



LEGAL, SOCIO-JUDICIAL and MUNICIPAL MANAGEMENT Department

ACTIVITY REPORT FEBRUARY TO MAY 2024

The Legal, Socio-Judicial and Municipal Management Department delivers technical assistance to the Northern Villages on legal and municipal affairs. It also provides legal advice and support to KRG departments. This includes drafting and reviewing contracts and agreements with departments of the federal and provincial governments, preparing resolutions, ordinances and bylaws adopted by the Council and the Executive Committee, and participating in the tender process. In addition, the department coordinates the Sapummijiit Crime Victims Assistance Centre, the Inuit Community Reintegration Officers Program and the Offence Management Bureau that provide services to Nunavimmiut.

General Activities

The department collaborates with other KRG departments and the Director General's Office in drafting and reviewing various documents (See examples in Appendix A.)

Drafting of:

- 2 ordinances for the Council;
- 12 resolutions for the Council;
- 42 resolutions for the Executive Committee;
- 52 service contracts with various consultants and suppliers for services ranging from water access study, composting projects, bioacoustics recording data, to construction works, engineering, and architectural services.

Drafting and/or review of 109 call for tender documents, and analysis of 150 bids for various services and goods, such as purchase of garages for environmental projects, renovation of fire halls, purchase of equipment required for Tamaani's network infrastructure, purchase of vehicles and heavy equipment, professional services for the completion of environmental projects, repairs within water plants, renovation of childcare centre, chartering services, etc.

The Legal Department provided legal advice and opinions to departments on various topics, including tendering process, daycare permit requirements, management and protection of personal information, legislation governing float planes, intellectual property rights, etc. In addition, the department processed 10 access to information requests.

The department attended three meetings (February 29, March 27 in Montreal, May 6 in Kuujjuaq) concerning the Makitautik Community Residential Centre based in Kangirsuk. Further, the department helped in the drafting of an interim action plan and job posting in view of an eventual reopening of the centre.

Technical Assistance to Northern Villages

The department drafted several new resolutions, by-laws, service contracts, agreements, and other documentation on municipal matters for the NVs included:

- By-law concerning the control of alcoholic beverages;
- By-law concerning the remuneration of elected officials;
- By-law concerning street names;
- Employment contracts;
- Commercial lease;
- Development permit.

On a daily basis, the department provided support to Mayors, Secretary-Treasurers and Municipal Managers on various legal matters including:

- Purchase of vehicles;
- Minute-taking during municipal sitting;
- Labour related issues;
- Workplace health and safety;
- Remuneration to elected officials;
- Eligibility of municipal candidates.

During the reporting period, the department visited the Northern Villages of Umiujaq (February 18-22 and March 1-14) and Ivujivik (February 26-29) to provide financial and administrative support.

The Legal Department organized the meeting of the Municipal Managers (week of April 8 in Kuujuaq) and helped organizing the meeting of the Association of the Secretary-Treasurers of Nunavik (week of April 29 in Montreal). During these meetings, the department gave presentations on the amendments to the Kativik Act, insurance, and on municipal elections.

Insurance

The Legal Department processed 3 new claims by an NV, 2 by the KRG and 1 by a Childcare Centre and followed up with insurance companies.

The department coordinated the up-coming renewal of the shipowner and hull & machinery insurance 2024-2025.

Socio-Judicial Services

The Legal Department participated in virtual meetings with:

- Itinerant Court Organizer to better coordinate the logistics and hotel room reservations for the socio-judicial team traveling during the court week (February 19);
- Directorate for Assistance to Victims of Crimes concerning a new computerized systems for Crime Victims Assistance Centres in the province of Québec (March 18, April 18);
- Working Group on Adapted Justice to improve victims support for indigenous communities (April 12);

- In-person meeting with the Ministry of Public Security to discuss training needs and the collaboration between probation officers and the Community Reintegration Officers (April 18).

