



**LEGAL, SOCIO-JUDICIAL and
MUNICIPAL MANAGEMENT department**

**ACTIVITY REPORT
NOVEMBER 2021 TO FEBRUARY 2022**

The Legal, Socio-Judicial and Municipal Management Department is responsible for delivering technical assistance to the northern villages in the fields of legal and municipal affairs. It also provides legal advice and support to the 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 Sapummijit Crime Victims Assistance Centre, the Inuit Community Reintegration Officers Program and the Offence Management Bureau that provide services to Nunavimmiut.

General Activities

Collaborative work with departments and the Director General's Office in the drafting and/or review of various documents such as:

- Ministère de l'Éducation (Recreation) for local and regional physical activity and outdoor initiatives 2021-2024 (Agreement);
- Ministère de la Justice (Legal) for the funding of operations of the Crime Victims Assistance Centre (Sapummijit) for the year 2022 (Agreement);
- Transport Canada (Transport) related to operation, administration and management of Kuujjuaq airport (Supplemental and lease agreements);
- Gouvernement du Québec (Administration) for the funding of additional satellite capacity and the funding of a fiber optic link from Akulivik and Kangiqsujuaq (Agreements).

Drafting of:

- 1 ordinance for the Council;
- 17 resolutions for the Council;
- 1 by-law for the Council;
- 53 resolutions for the Executive Committee;
- 24 service contracts with various consultants and suppliers.

Review of 24 calls for tenders documents and analysis of 38 bids received for various services and goods.

Provided legal advice and opinions to departments on various topics (confidentiality agreement, leases, 5 access to information requests, land use planning, M-30 decree requests, copyrights, etc.). Further, the Department continued its involvement in various litigious files (Salluit Airport, Childcare centres), including coordination of external resources and a participation in settlement conference sessions in a pending court case.

The Legal Department took part in meetings on justice in Nunavik to discuss the itinerant court activities and infrastructures (November 18 and 25).

During the reporting period, the Legal Department had several virtual meetings and conference calls with the Ministry of Municipal Affairs and Housing regarding the municipal elections.

The Department participated in the mayors meeting on January 20, 2022.

Technical Assistance Program to Northern Villages

Drafting of resolutions, by-laws, service contracts, agreements, memos, letters and other documentation on municipal matters for the NVs including:

- Proceedings before the Small Claim Division (Court of Québec)
- Various forms related to municipal elections

On a daily basis, provide support to Mayors, Secretary-treasurers and municipal Managers on a variety of legal matters involving:

- Municipal elections
- Group insurance (online updates) and life insurance
- Retirement plan
- Calls for tenders
- Labor law (statutory holidays)
- Soil contamination
- Remuneration of elected officials

The Offence Management Bureau

The role of the municipal by-law enforcement officers is to enforce municipal by-laws and raise awareness on issues related to municipal regulations. There are currently officers in Kangiqsualujuaq, Kangiqsujuaq Kuujuaq, and Puvirnituq (4/14).

For the period of November to February, 50 files were processed before the court.

Insurance

The Legal Department processed 8 new claims by the KRG (6), the NVs (1) and the childcare centres (1), and followed up with insurance companies. The Department settled a file worth \$ 60,000.

Socio-Judicial Services

The Department participated in the following meetings with:

- Saqijjuq program (December 3);
- The Indigenous Socio-judicial Forum, which aims at proposing solutions to adapt the administration of justice to the Indigenous and Inuit realities (December 10);

- The Ministry of Public Security for training of probation officers (December 16);
- Correctional Services Committee to improve probation services in Nunavik (November 24, January 26);
- CAVAC (Office of assistance to victims of crimes) to discuss orientations and programs for victims and witnesses of crimes (November 1, December 13, January 24 and 28).

On January 26, The Department submitted to the Ministry of Public Security its annual report on the work of the community reintegration officers.

Sapummijit (Crime Victims Assistance Centre of Nunavik)

The 7 Victims Support Agents ensured the follow-up of files and continued to provide victims with assistance mainly at the time of their appearance in court (7 court sessions by visioconferencing on the Hudson Coast, and 5 court sessions by visioconferencing on the Ungava Coast).

From November to January, the Victims Support Agents assisted 42 victims for their appearance in Court:

- Women - 81 %; Men - 12 %; including minors: 7 %
- Ungava Bay – 37 %; Hudson Bay – 63 %

Community Reintegration Officers

The 4 Community Reintegration Officers ensured the follow-up of 98 files and met with their clients on a monthly basis.

The Community Reintegration Officers attended court sessions in different communities (7 court sessions by visioconferencing on the Hudson Coast, and 4 court sessions by visioconferencing on the Ungava Coast), and assisted their clients with their community works.

Training

The Department participated in a 2-day training on HR supervision (December 2-3).

Department Staff

Ms. Léane Adam (former Legal Advisor) has been recruited for the position of Assistant Director, Legal Department effective November 1, 2021. Ms. Geneviève Charland-Arcand is no longer working as Legal Advisor - Municipal since January 21, 2022. The recruitment process to fill the positions of Legal Advisor is ongoing.

