



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

**ACTIVITY REPORT  
FEBRUARY TO MAY 2022**

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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:

- Société Plan Nord (Administration) concerning Tamaani phase 5 (Amendment);
- Gouvernement du Québec, Government of Canada, Kativik Municipal Housing Bureau and Makivik Corporation (Makivik) (Director General Office) for the implementation of housing provisions for Nunavik under the James Bay and Northern Québec Agreement (Agreement);
- Innovation, science and economic development Canada (Administration) for universal broadband rapid fund response stream (Agreement);
- Gouvernement du Québec and Government of Canada (Director General Office) concerning the Tripartite Agreement for the provision of policing services in the Kativik region (Amendment).

Drafting of:

- 13 resolutions for the Council;
- 80 resolutions for the Executive Committee;
- 30 service contracts with various consultants and suppliers.

Review of 72 calls for tenders documents and analysis of 96 bids received for various services and goods.

Response to 11 requests for access to documents pursuant to the *Act respecting Access to documents held by public bodies and the Protection of personal information* (CQLR, c. A-2.1).

Provision of legal advices and opinions to departments on various topics (use of software licence, municipal governance, legislative amendments, construction regulations, linguistic rights, etc.). Further, the Department continued its involvement in various litigious files (Salluit Airport, Ivujivik Water pumping station), including coordination of external resources.

The Legal Department took part in meetings concerning the operations of the Makitautik Centre (April 26 and May 17).

The Department attended several working sessions concerning the drafting of a zoning by-law for the Kativik region, amendments to the Kativik Act and attended a meeting with the Advisory Committee for the zoning by-law (February 25 and April 7 and 25).

The Department participated in an introductory meeting with Statistics Canada to discuss collaboration for data collection in regard to Canada's Core Public Infrastructure Survey (May 28).

### **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:

- By-laws on the keeping of dogs
- By-law on remuneration
- Labor law (disciplinary letters, hiring)
- Deed of transfer
- Various resolutions for funding requests, purchase contracts, appointment of representative, participation to pension plan, etc.

On a daily basis, provided support to Mayors, Secretary-Treasurers and Municipal Managers on a variety of legal matters involving:

- Bingos
- Remuneration of elected officials
- Labor relations
- Transition and severance allowance
- Rules surrounding purchases
- Occupational health and safety regulations

The Legal Department assisted 3 Northern villages with their municipal elections held in February 2022.

The Department facilitated a one-day training on the role and responsibilities of elected officials to municipal council members (Tasiujaq February 22-23, Ivujivik March 1, Kangirsuk March 15, Salluit March 22, Puvirnituk March 29, Umiujaq April 5-6, and Aupaluk April 1-29). During the training, each participant received the revised version of the Handbook for elected officials in Northern villages produced by the Legal Department. The Department continues to provide the training upon request from Northern villages.

The Legal Department participated in the meeting of the Association of Secretary-Treasurers of Nunavik, which took place in Montreal. The Department made presentations on proposed amendments to the Kativik Act and on the use of simplified tender documents (May 2-5).

## **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 Kangiqsualujjuaq, Kangiqsujuaq, Kuujjuaq and Puvirnituq (4/14).

## **Insurance**

The Legal Department processed 9 new claims by the KRG (2), the NVs (6) and the childcare centres (1), and followed up with insurance companies. The Department settled two files worth \$ 291,591.

## **Socio-Judicial Services**

### **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 (9 court sessions including 7 sessions by visioconferencing on the Hudson Coast, and 5 court sessions including 2 sessions by visioconferencing on the Ungava Coast.

For the reporting period, the Victims Support Agents assisted 51 victims for their appearance in Court:

- Women – 81 %; Men – 12%; minors 7 %
- Ungava Bay – 59 %; Hudson Bay – 41 %

### **Community Reintegration Officers**

The 4 Community Reintegration Officers attended court sessions in different communities (9 court sessions including 7 by visioconferencing on the Hudson Coast, and 5 court sessions including 2 sessions by visioconferencing on the Ungava Coast) and assisted their clients with their community works.

Between February and May, the Community Reintegration Officers ensured the follow-up of 30 files and met with their clients on a monthly basis.

- Ungava Bay – 59 %; Hudson Bay – 41 %

Further, the Department participated in the following meetings with:

- Indemnisation des victimes d'actes criminels (Compensation for victims of crimes) to improve the implementation of INFOVAC program aims to inform victims of decisions rendered by the Superior Court and the Court of Quebec, Criminal and Penal Division (April 7);
- Ministry of Public Security to develop training of probation officers and community reintegration officers (March 7-29 and April 28);
- CAVAC network to discuss orientations and programs for victims and witnesses of crimes and to further develop the new child-witness program (February 23, April 7 and 25);
- Ministry of Justice and Justice Pro Bono (non-profit organization active in the justice sector) to discuss a possible collaboration to offer free legal services to victims and witnesses of crimes in Nunavik (April 5);

- Various partners active in the justice sector concerning the itinerant court In Nunavik (February 23, April 20).

### **Training**

The Legal Department participated in the following trainings:

- A case study on contract claims by Laval University (February 15 and 16);
- Use of the edilexpert tendering software (March 22);
- Skillfully managing a municipal administration by the COMAQ (April 27 and 28).

Further, the Department co-organized with Université Laval a 3-day training for Victims Support Agents and Community Reintegration Officers to strengthen existing capacities and knowledge on judicial assistance (May 17-19).

### **Department Staff**

The recruitment process is ongoing to temporarily fill the position of Community Reintegration Officer in Kuujjuaraapik and the two positions of Legal Advisor in Kuujjuaq.

