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Summary

Table of contents
Regulations and other acts
Draft Regulations
Index

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Table of contents

Page

Regulations and other acts

1209-96	Business Start-up Support Program (Amend.)	0000
1210-96	Tariff of court costs in penal matters (Amend.)	0000
1211-96	Legal Aid Act — Regulation (Amend.)	0000
1212-96	Tariff of court costs in civil matters and court office fees applicable before the Municipal Court of the Ville de Québec	0000
1224-96	Labour standards (Amend.)	0000
	Financial Administration Act — Forms relating to the book based system	0000
	Health services and social services, An Act respecting... — Election procedure for the public meeting held by a public institution	0000
	Health services and social services, An Act respecting... — Election procedure for the public meeting held by a public institution	0000

Draft Regulations

	Farm-loan insurance and forestry-loan insurance, An Act respecting... — Regulation	0000
	Forest management funding program	0000
	Health Insurance Act — Regulation	0000
	Pulp and paper mills	0000
	Société de financement agricole, An Act respecting the... — Duties and charges	0000
	Tariff of court costs in civil matters and court office fees applicable before municipal courts other than the municipal courts of the cities of Laval, Montréal and Québec	0000

Regulations and other acts

Gouvernement du Québec

O.C. 1209-96, 25 September 1996

An Act respecting the Société de développement industriel du Québec
(R.S.Q., c. S-11.01)

Business Start-up Support Program — Amendments

Regulation to amend the Business Start-up Support Program

WHEREAS under section 5 of the Act respecting the Société de développement industriel du Québec (R.S.Q., c. S-11.01), the Government may establish, by regulation, financial assistance programs designed to promote economic development in Québec;

WHEREAS section 47 of that Act empowers the Government to make regulations, among others to establish criteria to determine which businesses may receive financial assistance, to determine the form of financial assistance and to determine the conditions a business must fulfil to obtain such financial assistance;

WHEREAS by Order in Council 832-96 dated 3 July 1996, the Government made the Business Start-up Support Program;

WHEREAS it is expedient to enable businesses located within the territory of the regional county municipalities of Caniapiscou, Charlevoix, Charlevoix-Est, Francheville, La Jacques Cartier, Lac-Saint-Jean-Est, La Haute-Côte-Nord, Le Domaine-du-Roy, Le Fjord-du-Saguenay, Le Haut-Saint-Maurice, Manicouagan, Maria-Chapdelaine, Mékinac, Minganie and Sept-Rivières, and having suffered loss as a result of the July 1996 flooding, to obtain financial assistance for the purpose of supporting the resumption of their operations;

WHEREAS to that end, it is expedient to amend the Business Start-up Support Program;

WHEREAS under section 12 of the Regulations Act (R.S.Q., c. R-18.1), a proposed regulation may be made without having been published pursuant to section 8 of that Act, if the authority making it is of the opinion that the urgency of the situation requires it;

WHEREAS under section 13 of that Act, the reason justifying the absence of prior publication must be published with the regulation;

WHEREAS under section 18 of that Act, a regulation may come into force between the date of its publication in the *Gazette officielle du Québec* and the date applicable under section 17 of that Act, where the authority that has made it is of the opinion that the urgency of the situation requires it;

WHEREAS the Government is of the opinion that the urgency owing to the necessity of refloating the economy in the regional county municipalities of Caniapiscou, Charlevoix, Charlevoix-Est, Francheville, La Jacques Cartier, Lac-Saint-Jean-Est, La Haute-Côte-Nord, Le Domaine-du-Roy, Le Fjord-du-Saguenay, Le Haut-Saint-Maurice, Manicouagan, Maria-Chapdelaine, Mékinac, Minganie and Sept-Rivières justifies the absence of prior publication of the Regulation and its coming into force before the date applicable under section 17 of that Act;

IT IS ORDERED, therefore, on the recommendation of the Minister of State for the Economy and Finance and Minister of Industry, Trade, Science and Technology:

THAT the Regulation to amend the Business Start-up Support Program, attached to this Order in Council, be made.

MICHEL CARPENTIER,
Clerk of the Conseil exécutif

Regulation to amend the Business Start-up Support Program

An Act respecting the Société de développement industriel du Québec
(R.S.Q., c. S-11.01, ss. 5 and 47)

1. The Business Start-up Support Program, made by Order in Council 832-96 dated 3 July 1996, is amended by adding the following at the end of section 1:

“The objective of the Program is also to enable the Corporation to provide financial support to businesses having suffered material or financial loss as a result of the July 1996 flooding in designated regions, so as to enable such businesses to resume operations and reattain profitability.”

2. The following is inserted after section 9:

**“DIVISION III.1
SUPPORT FOR RESUMPTION OF BUSINESS
OPERATIONS FOLLOWING A DISASTER**

9.1 In this Division, “designated region” means the territory of the regional county municipalities of Caniapiscau, Charlevoix, Charlevoix-Est, Francheville, La Jacques Cartier, Lac-Saint-Jean-Est, La Haute-Côte-Nord, Le Domaine-du-Roy, Le Fjord-du-Saguenay, Le Haut-Saint-Maurice, Manicouagan, Maria-Chapdelaine, Mékinac, Minganie and Sept-Rivières.

9.2 The assistance provided for in Division III may also be granted to a business located in a designated region and having suffered material or financial loss as the result of the July 1996 flooding.

9.3 The guaranteed loan amount shall be used to repair the damages suffered or to rebuild the working capital of a business so as to enable it to resume operations or reattain profitability.

9.4 An application for financial assistance under this Division shall be submitted to the Corporation no later than 31 December 1996.

9.5 The maximum duration of a guarantee granted under this Division is eight years from the date of the first disbursement on the loan.

9.6 Interest on the loan is payable to the lender from the date of the first disbursement of the loan.

Reimbursement of the principal of the loan shall start with the first month following the second anniversary of the disbursement of the loan and shall be divided into equal annual instalments, irrespective of the amount of the loan or the number of instalments agreed upon.

9.7 The maximum rate of interest payable to the lender shall be either a variable rate equal to the lender’s prime rate plus 1 3/4 %, or a fixed rate equal to the 5-year rate on hypothecs plus 1 3/4 %.

9.8 Division II and sections 6 to 9 of Division III do not apply to financial assistance granted under this Division.”.

3. This Regulation comes into force on the date of its publication in the *Gazette officielle du Québec*.

9994

Gouvernement du Québec

O.C. 1210-96, 25 September 1996

Code of Penal Procedure
(R.S.Q., c. C-25.1)

**Tariff of court costs in penal matters
— Amendments**

Regulation to amend the Tariff of court costs in penal matters

WHEREAS under article 166.2 of the Code of Penal Procedure (R.S.Q., c. C-25.1), introduced by section 22 of Chapter 51 of the Statutes of 1995, the Government may, by regulation, prescribe the amount of additional costs payable by a defendant who enters a plea of guilty or pays the whole amount of the fine and costs requested in the statement of offence before the trial;

WHEREAS under article 261 of the Code, the Government may, by regulation, fix the minimum amount of costs that may be reduced upon demand by the defendant who has been convicted by default of an offence, even if he pleads guilty to the offence;

WHEREAS under paragraphs 2, 3, 6 and 11 of article 367 of the Code, paragraph 6 of which has been amended by paragraph 2 of section 46 of Chapter 51 of the Statutes of 1995, the Government may, by regulation:

— fix the court fees payable under the Code;

— fix the costs that may be awarded against a party in first instance or in appeal;

— fix, for the purposes of the security contemplated in article 76, the amount of costs added to the amount of the minimum fine;

— fix the costs of execution of the judgment that may be awarded against a party;

WHEREAS by Order in Council 1412-93 dated 6 October 1993, the Government made the Tariff of court costs in penal matters;

WHEREAS in accordance with sections 10 and 11 of the Regulations Act (R.S.Q., c. R-18.1), a draft of the Regulation to amend the Tariff of court costs in penal matters was published on page 2894 of Part 2 of the *Gazette officielle du Québec* of 3 July 1996, with a notice that it could be made by the Government upon the expiry of 45 days following that publication;

WHEREAS it is expedient to make the Regulation with amendments;

IT IS ORDERED, therefore, upon the recommendation of the Minister of Justice:

THAT the Regulation to amend the Tariff of court costs in penal matters, attached hereto, be made.

MICHEL CARPENTIER,
Clerk of the Conseil exécutif

Regulation to amend the Tariff of court costs in penal matters

Code of Penal Procedure
(R.S.Q., c. C-25.1, arts. 166.2, 261 and 367, pars. 2, 3, 6 and 11; 1995, c. 51, ss. 22 and 46)

1. The Tariff of court costs in penal matters, made by Order in Council 1412-93 dated 6 October 1993, is amended

(1) by substituting the following for paragraph 7 of section 1:

“(7) for the sending of a plea of guilty or the sending of the total amount of the fine and costs without a plea:

(a) where the fine requested is equal to or less than \$10.00 \$5.00;

(b) where the fine requested is greater than \$10.00 but less than \$50.00 \$12.00;

(c) where the fine requested is equal to or greater than \$50.00 but less than \$100.00 \$25.00;

(d) where the fine requested is equal to or greater than \$100.00 but less than \$150.00 \$35.00;

(e) where the fine requested is equal to or greater than \$150.00 but less than \$300.00 \$50.00;

(f) where the fine requested is equal to or greater than \$300.00 but less than \$600.00 \$100.00;

(g) where the fine requested is equal to or greater than \$600.00 but less than \$1 000.00 \$200.00;

(h) where the fine requested is equal to or greater than \$1 000.00 without exceeding \$10 000.00, the amount corresponding to 25 % of the fine;

(i) where the fine requested is greater than \$10 000.00, the sum obtained by adding \$2 500.00 to the amount corresponding to 1 % of the part of the fine exceeding \$10 000.00;

(8) for the amount of supplementary costs payable by a defendant who, having entered a plea of not guilty, amends it before the trial, either to enter a plea of guilty or to pay the total amount of the fine and costs requested \$25.00.”; and

(2) by adding the following paragraph at the end of section 1:

“For the purposes of clauses *h* and *i* of subparagraph 7 of the first paragraph, the sum obtained shall be reduced to the nearest dollar where it contains a fraction of a dollar less than \$0.50; it shall be increased to the nearest dollar where it contains a fraction of a dollar equal to or greater than \$0.50.”.

2. The following is substituted for paragraphs 1 and 2 of section 2:

“(1) for a judgment of guilty rendered by default, the sum obtained by adding \$41.00 to the amount of the costs provided for in subparagraph 7 of the first paragraph of section 1;

(2) for a judgment of guilty rendered during the contested trial or for the contestation of the greater sentence requested, the sum obtained by adding \$66.00 to the amount of the costs provided for in subparagraph 7 of the first paragraph of section 1;”.

3. The following is substituted for section 5:

“5. The amount of costs added to the amount of the minimum fine for the purpose of determining the security referred to in article 76 of the Code of Penal Procedure (R.S.Q., c. C-25.1) is the sum obtained by adding \$41.00 to the amount of the costs provided for in subparagraph 7 of the first paragraph of section 1.”.

4. The following is substituted for section 9:

“9. The minimum amount of the costs payable upon an order to reduce costs is the amount of the costs provided for in subparagraph 7 of the first paragraph of section 1.”.

5. Paragraph 1 of section 13 is amended in its English version by substituting the word “requested” for the word “claimed”.

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

Gouvernement du Québec

O.C. 1211-96, 25 September 1996

Legal Aid Act
(R.S.Q., c. A-14)

**Regulation
— Amendments**

Regulation to amend the Regulation respecting the application of the Legal Aid Act

WHEREAS subparagraphs *c, d, e, f, g, i, j, k, m, n* and *p* of the first paragraph and the second, fourth and fifth paragraphs of section 80 of the Legal Aid Act (R.S.Q., c. A-14), amended by section 42 of Chapter 23 of the Statutes of 1996, confer upon the Commission des services juridiques the power to make regulations on the matter described therein and prescribe that every regulation made by the Commission is subject to the approval of the Government, which may approve it with or without amendment;

WHEREAS at its meeting of 26 July 1996, the Commission des services juridiques made the Regulation to amend the Regulation respecting the application of the Legal Aid Act;

WHEREAS in accordance with section 10 of the Regulations Act (R.S.Q., c. R-18.1), and with paragraph 2 of section 59 of the Act to amend the Legal Aid Act (1996, c. 23), the Regulation was published in Part 2 of the *Gazette officielle du Québec* of 21 August 1996, on page 3879, with a notice that it could be submitted to the Government for approval upon the expiry of 15 days following that publication;

WHEREAS the 15-day period has expired and no comment has been received concerning the Regulation;

WHEREAS it is expedient to approve the Regulation with amendment.

IT IS ORDERED, therefore, upon the recommendation of the Minister of Justice:

THAT the Regulation to amend the Regulation respecting the application of the Legal Aid Act, attached to this Order in Council, be approved.

MICHEL CARPENTIER,
Clerk of the Conseil exécutif

Regulation to amend the Regulation respecting the application of the Legal Aid Act

Legal Aid Act
(R.S.Q., c. A-14, s. 80, 1st par., subpars. *c, d, e, f, g, i, j, k, m, n* and *p*, and 2nd, 4th and 5th pars.; 1996, c. 23, s. 42)

1. The Regulation respecting the application of the Legal Aid Act (R.R.Q., 1981, c. A-14, r. 1), amended by the Regulations approved by Orders in Council 2416-82 dated 20 October 1982, 2873-82 dated 8 December 1982, 941-83 and 942-83 dated 11 May 1983, 1721-86 dated 19 November 1986 and 41-94 dated 10 January 1994, is further amended, in section 1, by substituting the following for paragraph *a*:

“(a) “general manager”: the general manager of a regional legal aid centre and the persons to whom the powers of the general manager have been delegated in accordance with the second paragraph of section 50 of the Act;”.

2. Section 2 is amended by substituting the words “head office” for the words “corporate seat”, wherever they appear.

3. Section 8 is amended by deleting the words “in writing”.

4. Section 11 is amended by substituting the words “The administrative committee, in addition to the functions assigned to it by the Act:” for the words “The administrative committee:”.

5. Section 15 is amended

(1) in the French text, by deleting the words “en corporation” after the word “constituées”; and

(2) by deleting the words “officers or other” before the word “persons”.

6. Section 17 is revoked.

7. Section 18 is amended by substituting the following for subparagraphs *a* and *b* of the first paragraph:

“(a) its name;

(b) its head office;”.

8. Section 20 is amended by substituting the numeral “3” for the numeral “4”.

9. Section 22 is amended by substituting the words “no later than 15 May each year” for the words “during the month of April” after the word “meeting”.

10. Section 27 is amended by substituting the word “inability” for the word “incapacity”.

11. Section 32 is amended by deleting the second sentence.

12. Section 35 is amended by substituting the numeral and words “15 May each year” for the numeral and word “30 April”.

13. Section 39 is amended by deleting the word “corporate” in paragraph *b*.

14. Section 40 is amended by substituting the word “established” for the word “incorporated” in paragraph *a*.

15. Section 50 is amended by substituting the numeral “30” for the numeral “15”.

16. The following is inserted after section 51:

“**51.1** Every legal aid centre shall, where so requested by the chairman of the Commission, send to the Commission any information or document pertaining to the administration of the Act and required by the chairman.”.

17. Section 53 is amended by substituting the words “or the person to whom the powers of the general manager have been delegated in accordance with the second paragraph of section 50 of the Act” for the words “or director”.

18. Section 54 is amended by substituting the words “or a person to whom the powers of the general manager have been delegated in accordance with the second paragraph of section 50 of the Act” for the words “or a director”.

19. Section 70 is amended by striking out subsection 4.

20. Section 72 is amended

(1) by inserting the following after paragraph *b*:

“(b.1) an indication that the recipient qualifies for free legal aid or for contributory legal aid and, in the latter case, an indication of the maximum contribution payable, less the administrative costs paid by the recipient in accordance with the Regulation respecting legal

aid made by Order in Council 1073-96 dated 28 August 1996 and the right of the recipient to apply for a review as to the amount of the contribution;”;

(2) by substituting the word “conditional” for the word “temporary” in paragraph *g*.

21. The following is substituted for section 73:

“**73.** Refusal: A notice of the refusal, suspension or withdrawal of legal aid shall give the reasons therefor. In the case of a refusal or a withdrawal, the notice shall indicate that the applicant or, as the case may be, the recipient is entitled to apply for a review of the decision and shall state the deadline by which such application must be filed.”.

22. The French version of section 74 is amended by substituting the words “l’officier de la publicité des droits” for the words “le registrateur”.

23. Section 77 is amended in the third sentence of the first paragraph by inserting the words “, less any contribution payable by the recipient,” after the word “fees”.

24. Sections 83 to 87 are revoked.

25. The following is substituted for section 88:

“**88.** The committee shall keep minutes of its meetings.”.

26. Section 89 is revoked.

27. The following is substituted for section 90:

“**90.** The committee shall immediately send a copy of its decisions to the Commission chairman.”.

28. Section 91 is revoked.

29. The following is substituted for section 92:

“**92.** Where the general manager issues a conditional certificate of qualification within the scope of an application for review, he shall immediately send a copy thereof to the review committee.”.

30. This Regulation will come into force the fifteenth day following the date of its publication in the *Gazette officielle du Québec*.

Gouvernement du Québec

O.C. 1212-96, 25 September 1996

Charter of the Ville de Québec
(1929, c. 95)

Tariff of court costs in civil matters and court office fees applicable before the Municipal Court of the Ville de Québec

Approval of the Tariff of court costs in civil matters and court office fees applicable before the Municipal Court of the Ville de Québec

WHEREAS under section 594 of the Charter of the Ville de Québec (1929, c. 95), the municipal court of that city shall have, in civil matters, power to make a tariff of the costs and fees to be demanded and levied by the clerk, the bailiffs and other officers of the court, and may repeal, alter and amend such tariff; but the said tariff and the amendments thereto shall not be binding until the same shall have been approved by the Lieutenant-Governor in Council;

WHEREAS in accordance with the provisions of that section, the Municipal Court of the Ville de Québec made a tariff of courts costs in civil matters and court office fees applicable before that Court with a view to replacing the tariff approved by Order in Council 2151 dated 20 August 1941;

WHEREAS in accordance with sections 10 and 11 of the Regulations Act (R.S.Q., c. R-18.1), the text of that Tariff was published in Part 2 of the *Gazette officielle du Québec* of 17 April 1996 with a notice that it could be submitted to the Government for approval upon the expiry of 45 days following that publication;

WHEREAS no comments were received following that publication;

WHEREAS it is expedient to approve the tariff of court costs in civil matters and court office fees adopted by the Municipal Court of the Ville de Québec, attached to this Order in Council;

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

THAT the Tariff of court costs in civil matters and court office fees applicable before the Municipal Court of the Ville de Québec, attached to this Order in Council, be approved.

MICHEL CARPENTIER,
Clerk of the Conseil exécutif

Tariff of court costs in civil matters and court office fees applicable before the Municipal Court of the Ville de Québec

Charter of the Ville de Québec
(1929, 19 Georges V, c. 95, s. 594)

1. Applications are classed as follows:

Class of application

Class 1 applications in which the value of the right in dispute is from \$0.01 to \$999.99 inclusively

Class 2 applications in which the value of the right in dispute is from \$1 000 to \$9 999.99 inclusively

Class 3 applications in which the value of the right in dispute is from \$10 000 to \$99 999.99 inclusively

Class 4 applications in which the value of the right in dispute is from \$100 000 to \$999 999.99 inclusively

Class 5 applications in which the value of the right in dispute is \$1 000 000 or more

2. Any application in which the value of the right in dispute is undetermined is included in Class 3.

3. The value of the principal right claimed determines the class of the application.

4. Where several defendants file separate contestations, the court costs prescribed in section 6 are exigible from each of them.

