE

ONE ENTRY PER HOUSEHOLD

OPEN TO MEMBERS ON & OFF RESERVE (WITHIN CITY LIMITS)







Youth & Social Development presents

# FWFN House Decorating

Help bring some joy & festive feelings this year

By decorating our yards & homes for all to see!

Register & Participate.

**MANY PRIZES TO BE WON!**

House Decorating Registration Due

Thursday Dec 3rd 2020 @12pm

➤ Registered houses will be viewed

Fri Dec 4<sup>th</sup> @ 6-8pm

➤ Draws will take place Sat  
Dec 5<sup>th</sup> Winners will be  
notified to pick up

➤ Prize Winners Pick up  
Dec 5<sup>th</sup> 2pm-3pm  
Community Centre

**Register with  
Marnie Greenwald**

[marniegreenwald@fwfn.com](mailto:marniegreenwald@fwfn.com)

**OVER  
\$3,000! IN  
PRIZES**





## FORT WILLIAM FIRST NATION HEALTH CENTRE

November 18, 2020

### **Notice to On Reserve Community Members**

With the current rise in COVID-19 cases within the city of Thunder Bay, and surrounding area, Fort William First Nation is preparing to support the community in the event we have a confirmed positive case/cases., or should the province go back into lock down.

We are kindly asking that you register your family with the Health department to allow for our staff to prepare kits and/or supplies to be distributed should they be needed. The important information we require are names, ages and addresses this will help to facilitate accurate response and support to individuals, families and the Community. Please call Pat at 622-8802 to provide the information.

Thank you,

FWFN Health Staff

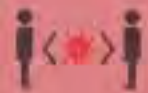
90 Anemki Drive, Suite 100  
Fort William First Nation, ON P7J 1K3  
Telephone: (807)622-8802  
Fax: (807)623-8312



# **COVID-19 TESTING FOR ON RESERVE FORT WILLIAM FIRST NATION MEMBERS ONLY**



**Dilico family health team is doing  
daily COVID-19 testings Mondays to  
Fridays by appointment only  
Individuals are booked within 24  
hours**