Sapummijit (Crime Victims Assistance Centre of Nunavik)

Victims Support Agents provide victims with assistance mainly at the time of their appearance in court (8 court sessions on the Hudson Coast and 5 court sessions on the Ungava Coast).

From February to May, the Victims Support Agents assisted 77 victims with their appearance in court.

Women - 88 %; Men - 12 %

Community Reintegration Officers

Community Reintegration Officers attended 8 court sessions on the Hudson Coast and 5 court sessions on the Ungava Coast and assisted their clients with their community works.

During the reporting period, Community Reintegration Officers ensured the follow-up of 41 files, and met with their clients on a monthly basis:

Ungava Bay 8 %; Hudson Bay 92 %

APPENDIX A

Legal reviews of documents

- Amendment to agreements with City Saint-Eustache for provision of police and emergency calls and fire safety calls dispatching service (Public Security);
- Partnering agreements between the KRG, the NVs and Éco-Entreprises Québec for the collection, sorting, storage and transportation of recyclable materials, the construction and purchasing of necessary infrastructure and equipment (Renewable Resources, Environment, Lands and Parks);
- Amendment no. 11 to the agreement with Innovation, Science and Economic Development Canada concerning the Connect to Innovate Program (Administration);
- Agreement with Avataq Cultural Institute for the sharing of cartographic data (Renewable Resources, Environment, Lands and Parks).

APPENDIX B – Staffing Report

Staffing

To date, six positions within the department are vacant: Legal Advisor Municipal, Administrative Technician – Legal, Community Reintegration Officer, two Victims Support Agents, and Regional Financial and Administrative Advisor. The Coordinator of the Socio-Judicial Services is on sick leave for an indeterminate period. These vacancies and absences represent a percentage of about 30 percent of the staff of the department.

Training

Training of departmental employees undertaken in recent months includes:

- IT risk and cybersecurity awareness training
- Municipal call for tenders: best practices
- Leadership and organizational changes
- The lawyer's ethical obligations within a public organization
- Indigenous rights and reality and cultural competence for lawyers
- Recent development in labor law
- Post-Traumatic Stress Disorder: Recognizing, understanding and intervening

Staff listing and contact information (see *next page*)

EMPLOYEES OF THE LEGAL, SOCIO-JUDICIAL & MUNICIPAL MANAGEMENT DEPARTMENT

<u>Director</u> Johanne Fortin, Kuujjuaq	jfortin@krg.ca	T 819-964-2961 ext. 2384	F 819-964-0063
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<u>Regional Financial and Administrative Advisors (Assistance to NVs)</u> Susie Onningnak, Aupaluk Vacant	sonningnak@krg.ca	T 819 491 7206	F 819-491-7057
<u>Coordinator Socio-Judicial Services</u> Suzy Kauki, Kuujjuaq	Sick leave	T 819-964-2961 ext. 2304	F 819-964-0063
<u>Victims Support Agents (Sapummijit)</u> Sarah Ekomiak, Kuujjuaq Taqa Veilleux, Kuujjuaq Agnes Fleming, Kuujjuaraapik Nora Ikey, Salluit Trina Qumaluk-Fournier, PUV Ida Nayoumealuk, Inukjuak Ovana Sivuarapik, Inukjuak Vacant Vacant	sekomiak@krg.ca tveilleux@krg.ca afleming@krg.ca nikey@krg.ca tqumalukfournier@krg.ca inayoumealuk@krg.ca osivuarapik@krg.ca	T 819-964-2086 T 819 964-2053 T 819-929-3742 T 819-255-8328 ext. 8801 T 819-988-2867 T 819-254-8170 T 254-8760 ext. 29	F 819-964-2675 F 819-964-2675 F 819-929-3739 F 819-255-8283 F 819-988-9938 F 819-254-8344 F 819-254-8344
<u>Team Leader Community Reintegration Officer</u> Monica Angiyou, Puvirnituaq	mangiyou@krg.ca	T 819-988-2236	F 819-988-1161
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