5. For the purposes of section 4, the intervenant, the respondent and the defendant in warranty, if they conclude that the principal application should be dismissed, are considered as defendants filing separate contestations.

6. This Tariff groups proceedings into 3 stages and the following fees are payable for such proceedings:

(1) Stage 1: Proceedings introductive of suit and similar proceedings:

(a) for the issue of the first writ or the first declaration in an action and for an opposition or for an intervention, one of the following amounts, according to the class of the application:

Class of application	
Class 1	\$38
Class 2	\$71
Class 3	\$138
Class 4	\$219
Class 5	\$434

(b) for any proceeding introductive of suit not specified in this Tariff, \$31, for any class of application;

(c) for a cross demand, \$64, for any class of application.

(2) Stage 2: Defence and similar proceedings:

(a) for a defence or contestation of a like nature and for a revocation of a judgment or an opposition by a third party, one of the following amounts, according to the class of the application:

Class of application	
Class 1	\$24
Class 2	\$38
Class 3	\$71
Class 4	\$111
Class 5	\$219

(b) for a contestation of any proceeding introductive of a suit not specified in this Tariff, \$31, for any class of application;

(c) for a defence against a cross demand, \$45, for any class of application.

(3) Stage 3: Execution: For any writ of execution, one of the following amounts, according to the class of application:

Class of application	
Class 1	\$31
Class 2	\$58
Class 3	\$105
Class 4	\$165
Class 5	\$327

The value of the right that the opposition referred to in clause a of subparagraph 1 of the first paragraph is intended to protect determines the class if that value is stated in the opposition or in the affidavit in support thereof; otherwise, the amount set by the judgment determines the class of the proceeding.

In cases referred to in subparagraph 3 of the first paragraph, the class is determined according to the value of the obligation in respect of which application has been made for compulsory execution.

Costs are payable only for the first proceeding included in a stage referred to in this section.

7. Costs of \$55 are payable for the inscription for proof and hearing of a contested action.

8. Costs of \$25 are payable for costs, upon presentation of a bill of costs by the party entitled thereto.

9. For any judgment of distribution, a fee equal to 3 % of the aggregate of the amounts levied or deposited shall be collected.

10. For a claim to a seizure by garnishment, the costs are \$24 and they are the only costs payable until the claim is fully satisfied.

11. Sections 6, 8 and 10, as the case may be, do not apply to proceedings instituted by the collector of a sum recoverable under the Code of Penal Procedure (R.S.Q., c. C-25.1).

12. Where an amount of money is deposited, the following costs are payable:

(1) if the amount deposited is \$10 000 or less, 3.8 % thereof;

(2) if the amount deposited is more than \$10 000, 3.8 % of the first \$10 000 thereof and 0.3 % of the amount in excess of \$10 000.

This section also applies where the object of the deposit is a security rather than a sum of money and in such case, the fees shall be calculated on the basis of the value declared by the depositor in the proceeding or other document in which he states that he is depositing the security.

This section also applies where a person furnishes security. In such case, the costs shall be calculated on the basis of the amount of security that must be furnished.

Notwithstanding the foregoing, this section does not apply to amounts deposited following a seizure by garnishment nor to the amounts referred to in section 9.

13. The following court office fees are payable:

(1) for the registration or filing of a document where such procedure is required by a statute or regulation and where that statute or regulation does not fix the fee payable for that procedure, \$31;

(2) for a copy of any document, \$2.50 per page.

Subparagraph 2 of the first paragraph does not apply to the first copy of a judgment requested by each of the parties.

14. The indemnity paid to witness shall be fixed in accordance with the Regulation respecting indemnities payable to witnesses summoned before courts of justice (R.R.Q., 1981, c. C-25, r. 2), as amended.

15. In addition to court costs, the costs for serving any proceeding and the costs for executing any judgment are payable to bailiffs in accordance with the Tariff of fees and transportation expenses of bailiffs (R.R.Q., 1981, c. H-4, r. 3), as amended.

16. The amount of the costs and fees prescribed in this Tariff shall be indexed on 1 April 1997, and on 1 April of every year thereafter, in the following manner:

(1) where the amount of the costs or fees payable on 31 March preceding the annual indexing is equal to or greater than \$35, it shall be indexed according to the rate of increase in the general Consumer Price Index for Canada, as determined by Statistics Canada for the period ending on 31 December of the year preceding the indexing;

(2) where the amount of the costs or fees payable on 31 March preceding the annual indexing is less than \$35, it shall be indexed by applying the cumulative rate of increase in the general Consumer Price Index for Canada, as determined by Statistics Canada for the period commencing on 31 December 1994 and ending on 31 December of the year preceding the indexing, to the amount of the costs or fees payable on 24 October 1996.

The costs or fees indexed in the prescribed manner shall be reduced to the nearest dollar where they contain a fraction of a dollar less than \$0.50; they shall be increased to the nearest dollar where they contain a fraction of a dollar equal to or greater than \$0.50.

The Chief Judge of the Municipal Court shall publish the results of the annual indexing in Part 1 of the *Gazette officielle du Québec*. He may also employ any other means to ensure that the results of the indexing are more widely publicized.

17. The costs and fees established in this Tariff apply to proceedings or documents filed or issued from the date of its coming into force, even if the matter was commenced before that date.

The costs and fees as indexed on 1 April in accordance with section 16 apply to proceedings or documents filed or issued from that date, even if the matter was commenced before that date.

18. Any dispute over this Tariff shall be submitted to a judge of the Municipal Court of the Ville de Québec.

19. This Tariff replaces the Tariff, approved by Order in Council No. 2151 dated 20 August 1941.

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

9993

Gouvernement du Québec

O.C. 1224-96, 25 September 1996

An Act respecting labour standards
(R.S.Q., c. N-1.1)

Labour standards — Amendments

Regulation to amend the Regulation respecting labour standards

WHEREAS under paragraph 3 of section 89 of the Act respecting labour standards (R.S.Q., c. N-1.1), the Government may, by regulation, fix labour standards respecting the maximum amount that may be required of an employee for bed and board;

WHEREAS under Order in Council 873-81 dated 11 March 1981, the Government made the Regulation respecting labour standards (R.R.Q., 1981, c. N-1.1, r. 3);

WHEREAS in accordance with sections 33 and 92 of the Act respecting labour standards and with sections 10 and 11 of the Regulations Act (R.S.Q., c. R-18.1), a draft of the Regulation to amend the Regulation respecting labour standards was published in Part 2 of the *Ga-*

zette officielle du Québec of 17 July 1996 with a notice that it could be made by the Government upon the expiry of 60 days following that publication;

WHEREAS no comments were received on that draft Regulation before the expiry of the 60-day period;

WHEREAS it is expedient to make the Regulation without amendments;

IT IS ORDERED, therefore, upon 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.

MICHEL CARPENTIER,
Clerk of the Conseil exécutif

Regulation to amend the Regulation respecting labour standards

An Act respecting labour standards
(R.S.Q., c. N-1.1, s. 89, par. 3)

1. The Regulation respecting labour standards (R.R.Q., 1981, c. N-1.1, r. 3), amended by the Regulations made by Orders in Council 1394-86 dated 10 September 1986, 1340-87 dated 26 August 1987, 1316-88 dated 31 August 1988, 1468-89 dated 6 September 1989, 1288-90 dated 5 September 1990, 1201-91 dated 28 August 1991, 1292-92 dated 1 September 1992, 1237-93 dated 1 September 1993, 1375-94 dated 7 September 1994 and 1209-95 dated 6 September 1995, is further amended, in section 6, by substituting

(1) the amount "\$1.50" for the amount "\$1.25" in paragraph 1;

(2) the amount "\$20.00" for the amount "\$16.78" in paragraph 1;

(3) the amount "\$20.00" for the amount "\$16.78" in paragraph 2; and

(4) the amount "\$40.00" for the amount "\$33.56" in paragraph 3.

2. This Regulation comes into force on 1 November 1996.

9996

M.O., 1996

Order number 1 of the Minister of Finance dated October 1st, 1996

Financial Administration Act
(R.S.Q., c. A-6)

Forms relating to the book based system

CONSIDERING section 69.06 of the Financial Administration Act, which provides that the information to be furnished by participants in the book based system shall be determined by the Minister in the forms he prescribes;

CONSIDERING the Regulation respecting savings products, made in accordance with section 69.04 of the Financial Administration Act;

THEREFORE, the Minister of Finance prescribes the forms attached to this Order and fixes their coming into force on the day of their publication in the *Gazette officielle du Québec*.

Québec, 1 October 1996

BERNARD LANDRY,
Minister of Finance

Detach White (Placements Québec) Pink (Sale agent) Green (Purchaser)



Québec Savings Products

APPLICATION FORM
FOR AN
INDIVIDUAL

Who should use this form?

Any individual who, **on his own behalf**, applies for participation in Placements Québec to acquire Québec savings products.

INSTRUCTIONS

Enclose a duly completed "OPERATIONS" form with this application form.

Section 1: Enter your identification information as a participant and sole owner of your Québec savings products.

Section 2: This banking information will be used for payment of your purchases by transfer of funds. It will also be used for interest payments, if applicable, and for any redemptions you request. It is important to enclose a **specimen personalized cheque** marked "**Cancelled**" for the account indicated. If you do not provide your banking information, payments must be made by cheque.

Section 3: The participant must sign the form.

**For information or to carry out a transaction,
call Placements Québec:
1 800 463-5229 or (418) 521-5229 (Québec City region)**

Version française disponible sur demande.

GENERAL INFORMATION

PLACEMENTS QUÉBEC* manages the operations relating to savings products issued by the Québec government. PLACEMENTS QUÉBEC allows the purchase and redemption of these savings products by telephone.

The book based system

Savings products are held for a participant in a book based system managed by PLACEMENTS QUÉBEC.

Registration in the system, in the register of participants, of the information concerning the participant, constitutes proof of the participant's ownership of the savings products entered in his securities portfolio for his account. PLACEMENTS QUÉBEC sends the participant or the person authorized to act on his behalf a statement of his securities portfolio or confirming certain operations carried out in the book based system.

Participation in the system

Participation in the system is restricted to persons or groups of persons domiciled in Québec and is achieved by completing an application upon the initial purchase of a savings product.

Payment by transfer of funds

Payment by transfer of funds requires that the participant or the person authorized to act on his behalf provide information concerning his operations account at a financial institution (banking information). A payment is deemed to be made on the date stipulated in the transfer of funds instructions given to the financial institution. Should payment by transfer of funds prove to be impossible, payment is made by cheque.

Operations

Operations in the book based system can be carried out in writing, by telephone or by fax, with the exception of a change in banking information and, if allowed, transfer of ownership of securities, which are carried out in writing on the appropriate forms supplied by PLACEMENTS QUÉBEC.

Correction of statements

PLACEMENTS QUÉBEC must be informed of any error or irregularity in a statement within 45 days of the statement date.

Security

A participant who wishes to carry out an operation by telephone must identify himself to PLACEMENTS QUÉBEC using the personal information recorded on his participant's data sheet.

Telephone conversations relating to operations requests are recorded and retained by PLACEMENTS QUÉBEC. The recording is proof of the operation.

* "PLACEMENTS QUÉBEC" is an official trademark held by the Québec government.

Detach White (Placements Québec) Pink (Sale agent) Green (Purchaser)



**PLACEMENTS
QUÉBEC**

333 Grande Allée est
Québec (QC) G1R 5W3
(418) 521-5229 ou 1 800 483-5229

Québec Savings Products

**Application Form for an
INDIVIDUAL**

Enclose a duly completed "OPERATIONS" form with this application form.

1. PARTICIPANT IDENTIFICATION (Block letters please)

Family name _____
 First name _____
 Maiden name and first name of participant's mother _____
 Civic no. _____ Street _____ Apartment _____
 P.O. Box _____ City _____ Province _____
 Postal code _____ Telephone Day _____ Ext _____ Telephone Evening _____

Mrs. Mr.
 Language of correspondence
 French English
Date of birth
 YR MTH DAY

Social insurance number

The social insurance number is required under the Income Tax Act.

2. BANKING INFORMATION

Any amount payable to the participant can be deposited into the account indicated below, and any amount payable by the participant for the purchase of a savings product can be drawn from this account, in the absence of instructions to the contrary. By signing below, I authorize Placements Québec to withdraw any overpayment made to me from this account.

_____ Name of participant's financial institution _____ Branch no. _____ Inst. no. _____ Account no. _____

Attach a specimen personalized cheque marked "Cancelled".

3. SIGNATURE

I hereby request to participate in the book based system managed by Placements Québec. This application, once accepted by Placements Québec, constitutes a participation governed by the provisions of the Financial Administration Act and the Regulation respecting savings products enacted in accordance with such Act.

X _____
 Participant's signature Date

The personal information provided on this form is protected under the Act respecting Access to documents held by public bodies and the protection of personal information (R.S.Q., c. A-2.1).

FOR USE BY THE SALES AGENT

Transit _____ Institution _____ Authorized signatory (block letters) _____
 Telephone _____ Ext _____ X _____
 Signature Date

FOR USE BY PLACEMENTS QUÉBEC

Lot no. _____ Participant no. _____ X _____
 Authorized signature Date

STAPLE SPECIMEN CHEQUE HERE

Detach White (Placements Québec) Pink (Sale agent) Green (Purchaser)



Québec Savings Products

APPLICATION FORM
FOR A
THIRD PARTY

Who should use this form?

An individual who, **for the benefit of another person**, applies for participation in Placements Québec to acquire Québec savings products.

INSTRUCTIONS

Enclose a duly completed "OPERATIONS" form with this application form.

- Section 1:** Enter the information needed to identify the participant as sole owner of his Québec savings products.
- Section 2:**
- To be completed by the person applying as representative of the participant. This person must indicate how he is related to the participant by checking the appropriate box and, if applicable, enclose the act or document authorizing him to act in this capacity. If the participant is **a minor**, enter the social insurance number of **his mother or father** in the appropriate space.
 - If none of the cases listed applies, use the **"Application Form for an INDIVIDUAL"**.
- Section 3:** Enter the address where Placements Québec is to mail the correspondence relating to the products held by the participant.
- Section 4:** Provide the banking information for the account of the participant or of his representative for payment, by transfer of funds, of products purchased. This banking information will be used for interest payments, if applicable, and for any redemptions requested. It is important to enclose a **specimen personalized cheque** marked **"Cancelled"** for the account indicated. If you do not provide this banking information, payments must be made by cheque.
- Section 5:** This form must be signed by the representative identified in section 2.

**For information or to carry out a transaction,
call Placements Québec:
1 800 463-5229 or (418) 521-5229 (Québec City area)**

Version française disponible sur demande.

GENERAL INFORMATION

PLACEMENTS QUÉBEC* manages the operations relating to savings products issued by the Québec government. PLACEMENTS QUÉBEC allows the purchase and redemption of these savings products by telephone.

The book based system

Savings products are held for a participant in a book based system managed by PLACEMENTS QUÉBEC.

Registration in the system, in the register of participants, of the information concerning the participant, constitutes proof of the participant's ownership of the savings products entered in his securities portfolio for his account. PLACEMENTS QUÉBEC sends the participant or the person authorized to act on his behalf a statement of his securities portfolio or confirming certain operations carried out in the book based system.

Participation in the system

Participation in the system is restricted to persons or groups of persons domiciled in Québec and is achieved by completing an application upon the initial purchase of a savings product.

Payment by transfer of funds

Payment by transfer of funds requires that the participant or the person authorized to act on his behalf provide information concerning his operations account at a financial institution (banking information). A payment is deemed to be made on the date stipulated in the transfer of funds instructions given to the financial institution. Should payment by transfer of funds prove to be impossible, payment is made by cheque.

Operations

Operations in the book based system can be carried out in writing, by telephone or by fax, with the exception of a change in banking information and, if allowed, transfer of ownership of securities, which are carried out in writing on the appropriate forms supplied by PLACEMENTS QUÉBEC.

Correction of statements

PLACEMENTS QUÉBEC must be informed of any error or irregularity in a statement within 45 days of the statement date.

Security

A participant who wishes to carry out an operation by telephone must identify himself to PLACEMENTS QUÉBEC using the personal information recorded on his participant's data sheet.

Telephone conversations relating to operations requests are recorded and retained by PLACEMENTS QUÉBEC. The recording is proof of the operation.

* "PLACEMENTS QUÉBEC" is an official trademark held by the Québec government.

Detach White (Placements Québec) Pink (Sale agent) Green (Purchaser)



PLACEMENTS QUÉBEC

333 Grande Allée est
Québec (QC) G1R 5W3
(418) 521-5229 ou 1 800 463-5229

Québec Savings Products

Application Form for a REGISTERED RETIREMENT SAVINGS PLAN

Enclose a duly completed "OPERATIONS" form with this application form.

1. PARTICIPANT/ANNUITANT IDENTIFICATION (Block letters please)

Family name _____
 First name _____
 Maiden name of participant's mother _____
 Civic no. _____ Street _____ Apartment _____
 P.O. Box _____ City _____ Province _____
 Postal code _____ Telephone Day _____ Ext _____ Telephone Evening _____

Mrs. Mr.
 Language of correspondence
 French English
 Date of birth
 YR MTH DAY
 Social insurance number

 The social insurance number is required under the Income Tax Act.

2. SPOUSE IDENTIFICATION (Complete if the contribution is made by the participant's spouse)

Family name _____
 First name _____
 Same address as participant, or:
 Civic no. _____ Street _____ Apartment _____
 P.O. Box _____ City _____ Province _____
 Postal Code _____ Telephone Day _____ Ext _____ Telephone Evening _____

Mrs. Mr.
 Language of correspondence
 French English
 Date of birth
 YR MTH DAY
 Social insurance number

 The social insurance number is required under the Income Tax Act.

3. BANKING INFORMATION

Any amount payable to the participant can be deposited into the account indicated below, and any amount payable by the participant for the purchase of a savings product can be drawn from this account, in the absence of instructions to the contrary. By signing below, I authorize Placements Québec to withdraw any overpayment made to me from this account.

_____ Name of participant's financial institution
 _____ Branch no. _____ Inst. no. _____ Account no. _____

Attach a specimen personalized cheque marked "Cancelled".

4. DESIGNATION OF A BENEFICIARY IN THE EVENT OF DEATH (revocable at any time)

Family name _____ First name _____ Kinship with the annuitant _____

5. DECLARATION AND SIGNATURE

I, General Trust of Canada - I hereby request to participate in the book based system managed by Placements Québec. This application, once accepted by Placements Québec, constitutes a participation governed by the provisions of the Financial Administration Act and the Regulation respecting savings products enacted in accordance with such Act. I also request to participate in the Registered Retirement Savings Plan of Québec savings products (the "Plan") registered under the terms of the Income Tax Act (Canada) and the Taxation Act (Québec), and call on General Trust of Canada, the trustee and issuer of the plan, to register my participation and my contribution to this Plan in accordance with these statutes. I have read the trust declaration on the back of this page and agree to comply with it.

