



Part 2

LAWS AND REGULATIONS

10 April 2024 / Volume 156

Summary

Table of Contents
Regulations and other Acts
Draft Regulations
Draft policies
Notices

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Part 2 – LAWS AND REGULATIONS

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Contents

Regulation respecting the *Gazette officielle du Québec*, section 4

Part 2 shall contain:

- (1) Acts assented to;
- (2) proclamations and Orders in Council for the coming into force of Acts;
- (3) regulations and other statutory instruments whose publication in the *Gazette officielle du Québec* is required by law or by the Government;
- (4) regulations made by courts of justice and quasi-judicial tribunals;
- (5) drafts of the texts referred to in paragraphs (3) and (4) whose publication in the *Gazette officielle du Québec* is required by law before they are made, adopted or issued by the competent authority or before they are approved by the Government, a minister, a group of ministers or a government body; and
- (6) any other document published in the French Edition of Part 2, where the Government orders that the document also be published in English.

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Table of Contents

Page

Regulations and other Acts

680-2024	Amendment to the Community Pharmacy Access Program for Certain COVID-19 Pharmaceutical Treatments	1043
714-2024	Labour standards (Amend.)	1044
	Pilot project relating to digital transformation of the administration of justice	1045

Draft Regulations

Application of the second paragraph of section 88.0.2 of the Charter of the French language		1051
Certain service contracts of public bodies		1052
Certain supply contracts of public bodies		1056
Construction contracts of public bodies		1059
Contracting by public bodies in the field of information technologies		1064
Types of businesses from which goods may be acquired or leased		1068

Draft policies

Fire Safety Policies of the Minister of Public Security		1069
---	--	------

Notices

Amendments made to the List of Medications attached to the Regulation respecting the List of medications covered by the basic prescription drug insurance plan — Year 2023		1117
Amendments made to the regulations made under the third paragraph of section 72.1 of the Health Insurance Act — Year 2023		1119
Régie de l'énergie		1120

Regulations and other Acts

Gouvernement du Québec

O.C. 680-2024, 27 March 2024

CONCERNING the amendment to the Community Pharmacy Access Program for Certain COVID-19 Pharmaceutical Treatments

WHEREAS, under paragraph *h* of section 3 of the Act respecting the Ministère de la Santé et des Services sociaux (chapter M-19.2), the Minister of Health is to promote the development and implementation of programs and services according to the needs of individuals, and families and other groups;

WHEREAS, under the first paragraph of section 2 of the Act respecting the Régie de l'assurance maladie du Québec (chapter R-5), the function of the Board (Régie) is to administer and implement the programs of the health insurance plan instituted by the Health Insurance Act (chapter A-29) and any other program entrusted to it by law or by the Government;

WHEREAS, under the fifteenth paragraph of section 3 of the Health Insurance Act, the Board assumes the cost of services and goods provided under the programs it administers by virtue of the first paragraph of section 2 of the Act respecting the Régie de l'assurance maladie du Québec according to the conditions and methods provided for under those programs;

WHEREAS, under the first paragraph of section 2.1 of the Act respecting the Régie de l'assurance maladie du Québec, the Board is to recover, from the Ministère de la Santé et des Services sociaux or body concerned, the cost of services and goods it assumes under a program entrusted to it by law or by the Government, to the extent provided for under that program;

WHEREAS, under Order in Council 318-2022 dated 16 March 2022, the Government of Québec entrusted the Board with the Community Pharmacy Access Program for Certain COVID-19 Pharmaceutical Treatments;

WHEREAS this Program was amended on 9 May 2022 by the Agreement #1 concerning the Community Pharmacy Access Program for Certain COVID-19 Pharmaceutical Treatments between the Minister of Health and Social Services and the Board in order to add a new pharmaceutical treatment to the Program;

WHEREAS this Program was also amended on 8 August 2022 by the Agreement #2 concerning the Community Pharmacy Access Program for Certain COVID-19 Pharmaceutical Treatments between the Minister of Health and Social Services and the Board in order to add a new unit format for Paxlovid™ (nirmatrelvir and ritonavir) to treat a person also suffering from kidney failure;

WHEREAS this Program was also amended on 5 December 2022 by the Agreement #3 concerning the Community Pharmacy Access Program for Certain COVID-19 Pharmaceutical Treatments between the Minister of Health and the Board in order to amend the criteria for use and coverage of Paxlovid™, Evusheld™, and the maximum quantity of unit formats per service of this pharmaceutical treatment for the treatment of COVID-19;

WHEREAS, under Order in Council 1795-2022 dated 7 December 2022, the Government has expanded the scope of this Program to include treatment for influenza;

WHEREAS, under Order in Council 557-2023 dated 22 March 2023, the Government has extended the term of this Program to 31 March 2024 and withdrew treatment for influenza;

WHEREAS this Program was also amended on 20 December 2023 by the Agreement #4 concerning the Community Pharmacy Access Program for Certain COVID-19 Pharmaceutical Treatments between the Minister of Health and the Board in order to amend the criteria for use of Paxlovid™ and to end coverage of Evusheld™.

WHEREAS it is expedient to further amend this Program;

IT IS ORDERED, therefore, on the recommendation of the Minister of Health:

THAT the Community Pharmacy Access Program for Certain COVID-19 Pharmaceutical Treatments, amended by the Agreement #1 concerning the Community Pharmacy Access Program for Certain COVID-19 Pharmaceutical Treatments, by the Agreement #2 concerning the Community Pharmacy Access Program for Certain COVID-19 Pharmaceutical Treatments between the Minister of Health and Social Services and the

Board, by the Agreement #3 concerning the Community Pharmacy Access Program for Certain COVID-19 Pharmaceutical Treatments between the Minister of Health and the Board, by the Order in Council 1795-2022 dated 7 December 2022, by the Order in Council 557-2023 dated 22 March 2023, and by the Agreement #4 concerning the Community Pharmacy Access Program for Certain COVID-19 Pharmaceutical Treatments between the Minister of Health and Social Services and the Board be further amended:

1. by replacing “31 March 2024” with “31 May 2024” in section 13,

2. by replacing the table of Schedule B with the following:

“

Type of pharmaceutical treatments	Unit format	Unit cost	Maximum quantity of units per service
Paxlovid™ (nirmatrelvir and ritonavir)	1 package containing 20 tablets of nirmatrelvir and 10 tablets of ritonavir	\$800	1 unit per service
Paxlovid™ for kidney failure	1 package containing 10 tablets of nirmatrelvir and 10 tablets of ritonavir	\$800	1 unit per service for patients with renal failure and 2 units per service for other patients

”

THAT this Order in Council comes into effect on 1 April 2024, with the exception of subparagraph 1 of the first operative paragraph, which comes into effect on 27 March 2024.

DOMINIQUE SAVOIE
Clerk of the Conseil exécutif

106781

Gouvernement du Québec

O.C. 714-2024, 3 April 2024

Act respecting labour standards
(chapter N-1.1)

Labour standards — Amendment

Regulation to amend the Regulation respecting labour standards

WHEREAS, under the first paragraph of section 40 of the Act respecting labour standards (chapter N-1.1), the minimum wage payable to an employee is determined by regulation of the Government;

WHEREAS, under paragraph 1 of section 89 of the Act, the Government, by regulation, may fix labour standards respecting the minimum wage, which may be established on a time basis, a production basis or any other basis;

WHEREAS, under the first paragraph of section 91 of the Act, the standards contemplated in section 89 may vary according to the field of activity and the type of work;

WHEREAS, in accordance with sections 10 and 11 of the Regulations Act (chapter R-18.1), a draft Regulation to amend the Regulation respecting labour standards was published in Part 2 of the *Gazette officielle du Québec* of 31 January 2024 with a notice that it could be made by the Government on the expiry of 45 days following that publication;

WHEREAS it is expedient to make the Regulation without amendment;

IT IS ORDERED, therefore, on the recommendation of the Minister of Labour:

THAT the Regulation to amend the Regulation respecting labour standards, attached to this Order in Council, be made.

DOMINIQUE SAVOIE
Clerk of the Conseil exécutif

Regulation to amend the Regulation respecting labour standards

Act respecting labour standards

(chapter N-1.1, s. 40, 1st par., s. 89, par. 1, and s. 91, 1st par.)

- 1.** The Regulation respecting labour standards (chapter N-1.1, r. 3) is amended in section 3 by replacing “\$15.25” by “\$15.75”.
- 2.** Section 4 is amended by replacing “\$12.20” by “\$12.60”.
- 3.** Section 4.1 is amended in the first paragraph
 - (1) by replacing “\$4.53” in subparagraph 1 by “\$4.68”;
 - (2) by replacing “\$1.21” in subparagraph 2 by “\$1.25”.
- 4.** This Regulation comes into force on 1 May 2024.

106784

M.O., 2024

Order 2024-5193 of the Minister of Justice dated 26 March 2024

Code of Civil Procedure
(chapter C-25.01)

Regulation respecting the Pilot project relating to digital transformation of the administration of justice

THE MINISTER OF JUSTICE,

CONSIDERING article 28 of the Code of Civil Procedure (chapter C-25.01), which provides that, after considering the effects of the project on the rights of individuals and obtaining the agreement of the Chief Justice of Québec or the Chief Justice of the Superior Court or the Chief Judge of the Court of Québec, according to their jurisdiction, and after consulting the Barreau du Québec and, if applicable, the Chambre des notaires du Québec or the Chambre des huissiers de justice du Québec, the Minister of Justice, by regulation, may modify a rule of procedure, or introduce a new one, for a specified time not exceeding three years, for the purposes of a pilot project conducted in specified judicial districts;

CONSIDERING the agreement of the Chief Justice of the Superior Court;

CONSIDERING the consultations of the Barreau du Québec, the Chambre des notaires du Québec and the Chambre des huissiers de justice du Québec;

CONSIDERING the publication of a draft Regulation respecting the Pilot project relating to digital transformation of the administration of justice in Part 2 of the *Gazette officielle du Québec* of 7 February 2024, in accordance with sections 10 and 11 of the Regulations Act (chapter R-18.1), with a notice that it could be made by the Minister on the expiry of 45 days following that publication;

CONSIDERING the expiry of the 45-day period;

CONSIDERING the comments that were received;

ORDERS AS FOLLOWS:

The Regulation respecting the Pilot project relating to digital transformation of the administration of justice, attached to this Order, is hereby made with amendments.

Québec, 26 March 2024

SIMON JOLIN-BARRETTE
Minister of Justice

Regulation respecting the Pilot project relating to digital transformation of the administration of justice

Code of Civil Procedure
(chapter C-25.01, a. 28)

CHAPTER 1 GENERAL

1. The continuation of the Pilot project relating to digital transformation of the administration of justice, established by the Regulation to establish a pilot project relating to digital transformation of the administration of justice (chapter C-25.01, r. 6.2) is hereby authorized, in all judicial districts, until 28 November 2025.

2. For this purpose, the Minister of Justice has established a set of technological means, called “Lexius”, which enables in particular the maintenance of court records in digital format and the remote filing and consultation of documents.

3. The rights and obligations provided for in this Regulation are subject to the availability of the technological means necessary.

4. For the duration of the Pilot project, the special procedural rules set out in this Regulation apply to the following applications:

- (1) class actions;
- (2) commercial cases instituted before the Superior Court, meaning cases where the initial application is based principally on one of the following laws or provisions:
 - (a) statutes of Canada:
 - i. Bankruptcy and Insolvency Act (R.S.C., 1985, c. B-3);
 - ii. Companies' Creditors Arrangement Act (R.S.C., 1985, c. C-36);
 - iii. Winding-up and Restructuring Act (R.S.C., 1985, c. W-11);
 - iv. Canada Business Corporations Act (R.S.C., 1985, c. C-44);
 - v. Bank Act (S.C. 1991, c. 46);
 - vi. Farm Debt Mediation Act (S.C. 1997, c. 21);
 - vii. Commercial Arbitration Act (R.S.C., 1985, c. 17 (2nd Supp.));
 - (b) statutes of Québec:
 - i. articles 527, 645 and 647 of the Code of Civil Procedure (chapter C-25.01), which concern the homologation of an arbitration award, as well as articles 507 and 508 of the Code, which concern the recognition and enforcement of an arbitration award made outside Québec;
 - ii. Companies Act (chapter C-38);
 - iii. Winding-Up Act (chapter L-4);
 - iv. Securities Act (chapter V-1.1);
 - v. Act respecting the regulation of the financial sector (chapter E-6.1);
 - vi. Business Corporations Act (chapter S-31.1);
- (3) a case deemed to be of a commercial nature on a decision of the Chief Justice of the Superior Court or a judge designated by the Chief Justice, made on initiative or on application;

(4) applications dealt with according to the procedure for non-contentious proceedings relating to

(a) an authorization to consent to care that is not required by the state of health of a person under 14 years of age or incapable of giving consent, or an authorization to consent to the alienation of a part of the body of a minor or an incapable person of full age;

(b) a declaratory judgment of death, the probate of a will, letters of verification or, in succession matters, the liquidation or the partition of a succession;

(c) an alteration of the register of civil status;

(d) tutorship to an absentee, to a minor or to a person of full age, emancipation of a minor, and protection mandate and temporary representation of an incapable person of full age;

(e) the appointment, designation or replacement of any person that is required by law to be appointed, designated or replaced by the court on its own initiative or in the absence of an agreement between the interested parties, as well as applications of a similar nature relating to tutorship to a minor, tutorship to a person of full age, a protection mandate, temporary representation of an incapable person of full age, a succession or the administration of the property of others;

(f) administration of undivided property, of a trust or of the property of others;

(g) the issue of a notarial act or the replacement or reconstitution of a writing; and

(h) disinterment.

CHAPTER 2 PROVISIONS APPLICABLE TO THE PILOT PROJECT

DIVISION 1 FILING OF DOCUMENTS

5. Any pleadings, exhibits or any other document, including a photograph of real evidence, must be filed with the office of the court using Lexius.

Despite the foregoing, until 31 March 2025, self-represented natural persons may file those documents with the office of the court in hard copy.

Where a document was not filed in accordance with this Division, the court clerk informs without delay the person filing the document of the reason why the document cannot be filed.

6. Despite section 5, as of 1 April 2025, self-represented natural persons may file documents in hard copy with the office of the court if they produce before the office of the court an attestation, deemed by law to be sworn, of the following facts:

- (1) the person is self-represented in the proceedings;
- (2) the person is unable to use Lexius;
- (3) the person is unable to obtain assistance in order to file documents using Lexius; and
- (4) the person requests the assistance of the court clerk to file documents using Lexius.

Section 5 does not apply to the attestation and the attestation is only valid for the case in connection with which it was produced.

7. The judge or the special clerk may, on their own initiative and on the basis of the record, order a person who produced the attestation provided for in section 6 to file their documents with the office of the court using Lexius if they note that the person is able to do so.

8. A hard copy source document of a holograph will, a will made in the presence of witnesses or a protection mandate given in the presence of witnesses filed with the office of the court using a technological means in connection with an application for probate or homologation must also be physically filed within 15 days.

9. Information in a hard copy pleading, exhibit or other document filed with the office of the court is to be transferred by the clerk to a technological medium.

The hard copy source document is to be given to the party, the party's representative or the bailiff after the information has been transferred, except for a document relating to a probate or homologation procedure, in particular

- (1) a holograph will or a will made in the presence of witnesses; and
- (2) a protection mandate given in the presence of witnesses.

10. The party, the party's representative or the bailiff is required, until the date on which the judgment becomes final or the date of the pleading terminating the proceeding, to keep and preserve the integrity, in its original medium, of any document that has been filed with the office of the court whether by a technological means or as a hard copy document.

The chief justice or chief judge, if of the opinion that the document may still be useful, may order the court to keep and preserve the integrity of any document referred to in the first paragraph for a longer period.

11. Any document kept pursuant to section 10 must, at the request of the court, be provided to the court in its original medium.

12. A person who wishes that a document be filed in a sealed envelope or in a form that protects the confidentiality of the information contained therein must indicate so at the place provided for that purpose in Lexius.

13. In proceedings where all parties are represented by a lawyer, the disclosure of an exhibit or other evidence is replaced by the transmission by email of a notice to the other parties' lawyers, stating that that exhibit or evidence has been filed in Lexius. The notice serves as disclosure of the exhibit or evidence and it is filed in Lexius.

14. The file formats accepted for filing documents in Lexius are the following:

- (1) for pleadings, PDF;
- (2) for all other exhibits and documents, GIF, JPEG, MP3, PDF, PNG or any other format indicated in Lexius.

A document whose size exceeds the size specified in Lexius may, by way of exception, be filed with the court office by another means.

DIVISION 2

DIGITAL JUDICIAL RECORD

15. Judicial records for cases referred to in section 4 are kept in digital format in Lexius.

16. Any person may consult a digital judicial record at a courthouse using the technological means provided for that purpose.

17. Only the following persons may remotely consult a digital judicial record:

- (1) a lawyer or notary acting in respect of the case;
- (2) a represented natural person who is party to the case;
- (3) a self-represented natural person who is party to the case;
- (4) a trustee in bankruptcy involved in the case.

18. A digital judicial record may not be remotely consulted unless the person requesting access to the record is identified using a means of authentication indicated in Lexius.

19. Consultation of a digital judicial record is subject to other legal provisions, including article 16 of the Code of Civil Procedure (chapter C-25.01), or to an order of the court.

20. No person may obtain from the clerk a copy of a document contained in a digital judicial record if the person can remotely consult the record. Despite the foregoing, a person having produced the attestation provided for in Section 6 may obtain such a copy at no cost.

This section does not apply to the issue of a certified true copy required by law.

CHAPTER 3 PROVISIONS AMENDED FOR THE DURATION OF THE PILOT PROJECT

21. For the duration and as part of the Pilot project, the following provisions are to be read as indicated in this chapter.

The text of the Pilot project that differs from the text otherwise in force is highlighted by the underlining of added text and by a strikethrough line for deleted portions.

22. Section 108 of the Code of Civil Procedure (chapter C-25.01) is amended as follows:

“**108.** The parties and the lawyers, or in non-contentious proceedings, the notaries representing the parties, must see to it that exhibits and other documents that contain identifying particulars generally held to be confidential are filed in a form that protects the confidentiality of the information.

Any document or real evidence that is filed in the record as an exhibit must remain in the record until the end of the proceeding, unless all the parties consent to its being removed. If the parties consent to an exhibit in technological media being removed, the exhibit is destroyed by the court clerk. Once the proceeding has ended, the parties must retrieve the hard copy exhibits they have filed or, if the exhibits are in technological media, request that the court clerk destroy them; otherwise, the court clerk may destroy them one year after the date on which the judgment becomes final or the date of the pleading terminating the proceeding. In either case, all cases, the chief justice or chief judge, if of the opinion that the exhibits can still be useful, may stay their destruction.

However, in reviewable or reassessable matters and, in non-contentious cases, notices, certificates, minutes, inventories, medical and psychosocial evidence, affidavits, statements, declarations and documents made enforceable by a judgment, including any child support determination form attached to a judgment, cannot be removed from the record or destroyed.”

23. Section 262 is replaced by the following:

“**262.** The origin of evidence or the integrity of the information it contains is presumed admitted unless one of the parties contests it within 30 days of the date on which the evidence was disclosed to the party. That admission does not entail admission of the truth of the contents of the evidence.

The contesting party must specify, in a statement, the facts and grounds that support the party’s claim and make it probable. That statement is deemed to be made under oath.”

24. Section 264 and what precedes it is stricken out as follows:

~~CHAPTER VI ADMISSION OF AUTHENTICITY OF EVIDENCE~~

~~**264.** A party may give another party a formal notice to admit the origin of a document or the integrity of the information it contains:~~

~~The formal notice must be notified at least 30 days before the trial. If the document or other evidence has not already been disclosed, a suitable representation of it or, in the absence of such a representation, particulars on how to access it must be attached.~~

~~The party having been given the formal notice admits or denies the origin or integrity of the evidence in an affidavit giving reasons, and notifies the affidavit to the other party within 10 days.~~

~~Failure to respond to the formal notice is deemed an admission of the origin and integrity of the evidence, but not of the truth of its contents.”~~

25. Section 309 is amended as follows:

“**309.** The court ascertains that the application presented before it has been served on the person concerned and notified to the interested persons, and that the necessary opinions, reports and expert reports have been filed in the record.

The court may order that the application be notified to any person whom it considers to have an interest, call a meeting of relatives, persons connected by marriage or civil union, or friends, or request the opinion of a tutorship council; it may also require the complementary opinions, reports or expert reports it considers necessary and, if applicable, order an appraisal by an independent expert designated by the court if it has reason to believe the appraisal attached to the application does not reflect the value of the property. The court may also authorize an interested person to produce evidence in support of the view that person intends to assert. The court may take any other appropriate case management measure.

The applicant, the person concerned or another interested person may make their proof by affidavit, by a statement, deemed to be an affidavit, attesting to the truth of the facts alleged, by testimony or by means of documents or real evidence. The evidence so submitted may pertain to any relevant fact, even one that has arisen since the application was instituted.”

26. Written statements and applications referred to in sections 101, 134, 155, 175, 181, 222 and 259 of the Code of Civil Procedure (chapter C-25.01) do not have to be made under oath; they are deemed to be affidavits.

CHAPTER 4 TRANSITIONAL AND FINAL

27. This Regulation replaces the Regulation to establish a pilot project relating to digital transformation of the administration of justice (chapter C-25.01, r. 6.2).

28. The applications referred to in paragraphs 1, 2 and 3 of section 4 are subject to the Pilot project if filed as of (*indicate the date of coming into force of this Regulation*).

29. The applications referred to in paragraph 4 of section 4 are subject to the Pilot project if filed as of 28 November 2022.

30. Despite paragraph 4 of section 4, an application referred to the court pursuant to sections 304 or 317 of the Code of Civil Procedure (chapter C-25.01) remains subject to the Pilot project.

31. Subparagraph a of paragraph 4 of section 4 ceases to have effect on 30 June 2024.

32. This Regulation comes into force on the fifteenth day following the date of its publication in the *Gazette officielle du Québec*, except that sections 6 and 7 come into force on 1 April 2025.

Draft Regulations

Draft Regulation

Charter of the French language
(chapter C-11)

Application of the second paragraph of section 88.0.2 of the Charter of the French language

Notice is hereby given, in accordance with sections 10 and 11 of the Regulations Act (chapter R-18.1), that the Regulation to facilitate the application of the second paragraph of section 88.0.2 of the Charter of the French language, appearing below, may be made by the Government on the expiry of 45 days following this publication.

The draft Regulation aims to facilitate the application of certain provisions of the Charter of the French language (chapter C-11). For this purpose, the draft Regulation sets out the conditions under which a student is deemed to be a student declared eligible to receive instruction in English in accordance with Division I of Chapter VIII of Title I of the Charter of the French language for the purpose of section 88.0.2 of the Charter.

Further information on the draft Regulation may be obtained by contacting Sonia Pratte, advisor, Ministère de la Langue française; telephone: 418 263-2008; email: sonia.pratte@mlf.gouv.qc.ca.

Any person wishing to comment on the draft Regulation is requested to submit written comments within the 45-day period to the Minister of the French Language, email: secrtaire.general@mlf.gouv.qc.ca; 800, rue D'Youville, 13^e étage, Québec (Québec) G1R 3P4.

JEAN-FRANÇOIS ROBERGE
Minister of the French Language

Regulation to facilitate the application of the second paragraph of section 88.0.2 of the Charter of the French language

Charter of the French language
(chapter C-11, s. 93)

1. For the purposes of the second paragraph of section 88.0.2 of the Charter of the French language (chapter C-11), a student who meets the following conditions is deemed to be a student declared eligible to receive instruction in English in accordance with Division I of Chapter VIII of Title I of the Charter:

(1) the student resides or has resided on a reserve, a settlement in which a native community lives or on Category I and Category I-N lands within the meaning of the Act respecting the land regime in the James Bay and New Québec territories (chapter R-13.1);

(2) the student has received, for at least one year, elementary or secondary instruction in English, in an Aboriginal language or in both English and an Aboriginal language, as shown by an attestation of school attendance issued by the school that provided the instruction.

The attestation of school attendance referred to in paragraph 2 of the first paragraph must indicate the period during which the student received instruction and specify the language of instruction.

2. A student wishing to be considered as a student declared eligible to receive instruction in English in accordance with Division I of Chapter VIII of Title I of the Charter for the purposes of the application of the second paragraph of section 88.0.2 of the Charter must

(1) have filed an application for a program of studies leading to a Diploma of College Studies in an institution that gives college instruction in English;

(2) file an application accompanied by the supporting documents with the Minister of Higher Education, Research, Science and Technology or with one of the persons the Minister has designated before 1 July 2027.

3. The student is notified if the application is incomplete because required information or documents were not provided. The missing information or documents to remedy the lack are specified.

4. The decision of the Minister or the person designated by the Minister regarding the admissibility of the student's application is communicated to the student and made available to the college educational institution in which the student is enrolled.

5. The student whose application has been deemed admissible is not by virtue thereof deemed eligible to receive instruction in English in accordance with Division I of Chapter VIII of Title I of the Charter of the French language.

6. This Regulation comes into force on the fifteenth day following the date of its publication in the *Gazette officielle du Québec*.

106780

Draft Regulation

Act respecting contracting by public bodies
(chapter C-65.1)

Certain service contracts of public bodies — Amendment

Notice is hereby given, in accordance with sections 10 and 11 of the Regulations Act (chapter R-18.1), that the Regulation to amend the Regulation respecting certain service contracts of public bodies, appearing below, may be made by the Government on the expiry of 45 days following this publication.

The draft Regulation relaxes the rules applicable to certain service contracts of public bodies. To that end, the draft Regulation proposes, in particular, allowing public bodies to use a simplified procedure for requesting a price quotation from service providers that have previously qualified instead of issuing a call for tenders. The draft Regulation also reviews certain compliance requirements in order to remove them from the mechanism of automatic rejection of tenders. Moreover, with regard to the analysis of tenders with an unusually low price, the draft Regulation provides for a simplified procedure that no longer requires setting up a committee.

The draft Regulation has no impact on enterprises, including small and medium-sized businesses.

Further information on the draft Regulation may be obtained by contacting Robert Villeneuve, Director General, Direction générale de l'encadrement, Sous-secrétariat aux marchés publics, Secrétariat du Conseil du trésor, 875, Grande Allée Est, Québec (Québec) G1R 5R8; telephone: 418 643-0875, extension 4938; email: robert.villeneuve@sct.gouv.qc.ca.

Any person wishing to comment on the draft Regulation is requested to submit written comments within the 45-day period to Robert Villeneuve at the above contact information.

SONIA LEBEL

*Minister Responsible for Government Administration
and Chair of the Conseil du trésor*

Regulation to amend the Regulation respecting certain service contracts of public bodies

Act respecting contracting by public bodies
(chapter C-65.1, s. 23, pars. 1, 3 and 6)

1. Section 4 of the Regulation respecting certain service contracts of public bodies (chapter C-65.1, r. 4) is amended by inserting the following after subparagraph 2.1 of the second paragraph:

“(2.2) if applicable, a mention that individual information meetings will be held with the service providers pursuant to section 25;”

2. Section 5 is amended by striking out paragraph 8.

3. Section 7 is amended by striking out subparagraph 3 of the first paragraph.

4. The following is inserted after section 7.0.1:

“**7.0.2.** Compliance requirements must also indicate that a tender is non-compliant and may be rejected if the tender is conditional or restrictive.”

5. Section 7.1 is amended by striking out “after authorization from the chief executive officer of the public body”.

6. Section 8 is amended by adding the following paragraph at the end:

“For the purposes of the first paragraph, service provider also means any person or entity that has, with the service provider, a common director, partner, officer or shareholder that has direct or indirect legal or de facto control of the person or entity and of the service provider.”

7. Section 9 is amended in the fifth paragraph

(1) by inserting “that does not entail an amendment to the tender documents” after “made by a service provider”;

(2) by replacing “less than 3 business days” by “5 business days or less”.

8. Section 15 is amended by striking out subparagraph 1 of the second paragraph.

9. Section 21 is amended by adding the following paragraph at the end:

“If several service providers obtain identical results, the public body awards the contract to a service provider according to one of the following rules, which must be specified in the tender documents:

(1) the service provider submitting the tender obtaining the highest score based on the quality criteria having the greatest importance for the carrying out of the contract; that awarding rule cannot be used if there is another criterion of equal importance;

(2) the service provider submitting the tender obtaining the highest final score based on quality;

(3) by a drawing of lots.”

