

# TSAWOUT FIRST NATION

NEWSLETTER

[www.tsawout.ca](http://www.tsawout.ca)

MARCH 2022



## FIRST RESPONDER COURSE

---

The Employment and Training Department had a great turnout for their First Responder Course.

This was an intense but fun course and we had many people successfully complete it.

View more pictures on page 08.

## Inside this Issue:

---

P/02. TETAYUT CREEK SUMMARY

---

P/04. HONOR THE BABIES CELEBRATION

---

P/06. FREE TAX HELP AND PREP

---

P/07. FREE MEDICAL UNIT CLERK PROGRAM

---

P/08. HEALTH DEPARTMENT NEWS

---

P/09. INDIGENOUS LEADERS REGISTRATION

---

P/10. EMPLOYMENT & TRAINING WORKSHOPS

---

P/12. JIG FIT AND POWWOW IMPACT

---

P/13. TSAWOUT LEARNING HOUSE NEWS

---

P/18. COLLABORATIVE AFTERSCHOOL PROGRAM

---

P/19. EMPLOYMENT OPPORTUNITIES

---

P/26. GARBAGE, COMPOST & RECYCLING

---

## MEET OUR STAFF

---

The Tsawout Learning House would like to introduce you to their many amazing employees.

Read more about their staff on page 13.

# COMMUNITY NEWS - TETAYUT CREEK SUMMARY



TSAWOUT FIRST NATION

## Tetayut Creek Culvert Replacement Engagement Summary

### COMMUNITY ENGAGEMENT

On February 3, 2022, Tsawout First Nation hosted a community engagement session to share information about options to replace the Tetayut Creek culverts and gather feedback on things to consider when deciding upon which option to move forward with, Option 1 being the installation of a clear span bridge, and Option 2 the installation of an open bottom arch culvert.

Two sessions were held in the gym and included a presentation followed by an interactive discussion. Participants had the opportunity to ask the project team questions and provide their feedback directly, or complete a short questionnaire, either on paper or digitally using Mentimeter. Approximately 50 people attended one of the sessions and 40 completed the questionnaire.

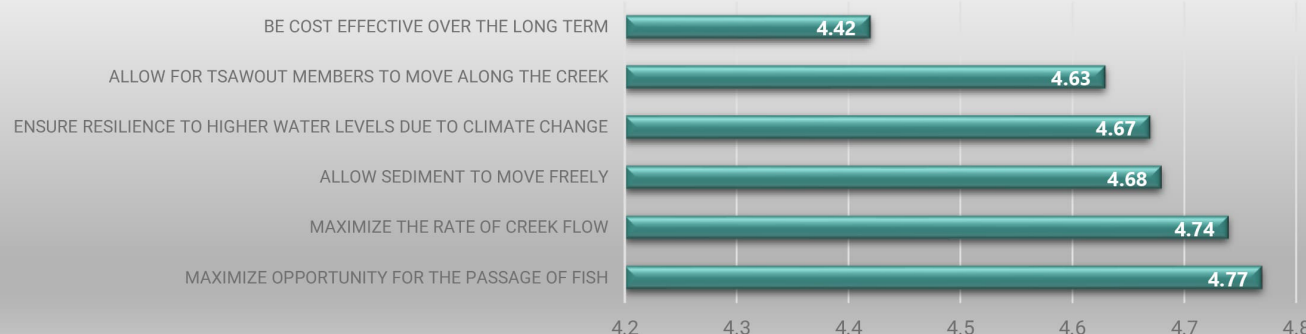
### WHAT WE HEARD

A quick poll was designed to share with participants some of the objectives of the culvert replacement project, have participants tell us how important each of these objectives are to them, and invite them to share other considerations.

The results of the poll show that there is overall agreement with these objectives, no one disagreed with any, and most indicated that they strongly agreed with all of them. Relative to each other, the objective with the highest average score is to maximize opportunities for the passage of fish. The importance of enhancing the creek and habitat for fish as it relates to Tsawout way of life and culture was echoed in the verbal feedback shared with participants.

Participants also shared other considerations relating to this project, either on their surveys or with verbal feedback. The following is a summary of the themes shared:

### The replacement of the Tetayut Creek culverts should:



### Enhance Fish Habitat

Rehabilitating fish habitat is a key priority. As stewards of their lands and resources, Tsawout is committed to protecting environmentally and culturally sensitive areas such as Tetayut Creek. This is crucial for supporting Tsawout way of life. The need to involve environmental specialists was highlighted as a key opportunity to ensure that habitat is properly restored.

### Improve Access in and out of the Community

Securing a secondary access point in and out of the community is a key priority. There is interest in ensuring that this project is happening in coordination with securing that secondary access point, and that the timing of the project does not impact community members' ability to travel in and out of the community.

### Watershed Management

Many expressed support for enhancing this section of the creek but raised the importance of the broader effort needed to restore not only this one section but the entire watershed. There is much interest in finding ways to work with and hold accountable other jurisdictions impacting the watershed. Participants shared stories of impacts to the creek from land uses in Saanichton and Central Saanich, highlighting the importance of neighbouring municipalities being on board with the broader objective of restoring the creek and addressing flooding.

### Safety

The safety of the road during and post-construction is a key concern.



# COMMUNITY NEWS - TETAYUT CREEK SUMMARY



TSAWOUT FIRST NATION

## Communication

There is a desire for improved communication with Tsawout community members on this project and others. There was interest in receiving more written information about this project ahead of the meeting as well as more notice of community engagement events. A suggestion was made to mobilize youth to help get the word out about future events and initiatives.

## Engagement

The suggestion was made for a committee representing all Tsawout families to help guide the project and to assign a cultural monitor or Elder to the team to guide the engagement process. Direct engagement with Certificate of Possession holders was suggested as well as one on one engagement with Elders. The importance of story telling was highlighted and the opportunity to learn the history of this area by talking to the Elders. There is interest in ongoing engagement throughout the design process and an opportunity to involve an artist in the bridge design or artwork. Participants shared information on protocols for dialogue in the community that begins with hearing from the Elders, then community members, and then from staff.

## Capacity Building

Suggestions were made to create educational opportunities or train members to assist with future phases of this project.

## Culture

Participants shared the cultural significance of this area and the importance of protecting cultural locations along Tetayut Creek.

## History

Participants shared stories of bad decisions made in the past by ISC and neighbouring municipalities without Tsawout engagement that have impacted the Tsawout

people and Tetayut Creek. It is important to understand this history so that the mistakes of the past are not repeated.

## Access

This project should help improve access to the creek for community members. Participants shared stories of past experiences with the creek including fishing, swimming, and conducting spiritual practices. Those practices are not currently possible due to degradation of the creek, lack of privacy, and conflicts with neighbouring landowners.

## Timing

Many participants had questions or comments about the timing of the project, some highlighting that the community has waited long enough for these culverts to be replaced and expressed the desire for the project to be completed as soon as possible.

## Coordination

Community members raised questions about how this project will be coordinated with other projects such as stormwater management, the lift/pump station upgrade and securing a secondary access point.

