



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

**ACTIVITY REPORT  
FEBRUARY TO MAY 2021**

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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 the Nunavummiut.

**General Activities**

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

- Department of Fisheries and Oceans - Canada (Renewable Resources) in regards to aboriginal aquatic resource and oceans management 2021-2023 (Agreement);
- Société Plan Nord (Renewable Resources) concerning the management of residual hazardous materials stockpile site cleanup program in Northern Villages in Nunavik (Amendment);
- Minister responsible for the Status of Women and Saturviit Inuit Women's Association (Regional and Local Development Department) on gender equality (Amendment);
- Gouvernement du Québec and Gouvernement du Canada (Management) for complementary funding for the construction of police stations in Inukjuak and Puvirnituq (Agreement);
- Ministère de l'Éducation (Sustainable Employment) for school perseverance 2020-2023 (Agreement).

Drafting of:

- 4 ordinances for the Council;
- 12 resolutions for the Council;
- 108 resolutions for the Executive Committee;
- 32 service contracts with various consultants and suppliers.

Review of 55 calls for tenders documents and analysis of 102 bids received for various services and goods.

The Legal Department provided legal advice and opinions to departments on various topics (call for tenders process and best practices, leases with organizations, zoning by-law, construction contractual obligations, water withdrawals, access to information requests, confidentiality,

insurance clauses, etc.). Further, the Department continued its involvement in various litigious files, including coordination of external resources.

The Department participated in the virtual meetings of the Justice Working Group in Nunavik (April 7-28 and May 3).

### **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:

- Labor law ( job postings, disciplinary measures, dismissal letters and related resolutions);
- Funding requests.

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

- Labour law (CNESST, Working Conditions, HR policies);
- Municipal taxes and tax arrears;
- Municipal Council member attendance and missed meetings;
- Replacement of municipal Council member;
- Purchase of an immovable building;
- Sexual harassment;
- Computer fraud;
- Children labor.

The Department visited the NVs of Puvirnituk (February 2-4), Ivujivik (March 2-6 and 8-13), Inukjuak (March 15-17), Tasiujaq (April 14), Kuujjuaraapik (April 19-21), Akulivik (April 18-23) and Umiujaq (April 21-23) to support municipal management and address issues at the request of the NVs. More specifically, the Department provided counsel in the areas of bookkeeping, payroll (deductions), as well as general support in the day-to-day operations of the NVs.

### **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, Salluit, Kuujuaq and Puvirnituk (5/14).

For the period of February to May, 172 files were processed in anticipation of the next court sessions.

### **Insurance**

The Legal Department processed 15 new claims by the KRG (3), the NVs (11), the Childcare Centres (1) and followed up with insurance companies. The Department settled 2 files worth \$ 16,674.21.

## **Socio-Judicial Services**

### **Sapummijiit (Crime Victims Assistance Centre of Nunavik)**

The 6 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 6 court sessions by visioconferencing on the Ungava Coast and a trial before the Superior Court in Puvirnituq from April 6 to May 7).

The Victims Support Agents assisted 74 victims for their appearance in Court.

- Women - 80%; Men - 0%; Minors - 20%;
- Ungava Bay – 60%; Hudson Bay – 40%.

The Victims Support Agents met in Kuujjuaq from February 16 to 19 during a team meeting to discuss challenges and best practices and share experiences.

### **Community Reintegration Officers**

The 4 Community Reintegration Officers ensured the follow-up of 171 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 6 court sessions by visioconferencing on the Ungava Coast), and assisted their clients with their community works.

## **Training**

The Department participated in the following online trainings:

- Municipal electoral process Part 2 and 3 (February 26, March 10 and March 25);
- Efficient management (Feb 18-19, April 20 and April 29-30).

## **Department Staff**

The Coordinator of Socio-judicial services is vacant since April 1, 2021. The recruitment process is ongoing.

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

Director

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Coordinator Socio-Judicial Services

Vacant

Community Reintegration Officers

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Victims Support Agents (Sapummijit)

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