10. Section 25, as amended by section 5 of the Regulation to amend the Regulation respecting certain service contracts of public bodies, made by Order in Council 1747-2023 dated 6 December 2023, is further amended

(1) by inserting the following after the fifth paragraph:

“If several service providers obtain identical results in the case referred to in subparagraph 2 of the fifth paragraph, the public body selects a service provider according to one of the following rules, which must be specified in the tender documents:

(1) the service provider submitting the tender obtaining the highest score based on the quality criteria having the greatest importance for the carrying out of the contract; that selection rule cannot be used if there is another criterion of equal importance;

(2) by a drawing of lots.”;

(2) by replacing the ninth paragraph by the following:

“During the second stage and prior to the invitation, the public body may hold individual information meetings with the selected service providers. The meetings must take place in the presence of a process auditor external to and designated by the public body.

The auditor is responsible for seeing that the meetings are held in a manner that is fair to all service providers and ensures the transparency of the contracting process under way.

The purpose of the meetings is to define the public body’s needs to each selected service provider and to then allow each service provider to submit a tender.

The auditor reports on his or her activities to the public body which then publishes the report in the electronic tendering system within 15 days after the contract is awarded.

If only one price is solicited, sections 10 to 15.1 apply.

Where the quality level of a tender is evaluated, sections 15 to 23 and 26 to 28 apply. In addition, if several service providers obtain identical results, the public body awards the contract to a service provider according to one of the following rules, which must be specified in the tender documents:

(1) the service provider submitting the tender obtaining the highest score based on the quality criteria having the greatest importance for the carrying out of the contract; that awarding rule cannot be used if there is another criterion of equal importance;

(2) the service provider submitting the tender obtaining the highest final score based on quality;

(3) by a drawing of lots.”

11. Section 27 is amended by striking out “, except that the condition in subparagraph 1 of the second paragraph of section 15 is that only one service provider must have submitted an acceptable tender”.

12. Section 29.1 is amended by replacing “the committee referred to in section 29.3” by “the public body”.

13. Section 29.3 is amended

(1) by replacing “forwards the tender to a committee set up for that purpose for analysis” in the first paragraph by “analyses the tender”;

(2) by striking out the second and third paragraphs.

14. Section 29.4 is amended

(1) by replacing “the committee” in the portion before paragraph 1 by “the public body”;

(2) by replacing paragraph 4 by the following;

“(4) the representations made by the service provider concerning the existence of particular facts that have an influence on the tendered price.”

15. Section 29.5 is amended

(1) by replacing “The committee” in the first paragraph by “The public body”;

(2) by striking out the second paragraph;

(3) by replacing “the contract rules compliance monitor” in the third paragraph by “the public body”.

16. Section 29.6 is amended by striking out “the contract rules compliance monitor of”.**17.** Section 29.7 is amended

(1) by replacing “the committee” in the first paragraph by “the public body”;

(2) by replacing the second and third paragraphs by the following:

“If the public body upholds the conclusions of its report, it rejects the tender not later than before the expiry of the period of validity of tenders.”.

18. Section 29.8 is revoked.**19.** Section 32 is amended by adding the following paragraph at the end:

“If a service provider has refused to perform several task order contracts awarded, the public body may modify the service provider’s rank or no longer solicit the service provider for subsequent task order contracts. The tender documents must provide for that possibility and the duration of its validity, and specify the number of refusals that gives rise to that eventuality.”.

20. The Regulation is amended by inserting the following after section 32:

“**32.1.** A task order contract is entered into for a term not exceeding 5 years, including any renewal.”.

21. Section 43 is amended by inserting the following after the first paragraph:

“Where the public body plans to make a price request referred to in section 45, the public notice referred to in subparagraph 1 of the first paragraph must also indicate, with the necessary modifications, the information to be provided under paragraphs 3 to 7 of section 5 and section 7 applies, with the necessary modifications, to a service provider’s qualification application;”.

22. Section 45 is amended by inserting “or a price request made to those providers. Despite the foregoing, a price request cannot be made in respect of an architecture or engineering services contract relating to construction work.” at the end.

23. The Regulation is amended by inserting the following after section 45:

“**45.1.** A public body requesting a price from the service providers sends them a notice containing the following in particular:

(1) a description of the services and conditions on which the contract is to be carried out;

(2) if applicable, a description of the options;

(3) the closing date and time for the receiving and opening of documents related to the tendered price;

(4) if applicable, a mention that the document related to the tendered price must be transmitted electronically and that the transmission may only be done through the electronic tendering system.

“**45.2.** The notice to be sent as provided in section 45.1 may be obtained only through the electronic tendering system.

“**45.3.** The tender is automatically rejected in the following cases:

(1) non-compliance with the closing date and time for receiving documents related to the tendered price; despite the foregoing, a document related to the tendered price received after the closing date and time for receiving documents related to the tendered price may not, for that sole reason, be considered non-compliant if the delay is attributable solely to the public body;

(2) the fact that the document related to the tendered price was not transmitted through the electronic tendering system or that it is unintelligible, infected or otherwise illegible once its integrity has been established by the electronic tendering system.

The filing by a service provider of several documents related to the tendered price for the same notice entails automatic rejection of the service provider’s tender. For the purposes of this paragraph, transmitting the same document related to the tendered price electronically and in paper form is deemed to be a filing of several documents related to the tendered price.

“45.4. Sections 7.0.1 and 10.1 apply, with the necessary modifications, to a document related to the tendered price. For the purposes of this paragraph, transmitting the same document related to the tendered price electronically and in paper form is deemed to be a filing of several documents related to the tendered price.

“45.5. The public body opens the documents related to the tendered price only in the presence of the witness at the designated place and on the date and time set in the price request made to the service providers.

The public body publishes in the electronic tendering system the names of the service providers that submitted a document related to the tendered price within 4 business days after awarding the contract.

“45.6. The public body evaluates the documents related to the tendered price received, ensuring that the tenders are compliant.

If the public body rejects a tender because the document related to the tendered price is non-compliant, it must so inform the service provider and give the reason for the rejection not later than 15 days after awarding the contract.

“45.7. Sections 52 to 52.2 apply, with the necessary modifications, to a contract entered into following a price request.”

24. Division I of Chapter VI, comprising section 46, is revoked.

25. Section 51, as amended by section 11 of the Regulation to amend the Regulation respecting certain service contracts of public bodies, made by Order in Council 1747-2023 dated 6 December 2023, is further amended by replacing “15” in the portion before paragraph 1 by “30”.

26. Section 51.1 is amended

(1) by replacing “60” in the first paragraph by “120”;

(2) by inserting “annually” in the second paragraph after “publishes”.

27. Section 51.2 is amended by adding the following at the end of the second paragraph:

“(4) the amount of any additional expenditure that has not been published in accordance with section 51.1.”.

28. Section 52.1 is amended:

(1) by replacing “60” in the first paragraph by “120”;

(2) by inserting “annually” in the second paragraph after “publishes”.

29. Section 52.2 is amended by adding the following paragraph at the end of the third paragraph:

“(5) the amount of any additional expenditure that has not been published in accordance with section 52.1.”.

30. Section 55 is amended by adding the following paragraph at the end:

“The situation of a service provider whose rank has been modified by a public body or from whom a public body no longer solicits task order contracts is not to be considered unsatisfactory performance pursuant to the second paragraph of section 32.”.

31. Contract award procedures begun before the coming into force of the provisions of this Regulation that apply to them are continued in accordance with the provisions in force on the date on which the procedures were begun.

In addition, any contract in progress on the date of coming into force of the provisions of this Regulation that apply to the contract is continued in accordance with the provisions in force on the day preceding that date of coming into force.

Despite the first and second paragraphs, a public body may, as regards the award procedures for a contract or contracts referred to in those paragraphs, apply sections 25 to 29 of this Regulation.

32. This Regulation comes into force on the fifteenth day following the date of its publication in the *Gazette officielle du Québec*, except sections 21 to 23 which come into force on (insert the date that is 6 months after the date of publication of this Regulation in the *Gazette officielle du Québec*).

106778

Draft Regulation

Act respecting contracting by public bodies
(chapter C-65.1)

Certain supply contracts of public bodies — Amendment

Notice is hereby given, in accordance with sections 10 and 11 of the Regulations Act (chapter R-18.1), that the Regulation to amend the Regulation respecting certain supply contracts of public bodies, appearing below, may be made by the Government on the expiry of 45 days following this publication.

The draft Regulation relaxes the rules applicable to certain supply contracts of public bodies. To that end, the draft Regulation proposes, in particular, allowing public bodies to use a simplified procedure for requesting a price quotation from suppliers that have previously qualified instead of issuing a call for tenders. The draft Regulation also reviews certain compliance requirements in order to remove them from the mechanism of automatic rejection of tenders. Moreover, with regard to the analysis of tenders with an unusually low price, the draft Regulation provides for a simplified procedure that no longer requires setting up a committee.

The draft Regulation has no impact on enterprises, including small and medium- sized businesses.

Further information on the draft Regulation may be obtained by contacting Robert Villeneuve, Director General, Direction générale de l'encadrement, Sous-secrétariat aux marchés publics, Secrétariat du Conseil du trésor, 875, Grande Allée Est, Québec (Québec) G1R 5R8; telephone: 418 643-0875, extension 4938; email: robert.villeneuve@sct.gouv.qc.ca.

Any person wishing to comment on the draft Regulation is requested to submit written comments within the 45-day period to Robert Villeneuve at the above contact information.

SONIA LEBEL
*Minister Responsible for Government Administration
and Chair of the Conseil du trésor*

Regulation to amend the Regulation respecting certain supply contracts of public bodies

Act respecting contracting by public bodies
(chapter C-65.1, s. 23, pars. 1, 3 and 6)

1. Section 7 of the Regulation respecting certain supply contracts of public bodies (chapter C-65.1, r. 2) is amended by striking out subparagraph 3 of the first paragraph.

2. The following is inserted after section 7.0.1:

“**7.0.2.** Compliance requirements must also indicate that a tender is non-compliant and may be rejected if the tender is conditional or restrictive.”.

3. Section 7.1 is amended by striking out “after authorization from the chief executive officer of the public body”.

4. Section 8 is amended by adding the following paragraph at the end:

“For the purposes of the first paragraph, supplier also means any person or entity that has, with the supplier, a common director, partner, officer or shareholder that has direct or indirect legal or de facto control of the person or entity and of the supplier.”.

5. Section 9 is amended in the fifth paragraph

(1) by inserting “that does not entail an amendment to the tender documents” after “made by a supplier”;

(2) by replacing “less than 3 business days” by “5 business days or less”.

6. Section 15 is amended by striking out subparagraph 1 of the second paragraph.

7. Section 15.2 is amended by replacing “the committee referred to in section 15.4” by “the public body”.

8. Section 15.4 is amended

(1) by replacing “forwards the tender to a committee set up for that purpose for analysis” in the first paragraph by “analyses the tender”;

(2) by striking out the second and third paragraphs.

9. Section 15.5 is amended

(1) by replacing “the committee” in the portion before paragraph 1 by “the public body”;

(2) by replacing paragraph 4 by the following:

“(4) the representations made by the supplier concerning the existence of particular facts that have an influence on the tendered price.”.

10. Section 15.6 is amended

(1) by replacing “The committee” in the first paragraph by “The public body”;

(2) by striking out the second paragraph;

(3) by replacing “the contract rules compliance monitor” in the third paragraph by “the public body”.

11. Section 15.7 is amended by striking out “the contract rules compliance monitor of”.

12. Section 15.8 is amended

(1) by replacing “the committee” in the first paragraph by “the public body”;

(2) by replacing the second and third paragraphs by the following:

“If the public body upholds the conclusions of its report, it rejects the tender not later than before the expiry of the period of validity of tenders.”.

13. Section 15.9 is revoked.

14. The Regulation is amended by inserting the following after section 18.1:

“**18.2.** A delivery order is entered into for a term not exceeding 5 years, including any renewal.”.

15. Section 23 is amended by adding the following paragraph at the end:

“Despite section 14, if several suppliers obtain identical results, the public body awards the contract to a supplier according to one of the following rules, which must be specified in the tender documents:

(1) the supplier submitting the tender obtaining the highest score based on the quality criteria having the greatest importance for the carrying out of the contract; that awarding rule cannot be used if there is another criterion of equal importance;

(2) the supplier submitting the tender obtaining the highest final score based on quality;

(3) by a drawing of lots.”.

16. Section 25 is revoked.

17. Section 26.1 is amended

(1) by replacing “sections 24 and 25” in the first paragraph by “section 24”;

(2) by adding the following paragraph at the end:

“Despite section 14, if several suppliers obtain identical results in the case referred to in the second paragraph or in the second case referred to in the third paragraph, the public body selects a supplier or awards the contract to a supplier according to one of the following rules, which must be specified in the tender documents:

(1) the supplier submitting the tender obtaining the highest score based on the quality criteria having the greatest importance for the carrying out of the contract; that selection or awarding rule cannot be used if there is another criterion of equal importance;

(2) the supplier submitting the tender obtaining the highest final score based on quality; in the case of a contract award, the final score is the highest final score at the second stage;

(3) by a drawing of lots.”.

18. Section 32.1 is amended by inserting the following after the first paragraph:

“When the public body plans to make a price request referred to in section 32.3, the public notice referred to in subparagraph 1 of the first paragraph must also indicate, with the necessary modifications, the information required under paragraphs 3 to 6 of section 5 and section 7 applies, with the necessary modifications, to a supplier’s qualification application.”.

19. Section 32.3 is amended by inserting “or a price request made to those suppliers” at the end.

20. The Regulation is amended by inserting the following after section 32.3:

“**32.4.** A public body making a price request to qualified suppliers sends the suppliers a notice containing the following in particular:

(1) a description of the goods and conditions on which the contract is to be carried out;

(2) if applicable, a description of the options;

(3) the closing date and time for the receiving and opening of documents related to the tendered price;

(4) if applicable, a mention that the document related to the tendered price must be transmitted electronically and that the transmission may only be done through the electronic tendering system.

“**32.5.** The notice to be sent as provided in section 32.4 may be obtained only through the electronic tendering system.

“**32.6.** The tender is automatically rejected in the following cases:

(1) non-compliance with the closing date and time for receiving documents related to the tendered price; despite the foregoing, a document related to the tendered price received after the closing date and time for receiving documents related to the tendered price may not, for that sole reason, be considered non-compliant if the delay is attributable solely to the public body;

(2) the fact that the document related to the tendered price was not transmitted through the electronic tendering system or that it is unintelligible, infected or otherwise illegible once its integrity has been established by the electronic tendering system.

The filing by a supplier of several documents related to the tendered price for the same notice entails automatic rejection of the supplier’s tender. For the purposes of this paragraph, transmitting the same document electronically and in paper form is deemed to a filing of several documents related to the tendered price.

“**32.7.** Sections 7.0.1 and 10.1 apply, with the necessary modifications, to a document related to the tendered price.

“**32.8.** The public body opens the documents related to the tendered price only in the presence of the witness at the designated place and on the date and time set in the price request made to the suppliers.

The public body publishes in the electronic tendering system the names of the suppliers that submitted a document related to the tendered price within 4 business days after awarding the contract.

“**32.9.** The public body evaluates the documents related to the tendered price received, ensuring that the tenders are compliant.

If the public body rejects a tender because the document related to the tendered price is non-compliant, it must so inform the supplier and give the reason for the rejection not later than 15 days after awarding the contract.

“**32.10.** Sections 39 to 39.2 apply, with the necessary modifications, to a contract entered into following a price request.”.

21. Division I of Chapter VI, comprising section 33, is revoked.

22. Section 38 is amended by replacing “15” in the portion before paragraph 1 by “30”.

23. Section 38.1 is amended

(1) by replacing “60” in the first paragraph by “120”;

(2) by inserting “annually” in the second paragraph after “publishes”.

24. Section 38.2 is amended by adding the following at the end of the second paragraph:

“(4) the amount of any additional expenditure that has not been published in accordance with section 38.1.”.

25. Section 39.1 is amended

(1) by replacing “60” in the first paragraph by “120”;

(2) by inserting “annually” in the second paragraph after “publishes”.

26. Section 39.2 is amended by adding the following at the end of the third paragraph:

“(5) the amount of any additional expenditure that has not been published in accordance with section 39.1.”.

27. Contract award procedures begun before the coming into force of the provisions of this Regulation that apply to them are continued in accordance with the provisions in force on the date on which the procedures were begun.

In addition, any contract in progress on the date of coming into force of the provisions of this Regulation that apply to the contract is continued in accordance with the provisions in force on the day preceding that date of coming into force.

Despite the first and second paragraphs, a public body may, as regards the award procedures for a contract or contracts referred to in those paragraphs, apply sections 22 to 26 of this Regulation.

28. This Regulation comes into force on the fifteenth day following the date of its publication in the *Gazette officielle du Québec*, except sections 18 to 20 which come into force on (insert the date that is 6 months after the date of publication of this Regulation in the *Gazette officielle du Québec*).

106777

Draft Regulation

Act respecting contracting by public bodies
(chapter C-65.1)

Construction contracts of public bodies — Amendment

Notice is hereby given, in accordance with sections 10 and 11 of the Regulations Act (chapter R-18.1), that the Regulation to amend the Regulation respecting construction contracts of public bodies, appearing below, may be made by the Government on the expiry of 45 days following this publication.

The draft Regulation relaxes the rules applicable to construction contracts of public bodies. To that end, the draft Regulation proposes, in particular, allowing public bodies to use a simplified procedure for requesting a price quotation from contractors that have previously qualified instead of issuing a call for tenders. The draft Regulation also reviews certain compliance requirements in order to remove them from the mechanism of automatic rejection of tenders. Moreover, with regard to the analysis of tenders with an unusually low price, the draft Regulation provides for a simplified procedure that no longer requires setting up a committee.

The draft Regulation has no impact on enterprises, including small and medium- sized businesses.

Further information on the draft Regulation may be obtained by contacting Robert Villeneuve, Director General, Direction générale de l'encadrement, Sous-secrétariat aux marchés publics, Secrétariat du Conseil du trésor, 875, Grande Allée Est, Québec (Québec) G1R 5R8; telephone: 418 643-0875, extension 4938; email: robert.villeneuve@sct.gouv.qc.ca.

Any person wishing to comment on the draft Regulation is requested to submit written comments within the 45-day period to Robert Villeneuve at the above contact information.

SONIA LEBEL

*Minister Responsible for Government Administration
and Chair of the Conseil du trésor*

Regulation to amend the Regulation respecting construction contracts of public bodies

Act respecting contracting by public bodies
(chapter C-65.1, s. 23, pars. 1, 3 and 6)

1. Section 4 of the Regulation respecting construction contracts of public bodies (chapter C-65.1, r. 5) is amended by inserting the following after subparagraph 2.1 of the second paragraph:

“(2.2) if applicable, a mention that individual information meetings will be held with the contractors pursuant to sections 22 and 26;”.

2. Section 5 is amended by striking out paragraph 7.

3. Section 7 is amended in the first paragraph

(1) by replacing subparagraph 2 by the following:

“(2) the absence of required security or the absence of a signature on such security;”;

(2) by striking out subparagraph 4.

4. The following is inserted after section 7.0.1:

“**7.0.2.** Compliance requirements must also indicate that a tender is non-compliant and may be rejected if

(1) the security provided does not comply with the form and conditions required, excepting the absence of a signature on the security; or

(2) the tender is conditional or restrictive.”.

5. Section 7.1 is amended by striking out “after authorization from the chief executive officer of the public body”.

6. Section 8 is amended by adding the following paragraph at the end:

“For the purposes of the first paragraph, contractor also means any person or entity that has, with the contractor, a common director, partner, officer or shareholder that has direct or indirect legal or de facto control of the person or entity and of the contractor.”

7. Section 9 is amended in the fifth paragraph

(1) by inserting “that does not entail an amendment to the tender documents” after “made by a contractor”;

(2) by replacing “less than 3 business days” by “5 business days or less”.

8. Section 11 is revoked.

9. Section 18 is amended by striking out subparagraph 1 of the second paragraph.

10. Section 18.2 is amended by replacing “the committee referred to in section 18.4” by “the public body”.

11. Section 18.4 is amended

(1) by replacing “forwards the tender to a committee set up for that purpose for analysis” in the first paragraph by “analyses the tender”;

(2) by striking out the second and third paragraphs.

12. Section 18.5 is amended

(1) by replacing “the committee” in the portion before paragraph 1 by “the public body”;

(2) by replacing paragraph 4 by the following:

“(4) the representations made by the contractor concerning the existence of particular facts that have an influence on the tendered price.”

13. Section 18.6 is amended

(1) by replacing “The committee” in the first paragraph by “The public body”;

(2) by striking out the second paragraph;

(3) by replacing “the person responsible for compliance with contractual rules” in the third paragraph by “the public body”.

14. Section 18.7 is amended by striking out “the contract rules compliance monitor in”.

15. Section 18.8 is amended

(1) by replacing “the committee” in the first paragraph by “the public body”;

(2) by replacing the second and third paragraphs by the following:

“If the public body upholds the conclusions of its report, it rejects the tender not later than before the expiry of the period of validity of tenders.”

16. Section 18.9 is revoked.

17. The following is inserted after section 19:

“**19.1.** Despite section 13, a public body may decide to evaluate the quality of a tender by making a call for tenders in 2 stages in accordance with subdivision 1 of Division 11 of this Chapter.”

18. Section 20.1 is amended by adding the following paragraph at the end:

“If a contractor has refused to perform several task order contracts awarded, the public body may modify the contractor’s rank or no longer solicit the contractor for subsequent task order contracts. The tender documents must provide for that possibility and the duration of its validity, and specify the number of refusals that gives rises to that eventuality.”

19. Section 21 is amended by replacing “3” by “5”.

20. Section 22 is amended by adding the following paragraphs at the end:

“During the second stage and prior to the invitation, the public body may hold individual information meetings with the selected contractors. The meetings must take place in the presence of a process auditor external to and designated by the public body.

The auditor is responsible for seeing that the meetings are held in a manner that is fair to all contractors and ensures the transparency of the contracting process under way.

The purpose of the meetings is to define the needs of the public body to each selected contractor and to then allow each contractor to submit a tender.

The auditor reports on his or her activities to the public body which then publishes the report in the electronic tendering system within 15 days after the contract is awarded.”.

21. The heading of subdivision 2 of Division II of Chapter III is replaced by “Contract awarded after evaluation based on measurement of quality level followed by calculation of quality-price ratio”.

22. Section 24 is amended in the first paragraph

(1) by inserting “a contract for construction work, despite section 13, or” after “to award”;

(2) by inserting “based on measurement of the quality level followed by calculation of the quality-price ratio” after “tender”.

23. Section 25 is amended by adding the following paragraph at the end:

“If several contractors obtain identical results, the public body awards the contract to a contractor according to one of the following rules, which must be specified in the tender documents:

(1) the contractor submitting the tender obtaining the highest score based on the quality criteria having the greatest importance for the carrying out of the contract; that awarding rule cannot be used if there is another criterion of equal importance;

(2) the contractor submitting the tender obtaining the highest final score based on quality;

(3) by a drawing of lots.”.

24. Section 26 is amended

(1) by inserting the following after the fifth paragraph:

“If several contractors obtain identical results in the case referred to in subparagraph 2 of the fifth paragraph, the public body selects a contractor according to one of the following rules, which must be specified in the tender documents:

(1) the contractor submitting the tender obtaining the highest score based on the quality criteria having the greatest importance for the carrying out of the contract; that selection rule cannot be used if there is another criterion of equal importance;

(2) by a drawing of lots.”;

(2) by adding the following paragraphs at the end:

“During the second stage and prior to the invitation, the public body may hold individual information meetings with the selected contractors. The meetings must take place in the presence of a process auditor external to and designated by the public body.

The auditor is responsible for seeing that the meetings are held in a manner that is fair to all contractors and ensures the transparency of the contracting process under way.

The purpose of the meetings is to define the needs of the public body to each selected contractor and to then allow each contractor to submit separately both a price and a quality demonstration complying with the evaluation conditions in Schedule 5.

The auditor reports on his or her activities to the public body which then publishes the report in the electronic tendering system within 15 days after the contract is awarded.”.

25. The Regulation is amended by inserting the following after section 26:

“**26.1.** Pursuant to section 26, the public body must award the contract to the contractor that submits the lowest adjusted price.

If several contractors obtain identical results, the public body awards the contract to a contractor according to one of the following rules, which must be specified in the tender documents:

(1) the contractor submitting the tender obtaining the highest score based on the quality criteria having the greatest importance for the carrying out of the contract; that awarding rule cannot be used if there is another criterion of equal importance;

(2) the contractor submitting the tender obtaining the highest final score based on quality during the second stage;

(3) by a drawing of lots.

“**26.2.** As regards the contracts referred to in sections 24 and 26, the price of tenders is unusually high if there is a differential between the price submitted in each tender and the value estimated by the public body for the expenditure. The differential must be sufficiently large for the public body to consider accepting none of the tenders received.

“**26.3.** Where a public body observes that the price of the tenders is unusually high, it may request a new document related to the tendered price from the contractors whose tender is acceptable.

In that case, the public body must comply with the following conditions:

(1) it cannot revise its needs that would entail an amendment to the contract;

(2) it must provide for a period of at least 7 days between the request for a document related to the price and the closing date and time for the receiving and opening of the documents related to the tendered price.

“**26.4.** A public body requesting a document related to the tendered price from the contractors concerned sends the contractors a notice containing the following in particular:

(1) details allowing the contractors to tender a new price;

(2) information on the place designated as well as the closing date and time for the receiving and opening of the documents related to the tendered price;

(3) a mention that a document related to the tendered price may be transmitted electronically only through the electronic tendering system;

(4) the fact that the public body is not bound to accept any tendered price;

(5) a mention that the absence of a document related to the tendered price or, in the case of a document related to a tendered price sent in paper form, the absence of a required signature of an authorized person on the document entails automatic rejection of a tender.

“**26.5.** The notice to be sent as provided in section 26.4 may be obtained only through the electronic tendering system.

“**26.6.** The tender is automatically rejected in the following cases:

(1) non-compliance with the closing date and time for receiving the documents related to the tendered price and, in the case of a document related to the tendered price sent in paper form, non-compliance with the place designated for its reception; despite the foregoing, a document related to the tendered price received after the closing date and time for receiving documents related to the tendered price may not, for that sole reason, be considered non-compliant if the delay is attributable solely to the public body;

(2) the absence of the document related to the tendered price or, in the case of a document related to the tendered price sent in paper form, the absence of a required signature of an authorized person on the document;

(3) in the case of a document related to the tendered price transmitted electronically, the fact that it was not transmitted through the electronic tendering system or that it is unintelligible, infected or otherwise illegible once its integrity has been established by the electronic tendering system.

The filing by a contractor of several documents related to the tendered price for the same notice entails automatic rejection of the contractor’s tender. For the purposes of this paragraph, transmitting the same document related to the tendered price electronically and in paper form is deemed to be a filing of several documents related to the tendered price.

“**26.7.** Sections 7.0.1, 13.1 and 14 apply, with the necessary modifications, to a document related to the tendered price. As well, Division II.1 of Chapter II applies, with the necessary modifications, to the notice to be sent under section 26.4.

“**26.8.** The public body evaluates the documents related to the tendered price received, ensuring that the tenders are compliant.

If the public body rejects a tender because the document related to the tendered price is non-compliant, it must so inform the contractor and give the reason for the rejection not later than 15 days after awarding the contract.

26. Division III of Chapter III, comprising section 34, is revoked.

27. Section 36 is amended by inserting the following after the first paragraph:

“Where the public body plans to make a price request referred to in section 38, the public notice referred to in subparagraph 1 of the first paragraph must also indicate, with the necessary modifications, the information to be provided under paragraphs 3 to 6 of section 5 and section 7 applies, with the necessary modifications, to a contractor’s qualification application.”

28. Section 38 is amended by inserting “or a price request made to those contractors” at the end.

29. The Regulation is amended by inserting the following after section 38:

“**38.1.** A public body making a price request to qualified contractors sends the contractors a notice containing the following in particular

(1) a description of the construction work and conditions on which the contract is to be carried out;

(2) if applicable, a description of the options;

(3) the closing date and time for the receiving and opening of the documents related to the tendered price;

(4) if applicable, a mention that the document related to the tendered price must be transmitted electronically and that the transmission may only be done through the electronic tendering system.

“**38.2.** The notice to be sent as provided in section 38.1 may be obtained only through the electronic tendering system.