## Funding

Many participants had questions about how the project would be funded, what the budget for the project is, if Chief and Council have approved the budget and who would pay now and, in the future, to maintain the structure.

## Resilience and Lifespan

The option chosen should be designed for the future, which is to say resilient to higher flows and built to meet future traffic demands. The longevity of the structure is also a key consideration.

Overall, the comments shared suggest a strong rationale for the Option 1 (clear span bridge) over Option 2 (open bottom arch culvert), given the opportunities for **increasing flow**, **allowing sediment to move**, maximizing opportunity for the **passage of fish**, improving **access to the creek** for Tsawout members, and **ensuring resilience to climate change**. A few participants took the opportunity to express their direct support for the bridge concept over the culvert option.

There is strong interest in continued communication and engagement on this project as it moves through to future design phases and a strong interest in coordinating this project with other priority projects such as securing a second access point to the community and working with other jurisdictions on watershed management. These results will inform recommendations relating to the conceptual design and the upcoming more detailed design phase.

# HEUIST TFE KĒLAḲ - HONOR THE BABIES CELEBRATION

NIŁ TU,O PROUDLY PRESENTS  
NINTH ANNUAL

## HEUIST TFE KĒLAḲ

### HONOUR THE BABIES VIRTUAL CELEBRATION

April 21, 2022  
11:00 a.m.

To Register Contact:  
AMorris@niltuo.ca

#### PRIZES

for registered participants

## CELEBRATING BABIES BORN IN 2021

Has a **new life** joined your family in **2021**, and is  
**affiliated with the communities** of Tsawout, Tseycum,  
Tsartlip, Pauquachin, Songhees, T'Sou-ke, or Beecher Bay?

*Please join us in celebrating this new life*

Registration required, please provide baby's birth certificate





# HEUIST TFE KĒLAḲ - HONOR THE BABIES CELEBRATION



## NIL TU,O

CHILD AND FAMILY SERVICES SOCIETY

## HEUIST TFE KĒLAḲ

Honour the Babies April 21, 2022

### Registration Form

Has a **new life** joined your family in **2021**, and is **affiliated with the communities** of **Tsawout, Tseycum, Tsartlip, Pauquachin, Songhees, T'Sou-ke, or Beecher Bay?**  
*Please join us in celebrating this new life!*

To register, please complete this form and send by email to [amorris@niltuo.ca](mailto:amorris@niltuo.ca).  
**Deadline** for registration is 4:30 p.m. **April 1<sup>st</sup>, 2022.**

Baby's Name:			
Parent's Name:	Mother	Father	
Date of Birth:	For Babies born in 2021	Gender: M <input type="radio"/> F <input type="radio"/> Other <input checked="" type="radio"/>	
Address		City:	Postal Code:
Telephone:		Registered Band Name:	
Email Address:	(A web link to the virtual event will be sent to the email address you provide. Please join the event on a device that has camera and microphone)		
Guardian Consent Signature(s)			
Consent for Photo's	YES <input type="checkbox"/> I understand that photos of myself or my baby may be used by NIL TU,O CFSS	NO <input type="checkbox"/> I understand that if I say no, I will suffer no negative consequences and NIL TU,O will not use photos of baby or myself.	

**If you have any questions, please call our office at 250-544-1400 or email [amorris@niltuo.ca](mailto:amorris@niltuo.ca)**

1-2475 Mt. Newton Cross Rd., Saanichton B.C. | Phone: 250-544-1400 | Fax: 250-544-1402

**STÁUTW | WSIKEM | BOKEĆEN | WJOŁEŁP | SONGHEES | T'SOU-KE | SC'IANEW**

Beacon  
Community Services at SHOAL Centre

**Need Help with  
Your Taxes?**



# Free Tax Prep and Filing

**Tax Clinics at Tsawout:**  
**March 22 & April 5 from 10 am - Noon**  
**or**

*Pick Up a Tax Envelope at the Band Office  
Drop off envelopes with signed forms & slips at the SHOAL Centre,  
then a SHOAL Centre volunteer will call before filing with the CRA.*

**SHOAL Centre 10030 Resthaven Drive, Sidney**

**Any questions call: 250-656-5537**

*In order to qualify as a CVITP client your tax situation must be simple and your income must be modest (single person up to \$35,000 or a couple up to \$45,000). Your income source must be from employment, pension, benefits such as Canada Pension Plan, disability, employment insurance, social assistance, RRSP's, support payments, scholarships, fellowships, bursaries or grants, & interest (under \$1,000).*

# FREE MEDICAL UNIT CLERK PROGRAM

Sprott Shaw College, in partnership with Fraser Health, has secured funding for a **fully-funded** cohort of Medical Unit Clerk students. As Fraser Health was unable to fill all the seats within the cohort, Sprott Shaw College is extending this exciting opportunity to Island Health employees and Vancouver Island residents with a very tight timeline for enrollment.

## What do you need to know?

- Sprott Shaw College is offering fully-funded enrollment in their Medical Unit Clerk (MUC) program starting March 14, 2022.
- This course is offered online, and successful candidates will receive a free laptop to assist them in their studies.
- Course commitment is 4hrs per day, 5 days a week for 33 weeks (708hrs).
- There is a full-time student practicum experience component (4 weeks, 128hrs) within a health care facility.

## Pre-requisites include:

- Grade 12/GED or mature student status (all transcripts must be “true certified copies” or originals)
- Successful completion of an Admissions Interview and Entrance Assessments for English and Math
- Domestic students: completion of English 11 or 12
- Domestic students: completion of Math 10, 11, or 12
- Sprott Shaw College, in partnership with Island Health, will be offering a Town Hall for you to learn more about the program and how to enroll.

## What do you need to do?

Join the Sprott Shaw Town Hall: **March 7, 2022 at 12:30-1:30pm**

## Agenda

- Overview of this Career Opportunity
- Qualifications: Access and training requirements
- How to apply
- Question and Answer Period
- Meeting Link: <https://zoom.us/j/92999179168?pwd=Q1l4VFERv253RGZ5R-1R6T29rUnEvZz09> (Meeting ID: 929 9917 9168; Passcode: 604311)



## COMMUNITY NEWS - UNITED AS ONE

---

On December 11, 2021, Tsawout Elder Patti Underwood worked with the Tsawout Health Department to host "United as One". This event was a place for community to gather and share teachings and stories around substance abuse, and overcoming addiction.

Many elders and other community leaders attended the event. Videos were recorded during the event and are meant to be a resource for anyone who may find them useful on their own journey. **HÍSWŪKE** to all who participated, and those who made these recordings possible.

You can find the videos on the Tsawout First Nations website [www.tsawout.ca/event-unit-ed-as-one-presentation-videos/](http://www.tsawout.ca/event-unit-ed-as-one-presentation-videos/)

For more information please contact Talia Ingram at the Health Department at (250) 652-1149.

## HEALTH NEWS

---

### WELCOME TO THE TEAM!

We would like to welcome Kristal Underwood to the Health Department team as the new Executive Assistant!

### COHI

---

Currently we do not have a COHI aide, but we do have the dental hygienist available to assist, screen and varnish your children's teeth from ages 0 to 8. She can also screen pregnant moms as well.

