

Gouvernement du Québec

O.C. 359-98, 25 March 1998

An Act respecting the Ministère de l'Emploi et de la Solidarité and establishing the Commission des partenaires du marché du travail (1997, c. 63)

Signing of certain documents

Signing of certain documents of the Ministère de l'Emploi et de la Solidarité

WHEREAS under the second paragraph of section 52 of the Act respecting the Ministère de l'Emploi et de la Solidarité and establishing the Commission des partenaires du marché du travail (1997, c. 63), no deed, document or writing may bind the Minister or be attributed to him unless it is signed by him, the Deputy Minister, a member of the personnel of the department or the holder of a position, and, in the latter two cases, only to the extent determined by the Government;

WHEREAS under the third paragraph of section 52 of the Act, a member of the personnel of an organization is, to the extent that he is assigned to the administration of a program that the Minister has delegated by agreement to that organization, considered to be a member of the personnel of the department for the purposes of the second paragraph;

WHEREAS under such an agreement, the Ville de Montréal administers income security programs on its territory;

WHEREAS the management of the fund to combat poverty through reintegration into the labour market was entrusted to the Minister of Employment and Solidarity under the Act to establish a fund to combat poverty through reintegration into the labour market (1997, c. 28);

WHEREAS, for the purposes of the Act respecting income security (R.S.Q., c. S-3.1.1), the operation of the fund to combat poverty through reintegration into the labour market constitutes a designated measure;

WHEREAS it is expedient to replace the Regulation respecting the signing of certain documents of the Ministère de la Sécurité du revenu, made by Order in Council 1428-94 dated 7 September 1994 and Order in Council 1338-97 dated 15 October 1997 concerning the signing of certain documents relating to the fund to combat poverty through reintegration into the labour market to reflect the new administrative situation within the department;

IT IS ORDERED, therefore, upon the recommendation of the Minister of State for Employment and Solidarity and Minister of Employment and Solidarity:

THAT the terms and conditions for the signing of certain documents of the Ministère de l'Emploi et de la Solidarité, attached to this Order in Council, be made;

THAT the terms and conditions come into force on 1 April 1998;

THAT this Order in Council replace, as of 1 April 1998, the Regulation respecting the signing of certain documents of the Ministère de la Sécurité du revenu, made by Order in Council 1428-94 dated 7 September 1994 and Order in Council 1338-97 dated 15 October 1997 concerning the signing of certain documents relating to the fund to combat poverty through reintegration into the labour market.

MICHEL CARPENTIER,
Clerk of the Conseil exécutif

SCHEDULE

TERMS AND CONDITIONS FOR THE SIGNING OF CERTAIN DOCUMENTS OF THE MINISTÈRE DE L'EMPLOI ET DE LA SOLIDARITÉ

1. Subject to other conditions of validity that may be prescribed by law, any document signed in accordance with the authorizations given hereafter by the personnel of the Ministère de l'Emploi et de la Solidarité and, to the extent provided for in sections 23 and 24, of the Ville de Montréal, and who hold the positions listed hereafter, or, as the case may be, persons authorized to hold the positions on an interim basis, binds the Minister of Employment and Solidarity in the same way as if it had been signed by the Minister.

2. The Associate Deputy Minister responsible for Emploi-Québec and an assistant deputy minister are authorized to sign, in respect of the administrative units assigned to their responsibility:

- (1) supply contracts;
- (2) services contracts, except those pertaining to manpower development activities;
- (3) leases for rooms for administrative purposes;
- (4) leases for space with the Société immobilière du Québec.

Further to the powers referred to in the first paragraph, the Associate Deputy Minister responsible for Emploi-Québec is authorized to sign, in respect of the administrative units assigned to his responsibility:

(1) supply contracts pertaining to manpower development activities;

(2) agreements pertaining to the granting of subsidies the principles and guidelines of which have been established by the Minister in collaboration with the Commission des partenaires du marché du travail and approved by the Conseil du trésor;

(3) agreements pertaining to the granting of subsidies to Carrefours Jeunesse Emploi for which the terms of allocation or the eligibility criteria have been approved by the Government or the Conseil du trésor;

(4) agreements pertaining to the granting of subsidies in the scope of the implementation of the funds allocation plan for the Fonds national de formation de la main-d'oeuvre, prepared annually by the Commission des partenaires du marché du travail and approved by the Minister.