“**38.3.** The tender is automatically rejected in the following cases:

(1) non-compliance with the closing date and time for receiving the documents related to the tendered price; despite the foregoing, a document related to the tendered price received after the closing date and time for receiving documents related to the tendered price may not, for that sole reason, be considered non-compliant if the delay is attributable solely to the public body;

(2) in the case of a document related to the tendered price transmitted electronically, the fact that it was not transmitted through the electronic tendering system or that it is unintelligible, infected or otherwise illegible once its integrity has been established by the electronic tendering system.

The filing by a contractor of several documents related to the tendered price for the same notice entails automatic rejection of the contractor’s tender. For the purposes of this paragraph, transmitting the same document related to the tendered price electronically and in paper form is deemed to be a filing of several documents related to the tendered price.

“**38.4.** Sections 7.0.1 and 13.1 apply, with the necessary modifications, to a document related to the tendered price.

“**38.5.** The public body opens the documents related to the tendered price only in the presence of a witness at the designated place and on the date and time set in the price request made to the contractors.

The public body publishes in the electronic tendering system the names of the contractors that submitted a document related to the tendered price within 4 business days after awarding the contract.

“**38.6.** The public body evaluates the documents related to the tendered price received, ensuring that the tenders are compliant.

If the public body rejects a tender because the document related to the tendered price is non-compliant, it must so inform the contractor and give the reason for the rejection not later than 15 days after awarding the contract.

“**38.7.** Sections 42 to 42.2 apply, with the necessary modifications, to a contract entered into following a price request.”

30. Division I of Chapter V, comprising section 39, is revoked.

31. The heading of Division II of Chapter V is amended by adding “, SUSTAINABLE DEVELOPMENT AND ENVIRONMENT” at the end.

32. Section 40 is amended

(1) by inserting “or a specification relating to sustainable development and the environment” in the first paragraph after “ISO standard”;

(2) by replacing “5” in the second paragraph by “10”.

33. Section 41 is amended by replacing “15” in the portion before paragraph 1 by “30”.

34. Section 41.1 is amended

(1) by replacing “60” in the first paragraph by “120”;

(2) by inserting “annually” in the second paragraph after “publishes”.

35. Section 41.2 is amended by adding the following at the end of the second paragraph:

“(4) the amount of any additional expenditure that has not been published in accordance with section 41.1.”

36. Section 42.1 is amended

(1) by replacing “60” in the first paragraph by “120”;

(2) by inserting “annually” in the second paragraph after “publishes”.

37. Section 42.2 is amended by adding the following at the end of the third paragraph:

“(5) the amount of any additional expenditure that has not been published in accordance with section 42.1.”

38. Section 48 is revoked.

39. Section 55 is amended by adding the following paragraph at the end:

“The situation of a contractor whose rank has been modified by a public body or from whom a public body no longer solicits task order contracts is not to be considered unsatisfactory performance pursuant to the second paragraph of section 20.1.”

40. Section 60 is revoked.

41. Schedule 5 is amended in section 8

(1) by replacing “15%” in the formula for the quality adjustment factor by “K”;

(2) by inserting the following paragraphs at the end:

“K is the additional percentage that the public body is willing to pay to move from a 70-point tender to a 100-point tender, for all criteria.

For a contract for construction work referred to in section 24 or 26 of this Regulation, the public body determines the value of K in the public tender documents; that value cannot be less than 15% nor more than 30%;

For a mixed contract for construction work and professional services referred to in section 24 or 26 of this Regulation, the public body determines the value of K in the public tender documents; that value cannot be less than 15% nor more than 40%.”

42. Contract award procedures begun before the coming into force of the provisions of this Regulation that apply to them are continued in accordance with the provisions in force on the date on which the procedures were begun.

In addition, any contract in progress on the date of coming into force of the provisions of this Regulation that apply to the contract is continued in accordance with the provisions in force on the day preceding that date of coming into force.

Despite the first and second paragraphs, a public body may, as regards the award procedures for a contract or contracts referred to in those paragraphs, apply sections 33 to 37 of this Regulation.

43. This Regulation comes into force on the fifteenth day following the date of its publication in the *Gazette officielle du Québec*, except sections 27 to 29 which come into force on (insert the date that is 6 months after the date of publication of this Regulation in the *Gazette officielle du Québec*).

106776

Draft Regulation

Act respecting contracting by public bodies
(chapter C-65.1)

Contracting by public bodies in the field of information technologies — Amendment

Notice is hereby given, in accordance with sections 10 and 11 of the Regulations Act (chapter R-18.1), that the Regulation to amend the Regulation respecting contracting by public bodies in the field of information technologies, appearing below, may be made by the Government on the expiry of 45 days following this publication.

The draft Regulation relaxes the rules applicable to contracting by public bodies in the field of information technologies. To that end, the draft Regulation proposes, in particular, allowing public bodies to use a simplified procedure for requesting a price quotation from suppliers or service providers that have previously qualified instead of issuing a call for tenders. The draft Regulation also reviews certain compliance requirements in order to remove them from the mechanism of automatic rejection of tenders. Moreover, with regard to the analysis of tenders with an unusually low price, the draft Regulation provides for a simplified procedure that no longer requires setting up a committee.

The draft Regulation has no impact on enterprises, including small and medium-sized businesses.

Further information on the draft Regulation may be obtained by contacting Robert Villeneuve, Director General, Direction générale de l'encadrement, Sous-secrétariat aux marchés publics, Secrétariat du Conseil du trésor, 875, Grande Allée Est, Québec (Québec) G1R 5R8; telephone: 418 643-0875, extension 4938; email: robert.villeneuve@sct.gouv.qc.ca.

Any person wishing to comment on the draft Regulation is requested to submit written comments within the 45-day period to Robert Villeneuve at the above contact information.

SONIA LEBEL

*Minister Responsible for Government Administration
and Chair of the Conseil du trésor*

Regulation to amend the Regulation respecting contracting by public bodies in the field of information technologies

Act respecting contracting by public bodies
(chapter C-65.1, s. 23, pars. 1, 3 and 6)

1. Section 7 of the Regulation respecting contracting by public bodies in the field of information technologies (chapter C-65.1, r. 5.1) is amended by adding the following paragraph at the end:

“For the purposes of the first paragraph, tenderer also means any person or entity that has, with the tenderer, a common director, partner, officer or shareholder that has direct or indirect legal or de facto control of the person or entity and of the tenderer.”

2. Section 8 is amended by striking out subparagraph 3 of the first paragraph.

3. The following is inserted after section 9:

“**9.1.** Compliance requirements must also indicate that a tender is non-

compliant and may be rejected if the tender is conditional or restrictive.”

4. Section 10 is amended by striking out “after authorization from the chief executive officer of the public body”.

5. Section 11 is amended in the fifth paragraph

(1) by inserting “that does not entail an amendment to the tender documents” after “as the case may be,”;

(2) by replacing “less than 3 business days” by “5 business days or less”.

6. Section 17 is amended by adding the following paragraph at the end:

“Despite section 29, if several tenderers obtain identical results, the public body awards the contract to a tenderer according to one of the following rules, which must be specified in the tender documents:

(1) the tenderer submitting the tender obtaining the highest score based on the quality criteria having the greatest importance for the carrying out of the contract; that awarding rule cannot be used if there is another criterion of equal importance;

(2) the tenderer submitting the tender obtaining the highest final score based on quality;

(3) by a drawing of lots.”

7. Section 18 is amended by adding the following paragraph at the end:

“Despite section 29, if several tenderers obtain identical results in the case referred to in the second paragraph or in the second case referred to in the third paragraph, the public body selects a tenderer or awards the contract to a tenderer according to one of the following rules, which must be specified in the tender documents:

(1) the tenderer submitting the tender obtaining the highest score based on the quality criteria having the greatest importance for the carrying out of the contract; that selection or awarding rule cannot be used if there is another criterion of equal importance;

(2) the tenderer submitting the tender obtaining the highest final score based on quality; in the case of a contract award, the final score is the highest final score at the second stage;

(3) by a drawing of lots.”

8. Section 20 is amended by adding the following paragraph at the end:

“If several tenderers obtain identical results, the public body invites a tenderer to take part in the competitive dialogue according to one of the following rules, which must be specified in the tender documents:

(1) the tenderer submitting the tender obtaining the highest score based on the quality criteria having the greatest importance for the carrying out of the contract; that selection rule cannot be used if there is another criterion of equal importance;

(2) the tenderer submitting the tender obtaining the highest final score based on quality;

(3) by a drawing of lots.”

9. Section 22 is amended by adding the following paragraph at the end:

“Despite section 29, if several tenderers obtain identical results, the public body awards the contract to a tenderer according to one of the following rules, which must be specified in the tender documents:

(1) the tenderer submitting the tender obtaining the highest score based on the quality criteria having the greatest importance for the carrying out of the contract; that awarding rule cannot be used if there is another criterion of equal importance;

(2) the tenderer submitting the tender obtaining the highest final score based on quality;

(3) by a drawing of lots.”.

10. Section 28 is amended by striking out subparagraph 1 of the second paragraph.

11. Section 33 is amended by replacing “the committee referred to in section 35” by “the public body”.

12. Section 35 is amended

(1) by replacing “forwards the tender for analysis to a committee set up for that purpose” in the first paragraph by “analyses the tender”;

(2) by striking out the second and third paragraphs.

13. Section 36 is amended

(1) by replacing “the committee” in the portion before paragraph 1 by “the public body”;

(2) by replacing paragraph 4 by the following:

“(4) the representations made by the tenderer concerning the existence of particular facts that have an influence on the tendered price.”.

14. Section 37 is amended

(1) by replacing “The committee” in the first paragraph by “The public body”;

(2) by striking out the second paragraph;

(3) by replacing “the contract rules compliance monitor” in the third paragraph by “the public body”.

15. Section 38 is amended by striking out “the contract rules compliance monitor of”.

16. Section 39 is amended

(1) by replacing “the committee” in the first paragraph by “the public body”;

(2) by replacing the second and third paragraphs by the following:

“If the public body upholds the conclusions of its report, it rejects the tender not later than before the expiry of the period of validity of tenders.”.

17. Section 40 is revoked.

18. Section 47 is amended by adding the following paragraph at the end:

“If a service provider has refused to perform several task order contracts awarded, the public body may modify the service provider’s rank or no longer solicit the service provider for subsequent task order contracts. The tender documents must provide for that possibility and the duration of its validity, and specify the number of refusals that gives rise to that eventuality.”.

19. Section 54 is amended by inserting the following after the first paragraph:

“Where the public body plans to make a price request referred to in section 56, the public notice referred to in subparagraph 1 of the first paragraph must also indicate, with the necessary modifications, the information required in paragraphs 3 to 7 of section 5 and section 8 applies, with the necessary modifications, to a supplier’s or service provider’s qualification application.”.

20. Section 56 is amended by inserting “or a price request made to those suppliers or service providers” at the end.

21. The Regulation is amended by inserting the following after section 56:

“**56.1.** A public body making a price request to qualified suppliers or service providers sends them a notice containing the following in particular:

(1) a description of the goods or services and conditions on which the contract is to be carried out;

(2) if applicable, a description of the options;

(3) the closing date and time for the receiving and opening of documents related to the tendered price;

(4) if applicable, a mention that the document related to the tendered price must be transmitted electronically and that the transmission may only be done through the electronic tendering system.

“**56.2.** The notice to be sent as provided in section 56.1 may be obtained only through the electronic tendering system.

“**56.3.** The tender is automatically rejected in the following cases:

(1) non-compliance with the closing date and time for receiving documents related to the tendered price; despite the foregoing, a document related to the tendered price received after the closing date and time for receiving documents related to the tendered price may not, for that sole reason, be considered non-compliant if the delay is attributable solely to the public body;

(2) the fact that the document related to the tendered price was not transmitted through the electronic tendering system or that it is unintelligible, infected or otherwise illegible once its integrity has been established by the electronic tendering system.

The filing by a supplier or service provider of several documents related to the tendered price for the same notice entails automatic rejection of the supplier’s or service provider’s tender. For the purposes of this paragraph, transmitting the same document electronically and in paper form is deemed to a filing of several documents related to the tendered price.

“**56.4.** Sections 9 and 23 apply, with the necessary modifications, to a document related to the tendered price.

“**56.5.** The public body opens the documents related to the tendered price only in the presence of the witness at the designated place and on the date and time set in the price request made to the suppliers or service providers.

The public body publishes in the electronic tendering system the names of the suppliers or service providers that submitted a document related to the tendered price within 4 business days after awarding the contract.

“**56.6.** The public body evaluates the documents related to the tendered price received, ensuring that the tenders are compliant.

If the public body rejects a tender because the document related to the tendered price is non-compliant, it must so inform the supplier or service provider and give the reason for the rejection not later than 15 days after awarding the contract.

“**56.7.** Sections 73 to 75 apply, with the necessary modifications, to a contract entered into following a price request.”

22. Division I of Chapter VIII, comprising section 57, is revoked.

23. Section 68 is amended by replacing “15” in the portion before paragraph 1 by “30”.

24. Section 70 is amended

(1) by replacing “60” in the first paragraph by “120”;

(2) by inserting “annually” in the second paragraph after “publishes”.

25. Section 71 is amended by adding the following at the end of the second paragraph:

“(4) the amount of any additional expenditure that has not been published in accordance with section 70.”

26. Section 74 is amended

(1) by replacing “60” in the first paragraph by “120”;

(2) by inserting “annually” in the second paragraph after “publishes”.

27. Section 75 is amended by adding the following at the end of third paragraph:

“(5) the amount of any additional expenditure that has not been published in accordance with section 74.”

28. Section 79 is amended by adding the following paragraph at the end:

“The situation of a service provider whose rank has been modified by a public body or from whom a public body no longer solicits task order contracts is not to be considered unsatisfactory performance pursuant to the second paragraph of section 47.”

29. Contract award procedures begun before the coming into force of the provisions of this Regulation that apply to them are continued in accordance with the provisions in force on the date on which the procedures were begun.

In addition, any contract in progress on the date of coming into force of the provisions of this Regulation that apply to the contract is continued in accordance with the provisions in force on the day preceding that date of coming into force.

Despite the first and second paragraphs, a public body may, as regards the award procedures for a contract or contracts referred to in those paragraphs, apply sections 23 to 27 of this Regulation.

30. This Regulation comes into force on the fifteenth day following the date of its publication in the *Gazette officielle du Québec*, except sections 19 to 21 which come into force on (insert the date that is 6 months after the date of publication of this Regulation in the *Gazette officielle du Québec*).

106779

Draft Regulation

Cities and Towns Act
(chapter C-19)

Municipal Code of Québec
(chapter C-27.1)

Act respecting elections and referendums in municipalities
(chapter E-2.2)

Types of businesses from which goods may be acquired or leased

Notice is hereby given, in accordance with sections 10 and 11 of the Regulations Act (chapter R-18.1), that the Regulation determining, for the purposes of section 116.0.1 of the Cities and Towns Act, article 269.1 of the Municipal Code of Québec and section 305.0.1 of the Act respecting elections and referendums in municipalities, the types of businesses from which goods may be acquired or leased, appearing below, may be made by the Minister of Municipal Affairs, with or without amendment, on the expiry of 45 days following this publication.

The draft Regulation determines the types of businesses from which goods may be acquired or leased, for the purposes of section 116.0.1 of the Cities and Towns Act (chapter C-19), article 269.1 of the Municipal Code of Québec (chapter C-27.1) and section 305.0.1 of the Act respecting elections and referendums in municipalities (chapter E-2.2).

Further information on the draft Regulation may be obtained by contacting Marc-André Bélanger, 10, rue Pierre-Olivier-Chauveau, Aile Chauveau, 3^e étage, Québec (Québec) G1R 4J3; telephone: 418 691-2015, extension 83866; email: marc-andre.belanger@mamh.gouv.qc.ca.

Any person wishing to comment on the draft Regulation is requested to submit written comments within the 45-day period to Marc-André Bélanger at the above contact information.

ANDRÉE LAFOREST
Minister of Municipal Affairs

Regulation determining, for the purposes of section 116.0.1 of the Cities and Towns Act, article 269.1 of the Municipal Code of Québec and section 305.0.1 of the Act respecting elections and referendums in municipalities, the types of businesses from which goods may be acquired or leased

Cities and Towns Act
(chapter C-19, s. 116.0.1, 2nd par.)

Municipal Code of Québec
(chapter C-27.1, art. 269.1, 2nd par.)

Act respecting elections and referendums in municipalities
(chapter E-2.2, s. 305.0.1, 2nd par.)

1. For the purposes of section 116.0.1 of the Cities and Towns Act (chapter C-19), article 269.1 of the Municipal Code of Québec (chapter C-27.1) and section 305.0.1 of the Act respecting elections and referendums in municipalities (chapter E-2.2), the types of businesses from which goods may be acquired or leased are the following:

- (1) food and catering businesses;
- (2) service stations;
- (3) pharmacies;
- (4) hardware stores;
- (5) businesses offering mechanical parts for sale; and
- (6) businesses offering machinery or tools for lease.

2. This Regulation comes into force on the fifteenth day following the date of its publication in the *Gazette officielle du Québec*.

106775

Draft Policies

Draft policies

Fire Safety Act
(chapter s-3.4)

Notice is hereby given, pursuant to section 138 of the Fire Safety Act, that the “*Orientations du ministre de la Sécurité publique en matière de sécurité incendie*,” the text of which appears below, may be established on the expiry of 45 days following publication of this notice.

These policies are a revision of the Orientations du ministre de la Sécurité publique en matière de sécurité incendie established on May 30, 2001.

The policies are based on three core principles: reinforce fire prevention activities, clarify various intervention procedures and their optimization, and reaffirm the role of regional authorities in fire safety coordination.

Additional information may be obtained by writing to the Direction du soutien aux régions of the Direction générale de la sécurité incendie et des télécommunications d’urgence, Ministère de la Sécurité publique, at soutien-incendie@msp.gouv.qc.ca.

Any interested person wishing to share comments on this matter is asked to send them by regular mail, before the expiry of the aforementioned 45-day period, to the attention of Eric Drouin, Secrétaire général du ministère de la Sécurité publique, 2525, boulevard Laurier, Tour des Laurentides, 5^e étage, Québec (Québec) G1V 2L2, or by email to greffe-msp@msp.gouv.qc.ca.

FRANÇOIS BONNARDEL
Minister of Public Security

Fire Safety Policies of the Minister of Public Security

Message from the Minister

Fire safety has progressed tremendously over the past 20 years. Improvements in training, the refinement of intervention techniques or equipment design, and more effective tools mean that firefighters are better prepared than ever to fight fires and save people in distress.

The Fire Safety Policies of the Minister of Public Security (the Policies) have facilitated the structuring of collaboration by the municipal sector with respect to fire safety and thereby enhanced the scope of action on the ground. By way of an example, it is through the optimization principle that fire safety services are able to offer better protection.

The time has come to update these policies to face current and future challenges. The experience acquired in the implementation of risk coverage plans has revealed the need to bolster fire prevention, clarify certain procedures pertaining to the response to fires, and reassert the importance of working in collaboration.

Prevention must be a priority for everyone. For this reason, the current Policies are placing greater emphasis on effective fire prevention. An ounce of prevention is worth a pound of cure.

The protection of individuals and firefighters is of paramount concern. Consequently, attention has focused particularly on specifying ways to safely fight fires. In response to requests from the municipal and firefighting sectors, streamlining has been agreed concerning the resources to be deployed when alerts are received from fire alarm systems.

The principle of optimizing fire safety service interventions is reaffirmed and must continue to hinge on the collaboration of all the stakeholders concerned. The requirements stipulated in the Policies must not be perceived as an end in themselves but rather an invitation to do even more. I invite fire safety services, in collaboration with officials from the Ministère de la Sécurité publique, to capitalize on their expertise and on-the-ground knowledge to strive for excellence in fire safety.

To conclude, I would like to highlight the remarkable efforts of firefighters who, day in and day out, fight fires and carry out perilous mandates to ensure the well-being and safety of our communities. The challenges are, indeed, numerous, but I am convinced that together we will meet them with flying colours.

FRANÇOIS BONNARDEL
Minister of Public Security

Table of Contents

INTRODUCTION

PREVENTION

Objective 1 – Ascertain fire hazards

1.1 Characteristics and factors to be considered in risk analysis

1.1.1 Characteristics of the territory

1.1.2 Characteristics of the building

1.1.3 Factors that affect response time

1.2 Risk analysis

Objective 2 – Prevent fires

2.1 Prevention programs

2.2 Self-protection measures

2.2.1 Fire prevention regulations

2.3 Development of the territory

2.4 Evaluation of preventive measures

INTERVENTION

Objective 3 – Intervene in low-risk building fires

3.1 Response time

3.1.1 Inside the urban perimeter

3.1.2 Outside the urban perimeter

3.2 Strike team

3.2.1 Number of firefighters

3.2.2 Volume of water

3.2.2.1 Compliant water systems

3.2.2.2 The absence of compliant water systems

3.2.3 Response vehicles

3.2.3.1 The presence of a compliant water system

3.2.3.2 The absence of a compliant water system

3.2.4 Application of the optimization process

3.3 Safe rescues and inside fire attacks

3.4 Fire alarm system

Objective 4 – Intervene in moderate-risk, high-risk, and extreme-risk building fires

4.1 Strike team

4.1.1 Fire alarm system

4.2 Response plans

Objective 5 – Intervene when other disaster risks or accidents occur

5.1 Extrication

5.2 Emergency services in isolated areas (ESIA)

5.3 First responders

5.4 Other types of intervention

COORDINATION

Objective 6 – Optimize intervention by fire safety services

6.1 Information on the characteristics of the territory and the resources available at the time of the initial call

6.2 Response time

6.2.1 Mobilization time

6.2.2 Travel time

6.3 Completion of the optimization approach

6.3.1 First step: Assemble the data

6.3.2 Second step: Identify the resources that can reach the scene of operations the quickest

6.3.3 Third step: Identify the additional resources that can reach the scene of operations the quickest

6.3.4 Fourth step: Establish the deployment protocols

6.4 Application of the optimization approach by means of an example

6.4.1 Intervention that complies with strike team and response time requirements

6.4.2 Planning the intervention leaving aside administrative boundaries

6.4.3 Intervention by resources from two fire stations to assemble the strike team

6.4.4 Intervention by resources from several fire stations to assemble the strike team

6.4.5 Intervention in the absence of a compliant water system

6.4.6 Intervention with a non-compliant tanker truck

Objective 7 – Coordinate fire safety at the regional level

7.1 Collaboration expected between local stakeholders

7.2 Implement consultation and support structures

7.3 The fire safety cover plan is a planning tool

7.4 Evaluation and verification mechanisms

7.5 Emphasize the pooling of certain fire safety-related functions

7.5.1 Examples of functions that can be pooled

Objective 8 – Coordinate response resources

CONCLUSION

Glossary

Abbreviations and acronyms and initialisms

Appendix A – Risk classification

Appendix B – Full and reduced strike team – Rescue team inside fire attack

Appendix C – Strike team stipulated in NFPA Standard 1710

Appendix D – Key fire safety reference documents

Appendix E – Content required to ensure compliance by a fire safety cover plan with the Policies

Figures

Figure 1: Fire risk management model

Figure 2: Risk analysis

Figure 3: Number of firefighters required depending on the fire area

Figure 4: Volume of water deployed at the time of the initial call, according to the water system's compliance

Figure 5: Response vehicle required depending on the water system's compliance

Figure 6: Response time and its components

Figure 7: Mobilization time

Figure 8: Travel time

Figure 9: Response time equivalence point

Figure 10: Summary of the optimization approach

Figure 11: Intervention that complies with strike team and response time requirements

Figure 12: Planning the intervention leaving aside administrative boundaries

Figure 13: Intervention by resources from two fire stations to assemble the requisite strike team

Figure 14: Intervention by resources from several fire stations to assemble the requisite strike team

Figure 15: Intervention in the absence of a compliant water system

Figure 16: Intervention with a non-compliant tanker truck

Tables

Table 1: Extrication-related elements in the fire safety cover plan

Table 2: ESIA-related elements in the fire safety cover plan

Table 3: Steps, coordinators, and relevant sections of the FSA pertaining to the elaboration of the fire safety cover plan

Table 4: A full strike team comprising 10 firefighters at the time of the initial call assigned to rescue and firefighting operations in a low-risk building

Table 5: A reduced strike team comprising eight firefighters at the time of the initial call assigned to rescue and firefighting operations in a low-risk building

Table 6: A team of four firefighters to engage in rescue and inside fire attack operations before the flashover

Table 7: A team of six firefighters to engage in rescue and inside fire attack operations after the flashover point

Table 8: A strike team at the time of the initial call advocated by NFPA Standard 1710 for rescue and firefighting operations in a low-risk building

INTRODUCTION

As a result of the observations concerning challenges in the field of fire safety, in 2000, in the wake of consultations with municipal bodies, the government adopted a new legislative framework, the Fire Safety Act (c. S-3.4) (the Act). The Act establishes the key parameters of fire safety, i.e., prevention, organizing assistance, intervention, and training, especially through the establishment of the *École nationale des pompiers du Québec*, whose mission and role it stipulates, and the Regulation respecting the conditions governing the exercise of functions within a municipal fire safety service (c. S-3.4, r. 1). Moreover, the Act specifies the Minister of Public Security's responsibilities regarding fire safety, including the responsibility to establish policies in this respect.

It also establishes the respective roles of regional and local authorities, defines regional planning parameters by introducing fire safety cover plans and determines the powers and responsibilities of municipal fire safety services and their staff.

The planning process geared to the establishment of a fire safety cover plan falls within the scope of a risk management perspective represented by the model illustrated below. The model constitutes the theoretical foundation of the exercise stipulated in the Act that is required of each regional authority.

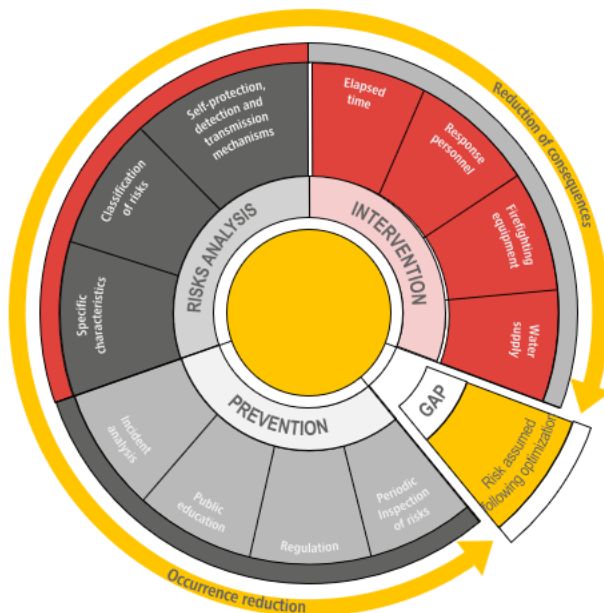


Figure 1: Fire risks management model

The exercise required of local authorities consists in an **analysis of the risks** found in their territory in order to make provision for **prevention** measures aimed at reducing the likelihood of a fire occurring (**reduction of the occurrence**) and to plan the mode of **intervention** to limit the consequences of fires (**reduction of consequences**). The three dimensions, i.e., risk analysis, prevention, and intervention, provide the framework that underpins the other elements of the model. They are complementary and interdependent insofar as the actions of any one of the three dimensions cannot control the phenomenon and the consequences of the fire under all circumstances. The establishment of a level of fire protection must, therefore, hinge on the combined effects of several actions. There is never zero risk, and such actions will reduce the occurrence and consequences of fires to an extent deemed acceptable.

The application of the model responds to the two key strategic thrusts stated by the Minister:

1. reduce, in all regions of Québec, the loss of life and property attributable to fires;
2. enhance the efficacy of organizations responsible for fire safety.

The Minister also describes the objectives of fire protection, and the minimal measures that regional or local authorities must consider in the establishment of their fire safety cover plan, including the implementation plan.

These key principles and the eight objectives stemming from them have, over the past 20 years, significantly improved loss prevention and the preparedness of fire safety services and the quality of their interventions. However, an update is necessary given the new challenges that fire safety services are facing and in light of changing fire safety standards. It should be noted that roughly 19 000 fires occur each year in Québec and that efforts must be maintained to prevent them. Moreover, the experience acquired in the application of the first generations of the fire safety cover plan warrants a review of the objectives that facilitate compliance with the Policies.

The Policies are decisive in the context of the planning process required of local and regional authorities since they refer to the most commonly recognized fire safety standards and the rules pertaining to occupational health and safety. They codify for the benefit of the authorities responsible accepted practices in the field.