She will be available for drop in on **Wednesday March 16th** from 11:00 am to 3:30 pm in the Health Department.

Please call the Health Office for further information at (250) 652-1149.

### DIABETICS

---

We have Judith Atkins, the Diabetes Nurse, here on **Thursday March 17th** from 10:00 am to 12:00 pm and **March 31st** from 1:00 pm to 3:30 pm.

We will also be having a Diabetic Luncheon on March 31 from 11:00 am - 1:00 pm in the multipurpose room.

All welcome.

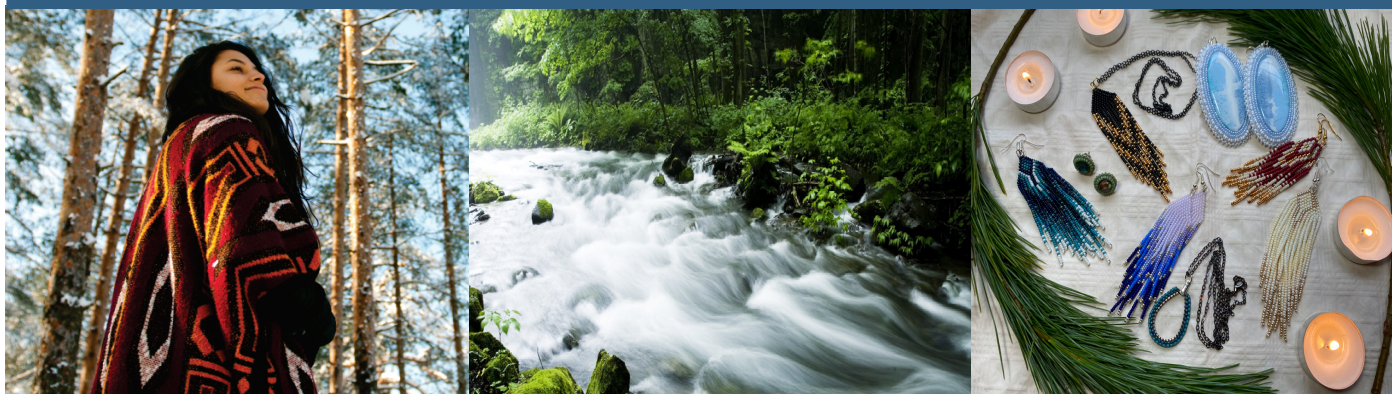
### COVID-19 TEST KITS

Contact Michelle McDormand at (250) 885-7095 if you are experiencing one or more COVID symptoms to receive a test dropped off or if you require support while quarantined.

# INDIGENOUS ASPIRING LEADERS - REGISTRATION OPEN

Hosted by Islands Trust and Naut'sa mawt Tribal Council

## Indigenous Aspiring Leaders Workshop Series



### WHO should attend?

We encourage any interested Indigenous aspiring leaders to participate.

### WHERE is the event?

Virtual via Zoom

### WHEN does it take place?

All workshops take place at 6:30pm - 8:00pm PST on their specified date

### HOW to register?

<https://www.nautsamawt.org/single-post/indigenous-aspiring-leaders-workshop-series>

For any questions, please contact Naut'sa mawt Event Management at 647-269-3838 [islandstrust@nautsamawt.com](mailto:islandstrust@nautsamawt.com)

If you are unable to attend a workshop, please contact us as we are happy to share the recording after the presentation

### Indigenous Entrepreneurship

Wednesday, February 23rd

Shayla Oulette Stonechild, founder and host of 'Matriarch Movement' and Indigenous Fashion Designer Linda Kay Peters of 'Ringing Bell Robes - Lyn Kay Designs'

### Indigenous Law

Tuesday, March 8th

Melissa Louie, a Coast Salish, and Syilx lawyer of the Tla'amin Nation with family ties to the Penticton Indian Band

### Beading Workshop: Part One

Tuesday, March 15th

Emily White of Klahoose and Tla'amin Nations

**RSVP** by Wednesday, February 23rd, 2022: Beading kit will need to be mailed to you with advanced notice

### Beading Workshop: Part Two

Tuesday, March 22nd

An optional follow up session for participants of Beading Workshop Part One

### Indigenous Governance

Wednesday, March 23rd

MLA Adam Olsen and Indigenous Council Member (To Be Announced)

### Freshwater Cultural Teachings

Tuesday, March 29th

What is Coast Salish cultural understanding about water? Listen and learn from Harold Joe, CKH about the relationship and cultural connects to fresh water here in the Salish Sea Basin

**Door Prizes and a Grand Prize Apple iPad will be provided!**



Naut'sa mawt  
EVENT MANAGEMENT



Islands Trust



Watersheds BC





# EMPLOYMENT AND TRAINING

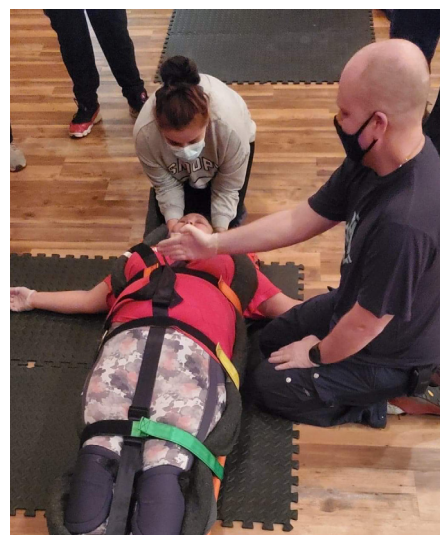
## FIRST RESPONDER COURSE

The First Responder course here at Tsawout went great! Thank you to Alert First Aid for coming and delivering such an amazing course.

If you are interested in a First Responder course send me an email at [employmentmanager@tsawout.ca](mailto:employmentmanager@tsawout.ca).

It was a lot of hard work, but everyone did a great job! Congratulations to:

- |    |                   |     |                    |
|----|-------------------|-----|--------------------|
| 1. | John Claxton      | 7.  | Addie Frenchy      |
| 2. | Wendy Pelkey      | 8.  | Rita Frenchy       |
| 3. | Kathleen Pelkey   | 9.  | Ellie Bartleman    |
| 4. | Jackson Swan      | 10. | Michelle McDormand |
| 5. | Jessica Underwood | 11. | Candice McIntyre   |
| 6. | Florence Pelkey   | 12. | Renee Robinson     |





# EMPLOYMENT AND TRAINING

## **RESUME WRITING WORKSHOP - March 10**

This 1-day training will provide learners with instruction on how to write an effective resume and cover letter, as well as assistance with creating their own documents. Classroom instruction will also focus on interview skills and a guided discussion around workplace etiquette.

Upon completion of this course, learners will be better able to understand:

- Current resume and cover letter design techniques as per industry standards
- Resume fundamentals - such as, writing effective accomplishment statements
- Interview preparation skills - types of interviews, interview questions and answers
- How to navigate workplace etiquette - behavior, communication, technology use, etc.