Further to the powers referred to in the first paragraph, the Assistant Deputy Minister for Income Security is authorized to sign, in respect of the administrative units assigned to his responsibility, the agreements pertaining to the granting of subsidies or other financial contributions within the scope of the fund to combat poverty through reintegration into the labour market for which the terms of allocation, by means of working standards or otherwise, have been approved by the Government or the Conseil du trésor.

3. An assistant director general is authorized to sign, in respect of the administrative units assigned to his responsibility:

(1) supply contracts;

(2) services contracts for less than \$100 000, except those pertaining to advertising and manpower development activities;

(3) leases for rooms for administrative purposes;

(4) leases for space signed with the Société immobilière du Québec.

Further to the powers referred to in the first paragraph, an assistant director general of Emploi-Québec is authorized to sign, in respect of the administrative units assigned to his responsibility:

(1) supply contracts pertaining to manpower development activities;

(2) the agreements pertaining to the granting of subsidies the principles and guidelines of which have been established by the Minister in collaboration with the Commission des partenaires du marché du travail and approved by the Conseil du trésor, up to \$500 000.

Further to the powers referred to in the first paragraph, an assistant director general of income security is authorized to sign, in respect of the administrative units assigned to his responsibility, the agreements pertaining to the granting of subsidies or other financial contributions within the scope of the fund to combat poverty through reintegration into the labour market for which the terms of allocation, by means of working standards or otherwise, have been approved by the Government or the Conseil du trésor.

4. The Minister's secretary, in respect of his administrative unit and for the Deputy Minister's office, the Minister's chief of staff, a division director, the director of the Bureau des renseignements et plaintes, the director of the Service de révision, the director of the Centre de recouvrement, the director of the Bureau de la coordination de la mise en place du ministère and the director of the Suivi de l'entente Canada-Québec are authorized to sign, in respect of the administrative units assigned to their responsibility:

(1) supply contracts resulting from open contracts or with respect to subscriptions, contributions to associations, the purchase of books, or acquisitions from government funds;

(2) supply contracts for less than \$25 000, other than those prescribed in paragraph 1;

(3) supply contracts for less than \$25 000, except those with respect to advertising and pertaining to manpower development activities;

(4) leases for rooms for administrative purposes.

5. A service head is authorized to sign, in respect of the administrative unit assigned to his responsibility:

(1) supply contracts resulting from open contracts or with respect to subscriptions, contributions to associations, the purchase of books, or acquisitions from government funds;

(2) supply contracts for less than \$10 000, other than those prescribed in paragraph 1;

(3) supply contracts for less than \$10 000, except those with respect to advertising and pertaining to manpower development activities;

(4) leases for rooms for administrative purposes.

6. A regional director and an assistant regional director are authorized to sign, in respect of the administrative unit assigned to their responsibility:

(1) supply contracts resulting from open contracts or with respect to subscriptions, contributions to associations, the purchase of books, or acquisitions from government funds;

(2) supply contracts for less than \$25 000, other than those prescribed in paragraph 1;

(3) supply contracts for less than \$25 000, except those with respect to advertising and pertaining to manpower development activities;

(4) leases for rooms for administrative purposes;

(5) leases for space with the Société immobilière du Québec.

Further to the powers referred to in the first paragraph, a regional director and an assistant regional director of Emploi-Québec are authorized to sign, in respect of the administrative units under their jurisdiction:

(1) services contracts up to \$350 000 pertaining manpower development activities;

(2) agreements pertaining to the granting of subsidies the principles and guidelines of which have been established by the Minister in collaboration with the Commission des partenaires du marché du travail and approved by the Conseil du Trésor, up to \$350 000.

Further to the powers referred to in the first paragraph, the regional director for income security is authorized to sign, in respect of the administrative units assigned to his responsibility, the agreements pertaining to the granting of subsidies or other financial contributions within the scope of the fund to combat poverty through reintegration into the labour market for which the terms of allocation, by means of working standards or otherwise, have been approved by the Government or the Conseil du trésor.

Further to the powers referred to in the first paragraph, an assistant regional director for income security is authorized to sign, in respect of the administrative units assigned to his responsibility, the agreements per-

taining to the granting of subsidies or other financial contributions within the scope of the fund to combat poverty through reintegration into the labour market for which the terms of allocation, by means of working standards or otherwise, have been approved by the Government or the Conseil du trésor, up to \$150 000.