The updated Policies are based on three key principles: (1) bolster fire prevention activities; (2) clarify procedures pertaining to interventions and their optimization; and (3) reaffirm the role of regional authorities from the standpoint of the coordination of fire safety.

They are divided into three sections, “Prevention,” “Intervention,” and “Coordination.”

—Prevention encompasses Objective 1 – Ascertain fire hazards and Objective 2 – Prevent fires.

—Intervention encompasses Objective 3 – Intervene in low-risk building fires; 4 – Intervene in moderate-, high-, and extreme-risk building fires; and 5 – Intervene in other disasters and accidents.

—Coordination groups together Objective 6 – Optimize intervention by fire safety services; 7 – Coordinate fire safety at the regional level; and 8 – Link intervention resources.

The appendices include the fire risk classification, the strike force models stipulated in the Policies and the standards of the National Fire Protection Association (NFPA), a list of reference documents, and the requisite information for the attestation of the fire safety cover plan.

PREVENTION

Since the publication in 2001 of the Fire Safety Policies of the Minister of Public Security, the Ministère de la Sécurité publique (MSP) has always made prevention a priority. Against the background of the densification of urban areas, ageing of the population and infrastructure, and more widespread use of more readily combustible materials, fire prevention remains the cornerstone of the current Policies. Everyone will agree that an ounce of prevention is worth a pound of cure. Prevention entails, primarily, focusing on factors upstream from fires in order to reduce their occurrence and contribute to minimizing their repercussions. Prevention is also an indispensable component of the fire risk management model advocated in Québec.

In these Policies, prevention includes a new Objective 1 focusing on **risk awareness**. Enhanced risk awareness in a territory can bolster the effectiveness of prevention measures and better adapt interventions. **Prevention programs and self-protection measures** that the owners and users of buildings can adopt to protect themselves against fires are now grouped together under Objective 2 **pertaining to fire prevention**. In practical terms, the two objectives seek to satisfy the first key direction of the Minister, i.e., “Reduce, in all regions of Québec, the loss of life and property attributable to fires”.

Objective 1 – Ascertain fire hazards

Ascertain the risks present in the territory by analyzing them. Risk analysis consists in inventorying, locating, evaluating, and classifying fire risks. Keep this classification up to date in light of changes in the territory. Adapt prevention and intervention measures planning bearing in mind risk analysis outcomes.

Risk awareness, through an analysis of such outcomes, constitutes the foundation of fire safety planning. An adequate knowledge of fire hazards in a territory facilitates the adoption of effective preventive measures and the adaptation of means of intervention when disasters occur.

To adequately analyze risks, the authorities responsible must first, in collaboration with the entire array of municipal services, agree on each one’s roles and responsibilities in the performance of this indispensable exercise. It is necessary, subsequently, to determine an effective analysis procedure, which must draw inspiration from the process stipulated in this objective and consider the relevant characteristics of the buildings in the territory covered. The objective of the analysis process is to classify the entire array of buildings according to the classification stipulated in Appendix A (low, moderate, high, or extreme risks). This classification will subsequently help determine the preventive measures and intervention measures applicable to different buildings according to their class.

1.1 Characteristics and factors to be considered in risk analysis

To conduct a risk analysis, it is important to consider the location of buildings, their vulnerability characteristics, and factors that affect firefighters' travel time. The characteristics are grouped together in three categories.

1.1.1 Characteristics of the territory

The characteristics of the territory include two key elements, i.e., the urban perimeter, and the presence of a compliant water system. The two characteristics will help determine the requisite strike force and applicable response time, as explained in Objective 3 and Objective 4. Additionally, the territory's water points must be located, and it would also be desirable to pinpoint water supply points to better plan resupplying during an intervention.

1.1.2 Characteristics of the building

The characteristics of the building refer to everything that can affect its flammability performance, including the risk of spread to the surrounding environment. Characteristics that can increase the complexity of rescue and firefighting interventions must also be considered. The characteristics can also include the building's use, its importance to the community, the vulnerability of its occupants, and the history of incidents that have occurred there.

1.1.3 Factors that affect response time

Response time is affected by the characteristics of the road network. Pronounced curves, abrupt slopes, or inaccessible roads can reduce the speed of response vehicles. Furthermore, the state of the roadway and weight restrictions on certain structures could affect the route taken.

1.2 Risk analysis

Risk analysis includes the three phases indicated below.

1. Make a list of and locate the risks in the territory

Based on the last assessment roll¹ or more up-to-date information such as the previous classification, permits issued for new buildings or changes of use, reports on fire prevention visits by firefighters or preventionists, identify all the buildings in the territory. Make sure of their exact location in order to proceed with the following steps in the analysis.

2. Assess the risks

Based on the building inventory, evaluate the buildings to determine their risk class and the requisite strike force. To this end, consider the building's characteristics and the characteristics of the territory. The building's characteristics can affect the classification and planning of prevention and intervention strategies while the characteristics of the territory determine the requisite strike force.

The characteristics that affect the response time must also be considered since they could have repercussions on the optimization approach.

3. Classify the risks

Classify the buildings according to the risk classification (low, moderate, high, or extreme) described in Appendix A. All buildings in the territory, whether residential, commercial, industrial, agricultural, or institutional must be classified regardless of use.

1. In accordance with section 14 of the Act respecting municipal taxation (c. F-2.1).

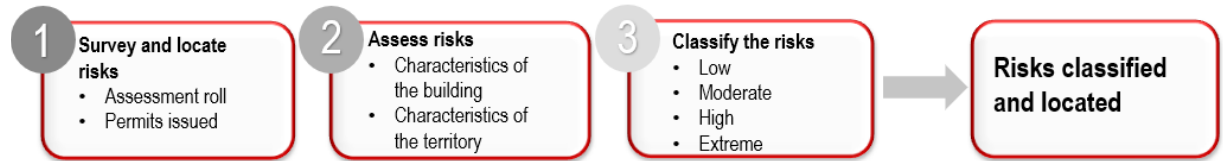


Figure 2: Risk analysis

To ensure that information on risk classification is always up to date, i.e., relevant to planning prevention and intervention activities, follow-up mechanisms must be established. Such mechanisms seek to ensure that effective links are maintained between municipal services and fire safety services. For example, the urban planning and property assessment service should promptly transmit information on new buildings or changes of use. Collaboration must also be contemplated at the municipality's planning development stage.

An adequate knowledge of risks through inventorying, locating, evaluating, and classifying, provides the necessary information for the following stages. At the conclusion of the process, the authorities responsible will be able to ascertain fire risks in their territory and have in hand the necessary foundation to initiate the planning of prevention and intervention activities.

Objective 2 – Prevent fires

Plan fire prevention activities, make provision for self-protection measures, and the attendant regulatory provisions. Consider changes in the territory and evaluate the implementation of prevention measures.

The size of Québec's territory, the level of risk, and the limited resources in the municipal sector engender fire safety challenges, especially from the standpoint of response time. Consequently, planning intervention to deal with fires alone is insufficient to ensure public safety. In this context, prevention is the indispensable cornerstone to protect life, property, and the environment against fire and thereby seek to reduce the loss of life and property. What is more, it has been shown that investments in fire prevention engender convincing social and economic benefits for society. Since the Policies were established, prevention has always been the priority. However, additional efforts are necessary to give concrete expression to it.

To do so, local and regional authorities must establish fire prevention programs, which must lead to concrete actions. Their implementation must be evaluated.

2.1 Prevention programs

Fire prevention encompasses at least the following programs:

1. the evaluation and analysis of incidents;
2. municipal fire safety bylaws;
3. the installation and verification of the operation of smoke detectors;
4. the periodic inspection of moderate, high, and extreme risks;
5. awareness-raising activities.

Each of these programs is defined in greater detail in the MSP's *Guide relatif à la planification des activités de prévention des incendies*. A prevention program that considers the outcomes of risk assessment must mention:

- the aims and objectives pursued;
- the risks or the groups targeted;
- a brief description of the key elements of its content;
- the frequency of the activities stipulated;

- the application methods and details used;
- the evaluation of the outcomes.

Provision must also be made for the human, physical, and financial resources allocated to the design and execution of the activities stipulated and the roles and responsibilities of each intervener must be defined. Resource allocation should be prioritized for the quickest response times.

To ensure the cohesion between the municipalities of the prevention programs, it is important for the municipalities to collaborate among themselves and with the regional authority during both the planning and implementation stages. To this end, the MSP's *Guide relatif à la planification des activités de prévention des incendies* provides numerous examples of collaboration and the sharing of responsibilities between local authorities and the regional authority.

Firefighters can carry out certain preventive measures while others are reserved for safety practitioners. Indeed, firefighters have the knowledge necessary to inform and heighten awareness and are well perceived by the public. It is also relevant to link prevention activities to unique events such as fire prevention week, festivals, or open houses. It is advisable to carry out an awareness-raising activity aimed at people in the vicinity following a fire. At-risk behaviour is the main cause of fires, and it is, therefore, important to heighten awareness concerning the adoption of safe practices.

2.2 Self-protection measures

Self-protection measures are intended to alert and maintain the fire in favourable extinction conditions by limiting its spread until the firefighters arrive. Such measures are to be recommended when it is impossible to overcome certain intervention shortcomings such as a high response time, insufficient intervention resources, or accessibility questions. In such situations, the local authorities can encourage residents, businesses, and building operators to adopt self-protection measures such as fire extinguishers, fire alarm systems, additional smoke detectors, dry standpipes, and sprinklers. In the case of specific risks in businesses, it is important to ascertain whether the businesses have established a fire response team. A local authority could also make provision through regulations for mandatory self-protection measures for certain buildings. Such measures can enhance those already included in the National Building Code of Canada and the National Fire Code. Local and regional authorities are invited to consult the MSP's *Guide relatif à la planification des activités de prévention des incendies* for additional information on potential self-protection measures.

2.2.1 Fire prevention regulations

Local authorities can regulate the fire safety sector in accordance with current legislation and regulations. The Municipal Powers Act (c. C-47.1) empowers the municipalities to regulate in terms of the municipalities' varied and changing needs and in the interest of their residents, including security. The municipalities are thus empowered to regulate certain elements pertaining, in particular, to construction, prevention, building safety, and factors that can have consequences with respect to the triggering and spread of fire, the accessibility of fire services, and fire alarms. Moreover, it is important to emphasize that adequate fire prevention regulation also heightens awareness and informs the public about procedures to be followed to protect itself. Regulation must be perceived as a prevention tool that must be subject to planning and evaluation. In this respect, the MSP's *Guide relatif à la planification des activités de prévention des incendies* examines all of these elements.

2.3 Development of the territory

The development of the territory, e.g., the emergence of new neighbourhoods, the creation of water systems, and the opening of motorable roads can have repercussions on the response capability of fire safety services. For example, the development of mountainside residential neigh

bourhoods that pose accessibility problems and the development of industrial districts that require higher water flow rates can affect interventions in the event of fire. Because of these questions, the fire safety service must be consulted when the municipality carries out urban development planning, in particular to adjust prevention programs and provide for adequate intervention in the new sectors.

2.4 Evaluation of preventive measures

Evaluation consists in measuring the discrepancies between the objectives defined in the programs and the outcomes achieved. In this case, it is reflected in the production of an activity report containing a review of the application of prevention programs. The review must include the attainment status of the results, the attendant observations, and the improvements to be made to the preventive measures. Furthermore, the measures determined when the fire safety cover plan is reviewed must be coherent with the review of the application of prevention programs.

It is important to evaluate the preventive measures, including regulations, and to combine this evaluation with the findings of the analysis of incidents. In this way, the requisite information can be obtained to target the protection objectives aimed at reducing the number of fires and the loss of life and property.

INTERVENTION

Despite the importance attached to prevention activities, intervention, when required, must be carried out **efficiently and safely**. The authorities responsible must carefully plan it in keeping with good practices to ensure that all Quebecers receive the **best protection possible**. It is important that interventions be carried out while ensuring the **health and safety of firefighters** in the performance of their duties.

Intervention now encompasses three objectives: Objective 3 concerns **low risks**; Objective 4, **moderate, high, and extreme risks**; and Objective 5 focuses on **other disasters and accidents**. The three objectives seek to establish the means of intervention that the authorities responsible must adopt in the elaboration of their fire safety cover plan. The risk classification table in Appendix A clarifies the notion of low, moderate, high, and extreme risks. The requirements specific to the interventions that these objectives encompass only concern the initial call and must be considered solely as **minimal thresholds**.

Objective 3 reaffirms the number of firefighters required to carry out a **safe rescue and attack operation inside a building**. The notion of a **strike team**, i.e., the number of firefighters, the volume of water, and the types of vehicles required depending on the circumstances, has been clarified. Additionally, the special provisions concerning the response to **fire alarm system** alerts have been added. In practical terms, these objectives also seek to satisfy the first key direction of the Minister, i.e., “Reduce, in all regions of Québec, the loss of life and property attributable to fires”.

The next section on coordination explains in detail the rules governing the optimization of the intervention.

Objective 3 – Intervene in low-risk building fires

Intervene safely with the requisite strike team in low-risk building fires to save lives and reduce property losses. Plan and coordinate optimum interventions bearing in mind the resources available and leaving aside administrative boundaries. Promote collaboration between fire safety services in the vicinity.

Low risks include fires in detached residential buildings with a maximum of two storeys and comprising two or fewer dwelling units, rooming houses with a maximum of four rooms, and small, isolated buildings. In the case of such risks, the main objective is to avoid full fire development. To this end, a strike team must be deployed within a set response time. The strike team ensures the rescue of victims and the extinction of the fire in a manner that is safe for the firefighters.

Local authorities are, therefore, asked to plan fire safety leaving aside municipal boundaries to determine the means of intervention that consider the attendant risks. This demands that the quickest fire safety service intervenes first on the site of a low-risk building fire. This objective establishes the criteria in respect of which the optimization process must be applied and Objective 6 spells out its methodology. It also presents the criteria governing the adjustment of a strike team required to respond to alerts from fire alarm systems.

3.1 Response time

Response time corresponds to the period between reception by the fire safety service of the alert and the arrival of the requisite response team on the site of the fire and includes the time required to mobilize the firefighters, and travel time.

3.1.1 Inside the urban perimeter

According to current knowledge, intervention based on a response time under 10 minutes is optimal and usually avoids reaching the flashover point. For these reasons, **the objective is to attain a maximum response time of 10 minutes for all low-risk building fires in the urban perimeter.**

For municipalities with fewer than 10 000 inhabitants, the objective is to attain a maximum response time of 15 minutes for all low-risk building fires situated in the urban perimeter.

Accordingly, the fire safety service is asked to plan its means of intervention in order to meet this objective.² **The optimization process is essential beyond these response times.**

3.1.2 Outside the urban perimeter

For buildings situated outside the urban perimeters and, therefore, far from fire stations, longer response times are understandable. Given the considerable distances to be travelled, **the objective is to attain a maximum response time of 15 minutes for all low-risk fires outside the urban perimeter. The optimization process is essential beyond this response time.** However, local authorities must consider the potentially prejudicial nature of this longer time and adopt preventive and self-protection measures to compensate for it.

3.2 Strike team

The strike team required at the time of the initial call comprises three elements: the firefighters, water, and the requisite vehicles.

A full strike team must include a sufficient number of firefighters, the requisite volume of water, and the number of response vehicles requested. To satisfy the requirement, the entire array of the requisite strike team's resources must reach the boundary of the property where the scene of operations is located below these response times.

3.2.1 Number of firefighters

The full strike team comprises a minimum of 10 firefighters with their personal protective equipment. This number of firefighters ensures adequate, safe intervention both with respect to rescue operations and the extinction of low-risk building fires (see Appendix B). The number applies to an intervention carried out in the urban perimeter of the municipality. Nothing prevents a fire safety service from assigning additional firefighters to a fire if it deems it necessary. NFPA Standards 1710 and 1720 recommend a higher number of firefighters to maximize the efficacy of tasks related to firefighting and the safety of firefighters. Appendix C presents the strike team stipulated in NFPA Standard 1710.

In areas without a compliant water system, **recourse to a reduced strike team comprising eight firefighters can be considered for low-risk fires.** Accordingly, two firefighters can be reassigned from the strike team of 10 firefighters exclusively to water supplies. The regional authority must indicate in the fire safety cover plan details of the zone in which the reduced strike team applies. It would be desirable to consider this zone in reflection on preventive measures.

For municipalities with fewer than 10 000 inhabitants, **recourse to a reduced strike team comprising eight firefighters can be considered both for interventions inside and outside the urban perimeter.**

2. By way of indication, 73% of buildings with an address in Québec are located in the urban perimeter. Sources: Adresse Québec data and Ministère des Affaires municipales et de l'Habitation (MAMH).



Figure 3: Number of firefighters required depending on the fire area

The strike team only concerns the deployment of resources at the time of the initial call. However, the strike team as defined cannot perform all the necessary tasks to extinguish the fire when it exceeds the flashover point. The same applies to a fire at risk of spreading to a neighbouring building or in the case of a lengthy intervention. **It is incumbent upon the authority responsible for the intervention to plan by means of deployment protocols the resources necessary for subsequent alerts.** Lastly, the possibility of a second fire in the territory should also be contemplated. Accordingly, resources intended to maintain coverage of the territory during an intervention should be planned.

Lastly, firefighters assigned to engage in rescue or firefighting interventions must possess the qualifications stipulated by the Regulation respecting the conditions governing the exercise of functions within a municipal fire safety service (c. S-3.4, r. 1).

3.2.2 Volume of water

Requirements pertaining to the volume of water to be carried at the time of the initial call for a low-risk building fire depend on the compliance of the water system located near the scene of operations.

3.2.2.1 Compliant water systems

To be deemed compliant, a water system must provide a continuous flow rate of 1 500 L/min. for 30 minutes. This flow rate seeks to ensure adequate, safe intervention when the risk is low. The authorities responsible must ensure their water systems' compliance by conducting the tests stipulated in the Ministère de l'Environnement, de la Lutte contre les changements climatiques, de la Faune et des Parcs (MELCCFP)'s *Guide de bonnes pratiques d'exploitation des installations de distribution d'eau potable*.

The authority responsible for the water system must implement a fire hydrant maintenance and flow rate and pressure verification program. The program must consider the guide mentioned earlier and can draw inspiration from the applicable NFPA standards. What is more, fire hydrants must be identified according to the water system's compliance and should be codified according to the flow rate provided.

3.2.2.2 The absence of compliant water systems

A water system that does not attain the flow rate indicated above or that has not been subject to the requisite verifications is non-compliant. **In the absence of a compliant water system, the authority responsible must transport at the time of the initial call a minimum of 1 000 L of water to the scene of operations involving a low-risk building.** This rule applies both inside and outside the urban perimeter. It is necessary to assign to the intervention the requisite number of vehicles to attain this volume of water. The initial volume of water facilitates rescue operations and fire suppression activities when the water supply is being established.

In the urban perimeter, in addition to the 15 000 L of water required at the time of the initial call water supply must be provided that maintains a continuous minimum throughput of 1 500 L/min. for 30 minutes. To this end, it is incumbent upon the authority responsible for the intervention to provide accordingly for the transportation of water. It should be remembered that the firefighters assigned to water supply are not part of the strike team.

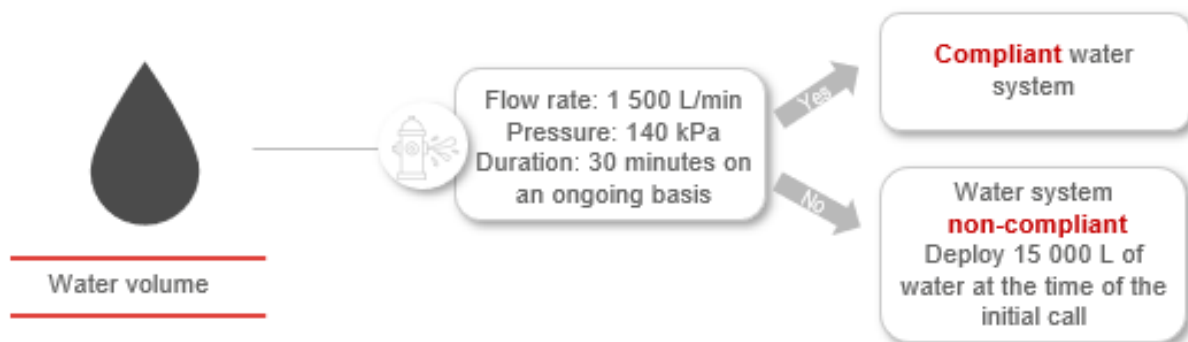


Figure 4: Volume of water deployed at the time of the initial call, according to the water system's compliance

3.2.3 Response vehicles

The authority responsible for the intervention must have available vehicles that enable it to intervene with respect to low-risk building fires. In particular, it must possess **a ULC-compliant pumper truck and a tanker truck that complies with the same standard.** The requirements pertaining to the vehicles mobilized for an intervention involving minimal risk also depend on the water system's compliance. Moreover, the vehicles must be maintained in the manner stipulated in the MSP's *Guide d'application relatif aux véhicules et accessoires d'intervention à l'intention des services de sécurité incendie*. The authority responsible for the intervention must ensure that it only purchases ULC-compliant vehicles when planning the purchase and replacement of response vehicles.

3.2.3.1 The presence of a compliant water system

When a compliant water system is available, it is necessary to mobilize at the time of the initial call **at least one ULC-compliant pumper vehicle** to the scene of operations involving a minimal risk.

3.2.3.2 The absence of a compliant water system

In areas not served by a compliant water system, it is necessary at the time of the initial call to mobilize **in addition to a ULC-compliant pumper truck at least one tanker truck that complies with the same standard.**

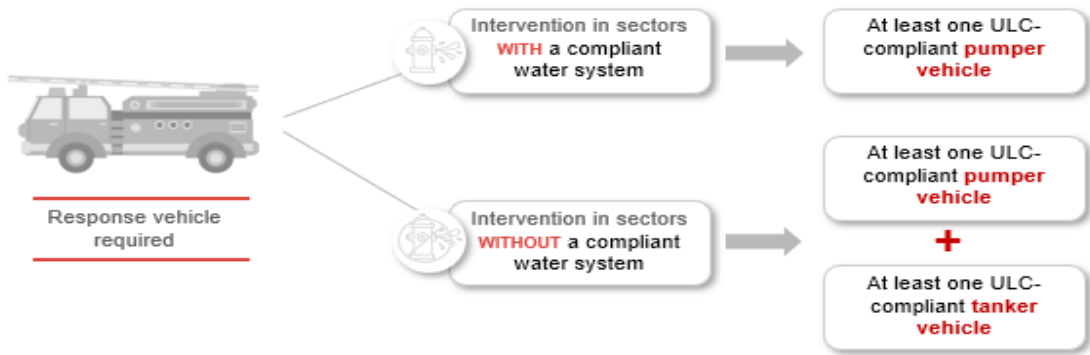


Figure 5: Response vehicle required depending on the water system's compliance

3.2.4 Application of the optimization process

The strike team must aim for optimal intervention, i.e., the intervention must be established in light of the entire array of resources available, leaving aside administrative boundaries. Furthermore, in sectors where no fire safety service is able to ensure a response time of less than 45 minutes, it is not also necessary to carry out optimization. However, it is necessary to mobilize the number of firefighters required to conduct safe rescues and inside fire attacks (see 3.3: Safe rescues and inside fire attacks). Given the importance of reducing the response time in the case of a low-risk building fire, it is desirable to optimize in all cases the deployment of resources. Objective 6 describes in detail the approach to optimize the strike team's intervention.

3.3 Safe rescues and inside fire attacks

It should be noted that the Minister's key direction seeks to reduce human losses stemming from fires. The resources necessary to conduct the safe rescue of individuals inside a burning building must, therefore, be assembled as soon as possible. **Until the requisite strike team arrives, rescue and inside fire attack operations should only be attempted once a minimum of four firefighters, including an officer, and a ULC-compliant pumper truck that can provide a minimum flow rate of 1 150 L/min. are on site.** To maximize the chance of survival of a fire victim, **the rescue and inside fire attack team should be able to intervene within a maximum response time of five minutes.** Regional authorities, in collaboration with fire safety services, are encouraged to organize their fire safety service delivery accordingly.

Under the exceptional circumstances described in the MSP's *Guide relatif aux opérations des services de sécurité incendie* concerning the rescue of individuals at risk of imminent death or an inside fire attack in the case of an incipient fire, it is possible, under the conditions described in the guide, to conduct a rescue operation or an inside fire attack without having assembled four firefighters.

To ensure a safe intervention, **when the flashover point has been reached, while awaiting the requisite strike team, rescue and inside fire attack operations should only be attempted once a minimum of six firefighters, including an officer, and a ULC-compliant pumper truck that can provide a minimum flow rate of 1 150 L/min. are on site.** The two additional firefighters must be prepared to intervene immediately in the event of a distress call from a firefighter conducting a rescue or an inside fire attack.

To obtain additional information on rescues and inside fire attacks, please consult the MSP's *Guide relatif aux opérations des services de sécurité incendie*.

3.4 Fire alarm system

When a monitoring station notifies a fire safety service of an alert from a fire alarm system, it can adjust the requisite strike team **in the absence of any other indication of a fire.**

Without being restricted to the following, the indication of the presence of a fire includes:

- the detection of a fire by more than one detector in the alarm system;
- a call from a witness to report a fire;
- the presence of smoke of unknown origin;
- the presence of abnormal heat of unknown origin.³

In all cases where one of the aforementioned indications is present, the strike team stipulated in this objective must be deployed.

The adjustment consists in the partial deployment of the requisite strike team in the case of a low-risk building fire. The adjustment of the strike team must at least include:

With internal or external on-duty firefighters and when the response time is a maximum of 10 minutes:

- four on-duty firefighters, including one officer;
- one ULC-compliant pumper truck.

Without internal or external on-duty firefighters or when the response time exceeds 10 minutes:

- six firefighters, including one officer;
- one ULC-compliant pumper truck;
- one ULC-compliant tanker truck (only when the area is not served by a compliant water system).

It should be recalled that the local authorities should adopt regulations designed to reduce false alarms.

Objective 4 – Intervene in moderate-risk, high-risk, and extreme-risk building fires

Intervene safely with respect in moderate-risk, high-risk, and extreme-risk building fires with an appropriate strike team that saves lives, reduces property losses, and minimizes impacts on the community. Plan and coordinate optimum interventions bearing in mind the resources available and leaving aside administrative boundaries. Prepare to intervene safely and effectively. Promote collaboration between fire safety services in the vicinity.

Despite their small number, moderate-risk, high-risk, and extreme-risk building fires cause more significant losses. Additionally, fires in these types of buildings, e.g., hospitals, seniors' homes, or essential businesses, can cause major disruptions in communities. This situation warrants fire safety services preparing to intervene safely and effectively in light of the specific characteristics of their territory.

As Objective 1 specifies, local authorities are responsible for inventorying, locating, evaluating, and classifying risks to identify moderate-, high-, and extreme-risk buildings in their territory in order to prepare adequately. Planning intervention pertaining to such risks hinges on the optimization approach described in detail in Objective 6, bearing in mind the distinctive characteristics of such risks, e.g., the presence of hazardous materials, the occupants' vulnerabilities, and the building's dimensions. The establishment of the strike team appropriate to such risks is the responsibility of the authority responsible for the intervention. **However, the strike team cannot be smaller than the one already stipulated for a low-risk building.**

3. Based on NFPA Standard 1710: Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments.

4.1 Strike team

To establish the appropriate strike team, the authorities responsible must draw inspiration from the most widely recognized standards to promote effective interventions without compromising the firefighters' safety. **It is understood that the appropriate strike team is proportional to the building's risk class.** Thus, the higher the risk, the more extensive the resources mobilized. In particular, the determination of the appropriate strike force must consider the following factors:

- the response time;
- the number of occupants (during the day and at night);
- the presence of vulnerable occupants such as young children, seniors, or individuals with reduced mobility;
- the presence of staff to take charge of vulnerable occupants;
- the dimensions and the characteristics of the building's construction;
- the activities carried out in the building;
- the presence of hazardous materials;
- the self-protection measures in place in the building;
- the analysis of incidents.

The appropriate strike team must be recorded in the deployment protocol submitted to the Centre secondaire d'appels d'urgence incendie (CSAU incendie). The resources required to intervene in moderate-, high-, and extreme-risk buildings usually necessitate the deployment of several fire safety services and should be an additional incentive for them to collaborate to better prepare to intervene.