X _____
Participant's signature Date

The personal information provided on this form is protected under the Act respecting Access to documents held by public bodies and the protection of personal information (R.S.Q., c. A-2.1).

FOR USE BY THE SALES AGENT

Transit _____ Institution _____ Authorized signatory (block letters) _____
 Telephone _____ Ext _____ X _____
 Signature Date

FOR USE BY THE TRUSTEE

This application is accepted as a registered retirement savings plan being the number indicated above by Placements Québec as mandatory of the Trustee.
 X _____
 Authorized signature Date

FOR USE BY PLACEMENTS QUÉBEC

Lot no. _____ RRSP account no. _____ X _____
 Authorized signature Date

STAPLE SPECIMEN CHEQUE HERE

Detach White (Placements Québec) Pink (Sale agent) Green (Purchaser)



Québec Savings Products

APPLICATION FORM
FOR AN

RRSP

Who should use this form?

Any individual who, **for his own benefit** or **for the benefit of his spouse**, wishes to participate in Placements Québec to acquire or transfer Québec savings products under a Québec government Registered Retirement Savings Plan.

INSTRUCTIONS

Enclose a duly completed "OPERATIONS" form with this application form.

Section 1: Enter the information needed to identify the participant as sole owner of his Québec savings products.

Section 2: Complete if the RRSP contribution is made by the participant's spouse.

Section 3: The participant provides his banking information for payment of his contributions to the plan by transfer of funds. The information will also be used for any redemptions he may request. It is important to enclose a **specimen personalized** cheque marked "**Cancelled**". If you do not provide your banking information, payments must be made by cheque.

Attention: If the participant's spouse makes a contribution, he or she must do so by **cheque payable to the Minister of Finance**.

Section 4: Complete this section if the participant wishes to designate a person as beneficiary of the RRSP in the event of his death.

Section 5: The **participant** must sign this form.

**For information or to carry out a transaction,
call Placements Québec:
1 800 463-5229 or (418) 521-5229 (Québec city area)**

Version française disponible sur demande.

GENERAL INFORMATION

PLACEMENTS QUÉBEC* manages the operations relating to savings products issued by the Québec government. PLACEMENTS QUÉBEC allows the purchase and redemption of these savings products by telephone.

The book based system

Savings products are held for a participant in a book based system managed by PLACEMENTS QUÉBEC.

Registration in the system, in the register of participants, of the information concerning the participant, constitutes proof of the participant's ownership of the savings products entered in his securities portfolio for his account. PLACEMENTS QUÉBEC sends the participant or the person authorized to act on his behalf a statement of his securities portfolio or confirming certain operations carried out in the book based system.

Participation in the system

Participation in the system is restricted to persons or groups of persons domiciled in Québec and is achieved by completing an application upon the initial purchase of a savings product.

Payment by transfer of funds

Payment by transfer of funds requires that the participant or the person authorized to act on his behalf provide information concerning his operations account at a financial institution (banking information). A payment is deemed to be made on the date stipulated in the transfer of funds instructions given to the financial institution. Should payment by transfer of funds prove to be impossible, payment is made by cheque.

Operations

Operations in the book based system can be carried out in writing, by telephone or by fax, with the exception of a change in banking information and, if allowed, transfer of ownership of securities, which are carried out in writing on the appropriate forms supplied by PLACEMENTS QUÉBEC.

Correction of statements

PLACEMENTS QUÉBEC must be informed of any error or irregularity in a statement within 45 days of the statement date.

Security

A participant who wishes to carry out an operation by telephone must identify himself to PLACEMENTS QUÉBEC using the personal information recorded on his participant's data sheet.

Telephone conversations relating to operations requests are recorded and retained by PLACEMENTS QUÉBEC. The recording is proof of the operation.

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Detach White (Placements Québec) Pink (Sale agent) Green (Purchaser)



PLACEMENTS QUÉBEC

333 Grande Allée est
Québec (QC) G1R 5W3
(418) 521-5229 ou 1 800 463-5229

Québec Savings Products

Application Form for a
REGISTERED RETIREMENT SAVINGS PLAN

Enclose a duly completed "OPERATIONS" form with this application form.

1. PARTICIPANT/ANNUITANT IDENTIFICATION (Block letters please)

Family name _____
 First name _____
 Maiden name of participant's mother _____
 Civic no. _____ Street _____ Apartment _____
 P.O. Box _____ City _____ Province _____
 Postal code _____ Telephone Day _____ Ext _____ Telephone Evening _____

Mrs. Mr.
 Language of correspondence
 French English
 Date of birth
 YR MTH DAY
 Social insurance number

 The social insurance number is required under the Income Tax Act.

2. SPOUSE IDENTIFICATION (Complete if the contribution is made by the participant's spouse)

Family name _____
 First name _____
 Same address as participant, or:
 Civic no. _____ Street _____ Apartment _____
 P.O. Box _____ City _____ Province _____
 Postal Code _____ Telephone Day _____ Ext _____ Telephone Evening _____

Mrs. Mr.
 Language of correspondence
 French English
 Date of birth
 YR MTH DAY
 Social insurance number

 The social insurance number is required under the Income Tax Act.

3. BANKING INFORMATION

Any amount payable to the participant can be deposited into the account indicated below, and any amount payable by the participant for the purchase of a savings product can be drawn from this account, in the absence of instructions to the contrary. By signing below, I authorize Placements Québec to withdraw any overpayment made to me from this account.

 Name of participant's financial institution Branch no. Inst. no. Account no.

Attach a specimen personalized cheque marked "Cancelled".

4. DESIGNATION OF A BENEFICIARY IN THE EVENT OF DEATH (revocable at any time)

Family name _____ First name _____ Kinship with the annuitant _____

5. DECLARATION AND SIGNATURE

I, General Trust of Canada - I hereby request to participate in the book based system managed by Placements Québec. This application, once accepted by Placements Québec, constitutes a participation governed by the provisions of the Financial Administration Act and the Regulation respecting savings products enacted in accordance with such Act. I also request to participate in the Registered Retirement Savings Plan of Québec savings products (the "Plan") registered under the terms of the Income Tax Act (Canada) and the Taxation Act (Québec), and call on General Trust of Canada, the trustee and issuer of the plan, to register my participation and my contribution to this Plan in accordance with these statutes. I have read the trust declaration on the back of this page and agree to comply with it.

X _____
 Participant's signature Date

The personal information provided on this form is protected under the Act respecting Access to documents held by public bodies and the protection of personal information (R.S.Q., c. A-2.1).

FOR USE BY THE SALES AGENT

Transit _____ Institution _____
 Telephone _____ Ext _____
 X _____
 Authorized signatory (block letters) Signature Date

FOR USE BY THE TRUSTEE

This application is accepted as a registered retirement savings plan bearing the number indicated above by Placements Québec as mandatory of the Trustee.
 X _____
 Authorized signature Date

FOR USE BY PLACEMENTS QUÉBEC

Lot no. _____ RRSP account no. _____
 X _____
 Authorized signature Date

STAPLE SPECIMEN CHECKS HERE

DECLARATION OF TRUST

GENERAL TRUST OF CANADA (the "Trustee"), a trust company legally constituted under the laws of Québec, hereby declares that it agrees to act as trustee of the Retirement Savings Plan of Québec Savings Products (the "Plan"), the terms and conditions of which are as follows:

The Plan complies with the requirements of the Income Tax Act and the Taxation Act (hereinafter referred to as "the Income Tax Acts") regarding registration with the said governments.

For the purposes of this declaration, the Ministère des Finances du Québec, hereinafter referred to as "Placements Québec", acts as agent of the Trustee.

For the purposes of this declaration, the term "Savings Products" means any bond or other security issued by the Gouvernement du Québec within the framework of a book-based system managed by Placements Québec (the "System").

1. PARTICIPANT AND ANNUITANT For the purposes of this Plan:

(a) the person who asks for the Plan to be opened by completing the application and operations forms provided by Placements Québec for that purpose is referred to as the "Participant"; and

(b) the person for whom a retirement income is to be constituted under the terms of the Plan is referred to as the "Annuitant" within the meaning of section 146(1) of the *Income Tax Act* (Canada) (the "Act").

2. SPOUSE Contributions to this Plan may be made by the spouse of the Annuitant. The spouse so designated must be a spouse within the meaning of section 252(4) of the Act.

3. TRUSTEE The Trustee and any successor to the Trustee is responsible for administering the Plan and registering it with the governments of Canada and of the province of Québec.

4. EFFECTIVE DATE The Plan is established and takes effect upon registration in accordance with article 3 above.

5. ELIGIBILITY The Annuitant's statement of his date of birth on the application form, is deemed to be an attestation from his part and a commitment to provide any other proof of age that may be required for the purposes of the Plan.

6. CONTRIBUTIONS The contributions from the Annuitant or his spouse may be made in the form of Québec Savings Bonds or any other Savings Products issued by the Gouvernement du Québec and declared eligible by the Trustee after having obtained the prior authorization of the Gouvernement du Québec (the "Authorized Investments"). Such Authorized Investments shall be held by the Trustee on behalf of the Annuitant until maturity of the Plan. The Authorized Investments must be registered in the System by the Trustee, in the retirement savings account opened in the Annuitant's name.

No contribution may be made by the Annuitant or his spouse after maturity of the Plan.

7. ASSETS OF THE PLAN All contributions paid into the Plan, all interest earned and all other gains of any nature whatsoever, generated or realized by the Plan, held in the Plan by the Trustee and registered in the System, shall be used to constitute a retirement income for the Annuitant.

8. REINVESTMENT Unless otherwise instructed by the Annuitant, the amount realized upon maturity of an Authorized Investment, together with any interest payable before maturity on an Authorized Investment, shall be reinvested in a security of the same type available at that time, or in another Authorized Investment if such a security cannot be acquired.

9. REGISTER Placements Québec shall keep a Register and shall enter the cumulative amount of the contributions, income and assets held by the Trustee on behalf of the Annuitant.

10. RESTRICTED LIABILITY The Trustee shall not be liable, except in the case of gross negligence on its part, for any act or omission, nor for any loss or depreciation in the value of the Authorized Investments.

11. VERIFICATION OF CONTRIBUTIONS It is up to the Annuitant or his spouse, as the case may be, to ensure that the amount of his contributions does not exceed the maximum allowed by the Income Tax Acts.

Without restricting the scope of the foregoing, and notwithstanding any other conflicting provision of this declaration, the Trustee shall not be bound to verify the total amount of the contributions made by the Annuitant or his spouse into the Plan during a taxation year, and the Annuitant or his spouse alone shall be liable for the tax consequences of excess contributions or liquidation of some or all the assets of the Plan, or for any loss resulting from the sale or any form of transfer of any asset forming part of the Plan, including any penalty payable for early redemption.

12. RECEIPTS FOR INCOME TAX PURPOSES Not later than March 31 of each year, the Trustee shall send a receipt to the Annuitant or his spouse, as the case may be, and the Annuitant or his spouse, as the case may be, must affix the receipt to his income tax return to justify the deduction claimed.

13. PAYMENT FOR INCOME TAX REDUCTION UNDER PART X.1 The Trustee, upon a written request by the Annuitant or his spouse, shall repay to that person an amount intended to reduce income tax in accordance with Part x.1 of the Act. No benefit other than a payment to the Annuitant or a reimbursement of premiums will be made to the Annuitant before maturity of the Plan.

14. ANNUITANT'S RETIREMENT INCOME The retirement income payable under the terms of the Plan (the "Retirement Income") is payable to the Annuitant. Upon the maturity date, the Trustee shall dispose of all the assets of the Plan and, from the proceeds of the disposal, undertakes to pay the Annuitant a fixed term Retirement Annuity in accordance with the Income Tax Acts and as selected by the Annuitant from the types of annuities offered by the Trustee.

Notwithstanding the foregoing, the Annuitant may elect to receive the Retirement Income in any other form authorized by the Act, subject to the following:

(a) Unless the Annuitant selects another form, the Retirement Income is payable in equal monthly instalments throughout the Annuitant's life, and subsequently to his spouse throughout the spouse's lifetime. The term during which payment of the Retirement Income is guaranteed begins on the maturity date and runs for a number of years equal to 90 minus the age of the Annuitant, in full years, at the maturity date;

(b) The Retirement Income shall be paid annually or at more frequent intervals, in equal instalments and, in the event of partial conversion, shall be paid in equal instalments at periodic intervals not exceeding one year;

(c) If the Annuitant chooses to receive the Retirement Income in a form that provides for its continuance after his death, the total annual amount of the Retirement Income payable for a calendar year following death cannot exceed the total annual amount that was payable for any calendar year prior to death;

(d) The Retirement Income cannot be transferred, in whole or in part, and any annuity of which the Retirement Income becomes payable to a person other than the Annuitant or his spouse must be liquidated.

15. MATURITY DATE The Retirement Income is payable to the Annuitant from the date on which the Plan matures (the "Maturity Date"). The Plan matures on the day specified by the Annuitant, which may not be later than the last business day of the calendar year in which he reaches 69 years of age. The Annuitant must specify the Maturity Date in writing on the form required by the Trustee for the purposes of the Plan, and the Trustee must receive it not less than 60 days before the Maturity Date specified. If the Trustee has not received the proper form from the Annuitant by the first day of November of the calendar year in which the Annuitant reaches or will have reached 69 years of age, the Maturity Date shall be deemed to be the first day of December of that year. On such date, the Trustee shall transfer the property held in the Plan to a retirement income fund, in the Annuitant's name, and shall notify the Annuitant of the transfer.

16. AUTOMATIC TRANSFER ON THE MATURITY DATE If, at the end of the year in which the Annuitant reaches 69 years of age, he has not given written instructions to the Trustee regarding his election of the form of his Retirement Income, the assets of the Plan shall be transferred into the Retirement Income Fund of Québec Savings Products or, failing that, into any other retirement income fund determined by the Trustee.

17. NO ADVANTAGES No advantages (except those provided in the Income Tax Acts) related to the existence of the Plan shall be granted to the Annuitant or to a person with whom he is not at arm's length as defined in the Income Tax Acts.

18. DESIGNATION OF A BENEFICIARY Where the law so permits, the Annuitant may designate a beneficiary in the event of his death, to receive the proceeds payable under the terms of the Plan. Such a designation may subsequently be changed or revoked.

The designation of a beneficiary may be made, amended and revoked only in accordance with applicable laws and by means of a written document, dated and signed by the Annuitant, in a form and content acceptable to the Trustee, more specifically with respect to accurate identification of the Plan. The designation of a beneficiary shall come into force on the date on which it is received by the Trustee.

The assets of the Plan may be exempt from seizure within the limits provided by the applicable legislation, in particular to the extent that the rules relating to exemption from seizure contained in the Civil Code of Québec and applicable to the designation of a beneficiary are complied with.

For the purposes of the rules relating to exemption from seizure contained in the Civil Code of Québec in the case of a spouse, only the person related to the Annuitant by marriage may be designated as a beneficiary to receive the proceeds payable under the terms of the Plan.

19. DEATH BEFORE THE MATURITY DATE If an Annuitant dies before the Maturity Date, the Trustee shall, upon receipt of proof of death and any other document it may consider necessary, dispose of the Annuitant's participation in the Plan. Subject to the deduction of all appropriate costs, including where applicable the income tax to be paid, the Trustee shall pay the proceeds of the disposal to the liquidator of the Annuitant's estate or to the designated beneficiary, as the case may be.

Notwithstanding the foregoing, where permitted by the Income Tax Acts, the Trustee may transfer all the assets of the Plan to the person or persons entitled thereto.

20. DEATH AFTER THE MATURITY DATE If the Annuitant dies after the assets of the Plan are converted into a Retirement Income, the said Retirement Income shall continue to be paid to the spouse, if the spouse is the beneficiary; otherwise, it shall be converted for payment to the designated beneficiary or the assigns, if the spouse is not the beneficiary.

21. CHANGES AND REVISIONS Subject to the prior agreement of the Gouvernement du Québec, the Trustee may, at any time, change or revise the terms and conditions of this Plan, upon written notice of 30 days to the Annuitant, or without notice, in order to ensure compliance of the Plan with the Income Tax Acts. No change or revision to the Plan may be made if, as a result, the Plan ceases to be eligible for registration as a "registered retirement savings plan" in accordance with article 3 above.

22. NOTICE Notice given to the Trustee is considered to be sufficient if it is handed or mailed to Placements Québec at the address shown on the application form or at any other such address notified by mail. A notice is deemed to have been given to the Trustee on the actual date of receipt of the notice by Placements Québec. Any notice, statement or receipt sent to the Annuitant is deemed to have been validly given if it is handed to the Annuitant in person or sent by mail to the last address shown on the register kept by Placements Québec. The notice, statement or receipt is deemed to have been given at the time it is delivered to the Annuitant, if delivered in person, or if mailed, on the date on which it is mailed.

23. RESTRICTIONS ON TRANSFER AND MORTGAGE The Annuitant agrees that this contract, together with the rights and benefits arising therefrom, may not be transferred or otherwise alienated. The Annuitant also agrees that he may not assign the Plan or the assets of the Plan as security, by means of a mortgage or otherwise.

24. COMPLETE AGREEMENT The application form and this declaration of trust constitute the full and complete agreement between the Annuitant and the Trustee with respect to the Plan.

25. LEGAL SYSTEM The Plan, its interpretation, its application and its effects are subject to the applicable legislation in force in Canada and in the province of Québec, which governs some or all of the provisions it contains.

Detach White (Placements Québec) Pink (Sale agent) Green (Purchaser)



Québec Savings Products

APPLICATION FORM FOR A
**SUCCESSION, FOUNDATION,
PERSONAL TRUST or
SOCIAL TRUST**

Who should use this form?

- Successions of persons who, at the time of their death, were domiciled in Québec;
- foundations, personal trusts and social trusts governed by the Québec Civil Code.

INSTRUCTIONS

Enclose a duly completed "OPERATIONS" form with this application form.

Section 1: Enter the information needed to identify the participant.

Section 2: A designated representative can deal by telephone with Placements Québec if he completes this section.

If there are two or more representatives, operations must be carried out in writing. In that case, this section need not be completed.

In all cases, enclose a designation of representatives with this application form.

Section 3: Provide the banking information for the account of the participant or of the designated representative for payment, by transfer of funds, of products purchased. This banking information will be used for interest payments, if applicable, and for any redemptions requested. It is important to enclose a **specimen personalized cheque** marked "**Cancelled**" for the account indicated. If you do not provide your banking information, payments must be made by cheque.

Section 4: This form must be signed by an authorized representative.

**For information or to carry out a transaction,
call Placements Québec:
1 800 463-5229 or (418) 521-5229 (Québec City region)**

Version française disponible sur demande.

GENERAL INFORMATION

PLACEMENTS QUÉBEC* manages the operations relating to savings products issued by the Québec government. PLACEMENTS QUÉBEC allows the purchase and redemption of these savings products by telephone.

The book based system

Savings products are held for a participant in a book based system managed by PLACEMENTS QUÉBEC.

Registration in the system, in the register of participants, of the information concerning the participant, constitutes proof of the participant's ownership of the savings products entered in his securities portfolio for his account. PLACEMENTS QUÉBEC sends the participant or the person authorized to act on his behalf a statement of his securities portfolio or confirming certain operations carried out in the book based system.

Participation in the system

Participation in the system is restricted to persons or groups of persons domiciled in Québec and is achieved by completing an application upon the initial purchase of a savings product.