Bring your resume or come ready to put a resume together. Snacks and lunch provided.

### **DETAILS :**

**When:** Thursday, March 10th 9:00 am - 4:00 pm.

**Where:** Computer lab, Tsawout First Nation

**Register:** Email [employmentmanager@tsawout.ca](mailto:employmentmanager@tsawout.ca) or call: (250) 652-9101.

## **Skid Steer Loader Training - March 8 - 10**

### **SKID STEER LOADER & EMPLOYMENT SKILLS TRAINING**

**March 8-10, 2022 at Tsawout First Nation (7728 Tetayut Rd)**



**Skid Steer Training is 1.5 days March 8 (9am-4pm) & March 9 (8:30am-4:30pm you will be assigned to a morning or afternoon session with the instructor)**

- Safety regulations and standards
- Skid steer loader fundamentals
- Hazard identification
- Preventative maintenance and procedures
- Pre-operational inspections
- Job site safety analysis
- Basic operating procedures
- Proper start-up and shutdown procedures
- Steering, maneuvering, and control
- Safe load handling
- Installation and removal of attachments



**Register now, space is limited!**

[employmentmanager@tsawout.ca](mailto:employmentmanager@tsawout.ca)  
250-652-9101 ext. 308



**Employment Skills Training is 1 day on March 10 (9am-4pm)**

- Current resume and cover letter design techniques as per industry standards
- Resume fundamentals - such as, writing effective accomplishment statements
- Interview preparation skills - types of interviews, interview questions and answers
- How to navigate workplace etiquette - behaviour, communication, technology use, etc.



# EDUCATION NEWS - JIG FIT & POWWOW IMPACT

Back by popular demand, we will be starting another six weeks of Powwow Impact and JigFit on March 8th and 10th!



## Jigfit & Powwow Impact

With  
Madelaine McCallum

**Powwow Impact:**  
Tuesday's - March 8, 15, 22, 29,  
April 5 & 12 @ 6pm

**Registration Link:**  
<https://bit.ly/3sy3WMZ>



zoom

**JigFit:**  
Thursday's - March 10, 17, 24, 31  
April 7 & 14 @ 6pm

**Registration Link:**  
<https://bit.ly/3szRIjk>



Learn the steps, sequenced through choreography in fun, upbeat workouts that will feature both traditional and contemporary music.

# TSAWOUT LEARNING HOUSE - STAFF INTRODUCTIONS

Below is an introduction to the Tsawout Learning House Staff who support your child/ren every week Monday to Thursday from 3:00 pm - 5:00 pm and on Non-Instructional Days from 9:00 am - 3:00 pm.

## **Stephanie Adams**

*Tsawout Learning House Coordinator*

I am honoured to be entrusted with this title for 11 years. Prior to starting in 2001, I was a part-time Tsawout After School Program Education Assistant for 10 years while also working with the Saanich School District #63 from 1995.

It is a real privilege to work within my own community and to serve the families of Tsawout and Saanich Nations through the after-school Education Programs, Spring Break and Summer Camps.

The TLH parents and Elders support, feedback and suggestions are valuable to me. Providing a safe and enjoyable environment for our children and youth is what is important to me.

## **Annette Marks**

*Teacher Assistant*

Greetings! I am a mother who has been studying part-time at Camosun, but since the return of Tsawout's students in the Fall of 2021, I have been acting as an assistant. At this time, I am assisting Anna Walkus, as well as providing help to my advisor, Stephanie Adams.



## **Sandra Pelkey**

*Assistant Coordinator & Cultural Teacher*

My name is QTIKELWET Sandra Pelkey. I am a Tsawout Member and my position is Assistant Coordinator and Cultural Teacher for the SENĆOŦEN Language.

I have enjoyed my work with children for approx. 20 years. I have been an Immersion Preschool Coordinator for the Language Nest for 10 years and have worked with Elders and Community all my life and I am honoured to be working with our future leaders - the children.





# TSAWOUT LEARNING HOUSE - STAFF INTRODUCTIONS

## **Anna Walkus**

*Intermediate Teacher Assistant*

Hello. My Name Is Anna Walkus. My job position is an Intermediate Teacher Assistant. I am also an Arts and Craft Teacher, teaching the students to make necklaces, bracelets, sequenced beaded shawls, beaded wall photos, button blankets etc.

The reason I like working at the Tsawout Learning House is, "I love the children very much and I am there to support them in every way I possibly can." I love reading them Coast Salish stories. I am the E.A. for the Grade 3-Grade 10 students.



## **Faith Foster**

*Designated Youth Worker*

I am Faith Foster and my job as a designated youth worker is to take care of one of the students at T.L.H.

I love walking into the classroom and being greeted by many smiles from all the kids, especially the one I work closely with!



## **Norma L. Pelkey**

*Primary Class Elder Support*

Norma L Pelkey, born in Tsawout October 4, 1959. I have 7 children of my own and 19 grandchildren. I provide elder support for the Primary Class.

I love watching the children learn and how quickly they pick up on our language and basic skills. I make sure of a safe environment and always make the children feel welcome teaching respect, care, manners, and assist in activities and any events. I clean up after children and assist to the washroom.



# TSAWOUT LEARNING HOUSE - STAFF INTRODUCTIONS

## **Theresa Bartleman**

*Primary Classroom Education Assistant*

Previously a Victoria Native Friendship Centre Designated Youth Worker, working one on one with a Tsawout student. This Fall 2021, Theresa was reassigned as the Primary Classroom Education Assistant and oversees up to 10 Pre-school to Grade 2 students from ŁÁU,WEL,NEW Tribal School and KÉLSET Elementary School.



## **Pamela Bourque**

*Art Instructor/Literacy Support*

I have been with the TLH since August 2021 as well as facilitator for other workshops since 2010. I have always enjoyed coming here for a variety of reasons. Number one is the people at the center. I feel they show tremendous kindness, respect, a willingness to try new things as well as being very generous. By far, this place has been my favorite place to come to. I never tire from my work here and am learning so much about culture and a different way of being.



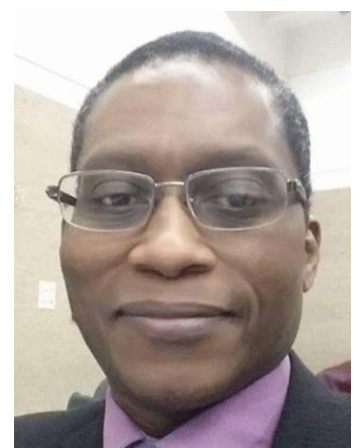
There is also a great deal of compassion at the Learning House, and it is a place where we can just be human. In addition, there is plenty of opportunity to be creative and the staff are very supportive. Tsawout Learning House is not just a place to work but a family who care for one another. So, in conclusion, I am extremely happy to be part of the team here and look forward to coming here each day.

## **Kirk Clarke**

*Gold Star Tutors*

Kirk Clarke is the owner of Gold Star Tutors and [www.goldstartutors.com](http://www.goldstartutors.com) and we specialize in tutoring students of all ages in mathematics and science.