4.1.1 Fire alarm system

When a monitoring station notifies a fire safety service of an alert from a fire alarm system, it can adjust the requisite strike team for moderate-, high-, or extreme-risk buildings **in the absence of any other indication of a fire**. The indications of a fire are the same as those listed in Point 3.4 for low-risk buildings.

The adjustment of the strike team for moderate, high, or extreme risk must be made following a rigorous analysis based on the vulnerability criteria mentioned earlier. It is incumbent upon the authority responsible for the intervention to resort to the adjustment of the strike team and to determine the parameters pertaining to the adjustment of the strike team.

The adjustment consists in the partial deployment of the strike team normally stipulated for moderate-, high-, or extreme-risk buildings. The adjustment of the strike team must at least include:

With internal or external on-duty firefighters and when the response time is a maximum of 10 minutes:

- four on-duty firefighters, including one officer;
- one ULC-compliant pumper truck;
- any other resource required according to the vulnerability criteria of the building concerned.

Without internal or external on-duty firefighters or when the response time exceeds 10 minutes:

- six firefighters, including one officer;
- one ULC-compliant pumper truck;
- one ULC-compliant tanker truck (only when the area is not served by a compliant water system);
- any other resource required according to the vulnerability criteria of the building concerned.

It should be recalled that the local authorities should adopt regulations designed to reduce false alarms.

4.2 Response plans

The purpose of producing response plans for moderate, high, and extreme risks is to enhance the effectiveness of the firefighters' intervention and reduce the consequences of a fire. In the case of buildings, specific measures must be adopted to prepare for safe, effective intervention. The authority responsible for the intervention, in collaboration with the building's owner, should elaborate and keep up to date an intervention plan for each extreme risk in its territory. When there are numerous extreme risks in the territory, the authority responsible must specify the priority nature of certain buildings.

Bearing in mind the resources assigned to the elaboration of the response plans, it would also be desirable to produce plans for moderate- or extreme-risk buildings in which intervention is difficult. The authority responsible must produce a program that specifies the number of response plans that it plans to produce, the collaborative relationships pertaining to the production of the plans, and a review of the production of response plans under the previous program.

The plan must focus on safe rescues, effective fire extinction, the occupational health and safety of firefighters, and environmental protection. It must include the information indicated in the MSP's *Guide relatif aux opérations des services de sécurité incendie* and should be elaborated jointly by the prevention and intervention sectors.

Objective 5 – Intervene when other disaster risks or accidents occur

Intervene safely with the appropriate resources when other disaster risks or accidents occur to reduce to the utmost the response time, save lives, and limit injuries and disabilities. Plan and coordinate optimum interventions bearing in mind the resources available and leaving aside administrative boundaries. Prepare to intervene safely and effectively in a spirit of respect for the standards and frames of reference in force. Promote collaboration between fire safety services in the vicinity.

Firefighters are the community-based interveners in the municipalities that offer a rapid response in several spheres of public security. In many places, fire safety services encompass the initial resources offering a rapid response in the event a disaster. Paragraph 2 of section 36 of the Fire Safety Act stipulates that firefighters “may also be in charge, together with the other services concerned, of emergency response in the case of other emergencies, assistance to accident victims, disaster assistance and emergency evacuation.” The firefighters can acquire the requisite skills and equipment to act in emergencies.

The main objective of a rescue operation is to save the victims' lives or mitigate their injuries by reducing to the utmost the response time. To do so, the authorities responsible must plan the interventions in such a way that they proceed effectively and safely. They must ensure that they adequately train their staff through the implementation of a training and skill maintenance program. Furthermore, they must purchase and maintain the requisite equipment. They must also liaise with each other and with the other emergency services. To ensure the safety of their staff, the authorities responsible must also establish the framework of their interventions. What is more, it is desirable to limit the events covered to those for which the fire safety services are usually responsible.

Moreover, section 47 of the Act stipulates that the exemption from liability applies to the intervention set out in a fire safety cover plan. The regional authorities that opt to include them in their fire safety cover plan must show that the resources allocated to interventions with respect to other disaster risks or accidents have been planned in the best possible manner bearing in mind all the municipal resources available.

The authority responsible must specify the elements indicated below with respect to the interventions included in the fire safety cover plan.

5.1 Extrication

Extrication encompasses the techniques designed to release and save accident victims trapped in their vehicles. The role of the firefighters is to carry out the entire array of extrication activities, establish the necessary operating perimeter to do so, and ensure fire protection. **A minimum of four firefighters qualified to engage in extrication and the necessary equipment must be deployed during this type of intervention. A minimum of two extra firefighters must be assigned to firefighting operations in addition to the firefighters assigned to the extrication. A response vehicle equipped with an integrated pump with a fire hose loaded with water ready for use is also required.** By way of

derogation to the foregoing, a response vehicle equipped with an integrated pump is not required in the case of interventions beyond roads accessible to fire safety service vehicles. The authority responsible for the intervention must determine the procedures to ensure firefighting operations in the event that damaged vehicles catch fire.

The fire safety services must refer to the *Guide d'accompagnement 10-04: 3 métiers, 1 seul but* to organize their extrication service. What is more, the elements in the following table must be determined to include extrication in the fire safety cover plan.

Table 1: Extrication-related elements in the fire safety cover plan

Perimeter of the intervention	Number of firefighters trained	Equipment available and location	Applicable frames of reference
—Define the travel lanes accessible to response vehicles from the FSS and where the service is offered.	—The number of firefighters who possess the extrication certificate. —The number of firefighters who possess the extrication certificate who are available during the day, at night, and on weekends.	—A list of the vehicles outfitted with extrication equipment and their location.	— <i>Guide d'accompagnement 10-04: 3 métiers, 1 seul but</i> . <u>Other references</u> — <i>Guide relatif aux opérations des services de sécurité incendie du MSP</i> ; —NFPA 1006: Standard for Technical Rescue Personnel Professional Qualification.

5.2 Emergency services in isolated areas (ESIA)

The ESIA concern emergency responses in isolated environments for land-based rescue operations focusing more specifically on medical evacuations. The role of the firefighters usually consists in coordinating the ESIA's interventions and assisting the other interveners through their expertise and equipment. It is important to distinguish between rescue operations and the search for missing persons, for which police services are responsible. The firefighters can facilitate access by paramedic emergency medical technicians to the victims, participate in the evacuation, and supply equipment to carry out these activities. The fire safety services must refer to the *Cadre de référence – L'intervention d'urgence hors du réseau routier* ascertain their roles and responsibilities. **In keeping with the framework established, the members of the fire safety service qualified to provide this service and the adapted equipment must be deployed during this type of intervention.** What is more, the elements in the following table must be determined to include the ESIA in the fire safety cover plan.

Table 2: ESIA-related elements in the fire safety cover plan

Perimeter of the intervention	Number of firefighters trained	Equipment available and location	Applicable reference frameworks
—List and location of the main activities carried out in isolated environments, e.g., off-road vehicles or hiking.	—The number of firefighters trained for ESIA interventions. —The number of firefighters trained who are available during the day, at night, and on weekends.	—A list of the rescue vehicles and their location. —A list of specialized rescue equipment and its location.	— <i>Cadre de référence – L'intervention d'urgence hors du réseau routier</i> (MSP)

5.3 First responders

The fire safety cover plan can also indicate that the fire safety service offers a first responder service, which is governed by the Act respecting pre-hospital emergency services and is thus included in the fire safety cover plan for information purposes.

5.4 Other types of intervention

The fire safety services can intervene in types of disasters or accidents other than those mentioned earlier. It should be noted that the interventions must be confined to those for which the fire safety services are usually responsible.

Provision must also be made for collaboration procedures between the interveners, who must act according to the standards and frames of reference in force.

COORDINATION

Coordination is the cornerstone of the establishment and implementation of a fire safety cover plan. The optimization of intervention, close collaboration between interveners in the fire-fighting community and the linkage of the resources available are the best way to protect individuals faced with fire hazards.

Objective 6 describes the intervention optimization approach, i.e., the best conceivable way to deploy the resources available to comply with the requirements of the **strike team** stipulated in Objective 3 and Objective 4. Optimized deployment seeks to ensure the **best response time** of the resources at the time of intervention. Objective 7 specifies the application details concerning the powers related to fire safety that the Act grants the **regional authority**. It also seeks to foster collaboration and **consensus building** among local authorities, defines the **verification mechanisms**, and proposes that certain fire safety-related duties be pooled. Lastly, Objective 8 focuses on the coordination of the participants in the intervention.

Objective 6 – Optimize intervention by fire safety services

Deploy as soon as possible on the site of the fire the requisite strike team at the time of the initial call. Use the resources available leaving aside administrative boundaries. Ensure for all Quebecers that response times satisfy the protection requirements established in Objective 3 and Objective 4. Plan and coordinate such interventions and include them in a deployment protocol. Establish intermunicipal collaboration that makes possible these optimized interventions.

Once a fire breaks out, the challenge consists in promptly deploying to the site of the event the resources required to save lives and reduce property loss. To satisfy the requirement, the entire array of the requisite strike team's resources must reach within these response times the boundary of the property where the scene of operations is located. The deployment of the requisite strike team must be planned in such a way that it complies with the best response times. **Beyond these response times, the optimization approach described in this objective must be implemented to pinpoint the resources that will make up the requisite strike team and ensure prompt intervention.**

The optimization approach is founded on the provisions stipulated to establish the fire safety cover plan, in particular sections 9, 10, and 15 of the Act. The approach consists in **planning intervention on the site of the fire, with the requisite strike team using without delay the resources available in the territory leaving aside the administrative boundaries**. For each building in the territory, the authorities must identify the response resources such as firefighters, vehicles, and water that must be mobilized to form a strike team that can intervene. They must then determine the fire stations from which the resources will be deployed to be the first to arrive on site. Lastly, they must include the resources identified in a deployment protocol submitted to the CSAU incendie that will engage in dispatch at the time of the initial call.

The optimization approach comprises four key stages. The first stage consists in assembling information on the characteristics of the territory, i.e., the urban perimeter, the compliance of the water system, and risk classification, and the resources available, such as firefighters, vehicles, and water. The second stage seeks to pinpoint the resources that can most quickly reach the sites to intervene in each sector of the territory. In the third stage, if the resources are insufficient to assemble the strike team or intervene within the expected response time, additional resources must be identified that can intervene without delay on site. Lastly, the purpose of the fourth stage is to establish the deployment protocols that the CSAU incendie use to dispatch resources at the time of the initial call. The first stage focuses on the information to be assembled while stages 2 and 3 illustrate the application of the optimization approach.

6.1 Information on the characteristics of the territory and the resources available at the time of the initial call

The optimization approach hinges on gathering information already obtained when Objective 1 and Objective 2 were carried out, in particular the characteristics of the territory and the building and those that affect the response. This information must be linked to the requirements of Objective 3 and Objective 4 to identify the strike team applicable and carry out the optimization approach. To apply the optimization approach, it is important to specify the notions pertaining to the availability of resources and response time.

The fire safety service must know the number of firefighters and vehicles and the volume of water available at the time of the initial call in each of its fire stations. This number determines whether it is able to respond alone or whether it will need additional resources to attain the time limits set in Objective 3 and Objective 4.

As for the firefighters, it is important to consider specific factors that affect their availability, e.g., firefighters working for more than one fire safety service and those who are unavailable at certain times of the year because of hunting, harvesting, or seasonal work.

6.2 Response time

It is incumbent upon each fire safety service to determine in its fire safety cover plan the time required to mobilize the firefighters in each of its fire stations, if necessary. The mobilization time added to the travel time between the fire station and the site of the fire determines the response time. The following figure illustrates the components of response time. Account must be taken of the characteristics of the territory mentioned in Objective 1 that can affect the firefighters' travel time.

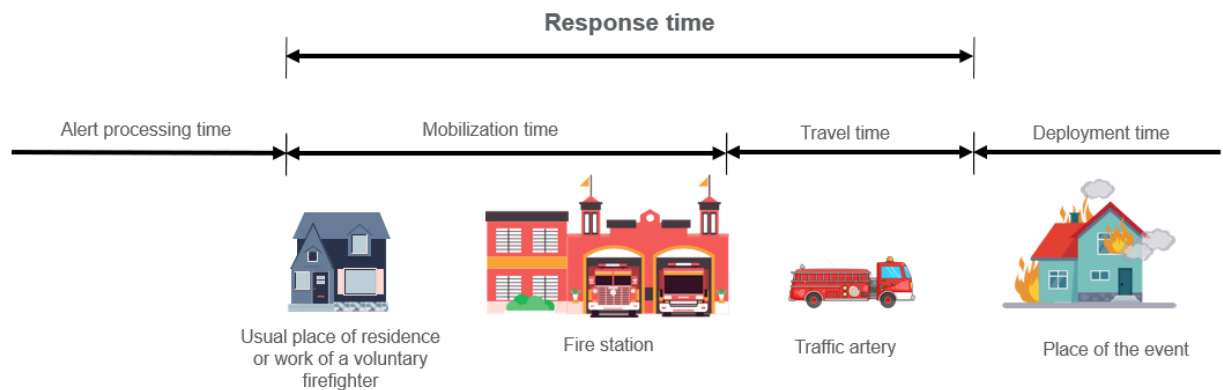


Figure 6: Response time and its components

6.2.1 Mobilization time

Mobilization time commences when the firefighters receive the alert transmitted by the CSAU incendie. The firefighters' mobilization time indicated in the fire safety cover plan must be realistic. The authorities must know the firefighters' mobilization time for each of the determined periods, e.g., during the day, at night, and on weekends. Mobilization time considers:

- the firefighters' employment status (volunteer, part-time, full-time);
- their operational status (internal or external on-duty firefighter or volunteer);
- the method of deployment at the time of an alert (assembly at the fire station or directly at the scene of operations);
- their usual places of residence and work (volunteer firefighters and external on-duty firefighters only);
- the separation distance from the fire station assigned (external on-duty firefighters only).

Mobilization time includes preparation time, i.e., the time necessary to put on personal protective equipment (PPE) and to start the vehicles. When planning mobilization time, two minutes of preparation time will be deemed adequate. For internal on-duty firefighters, mobilization time is confined to preparation time. Mobilization time, including preparation time, ends when the vehicles leave the fire station, i.e., when the firefighters state that they are under way to the scene of operations.

To conclude, the firefighters' mobilization time should be validated by means of statistical analyses drawn from factual, reliable data such as those compiled by the CSAU incendie and the history of the interventions.

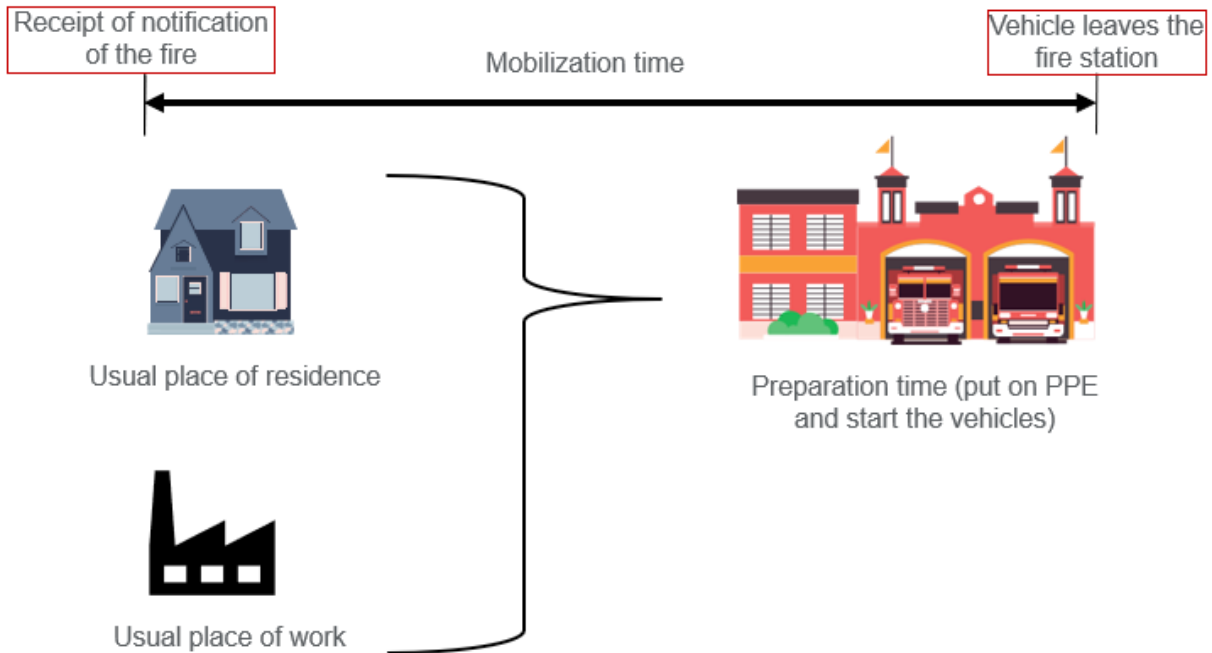


Figure 7: Mobilization time

6.2.2 Travel time

Travel time is the time required to travel from a fire station to the scene of operations. It commences when the vehicles leave the fire station. The method used to calculate the travel time must be based on the maximum allowable speed for each road section. Generally speaking, the geomatics tools that the fire safety services use rely on this speed. The objective of this calculation is to determine the maximum distance that a vehicle can travel in a given time. This time, combined with the mobilization time, makes it possible to calculate the response time and identify which resources can reach the scene of operations the quickest.

In situations where it is impossible to use geomatics software, the calculation of the travel time can be based on an average speed of 60 km/h (1 km per minute).⁴ The real travel time should be validated from time to time using the event cards generated during the interventions. The real travel times can be used to adjust the optimization approach. The travel time should also consider the specific characteristics of the territory such as abrupt slopes, vehicle roads, or winding roads in the public domain identified in Objective 1 that can affect the speed of response vehicles.

4. Speed based on Appendix C of NFPA Standard 1142: Water Supplies for Suburban and Rural Fire Fighting.

Travel time ends when the response vehicles arrive at the boundary of the property where the building is located, i.e., where the traffic artery ends, and the private property commences. It is understood that the time required to travel between the boundary of the property and the scene of operations is included in the deployment time, which is examined in the *Guide relatif aux opérations des services de sécurité incendie* du MSP.

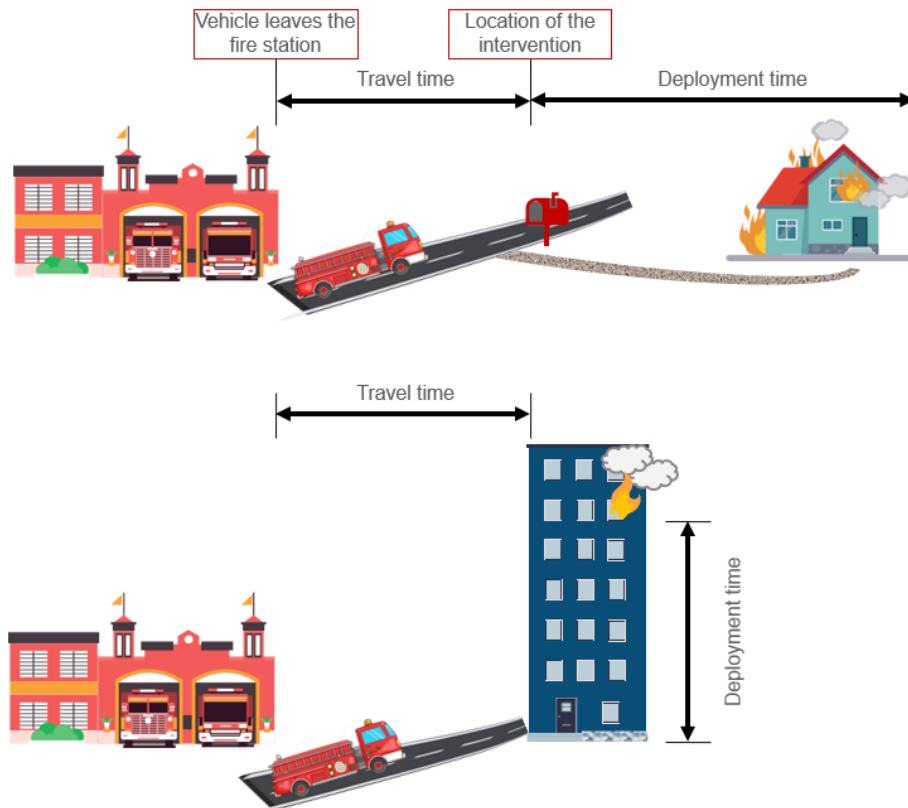


Figure 8: Travel time

6.3 Completion of the optimization approach

The regional authority, in collaboration with local authorities, is responsible for the optimization approach. The following points explain the optimization approach (see Figure 9).

6.3.1 First step: Assemble the data

Assemble the data necessary for the optimization approach, which include:

- the risk classification, including the location of the risks;
- an overview of response resources such as firefighters, vehicles, and water available at each fire station;
- the sectors served by a compliant water system;
- the boundaries of the urban perimeters in force on the land use planning and development plan;
- the factors that affect response time.

6.3.2 Second step: Identify the resources that can reach the scene of operations the quickest

Determine around each fire station with the resources available the 10 minute response time radius for an urban perimeter and the 15 minute response time radius outside the urban perimeter. If the requirement of the strike team (firefighters, vehicles, and water) is met in these response times, the approach must be carried out in the fourth step by including the resources in a deployment protocol.

If the strike team has not been attained at this step, the resources must be identified to complete it according to the method described in the third step.

6.3.3 Third step: Identify the additional resources that can reach the scene of operations the quickest

The third step applies when the strike team or the response time is not attained. It consists in identifying the additional response resources that can reach the scene of operations the quickest, especially by relying on neighbouring fire safety services.

To do so, the response time equivalence point must be used. This concept represents the place where the response time will be the same between the resources from two fire stations. A response time equivalence point is located on the vehicle road that allows access to a risk. Accordingly, all the risks situated between a fire station and the equivalence point must be served by the response resources from this fire station since they can intervene the quickest. Mobilization time and travel time are the factors that affect the distance between a fire station and the equivalence point. The shorter the mobilization time, the farther the equivalence point will be from the fire station. Indeed, a short mobilization time makes it possible to cover a greater distance for a given response time. In the following examples, it is noteworthy that for a given distance, the equivalence points will differ depending on the firefighters' mobilization time.

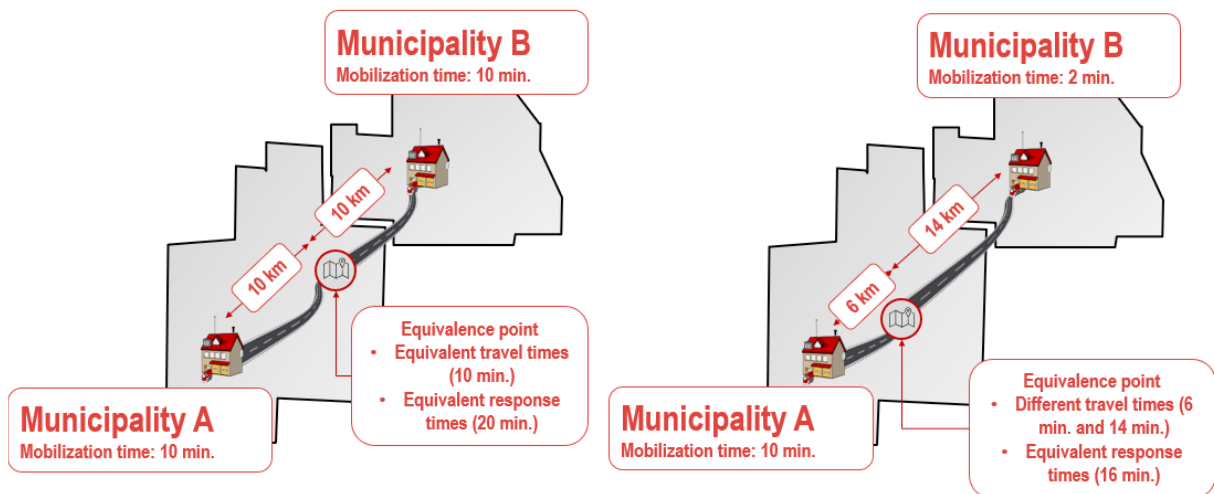


Figure 9: Response time equivalence point

The regional authority determines the response resources of the fire station whose staff can reach a given fire area the quickest based on the equivalence points identified on all the roads in the territory. A fire area includes the entire array of risks situated between the fire station whose staff can reach the fire area the quickest and an equivalence point.

The use of geomatics tools is recommended to divide the territory. The authorities can use the Outil d'optimisation du déploiement des ressources en sécurité incendie (ODRSI) developed by the MSP or the tool that their geomatics service proposes as a decision-support tool.

If the response resources of the fire station that is the quickest to respond comply with the strike team required with regard to the risk that it covers, the optimization approach has been completed. The fire area that possesses the requisite strike team is deemed to be optimized.

If the response resources of the fire station that is the quickest to respond do not comply with the strike team required with regard to the risk that it covers, the response resources must be identified that make it possible to round out the strike team based on resources in the territory. This implies adding response resources from the second quickest fire station to those from the first station. If the strike team is still not complete, the process must be repeated until the requisite strike team is assembled.

When the requisite strike team (firefighters, vehicles, and water) has been attained, it is possible to proceed to the fourth step.

6.3.4 Fourth step: Establish the deployment protocols

For each building, the quickest resources previously identified, e.g., resources from the first and second fire stations, must be indicated in the deployment protocol. The protocol must be submitted to the CSAU incendie to enable it to assign the resources necessary at the site of the fire.

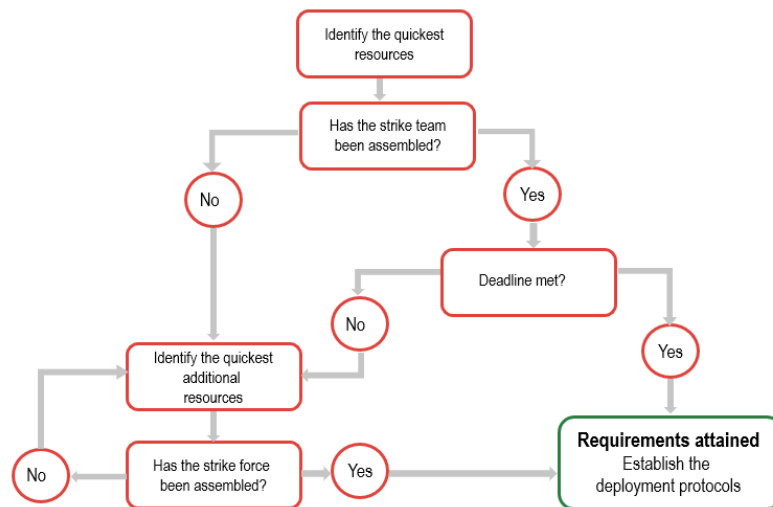


Figure 10: Summary of the optimization approach

6.4 Application of the optimization approach by means of an example

The following section illustrates the application of the optimization approach by means of an example that applies the different optimization principles to a concrete situation. The regional authority could have to consider in its optimization approach parameters other than those used in the example.

6.4.1 Intervention that complies with strike team and response time requirements

According to the requirement defined in Objective 3, a municipality that can deploy the strike team within the requisite response time does not have to mobilize resources from neighbouring municipalities at the time of the initial call.

A municipality that can deploy the strike team within the response time defined in Objective 3 does not have to carry out the optimization approach.

In this example, the fire in a low-risk building is situated in an urban perimeter with a compliant water system. Municipality A has at its disposal 10 firefighters and a ULC-compliant pumper truck with a response time of 10 minutes. While Municipality B has a lower response time, Municipality A is not obliged to resort to Municipality B's resources at the time of the initial call.