Payment by transfer of funds

Payment by transfer of funds requires that the participant or the person authorized to act on his behalf provide information concerning his operations account at a financial institution (banking information). A payment is deemed to be made on the date stipulated in the transfer of funds instructions given to the financial institution. Should payment by transfer of funds prove to be impossible, payment is made by cheque.

Operations

Operations in the book based system can be carried out in writing, by telephone or by fax, with the exception of a change in banking information and, if allowed, transfer of ownership of securities, which are carried out in writing on the appropriate forms supplied by PLACEMENTS QUÉBEC.

Correction of statements

PLACEMENTS QUÉBEC must be informed of any error or irregularity in a statement within 45 days of the statement date.

Security

A participant who wishes to carry out an operation by telephone must identify himself to PLACEMENTS QUÉBEC using the personal information recorded on his participant's data sheet.

Telephone conversations relating to operations requests are recorded and retained by PLACEMENTS QUÉBEC. The recording is proof of the operation.

* "PLACEMENTS QUÉBEC" is an official trademark held by the Québec government.

Detach White (Placements Québec) Pink (Sale agent) Green (Purchaser)



**PLACEMENTS
QUÉBEC**

333 Grande Allée est
Québec (QC) G1R 5W3
(418) 521-5229 ou 1 800 463-5229

Québec Savings Products

Application form for a
SUCCESSION, FOUNDATION,
PERSONAL TRUST or SOCIAL TRUST

Enclose a duly completed "OPERATIONS" form with this application form.

1. PARTICIPANT IDENTIFICATION (Block letters please)

Name _____

Civic no. _____ Street _____ Suite _____

P.O. Box _____ City _____ Province _____

Postal code _____ Telephone _____ Ext _____

2. LIQUIDATOR or TRUSTEE (Complete if a single representative has been designated)

Family name _____ Mrs. Mr.

First name _____ Language of correspondence
 French English

Civic no. _____ Street _____ Apartment _____ Date of birth
yr _____ MTH _____ DAY _____

P.O. Box _____ City _____ Province _____

Postal code _____ Telephone Day _____ Ext _____ Telephone Evening _____ Social insurance number _____

3. BANKING INFORMATION

Any amount payable to the participant can be deposited into the account indicated below, and any amount payable by the participant for the purchase of a savings product can be drawn from this account, in the absence of instructions to the contrary. By signing below, I authorize Placements Québec to withdraw any overpayment made to me from this account.

_____ Name of financial institution _____ Branch no. _____ Inst. no. _____ Account no. _____

Attach a specimen of the participant's or designated representative's personalized cheque marked "Cancelled".

4. SIGNATURE

I hereby request to participate in the book based system managed by Placements Québec. This application, once accepted by Placements Québec, constitutes a participation governed by the provisions of the Financial Administration Act and the Regulation respecting savings products enacted in accordance with such Act.

X _____
Authorized representative's signature Date

The personal information provided on this form is protected under the Act respecting Access to documents held by public bodies and the protection of personal information (R.S.Q., c. A-2.1).

NOTE: Remember to enclose a designation of representatives.

FOR USE BY PLACEMENTS QUÉBEC

_____ Lot no. _____ Participant no. _____ X _____ Authorized signature _____ Date _____

STATE SPECIMEN CHEQUE HERE

Detach White (Placements Québec) Pink (Sale agent) Green (Purchaser)



Québec Savings Products

APPLICATION FORM
FOR A
**PARTNERSHIP or
LEGAL PERSON**

Who should use this form ?

Partnerships and legal persons domiciled in Québec, belonging to the following categories :

- general or limited partnerships established in Québec;
- legal persons established for a private interest or in the public interest under a statute of Québec or Canada.

INSTRUCTIONS

Enclose a duly completed "OPERATIONS" form with this application form.

Section 1 : Enter the information needed to identify the participant.

Section 2 : If a single attorney is designated, he can deal by telephone with Placements Québec if he completes this section.

If there are two or more attorneys, operations must be carried out in writing. In that case, this section need not be completed.

In all cases, enclose a designation of attorneys with this application form.

Section 3 : Provide the banking information for the account of the participant for payment, by transfer of funds, of products purchased. This banking information will be used for interest payments, if applicable, and for any redemptions requested. It is important to enclose a **specimen personalized cheque** marked "**Cancelled**" for the account indicated. If you do not provide this banking information, payments must be made by cheque.

Section 4 : This form must be signed by an authorized representative.

**For information or to carry out a transaction,
call Placements Québec:
1 800 463-5229 or (418) 521-5229 (Québec City region)**

Version française disponible sur demande.

GENERAL INFORMATION

PLACEMENTS QUÉBEC* manages the operations relating to savings products issued by the Québec government. PLACEMENTS QUÉBEC allows the purchase and redemption of these savings products by telephone.

The book based system

Savings products are held for a participant in a book based system managed by PLACEMENTS QUÉBEC.

Registration in the system, in the register of participants, of the information concerning the participant, constitutes proof of the participant's ownership of the savings products entered in his securities portfolio for his account. PLACEMENTS QUÉBEC sends the participant or the person authorized to act on his behalf a statement of his securities portfolio or confirming certain operations carried out in the book based system.

Participation in the system

Participation in the system is restricted to persons or groups of persons domiciled in Québec and is achieved by completing an application upon the initial purchase of a savings product.

Payment by transfer of funds

Payment by transfer of funds requires that the participant or the person authorized to act on his behalf provide information concerning his operations account at a financial institution (banking information). A payment is deemed to be made on the date stipulated in the transfer of funds instructions given to the financial institution. Should payment by transfer of funds prove to be impossible, payment is made by cheque.

Operations

Operations in the book based system can be carried out in writing, by telephone or by fax, with the exception of a change in banking information and, if allowed, transfer of ownership of securities, which are carried out in writing on the appropriate forms supplied by PLACEMENTS QUÉBEC.

Correction of statements

PLACEMENTS QUÉBEC must be informed of any error or irregularity in a statement within 45 days of the statement date.

Security

A participant who wishes to carry out an operation by telephone must identify himself to PLACEMENTS QUÉBEC using the personal information recorded on his participant's data sheet.

Telephone conversations relating to operations requests are recorded and retained by PLACEMENTS QUÉBEC. The recording is proof of the operation.

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Detach White (Placements Québec) Pink (Sale agent) Green (Purchaser)



Québec Savings Products

OPERATIONS

FORM

PURCHASE OR REDEMPTION APPLICATION

Who should use this form?

Any Placements Québec participant wishing to carry out an operation and any person wishing to make a purchase for the benefit of a participant.

Which operations can be carried out using this form?

The purchase or redemption (full or partial) of a Québec savings product.

Important

- New participants must send the original of this form to Placements Québec along with an application form.
- Subsequent operations with Placements Québec can be carried out by telephone. In that case, an operations form need not be filed.

INSTRUCTIONS

In the upper right corner, check the type of account in which the operation is to be carried out.

Section 1: Enter the information needed to identify the participant.

Section 2: Complete only if the person carrying out the operation is not the participant.

Section 3: For a purchase, identify the product and its features, as well as the amount of the operation. For this purpose, refer to the descriptions of the products included in the selling agents guide.

Important: If you did not provide your banking information on your Placements Québec application form, enclose a negotiable cheque in payment of your purchase.

Section 4: For a full or partial redemption, identify the product and its features, as well as the amount of the operation. For this purpose, refer to the participant's portfolio statement if needed.

Section 5: The form must be signed by the participant or the person identified in section 2.

**For information or to carry out a transaction,
call Placements Québec:
1 800 463-5229 or (418) 521-5229 (Québec City region)**

Version française sur demande.

Detach White (Placements Québec) Pink (Sales agent) Green (Purchaser)

ONLY ONE TRANSACTION BY APPLICATION FORM



PLACEMENTS QUÉBEC
333 Grande Allée est
Québec (Q.C.) G1R 5W3
(418) 521-5229 ou 1 800 463-5229

Québec Savings Products

Check the type of account in which the operation is to be carried out:

- Regular RRRSP LIRA Other

OPERATIONS Form

Purchase or Redemption Application

1. PARTICIPANT IDENTIFICATION (Block letters please)

Participant identification form with fields for Family name, First name, Civic no., Street, Apartment, P.O. Box, City, Province, Postal code, Telephone Day, Ext, Telephone Evening, and Social insurance number.

The personal information provided on this form is protected under the Act respecting Access to documents held by public bodies and the protection of personal information (R.S.Q., c. A-2.1).

2. IDENTIFICATION OF THE APPLICANT (if different from the participant)

NOTE: Only a PURCHASE can be made by the spouse or a person other than the participant, his representative or attorney.

Applicant identification form with fields for Family name, First name, Same address as participant?, Civic no., Street, Apartment, P.O. Box, City, Province, Postal code, Telephone Day, Ext, Telephone Evening, and Social insurance number. Includes checkboxes for Spouse, Tutor, curator or mandatory, Liquidator, Trustee, Attorney, and Other.

3. PURCHASE

Purchase form with fields for Name of product, Term, Interest rate, Type, Frequency, Payment method, and Amount per withdrawal. Includes checkboxes for debit to designated account and cheque enclosed payable to the Minister of Finance.

IMPORTANT

- If the PURCHASE is carried out by the spouse or a person other than the participant, his representative or attorney, payment must be made by cheque payable to the Minister of Finance.
This operation becomes effective as of the date the payment is received by Placements Québec.
The interest rate applicable to the product purchased will be the rate in effect on the date of the signature of this form (valid for 10 days).

4. REDEMPTION (full or partial)

Redemption form with fields for Name of product, Interest rate, Maturity date, and Redemption type (Full or Partial).

ATTENTION For next day transfer of funds to the designated operations account, the redemption request must be received by telephone by Placements Québec before 2 p.m.

5. SIGNATURE

The operation relating to the above-identified savings product is governed by the provisions of the Financial Administration Act, the Regulation respecting savings products and Ministers' decisions or orders in council made in accordance with such Act.

Signature line with fields for Signature of the participant (or applicant), Date, and Other signature (if necessary).

FOR USE BY THE SALES AGENT

Sales agent form with fields for Transit, Institution, Telephone, Ext, Authorized signatory (block letters), Signature, and Date.

FOR USE BY PLACEMENTS QUÉBEC

Placements Québec form with fields for Lot no., Participant no., Product no., Authorized signature, and Date.

TRAN - A (09-96)

M.O., 1996**Order number 96-05 of the Minister of Health and Social Services dated September 12, 1996**

An Act respecting health services and social services (R.S.Q., c. S-4.2)

By-law respecting the election procedure for the public meeting held by a public institution

WHEREAS under section 135 of the Act respecting health services and social services (R.S.Q., c. S-4.2), the election procedure to be followed at the public meeting held pursuant to that section shall be determined by by-law of the regional board;

WHEREAS under that same section, such by-law must be submitted to the Minister for approval;

WHEREAS under duly adopted resolutions, the following regional boards have adopted the By-law respecting the election procedure for the public meeting held by a public institution and wish to submit the By-law to the Minister for approval:

— the Régie régionale de la santé et des services sociaux du Bas-Saint-Laurent;

— the Régie régionale de la santé et des services sociaux du Saguenay–Lac-Saint-Jean;

— the Régie régionale de la santé et des services sociaux de Québec;

— the Régie régionale de la santé et des services sociaux de la Mauricie–Bois-Francis;

— the Régie régionale de la santé et des services sociaux de l'Estrie;

— the Régie régionale de la santé et des services sociaux de l'Outaouais;

— the Régie régionale de la santé et des services sociaux de l'Abitibi-Témiscamingue;

— the Régie régionale de la santé et des services sociaux de la Côte-Nord;

— the Régie régionale de la santé et des services sociaux du Nord-du-Québec;

— the Régie régionale de la santé et des services sociaux de la Gaspésie–Îles-de-la-Madeleine;

— the Régie régionale de la santé et des services sociaux de Chaudière-Appalaches;

— the Régie régionale de la santé et des services sociaux de Laval;

— the Régie régionale de la santé et des services sociaux de Lanaudière;

— the Régie régionale de la santé et des services sociaux des Laurentides;

— the Régie régionale de la santé et des services sociaux de la Montérégie;

WHEREAS it is expedient to approve the By-law attached hereto and entitled "By-law respecting the election procedure for the public meeting held by a public institution";

THEREFORE, the Minister of Health and Social Services decrees:

THAT the By-law attached hereto and entitled "By-law respecting the election procedure for the public meeting held by a public institution" be approved.

JEAN ROCHON,
*Minister of Health
and Social Services*

By-law respecting the election procedure for the public meeting held by a public institution

An Act respecting health services and social services (R.S.Q., c. S-4.2, s. 135)

DIVISION I GENERAL

§1. Scope

1. This Regulation applies to the election, by an electoral college of the population at a public meeting held pursuant to section 135 of the Act respecting health services and social services (R.S.Q., c. S-4.2), of the board of directors of a public institution.

§2. Returning officer

2. The regional board shall appoint a returning officer no later than 45 days before the date of the election. Where the returning officer is absent or unable to act, the regional board shall appoint a new officer.

3. Where the board of directors of an institution decides that the public meeting referred to in section 135 of the Act will be held in more than one location, the regional board shall also appoint a deputy returning officer for each such location. The regional board shall follow the same procedure in the case of the election of a board of directors formed to administer several institutions.

4. The duties of a returning officer are to

- (1) receive candidacies and accept or refuse them;
- (2) send the list of candidates to the executive director of the institution;
- (3) inform the electors and candidates of the election procedure;
- (4) appoint scrutineers to assist him in the performance of his duties;
- (5) supervise the conduct of the election;
- (6) count the votes;
- (7) fill out the certificates of election drawn up in accordance with Schedules II and V and send a copy of Schedules I, II, V and VI to the regional board; and
- (8) send the originals of Schedules I to VI to the executive director of the institution.

5. The duties of a deputy returning officer, performed under the authority of the returning officer, are to

- (1) receive candidacies and forward them to the returning officer;
- (2) inform the electors and candidates of the election procedure;
- (3) appoint scrutineers to assist him in the performance of his duties;
- (4) supervise the conduct of the election;
- (5) count the votes; and
- (6) send the nomination papers and ballot papers to the returning officer.

6. The returning officer and deputy returning officers are not entitled to vote in the election.

§3. Executive director

7. The executive director of the institution shall provide the returning officer and deputy returning officers with the technical and administrative support required for the performance of their duties.

He shall keep in sealed envelopes the originals of Schedules I to VI for a period of not less than 180 days from the date on which the votes are counted or recounted, as the case may be, or, where an election is contested, until such time as the Commission des affaires sociales has rendered its decision.

DIVISION II **ELECTION PROCEDURE**

§1. Election notice

8. The executive director of the institution shall give notice of the election no later than 45 days before the date of the election. He shall do so by means of at least two media, including a newspaper distributed in the region in which the institution's facilities are located.

The election notice shall also be posted, within the same time, in at least one location accessible to the public within each of the institution's facilities. The notice shall mention the restrictions set out in the Act and shall describe the nomination procedure provided for in sections 9 and 10.

No later than five days after having given notice of the election, the executive director shall send a copy of the notice to the returning officer and, as the case may be, the deputy returning officer.

§2. Nominations

9. A nomination is made by means of a nomination paper drawn up in accordance with Schedule I.

A nomination paper shall be signed by the candidate and countersigned by two members of the electoral college of the population. It shall be submitted to the returning officer or the deputy returning officer no later than 25 days before the date of the election, before 5:00 p.m.

10. A candidate who files a nomination paper and the persons who countersign such paper shall at the same time submit to the returning officer or the deputy returning officer a declaration drawn up in accordance with Schedule VI.

A candidate who consents to such nomination may also fill out an information sheet drawn up in accordance with Schedule VII and submit it to the returning officer or the deputy returning officer.

11. Where a deputy returning officer receives a nomination paper, he shall promptly forward it to the returning officer, along with any information sheet submitted.

12. The returning officer shall accept or refuse a nomination paper no later than two days after receiving it and shall give written notice of acceptance or refusal to the person who filed the paper.

§3. *Election by acclamation*

13. At the close of nominations, if the number of candidates is less than or equal to the number of seats to be filled, the returning officer shall declare the candidates elected. He shall then fill out the certificate of election by acclamation drawn up in accordance with in Schedule II and shall send a copy of Schedules I and II to the regional board within 10 days. Within the same time, he shall send the originals of Schedules I, II and IV to the executive director of the institution.

No later than 15 days before the date of the election, the executive director shall publish in at least one newspaper distributed in the region in which the institution's facilities are located a notice indicating the names of the persons elected and stating that no election will be held.

The executive director shall, within the same time, post the same notice in at least one location accessible to the public within each of the institution's facilities.

§4. *Election not held*

14. At the close of nominations, if there are not enough candidates for an election to be held, the returning officer shall so inform the regional board within three days. Within the same time, he shall send the originals of Schedules I and VI to the executive director of the institution.

The provisions of this section shall apply if an election is not held at any other stage during the procedure.

§5. *Polling notice and list of candidates*

15. At the close of nominations, where there are more candidates than seats to be filled, the returning officer shall draw up a list of the candidates and shall send it to the executive director of the institution within three days.

No later than 15 days before the date of the poll, the executive director shall publish, by means of at least two media including at least one newspaper distributed in the region in which the institution's facilities are located, a notice indicating the date, time and place of the poll and a list of the candidates. The polling period indicated in the notice shall last from at least 5:00 p.m. until 9:00 p.m.

The polling notice shall indicate that there will be no advance polling and that proxy voting is prohibited.

Within the same time, the executive director shall post the same notice in at least one location accessible to the public within each of the institution's facilities. A copy of the information sheets filled out by the candidates shall be posted with the notice.

§6. *Voting procedure*

16. On the day set for polling, all publicity relating to candidates is prohibited in the building where the poll is held. The returning officer or the deputy returning officer shall nonetheless post in a location accessible to the public the information sheets filled out by the candidates.

17. A candidate may observe the conduct of the poll or may, in writing, designate a representative for that purpose. Such designation shall be sent to the returning officer or the deputy returning officer before the polling period is opened.

18. The returning officer or the deputy returning officer shall open the polling period on the day, at the time and in the place indicated in the notice referred to in the second paragraph of section 15.

19. Proxy voting is prohibited.

20. The returning officer, the deputy returning officer or a scrutineer shall provide physical assistance to any person requesting it in the exercise of his right to vote.

21. Before voting, each elector shall fill out a declaration drawn up in accordance with Schedule VI and shall submit it to the scrutineer.

22. The voting shall be carried out by secret ballot.

The scrutineer shall give the elector a ballot paper drawn up in accordance with Schedule IV, after having initialed it in the space reserved for that purpose.

23. The list of candidates drawn up in accordance with Schedule VI shall be posted in each polling booth.

24. The elector shall go to the polling booth and shall mark the ballot paper in the spaces reserved for that purpose.

After folding the ballot paper, the elector shall allow the scrutineer and any candidate or candidate's representative who so desires to check the number of the stub and the initials of the scrutineer on the ballot.

Following that verification, the elector shall tear off the stub and shall give it to the scrutineer, who shall destroy it. The elector shall then deposit the ballot paper in the ballot box.

If the ballot paper is not the one given to the elector by the scrutineer, the latter shall cancel the ballot by writing "Void" on it and by initialing it.

§7. Counting of votes, election proclamation and publication of results

25. The returning officer or the deputy returning officer shall count the votes with the scrutineers.

The candidates or their representatives may be present for the counting of votes.

