Nishnawbe-Aski Legal Services Corporation

July 11, 2022

Madelaine Kioke Community Legal Worker C/o Nishnawbe-Aski Legal Services Corporation Thunder Bay, ON P7E 2R6

Private and Confidential

Dear Madelaine:

This letter is to inform you that the additional duties assigned to you on **May 23, 2022**, are no longer required as the Community Legal Worker (CLW) in Timmins on leave, has returned to their regular duties.

Therefore, as per the letter (attached) sent to you on May 27, 2022, your temporary salary increase of \$45,000 to \$53,976 to support the Community Legal Worker's (Timmins) duties during their leave, will be discontinued and your salary will be readjusted back to \$45,000, effective July 18, 2022.

In addition, your added duties of covering and assisting clients from Taykwa Tagamou Nation and Cochrane courts will also be discontinued on July 18, 2022.

Madelaine, we appreciate all your support during this temporary leave.

Sincerely,

Colette Shwetz HR Manager

Cc: Finance Department

Mailing Address:

1805 Arthur St. East Unit 100 Thunder Bay, ON P7E 2R6

Tel: (807) 622-1413 Fax: (807) 622-3024

Email: info@nanlegal.on.ca

Website: Http://www.nanlegal.on.ca



Head Office:

138B Fort William Rd, Fort William First Nation, ON P7J 1K7

Nishnawbe-Aski Legal Services Corporation

C-V-V-V-V A.6-P>U Jub A-V-V-D

May 27, 2022

Private and Confidential

Dear Madelaine:

We are very pleased to inform you that you have been approved for a temporary salary increase from \$45,000 to \$53,976 as per NALSC policy for assuming additional duties during a Community Legal Worker's (CLW) leave in Timmins. This temporary increase is effective May 23, 2022.

These additional duties will include covering and assisting clients from Taykwa Tagamou Nation and Cochrane courts.

This increase will remain in effect as long as you perform these additional duties or until the CLW returns from leave. Once you are no longer performing the above additional duties, your annual salary will be adjusted back to \$45,000.

Madelaine, we would like to thank you for your continued dedication and hard work you do in your role as Community Legal Worker and for the Organization. If you have any questions, please contact your manager to discuss.

Sincerely.

Colette Shwetz HR Manager

Cc: Finance Department

solette &

Mailing Address:

1805 Arthur St. East Unit 100 Thunder Bay, ON P7E 2R6

Tel: (807) 622-1413 Fox: (807) 622-3024

Email: info@nanlegal.on.ca

Website: Http://www.nanlegal.on.ca



Head Office:

138B Fort William Rd, Fort William First Nation, ON P7 J 1K7