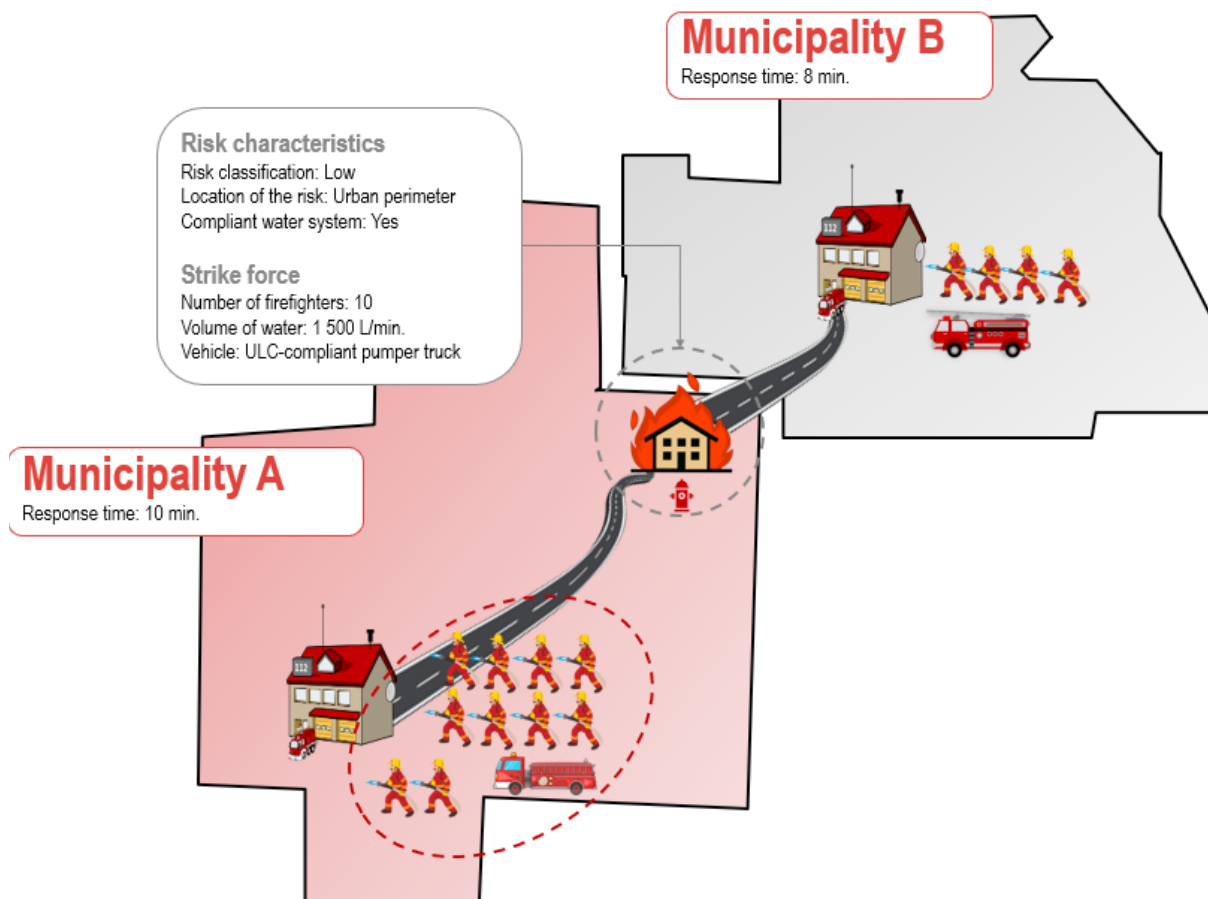


Figure 11: Intervention that complies with strike team and response time requirements

6.4.2 Planning the intervention leaving aside administrative boundaries

It should be recalled that the optimization approach must leave aside the administrative boundaries of the municipalities, regional county municipalities, and administrative regions. Indeed, such administrative boundaries are not necessarily situated at the equivalence point of the two fire stations' response times. Considering the administrative boundaries could result in the deployment of resources with a longer response time to intervene than those available in the neighbouring municipality.

The following figure illustrates a building fire in Municipality A but situated near Municipality B. In this instance, Municipality B's fire safety service has a shorter response time to intervene at the site of this fire. The logic of optimization would have it that Municipality B's fire safety service be mobilized and deployed to intervene in the territory of Municipality A.

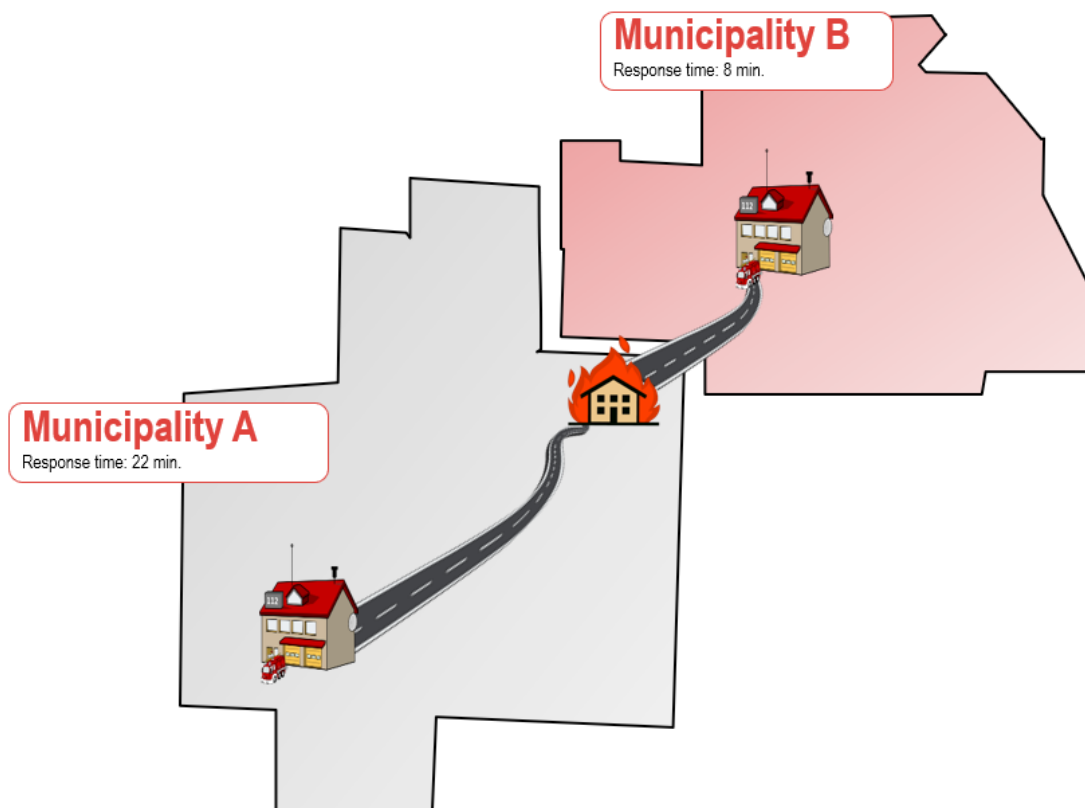


Figure 12: Planning the intervention leaving aside administrative boundaries

In other words, while the fire is in Municipality A, it is Municipality B's fire safety service that must be mobilized and deployed first because of its quicker response time.

6.4.3 Intervention by resources from two fire stations to assemble the strike team

Using the example of a fire in a low-risk building situated in the urban perimeter of a municipality of 10 000 inhabitants or more served by a compliant water system, the strike team to be deployed on the scene of operations comprises 10 firefighters and a ULC-compliant pumper truck.

In this example, the fire station in Municipality B has four firefighters and a ULC-compliant pumper truck. It does not, therefore, possess the resources necessary to establish the requisite strike team. However, this fire station's resources must be deployed at the scene of operations at the time of the initial call since they can intervene the quickest. Municipality B's resources are rounded out by those of Municipality A. In this example, combining the resources of Municipality A and Municipality B makes it possible to assemble the requisite strike team at the time of the initial call.

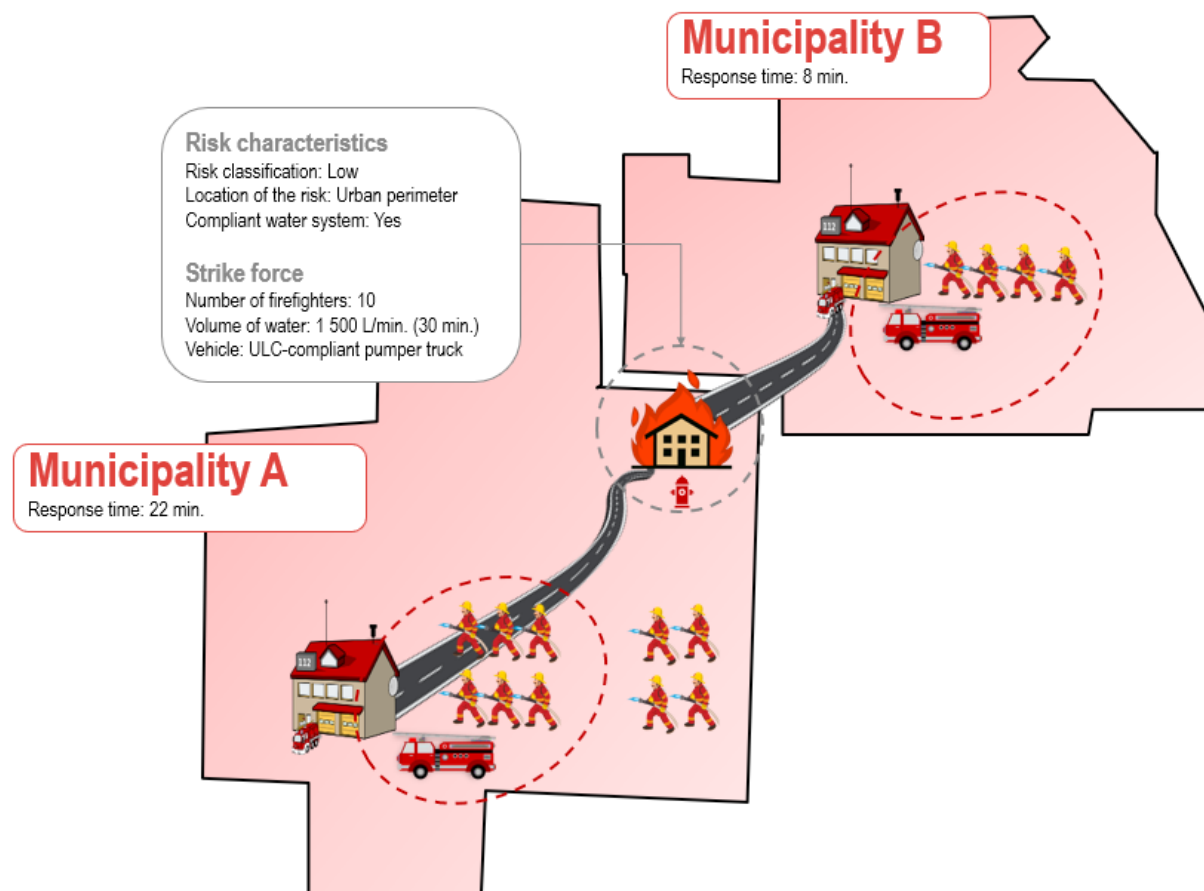


Figure 13: Intervention by resources from two fire stations to assemble the requisite strike team

6.4.4 Intervention by resources from several fire stations to assemble the strike team

It will be necessary in several situations to mobilize and deploy at the fire scene resources from several fire stations to assemble the strike team. Such resources, located at different sites, must be mobilized and deployed in a way that reduces to a maximum the response time. The following example illustrates a low-risk building fire in the presence of a compliant water system inside the urban perimeter of a city of 10 000 inhabitants or more. Ten firefighters and at least one ULC-compliant pumper vehicle must be deployed. It is, therefore, necessary to identify the resources, which, based on those available in the territory and leaving aside the municipal boundaries, will make it possible to promptly assemble the requisite strike team.

It is possible to observe that Municipality A's fire safety service comprises three firefighters and Municipality B's fire safety service, four. Accordingly, the mobilization alone of the resources from the municipality whose resources can intervene the most rapidly and the municipality where the fire scene is located does not make it possible to assemble the strike team comprising 10 firefighters. It is, therefore, necessary to mobilize and deploy resources from the third municipality whose resources can intervene the quickest. The three firefighters from Municipality C must also be mobilized to assemble the requisite strike team.

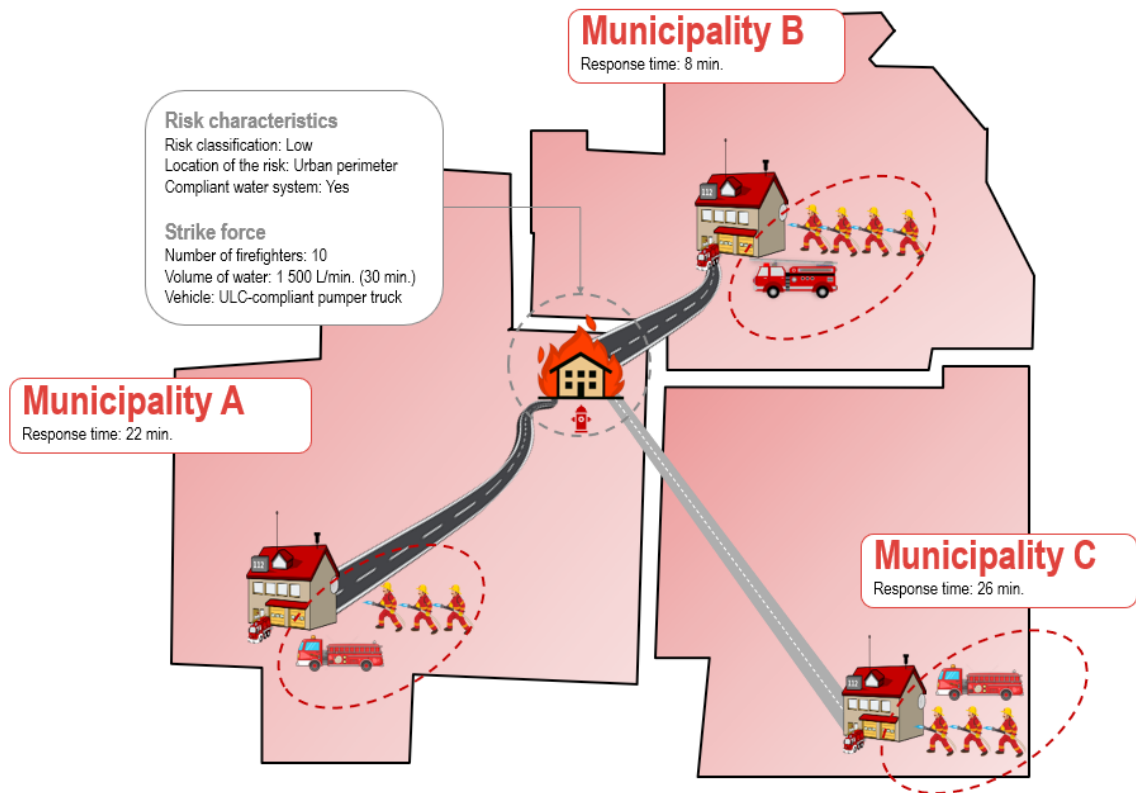


Figure 14: Intervention by resources from several fire stations to assemble the requisite strike team

In this example, the response time of the response resources from Municipality A's fire station is 22 minutes, that of Municipality B's fire station, eight minutes, and that of Municipality C's fire station, 26 minutes. The four firefighters from Municipality B are the first to arrive at the fire scene. They will be followed by three firefighters from Municipality A, then three firefighters from Municipality C. Response time is calculated when the entire array of response resources from the fire safety services arrive, i.e., 26 minutes. In this example, to obtain an optimized intervention, the response time is 26 minutes and becomes the protection objective to be attained.

6.4.5 Intervention in the absence of a compliant water system

In the absence of a compliant water system, at least one ULC-compliant tanker truck must be deployed at the time of the initial call. Furthermore, the entire array of vehicles deployed must contain a minimum of 15 000 L. To intervene in the case of a low-risk building in an urban perimeter in the absence of a compliant water system, the fire safety service must have at its disposal at least one ULC-compliant pumper truck and at least one ULC-compliant tanker truck. The authority responsible for the intervention must mobilize and deploy the entire array of vehicles required to provide the requisite volume of water.

In this example, Municipality A's quintuple combination pumper has a 3 500 L reservoir. Municipality B's pumper truck has a 3 500-L reservoir, and the tanker truck has a 10 000-L reservoir. The mobilization and deployment at the time of the initial call of these vehicles provides the requisite volume of water. However, the strike team comprising eight firefighters in the absence of a compliant water system will not be attained before the arrival of at least one firefighter from Municipality C. In this example, to achieve an optimized intervention, the response time objective is still 26 minutes for this sector and becomes the protection objective to be achieved.

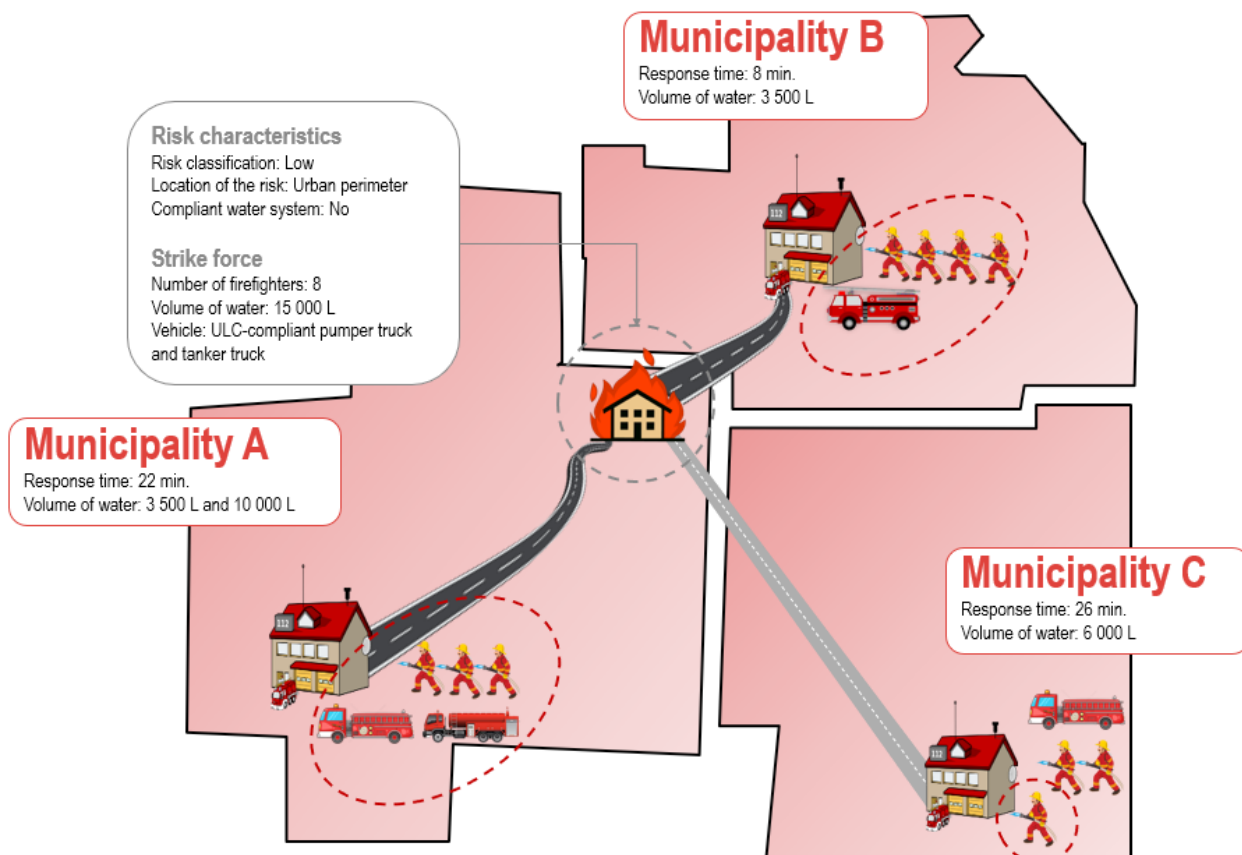


Figure 15: Intervention in the absence of a compliant water system

6.4.6 Intervention with a non-compliant tanker truck

In the absence of a compliant water system, at least one ULC-compliant tanker truck must be deployed at the time of the initial call. Furthermore, the entire array of vehicles deployed must contain a minimum of 15 000 L. In this same example, to intervene in the case of a low-risk building in an urban perimeter in the absence of a compliant water system, the fire safety service must have at its disposal at least one ULC-compliant pumper truck and at least one ULC-compliant tanker truck. The authority responsible for the intervention must mobilize and deploy the entire array of vehicles required to provide the requisite volume of water.

In this example, Municipality A's ULC-compliant pumper truck has a 3 500 L reservoir. Municipality B's ULC-compliant pumper truck has a 3 500-L reservoir, and the **non-compliant** tanker truck has a 10 000 L reservoir. The mobilization at the time of the initial call of these resources attains the requisite number of firefighters and volume of water to assemble the strike team but does not meet the requirement concerning the ULC-compliant tanker truck. It is necessary to deploy Municipality C's tanker truck to meet this requirement. In this example, to achieve an optimized intervention, the response time objective is still 26 minutes for this sector and becomes the protection objective to be attained.

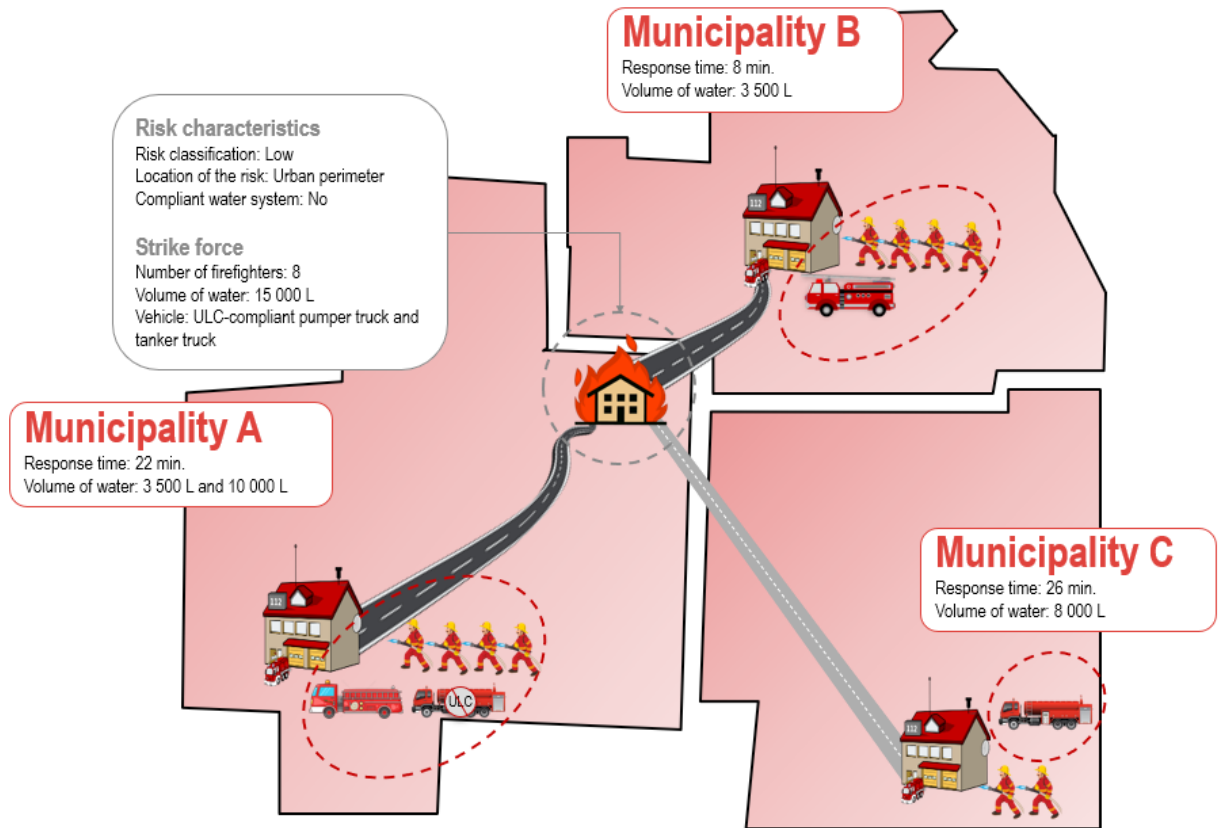


Figure 16: Intervention with a non-compliant tanker truck

Objective 7 – Coordinate fire safety at the regional level

Define the roles and responsibilities of local and regional authorities regarding fire safety. Foster collaboration between local stakeholders to better prevent fires and better intervene when they occur. Implement consensus-building and support structures aimed at enhancing the optimization and effectiveness of interventions. Coordinate the elaboration and implementation of the fire safety cover plan following the example of fire safety strategic planning. Determine a verification and evaluation procedure concerning the degree of attainment of the measures stipulated in the plan.

The Act attributes to regional authorities responsibility for fire safety planning and coordination. The regional authority ensures pooling, support, and consensus building in fields such as land-use planning, economic development, and residual materials management. It must also play a role with regard to fire safety. **In short, the regional authority must be a mainstay of the coordination of the activities carried out by the local authorities regarding risk management, prevention, and intervention pertaining to fire safety.** It must display leadership in the municipalities, especially by establishing and creating and overseeing consensus-building committees, fostering the grouping of resources, and offering its support to fire safety services. The regional authority provides a link between the municipalities and between the municipalities and the MSP.

This planning takes the form, pursuant to section 8 of the Act, of a fire safety cover plan that conforms to these Policies. The following table indicates the key steps in the elaboration of the plan.

Table 3: Steps, coordinators, and relevant sections of the FSA pertaining to the elaboration of the fire safety cover plan

Step	Coordinators	Sections of the FSA
1 Provide to the regional authority the data necessary to elaborate the plan.	Local authorities	Section 13
2 Propose optimal protection objectives and strategies following the analysis of the data.	Regional authority	Section 14
3 Give an opinion on the proposals.	Local authorities	Section 15
4 Determine the optimal protection objectives for each risk category or each portion of the territory defined in the wake of the discussions. Determine the anticipated measures to attain the objectives.	Regional authority	
5 Determine the specific measures and conditions governing implementation and include them in the plan adopted by the authority responsible.	The authority responsible for the measure	Section 16
6 Ensure that the implementation plans comply with the objectives adopted and the anticipated measures. Incorporate the implementation plans into the draft plan. Establish a procedure to periodically verify the efficacy of the measures implemented and the attainment status of the objectives adopted.	Regional authority	Section 17
7 Submit the proposed plan for public consultation and, if necessary, make the necessary adjustments.	Regional authority	Sections 18 and 19
8 Submit the proposed plan accompanied by the requisite documents for attestation to the Minister and modify it, if the need arises.	Local authorities and the regional authority	Sections 20 to 22
9 Adopt the plan once the certificate of conformity has been issued and disseminate a notification indicating the date of coming into force. Submit a copy and a summary of the plan to the bodies concerned. Preserve in its office the documents submitted for consultation and reproduction.	Regional authority	Sections 23 to 27

Once the fire safety cover plan is in force, the regional authority must ensure follow-up to the measures to attain the objectives as defined in the fire safety cover plan implementation plan.

It should be remembered that collaboration between the local and regional authorities is necessary at all stages of the elaboration of the fire safety cover plan and its implementation. The Act obliges the municipalities to provide the requisite information to elaborate the fire safety cover plan and activity report.

Considering the importance of this aspect from the standpoint of the effectiveness of fire safety interventions and to ensure the health and safety of firefighters, the organizations concerned must ensure that communications systems are interoperable throughout the territory of their RCM. The regional authority must play a role to attain this objective. What is more, it is desirable for the authorities responsible for the interventions to harmonize their communications between them by drawing inspiration from the principles mentioned in the MSP's *Guide relatif aux opérations des services de sécurité incendie*, e.g., radio codes.

7.1 Collaboration expected between local stakeholders

The elaboration of the fire safety cover plan is a process that requires the participation of numerous stakeholders to ensure its success. This includes the active participation of elected representatives, senior managers in the municipalities, fire safety services branches, the board and management of the RCM, and the latter's fire safety coordinator. Several municipal services and several RCM services such as the urban planning and land-use planning service, the property assessment service, or the geomatics service, could be asked to provide complementary expertise.

The contribution of these stakeholders reveals the challenges and issues that the territory is facing and clarifies opportunities to enhance the effectiveness of fire safety, thus promoting the introduction of common solutions that benefit all residents. Collaboration between the urban planning services and land-use planning services and with the fire safety services supports the attainment of Objective 1 and Objective 2.

The collaboration and consultation expected among the stakeholders should be maintained throughout the implementation of the fire safety cover plan. Each authority responsible for a measure included in the implementation plan must carry out the measure in collaboration and consultation with the other authorities concerned.

7.2 Implement consultation and support structures

To facilitate consultation among the stakeholders, the regional authority must ensure ongoing follow-up to the fire safety mandates. To do so, it is desirable to appoint a coordinator and to establish bodies reserved for consultation regarding fire safety. It has been observed that the regional authorities with such a resource and such bodies can more readily elaborate and implement their plan.