7. A director of a local employment centre and an assistant director of a local employment centre are authorized to sign, in respect of the administrative unit assigned to their responsibility:

(1) supply contracts resulting from open contracts or with respect to subscriptions, contributions to associations, the purchase of books, or acquisitions from government funds;

(2) supply contracts for less than \$10 000, other than those prescribed in paragraph 1;

(3) supply contracts for less than \$10 000, except those with respect to advertising and pertaining to manpower development activities;

(4) leases for rooms for administrative purposes;

(5) leases for space with the Société immobilière du Québec.

Further to the powers referred to in the first paragraph, a director of a local employment centre and an assistant director of a local employment centre for the module Emploi-Québec are authorized to sign, in respect of the administrative unit assigned to their responsibility:

(1) supply contracts for manpower development activities up to \$150 000;

(2) agreements pertaining to the granting of subsidies the principles and guidelines of which have been established by the Minister in collaboration with the Commission des partenaires du marché du travail and approved by the Conseil du Trésor, up to \$150 000.

8. A manpower and employment development counsellor is authorized to sign, in respect of the administrative units to which he is assigned:

(1) supply contracts for manpower development activities up to \$5 000;

(2) agreements pertaining to the granting of subsidies the principles and guidelines of which have been established by the Minister in collaboration with the Commission des partenaires du marché du travail and approved by the Conseil du Trésor, up to \$75 000.

9. An employment agent is authorized to sign, in respect of the administrative unit to which he is assigned:

(1) supply contracts for manpower development activities up to \$1 000;

(2) agreements pertaining to the granting of subsidies the principles and the guidelines of which have been established by the Minister in collaboration with the Commission des partenaires du marché du travail and approved by the Conseil du Trésor, up to \$50 000.

10. An acquisitions officer for central or regional directions and local employment centres is authorized to sign, in respect of the administrative unit to which he is assigned:

(1) supply contracts for less than \$1 000;

(2) supply contracts for less than \$1 000, except those with respect to advertising and manpower development activities.

11. An administrative assistant of the Minister's staff is authorized to sign, for that administrative unit, supply contracts for less than \$500.

12. The director of human resources is authorized to sign, for all the activities of the department pertaining to human resources:

(1) supply contracts;

(2) services contracts for less than \$25 000, except those pertaining to advertising and manpower development activities;

(3) leases for rooms for administrative purposes.

13. The head of the Service analyse et coordination, the head of the Services à la gestion - Métropole and the head of the Services à la gestion - Québec of the Direction des ressources humaines are authorized to sign, for all the departmental activities pertaining to human resources development:

(1) supply contracts resulting from open contracts or with respect to subscriptions, contributions to associations, the purchase of books, or acquisitions from government funds;

(2) supply contracts for less than \$10 000, other than those prescribed in paragraph 1;

(3) supply contracts for less than \$10 000, except those with respect to advertising and pertaining to manpower development activities;

(4) leases for rooms for administrative purposes.

14. The director of communications is authorized to sign, for that direction, services contracts for less than \$25 000, except those pertaining to manpower development activities.

15. The head of the Service des communications Emploi-Québec of the Direction des communications is authorized to sign, for that direction, services contracts for less than \$15 000, except those pertaining to manpower development activities.

16. The Assistant Deputy Minister for operational and strategic planning is authorized to sign, for the department:

(1) supply contracts;

(2) services contracts;

(3) leases for rooms for administrative purposes;

(4) leases for space with the Société immobilière du Québec;

(5) agreements pertaining to the granting of subsidies the principles and guidelines of which have been established by the Minister in collaboration with the Commission des partenaires du marché du travail and approved by the Conseil du Trésor;

(6) agreements pertaining to the granting of subsidies to Carrefours Jeunesse Emploi for which the norms of allocation or the eligibility criteria have been approved by the Government or the Conseil du trésor;

(7) agreements pertaining to the granting of subsidies in the scope of the implementation of the funds allocation plan for the Fonds national de formation de la main-d'oeuvre, prepared annually by the Commission des partenaires du marché du travail and approved by the Minister;

(8) agreements pertaining to the granting of subsidies or other financial contributions within the scope of the fund to combat poverty through reintegration into the labour market for which the terms of allocation, by means of working standards or otherwise, have been approved by the Government or the Conseil du trésor.