The deputy returning officer shall send the results of the count to the returning officer.

26. The returning officer shall declare elected the candidates who obtain the greatest number of votes with respect to the number of seats to be filled.

Where there is a tie-vote and more candidates are elected than there are seats to be filled, the returning officer shall draw lots between the candidates who obtained the same number of votes.

27. The returning officer shall fill out a certificate of election drawn up in accordance with Schedule V and shall send a copy to the regional board within 10 days. Within the same time, he shall also send to the regional board a copy of the nomination paper for each candidate elected.

Within the same time, the returning officer shall also send to the executive director of the institution the originals of the aforementioned documents, of the declarations and of the ballot papers.

The returning officer shall destroy the information sheets filled out by the candidates.

The executive director shall post a copy of the certificate of election in a location accessible to the public within each of the institution's facilities.

§8. Recounting the votes

28. The returning officer shall recount the votes at the request of a candidate or his representative.

Such request shall be made in writing and must be received by the returning officer no later than five days after the poll is held.

The returning officer shall recount the votes within five days following receipt of such request.

The candidates or their representatives may be present for the recount.

DIVISION III
FINAL

29. This Regulation comes into force on the date of its publication in the *Gazette officielle du Québec*.



Gouvernement du Québec
Ministère de la Santé et des Services sociaux
Cabinet du sous-ministre
Secrétariat



RÉGIES RÉGIONALES
DE LA SANTÉ ET DES
SERVICES SOCIAUX

CANDIDATE NOMINATION PAPER
SCHEDULE 1

Please print in block letters using **BLACK** ink.
Carefully read instructions on back of form.

Name(s) of institution(s)	Identification No.

Section I – Nomination		Section II – Nominator	
Full name of candidate		1- Full name of nominator	Telephone
Sex M <input type="checkbox"/> F <input type="checkbox"/>	Date of birth Y M D	Address	
Address		Name of electoral college	
Municipality	Province	Postal code	
Signature of nominator		2- Full name of nominator	
Area code	Telephone (home)	Telephone	
Area code	Telephone (work)	Ext.	
Occupation		Address	
Employer		Name of electoral college	
Where the candidate is employed or practises his profession within the institution, indicate his position title or professional corporation.		Signature of nominator	

Section III – Candidate's consent

I, the undersigned, consent to be a candidate for the position of member of the board of directors of _____

Name of institution _____ Name of electoral college or nomination _____

I also authorize the transmission of the information contained on this paper to the regional health and social services board and to the ministère de la Santé et des Services sociaux, if I am elected or appointed a member of the board of directors. The information transmitted to the regional board and the Department is governed by the Act respecting Access to documents held by public bodies and the Protection of personal information.

In witness whereof, I have signed at _____ on _____ 19 ____

Town or City _____

Signature of candidate _____

Section IV – Resolution of the board of directors

At its sitting of _____ 19 ____, the board of directors of _____ adopted the following resolution: that _____ be nominated for or designated a candidate for the position of member of the board of directors of _____

Name of organization _____
Full name of candidate _____
Name of institution _____

Signature of authorized person _____

Section V – For institution use only

1- Transaction Registration - 1 Correction - 2 Cancellation - 3	2- Category H <input type="checkbox"/> C <input type="checkbox"/> V <input type="checkbox"/> P <input type="checkbox"/> C <input type="checkbox"/> L <input type="checkbox"/> C <input type="checkbox"/> S <input type="checkbox"/> C <input type="checkbox"/> R <input type="checkbox"/> C <input type="checkbox"/> R <input type="checkbox"/> T <input type="checkbox"/> C <input type="checkbox"/> C <input type="checkbox"/>	3- Status of member Permanent <input type="checkbox"/> Temporary <input type="checkbox"/> Ex officio <input type="checkbox"/>	4- Terms of office Number _____	5- Start of term of office Y M D	6- Year term of office ends 19 ____
7- Method of election of appointment Vote <input type="checkbox"/> Accla- mation <input type="checkbox"/> 2 Minister <input type="checkbox"/> 3 Board <input type="checkbox"/> 4 Board of directors <input type="checkbox"/> 5 Letters patent <input type="checkbox"/> 6 Nomination <input type="checkbox"/> 7			8- Electoral college 1 President <input type="checkbox"/> 2 Vice- president <input type="checkbox"/> 3 Executive director <input type="checkbox"/> 4 Executive director/Secretary <input type="checkbox"/> 5 Secretary <input type="checkbox"/> 6 Member <input type="checkbox"/> 6		
10- Full name of member replaced		11- Date of departure Y M D		12- Reason for departure Please specify 1 Death <input type="checkbox"/> 2 Resignation <input type="checkbox"/> 3 Loss of quality <input type="checkbox"/> 4 End of term of office <input type="checkbox"/> 5 Other <input type="checkbox"/>	
Date Y M D	Signature of executive				

*** LIST OF CODES**

01- Population	08- Medical resident	13- Appointment after consultation with bodies representing the judicial sector
02- Employees and professionals	09- Co-optation	14- Acting executive director
03- Users' committee	10- Executive director	
04- Corporation	11- Letters patent	
05- Foundation	12- Appointment after consultation with bodies representing the education sector	
06- University (teaching)		
07- University (research)		

IN ACCORDANCE WITH SECTIONS 64 AND 65 OF THE ACT RESPECTING ACCESS TO DOCUMENTS HELD BY PUBLIC BODIES AND THE PROTECTION OF PERSONAL INFORMATION

- Please note that:**
- The information on this form is gathered for the institution concerned and, in the case of candidates who are elected, for the regional health and social services board and the ministère de la Santé et des Services sociaux.
 - The information transmitted to the regional board or the Department is used to make up a file on the members of the boards of directors of the health and social services institutions, used for the purposes of management and control.
 - The following have access to the information:
 - the employees of the institution concerned, of the regional board and of the Department, within the scope of their office;
 - any other user meeting the requirements of the Act.
 - The information on the form is compulsory.

Section I – Nomination

To be filled out by all candidates for **election**.

Also to be filled out in the case of **appointment** by the board of directors.

Section II – Nominator

To be filled out **only** in the case of election.

Section III – Candidate's consent

To be filled out and signed by every person elected or appointed.

Section IV – Resolution of the board of directors

To be filled out

— where the board of directors of the institution must appoint a member; or

— where the regional board must appoint a member and requests the opinion of the institution.

Section V – For institution use only

1. Transaction: Indicate one number only.
2. Category: Indicate one category only.
3. Status of member:
 - Permanent — By election or appointment.
 - Temporary — By letters patent.
 - Ex officio* — Executive director.
4. Terms of office: Indicate number of terms accumulated, including the one just beginning.
5. Start of term of office: Indicate date of election or appointment.
6. Year term of office ends: Same year for all members, including members elected during the term.
7. Method of election or appointment:
 - Vote — Election procedure with balloting.
 - By acclamation — Election procedure without balloting.
 - Appointment — Appointment procedure provided for in by-law and coopted members.
 - Board — Appointed by regional board.
 - Board of directors — Appointed by board of directors.
 - Letters patent — On issue of letters patent.
8. Electoral college: Indicate code corresponding to electoral college or to member's mode of appointment.
9. Member's position: To be filled out and time of election, appointment or update.
10. Full name of member replaced: **Must** be filled out for updating purposes at the time a member is replaced.
11. Date of departure: Indicate the date on which the replaced member left.
12. Reason for departure: Please specify where reason is "OTHER".



**RÉGIE RÉGIONALE
DE LA SANTÉ ET DES
SERVICES SOCIAUX**

Schedule II

**CERTIFICATE OF ELECTION
BY ACCLAMATION**

I, the undersigned, the Returning Officer, hereby declare that I received and accepted the candidacies of the following persons for the positions that must be filled within the board of directors of :

Names(s) of institution(s)

following election by :

Name of electoral college

	Name	Address	Telephone
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____

The above candidates are declared elected.

In witness whereof, I have signed this certificate on _____ Day _____ Month

19 _____ at _____ at _____
Year Time Place

Signature: _____

Address : _____

Telephone: _____

A COPY MUST BE SENT TO THE REGIONAL BOARD



RÉGIE RÉGIONALE
DE LA SANTÉ ET DES
SERVICES SOCIAUX

Schedule III

Model for ballot paper

N°
N°
Initials of scrutineer
Name(s) of institution(s) :
Date

Back

Names of candidates
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

Front

N.B. Candidates must be listed in alphabetical order.



RÉGIE RÉGIONALE
DE LA SANTÉ ET DES
SERVICES SOCIAUX

Schedule IV

**ALPHABETICAL LIST OF
CANDIDATES**

**To be posted in polling
booth**

Electoral College : _____

Name :

Date

Signature of Returning Officer



**RÉGIE RÉGIONALE
DE LA SANTÉ ET DES
SERVICES SOCIAUX**

Schedule V

Certificate of election

Electoral college : _____

To the executive director of : _____
Name (s) of institution (s)

**I, the undersigned, _____ acting as Returning Officer,
hereby declare that :**

THE FOLLOWING CANDIDATES HAVE BEEN ELECTED :

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____

1. Signature

Returning Officer

Signature _____ **Date** _____

Address _____ **Telephone** _____

See back ...

2. Voting period

The voting period lasted _____
Number of hours

Times : Opening _____

Closing _____

Date _____ Place _____

Municipality _____

3. Counting of votes

	Name of candidates	Number of votes
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____
8.	_____	_____
9.	_____	_____
10.	_____	_____

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

Valid ballots _____

Rejected ballots _____

TOTAL : _____

Initials of
Returning
Officer

A COPY MUST BE SENT TO THE REGIONAL BOARD WITHIN 10 DAYS.



Schedule VI

Name (s) of institution (s)

DECLARATION

I hereby declare that I am not an employee of :

- the ministère de la Santé et des Services sociaux;
- a regional board;
- a health or social services institution;
- an organization that delivers services related to the fields of health or social services;
- of the Régie de l'assurance-maladie du Québec. I further declare that I do not receive any remuneration from the latter.

Signature of the elector

Date and place

Information about the elector

Name : _____

Address : _____

Telephone : _____



RÉGIE RÉGIONALE
DE LA SANTÉ ET DES
SERVICES SOCIAUX

Schedule VII

INFORMATION CONCERNING CANDIDATE

Institution : _____

Electoral college : _____

Name of candidate : _____

Municipality in which candidate resides : _____

Municipality in which candidate works : _____

Profile of candidate : (education, occupation, experience)

Reasons for candidacy :

Involvement in social or community organizations, volunteer work, etc :

Candidate's consent : _____

I hereby authorize distribution of the above information for the purposes of the election in respect of which I have filed my candidacy.

Date

Signature of candidate

Date

Signature of Returning Officer

M.O., 1996

Order number 96-06 of the Minister of Health and Social Services dated September 12, 1996

An Act respecting health services and social services (R.S.Q., c. S-4.2)

By-law respecting the election procedure for the public meeting held by a public institution

WHEREAS under section 135 of the Act respecting health services and social services (R.S.Q., c. S-4.2), the election procedure to be followed at the public meeting held pursuant to that section shall be determined by by-law of the regional board;

WHEREAS under that same section, such by-law must be submitted to the Minister for approval;

WHEREAS under a duly adopted resolution, the Régie régionale de la santé et des services sociaux de Montréal-Centre has adopted the By-law respecting the election procedure for the public meeting held by a public institution and wish to submit the By-law to the Minister for approval:

WHEREAS it is expedient to approve the By-law attached hereto and entitled "By-law respecting the election procedure for the public meeting held by a public institution";

THEREFORE, the Minister of Health and Social Services decrees:

THAT the By-law attached hereto and entitled "By-law respecting the election procedure for the public meeting held by a public institution" be approved.

JEAN ROCHON,
*Minister of Health
and Social Services*

By-law respecting the election procedure for the public meeting held by a public institution

An Act respecting health services and social services (R.S.Q., c. S-4.2, s. 135)

**DIVISION I
GENERAL**

§1. Scope

1. This Regulation applies to the election, by an electoral college of the population at a public meeting held

pursuant to section 135 of the Act respecting health services and social services (R.S.Q., c. S-4.2), of the board of directors of a public institution.

§2. Returning officer

2. The regional board shall appoint a returning officer no later than 45 days before the date of the election. Where the returning officer is absent or unable to act, the regional board shall appoint a new officer.

3. Where the board of directors of an institution decides that the public meeting referred to in section 135 of the Act will be held in more than one location, the regional board shall also appoint a deputy returning officer for each such location. The regional board shall follow the same procedure in the case of the election of a board of directors formed to administer several institutions.

4. The duties of a returning officer are to

(1) receive candidacies and accept or refuse them, in accordance with the requirements of the Act;

(2) send the list of candidates to the executive director of the institution;

(3) inform the electors and candidates of the election procedure;

(4) appoint scrutineers to assist him in the performance of his duties;

(5) supervise the conduct of the election;

(6) count the votes;

(7) fill out the certificates of election drawn up in accordance with Schedules II and V and send a copy of Schedules I, II, V and VI to the regional board; and

(8) send the originals of Schedules I to VI to the executive director of the institution.

5. The duties of a deputy returning officer, performed under the authority of the returning officer, are to

(1) receive candidacies and forward them to the returning officer;

(2) inform the electors and candidates of the election procedure;

(3) appoint scrutineers to assist him in the performance of his duties;

- (4) supervise the conduct of the election;
- (5) count the votes; and

(6) send the nomination papers and ballot papers to the returning officer.

6. The returning officer and deputy returning officers are not entitled to vote in the election.

§3. *Executive director*

7. The executive director of the institution shall provide the returning officer and deputy returning officers with the technical and administrative support required for the performance of their duties.

He shall keep in sealed envelopes the originals of Schedules I to VI for a period of not less than 180 days from the date on which the votes are counted or re-counted, as the case may be, or, where an election is contested, until such time as the Commission des affaires sociales has rendered its decision.

DIVISION II ELECTION PROCEDURE

§1. *Election notice*

8. The executive director of the institution shall give notice of the election no later than 45 days before the date of the election. He shall do so by means of at least two media, including a newspaper distributed in the region in which the institution's facilities are located.

The election notice shall also be posted, within the same time, in at least one location accessible to the public, including individuals with a physical handicap, within each of the institution's facilities. The notice shall mention the restrictions set out in the Act and shall describe the nomination procedure provided for in sections 9 and 10.

No later than five days after having given notice of the election, the executive director shall send a copy of the notice to the returning officer and, as the case may be, the deputy returning officer.

§2. *Nominations*

9. A nomination is made by means of a nomination paper drawn up in accordance with Schedule I.

A nomination paper shall be signed by the candidate and countersigned by two members of the electoral college of the population. It shall be submitted to the re-

turning officer or the deputy returning officer no later than 25 days before the date of the election, before 5:00 p.m.

10. A candidate who files a nomination paper and the persons who countersign such paper shall at the same time submit to the returning officer or the deputy returning officer a declaration drawn up in accordance with Schedule VI.

A candidate who consents to such nomination may also fill out an information sheet drawn up in accordance with Schedule VII and submit it to the returning officer or the deputy returning officer.

11. Where a deputy returning officer receives a nomination paper, he shall promptly forward it to the returning officer, along with any information sheet submitted.

12. The returning officer shall accept or refuse a nomination paper no later than two days after receiving it and shall give written notice of acceptance or refusal to the person who filed the paper.

§3. *Election by acclamation*

13. At the close of nominations, if the number of candidates is less than or equal to the number of seats to be filled, the returning officer shall declare the candidates elected. He shall then fill out the certificate of election by acclamation drawn up in accordance with Schedule II and shall send a copy of Schedules I and II to the regional board within 10 days. Within the same time, he shall send the originals of Schedules I, II and IV to the executive director of the institution.

No later than 15 days before the date of the election, the executive director shall publish in at least one newspaper distributed in the region in which the institution's facilities are located a notice indicating the names of the persons elected and stating that no election will be held.

The executive director shall, within the same time, post the same notice in at least one location accessible to the public within each of the institution's facilities.

§4. *Election not held*

14. At the close of nominations, if there are not enough candidates for an election to be held, the returning officer shall so inform the regional board within three days. Within the same time, he shall send the originals of Schedules I and VI to the executive director of the institution.

The provisions of this section shall apply if an election is not held at any other stage during the procedure.

§5. Polling notice and list of candidates

15. At the close of nominations, where there are more candidates than seats to be filled, the returning officer shall draw up a list of the candidates and shall send it to the executive director of the institution within three days.

No later than 15 days before the date of the poll, the executive director shall publish, by means of at least two media including at least one newspaper distributed in the region in which the institution's facilities are located, a notice indicating the date, time and place of the poll and a list of the candidates. The polling period indicated in the notice shall last from at least 5:00 p.m. until 9:00 p.m.

The polling notice shall indicate that there will be no advance polling and that proxy voting is prohibited.

Within the same time, the executive director shall post the same notice in at least one location accessible to the public within each of the institution's facilities. A copy of the information sheets filled out by the candidates shall be posted with the notice.

§6. Voting procedure

16. On the day set for polling, all publicity relating to candidates is prohibited in the building where the poll is held. The returning officer or the deputy returning officer shall nonetheless post in a location accessible to the public the information sheets filled out by the candidates.

17. A candidate may observe the conduct of the poll or may, in writing, designate a representative for that purpose. Such designation shall be sent to the returning officer or the deputy returning officer before the polling period is opened.

18. The returning officer or the deputy returning officer shall open the polling period on the day, at the time and in the place indicated in the notice referred to in the second paragraph of section 15.

19. Proxy voting is prohibited.

20. The returning officer, the deputy returning officer or a scrutineer shall provide physical assistance to any person requesting it in the exercise of his right to vote.

21. Before voting, each elector shall fill out a declaration drawn up in accordance with Schedule VI and shall submit it to the scrutineer.

22. The voting shall be carried out by secret ballot.

The scrutineer shall give the elector a ballot paper drawn up in accordance with Schedule IV, after having initialed it in the space reserved for that purpose.

23. The list of candidates drawn up in accordance with Schedule VI shall be posted in each polling booth.

24. The elector shall go to the polling booth and shall mark the ballot paper in the spaces reserved for that purpose.

After folding the ballot paper, the elector shall allow the scrutineer and any candidate or candidate's representative who so desires to check the number of the stub and the initials of the scrutineer on the ballot.

Following that verification, the elector shall tear off the stub and shall give it to the scrutineer, who shall destroy it. The elector shall then deposit the ballot paper in the ballot box.

If the ballot paper is not the one given to the elector by the scrutineer, the latter shall cancel the ballot by writing "Void" on it and by initialing it.

§7. Counting of votes, election proclamation and publication of results

25. The returning officer or the deputy returning officer shall count the votes with the scrutineers.

The candidates or their representatives may be present for the counting of votes.

The deputy returning officer shall send the results of the count to the returning officer.

26. The returning officer shall declare elected the candidates who obtain the greatest number of votes with respect to the number of seats to be filled.

Where there is a tie-vote and more candidates are elected than there are seats to be filled, the returning officer shall draw lots between the candidates who obtained the same number of votes.

27. The returning officer shall fill out a certificate of election drawn up in accordance with Schedule V and shall send a copy to the regional board within 10 days. Within the same time, he shall also send to the regional

board a copy of the nomination paper for each candidate elected.

Within the same time, the returning officer shall also send to the executive director of the institution the originals of the aforementioned documents, of the declarations and of the ballot papers.

The returning officer shall destroy the information sheets filled out by the candidates.

