

# Nishnawbe-Aski Legal Services Corporation

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L "rCLR.Δ³

July 8, 2022

## PRIVATE AND CONFIDENTIAL

Zachary Borutski  
41 Curtis Street  
Sioux Lookout, ON  
P8T 1G8

Dear Zachary:

We are writing to acknowledge receipt of your resignation with Nishnawbe-Aski Legal Services Corporation ("NALSC"). We confirm that your employment will end effective **July 10, 2022**. Although we are not obligated to pay you for any portion of the resignation period that is waived, we will continue your salary and benefits until **July 22, 2022**, in order to help you through this period of transition.

We are shocked by the allegation in your resignation letter that you were denied emergency leave. As a matter of fact, you never requested time away from work to care for any family members. Furthermore, you and all applicable staff were provided with more than one week's notice that your attendance at the office was required for an important meeting. After receiving the request, you indicated that you had childcare responsibilities and could not attend the office. NALSC explained that you would be compensated for any childcare expenses in order to accommodate your attendance at this important meeting. It was not until later in the week that you indicated your child had an emergency and that was the basis you could not attend.

Again, if at any time you had requested a leave of absence in your conversation with members of the corporation, we would have taken the appropriate steps to facilitate that request. Instead, you indicated a willingness to continue working from home. As such, no accommodation efforts were explored.

As per the communication from your Manager, a meeting has been arranged for you to return all keys, documents, passwords, devices, and other corporate property in your possession by **July 10, 2022**. The representatives for NALSC will inspect the electronic devices before any information is reset. For further clarity, we do not authorize the removal of any information from any company devices. We ask that you contact Chantelle Johnson to retrieve any personal belongings at the office.

### 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](mailto:info@nanlegal.on.ca)

Website:

[Http://www.nanlegal.on.ca](http://www.nanlegal.on.ca)



### Head Office:

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

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We remind you of your duty of confidentiality and common law obligations to NALSC including to refrain from making any disparaging remarks about the corporation and/or its directors, employees, and clients. These duties continue to apply despite the fact that you are no longer working for the corporation.

**Zachary**, we thank you for your service to NALSC and extend our best wishes to you in your future endeavors.

Yours truly,  
**Nishnawbe-Aski Legal Services Corporation**



Colette Shwetz  
Human Resources Manager

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