I love working with the kids at Tsawout Learning Centre because of their positive energy. They're eager to learn new things and I like teaching how to play new math games.



# **TSAWOUT LEARNING HOUSE - UPDATES**

Thank you to an amazing Education Team who have been a great support to myself, each other, and the students to provide tutoring in Math and Literacy and implementing Arts/Crafts projects and the SENĆOŦEN Language through the fun seasons and holidays of the Halloween Carnival, Christmas Dinner and Gifts with Santa, Valentine's, Elder's Friendship Tea, and Pink Shirt-Anti-Bully Day-Month.

Thank you for understanding as the Tsawout Education Department staff took some time away to attend the In-Person PLAY Therapy in Vancouver. The staff gathered more "Tools for helping children and youth to express themselves, learn about their world, and feel most at ease when playing. Helping them to positively cope and work through stressful life experiences."

## ***Moe the Mouse***

---

The collaboration of Tsawout Language Nest and TLH are participating in a refresher training of MOE THE MOUSE, with Robin McDaniel. Robin is a Speech and Language Pathologist with Communication Matters Speech and Language Therapy. Moe the Mouse is a curriculum developed by B.C. Aboriginal Child Care Society, by Anne Gardner and Margaret Chesterman. We are translating the songs and literature into our SENĆOŦEN Language and this will be implemented with the early learners in Language Nest and the Primary Classroom.

## ***The WSÁNEĆ Afterschool Collaboration Program***

---

WSÁNEĆ School Board and School District #63 are collaborating to support the after-school Programs of **BOŖÉCEN**, **WJOLELP**, **WŚÍKEM**, and **STÁUTW**. \*See page 18 explaining this resource and contact me if you need tutoring for your child/ren.

## ***Spring, Summer and Culture Camps 2022***

---

**Spring Break Camp 2022** will be on-site for 2 weeks on Monday, March 21st to Friday, March 25th and Monday, March 28th to Friday, April 1st from 9:00 am - 3:00 pm, breakfast, snacks and lunch will be provided. Please understand that no new registrations will be accepted for Spring Break Camp and only children or youth registered for the after-school Program since October 2021 will be permitted to attend. There are 50 students already registered, so I know you understand it's a large number if they all attend. Your child/ren will receive the Spring Break Calendar March 17th and I will also post on Facebook.

**Summer Culture Camp 2022** will be on-site for July and August (weeks TBD) and I am accepting new registration forms for this. Culture Camp is for children 4 - 11 years old and parent(s) or guardian(s) please register your child/ren a.s.a.p. Students already registered with the after-school Program, parents please confirm if your child/ren or youth will be participating in Summer Camp.

**Summer Culture Youth Camp 2022** will be on-site for July and August (weeks TBD) and I am accepting registration forms for this also. Youth Camp is for youth 12 years old to 15 years old.

Students 16 years to 30 years please start preparing your Resume and Cover Letter for Summer-Time employment. We will need many Camp Leaders plus other positions to hire energetic and enthusiastic persons who love working with children and youth.

Stephanie H. Adams

**STÁUTW** I,TOTELNEW,ÁUTW - Tsawout Learning House Coordinator

sadams@tsawout.ca

(250) 652-9101 ext. 332 or (250) 896-8428 (work cell)

JÁN ÍY, SŖÁĆEL E TIÁ It's a good day today



# TSAWOUT LEARNING HOUSE - PHOTOS

---



# WSÁNEĆ COLLABORATIVE AFTERSCHOOL PROGRAMMING

The WSÁNEĆ School Board is working closely with our WSÁNEĆ Nations and School District #63 to align our learning supports to address the potential learning loss created by COVID.

The WSÁNEĆ Afterschool Collaboration program has hired teaching staff, alongside a team of education assistants (EAs), to rotate through the four communities each week on specific days to support the well-established afterschool programs, and create a strong link to our WSB schools. This new teaching team will support each community's afterschool facilitator with requested learning resources and a communication pathway to classroom teachers.

Please reach out to your community's afterschool program to register your child/ren. Contact information can be found below. For more information on the overall program, please get in touch with Kendra Underwood (Program Partner) [kendra@saec.ca](mailto:kendra@saec.ca), (778) 426-7101 or Jessica Onespot-Whitney (Program Lead Instructor) [jessica@wsanec-online.com](mailto:jessica@wsanec-online.com), (778) 426-1812.

Our collaborative team approach will be in each of the communities on the following days:

## **Tsartlip First Nation**

Bayside Middle School

Monday – 3:00 pm - 5:00 pm

Contact: Mua Va'a: [muavae@tsartlip.com](mailto:muavae@tsartlip.com); (250) 652-3988

*\*Tsartlip's afterschool program runs Monday 3:00 pm - 5:00 pm at Bayside Middle School, Tuesday 3:00 pm - 5:00 pm at WSÁNEĆ Leadership Secondary School AND Stelly's Secondary, and Thursday 3:00 pm - 5:00 pm at Stelly's Secondary.*

## **WSÁNEĆ Leadership Secondary School (open to all students)**

Tuesday – 3:00 pm - 5:00 pm

Contact: Jessica One-Spot Whitney: [jessica@wsanec-online.com](mailto:jessica@wsanec-online.com); (778) 426-1812

## **Tseycum First Nation**

Wednesday – 3:00 pm - 5:00 pm

Contact: Christina Ruby: [christinamruby@gmail.com](mailto:christinamruby@gmail.com)

*\*Tseycum's afterschool program runs Monday - Thursday 3:00 pm - 5:00 pm*

## **Tsawout First Nation**

Thursday – 3:00 pm - 5:00 pm

Contact: Stephanie Adams: [sadams@tsawout.ca](mailto:sadams@tsawout.ca)

*\*Tsawout's afterschool program runs Monday - Thursday from 3:00 pm - 5:00 pm*

## **Pauquachin First Nation**

Friday – 3:00 pm - 5:00 pm

Contact: Lydia Drzymala: [lydia@pauquachin.com](mailto:lydia@pauquachin.com); (250) 507-9194

The WSÁNEĆ Collaborative Afterschool Program will provide tutoring support to assist with homework (grades K-12). Teachers and education assistants on-site.

***Snacks and drinks will be provided. Fun games, activities & prizes!***



# EMPLOYMENT NEWS - HEALTH MANAGER



## TSAWOUT FIRST NATION EMPLOYMENT OPPORTUNITY

**POSITION:** HEALTH MANAGER  
**HOURS OF WORK:** FULL TIME, PERMANENT (35 HRS/WEEK)  
**REPORTS TO:** BAND MANAGER

**POSITION SUMMARY:** The Health Manager is a member of the management team and performs their job out of the Health Department in the Band office building. The Manager is responsible for the operation and management of all services that fall within the Health Department. The position requires significant operational and planning oversight of health services; implementation and delivery of department strategies and the operations of the work unit, including organization structure; and manages the department's finances and human resources. The Health Manager is also responsible for guiding the department along the accreditation process with Accreditation Canada.