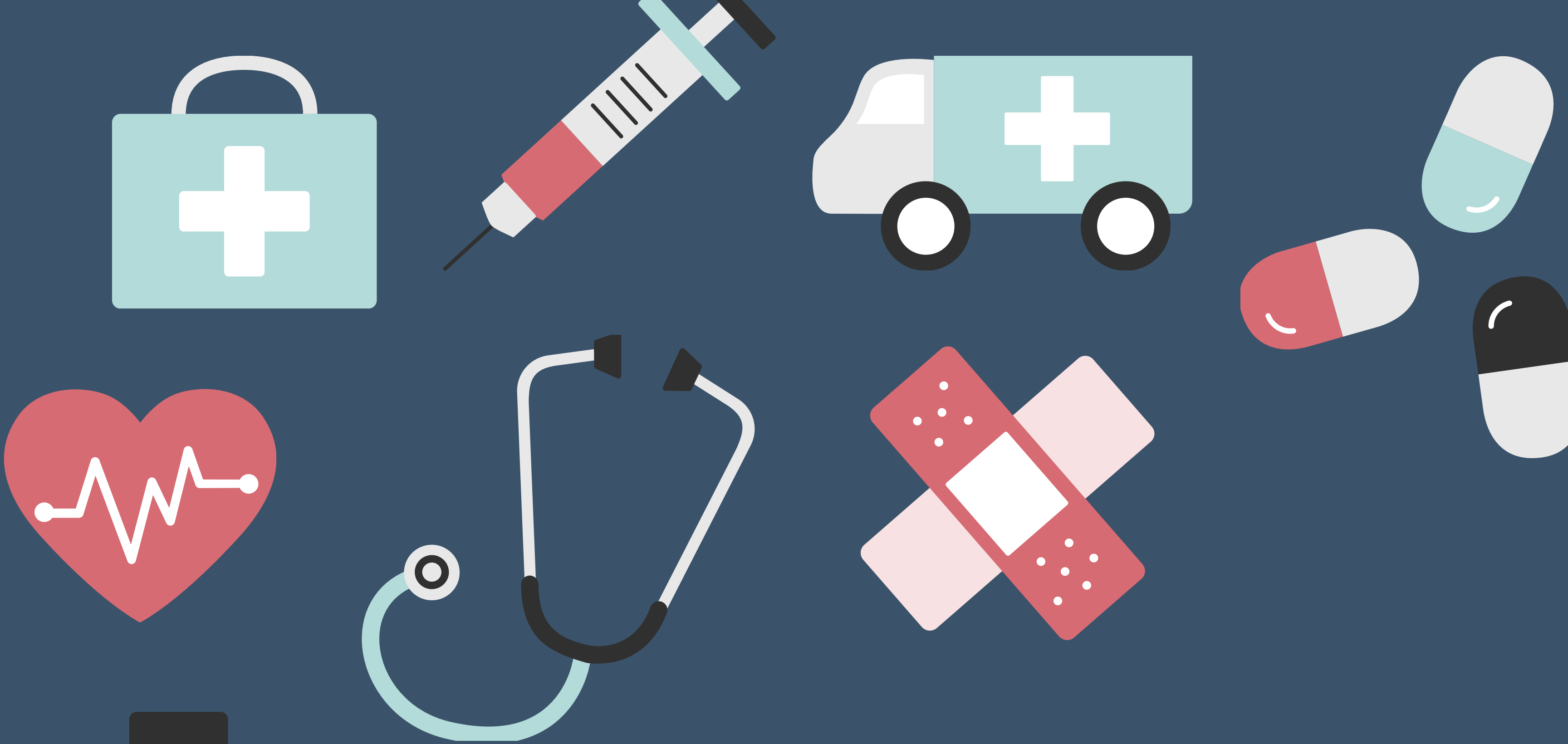
**If you or your child require a test,  
please book a time and date with  
the health team**



**PLEASE CALL: 626-5200**

**Appointments available - call us - 626-5200**





CALL 626-5200 TO MAKE AN APPOINTMENT

# DRIVE-THRU COVID TESTING

DILICO FAMILY HEALTH TEAM AND  
FORT WILLIAM FIRST NATION

DECEMBER 4, 2020  
DILICO FHT PARKING LOT

TESTING IS FOR FORT WILLIAM FIRST NATION  
MEMBERS ONLY



# FORT WILLIAM FIRST NATION BI-ELECTION

## CHANGE OF VENUE FOR NOMINATION MEETING Monday November 30, 2020

Due to changes to the Fort William First Nation Safety Precautions in response to COVID-19, the Nomination Meeting will take place at the CNRA Facility located at 2005 James Street (adjacent to the James Street bridge) on **Monday November 30, 2020 from 5:00 p.m. to 8:00 p.m.**

Given under my hand this 25<sup>th</sup> day of November 2020



Audrey Gilbeau  
Electoral Officer

Cell: 807-621-7489

Fax: (807) 474-4238

P.O. Box 26030 Memorial PO  
Thunder Bay, ON P7B 0B2

E-mail: [director@nokiwin.com](mailto:director@nokiwin.com)

**To request MAIL IN BALLOT – please contact Audrey Gilbeau, Electoral Officer.**

## FORT WILLIAM FIRST NATION Notice of Nomination Meeting

Notice is hereby given that a meeting of the electors of Fort William First Nation will be held at the **Fort William First Nation Community Centre** located at 400 Anemki Drive, Fort William First Nation, ON **on Monday November 30, 2020 beginning at 5:00 p.m.** and lasting for at least three hours, for the purposes of nominating candidates for the position of 1 (one) councillor. **Nomination Meeting will close at 8:00 p.m.**

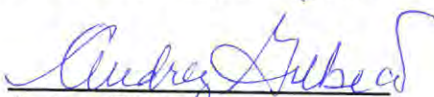
### IMPORTANT INFORMATION ABOUT THE NOMINATION OF CANDIDATES:

1. Any elector may nominate candidates by delivering or sending by mail, email or fax to the Electoral Officer a completed, signed and witnessed nomination and voter declaration form to the Electoral Officer before the time set for the nomination meeting, OR by making a nomination orally at the nomination meeting.
2. Under the *First Nations Elections Act*, an elector must not nominate more than one candidate for the position councillor as there is only one (1) councillor position available for the bi-election.
3. Under the *First Nations Elections Act*, a nominee does not become a candidate until they deliver to the **Electoral Officer or Deputy Electoral Officer, by 6 p.m. on Thursday December 3, 2020** a signed *Candidate Declaration* form, which can be obtained from the Electoral Officer.

### IMPORTANT INFORMATION ABOUT THE ELECTION:

1. The election will be held on the Monday January 4, 2021 at the Fort William Community Centre located at 400 Anemki Drive, Fort William First Nation, ON from 9 a.m. to 8 p.m.
2. Any elector may vote by mail-in ballot by submitting a *Request for Mail-in Ballot* form, which can be obtained from the electoral officer, along with a copy of identification, by **Thursday December 10, 2020**
3. Any elector may permit the electoral officer to release their name to the candidates.

Given under my hand this 5<sup>TH</sup> day of November 2020



Audrey Gilbeau  
Electoral Officer

P.O. Box 26030 Memorial PO  
Thunder Bay, ON P7B 0B2

Cell: 807-621-7489

Fax (807) 474-4238 E-mail: [director@nokiwin.com](mailto:director@nokiwin.com)

..... ✂ ..... ✂ .....  
If you want your name and address to be given to candidates at this election for the purpose of communicating with you, please check the statement below, print and sign your name, detach this form at the dotted line and return the bottom portion to the Electoral Officer.

☐ I authorize that my name and address be given to candidates at this election.

_____	_____	_____	
Print Name	Date of Birth	Signature	
_____	_____	_____	_____
Address	City/Town/First Nation	Province	Postal code

# ALERT

## Thunder Bay Police Report Increase in Overdoses

November 23, 2020

Thunder Bay Police have alerted us that they have seen a spike in overdoses over the weekend and some have resulted in death.

Use of an opioid commonly referred to as “**pink down**” or “**pink dizzy**” is suspected, but other substances may also be a cause of the increase.

Signs of opioid toxicity include impaired breathing, loss of consciousness, inability to talk, blue fingernails or lips, or loud snoring or gurgling.

People who use drugs can reduce the risk of harm from fentanyl and other opioids by:

- using drugs in the presence of others (**supervised consumption service open daily 10am-6pm @ NorWest CHC Thunder Bay Site**), or arranging for someone to check in on them;
- avoiding using drugs at the same time if using in a group;
- trying a small amount before using their usual amount;
- calling 911 if someone develops signs of opioid toxicity; and
- carrying naloxone (**available for free** from the Health Unit [621-7861] and most community pharmacies).

Have you had an unexpected bad reaction to a street drug? Report bad drugs at [www.tbdhu.com/baddrugs](http://www.tbdhu.com/baddrugs). Your report will be **anonymous**.





F O R T   W I L L I A M   F I R S T   N A T I O N

## JOB POSTING

**Position Title:**                    **Accounts Receivable Clerk – Permanent Full-time Position**

**Position Description:**    The Accounts Receivable (A/R) Clerk is directly responsible for performing data entry and related duties in posting accounts receivable payments. This includes maintaining ledgers, credit balances, and resolving account irregularities.

**Major Responsibilities:**

- Collaborate with the Controller or Director of Finance and Administration to maintain collection goals and general A/R performance levels.
- Post and reconcile customer payments to general ledgers.
- Post A/R data to profit/loss reports, balance sheets, income statements, and other documentation.
- Review all credit balances, refunds, and adjustments, and apply adjustments and/or corrections to invoice records.
- Ensure the strict confidentiality and privacy of financial records as they relate to the organization and its customers.
- Form collection strategies to mitigate customer objections to making timely A/R payments.
- Investigate collection problems and advise customers on A/R policies and procedures.
- Make arrangements for payment of outstanding and late accounts; escalate transfer to collection agency as necessary.
- A full job description is available upon request.