The executive director shall post a copy of the certificate of election in a location accessible to the public within each of the institution's facilities.

§8. *Recounting the votes*

28. The returning officer shall recount the votes at the request of a candidate or his representative.

Such request shall be made in writing and must be received by the returning officer no later than five days after the poll is held.

The returning officer shall recount the votes within five days following receipt of such request.

The candidates or their representatives may be present for the recount.

DIVISION III
FINAL

29. This Regulation comes into force on the date of its publication in the *Gazette officielle du Québec*.



Gouvernement du Québec
Ministère de la Santé et des Services sociaux
Cabinet du sous-ministre
Secrétariat



RÉGIES RÉGIONALES
DE LA SANTÉ ET DES
SERVICES SOCIAUX

CANDIDATE NOMINATION PAPER
SCHEDULE 1

Please print in block letters using **BLACK** ink.
Carefully read instructions on back of form.

Name(s) of institution(s)	Identification No.

Section I – Nomination		Section II – Nominator	
Full name of candidate		1- Full name of nominator	
Sex M <input type="checkbox"/> F <input type="checkbox"/>	Date of birth Y M D	Telephone	
Address		Address	
Municipality		Name of electoral college	
Province		Signature of nominator	
Postal code			
Area code	Telephone (home)	2- Full name of nominator	
Area code	Telephone (work)	Telephone	
Ext.		Address	
Occupation		Name of electoral college	
Employer		Signature of nominator	
Where the candidate is employed or practises his profession within the institution, indicate his position title or professional corporation.			

Section III – Candidate's consent

I, the undersigned, consent to be a candidate for the position of member of the board of directors of _____

Name of institution _____ Name of electoral college or nomination _____

I also authorize the transmission of the information contained on this paper to the regional health and social services board and to the ministère de la Santé et des Services sociaux, if I am elected or appointed a member of the board of directors. The information transmitted to the regional board and the Department is governed by the Act respecting Access to documents held by public bodies and the Protection of personal information.

In witness whereof, I have signed at _____ on _____ 19 ____

Town or City _____

Signature of candidate _____

Section IV – Resolution of the board of directors

At its sitting of _____ 19 ____, the board of directors of _____ adopted the following resolution: that _____ be nominated for or designated a candidate for the position of member of the board of directors of _____

Name of organization _____
Full name of candidate _____
Name of institution _____

Signature of authorized person _____

Section V – For institution use only

1- Transaction Registration - 1 Correction - 2 Cancellation - 3	2- Category H <input type="checkbox"/> C <input type="checkbox"/> V <input type="checkbox"/> P <input type="checkbox"/> C <input type="checkbox"/> L <input type="checkbox"/> C <input type="checkbox"/> S <input type="checkbox"/> C <input type="checkbox"/> R <input type="checkbox"/> C <input type="checkbox"/> R <input type="checkbox"/> T <input type="checkbox"/> C <input type="checkbox"/> C <input type="checkbox"/>	3- Status of member Permanent <input type="checkbox"/> Temporary <input type="checkbox"/> Ex officio <input type="checkbox"/>	4- Terms of office Number _____	5- Start of term of office Y M D	6- Year term of office ends 19 ____
7- Method of election of appointment Vote <input type="checkbox"/> Accla- mation <input type="checkbox"/> 1 Minister <input type="checkbox"/> 2 Board <input type="checkbox"/> 3 Board of directors <input type="checkbox"/> 4 Letters patent <input type="checkbox"/> 5 Nomination <input type="checkbox"/> 6 * (see list below) <input type="checkbox"/> 7			8- Electoral college 1- President <input type="checkbox"/> 2- Vice-president <input type="checkbox"/> 3- Executive director <input type="checkbox"/> 4- Executive director/Secretary <input type="checkbox"/> 5- Secretary <input type="checkbox"/> 6- Member <input type="checkbox"/>		
10- Full name of member replaced Date Y M D		11- Date of departure Y M D		12- Reason for departure Please specify 1- Resignation <input type="checkbox"/> 2- Loss of quality <input type="checkbox"/> 3- End of term of office <input type="checkbox"/> 4- Other <input type="checkbox"/>	
Signature of executive		* LIST OF CODES 01- Population 08- Medical resident 13- Appointment after consultation with bodies representing the judicial sector 02- Employees and professionals 09- Co-optation 14- Acting executive director 03- Users' committee 10- Executive director 04- Corporation 11- Letters patent 05- Foundation 12- Appointment after consultation with bodies representing the education sector 06- University (teaching) 07- University (research)			

IN ACCORDANCE WITH SECTIONS 64 AND 65 OF THE ACT RESPECTING ACCESS TO DOCUMENTS HELD BY PUBLIC BODIES AND THE PROTECTION OF PERSONAL INFORMATION

Please note that:

- The information on this form is gathered for the institution concerned and, in the case of candidates who are elected, for the regional health and social services board and the ministère de la Santé et des Services sociaux.
- The information transmitted to the regional board or the Department is used to make up a file on the members of the boards of directors of the health and social services institutions, used for the purposes of management and control.
- The following have access to the information:
 - the employees of the institution concerned, of the regional board and of the Department, within the scope of their office;
 - any other user meeting the requirements of the Act.
- The information on the form is compulsory.

Section I – Nomination

To be filled out by all candidates for **election**.

Also to be filled out in the case of **appointment** by the board of directors.

Section II – Nominator

To be filled out **only** in the case of election.

Section III – Candidate's consent

To be filled out and signed by every person elected or appointed.

Section IV – Resolution of the board of directors

To be filled out

— where the board of directors of the institution must appoint a member; or

— where the regional board must appoint a member and requests the opinion of the institution.

Section V – For institution use only

1. Transaction: Indicate one number only.
2. Category: Indicate one category only.
3. Status of member:
 - Permanent — By election or appointment.
 - Temporary — By letters patent.
 - Ex officio* — Executive director.
4. Terms of office: Indicate number of terms accumulated, including the one just beginning.
5. Start of term of office: Indicate date of election or appointment.
6. Year term of office ends: Same year for all members, including members elected during the term.
7. Method of election or appointment:
 - Vote — Election procedure with balloting.
 - By acclamation — Election procedure without balloting.
 - Appointment — Appointment procedure provided for in by-law and coopted members.
 - Board — Appointed by regional board.
 - Board of directors — Appointed by board of directors.
 - Letters patent — On issue of letters patent.
8. Electoral college: Indicate code corresponding to electoral college or to member's mode of appointment.
9. Member's position: To be filled out and time of election, appointment or update.
10. Full name of member replaced: **Must** be filled out for updating purposes at the time a member is replaced.
11. Date of departure: Indicate the date on which the replaced member left.
12. Reason for departure: Please specify where reason is "OTHER".



RÉGIE RÉGIONALE
DE LA SANTÉ ET DES
SERVICES SOCIAUX

Schedule II

**CERTIFICATE OF ELECTION
BY ACCLAMATION**

I, the undersigned, the Returning Officer, hereby declare that I received and accepted the candidacies of the following persons for the positions that must be filled within the board of directors of :

_____ Names(s) of institution(s)

following election by : _____ Name of electoral college

	Name	Address	Telephone
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____

The above candidates are declared elected.

In witness whereof, I have signed this certificate on _____ Day _____ Month

19 _____ at _____ at _____
Year Time Place

Signature: _____

Address : _____

Telephone: _____

A COPY MUST BE SENT TO THE REGIONAL BOARD



RÉGIE RÉGIONALE
DE LA SANTÉ ET DES
SERVICES SOCIAUX

Schedule III

Model for ballot paper

N°
N°
<div style="border: 1px solid black; padding: 2px; width: fit-content; margin: auto;">Initials of scrutineer</div>
Name(s) of institution(s) :
Date

Back

Names of candidates	
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>

Front

N.B. Candidates must be listed in alphabetical order.



RÉGIE RÉGIONALE
DE LA SANTÉ ET DES
SERVICES SOCIAUX

Schedule IV

**ALPHABETICAL LIST OF
CANDIDATES**
To be posted in polling
booth

Electoral College : _____

Name :

Date

Signature of Returning Officer



**RÉGIE RÉGIONALE
DE LA SANTÉ ET DES
SERVICES SOCIAUX**

Schedule V

Certificate of election

Electoral college : _____

To the executive director of : _____
Name (s) of institution (s)

**I, the undersigned, _____ acting as Returning Officer,
hereby declare that :**

THE FOLLOWING CANDIDATES HAVE BEEN ELECTED :

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____

1. Signature

Returning Officer

Signature _____ **Date** _____

Address _____ **Telephone** _____

See back ...

2. Voting period

The voting period lasted _____
Number of hours

Times : Opening _____

Closing _____

Date _____ Place _____

Municipality _____

3. Counting of votes


Name of candidates Number of votes

	Name of candidates	Number of votes
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____
8.	_____	_____
9.	_____	_____
10.	_____	_____

Valid ballots _____

Rejected ballots _____

TOTAL : _____

Initials of
Returning
Officer 

A COPY MUST BE SENT TO THE REGIONAL BOARD WITHIN 10 DAYS.



**RÉGIE RÉGIONALE
DE LA SANTÉ ET DES
SERVICES SOCIAUX**

Schedule VI

Name (s) of institution (s)

DECLARATION

I hereby declare that I am not an employee of :

- the ministère de la Santé et des Services sociaux;
- a regional board;
- a health or social services institution;
- an organization that delivers services related to the fields of health or social services;
- of the Régie de l'assurance-maladie du Québec. I further declare that I do not receive any remuneration from the latter.

Signature of the elector

Date and place

Information about the elector

Name : _____

Address : _____

Telephone : _____



RÉGIE RÉGIONALE
DE LA SANTÉ ET DES
SERVICES SOCIAUX

Schedule VII

**INFORMATION
CONCERNING CANDIDATE**

Institution : _____

Electoral college : _____

Name of candidate : _____

Municipality in which candidate resides : _____ **Municipality in which candidate works :** _____

Profile of candidate : (education, occupation, experience)

Reasons for candidacy :

Involvement in social or community organizations, volunteer work, etc :

Candidate's consent : _____

I hereby authorize distribution of the above information for the purposes of the election in respect of which I have filed my candidacy.

Date

Signature of candidate

Date

Signature of Returning Officer

Draft Regulations

Draft Regulation

An Act respecting farm-loan insurance and forestry-loan insurance (R.S.Q., c. A-29.1)

Regulation

— Amendment

Notice is hereby given, in accordance with sections 10 and 11 of the Regulations Act (R.S.Q., c. R-18.1), that the Regulation to amend the Regulation respecting the application of the Act respecting farm-loan insurance and forestry-loan insurance, the text of which appears below, may be made by the Government upon the expiry of 45 days following this publication.

This draft regulation proposes a concordance amendment so that the financing granted under the draft regulation entitled “Forest Management Funding Program” may be covered by the guarantee of the Fonds d’assurance-prêts agricoles et forestiers established by the Act respecting farm-loan insurance and forestry-loan insurance (R.S.Q., c. A-29.1).

To date, study of the matter has revealed no impact on the public and on businesses, particularly on small and medium-sized businesses.

Further information may be obtained by contacting Mr. Robert H. Verge, Director of the Direction de l’analyse et de la coordination, Société de financement agricole, 1020, route de l’Église, Sainte-Foy (Québec), G1V 4P2, tel.: (418) 643-2575, fax: (418) 528-9346.

Any interested person having comments to make on the matter is asked to send them in writing, before the expiry of the 45-day period, to the undersigned, 200 A, chemin Sainte-Foy, 12^e étage, Québec (Québec), G1R 4X6.

GUY JULIEN,
*Minister of Agriculture, Fisheries
and Food*

Regulation to amend the Regulation respecting the application of the Act respecting farm-loan insurance and forestry-loan insurance

An Act respecting farm-loan insurance and forestry-loan insurance (R.S.Q., c. A-29.1, s. 24)

1. The Regulation respecting the application of the Act respecting farm-loan insurance and forestry-loan insurance (R.R.Q., 1981, c. A-29.1, r. 1) amended by the Regulations made by Orders in Council 1127-88 dated 13 July 1988, 895-89 dated 14 June 1989, 1650-90 dated 28 November 1990, 130-92 dated 5 February 1992, 698-93 dated 19 May 1993 and 700-95 dated 24 May 1995 is further amended by substituting the words “the Forest Management Funding Program established under the Forest Act (R.S.Q., c. F-4.1) and made by Order in Council (insert the number and date of the Order in Council making that program)” for the words “the Act to promote forest credit by private institutions (R.S.Q., c. C-78.1)” in paragraph 1 of section 2.

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

9989

Draft Regulation

Forest Act
(R.S.Q., c. F-4.1)

Forest management funding program

Notice is hereby given, in accordance with sections 10 and 11 of the Regulations Act (R.S.Q., c. R-18.1), that the Forest Management Funding Program, the text of which appears below, may be made by the Government upon the expiry of 45 days following this publication.

The purpose of the draft regulation is to encourage the establishment, maintenance or development of forest production units of 80 hectares or more and the establishment or development of forest service enterprises.

To that end, it proposes to financially support forest producers by allowing them access to financing at an advantageous interest rate.

To date, study of the matter has revealed the following impact on the public and on businesses, particularly on small and medium-sized businesses:

— the introduction of a forest management funding program will contribute to regional economic development and rural revitalization. It will promote, in particular, the progressive development of forest service enterprises.

Further information may be obtained by contacting Mr. Robert H. Verge, Director of the Direction de l'analyse et de la coordination, Société de financement agricole, 1020, route de l'Église, Sainte-Foy (Québec), G1V 4P2, tel.: (418) 643-2575, fax: (418) 528-9346.

Any interested person having comments to make on the matter is asked to send them in writing, before the expiry of the 45-day period, to the Associate Deputy Minister for Forests, Mr. Jacques Robitaille, Ministère des Ressources naturelles, 880, chemin Sainte-Foy, 10^e étage, Québec (Québec), G1S 4X4.

GUY CHEVRETTE,
Minister of State for Natural Resources

Forest management funding program

Forest Act
(R.S.Q., c. F-4.1, s. 124.37 and s. 172.2; 1996, c. 14)

DIVISION I PROGRAM OBJECTIVE

1. This Program is designed to enable the Société de financement agricole (“the Corporation”) to financially support forest producers, by means of a loan, for the purpose of encouraging the establishment, maintenance or development of forest production units of 80 hectares or more and the establishment or development of forest service enterprises.

DIVISION II INTERPRETATION

2. For the purposes of this Program,

“forest producer” means a person or an organization certified as a forest producer under section 120 of the Forest Act (R.S.Q., c. F-4.1; 1996, c. 14); (*producteur forestier*)

“lender” means

(1) a savings and credit union governed by the Savings and Credit Unions Act (R.S.Q., c. C-4.1);

(2) any of the following banks: the National Bank of Canada, the Royal Bank of Canada, the Canadian Imperial Bank of Commerce, the Bank of Montréal, the Bank of Nova Scotia, the Toronto Dominion Bank or the Laurentian Bank of Canada;

(3) a person to whom is owed all or part of the sale price of forest assets; or

(4) any other person authorized by the Corporation under subparagraph 2 of the first paragraph of section 16 of the Act respecting the Société de financement agricole (R.S.Q., c. S-11.0101); (*prêteur*) and

“loan” means a loan, including a loan taken over by another borrower and all or part of the sale price owed by a borrower following the acquisition of forest assets, where the loan is granted under this Program, under the Act to promote forest credit by private institutions (R.S.Q., c. C-78.1) or under the Forestry Credit Act (R.S.Q., c. C-78). (*prêt*)

3. For the purposes of this Program, an interest in an entity certified as a forest producer is,

(1) in the case of a forest producer composed of one or more natural persons, the rights held in a forest production unit;

(2) in the case of a forest producer composed of a company, the voting shares;

(3) in the case of a forest producer composed of a general or limited partnership, the shares held by the partners;

(4) in the case of a forest producer composed of a cooperative, the shares; or

(5) in the case of a forest producer composed of a combination of natural persons, companies, or general or limited partnerships or cooperatives, the rights held in a forest production unit, the voting shares, the shares held by the partners, or the shares in each of those categories of persons.

DIVISION III GENERAL

4. Financial assistance granted under this Program shall be in the form of a loan.

Such financial assistance may be granted by the Corporation to a forest producer who meets the conditions of this Program and the particular conditions determined by the Corporation in accordance with the powers conferred upon it by subparagraph 1 of the first paragraph of section 16 of the Act respecting the Société de financement agricole.

A person or an organization which, without being a forest producer, is composed of at least 1 forest producer or 1 person holding interests in an entity certified as a forest producer shall be considered to be a forest producer for the purposes of this Program.

5. In order to be admissible, an application for financial assistance shall be submitted to the Corporation in writing and shall be accompanied by the information and documents required by the Corporation under section 22 of the Act respecting the Société de financement agricole.

6. In order to be eligible for a loan, a forest producer shall demonstrate,

(1) where he is a natural person, that he is of full age, is domiciled in Québec and is a Canadian citizen or permanent resident within the meaning of the Immigration Act (R.S.C., 1985, c. I-2);

(2) where it is a legal person, that its head office and principal place of business are in Québec; and

(3) where it is composed of more than 1 person, that it consists only of persons who meet the conditions of subparagraphs 1 and 2.

A forest producer shall also meet the following conditions:

(1) have a forest management plan that meets the conditions listed in subparagraph 1 of the first paragraph of section 120 of the Act for the forest area in respect of which the loan is applied for;

(2) need the financial assistance requested for the establishment, maintenance or development of a forest production unit of 80 hectares or more or for the establishment or development of a forest service enterprise, taking into account its overall financial position;

(3) be able to meet its financial obligations;

(4) have the necessary resources to carry out its plan;

(5) demonstrate that the project's profit outlook ensures its financial viability, in the case of a forest service enterprise; and

(6) be able to provide the guarantees required by the Corporation under subparagraph 1 of the first paragraph of section 16 of the Act respecting the Société de financement agricole.

7. For the duration of the loan, the forest producer shall meet the conditions that rendered him or it eligible therefor.

8. In accordance with section 4 of the Act respecting farm-loan insurance and forestry-loan insurance (R.S.Q., c. A-29.1), a lender who grants a loan under this Program shall be entitled to insurance from the Fonds d'assurance-prêts agricoles et forestiers for the duration of the loan.

DIVISION IV **GRANTING OF A LOAN**

9. The Corporation may, within the scope of the objective described in section 1, grant a loan to a forest producer.

10. A loan may be granted under this Program only for the following purposes:

(1) the establishment, maintenance or development of a forest production unit of 80 hectares or more under forest management; or

(2) the establishment or development of a forest enterprise owning machinery or equipment used for a forest management activity and providing its services to owners of private woodlots.

11. The following are excluded from the financial assistance provided for in this Program:

(1) activities for which financial assistance may be provided under the Program for farm financing established under the Act respecting the Société de financement agricole and made by Order in Council 699-95 dated 24 May 1995;

(2) activities related to forest seedling production and to the acquisition of assets for the processing of timber into firewood for commercial purposes;

(3) the purchase of mobile sawmills; and

(4) the holders of wood processing plant operating permits whose authorized annual consumption is more than 2 000 cubic metres of rough timber for peeling, sawing or pulp and paper production.

12. The maximum amount of a loan that may be granted to a forest producer is \$500 000.

The balance on loans granted to the borrower under this Program, the Act to promote forest credit by private institutions or the Forestry Credit Act shall be taken into account in calculating that maximum amount. Notwithstanding the foregoing, debts that have devolved on the borrower by succession after the last loan was granted are not taken into account in that calculation.