The role of the coordinator is to oversee the fire safety cover plan elaboration process and support its implementation in all the municipalities. The coordinator is the key resource person in the regional authority with respect to all fire safety-related planning, organization, verification, and evaluation activities.

The establishment of a fire safety committee under the auspices of the regional authority is an option that most RCMs advocate. The establishment of such a committee maintains the consultation mechanisms necessary to elaborate the fire safety cover plan and follow-up to its implementation. The presence is desirable on this committee of local elected officials, the directors of fire safety services, the directors general of the municipalities, and the coordinator. To ensure the permanent nature of the committee, it should meet at least once a year.

7.3 The fire safety cover plan is a planning tool

The fire safety cover plan is an integrating document that contains information on the risks present in the territory and the resources and infrastructure allocated to fire safety. It is a multi-year planning tool that facilitates the adaptation of fire safety resources to changes in the territory. It also constitutes a decision-support tool for elected municipal officers and enables them to determine the human, physical, and financial resources required to attain the objectives set. Each authority concerned, i.e., municipalities, intermunicipal management boards, and RCMs, must ratify the parts of the plan for which it is responsible.

The public nature of the fire safety cover plan and the consultation process required when it is elaborated make the document a commitment by the authorities to residents. It sets the level of protection that they can expect regarding fire safety. The fire safety cover plan is a continuous improvement tool. The periodic evaluation of the outcomes of its implementation implies the plan's constant updating and modification, if necessary.

7.4 Evaluation and verification mechanisms

It is important to ensure that the protection objectives determined in the fire safety cover plan are evaluated and verified in order to measure their efficacy. The activity report and the verification procedure stipulated in the plan serve this purpose.

In accordance with section 35, all the authorities responsible for applying the measures stipulated in the fire safety cover plan implementation plan must produce an activity report. The activity report must be subject to a resolution of the municipal council and be submitted subsequently to the regional authority. The report specifies the status of the measures and indicates the fire safety projects planned for the coming year.

Additionally, every two years, the regional authority must produce a consolidated activity report including a status report on the attainment of the optimal protection objectives adopted and the measures expected in the fire safety cover plan. The activity report must be subject to a resolution of the RCM council. The MSP makes available tools to support the production of such reports. For the application of section 35, the regional authority can request from the local authority or the intermunicipal management board concerned any information that it deems necessary within the time limits that it determines.

The regional authorities have a role to play in the verification of the efficacy of the measures implemented and the attainment status of the objectives adopted. When an objective is not attained or a shortcoming is noted in the implementation of a measure, the RCM should ascertain the reasons for the discrepancy in order to propose solutions.

The responsibilities regarding accountability and verification of local and regional authorities requires them to maintain constant communications links between them.

7.5 Emphasize the pooling of certain fire safety-related functions

In addition to the support that the regional authority must offer local authorities, the regional authority should emphasize the pooling of fire safety-related functions. Doing so seeks to promote enhanced collaboration and coordination of the measures in the territory. Several pooling models can be contemplated. For example, it is possible to ask the RCM to assume certain administrative functions pertaining to fire safety or to ask a central city to become a hub of expertise for the benefit of neighbouring cities. It is possible to consult several examples of the pooling of certain functions related to fire safety in point 7.5.1.

The regional authority could also act as a facilitator in the implementation of collaboration or the harmonization of practices. This could be achieved by means of joint training sessions between the fire safety services or concerted procurement planning to enhance the interoperability of response and communications equipment.

Such pooling affords numerous benefits, in particular sharing capital investments, apportioning equipment and vehicle costs, enhancing service quality, achieving economies of scale, avoiding equipment duplications, and providing enhanced public services.

7.5.1 Examples of functions that can be pooled

— Administration:

- a common headquarters (unified management);
- the management of firefighter recruitment and training;
- the purchase, maintenance, and inspection of vehicles, equipment, and response accessories of the fire safety services in the territory;
- the purchase of equipment to ensure occupational health and safety;
- the establishment of a regional training centre;
- the establishment of an integrated emergency communications and resource dispatching system;
- the purchase of equipment and software to optimize the planning of prevention activities and resource deployment.

— Prevention:

- the establishment of a regional prevention service, including the hiring of shared safety practitioners for the benefit of all the municipalities;
- the evaluation program and the analysis of incidents to create a regional knowledge base aimed at better pinpointing risks and better defining fire prevention measures;
- smoke detector verification programs and the inspection of moderate, high, and extreme risks;
- public awareness-raising activities, especially promotional campaigns and fire prevention informative capsules.

— Intervention and operational support:

- the establishment and management of specialized response units such as nautical rescue units, technical rescue units, and extrication units;
- the management of response equipment such as the ladder truck;
- the management of a unified emergency communications system;

- a team to research the causes and circumstances of fires;
- the production and updating of response plans;
- the development and maintenance of water points;
- the maintenance of fire hydrants and the evaluation of their flow rate;
- the harmonization and coordination of training.

Objective 8 – Coordinate response resources

Coordinate fire safety resources with those of other stakeholders that intervene when disasters occur. Collaborate with the partners, including rescue organizations, pre-hospital emergency services, and police services. Establish partnerships aimed at specifying each partner's fields of action.

Fire safety services must frequently intervene when disasters occur, which requires coordination with the other partners. Some examples are police services when it is necessary to establish a security perimeter; the Ministère des Transports et de la Mobilité durable when a road must be closed, or Hydro-Québec during an intervention that concerns its facilities. In some cases, collaboration with a business such as a rail company or major industry is necessary.

Such coordination with the other functions devoted to public safety must be harmonious and obstacle-free. The regional authority can establish the roles and responsibilities of the stakeholders, establish response protocols, and foster collaboration between the stakeholders. In other words, the factors that affect fire safety must be planned in partnership with the other stakeholders.

Indeed, fire safety planning should serve to establish partnerships between the stakeholders in a given community. This exercise can focus on topics such as research on the causes and circumstances of fires, investigations of suspicious fires, the organization of rescue services, and planning of certain emergency measures. Certain fire safety functions closely affect the jurisdiction of other emergency interveners, in particular when victims are rescued. It is important to establish procedures that specify each one's respective duties. The authorities responsible must implement coordination mechanisms to ensure quality service delivery at all times and avoid conflicts of jurisdiction.

To this end, the regional authority must implement and oversee a regional consensus-building and coordination committee that assembles the stakeholders concerned, which must meet at least once a year. It has a mandate to clearly define each one's roles and responsibilities in the context of emergency responses and establish intervention protocols to avoid improvisation at the time of intervention. The committee should keep up to date the contact information of the representatives of response resources. From an administrative standpoint, it is in the interests of the municipalities and the partners to clearly determine the limits of their respective operational frameworks. The RCMs should rigorously plan this regional coordination committee. More broadly, the committee could have a mandate to engage in feedback following a joint intervention with the stakeholders concerned. Such feedback would enable the interveners to assess the efficacy of their joint operations in order to enhance future collaboration. Moreover, the committee could, if necessary, appoint partners with expertise in specific fields.

It will be in the interveners' interest, additionally, to coordinate their work methods and equipment to facilitate collaboration. It is also possible to engage in joint simulations and training. What is more, given that communications play a vital role in joint operations, the interveners should ensure the interoperability of communications systems with the other organizations concerned.

CONCLUSION

The Policies reaffirm the importance of prevention as an essential component of the risk management model. They specify the minimum parameters of the strike team required for the intervention and the conditions for its optimization. They reiterate the role of the regional authority in the establishment and coordination of the implementation of the fire safety cover plan. All participants in fire safety in Québec will find there the confirmation of the role that they must play and the responsibilities that they must assume to protect the public.

These key directions are established even though the Act now stipulates that fire safety cover plans are valid for 10 years. The period of validity imposes sustained, thoughtful planning by decision-makers to consider changing communities, the densification of cities, and the emergence of innovative technologies, to name but a few of the significant factors. It will be to the authorities' advantage to adopt a shared perspective that fosters collaboration and consultation and to develop a management framework centred on continuous improvement. For this reason, these Policies must not be perceived as an arbitrary limit but instead as a starting point for innovation and the quest for excellence.

The fire safety services whose service offerings exceed what is prescribed in the Policies must not see this as an invitation to reduce the quality of services offered to the public. Instead, they must continue to play a leadership role in the development of fire safety in Québec. Such a role will benefit the entire array of fire safety services and Quebecers.

The MSP intends to continue to collaborate with the fire safety sector by drawing inspiration from the best practices and recognized standards so that the Policies satisfy current and future challenges.

Glossary

Term	Definition
Adjusted strike team	See adjustment of the strike team.
Adjustment of the strike team	The partial deployment of the strike team required to respond to an alert from a fire alarm system transmitted by a monitoring station in the absence of any other indication of the presence of a fire.
Authority responsible	Refers to the authority responsible for the application of the measures stemming from the planning of prevention and intervention activities. This includes the local authority or, depending on the terms of the agreement, a neighbouring local authority, a regional authority, an intermunicipal fire management board, or the RCM.
Collaboration	A process that consists for the stakeholders in working in partnership at all stages in the elaboration and implementation of the fire safety cover plan in order to make it a common project.
Conflagration	A vigorous, extensive fire that can cause the total loss of the building or spread to other buildings.
Consultation	The process of ongoing discussions that consists for a responsible authority in making decisions that fall under its field of responsibility bearing in mind the decisions' repercussions on the other authorities with which it must collaborate.
Coordination	The process, usually assigned to a person or a body, aimed at structuring collaboration, consensus building, and liaison between the stakeholders in order to more effectively carry out a common project.
CSAU incendie	A secondary emergency call centre is the dispatch centre for a fire safety service.
Deployment	The movement of firefighters and their equipment to the scene of operations.
Deployment protocol	The entire array of strategies established, including the requisite strike team at the time of the initial call for a building fire, to dispatch the human and physical resources of a fire safety service at the time of an intervention and transmitted to the CSAU incendie. The entire territory that the fire safety service covers must be subject to the appropriate deployment protocols.
Dispatching	The application by the CSAU incendie of the stipulated deployment protocol at the time of an emergency call.
External on-duty firefighter	For the purposes of these Policies, an external on-duty firefighter is a firefighter who is available to respond to an emergency call during a defined period. During this period of availability, the external on-duty firefighter must remain inside a defined distance from the fire station in order to guarantee the mobilization time stipulated. The fire safety service must define such conditions.
Fire	A fire that threatens a low-risk, moderate-risk, high-risk, or extreme-risk building and in respect of which the deployment of the strike team stipulated in these Policies is required. Smoke or the release of abnormal heat of unknown origin that raise the fear of ignition or that a fire is under way or could occur in a building are put in the same category as a fire. This excludes a fire that does not threaten a low-risk, moderate-risk, high-risk, or extreme-risk building, e.g., a vegetation fire, vehicle fire, or garbage can fire.

Term	Definition
Fire hydrant	A discharge pipe with a valve and spout at which water may be drawn from a water main, to which are connected fire hoses.
Fire response team	The team established by a private company to combat fires inside its facilities.
Full strike team	The full strike team comprises the firefighters assigned to rescue and firefighting operations, the requisite volumes of water, and the response equipment used to pump and transport the water required at the time of the initial call. This strike team is applicable in all cases, except those that allow for the use of a reduced or adjusted strike team. See the composition of the full strike team in Table 4 in Appendix B.
Initial call	The initial dispatching by the CSAU incendie of fire safety services resources to the scene of operations according to the deployment protocol established.
Internal on-duty firefighter	For the purposes of these Policies, internal on-duty firefighters must be present in the fire station during their period of availability to respond to an emergency call. They must remain in the immediate vicinity of the fire station during the entire duty period. Internal on-duty firefighter can also include firefighters who, using a pumper response vehicle, engage in the prevention activities stipulated in the fire safety cover plan outside the fire station, provided that they are able to respond to an emergency call within the prescribed response time.
Interoperability	The capacity of equipment, in particular communications systems, to operate jointly.
Intervention	The deployment of the requisite strike team on the site of an emergency situation in compliance with the protocols stemming from the fire safety planning process. For the purposes of these Policies, the intervention must be subject to an optimization approach to obtain the best possible response time.
Mobilization	A call made by the CSAU incendie to the firefighters according to the deployment protocol established to notify them of an emergency.
Optimization	The outcome of the approach that consists in planning the requisite strike team's intervention at the fire scene using the most readily available resources in the territory, leaving aside the administrative boundaries.
Other disasters and accidents	Any emergency situation other than a building fire that requires the deployment of resources from the fire safety services.
Property line	The property line corresponds to the junction between the public domain, especially a vehicle traffic artery, and the edge of a private property, i.e., the entrance to the property. For the purposes of these Policies, travel time ends and deployment time begins when the private property line is crossed.
Reduced strike team	An exception to the full strike team that can apply to an intervention in the absence of a compliant water system to allow for the assignment of resources to water servicing. It can also apply to municipalities with fewer than 10 000 inhabitants. See the composition of the reduced strike team in Table 5 in Appendix B.
Requisite strike team	The complete, reduced, or adjusted strike team according to the requirements stipulated in these Policies.
Resources	For the purposes of these Policies, resources refer to staff such as firefighters, officers, and safety practitioners, the volumes of water, the response vehicles and other equipment, in particular communications equipment, and the infrastructure necessary to intervene at a fire or other disaster or accident.
Response time equivalence point	Represents the place where, on a vehicle traffic artery, the response time of the resources from two fire stations will be the same.
Risk	For the purposes of these Policies, risk has two meanings, depending on the circumstances. It includes any element that can impede the attainment of the protection objectives indicated in the fire safety cover plan, especially the factors that affect response time. Moreover, a building classified according to the risk classification stipulated in Appendix A is comparable to a "risk".

Term	Definition
Safe	For the purposes of these Policies, a safe rescue and firefighting intervention is one that is planned and carried out in accordance with good practices in order to reduce as much as possible risks for the firefighters.
Scene of operations	For the purposes of these Policies, the scene of operations corresponds to the precise location of a property, i.e., a portion of a lot or a building, where the fire service must intervene to engage in firefighting and rescue operations. It also corresponds to the site where the firefighters must intervene in another type of disaster or accident such as a road accident or the site where a victim must be rescued.
Strike team	The strike team comprises the firefighters and officers assigned to rescue and firefighting operations, the requisite volumes of water, and the response vehicles used to pump and transport the water required at the time of the initial call. It does not include the firefighters and vehicles assigned to water servicing.
Subsequent alerts	Dispatching by the CSAU incendie of additional fire safety services resources at the request of the response official at the scene of operations according to the deployment protocol established.
Urban perimeter	Corresponds to the urbanization perimeter stipulated in the Act respecting land use planning and development (c. A-19.1).
Usual place of residence	For the purposes of the mobilization time planning process, it corresponds to the main address where a volunteer or external on-duty firefighter lives.
Usual place of work	For the purposes of the mobilization time planning process, it corresponds to the address where a volunteer or external on-duty firefighter works.
Vehicle traffic artery	A public or private road that enables response vehicles to access the property on which the scene of operations is located.
Water point	This infrastructure includes a connection to a non-pressurized water supply point that allows fire response equipment to connect directly and draw water by suction. Water points are accessible year-round.
Water supply	Transportation to the scene of operations by means of tanker vehicles of water drawn from the water supply point, water point, or fire hydrant.
Water supply point	An undeveloped site where it is possible to access a water body such as a lake or river. The use of the site requires specific equipment and additional preparation time prior to pumping the water. Factors such as winter conditions can hamper access to water supply points.

Abbreviations and acronyms and initialisms

CSAU incendie	Secondary emergency call centre for a fire safety service
DGSITU	Direction générale de la sécurité incendie et des télécommunications d'urgence
ENPQ	École nationale des pompiers du Québec
ESIA	Emergency services in isolated areas
FSA	Fire Safety Act
FSCP	Fire safety cover plan
FSS	Fire safety service
MAMH	Ministère des Affaires municipales et de l'Habitation
MELCCFP	Ministère de l'Environnement, de la Lutte contre les changements climatiques, de la Faune et des Parcs
MSP	Ministère de la Sécurité publique
MT	Mobilization time

NFPA	National Fire Protection Association
PPE	Personal protective equipment
RCM	Regional county municipality
RT	Response time
ST	Strike team
TT	Travel time

Appendix A – Risk classification

The classification presentation is intended to group together diverse types of buildings according to (1) the inherent fire risk that their use poses; (2) the number and vulnerability of their occupants; (3) the complexity of intervention and the risk for firefighters; and (4) the consequences that the loss of the building can engender for the community. It is incumbent upon the authority responsible to classify the buildings in its territory bearing in mind the following criteria.

Class	Classification criteria	Examples (not exhaustive)
Low risks	<ul style="list-style-type: none"> — A detached residential building of not more than two storeys and including two or fewer dwelling units — A rooming house with a maximum of four rooms — A small, isolated building 	<ul style="list-style-type: none"> — A detached, semi-detached or duplex single-family home — A bi-generational dwelling or a house with a secondary suite — A cottage — A mobile home — A shed or a detached residential garage — An abandoned barn
Moderate risks	<ul style="list-style-type: none"> — A residential building of at least three storeys and comprising three to nine dwelling units — A rooming house with five to nine rooms — A commercial building of not more than three storeys — An industrial establishment in Group F, Division 3 — Another building with a floor space of not more than 600 m² 	<ul style="list-style-type: none"> — A triplex or row house single-family residence — A multi-unit building — A professionals' office — A commercial establishment (a detached boutique, a convenience store without a service station, a grocery store) — A warehouse
Extreme risks	<ul style="list-style-type: none"> — A residential building of four to six storeys — A residential building comprising more than nine dwelling units — A rooming house with more than nine rooms — A commercial building of four to six storeys — A hotel in which each unit has access to the exterior — A hotel of three or fewer storeys — A site without significant amounts of hazardous materials that pose a fire risk — An industrial establishment in Group F, Division 2 — An agricultural building — Another building with floor space of more than 600 m² 	<ul style="list-style-type: none"> — A building comprising nine or more dwellings — A motel — A business establishment — A commercial establishment such as a grocery store or a big boutique — A welding workshop, a garage, a printing house, a service station — A pigsty or a stable

Class	Classification criteria	Examples (not exhaustive)
Extreme risks	<ul style="list-style-type: none"> — A residential or commercial building of more than six storeys — A building whose main use is in Group A — A building whose main use is in Group B — A building whose occupants cannot evacuate on their own — A building involving a difficult evacuation because of the high number of occupants — A building where the consequences of a fire are likely to affect the functioning of the community — An industrial establishment in Group F, Division 1 — A building that displays an elevated risk of fire, i.e., where significant quantities of combustible, flammable, or explosive materials are found 	<ul style="list-style-type: none"> — A high-rise building — A theatre, arena, cinema, church, school, day care centre, or university — A hospital, seniors' home, or intermediate resource — A detention facility — A shopping centre — A hazardous materials warehouse, paint factory, chemical products plant, or flour mill — A water treatment plant, port facility, city hall, disaster shelter, police station, or fire station — An adjoining building in heritage districts

According to the classification of main uses in the National Building Code of Canada – Canada 2015

Appendix B – Full and reduced strike team – Rescue team inside fire attack

Table 4 and Table 5 describe the requisite strike teams comprising 10 and eight firefighters necessary to conduct rescue and firefighting operations in a low-risk building.

Table 4: A full strike team comprising 10 firefighters at the time of the initial call assigned to rescue and firefighting operations in a low-risk building

A full strike team comprising 10 firefighters at the time of the initial call assigned to rescue and firefighting operations in a low-risk building

Activity	Number of the firefighter (F)	Number of firefighters	Total number of firefighters	Objectives and clarifications
Direct the operations while ensuring the interveners' occupational health and safety	F1	1	1	Direct the operations to maximize the effectiveness of fire suppression activities and ensure the firefighters' safety. This intervener must be an officer who possesses the required training.
Establish the water supply	F2	1	2	Ensure fire suppression activities and rescue operations by means of the water supply. This intervener must possess the pumper truck operators' certificate.
Rescue a victim and engage in the inside fire attack	F3 and F4	2	4	Assist a victim as soon as possible and confine the fire to its point of origin.
Save a firefighter	F5 and F6	2	6	Intervene immediately in the event of a distress call from a firefighter conducting a rescue or an inside fire attack.
Participate in the inside fire attack and support the inside fire attack team	F7 and F8	2	8	Provide additional resources for the rescue operation and improve fire suppression activities.
Use equipment and accessories to support firefighting operations	F9 and F10	2	10	Provide additional resources to maximize the efficacy of fire suppression activities.

The tasks mentioned in this table are provided for information purposes and can vary according to the nature of the fire and the priorities at the time. **The strike team comprising 10 firefighters allows firefighters F7, F8, F9 and F10 to be assigned to specific tasks according to needs, which maximizes rescue and firefighting activities.** If necessary, a fire safety service can resort to subsequent alarms to obtain additional resources.

Table 5: A reduced strike team comprising eight firefighters at the time of the initial call assigned to rescue and firefighting operations in a low-risk building**A reduced strike team comprising eight firefighters at the time of the initial call assigned to rescue and firefighting operations in a low-risk building**

Activity	Number of the firefighter (F)	Number of firefighters	Total number of firefighters	Objectives and clarifications
Direct the operations while ensuring the interveners' occupational health and safety	F1	1	1	Direct the operations to maximize the effectiveness of fire suppression activities and ensure the firefighters' safety. This intervener must be an officer who possesses the required training.
Establish the water supply	F2	1	2	Ensure fire suppression activities and rescue operations by means of the water supply. This intervener must possess the pumper truck operators' certificate.
Rescue a victim and engage in the inside fire attack.	F3 and F4	2	4	Assist a victim as soon as possible and confine the fire to its point of origin.
Save a firefighter	F5 and F6	2	6	Intervene immediately in the event of a distress call from a firefighter conducting a rescue or an inside fire attack.
Participate in the inside fire attack and support the inside fire attack team <i>or</i> Use equipment and accessories to support firefighting operations	F7 and F8	2	8	Provide additional resources for the rescue operation and improve fire suppression activities. <i>or</i> Provide additional resources to maximize the efficacy of fire suppression activities.

The tasks mentioned in this table are provided for information purposes and can vary according to the nature of the fire and the priorities at the time. **When the reduced strike team is deployed, firefighters F7 and F8 must prioritize certain activities.** Doing so could reduce the efficacy of the intervention because of the smaller number of resources assigned to the inside fire attack. If necessary, a fire safety service can resort to subsequent alarms to obtain additional resources.

Table 6 and Table 7 present the rescue and inside fire attack operations for the teams of four and six firefighters stipulated in point 3.3.

Table 6: A team of four firefighters to engage in rescue and inside fire attack operations before the flashover

A team of four firefighters to engage in rescue and inside fire attack operations before the flashover

Activity	Number of the firefighter (F)	Number of firefighters	Total number of firefighters	Objectives and clarifications
Direct the operations while ensuring the interveners' occupational health and safety <i>or</i> Rescue a victim and engage in the inside fire attack <i>or</i> Save a firefighter	F1	1	1	Direct the operations to maximize the effectiveness of fire suppression activities and ensure the firefighters' safety. This intervener must be an officer who possesses the required training. <i>or</i> Assist a victim as soon as possible and confine the fire to its point of origin. <i>or</i> Intervene immediately in the event of a distress call from a firefighter conducting a rescue or an inside fire attack.
Establish the water supply <i>or</i> Save a firefighter	F2	1	2	Ensure fire suppression activities and rescue operations by means of the water supply. This intervener must possess the pumper truck operators' certificate. <i>or</i> Intervene immediately in the event of a distress call from a firefighter conducting a rescue or an inside fire attack.
Rescue a victim and engage in the inside fire attack <i>or</i> Save a firefighter	F3 and F4	2	4	Assist a victim as soon as possible and confine the fire to its point of origin. <i>or</i> Intervene immediately in the event of a distress call from a firefighter conducting a rescue or an inside fire attack.

The team of four firefighters does not represent a strike team but is the minimum number of firefighters, including one officer, that can conduct rescue operations and engage in the inside fire attack when the fire has not yet reached the flashover point. **When two firefighters conduct a rescue operation or engage in the inside fire attack, the other two, despite their duties at the time, must be prepared to intervene immediately in the event of a distress call.** When the other resources that round out the requisite strike team arrive, refer to the attribution of activities for full and reduced strike teams in Table 4 and Table 5.

Table 7: A team of six firefighters to engage in rescue and inside fire attack operations after the flashover point

A team of six firefighters to engage in rescue and inside fire attack operations after the flashover point				
Activity	Number of the firefighter (F)	Number of firefighters	Total number of firefighters	Objectives and clarifications
Direct the operations while ensuring the interveners' occupational health and safety <i>or</i> Rescue a victim and engage in the inside fire attack	F1	1	1	Direct the operations to maximize the effectiveness of fire suppression activities and ensure the firefighters' safety. This intervener must be an officer who possesses the required training. <i>or</i> Assist a victim as soon as possible and confine the fire to its point of origin.
Establish the water supply	F2	1	2	Ensure fire suppression activities and rescue operations by means of the water supply. This intervener must possess the pumper truck operators' certificate.
Rescue a victim and engage in the inside fire attack	F3 and F4	2	4	Assist a victim as soon as possible and confine the fire to its point of origin.
Save a firefighter	F5 and F6	2	6	Intervene immediately in the event of a distress call from a firefighter conducting a rescue or an inside fire attack.

The team of six firefighters does not represent a strike team but is the minimum number of firefighters, including one officer, that can conduct rescue operations and engage in the inside fire attack when the fire has reached the flashover point. **Firefighters F5 and F6 must be prepared to intervene immediately in the event of a distress call. The other firefighters can pursue their activities.** When the other resources that round out the requisite strike team arrive, refer to the attribution of activities for full and reduced strike teams in Table 4 and Table 5.

Appendix C – Strike team stipulated in NFPA Standard 1710

Table 8: A strike team at the time of the initial call advocated by NFPA Standard 1710 for rescue and firefighting operations in a low-risk building

A strike team at the time of the initial call advocated by NFPA Standard 1710 for rescue and firefighting operations in a low-risk building

Presented for information purposes only

Activity	Number of the firefighter (F)	Number of firefighters	Total number of firefighters	Objectives
Direct the operations while ensuring the interveners' occupational health and safety	F1	1	1	Direct the operations to maximize the effectiveness of fire suppression activities and ensure the firefighters' safety. This intervener must be an officer who possesses the required training.
Establish the water supply	F2	1	2	Ensure fire suppression activities and rescue operations by means of the water supply.
Rescue a victim and engage in the inside fire attack (two strike teams)	F3 and F4 F5 and F6	4	6	Assist a victim as soon as possible and confine the fire to its point of origin.
Use equipment and accessories to support firefighting operations	F7 and F8	2	8	Provide additional resources to maximize the efficacy of fire suppression activities.
Save a firefighter ¹	F9 and F10	2	10	Intervene immediately in the event of a distress call from a firefighter conducting a rescue or an inside fire attack.
Provide ventilation ²	F11 and F12	2	12	Provide additional resources to apply tactical ventilation to maximize the efficacy of fire suppression activities.
Save a firefighter	F13, F14, F15, and F16	5	16, including four officers	Intervene immediately in the event of a distress call from a firefighter. Establish an initial rapid rescue team comprising two firefighters as soon as the first responders arrive and establish a rapid rescue team comprising four firefighters when the strike team is complete.

The full strike team advocated by the standard comprises 16 firefighters, including four officers.

Note 1: The initial rapid rescue team comprises a minimum of two firefighters (F9 and F10). When the full strike team comprising 16 firefighters arrives, the initial rapid rescue team is replaced by a full rapid rescue team comprising a minimum of four firefighters (F13, F14, F15, and F16). The firefighters from the initial rapid rescue team are then reassigned to other support tasks pertaining to rescue and firefighting operations.

Note 2: When an aerial ladder truck is used during the intervention, a firefighter must be assigned permanently to its operation, which increases to 17 the number of firefighters required for the strike team.

Moreover, the standard advocates a travel time of 4 minutes for the first team of four firefighters (response time of roughly 5 minutes and 20 seconds); a travel time of 5 minutes for the second team of four firefighters (response time of 6 minutes and 20 seconds); and a travel time of 8 minutes for the full strike team comprising 16 firefighters (response time of 9 minutes and 20 seconds).