### DUTIES AND RESPONSIBILITIES:

- Plans, develops, implements and monitors the Health department's vision and strategy for the TFN,
- Plans, organizes and directs the development and implementation of the Health department's activities. Evaluates and coordinates long term planning for health services and makes recommendations to the Band Manager,
- Provides advice and recommendations to the Band Manager on policy discussions and strategic planning. Integrates planning for Health Services within the TFN's strategic plan and its goals,
- Assists in the establishment and achievement of program deliverables for Health services based on the TFN's overall strategic plan and operating goals for each fiscal year, and on the specific terms of the health transfer agreement between the Nation and Health Canada,
- Plans, revises, and implements policies, standards, procedures, and practices relating specifically to the delivery of health/social services,
- Promotes culturally relevant health programs that take into consideration the unique culture and historical status of the community and the impact of the Indian Residential School system on the current and future health status of community members,
- Prepares, submits and reports on programs and other statistical reports accurately and in a timely manner to ensure that the budget requirements are being met, as required by stakeholders,
- Develops and administers the annual budget for the Health department and participates in the TFN's annual budget process. Accountable for the fiscal soundness and cost effectiveness of the Health department's operations. Monitors and implements appropriate intervention to achieve operational budget targets,
- Manages, monitors, and approves all expenditures within spending authority, reviews financial reports on a monthly basis, in consultation with the Chief Financial Officer,
- Checks departmental financial accounts to assure funds are available for purchases,
- Monitors areas of responsibility for opportunities for improvement and innovation and works proactively to implement these. Identifies new trends and possibilities for the provision of exemplary services. Ensures that the health services are responsive to changing circumstances in the community and provides health advocacy for community members,
- Conducts community surveys to remain aware of community needs and to obtain feedback about the level of satisfaction with the health services being provided,
- Works collaboratively with other members of the management team. Contributes to identifying, developing and implementing strategic initiatives, policies, plans, and programs necessary for the successful operation of the TFN,
- Prepares various reports for the Band Manager, Chief and Council, the management team, and the wider community as required and carries out special projects as required,
- Serves as the TFN's Health services expert and sits on and/or chairs committees, attends meetings and initiatives, field's telephone calls and emails, and represents the TFN to various stakeholders,
- Interacts with TFN employees and community as well as external stakeholders; and communicates and responds to routine requests or inquiries from staff and stakeholders; Responds to complaints and resolves conflict, making appropriate referrals to other members of the management when necessary,



# EMPLOYMENT NEWS - HEALTH MANAGER

- Oversees maintenance of the Health Department ElectronicHealth record system, including upgrading of the system, staff training and compliance with reporting,
- Executes departmental human resource related initiatives including staff selection, setting strategies and objectives, prioritizing work, ensuring proper training, completing annual performance reviews and plans, encouraging employee professional development, discipline, and resolution of labour relations issues,
- Establishes performance management and productivity standards for all Health department staff. Communicates performance expectations to staff annually or more frequently if required. Ensures that the Department's productivity and performance standards are met. Continuously strives to improve departmental operational efficiencies and workflows,
- Negotiates and reviews contracts and agreements with workers or consultants hired to assist the work of TFN,
- Applies principles of change management to assist staff to meet organizational and departmental requirements,
- Oversees the intake, delivery and evaluation process for health clients,
- Ensures that client safety and risk management standards are maintained at all times,
- Identifies and pursues funding through existing and new funding sources. Maintains awareness of relevant changes related to the funding and governance of the First Nations Health Authority (FNHA),
- Builds and maintains partnerships with potential and existing stakeholders to provide support for new programs and initiatives,
- Participates in bridge-building activities with off-reserve aboriginal health organizations, higher education institutions, provincial health services,
- Promotes the Nation's role as a community leader for health services in the Saanich region by promoting participation in the wider community's health activities and developing public education programs to improve health awareness,
- Presents a professional, positive and helpful attitude at all times when interacting with clients, families, community, co-workers, and stakeholders,
- Promotes a safe workplace; ensures that all established safety procedures are followed,
- Carries out other duties essential to the position as directed by the Band Manager.

## QUALIFICATIONS:

### Education and Experience

- Degree or Diploma in Public/Community Health, Nursing, Social Work or other related or allied health field, and
- Minimum of 5 years' experience in the provision of direct service in community-based healthcare delivery systems; or
- An equivalent combination of education, training and experience,
- Minimum of 2 years' experience managing, directing and leading employees; and liaising with various regulatory agencies,
- Experience developing a variety of written reports, policy and procedures, spreadsheet, analyses, presentations and other documentation in accordance with organization directives and/or regulatory guidelines as well as using social media for health promotion purposes,
- Experience developing, managing and controlling operating budgets,
- Experience participating in the processes of Accreditation Canada's processes for healthservices will be an asset,
- Valid standard first aid and CPR certificate may be required.

## OTHER REQUIREMENTS:

- Valid Class 5 driver's license and reliable vehicle is required,
- Clean criminal record check required.

The successful applicant must provide proof of having received two doses of a COVID-19 vaccine.

**DEADLINE: FRIDAY, MARCH 25, 2022 (4:00 PM)**

Please submit cover letter (including salary expectations) and resume to Cathy Webster at [cwebster@tsawout.ca](mailto:cwebster@tsawout.ca).

# EMPLOYMENT NEWS - HEAD START COORDINATOR



## TSAWOUT FIRST NATION EMPLOYMENT OPPORTUNITY

**POSITION: HEAD START COORDINATOR**  
**HOURS: 35 HOURS/WEEK (MON. – FRI.)**  
**TERM: FULL-TIME, PERMANENT**

### POSITION SUMMARY:

The Tsawout First Nation located on southern Vancouver Island is pleased to invite qualified applicants to apply to the position of **Head Start Coordinator**.

Reporting to the Education Manager, the **Head Start Coordinator** develops, plans, coordinates and implements the required components of the Head Start program. This position plays an important role to promote the early childhood stages of growth and development of the preschool children within the Tsawout First Nation. The **Head Start Coordinator** also supervises employees within the Head Start program.

The successful applicant will have significant and proven skills and abilities creating and coordinating the development of program goals, objectives, curriculum, budgets and work plans. Additionally, respect for and working knowledge of the W̱SÁNEĆ culture and SENĆOŦEN language is a requirement for this position.

**Please email resume and cover letter, including salary expectations  
to Cathy Webster at [cwebster@tsawout.ca](mailto:cwebster@tsawout.ca).**

**The successful applicant must provide proof of having received two doses of a COVID 19 vaccination.**

**Closing date for applications is 4:00 pm on Friday, March 18, 2022.**

### Education and Experience

- Diploma or certificate in Early Childhood Education; and
- Minimum 3 years' experience working in a daycare or other ECE environment;
- Minimum of 1 years' experience managing, directing and leading employees, and liaising with various regulatory agencies;
- Experience developing, interpreting and monitoring budgets and statistics;
- Experience planning and implementing programs and achieving outcomes;
- Experience creating and preparing a variety of written reports, proposals, spreadsheets, presentations, replies to inquiries and other documentation in accordance with organization directives and/or regulatory guidelines;
- Experience utilizing Strength-based client centered planning and home visitation theory and skills;
- Clean criminal record check with Vulnerable Sector required;
- Valid standard first aid and CPR certificate;
- Valid Food Safe certificate is required;
- Proof of a positive tuberculosis (TB) test and proof if immunizations are required;
- Class 5 driver's license, reliable vehicle and a clean driver's abstract is required..