**Qualifications:**

- High school diploma or GED
- Accounting experience is considered an asset
- Experience in gathering data, compiling the proper information, and preparing financial reports.
- Computer literacy
- Effective attention to detail and a high degree of accuracy.
- Criminal Records Check required.

**Salary:**                                To be negotiated.

**Closing Date:**                    Applications, consisting of a cover letter & resume with three references, must be received by **4:00 p.m. on Sunday, December 6, 2020**. Please direct your application to the attention of:

**Donna Mullen**  
**Human Resources Assistant**  
**P: 807-623-9543 ext. 806**  
**Email: [donnamullen@fwfn.com](mailto:donnamullen@fwfn.com)**

When hand delivering, ensure that your application is date stamped and a copy provided to you.

*We appreciate all applications. Only those selected for an interview will be contacted.*





F O R T   W I L L I A M   F I R S T   N A T I O N

## JOB POSTING

**Position Title:** Chief Financial Officer (CFO)  
Permanent Full-Time

**Position Description:** Fort William First Nation requires an energetic, motivated and career-minded Chief Financial Officer (CFO) responsible for reporting to the Chief Executive Officer (CEO). The CFO will play a critical role in the development and implementation of the Fort William First Nation financial strategy. As a member of the senior leadership team, the CFO will be an advisor to the Departmental Directorship, evaluating and assisting them with their financial plans. The CFO will be responsible for overseeing all fiscal and fiduciary responsibilities for the organization under the directorship of the CEO, Chief and Council.

**Major Responsibilities:**

- Provide overall strategic leadership to the Finance Department
- Create, coordinate, and evaluate the financial programs and supporting information systems of the company to include tax planning, and conservation of assets
- Manage the accounting operations including the review of journal entries, payroll, accounts payable, accounts receivable and statutory reporting
- Establish and monitor internal controls to ensure that accounting activities are in accordance with established legal regulatory and organization policies and procedures
- Provide advice and guidance on all accounting matters including financial systems, record keeping, analysis, budgeting and reporting
- Coordinate the year-end audit and preparation of audited financial statements
- Work with external auditors, finance portfolio and FWFN Chief and Council
- Assign and authorize cheques, purchase orders and invoices
- Develop and assist in the implementation of related goals and financial policies / procedures
- Seek out finance and administration opportunities and funding sources
- Ensure compliance with local, provincial, and federal budgetary reporting requirements
- Oversee the approval and processing of revenue, expenditure, and position control documents, department budgets, ledger, and account maintenance and data entry
- Coordinate the preparation of financial statements, financial reports, special analyses, and information reports
- Develop and implement finance, accounting, billing, and auditing procedures
- Establish and maintain appropriate internal control safeguards
- Interact with Directors and Managers to provide consultative support and financial recommendations
- Ensure records systems are maintained in accordance with generally accepted auditing standards
- Analyze cash flow, cost controls, and expenses to guide business leaders
- Analyze financial statements to pinpoint potential weak areas
- Develop tools and systems to provide critical financial and operational information to the Chief and Council and CEO and make actionable recommendations on both strategy and operations

*We appreciate all applications. Only those selected for an interview will be contacted.*



**F O R T   W I L L I A M   F I R S T   N A T I O N**

- Support long-term budgetary planning and costs management in alignment with Fort William First Nation's strategic plan
- Manage cash flow and forecasting
- Develop a reliable cash flow projection process and reporting mechanism that includes minimum cash threshold to meet operating needs
- Optimize the handling of banking relationships and initiate appropriate strategies to enhance cash positions
- Assist Directors and CEO with the implementation of budgets, monitor progress and present quarterly and annual operating results for each department
- Represent FWFN externally to government agencies, funding agencies, and Membership
- Supervise, and evaluate department staff
- Perform related duties and responsibilities as required

