



## HUMAN RESOURCES department

### ACTIVITY REPORT NOVEMBER 2022 TO FEBRUARY 2023

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The Human Resources (HR) department coordinates all Kativik Regional Government (KRG) labor files. It delivers advice, technical assistance and coaching to managers, as well as contributing to the implementation of the organization's mandates through employee recruitment, retention, training and upgrading.

#### 1. General

- We are pleased to announce that we have a new HR Advisor since January 16, 2023, Anne-Marie Girard. She will be working with the Municipal Public Works and Renewable Resources departments.
- In order to support the HR team with recruitment, a new position was created, Recruiter;
- Updating of employees files (insurances, dependents list, etc.) are ongoing and support to the KRG employees as well, for any work related questions.
- The consultants working on the pay equity have started the job evaluations, and given the number of positions at KRG this will take some time.
- The HR team will be focusing on updating some of the KRG policies and procedures as well as creating new ones.

#### 2. Employee movements

Revision of posting and publication, sorting/pre-selection of candidates with departments, coordination and leading of interviews, coordination of psycho-metric tests, references, preparation of contracts, coordination with Operations section for employee arrival, etc.

- For KRG:
  - Coordination for the posting of 49 positions and hiring of 23 employees;
  - Coordination for the end of employment of 18 permanent employees (termination or resignation);
- For NPS:
  - Sixteen (16) constables positions filled, all staff for NPS;
  - Coordination of the end of employment of nine (9) constables;

### **3. Training**

- The training needs from each department were received and are currently under review.
- We are looking at the possibility of having group training sessions, for the topics requested by more than one department.
- An online training might be offered in the near future in order to facilitate the integration of employees coming to KRG from outside of the region.

### **4. Labor Relations**

- Labor relations committee (employer-union): A few meetings were done in the last few months. Discussions on different issues (specific employee cases, complaints, improvements, requests, etc.).
- Collective agreement:
  - Ended December 2020;
  - An agreement in principle was reached with the Union and their members voted in favor on December 12, 2022;
  - Information sessions on the changes of the new collective agreement were offered to all KRG management employees on February 7 and 8, at the KRG main office;
  - We are working with the Union to finalize the revised list of individual safety equipment and clothing. The final list will be part of the new collective agreement.

### **5. Technical Assistance Program to Northern Villages**

- Another HR Advisor will be hired to help with the technical assistance to the Northern Villages. A more defined plan of action will soon be available and communicated to the Northern Villages.
- Presentations and documentations will be available in early 2023.

6. **Statistics** (as of February 1, 2023)

<b>KRG</b>								
	<b>KRG</b>	<b>%</b>	<b>TRANSPORT</b>	<b>%</b>	<b>MANAGEMENT</b>	<b>%</b>	<b>TOTAL</b>	<b>%</b>
Inuit Women	88		4		21		113	
Inuit Men	48		59		17		123	
<b>Total : Inuit</b>	<b>136</b>	<b>64%</b>	<b>63</b>	<b>80%</b>	<b>38</b>	<b>46%</b>	<b>236</b>	<b>63%</b>
Non Inuit Women	21		0		20		41	
Non Inuit Men	55		16		24		95	
<b>Total : Non Inuit</b>	<b>76</b>	<b>36%</b>	<b>16</b>	<b>20%</b>	<b>44</b>	<b>54%</b>	<b>136</b>	<b>37%</b>
<b>TOTAL EMPLOYEES</b>	<b>212</b>		<b>79</b>		<b>82</b>		<b>372</b>	

<b>Public Security - NPS</b>								
	<b>NPS</b>	<b>%</b>	<b>Guard</b>	<b>%</b>	<b>Civilian</b>	<b>%</b>	<b>TOTAL</b>	<b>%</b>
Inuit Women	2		3		7		12	
Inuit Men	2		2		0		4	
<b>Total : Inuit</b>	<b>4</b>	<b>5%</b>	<b>5</b>	<b>10%</b>	<b>7</b>	<b>100%</b>	<b>16</b>	<b>11%</b>
Non Inuit Women	9		18		0		27	
Non Inuit Men	71		29		0		100	
<b>Total : Non Inuit</b>	<b>80</b>	<b>95%</b>	<b>47</b>	<b>90%</b>	<b>0</b>	<b>0%</b>	<b>127</b>	<b>89%</b>
<b>TOTAL EMPLOYEES</b>	<b>84</b>		<b>52</b>		<b>7</b>		<b>143</b>	
<b>In Kuujuaq</b>	<b>25</b>	<b>30%</b>	<b>14</b>	<b>27%</b>	<b>7</b>	<b>100%</b>	<b>46</b>	<b>32%</b>

## 7. Human Resources Department Employees

Departments	Assigned to:	Contact info
Northern Villages	Karine Cote	<a href="mailto:hrdirector@krq.ca">hrdirector@krq.ca</a> ext 2337
Human Resources	Karine Cote	<a href="mailto:kcote@krq.ca">kcote@krq.ca</a> ext 2337
Public Security	Nathalie Le Gall	<a href="mailto:nlegall@krq.ca">nlegall@krq.ca</a> ext 2275
Municipal Public Works	Anne-Marie Girard	<a href="mailto:AMGirard@krq.ca">AMGirard@krq.ca</a> ext 2264
Renewable Resources, Environment, Lands and Parks	Anne-Marie Girard	<a href="mailto:AMGirard@krq.ca">AMGirard@krq.ca</a> ext 2264
Civil Security	Nathalie Le Gall	<a href="mailto:nlegall@krq.ca">nlegall@krq.ca</a> ext 2275
Administration	Melanie Holloway	<a href="mailto:mholloway@krq.ca">mholloway@krq.ca</a> ext 2409
Communications	Melanie Holloway	<a href="mailto:mholloway@krq.ca">mholloway@krq.ca</a> ext 2409
Sustainable Employment	Melanie Holloway	<a href="mailto:mholloway@krq.ca">mholloway@krq.ca</a> ext 2409
Recreation	Melanie Holloway	<a href="mailto:mholloway@krq.ca">mholloway@krq.ca</a> ext 2409
Finance and Treasury	Josianne Cimon	<a href="mailto:jcimon@krq.ca">jcimon@krq.ca</a> ext 2289
Legal, Socio-judicial and Municipal Management	Josianne Cimon	<a href="mailto:jcimon@krq.ca">jcimon@krq.ca</a> ext 2289
Regional and Local Economic Development	Josianne Cimon	<a href="mailto:jcimon@krq.ca">jcimon@krq.ca</a> ext 2289
Transportation	Josianne Cimon	<a href="mailto:jcimon@krq.ca">jcimon@krq.ca</a> ext 2289
Inquiries regarding insurance, pension plan, RRSP, forms, etc	Leah Pilurtuut	<a href="mailto:lpilurtuut@krq.ca">lpilurtuut@krq.ca</a> ext 2305 or <a href="mailto:hadmin@krq.ca">hadmin@krq.ca</a>