### DUTIES AND RESPONSIBILITIES

- Plans, develops, and supervises program components/curriculum and delivers program deliverables as required by the Education Manager;
- Creates and coordinates the development of program goals, objectives, budgets and work plans;
- Controls expenditures of the program within budget parameters;
- Ensures monthly evaluations are conducted on various program activities and prepares monthly reports regarding program statistics;
- Demonstrates appropriate and effective teaching strategies which will support the learning of children involved in the program;
- Informs parents on program goals, objectives, programs and activities; and shares the vision, and educational philosophy of the program;
- Monitors daily program attendance and maintains individual files and reports on each child;
- Plans and implements activities/interventions for each family/child including referrals to specialized services;

---

We thank all interested applicants, however, only those short-listed will be contacted for an interview.

# EMPLOYMENT NEWS - HEAD START COORDINATOR

- Conducts home visits to build, strengthen and support relationships with children and their families;
- Keeps records regarding access to provincial services and wait lists;
- Facilitates and assists with the delivery of the SENĆOŦEN language and W̱SÁNEĆ cultural values.
- Maintains a safe learning environment in the work area, fieldtrips or other school-sponsored activities;
- Orders instructional equipment and supplies for classroom use and maintains an inventory when required;
- Resolves conflict with program participants or parents;
- Develops, implements, or facilitates education related workshops or information sessions for families;
- Promotes community wellness and acts as a liaison for the specialty services for the community;
- Executes human resource related initiatives for supervised staff including staff selection, setting strategies and objectives, prioritizing work, ensuring proper training, completing annual performance plans, encouraging employee professional development, discipline, and resolution of labour relations issues;
- Monitors areas of responsibility for opportunities for improvement and innovation and works proactively to implement these;
- Attends departmental meetings and events as required;
- Participates in relevant training and workshops identified by the Education Manager to enhance program services;
- Ensures that service quality standards are maintained and consistently delivered in all areas of responsibility;
- Develops effective working relationships with clients, families and co-workers by assisting in the resolution of issues and complaints and refers them to the Education Manager when required;
- Maintains strict confidentiality and exercises sound judgment and discretion when dealing with sensitive issues;
- Presents a professional, positive and helpful attitude at all times when interacting with children, families, community and co-workers;
- Presents a clean and professionally dressed appearance while conducting business, in or outside the office;
- Promotes a safe work place; ensures that all established safety, sanitation and hygiene procedures are followed;
- Carries out other duties essential to the position as directed by the Education Manager

## **Knowledge, Skills and Abilities**

- Thorough knowledge of activities/interventions to enhance child development;
- Thorough knowledge of budgets and program administration;
- Advanced interpersonal and organizational skills and extremely detail-oriented;
- Advanced verbal and written communication skills;
- Advanced computer skills in Word, Excel, Outlook, Publisher, PowerPoint etc.;
- Ability to provide, obtain or follow clear, concise and accurate information orally and in writing (including spelling, grammar, context and structure);
- Ability to connect and build relationships with children in a positive way to encourage engagement and participation and have fun;
- Ability to establish and maintain respectful, cooperative and productive working relationships with a variety of individuals, including parents, co-workers and community agencies, to complete work assignments;
- Ability to work independently with limited direction, act on own initiative, set own priorities and meet tight, changing or concurrent deadlines;
- Ability to deal effectively and efficiently with occasionally aggressive or demanding individuals to provide or obtain information to clarify or resolve issues;
- Ability to following safe work procedures;
- Strong work ethic including the ability to take initiative; to attend work on a regular and consistent basis, and to demonstrate a collaborative approach to problem solving

*The Head Start Coordinator is considered a position of trust; therefore, a Criminal Record check will be conducted on the proposed employee.*

Pursuant to Section 41 of the BC Human Rights Code,  
preference may be given to applicants of Aboriginal Ancestry.

---

We thank all interested applicants, however, only those short-listed will be contacted for an interview.



# EMPLOYMENT NEWS - EXECUTIVE ASSISTANT (ADMIN DEPT)



## TSAWOUT FIRST NATION EMPLOYMENT OPPORTUNITY

**POSITION:** EXECUTIVE ASSISTANT **DEPARTMENT:** ADMINISTRATION  
**HOURS:** FULL TIME, PERMANENT (35 HRS/WEEK)  
**REPORTS TO:** BAND MANAGER

### POSITION SUMMARY:

The Executive Assistant provides confidential administrative and clerical support to the Band Manager and Chief and Council. The Executive Assistant is also responsible for taking the minutes of the Chief and Council, TFN Membership meetings as well as other meetings as required.

### DUTIES AND RESPONSIBILITIES:

- Provides professional administrative and clerical support in accordance with the approved practices, policies, budgets, standards and guidelines including:
  - prepares and modifies documents including correspondence, reports, memos and emails;
  - maintains electronic and hard copy filing system;
  - opens, sorts, scans, copies, emails, and distributes incoming/outgoing correspondence/documents;
- Anticipates office issues that could be potentially volatile, high profile and/or politically and communicates issues along with possible solutions to the Band Manager;
- Manages the scheduling, tracking and coordination of Band Manager commitments;
- Assists with the development of administrative initiatives led by the Band Manager;
- Prioritizes and coordinates the timely and efficient flow of information from the Band Manager, administration, staff and stakeholders;
- Communicates and responds to routine requests or inquiries via telephone, email or in-person;
- Plans and reviews administrative services duties to promote and maintain efficiencies;
- Liaisons with contractors (Information Technology, VoIP, etc.) as required to forward issues as identified by staff;
- Requests, compiles and organizes correspondence and reports for signature by the Band Manager in order to meet deadlines;
- Takes and transcribes Band Council and other meeting minutes including:
  - Refers to the meeting agenda to formulate a meeting minute outline;
  - Produces an attendee list and check off those who have sent their regrets;
  - Reviews previous meeting minutes to highlight any key areas of concern or potential issues;
  - Takes rough impartial notes that accurately reflect the decisions and discussion that took place during the meeting;
  - Writes up these notes in an agreed format so that information can be easily understood and communications are clear, thus avoiding any confusion. Responsibilities and ownership of action items must be clearly indicated within the minutes.
  - Ensures that a copy of all meeting minutes are filed appropriately, keeping all minutes together in a file for future reference;
- Prepares weekly purchase orders with supporting documents for the Band Manager
- Maintains and secures electronic and paper files as prescribed by the Band Manager.
- Flags and refers general inquiries made of the Band Manager;
- Specializes in various program and administrative disciplines including records management, communications and other operational issues;
- Investigates and responds to Freedom of Information inquiries;
- Communicates with vendors and contractors to gather missing documents required for payments;
- Assists with mail outs and processing debit/credit card transactions for activities such as special events or tax payments;
- Provides coverage for the Receptionists in the Admin or Health Departments as required including greeting and directing the public, community members and others in a polite and professional manner;
- Participates in relevant training and workshops identified by the Band Manager;

## **EMPLOYMENT NEWS - EXECUTIVE ASSISTANT (ADMIN DEPT)**

- Monitors areas of responsibility for opportunities for improvement and innovation and works proactively to implement these;
- Attends departmental meetings and events as required;
- Exercises high degree of tact and diplomacy with the TFN Membership and all Band contacts;
- Maintains strict confidentiality and exercises sound judgment and discretion when dealing with sensitive issues;
- Presents a professional, positive and helpful attitude at all times;
- Promotes a safe work place; ensures that all established safety procedures are followed;
- Carries out other duties essential to the position as directed by the Band Manager.