13. A loan shall have a maximum term of 30 years and shall be repayable under the terms and conditions determined by the Corporation.

14. The interest rate on a loan may not exceed the lender's hypothecary interest rate in force on the date of the loan contract. The rate may be adjusted on the expiry of each period of 12, 36 or 60 months according to the agreement entered into by the lender and the borrower.

For the purposes of this section, "hypothecary interest rate" means,

(1) in the case of a lender who has such a rate, the interest rate on a closed-term loan secured by a first hypothec on a single-family dwelling; or

(2) in the case of a lender who does not have such a rate, the interest rate on a closed-term loan secured by a first hypothec on a single-family dwelling of any of the following financial institutions: Fiducie Desjardins Inc., the National Bank of Canada, the Royal Bank of Canada, the Canadian Imperial Bank of Commerce or the Bank of Montreal.

15. Where the lender is a person to whom is owed all or part of the sale price of forest assets, the interest rate may be set for a period not exceeding 5 years where the parties so agree. That interest rate may not exceed, for the chosen term, the current hypothecary interest rate of any of the financial institutions listed in subparagraph 2 of the second paragraph of section 14.

16. Interest on a loan shall be capitalized monthly and not in advance, regardless of the payment schedule agreed to by the parties.

DIVISION V MISCELLANEOUS AND FINAL

17. No amount of money may be charged to a forest producer by a lender referred to in paragraphs 1 to 4 of the definition of "lender" in section 2 for services rendered by the Corporation or for services offered by the lender free of charge in the normal course of its activities.

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

9988

Draft Regulation

Health Insurance Act
(R.S.Q., c. A-29)

Regulation — Amendments

Notice is hereby given, in accordance with sections 10 and 11 of the Regulations Act (R.S.Q., c. R-18.1), that the Regulation to amend the Regulation respecting the application of the Health Insurance Act, the text of which appears below, may be made by the Government upon the expiry of 45 days following this publication.

The purpose of the draft regulation is to harmonize the coverage of mammographies for detection purposes with the parameters of the Programme québécois de dépistage du cancer du sein.

To that end, the draft regulation prescribes that mammographies for detection purposes will be insured where such service is rendered every 2 years to beneficiaries of 40 years of age or older in a place designated by the Minister, on the conditions set therein.

To date, study of the matter reveals an impact in the form of a better coverage for a target clientele for whom those services are recognized effective, thus giving that clientele easier access to detection services meeting high-quality standards and requirements, which should entail an important reduction in the rate of mortality caused by breast cancer.

Further information may be obtained by contacting Mrs. Andrée Bernard, service head, Service de la prévention en santé, ministère de la Santé et des Services sociaux, 1075, chemin Sainte-Foy, 3^e étage, Québec (Québec), G1S 2M1.

Any interested person having comments to make is asked to send them in writing, before the expiry of the 45-day period, to the Minister of Health and Social Services, 1075, chemin Sainte-Foy, 15^e étage, Québec (Québec), G1S 2M1.

JEAN ROCHON
*Minister of Health
and Social Services*

Regulation to amend the Regulation respecting the application of the Health Insurance Act

Health Insurance Act
(R.S.Q., c. A-29, s. 69, 1st par., subpars. *b* and *b.3*)

1. The Regulation respecting the application of the Health Insurance Act, as amended by the Regulations made by Orders in Council 3397-81 dated 9 December 1981 (Suppl., p. 84), 1125-82 dated 12 May 1982 (Suppl., p. 105), 1181-82 dated 19 May 1982 (Suppl., p. 106), 1712-82 dated 13 July 1982 (Suppl., p. 107), 1789-82 dated 12 August 1982, 2448-82 dated 27 October 1982, 2546-82 dated 10 November 1982, 2630-82 dated 17 November 1982, 2678-82 dated 24 November 1982, 3018-82 and 3019-82 dated 21 December 1982, 13-83 and 14-83 dated 12 January 1983, 165-83 dated 2 February 1983, 539-83 dated 23 March 1983, 692-83 and 693-83 dated 13 April 1983, 763-83 dated 20 April 1983, 1771-83 dated 1 September 1983, 1828-83 dated 7 September 1983, 937-84 dated 11 April 1984, 1374-84 and 1375-84 dated 13 June 1984, 1513-84 dated 27 June 1984, 1769-84 and 1770-84 dated 8 August 1984, 1813-84 dated 16 August 1984, 1893-84 dated 22 August 1984, 2051-84 dated 19 September 1984, 2298-84 dated 17 October 1984, 2751-84 dated 12 December 1984, 321-85 dated 21 February 1985, 661-85 dated 3 April 1985, 944-85 dated 22 May 1985, 1119-85 dated 12 June 1985, 1516-85 dated 17 July 1985, 2276-85 and 2277-85 dated 31 October 1985, 2494-85 dated 27 November 1985, 445-86 dated 9 April 1986, 654-86 dated 14 May 1986, 1179-86 dated 30 July 1986, 1538-86 dated 8 October 1986, 1730-86 dated 19 November 1986, 1936-86 dated 16 December 1986, 1026-87 dated 23 June 1987, 1258-87 and 1259-87 dated 12 August 1987, 1556-87 dated 7 October 1987, 1656-87 dated 28 October 1987, 1834-87 dated 2 December 1987, 1937-87 dated 16 December 1987, 424-88 dated 23 March 1988, 618-88 and 619-88 dated 27 April 1988, 841-88 dated 1 June 1988, 950-88 dated 15 June 1988, 1550-88 dated 12 October 1988, 1634-88 dated 26 October 1988, 1823-88 dated 7 December 1988, 1887-88 and 1888-88 dated 14 December 1988, 1980-88 dated 21 December 1988, 922-89 and 924-89 dated 14 June 1989, 967-89 dated 21 June 1989, 1214-89 dated 26 July 1989, 1600-89 dated 10 October 1989, 224-90 dated 21 February 1990, 512-90 dated 11 April 1990, 858-90, 860-90, 861-90 and 862-90 dated 20 June 1990, 1027-90 dated 11 July 1990, 1473-90 dated 10 October 1990, 1735-90 dated 12 December 1990, 384-91 dated 20 March 1991, 862-91, 863-91 and 864-91 dated 19 June 1991, 940-91 dated 3 July 1991, 1064-91 dated 24 July 1991, 1134-91 dated

14 August 1991, 1500-91, 1501-91 and 1502-91 dated 30 October 1991, 1834-91 dated 18 December 1991, 499-92 and 500-92 dated 1 April 1992, 903-92 and 904-92 dated 17 June 1992, 948-92 dated 23 June 1992, 1002-92 dated 30 June 1992, 1192-92 dated 19 August 1992, 1244-92 dated 26 August 1992, 1402-92 dated 23 September 1992, 1469-92 and 1470-92 dated 30 September 1992, 1509-92 dated 7 October 1992, 1755-92 dated 2 December 1992, 1890-92 dated 16 December 1992, 124-93 dated 3 February 1993, 209-93 dated 17 February 1993, 423-93 dated 24 March 1993, 729-93 dated 20 May 1993, 744-93 and 745-93 dated 26 May 1993, 869-93 dated 16 June 1993, 950-93 and 951-93 dated 30 June 1993, 1472-93 dated 20 October 1993, 1899-93 dated 15 December 1993, 69-94 dated 10 January 1994, 612-94 dated 27 April 1994, 896-94 dated 15 June 1994, 1779-94 dated 14 December 1994, 386-95 dated 22 March 1995, 1179-95 dated 30 August 1995, 1638-95 dated 13 December 1995, 323-96 dated 13 March 1996 and 759-96 dated 19 June 1996, is further amended in section 22:

(1) by substituting the following for subparagraph *ii* of paragraph *o*:

“*ii.* mammography for detection purposes, unless this service is rendered in a place designated by the Minister in any of the following cases:

(*a*) to a beneficiary of 40 years of age or older but less than 50, on a medical prescription indicating the presence of a serious risk factor associated with breast cancer, provided that the beneficiary has not been so examined for 2 years;

(*b*) to a beneficiary of 50 years of age or older but less than 70, provided that the beneficiary has not been so examined for 2 years; or

(*c*) to a beneficiary of 70 years of age or older, by medical prescription, provided that the beneficiary has not been so examined for 2 years;”;

(2) by inserting the following after the word “dentist” in subparagraph *ii* of paragraph *r*: “except mammographies for detection purposes for beneficiaries of 50 years of age or older but less than 70”.

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

Draft Regulation

Environment Quality Act
(R.S.Q., c. Q-2)

Pulp and paper mills — Amendments

Notice is hereby given, in accordance with sections 10 and 11 of the Regulations Act (R.S.Q., c. R-18.1), that the draft of the Regulation to amend the Regulation respecting pulp and paper mills, the text of which appears below, may be made by the Gouvernement du Québec upon the expiry of 60 days following this publication.

Following the setting up in May 1994 of a consolidated service point in order to reduce administrative duplication and overlaps in the application of the regulations on pulp and paper mills, the staff of the regional offices of the Ministère de l'Environnement et de la Faune (MEF) has become the sole agent as regards pulp and paper mills, gathering the data required by both federal and provincial regulations. Pulp and paper mills must now send to the MEF the data required under the regulations governing them.

To facilitate this task for companies, the draft regulation provides that the forms used by the Ministère de l'Environnement et de la Faune will include all the necessary data and that the data may be transmitted by a computer medium. The draft regulation also corrects certain standards in respect of contaminant concentrations that may be contained in leachate discharged by pulp and paper mills into the environment or into a storm sewer.

The draft regulation introduces other measures aimed at reducing the administrative constraints imposed on pulp and paper companies and at facilitating the application of the Regulation. Consequently, the pH standard for effluents discharged into a sewer system is eliminated since the municipalities already apply a standard of that type. The sampling period is made less constraining, to relieve companies of the obligation to send samples on weekends, and the incineration standards in the Regulation respecting the quality of the atmosphere are clarified in respect of an operator of a mill waste management system involving treatment by combustion.

Lastly, the draft regulation authorizes an operator to treat industrial waste water and septic tank sludge if he has obtained the authorization prescribed in section 22 of the Environment Quality Act.

Further information on the draft of the Regulation to amend the Regulation respecting pulp and paper mills may be obtained by contacting Ms. Monique Trudel, Direction de la coordination réglementaire, ministère de l'Environnement et de la Faune, 3900, rue de Marly, 5^e étage, boîte 32, Sainte-Foy (Québec), G1X 4E4; telephone: (418) 643-3543.

Any person having comments to make on the draft of the Regulation to amend the Regulation respecting pulp and paper mills is asked to send them in writing, before the expiry of the 60-day period, to the Minister of the Environment and Wildlife, 3900, rue de Marly, 6^e étage, Sainte-Foy (Québec), G1X 4E4.

DAVID CLICHE,
Minister of the Environment and Wildlife

Regulation to amend the Regulation respecting pulp and paper mills

Environment Quality Act
(R.S.Q., c. Q-2, ss. 31, 46 and 70)

1. The Regulation respecting pulp and paper mills, made by Order in Council 1353-92 dated 16 September 1992 and amended by the Regulation made by Order in Council 1529-93 dated 3 November 1993, is further amended, in section 1,

(1) by substituting the words "sampling and analysis were conducted" for the words "effluent was sampled and analyzed" in the definition of "average load";

(2) by substituting "ppm" for "PPM" in the French version.

2. Section 11 is revoked.

3. Section 21 is amended by adding the following paragraphs:

"An operator may also treat industrial waste water and septic tank sludge. Such treatment is subject to the obtainment of the authorization prescribed in section 22 of the Environment Quality Act.

The standards applicable to effluents are applicable to municipal waste water, industrial waste water and septic tank sludge treated by an operator."

4. Section 73 is amended by substituting the numeral "28" for the numeral "29" in paragraphs 2, 3, 5 and 6.

5. Section 74 is amended

(1) by substituting the numeral "28" for the numeral "29" in subparagraphs 1, 2 and 3 of the first paragraph;

(2) by inserting the words "and chlorophenols," after the word "and furans," in subparagraph 2 of the first paragraph; and

(3) by deleting the word "biological" in the second paragraph.

6. Sections 78 and 80 are amended by substituting the numeral "28" for the numeral "29".

7. Section 84 is amended

(1) by substituting the numeral "80" for the numeral "81" in the first paragraph; and

(2) by deleting the second paragraph.

8. Section 85 is amended in the first paragraph by substituting the following for the words "forms corresponding to the forms prescribed in Schedules II and V to VIII":

"forms provided by the Minister and containing the provisions set forth in Schedules II and V to VIII.

The results, data and report may be sent by telematics or by a computer medium in accordance with the sample standard format provided by the Minister."

9. Section 86 is amended, in subparagraph *b* of paragraph 3, by substituting the words "according to the method described in the Guide d'échantillonnage à des fins d'analyses environnementales, cahier 4, published by the Ministère de l'Environnement et de la Faune" for the words "according to the method identified in Schedule IV".

10. Section 90 is amended by deleting the third paragraph.

11. Section 92 is amended by inserting the words "to an operator of a process water purification plant other than a municipality" after the words "an operator of a mill".

12. The following is substituted for section 94:

"**94.** An operator shall fill out the mill waste management report on a form provided by the Minister and containing the prescriptions set forth in Schedule X, and shall forward the form to the Minister within 30 days following the end of each month.

The report may be sent by telematics or by a computer medium in accordance with the sample standard format provided by the Minister."

13. Section 102 is amended by substituting the words "in Division IV and in subparagraphs *a* and *b* of the first paragraph of section 67" for the words "in Divisions IV and XIX" in the first paragraph.

14. Section 111 is amended by inserting the words "to an operator of a process water purification plant other than a municipality" after the words "an operator of a mill".

15. Section 117 is amended

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

"Removal of at least 85 % of the BOD₅ contained in the leachate may be substituted for the threshold limit value prescribed in subparagraph 7. Such removal rate shall be computed each week by comparing the aggregate of the weekly loads for the preceding 52 weeks, measured at the entry to the treatment system, with the aggregate of the quantities discharged during the same period and measured at the outflow of the treatment system."; and

(2) by substituting the numeral "50" for the numeral "10" in subparagraph 9 of the first paragraph.

16. Section 118 is amended by substituting the following for the second, third and fourth paragraphs:

"Where leachate is treated so as to remove 85 % of the annual BOD₅ load, a sampling station complying with that referred to in section 70 shall be installed at the entry to and outflow of the treatment system. An operator shall measure the BOD₅ concentration once a week at the entry and outflow points, unless there is no flow. Both measurements shall be taken on the same day on a portion of composite sample as defined in section 64.

The operator shall establish and maintain in working order a continuous flow measurement and recording system at each point referred to in the first paragraph. He shall measure and record leachate flow continuously at those points and provide a weekly measurement thereof on the form provided by the Minister. The operator shall inspect and calibrate the primary and secondary components of the flow measurement system in accordance with sections 66 to 69.

The analyses referred to in this section shall be performed by a laboratory accredited by the Minister under section 118.6 of the Environment Quality Act.

The operator shall compile the results on a form provided by the Minister and containing the prescriptions set forth in Schedule VIII, and shall forward it to the Minister within 30 days following the end of the month during which the measurements are taken.

The results may be sent by telematics or by a computer medium in accordance with the sample standard format provided by the Minister.”.

17. The third paragraph of section 126 is deleted.

18. Section 139 is amended by substituting “duties” for “fees” in paragraph 3.

19. Section 144 is amended

(1) by substituting “duty” for “fee” in the first paragraph; and

(2) by substituting the following for the second, third and fourth paragraphs:

“The duty shall be indexed on 1 January of each year on the basis of the General Consumer Price Index for Canada for the 12-month period ending on 30 September of the preceding year, as determined by Statistics Canada.

A duty indexed in the prescribed manner shall be reduced to the nearest dollar where it contains a fraction of a dollar less than \$0.50; it shall be increased to the nearest dollar where it contains a fraction of a dollar equal to or greater than \$0.50.

The Minister shall inform the public of the result of the indexing carried out under this section by means of the *Gazette officielle du Québec* or by any other means he deems to be appropriate.”.

20. Section 146 is amended by substituting “duty” for “fee” in paragraph 3.

21. Section 149 is amended

(1) by substituting “duty” for “fee” in the first paragraph; and

(2) by substituting the following for the second, third and fourth paragraphs:

“The duty shall be indexed on 1 January of each year according to the General Consumer Price Index for Canada for the 12-month period ending on 30 September of the preceding year, as determined by Statistics Canada.

A duty indexed in the prescribed manner shall be reduced to the nearest dollar where it contains a fraction of a dollar less than \$0.50; it shall be increased to the nearest dollar where it contains a fraction of a dollar equal to or greater than \$0.50.

The Minister shall inform the public of the result of the indexing carried out under this section by means of the *Gazette officielle du Québec* or by any other means he deems to be appropriate.”.

22. Section 158 is amended by substituting the following for the sixth paragraph:

“In respect of a mill in which any of the process equipment listed in Schedule III began operating before 22 October 1992, section 59 will come into force on 31 December 1996 for that equipment.

Section 60 and the first paragraph of section 61 will come into force on 31 December 1996.”.

23. Schedule II is amended by substituting the following documents for the documents entitled

- “Monthly report on effluent characteristics”,
- “Monthly report on effluent characteristics — Report on composition of chlorinated phenolic compounds”, and
- “Monthly report on effluent characteristics — Report on composition of polychlorinated biphenyls”:

MONTHLY REPORT ON EFFLUENT CHARACTERISTICS

NAME OF OPERATOR: _____
 LOCATION OF MILL: _____
 IDENTIFICATION OF FINAL EFFLUENT: _____

NAME OF LABORATORY: _____
 MONTH: _____ YEAR: _____
 BEGINNING OF DAY: _____ O'CLOCK

	(A)	(B)	(C)	(D)
	Date of sampling and type of sample (3) or date of flow measurement	Treated effluent (4) (6)	Untreated effluent (5) (6)	Final effluent (7)
Flow (1) (2) (m ³ /day)				
Resinic and fatty acids (µg/L)				
Chlorophenols (µg/L)				
Chemical oxygen demand (mg/L)				
Aluminum (mg/L)				
Copper (mg/L)				
Nickel (mg/L)				
Lead (mg/L)				
Zinc (mg/L)				
Hydrocarbons (mg/L)				
Toxicity (T.U.) (rainbow trout) (8)				
Polychlorinated biphenyls (µg/L)				
Chlorinated dioxins and furans (pg/L)				

Do not write in this space.

- For each day on which an effluent is sampled, there must be a corresponding flow measurement for that effluent on that date.
- For treated effluent and untreated effluent, indicate here whether the flow was computed or measured:
 treated effluent: _____ untreated effluent: _____
 Where the flow was computed, identify the points of measurement on which the computation was based: _____
- Enter "C" for composite and "G" for grab. In the case of a grab sample, enter the time at which sample was taken.
- This may refer to an effluent treated by primary treatment only or by biological treatment. If there is more than one effluent of this type, fill out a form for each effluent.
- This refers to an untreated effluent that is added to the treated effluent before being discharged into the environment. If there is more than one effluent of this type, fill out a form for each effluent.
- If there is only one effluent, the data prescribed for columns B and C must be entered in column D.
- This refers to an effluent discharged into the environment, into a storm sewer or into a sewer system. If there is more than one final effluent, fill out a form for each effluent.
- Enter the result of the measurement in toxic units based on the CL₅₀ test.