**Qualifications:**

- Undergraduate or Graduate Degree in Finance or Accounting required
- Chartered Professional Accountant (CPA) designation required
- Five (5) years of experience in a senior-level finance or accounting position
- Knowledge of finance, accounting, budgeting, and cost control principles including Generally Accepted Accounting Principles
- Knowledge of Indigenous Services Canada's government funding and reporting structure
- This position will be subject to a criminal records check

**Salary:** To be negotiated

**Job Posting Closing Date:** Applications, consisting of a cover letter and resume with three (3) references, must be received by **4pm on Sunday, December 6, 2020**. Please direct your application to the attention of:

**Donna Mullen**

**Human Resources Assistant**

**Ph: 807-623-9543 ext. 806, Fa: 807-623-5190**

**Email: [donnamullen@fwfn.com](mailto:donnamullen@fwfn.com)**

When hand delivering; ensure that your application is date stamped and a copy provided to you.

*We appreciate all applications. Only those selected for an interview will be contacted.*



F O R T   W I L L I A M   F I R S T   N A T I O N

## JOB POSTING

**Position Title:** Security Checkpoint Officers

**Position Description:** The Security Checkpoint Officer will operate the FWFN enforced security checkpoints put in place to limit outside access to residential areas of FWFN during the COVID-19 global pandemic.

**Major Responsibilities:**

- Conduct check stops and enforce vehicle restrictions into FWFN residential areas.
- Adhere to all policies and follow established procedures.
- Write reports of daily activities and irregularities, such as presence of unauthorized persons, or unusual occurrences.
- Record non-member vehicle license plates of vehicles granted access and maintain log of same.
- Call APS in cases of emergency, such as presence of unauthorized persons, persons who fail to stop at check points, etc.
- Other duties as assigned.

**Qualifications:**

- High School Diploma required.
- A related security certificate would be considered an asset.
- Previous experience as a Security Officer or in a related field required.
- Must have a valid driver's license and access to a personal vehicle.
- First-aid and CPR certification is an asset.
- Must be able to complete required paperwork to report abnormalities or incidents.
- Must be able to sit or stand for long periods of time.

**Salary:** To be negotiated.

**Job Posting Closing:** On-going. Hiring as needed

Please direct your application to the attention of:

**Donna Mullen**  
**Human Resources Assistant**

**Email: [donnamullen@fwfn.com](mailto:donnamullen@fwfn.com)**

*We appreciate all applications. Only those selected for an interview will be contacted.*

**Department: Office of the Chief****Date: November 23, 2020****Subject: Security Checkpoints****Prepared By: Kristy Boucher, Communications Office  
& Executive Assistant Office of the Chief.**

## NOTICE TO COMMUNITY

In the interest of helping to prevent further spread of COVID-19 for the health of our community, staff, and the general public, Fort William First Nation (FWFN) will be moving into phase one of our security checkpoints.

Phase One – Monitoring and Surveillance Only.

- Security checkpoints will be setup at the north-end of Mission Roads.
- Road blockades will be setup at the north-end of Back Street Road; Brule Bay Road near the causeway; and north-end of Little Lake Road.
- Will operate twenty-four (24) hours a day.
- Security Officer will be required to record vehicles license plates numbers on all vehicles accessing the security checkpoint.

We would like to also take this time to remind you of the FWFN Emergency Response Call Centre. If you are in need of assistance and require additional information related to COVID-19, reach out to our call centre:

Main Phone Line: 807 698- 0415 – Active Monday to Friday, 9:00 a.m. to 4:00 p.m.

Family Support On-Call Line: 807-472-7701 – Active daily from 4:00 p.m. to 9:00 a.m., and 24 hours a day on weekends.

Email: [covid19@fwfn.com](mailto:covid19@fwfn.com) – Active 24 hours a day

Information, as we receive it, is published on our website daily at [www.fwfn.com](http://www.fwfn.com) and clicking on the COVID-19 Pandemic Action Plan on the home page. The Emergency Response Group meeting minutes will also be posted here to inform the community of their discussions. Alternatively, if you have access to social media, please follow us on Facebook as information is also posted there too.