Appendix D – Key fire safety reference documents

- Cadre de coordination du site de sinistre au Québec, Ministère de la Sécurité publique.
- CAN/ULC S515-13 – *Norme sur les engins automobiles de lutte contre l’incendie*.
- Code national de prévention des incendies – Canada 2010, Conseil national de recherches du Canada (CNRC).
- Code national du bâtiment – Canada 2015, Conseil national de recherches du Canada;
- Guide d’accompagnement 10-04: 3 métiers, 1 seul but*, Québec, 2009;
- Guide d’aide à la décision pour la mise en commun d’équipements, d’infrastructures, de services ou d’activités en matière de sécurité incendie*, Ministère de la Sécurité publique.
- Guide d’application relatif aux véhicules et aux accessoires d’intervention à l’intention des services de sécurité incendie*, Ministère de la Sécurité publique.
- Guide des bonnes pratiques d’exploitation des installations de distribution d’eau potable*, Ministère de l’Environnement, de la Lutte contre les changements climatiques, de la Faune et des Parcs.
- Guide relatif à la planification des activités de prévention des incendies*, Ministère de la Sécurité publique.
- Guide relatif aux opérations des services de sécurité incendie*, Ministère de la Sécurité publique.
- Guide sur la sécurité incendie des résidences accueillant des personnes présentant des limitations à l’évacuation*, Ministère de la Sécurité publique.
- Loi sur les compétences municipales, Chapitre C-47.1*.
- L’intervention d’urgence hors du réseau routier – Cadre de référence*, Ministère de la Sécurité publique.
- NFPA 25: *Standard for the Inspection, Testing, and Maintenance of Water-Based Fire Protection Systems*.
- NFPA 291: *Recommended Practice for Fire Flow Testing and Marking Hydrants*.
- NFPA 1006: *Standard for Technical Rescue Personnel Professional Qualification*.
- NFPA 1142: *Standard Water Supplies for Suburban and Rural Fire Fighting*.
- NFPA 1500: *Norme relative à un programme de santé et de sécurité du travail dans les services d’incendie*.
- NFPA 1620: *Pre-Incident Planning*.
- NFPA 1710: *Standard for the Organization and Deployment of Fire Suppression, Emergency Medical Operations and Special Operations to the Public by Career Fire Departments*.
- NFPA 1720: *Standard on Volunteer Fire Service Deployment*.

Appendix E – Content required to ensure compliance by a fire safety cover plan with the Policies

The Minister of Public Security will judge compliance by the results of the planning of regional and local authorities in light of the contents of these Policies. The documents stipulated by the Act must accompany the proposed fire safety cover plan. Below is a non-exhaustive list to guide the preparation such a plan. Other information might be required for the administration of the Act or the Fire Safety Policies of the Minister of Public Security.

Prevention:

- the stages in the risk analysis process and the stakeholders involved;
- the collaborative relationships between the stakeholders who participate in updating the risk classification;
- the risk classification of all the buildings inventoried and their location;
- explanations of the differences between the risk classification indicated in the plan submitted for attestation and the risk classification in the previous version of the plan;
- the authority responsible for prevention programs in each municipality in the territory and the roles and responsibilities of the stakeholders involved in their implementation;
- the goals and objectives of the prevention programs;
- a review of the application of the prevention programs indicated in the previous version of the plan.

Intervention in a building fire and optimization of resources:

- the authority responsible for firefighting interventions for each municipality in the territory;
- the entire array of resources from the fire safety services that intervene in the territory necessary to carry out the optimization approach;
- the zone in the territory served by a compliant water system;
- the characteristics of the territory and the factors that affect response time;
- the identification of the response time to assemble the strike team for low-risk buildings in the territory overall;
- the coverage zone in which the adjustment of the strike team can apply to respond to an alert from a fire alarm system;
- the coverage zone in which applies intervention by the rescue and inside fire attack team within a response time of less than 5 minutes;
- the deployment protocols established, in force, and submitted to the CSAU incendie specifying the authorities intervening in the territory when fires occur;
- the method used to calculate the strike team's response time;
- the authority responsible for the elaboration of response plans for moderate-, high-, and extreme-risk buildings in the territory and the collaborative relationships between the interveners involved in producing and updating them; the completion objectives of the response plans stipulated in their program and a review of previous programming.

Intervention pertaining to other disaster and accident risks and optimization of resources (optional):

- the authority responsible for intervention pertaining to other disaster and fire risks for each municipality in the territory;
- the entire array of resources from the fire safety services that intervene in the territory necessary to carry out the optimization approach;
- the characteristics of the territory and the factors that affect response time;
- the interventions for other disasters and accidents included in the fire safety cover plan and the authorities responsible for them;
- the resources of the fire safety services that intervene in the territory with respect to other disaster and accident risks;
- the optimum coverage zone for each disaster and accident risk included in the fire safety cover plan.

Coordination:

- duties related to fire safety that are pooled and assigned to the regional authority or to a local authority;
- the mandate, composition, and operation of the regional fire consultation body;
- the mandate, composition, and operation of the regional public safety consultation body.

106772

Notices

Notice

An Act respecting prescription drug insurance
(chapter A-29.01)

List of Medications attached to the Regulation respecting the List of medications covered by the basic prescription drug insurance plan — Amendments made in 2023

In accordance with section 60.3 of the Act respecting prescription drug insurance, the Régie de l'assurance maladie du Québec hereby gives notice of the amendments made, during the 2023 calendar year, to the List of Medications attached to the Regulation respecting the List of medications covered by the basic prescription drug insurance plan, made by Order 2007-005, dated 1 June 2007, of the Minister of Health and Social Services.

List of Medications covered by the basic prescription drug insurance plan

Website: <https://www.ramq.gouv.qc.ca/en/about-us/list-medications>

Amendments	Date of coming into force	Date of publication
Alternative medication authorization pursuant to section 60.1	7 november 2022	15 February 2023
Alternative medication authorization pursuant to section 60.1	6 december 2022	1 February 2023
Alternative medication authorization pursuant to section 60.1	28 December 2022	29 March 2023
Alternative medication authorization pursuant to section 60.1	4 January 2023	18 January 2023
Alternative medication authorization pursuant to section 60.1	5 January 2023	19 January 2023
Alternative medication authorization pursuant to section 60.1	30 January 2023	2 February 2023
New List (replacement of APPENDIX I)	1 February 2023	30 January 2023
Alternative medication authorization pursuant to section 60.1 (2 notices)	16 February 2023	27 February 2023
Alternative medication authorization pursuant to section 60.1	27 February 2023	8 March 2023
Alternative medication authorization pursuant to section 60.1	28 February 2023	9 March 2023
New List (replacement of APPENDIX I)	1 March 2023	27 February 2023
Alternative medication authorization pursuant to section 60.1	9 March 2023	29 March 2023
Alternative medication authorization pursuant to section 60.1	14 March 2023	29 March 2023
Alternative medication authorization pursuant to section 60.1	30 March 2023	5 April 2023
New List (replacement of APPENDIX I)	13 April 2023	11 April 2023

Amendments	Date of coming into force	Date of publication
Alternative medication authorization pursuant to section 60.1 (2 notices)	13 April 2023	4 May 2023
Alternative medication authorization pursuant to section 60.1	20 April 2023	4 May 2023
Alternative medication authorization pursuant to section 60.1	28 April 2023	4 May 2023
Alternative medication authorization pursuant to section 60.1	28 April 2023	11 May 2023
Alternative medication authorization pursuant to section 60.1	5 May 2023	15 May 2023
Alternative medication authorization pursuant to section 60.1	10 May 2023	26 May 2023
New List (replacement of APPENDIX I)	25 May 2023	23 May 2023
Alternative medication authorization pursuant to section 60.1	31 May 2023	8 June 2023
Alternative medication authorization pursuant to section 60.1	1 June 2023	8 June 2023
Alternative medication authorization pursuant to section 60.1	1 June 2023	14 June 2023
Alternative medication authorization pursuant to section 60.1	2 June 2023	14 June 2023
Alternative medication authorization pursuant to section 60.1	6 June 2023	27 June 2023
Alternative medication authorization pursuant to section 60.1	6 June 2023	14 juillet 2023
Alternative medication authorization pursuant to section 60.1	6 June 2023	11 August 2023
Alternative medication authorization pursuant to section 60.1	14 June 2023	7 July 2023
Alternative medication authorization pursuant to section 60.1	16 June 2023	6 July 2023
Alternative medication authorization pursuant to section 60.1	19 June 2023	11 August 2023
Alternative medication authorization pursuant to section 60.1	6 July 2023	18 July 2023
New List (replacement of APPENDIX I)	6 July 2023	4 July 2023
Alternative medication authorization pursuant to section 60.1	17 July 2023	9 August 2023
New List (replacement of APPENDIX I)	16 August 2023	14 August 2023
Alternative medication authorization pursuant to section 60.1	21 August 2023	13 september 2023
Alternative medication authorization pursuant to section 60.1	31 August 2023	13 september 2023
Alternative medication authorization pursuant to section 60.1	7 september 2023	14 september 2023
Alternative medication authorization pursuant to section 60.1	13 september 2023	6 november 2023
Alternative medication authorization pursuant to section 60.1	25 september 2023	4 october 2023
Alternative medication authorization pursuant to section 60.1	25 september 2023	5 october 2023
New List (replacement of APPENDIX I)	27 september 2023	25 september 2023
Alternative medication authorization pursuant to section 60.1	4 october 2023	21 décembre 2023
Alternative medication authorization pursuant to section 60.1	13 october 2023	25 october 2023
Alternative medication authorization pursuant to section 60.1	16 october 2023	24 october 2023
Alternative medication authorization pursuant to section 60.1	17 october 2023	31 october 2023

Amendments	Date of coming into force	Date of publication
Alternative medication authorization pursuant to section 60.1	18 october 2023	6 november 2023
Alternative medication authorization pursuant to section 60.1	1 november 2023	13 november 2023
Alternative medication authorization pursuant to section 60.1	6 november 2023	17 november 2023
New List (replacement of APPENDIX I)	8 november 2023	6 november 2023
Alternative medication authorization pursuant to section 60.1	13 november 2023	27 november 2023
Alternative medication authorization pursuant to section 60.1	22 november 2023	11 décembre 2023
Alternative medication authorization pursuant to section 60.1	4 december 2023	18 december 2023
New List (replacement of APPENDIX I)	13 december 2023	11 december 2023
Correction pursuant to section 60.2	13 december 2023	14 december 2023

Original signed by

MELISSA PLAMONDON
*Secretary General of the Régie
 de l'assurance maladie du Québec*

106773

Notice

Health Insurance Act
 (chapter A-29)

Regulations established under the first paragraph of section 72.1 of the Health Insurance Act — Amendments made in 2023

In accordance with the third paragraph of section 72.1 of the Health Insurance Act, the Régie de l'assurance maladie du Québec hereby gives notice of the amendments made, in the 2023 calendar year, to the regulations made under the first paragraph of that section, which amendments were published on the website of the Régie.

Tariff for insured devices which compensate for a motor deficiency and related services (A-29, r. 9)

Website: <https://www.ramq.gouv.qc.ca/en/about-us/tariff-insured-devices-which-compensate-a-motor-deficiency-related-services>

Replacements or amendments	Date of coming into force	Date of publication
Amendment to the schedule to the Regulation (tariff)	15 April 2023	5 April 2023
Amendment to the schedule to the Regulation (tariff)	1 July 2023	21 June 2023
Amendment to the schedule to the Regulation (tariff)	1 November 2023	18 October 2023

Tariff for insured hearing aids and related services (A-29, r. 8)Website: <https://www.ramq.gouv.qc.ca/en/about-us/tariff-hearing-aids>

Replacements or amendments	Date of coming into force	Date of publication
Amendment to the schedule to the Regulation (tariff)	1 May 2023	17 April 2023
Amendment to the schedule to the Regulation (tariff)	1 July 2023	21 June 2023
Amendment to the schedule to the Regulation (tariff)	13 November 2023	30 October 2023

Tariff for insured visual aids and related services (A-29, r. 8.1)Website: <https://www.ramq.gouv.qc.ca/en/about-us/tariff-visual-aids>

Replacements or amendments	Date of coming into force	Date of publication
Amendment to the schedule to the Regulation (tariff)	1 July 2023	21 June 2023

Original signed by

MELISSA PLAMONDON
*Secretary General of the
 Régie de l'assurance maladie du Québec*

106774

Régie de l'énergie

Amendments to Schedule I pursuant to Section 22.0.1.1
 of the Hydro-Québec Act
 (CQLR, chapter H-5)

Notice is hereby given, in accordance with the last paragraph of section 22.0.1.1 of the Hydro-Québec Act, that Schedule I of this act is amended to reflect the rate prices applicable as of April 1, 2024, which are established in accordance with section 22.0.1.1 of the same act.

SCHEDULE I

(Section 22.0.1)

ELECTRICITY DISTRIBUTION RATES

The rate components other than those set out in this schedule are those approved by the Régie de l'énergie in its Decision D-2019-037 dated March 22, 2019, Decision D-2019-145 dated November 12, 2019, Decision D-2020-099 dated July 30, 2020, Decision D-2020-161 dated December 1, 2020, Decision D-2021-160 dated December 9, 2021, Decision D-2023-072 dated June 12 2023 and D-2023-138 dated December 8 2023.

Rate	Description	Price
D	System access charge per day	44.810¢
	First 40 kWh per day	6.704¢
	Remaining energy consumption	10.342¢
DP	First 1,200 kWh per month	6.483¢
	Remaining energy consumption	9.857¢
	Demand charge – Summer period (> 50 kW)	\$5.061
	Demand charge – Winter period (> 50 kW)	\$6.848
	Minimum monthly bill – Single-phase	\$13.430
	Minimum monthly bill – Three-phase	\$20.146
DM	System access charge per day, times the multiplier	44.810¢
	First 40 kWh per day, times the multiplier	6.704¢
	Remaining energy consumption	10.342¢
	Demand charge (> 50 kW or 4 kW × multiplier)	\$6.848
DT	System access charge per day, times the multiplier	44.810¢
	Energy price – Temperature ≥ -12°C or -15°C	4.818¢
	Energy price – Temperature < -12°C or -15°C	28.173¢
	Demand charge (> 50 kW or 4 kW × multiplier)	\$6.848
Additional Electricity Option – Photosynthesis or space heating to raise crops – Domestic rates	Floor price (¢/kWh): Average 2nd-tier energy price at Rate M for 25-kV and 100% load factor	6.164¢
Winter Credit Option – Rate D	Credit for energy curtailed (per kWh)	55.132¢

Flex D	System access charge per day	44.810¢
	Winter period:	
	First 40 kWh per day outside critical peak events	4.719¢
	Remaining energy consumption outside critical peak events	8.116¢
	Energy consumption during critical peak events	55.132¢
	Summer period:	
First 40 kWh per day	6.704¢	
Remaining energy consumption	10.342¢	
G	System access charge per month	\$14.344
	Demand charge (> 50 kW)	\$20.522
	First 15,090 kWh per month	11.518¢
	Remaining energy consumption	8.865¢
	Minimum monthly bill – Single-phase Minimum monthly bill – Three-phase	\$14.344 \$43.032
G – Short-term contract	Increase in system access charge and minimum monthly bill	\$14.344
	Increase in monthly demand charge – Winter period	\$7.014
Winter activities	Reference index as at March 31, 2006: 1.08 Adjustment on April 1 of each year, starting April 1, 2006: 2%	
Winter Credit Option – Rate G	Credit for energy curtailed (per kWh)	58.168¢
Flex G	System access charge per month	\$14.344
	Winter period:	
	Energy consumption outside critical peak events	9.609¢
	Energy consumption during critical peak events	58.168¢
	Summer period:	
	Energy consumption	11.518¢
Minimum monthly bill – Single-phase Minimum monthly bill – Three-phase	\$14.344 \$43.032	
Additional Electricity Option – Photosynthesis or space heating to raise crops	Floor price (¢/kWh): Average 2nd-tier energy price at Rate M for 25-kV and 100% load factor	6.504¢

M	Demand charge First 210,000 kWh per month Remaining energy consumption Minimum monthly bill – Single-phase Minimum monthly bill – Three-phase	\$16.962 5.851¢ 4.339¢ \$14.344 \$43.032
M – Short-term contract	Increase in minimum monthly bill Increase in monthly demand charge – Winter period	\$14.344 \$7.014
G9	Demand charge Energy price Minimum monthly bill – Single-phase Minimum monthly bill – Three-phase Increase for inadequate power factor	\$4.921 11.726¢ \$14.344 \$43.032 \$12.041
G9 – Short-term contract	Increase in minimum monthly bill Increase in monthly demand charge – Winter period	\$14.344 \$7.014
GD	Demand charge Energy price – Summer Energy price – Winter Minimum monthly bill – Single-phase Minimum monthly bill – Three-phase	\$6.143 7.271¢ 18.045¢ \$14.344 \$43.032
Running-in of New Equipment – Medium-power	Adjustment of the average price: 4%	
Equipment Testing – Medium-power	Multiplier (per kWh)	11.634¢
Interruptible Electricity Option – Medium-power	Option I: Fixed nominal credit for winter period (per kW) Variable nominal credit for each of the first 20 interruption hours (per kWh) Variable nominal credit for each of the next 20 interruption hours (per kWh) Variable nominal credit for each of the 60 subsequent interruption hours (per kWh) Option II: Fixed nominal credit for winter period (per kW) Variable nominal credit per kWh for each interruption hour (per kWh)	\$15.123 23.267¢ 29.083¢ 34.901¢ \$10.587 23.267¢

Interruptible Electricity Option – Medium-power	Option I: Penalty (per kW)	\$1.454
	Option II: Penalty (per kW)	\$0.5817
Additional Electricity Option – Medium-power	Floor price (¢/kWh): Average 2nd-tier energy price at Rate M for 25-kV and 100% load factor	6.504¢
Industrial Revitalization Rate – Medium-power	Floor price (¢/kWh): 2nd-tier energy price at Rate M	4.339¢
BR	Energy consumption associated with the first 50 kW of maximum power demand (per kWh)	12.844¢
	Energy consumption associated with maximum power demand exceeding 50 kW (per kWh)	24.070¢
	Remaining energy consumption (per kWh)	18.929¢
	Minimum monthly bill – Single-phase	\$14.344
	Minimum monthly bill – Three-phase	\$43.032
Flex M	Demand charge	\$16.962
	Winter period:	
	Energy consumption outside critical peak events	3.687¢
	Energy consumption during critical peak events	58.168¢
	Summer period:	
	First 210,000 kWh per month	5.851¢
	Remaining energy consumption	4.339¢
Minimum monthly bill – Single-phase	\$14.344	
Minimum monthly bill – Three-phase	\$43.032	
Flex G9	Demand charge	\$4.921
	Winter period:	
	Energy consumption outside critical peak events	9.422¢
	Energy consumption during critical peak events	58.168¢
	Summer period:	
	Energy consumption	11.762¢
	Minimum monthly bill – Single-phase	\$14.344
	Minimum monthly bill – Three-phase	\$43.032
Increase for inadequate power factor	\$12.041	

Demand Response Option	Fixed nominal credit for the winter period applicable to an average power demand reduction ranging from 10 kW to 100 kW (per kW)	\$78.825
	Fixed nominal credit for the winter period applicable to an average power demand reduction ranging from more than 100 kW to 400 kW (per kW)	\$68.315
	Fixed nominal credit for the winter period applicable to an average power demand reduction ranging from more than 400 kW to 1,200 kW (per kW)	\$63.060
	Fixed nominal credit for the winter period applicable to an average power demand reduction of more than 1,200 kW (per kW)	\$57.805
	Nominal credit if no critical peak event notifications are sent during the winter period, equal to the lesser of the following values: The price per kW multiplied by 15% of the contract's maximum power demand during the winter period or	\$69.366 \$21,020.000
L	Demand charge Energy price Daily optimization charge Monthly optimization charge	\$14.234 3.619¢ \$8.343 \$25.026
LG	Demand charge Energy price	\$15.426 4.025¢
H	Demand charge Energy consumption outside winter weekdays Energy consumption on winter weekdays	\$6.178 6.236¢ 21.033¢
LD – Firm Option	Demand charge Energy consumption outside winter weekdays Energy consumption on winter weekdays	\$6.178 6.236¢ 21.033¢
LD – Non-Firm Option	Daily demand charge – Planned interruptions Daily demand charge – Unplanned interruptions Energy price Monthly maximum demand charge	\$0.617 \$1.234 6.236¢ \$6.178
LD – Non-Firm Option	Unauthorized energy consumption, per kWh	58.168¢

Running-in of New Equipment – 12 periods or more	Average price – Maximum increase: 4% Average price – Minimum increase: 1%	
Running-in of New Equipment – Fewer than 12 periods	Average price increase: 4%	
Running-in of New Equipment	Unauthorized energy consumption, per kWh	58.168¢
Equipment Testing – Large-power	Multiplier (per kWh)	11.634¢
LP	Annual charge	\$1,163.347
LP	Unauthorized energy consumption, per kWh	58.168¢
Interruptible Electricity Option – Large-power	Option I:	
	Fixed nominal credit for winter period (per kW)	\$15.123
	Variable nominal credit for each of the first 20 interruption hours (per kWh)	23.267¢
	Variable nominal credit for each of the next 20 interruption hours (per kWh)	29.083¢
	Variable nominal credit for each of the 60 subsequent interruption hours (per kWh)	34.901¢
	Option II:	
Fixed nominal credit for winter period (per kW)	\$7.562	
Variable nominal credit for each interruption hour (per kWh)	23.267¢	
Interruptible Electricity Option – Large-power	Option I:	
	Penalty (per kW)	\$1.454
	Amount per kW used to calculate maximum penalty (per kW)	\$5.817
	Option II:	
Penalty (per kW)	\$0.699	
Amount per kW used to calculate maximum penalty (per kW)	\$2.909	
Additional Electricity Option – Large-power	Floor price: Average energy price at Rate L for 120-kV and 100% load factor	5.153¢
Additional Electricity Option – Large-power	Price per kWh beyond reference power during unauthorized periods	58.168¢

Economic Development Rate	Initial rate reduction: 20%	
Industrial Revitalization Rate – Large-power	Floor price (¢/kWh): Rate L energy price	3.619¢
Industrial Revitalization Rate – Large-power	Price per kWh beyond reference power during unauthorized periods	58.168¢
CB – Medium-power	Demand charge	\$16.962
	First 210,000 kWh per month of authorized energy consumption	5.851¢
	Remaining authorized energy consumption	4.339¢
	Energy price for consumption above or other than authorized consumption	17.450¢
	Minimum monthly bill – Single-phase	\$14.344
	Minimum monthly bill – Three-phase	\$43.032
CB – Large-power	Demand charge	\$15.426
	Energy price for authorized consumption	4.025¢
	Energy price for consumption above or other than authorized consumption	17.450¢
CB – Medium/large-power	Energy price for consumption above 5% limit during curtailment periods	58.168¢
DN	System access charge per day, times the multiplier	44.810¢
	First 40 kWh per day, times the multiplier	6.704¢
	Remaining energy consumption	45.683¢
	Demand charge (> 50 kW or 4 kW x multiplier)	\$6.848
G, G9, M, MA – Off-grid systems	Penalty on energy consumption	91.102¢
Rate MA – Structure	Heavy diesel power plant (per kW exceeding 900 kW)	\$36.540
	Heavy diesel power plant (per kWh exceeding 390,000 kWh) (23.283¢ per kWh)	variable
	All other cases (per kW exceeding 900 kW)	\$71.790
	All other cases (per kWh exceeding 390,000 kWh) (57.431¢ per kWh)	variable

Rate MA – Energy price revision	<p>A – Heavy diesel power plant – Operating and maintenance cost (per kWh)</p> <p>B – Heavy diesel power plant – Energy cost set for 2006: 11.57¢ per kWh</p> <p>C – Average price of No. 6 diesel (2% S) for the Montréal area</p> <p>D – Average reference price of No. 6 diesel: \$58.20 per barrel</p> <p>E – All other cases – Operating and maintenance cost (per kWh)</p> <p>F – All other cases – Energy cost set for 2006: 26.44¢ per kWh</p> <p>G – Average price of No. 1 diesel for the Montréal area</p> <p>H – Average reference price of No. 1 diesel: 61.51¢ per litre</p>	<p>3.244¢</p> <p>variable</p> <p>3.244¢</p> <p>variable</p>
Net Metering for Customer-Generators – Option III	<p>Price for electricity injected – Heavy diesel power plant (per kWh)</p> <p>Price for electricity injected – Light diesel power plant (per kWh)</p> <p>Price for electricity injected – Arctic diesel power plant (per kWh)</p>	<p>19.777¢</p> <p>38.390¢</p> <p>55.841¢</p>
Interruptible Electricity Option with Advance Notice – Off-grid systems	Fixed credit (per kW)	\$6.980
Interruptible Electricity Option with Advance Notice – Off-grid systems	<p>Variable credit components:</p> <p>A – Operating and maintenance cost (per kWh)</p> <p>B – Energy cost for the reference year 2012 (per kWh):</p> <p>– north of the 53rd parallel: 54.50¢ per kWh</p> <p>– south of the 53rd parallel: 35.50¢ per kWh</p> <p>C – Average price of No. 1 diesel for the Montréal area</p> <p>D – Average reference price of No. 1 diesel: 87.66¢ per litre</p>	<p>3.211¢</p> <p>Variable</p>
Interruptible Electricity Option Without Advance Notice – Off-grid systems	<p>Credit (per kW)</p> <p>Maximum credit (per kW)</p>	<p>\$1.397</p> <p>\$38.775</p>

Public lighting – Complete service	Sodium-vapor: 5,000 lumens (or 70 W), per luminaire	\$26.176
	Sodium-vapor: 8,500 lumens (or 100 W), per luminaire	\$28.515
	Sodium-vapor: 14,400 lumens (or 150 W), per luminaire	\$30.783
	Sodium-vapor: 22,000 lumens (or 250 W), per luminaire	\$36.123
Public lighting – Complete service	Light-emitting diode: 6,100 lumens (or 65 W), per luminaire	\$26.978
Sentinel lighting – With poles	7,000 lumens (or 175 W), per luminaire	\$48.407
	20,000 lumens (or 400 W), per luminaire	\$63.798
Sentinel lighting – Without poles	7,000 lumens (or 175 W), per luminaire	\$38.041
	20,000 lumens (or 400 W), per luminaire	\$54.829
Credit for supply at medium or high voltage	Voltage equal to or greater than 5 kV, but less than 15 kV	\$0.6754
	Voltage equal to or greater than 15 kV, but less than 50 kV	\$1.0824
	Voltage equal to or greater than 50 kV, but less than 80 kV	\$2.4165
	Voltage equal to or greater than 80 kV, but less than 170 kV	\$2.9560
	Voltage equal to or greater than 170 kV	\$3.9062
Credit for supply – Domestic rates	Voltage equal to or greater than 5 kV	0.2656¢
Adjustment for transformation losses	Monthly discount on demand charge	19.597¢
Visilec service	Monthly charge	\$103.538
VigieLigne service	Annual charge for first licence	\$2,792.032
	Additional annual charge for second or third licence	\$698.008
	Annual charge for each additional licence	\$139.602
Signature service – Basic	Annual charge per delivery point	\$6,107.570
Signature service – Options	Annual charge for harmonics tracking	\$5,816.733
	Annual charge for dashboard	\$581.673
	Annual charge for review of indicators and load behavior analysis	\$5,816.733
Small-Power Dual- Energy Rate for Space Heating	During the heating season : Energy price – Temperature \geq -12°C or -15°C	6.504¢
	Energy price – Temperature $<$ -12°C or -15°C	58.168¢

Small-Power Dual-Energy Rate for Space Heating	During the non-heating season : Demand charge (> 50 kW) First 15,090 kWh per month Remaining energy consumption	\$20.522 11.518¢ 8.865¢
Medium-Power Dual-Energy Rate for Space Heating	During the heating season : Energy price – Temperature \geq -12°C or -15°C Energy price – Temperature < -12°C or -15°C	6.504¢ 58.168¢
Medium-Power Dual-Energy Rate for Space Heating	During the non-heating season : Demand charge First 210,000 kWh per month Remaining energy consumption	\$16.962 5.851¢ 4.339¢
Medium-Power Dual-Energy Rate for Space Heating for contracts with low load factors	During the heating season : Energy price – Temperature \geq -12°C or -15°C Energy price – Temperature < -12°C or -15°C	6.504¢ 58.168¢
Medium-Power Dual-Energy Rate for Space Heating for contracts with low load factors	During the non-heating season : Demand charge Energy price Increase for inadequate power factor	\$4.921 11.726¢ \$12.041

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