MONTHLY REPORT ON EFFLUENT CHARACTERISTICS
REPORT ON COMPOSITION OF CHLOROPHENOLS

NAME OF OPERATOR: _____
 LOCATION OF MILL: _____
 DATE OF SAMPLING: _____
 NAME OF LABORATORY: _____
 IDENTIFICATION OF EFFLUENT: _____

COMPOUNDS	CONCENTRATION µg/L	DETECTION LIMIT µg/L
2 — chlorophenol		
3 — chlorophenol		
4 — chlorophenol		
2,3 — dichlorophenol		
2,4 — dichlorophenol		
2,5 — dichlorophenol		
2,6 — dichlorophenol		
3,4 — dichlorophenol		
3,5 — dichlorophenol		
2,4,6 — trichlorophenol		
2,3,4 — trichlorophenol		
2,3,6 — trichlorophenol		
2,3,5 — trichlorophenol		
2,4,5 — trichlorophenol		
3,4,5 — trichlorophenol		
2,3,5,6 — tetrachlorophenol		
2,3,4,6 — tetrachlorophenol		
2,3,4,5 — tetrachlorophenol		
Pentachlorophenol		
4 — chlorocatechol		
3,5 — dichlorocatechol		
4,5 — dichlorocatechol		
3,4,5 — trichlorocatechol		
Tetrachlorocatechol		
4 — chloroguaiacol		
4,5 — dichloroguaiacol		
4,6 — dichloroguaiacol		
3,4,5 — trichloroguaiacol		
4,5,6 — trichloroguaiacol		
Tetrachloroguaiacol		
6 — chlorovanillin		
5,6 — dichlorovanillin		
3,4,5 — trichlorosyringol		
4,5 — dichloroveratrol		
3,4,5 — trichloroveratrol		
3,4,5,6 — tetrachloroveratrol		
TOTAL		

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RECOVERY STANDARDS	QUANTITY ADDED µg	RECOVERY RATE %

MONTHLY REPORT ON EFFLUENT CHARACTERISTICS
REPORT ON COMPOSITION OF POLYCHLORINATED BIPHENYLS

NAME OF OPERATOR: _____

LOCATION OF MILL: _____

DATE OF SAMPLING: _____

NAME OF LABORATORY: _____

IDENTIFICATION OF EFFLUENT: _____

COMPOUNDS	CONCENTRATION µg/L	DETECTION LIMIT µg/L
Monochloro-biphenyls		
Dichloro-biphenyls		
Trichloro-biphenyls		
Tetrachloro-biphenyls		
Pentachloro-biphenyls		
Hexachloro-biphenyls		
Heptachloro-biphenyls		
Octachloro-biphenyls		
Nonachloro-biphenyls		
Decachloro-biphenyls		
TOTAL		

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LABELLED COMPOUNDS	QUANTITY ADDED µg	RECOVERY RATE %

24. The following is substituted for Schedule III:

SCHEDULE III

(ss. 59, 87 and 158)

SULPHATE PULP MILL EMISSION STANDARDS

Process equipment	Standards applicable where operation of process equipment started before 22 October 1992		Standards applicable where operation of process equipment started after 22 October 1992	
	Particles	Total reduced sulphur compounds	Particles	Total reduced sulphur compounds
Recovery furnace	200 mg/m ³	20 ppm, except for furnace of a mill built after 12 September 1979, for which the standard is 5 ppm	100 mg/m ³	5 ppm
Lime kiln	340 mg/m ³	10 ppm	150 mg/m ³	10 ppm
Dissolving tank	165 g/t dry solids in the liquor		100 g/t dry solids in the liquor	16 g/t dry solids in the liquor
Cooking system, evaporation system, condensate stripping system and brown pulp washing system		10 ppm		10 ppm

Notes: — The recovery furnace includes, where applicable, the direct contact evaporator.

— The emission standards expressed in ppm are calculated on a dry basis and corrected to 8% oxygen by volume.

— The emission standards expressed in mg/m³ are corrected to reference conditions, on a dry basis and to 8% oxygen by volume.

— The dissolving tank standards are expressed in grams per tonne of dry solids contained in the black liquor incinerated in the recovery furnace.

25. Schedule IV is deleted.

26. The following document is substituted for the document in Schedule VIII entitled "Monthly report on characteristics of other contaminated water and compliance with standards":

MONTHLY REPORT ON CHARACTERISTICS OF OTHER CONTAMINATED WATER
AND COMPLIANCE WITH STANDARDS

NAME OF OPERATOR: _____

LOCATION OF MILL: _____

MONTH: _____ YEAR: _____

NAME OF LABORATORY: _____

CONTAMINANTS TO BE ANALYZED	STANDARDS	DATE OF SAMPLING AND TYPE OF SAMPLE (1)	SANITARY WASTEWATER	STORAGE AREA WATER	LEACHATE (2)		A (3)	B (3)
					mg/L	%		
BOD ₅	30 mg/L or 85 % removal for leachate							
TSS	30 mg/L							
Aluminum	10 mg/L							
Chromium	1 mg/L							
Iron	10 mg/L							
Mercury	0.05 mg/L							
Lead	0.3 mg/L							
Zinc	1 mg/L							
Total phenolic compounds	50 µg/L							
Total sulphides	1 mg/L							
Resinic and fatty acids	300 µg/L							

Do not write in this space.

- (1) Enter "C" for composite and "G" for grab. In the case of a grab sample, enter the time at which sample was taken.
- (2) Where leachate is treated in a stand-alone system, enter in the table above the annual BOD₅ removal rate (%) computed each week. Enter in the table below the weekly data used to compute the removal rate.

Week	Entry to treatment system		Outflow of treatment system	
	Concentration (mg/L)	Flow (m ³ /week)	Concentration (mg/L)	Flow (m ³ /week)
From to				
From to				
From to				
From to				
From to				

(3) Enter in columns A and B the type of water sampled. It may be:

- | | |
|----------------------------|---|
| 1 other leachate discharge | 2 composting area water |
| 3 storage area water | 4 ash cooling water |
| 5 gas scrubbing water | 6 other discharge from storage area water |

Contaminants not in compliance: _____

Reasons: _____

Corrective measures implemented or planned: _____

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

9987

Draft Regulation

An Act respecting the Société de financement agricole (R.S.Q., c. S-11.0101)

Duties and charges — Amendments

Notice is hereby given, in accordance with sections 10 and 11 of the Regulations Act (R.S.Q., c. R-18.1), that the Regulation to amend the Regulation respecting duties and charges exigible by the Société de financement agricole, the text of which appears below, may be made by the Government upon the expiry of 45 days following this publication.

This draft regulation proposes a concordance amendment intended to subject the financing granted under the draft regulation entitled "Forest Management Funding Program" to the Regulation respecting duties and charges exigible by the Société de financement agricole.

To date, study of the matter has revealed no impact on the public and on businesses, particularly on small and medium-sized businesses.

Further information may be obtained by contacting Mr. Robert H. Verge, Director of the Direction de l'analyse et de la coordination, Société de financement agricole, 1020, route de l'Église, Sainte-Foy (Québec), G1V 4P2, tel.: (418) 643-2575, fax: (418) 528-9346.

Any interested person having comments to make on the matter is asked to send them in writing, before the expiry of the 45-day period, to the undersigned, 200A, chemin Sainte-Foy, 12^e étage, Québec (Québec), G1R 4X6.

GUY JULIEN,
*Minister of Agriculture, Fisheries
and Food*

Regulation to amend the Regulation respecting duties and charges exigible by the Société de financement agricole

An Act respecting the Société de financement agricole (R.S.Q., c. S-11.0101, s. 34, 1st par., subpar. 5)

1. The Regulation respecting duties and charges exigible by the Société de financement agricole, made by Order in Council 1075-93 dated 11 August 1993 and amended by Order in Council 701-95 dated 24 May 1995, is further amended in section 1:

(1) by substituting the words “the Forest Management Funding Program made by Order in Council (*insert the number and date of the Order in Council making that program*)” for the words “the Act to promote forest credit by private institutions (R.S.Q., c. C-78.1)” in the first paragraph; and

(2) by inserting the words “the Forest Management Funding Program,” in the second paragraph after “(R.S.Q., c. C-75),”.

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

9990

Draft Regulation

An Act respecting municipal courts
(R.S.Q., c. C-72.01)

Tariff of court costs in civil matters and court office fees applicable before municipal courts other than the municipal courts of the cities of Laval, Montréal and Québec

Notice is hereby given, in accordance with sections 10 and 11 of the Regulations Act (R.S.Q., c. R-18.1), that the Tariff of court costs in civil matters and court office fees applicable before municipal courts other than the municipal courts of the cities of Laval, Montréal and Québec, the text of which appears below, may be made by the Government upon the expiry of 45 days following this publication.

The purpose of the Regulation is to fix the tariff of court costs in civil matters and court office fees applicable before municipal courts other than the municipal courts of the cities of Laval, Montréal and Québec.

Further information concerning the Regulation may be obtained by contacting Françoise Hammond of the Direction générale des services de justice, Ministère de la Justice, 1200, route de l'Église, 5^e étage, Sainte-Foy (Québec), G1V 4M1 (tel.: (418) 644-7709; fax: (418) 644-9968).

Any interested person having comments to make is asked to send them, before the expiry of the 45-day period, to Mr. Paul Bégin, Minister of Justice, 1200, route de l'Église, 9^e étage, Sainte-Foy (Québec), G1V 4M1.

PAUL BÉGIN,
Minister of Justice

Tariff of court costs in civil matters and court office fees applicable before municipal courts other than the municipal courts of the cities of Laval, Montréal and Québec

An Act respecting municipal courts
(R.S.Q., c. C-72.01, s. 77 and s. 118, par. 8)

1. For the purposes of this Tariff, applications are classed as follows:

(1) Class I: applications in which the value of the right in dispute is from \$0.01 to \$999.99 inclusively;

(2) Class II: applications in which the value of the right in dispute is from \$1 000 to \$9 999.99 inclusively;

(3) Class III: applications in which the value of the right in dispute is from \$10 000 to \$99 999.99 inclusively;

(4) Class IV: applications in which the value of the right in dispute is from \$100 000 to \$999 999.99 inclusively;

(5) Class V: applications in which the value of the right in dispute is \$1 000 000 or more.

2. Any application in which the value of the right in dispute is undetermined is included in Class II.

3. The value of the principal right claimed determines the class of the application.

4. This Tariff groups proceedings into 3 stages and the following fees are payable for such proceedings:

(1) Stage I: Proceedings introductive of suit and similar proceedings:

(a) for the issue of the first writ or the first declaration in an action and for an opposition or an intervention, one of the amounts established in the following table, according to the class of the application:

Class of application	
Class I	\$39
Class II	\$72
Class III	\$140
Class IV	\$223
Class V	\$442

(b) for a cross claim, \$65, whatever the class of application;

(c) for any proceeding introductive of suit not specified in this Tariff, \$32, whatever the class of application.

(2) Stage II: Defence and all similar proceedings:

(a) for a defence or a contestation of like nature and for a revocation of a judgment or an opposition by a third party, one of the amounts established in the following table, according to the class of the application:

Class of application

Class I	\$24
Class II	\$39
Class III	\$72
Class IV	\$113
Class V	\$223

(b) for a defence against a cross claim, \$46, whatever the class of application;

(c) for a contestation of any proceeding introductive of suit not specified in this Tariff, \$32, whatever the class of application.

(3) Stage III: Execution: One of the amounts established in the following table, according to the class of application:

Class of application

Class I	\$32
Class II	\$59
Class III	\$107
Class IV	\$168
Class V	\$333

The value of the right that the opposition referred to in clause *a* of subparagraph 1 of the first paragraph is intended to protect determines the class if that value is stated in the opposition or in the affidavit in support thereof; otherwise, the amount set by the judgment determines the class of the proceeding.

In cases referred to in subparagraph 3 of the first paragraph, the class is determined according to the value

of the obligation in respect of which application has been made for compulsory execution.

Costs are payable only for the first proceeding included in a stage referred to in this section.

5. Costs of \$55 are payable for the inscription for proof and hearing of a contested action.

6. Costs of \$26 are payable for costs, upon presentation of a bill of costs by the party entitled thereto.

7. In matters concerning immovables, the following costs are payable:

(1) for the performance of the clerk's duties from receipt of the record until the judgment of homologation of a scheme of collocation inclusively, one of the amounts established in the following table, according to the class of the application:

Class of application

Class I	\$94
Class II	\$134
Class III	\$174
Class IV	\$278
Class V	\$550

(2) for a contestation of a scheme of collocation, one of the amounts established in the following table, according to the class of application:

Class of application

Class I	\$24
Class II	\$39
Class III	\$72
Class IV	\$113
Class V	\$223

Payment of the costs prescribed in subparagraph 1 of the first paragraph entitles each interested person to obtain a copy of the judgment of homologation.

In a case referred to in subparagraph 1 of the first paragraph, the class of the application is determined according to the selling price.

In a case referred to in subparagraph 2 of the first paragraph, the class of the application is determined according to the amount claimed by the contesting party.

8. Subparagraph 2 of the first paragraph of section 7 and the fourth paragraph of that section apply *mutatis mutandis* to a contestation of a scheme of collocation in respect of matters concerning movables.

9. For any judgment of distribution, a fee equal to 3 % of the aggregate of the amounts levied or deposited shall be collected.

10. For a claim to a seizure by garnishment, the costs are \$24 and they are the only costs payable until the claim is fully satisfied.

11. Sections 4, 6, 7, 8 and 10, as the case may be, do not apply to proceedings instituted by the collector of a sum recoverable under the Code of Penal Procedure (R.S.Q., c. C-25.1).

12. Where an amount of money is deposited, the following costs are payable:

(1) if the amount deposited is \$10 000 or less, 3.8 % thereof;

(2) if the amount deposited is more than \$10 000, 3.8 % of the first \$10 000 thereof and 0.3 % of the amount in excess of \$10 000.

This section also applies where the object of the deposit is a security rather than a sum of money and in such case, the costs shall be calculated on the basis of the value declared by the depositor in the proceeding or other document in which he states that he is depositing the security.

This section also applies where a person furnishes security. In such case, the costs shall be calculated on the basis of the amount of security that must be furnished.

Notwithstanding the foregoing, this section does not apply to amounts deposited following a seizure by garnishment nor to the amounts referred to in section 9.

13. The following court office fees are payable:

(1) for the registration, filing or deposit of a document where such procedure is required by a statute or regulation and where that statute or regulation does not fix the fee payable for that procedure, \$32;

(2) for a copy of any document, \$2 per page.

Subparagraph 2 of the first paragraph does not apply to the first copy of a judgment requested by each of the parties.

14. This Tariff applies to the State and its agencies.

15. The amount of the costs and fees prescribed in this Tariff shall be indexed on 1 April 1997, and on 1 April of every year thereafter, in the following manner:

(1) where the amount of the costs or fees payable on 31 March preceding the annual indexing is equal to or greater than \$35, it shall be indexed according to the rate of increase in the general Consumer Price Index for Canada, as determined by Statistics Canada for the period ending on 31 December of the year preceding the indexing;

(2) where the amount of the costs or fees payable on 31 March preceding the annual indexing is less than \$35, it shall be indexed by applying the cumulative rate of increase in the general Consumer Price Index for Canada, as determined by Statistics Canada for the period commencing on 31 December 1995 and ending on 31 December of the year preceding the indexing, to the amount of the costs or fees payable on (*insert here the date of coming into force of this Tariff*).

The costs or fees indexed in the prescribed manner shall be reduced to the nearest dollar where they contain a fraction of a dollar less than \$0.50; they shall be increased to the nearest dollar where they contain a fraction of a dollar equal to or greater than \$0.50.

The Minister of Justice shall publish the results of the annual indexing in Part 1 of the *Gazette officielle du Québec*. He may also employ any other means to ensure that the results of the indexing are more widely publicized.

16. The costs and fees established in this Tariff apply to proceedings or documents filed or issued from the date of its coming into force, even if the matter was commenced before that date.

The costs and fees as indexed on 1 April in accordance with section 15 apply to proceedings or documents filed or issued from that date, even if the matter was commenced before that date.

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

Index Statutory Instruments

Abbreviations: **A**: Abrogated, **N**: New, **M**: Modified

Regulations — Statutes	Page	Comments
Business Start-up Support Program (An Act respecting the Société de développement industriel du Québec, R.S.Q., c. S-11.01)	0000	M
Charter of the Ville de Québec — Tariff of court costs in civil matters and court office fees applicable before the Municipal Court of the Ville de Québec (1929, c. 95)	0000	N
Code of Penal Procedure — Tariff of court costs in penal matters (R.S.Q., c. C-25.1)	0000	M
Duties and charges (An Act respecting the Société de financement agricole, R.S.Q., c. S-11.0101)	0000	Draft
Election procedure for the public meeting held by a public institution (An Act respecting health services and social services, R.S.Q., c. S-4.2)	0000	N
Election procedure for the public meeting held by a public institution (An Act respecting health services and social services, R.S.Q., c. S-4.2)	0000	N
Environment Quality Act — Pulp and paper mills (R.S.Q., c. Q-2)	0000	Draft
Farm-loan insurance and forestry-loan insurance, An Act respecting... — Regulation (R.S.Q., c. A-29.1)	0000	Draft
Financial Administration Act — Forms relating to the book based system (R.S.Q., c. A-6)	0000	N
Forest Act — Forest management funding program (R.S.Q., c. F-4.1)	0000	Draft
Forest management funding program (Forest Act, R.S.Q., c. F-4.1)	0000	Draft
Forms relating to the book based system (Financial Administration Act, R.S.Q., c. A-6)	0000	N
Health Insurance Act — Regulation (R.S.Q., c. A-29)	0000	Draft
Health services and social services, An Act respecting... — Election procedure for the public meeting held by a public institution (R.S.Q., c. S-4.2)	0000	N
Health services and social services, An Act respecting... — Election procedure for the public meeting held by a public institution (R.S.Q., c. S-4.2)	0000	N
Labour standards (An Act respecting labour standards, R.S.Q., c. N-1.1)	0000	M
Labour standards, An Act respecting... — Labour standards (R.S.Q., c. N-1.1)	0000	M
Legal Aid Act — Regulation (R.S.Q., c. N-1.1)	0000	M

Municipal courts, An Act respecting... — Tariff of court costs in civil matters and court office fees applicable before municipal courts other than the municipal courts of the cities of Laval, Montréal and Québec (R.S.Q., c. C-72.01)	0000	Draft
Pulp and paper mills (Environment Quality Act, R.S.Q., c. Q-2)	0000	Draft
Société de développement industriel du Québec, An Act respecting the... — Business Start-up Support Program (R.S.Q., c. S-11.01)	0000	M
Société de financement agricole, An Act respecting the... — Duties and charges (R.S.Q., c. S-11.0101)	0000	Draft
Tariff of court costs in civil matters and court office fees applicable before municipal courts other than the municipal courts of the cities of Laval, Montréal and Québec (An Act respecting municipal courts, R.S.Q., c. C-72.01)	0000	Draft
Tariff of court costs in civil matters and court office fees applicable before the Municipal Court of the Ville de Québec (Charter of the Ville de Québec, 1929, c. 95)	0000	N
Tariff of court costs in penal matters (Code of Penal Procedure, R.S.Q., c. C-25.1)	0000	M