Essential services will continue to be provided and the Emergency Response Team will be providing updates as they happen. I wish to thank all of the employees, especially those assisting on the front lines where ever you call home, for the tireless and important work you do.

Respectfully,



**Chief Peter Collins**  
**Fort William First Nation**



**Department: Fort William First Nation CEO****Date Prepared: November 27<sup>th</sup>, 2020****Subject: COVID-19 Community Update****Prepared by: Michael D. Pelletier  
Office of the CEO**

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## NOTICE TO COMMUNITY – Positive Case on Fort William First Nation

This notice is to report that FWFN's Emergency Response Group has confirmed a positive case of COVID-19 in the community of Fort William First Nation. I want to ensure to the community that our Emergency Response Group is currently monitoring and have made contact with the individual and also completing contact tracing with this individual. The positive case is in self isolation and also those that they have been in contact with.

I would also like to remind the community that self-monitoring is a very good practice to complete during this time and if any COVID-19 related symptoms become present to contact the Dilico Family Health Team at 626-5200. The Thunder Bay District Health Unit can also be contacted for testing at (807) 625-8318 or toll-free 1-888-294-6630, ext. 8318 (Monday-Friday, 8:30 am to 4:30 pm). After hours and on weekends/holidays call Thunder Bay Answering Service at (807) 624-1280.

Our health team is also wanting to build a community contact list to help assist in contact tracing if needed. Community members are encouraged to contact our COVID hotline at 698-0415 or Health Centre reception, 622-8802 to update our records of their respective phone numbers.

### Reminders:

#### Mandatory Masks:

FWFN Chief and Council has supported all Ministry of Health guidelines including those set forth by the Thunder Bay District Health Unit. Wearing a mask or face covering is required in indoor public spaces under the instructions issued by the Medical Officer of Health. The mask or face covering should cover your nose, mouth and chin, without gapping. Wearing a mask or face covering is an additional measure we can take to reduce the spread of COVID-19 and keep each other safe. This means that, with some exceptions, all customers or visitors entering an indoor premise or apartment and condominium common area are required to wear a mask or face covering while inside.

**NEIGHBOURHOOD WATCH-** Please only use coloured flags if someone is sick in your home. If anyone has not received their colour coded flag package, please contact us to request one to be delivered to you. This contact information is noted below.

Continued on page 2...



**COVID-19 Information & Communication Lines**

- Email: [covid19@fwfn.com](mailto:covid19@fwfn.com)
- Call Center Line: (807) 698-0415

Website: <https://fwfn.com/covid-19-action-plan/>

**How can I protect myself from getting COVID-19?**

You can stay healthy and prevent the spread of infections by:

- washing your hands often with soap and water for at least 20 seconds;
- avoiding touching your eyes, nose or mouth with unwashed hands;
- avoiding close contact with people who are sick;
- coughing or sneezing into your sleeve and not your hands; and
- staying home if you are sick to avoid spreading illness to others.

If you have any questions please see contact information below.

Respectfully,

**Michael D. Pelletier  
Chief Executive Officer  
Fort William First Nation  
90 Anemki Drive, Suite 200  
Fort William First Nation, ON  
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# TRIPLE P PARENTING POSITIVE PARENTING PROGRAM

ONLINE Sessions starting in January 2021

FOR MORE INFORMATION AND TO REGISTER  
PLEASE CONTACT

**OLIVIA PELLETIER**

*Family Support Worker*



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# ONLINE YOGA

5-6pm  
**Dec 2<sup>nd</sup>**  
2020

Join Now  
& receive a  
Shaker Cup

5-6pm  
**Dec 9<sup>th</sup>**  
2020



***Must Register with: Marnie Greenwald***  
[marniegreenwald@fwfn.com](mailto:marniegreenwald@fwfn.com)



*Yoga 4 All*