### **QUALIFICATIONS:**

#### **Education and Experience**

- Grade 12 graduation (Dogwood or BC Adult Graduation Diploma); and
- 3 years' experience working with a First Nation organization in an administrative position; or
- An equivalent combination of education and experience;
- Experience working with Chief and Council or a Board of Directors in an administrative support capacity an asset;
- Post-secondary diploma or certificate/training in business or office administration an asset;
- An equivalent combination of education and experience;
- Experience creating documents, spreadsheets, memos, messages etc. with Microsoft programs;
- Experience maintaining records, filing and correspondence tracking, coordinating meetings, taking and transcribing minutes and drafting correspondence.

### **OTHER REQUIREMENTS:**

- Valid Class 5 driver's license and reliable vehicle is required,
- Clean criminal record check required.

The successful applicant must provide proof of having received two doses of a COVID-19 vaccine.

**DEADLINE: FRIDAY, MARCH 18, 2022 (4:00 PM)**

Please submit cover letter (including salary expectations) and resume to Cathy Webster at [cwebster@tsawout.ca](mailto:cwebster@tsawout.ca)

## **NOTICE TO ALL CLIENTS ON INCOME ASSISTANCE**

**Please ensure that declarations and all supporting documents are in by the 15<sup>th</sup> of every month.** All declarations require applicant signature and, if applicable, it must include spouse signature, job search form, hydro and phone bill (if eligible), most recent paystubs and bank statements, if required.

**\*\* NO DECLARATION (paystubs, job search) = NO CHEQUE \*\***

**Cheque issue is the last Wednesday of every month.** Cheques are available for pick up between 9 am to noon and 1 pm to 4 pm. No calls are taken on cheque day and no one can pick up someone else's S/A cheque unless that person is seriously ill, has mobility barriers or other extenuating circumstances.

**Clients who submit their documents AFTER the deadline date** can pick up their cheque on the following Friday.

**Clients who need to update their file or apply for S/A** need to book an appointment between Tues. to Thurs.

## **NOTICE TO ALL EMPLOYABLE CLIENTS**

It is **MANDATORY** that all employable people seek employment. According to Social Development Policy 2.2: Termination of Benefits – Refusal or abandonment of employment opportunities, refusal to participate in an appropriate training or education opportunity or rehabilitation program will result in Social Development closing your file.

Failure to show any effort in seeking employment or education opportunities such as job searching, employment workshops or upgrading - will result with your SA file being closed. Whenever a decision is made to terminate client benefits, the client has a right to appeal the decision to Aboriginal Affairs and Northern Development Canada by picking up an administrative review form from Social Development. Thank you.

## **Tsawout Social Development (SD) – Income Assistance Application Process**

### **STEP 1 – OBTAIN APPLICATION FROM TSAWOUT RECEPTION TO MAKE AN APPOINTMENT.**

**NO APPOINTMENTS WILL BE MADE A WEEK PRIOR TO OR DURING THE WEEK OF CHEQUE ISSUE.**

- Complete Social Assistance Application Package
- Identification – Adults – 2 each (1 must be a photo)
- Identification – Children - 1 each
- Verification of Income – 60 day bank statements, pay stubs, 2 most recent pay stubs, EI Income and Spousal Support
- Utility Bills – BC Hydro, phone bill, gas or oil bill
- Tenancy Agreement – Tsawout Social Housing, CMHC documents or mortgage documents
- Privately Owned Homes – proof of ownership documentation
- Tax Forms – Canada Child Benefit, Notice of Assessment
- Other Supporting Documents

### **STEP 2 – INTAKE APPOINTMENT**

- Bring all supporting documents to your appointment
- If you have a spouse, he/she needs to be present to sign all documentation
- Employable clients are required to discuss a plan to obtain employment or have an education plan to attain further skills that will help you gain employment.
- If you are unable to seek employment, the worker will need a medical note that will temporarily excuse you from seeking employment or until you are eligible to apply for PPMB (Person with Persistent Multiple Barriers) or PWD (Person with Disability) designation.

### **STEP 3 – PROCESSING**

- Allow up to 5-7 business days for application approval.
- Worker will notify you of your eligibility for Income Assistance.
- We understand that you are in need of help and your matters are important to us. We are doing due diligence to ensure that the process is completed in a timely manner. We appreciate your patience.











### **STEP 4 – YOU HAVE BEEN CONTACTED TO INFORM YOU OF YOUR ELIBILITY STATUS**

- **Approved Applicants** – Will now have the responsibility to assure that all documentation (Declaration, utility bills, pay stubs, job search or any other required documents) is submitted by the 15<sup>th</sup> of each month to ensure they receive their entitlement on time. ALL clients have a responsibility.
- **Ineligible Applicants** – Varies on the situation.
- Will have an opportunity to gather missing or additional supporting documents.
- If you are eligible for EI or in receipt of EI, you will not be eligible for Income Assistance.
- You have earned income that is more than what you are eligible to receive, then you have to wait 30 days to reapply.
- If applicant does not agree with the decision, the applicant can appeal the decision – Inquire about this process with the Social Development Worker.

**\*\* Thank you for reviewing this information. It helps the review and assessment process. Social Development can be contacted at 250-652-9101 (ext. 306).**



# MARCH - GARBAGE, COMPOST & RECYCLING

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1  	2	3	4	5
6	7 	8	9	10	11	12
13	14 	15  	16	17	18	19
20	21 	22	23	24	25	26
27	28 	29  	30	31		

**Garbage pick-up (once/week)** If your garbage is missed or not picked up, call BFI directly at 250-652-4414.

**Compost (Bi-weekly)** If your compost is missed or not picked up, call Refuse at 250-381-6007. If called the same day or early the next day, it is possible to have it picked up the same week if they are in the area and they will ask you to have it at the end of the driveway by 7 am on whichever date they advise. If not, it will have to wait until the next regular pick-up date.

**Recycle (Bi-weekly)** If your recycle is missed or not picked up, call Emterra at 250-385-4399. Call by 11:00 am the next day and they can probably do a pick-up. If any later, it would have to wait until the next pick-up date.

*Reminder that the Heavy Garbage Program has ended. Please do not leave heavy garbage on the side of the road. We continue to clean up the dumpsite on Longhouse Road from the previous years programs. Please discard your heavy garbage at local metal recycle or Hartland landfill.*