17. The director of material resources, the director of the budget and financial operations and the head of the Service des opérations financières of the Direction du budget et des opérations financières are authorized to sign, for the department:

- (1) supply contracts;
- (2) services contracts for less than \$100 000, except those pertaining to advertising and manpower development activities;

Further to the powers referred to in the first paragraph, the director of physical resources is authorized to sign, for the department:

- (1) leases for rooms for administrative purposes;
- (2) leases for space with the Société immobilière du Québec.

18. The person responsible for the Division des contrats, supports et conseils of the Service des opérations financières of the Direction du budget et des opérations financières is authorized to sign, for the department:

- (1) supply contracts;
- (2) services contracts for less than \$100 000, except those pertaining to advertising and manpower development activities;

19. The head of the Service de la gestion des espaces of the Direction des ressources matérielles is authorized to sign, for the department:

- (1) services contracts for less than \$100 000 pertaining to the physical reorganization of departmental administrative units;
- (2) leases for rooms for administrative purposes;
- (3) leases for space with the Société immobilière du Québec.

20. The assistant director general of Apprentissage et formation de la main-d'oeuvre, is authorized to sign, in respect of the administrative units assigned to his responsibility:

- (1) supply contracts for manpower development activities;
- (2) agreements pertaining to the granting of subsidies in the scope of the implementation of the funds allocation plan for the Fonds national de formation de la

main-d'oeuvre, prepared annually by the Commission des partenaires du marché du travail and approved by the Minister, up to \$500 000.

21. The director of the fund to combat poverty through reintegration into the labour market and the Assistant Deputy Minister for employment policies are authorized to sign, for the department, agreements pertaining to the granting of subsidies or other financial contributions within the scope of the fund to combat poverty through reintegration into the labour market for which the terms of allocation, by means of working standards or otherwise, have been approved by the Government or the Conseil du trésor.

22. The Assistant Deputy Minister for employment policies is authorized to sign, for the department, agreements pertaining to the granting of subsidies within the scope of the program entitled Fonds ministériel d'aide à l'innovation et à l'expérimentation, of which the terms of allocation or eligibility requirements have been approved by the Government or the Conseil du trésor.

23. The director of the Service de la sécurité du revenu of Ville de Montréal is authorized to sign, in respect of the administrative units assigned to his responsibility, agreements pertaining to the granting of subsidies or other financial contributions within the scope of the fund to combat poverty through reintegration into the labour market for which the terms of allocation, by means of working standards or otherwise, have been approved by the Government or the Conseil du trésor.

24. The head of the Division des opérations, the head of the Division des programmes and the head of the Division des services régionalisés of the Service de la sécurité du revenu of Ville de Montréal are authorized to sign, in respect of the administrative units assigned to their responsibility, agreements pertaining to the granting of subsidies or other financial contributions within the scope of the fund to combat poverty through reintegration into the labour market for which the terms of allocation, by means of working standards or otherwise, have been approved by the Government or the Conseil du trésor, up to \$150 000.

25. The Assistant Deputy Minister for operational and strategic planning, the Assistant Deputy Minister for income security, an assistant director general of income security, a regional director of income security, the assistant director general of control, equity and centralized services and the director of internal verification and administrative inquiries and the director of the Service de la sécurité du revenu of the Ville de Montréal are authorized to sign, in respect of the administrative units assigned to their responsibility:

(1) a written document designating a person to act as an investigator under section 14 of the Act respecting the Ministère de l'Emploi et de la Solidarité and establishing the Commission des partenaires du marché du travail (1997, c. 63) or section 72 of the Act respecting income security (R.S.Q., c. S-3.1.1);

(2) a written document designating a person to act as an examiner under section 70 of the Act respecting income security;

(3) a certificate attesting a person's capacity as an examiner or investigator issued under section 74 of the Act respecting income security.

26. The director of the Centre de recouvrement is authorized to sign, in respect of the administrative units assigned to his responsibility:

(1) a written document designating a person to act as an examiner under section 70 of the Act respecting income security;

(2) a certificate attesting a person's capacity as an examiner issued under section 74 of the Act respecting income security.

27. The director of the Service de révision is authorized to sign, in respect of the administrative unit assigned to his responsibility, a document designating a person to carry out a review under section 77 of the Act respecting income security.

28. The Assistant Deputy Minister for operational and strategic planning, the director of the Centre de recouvrement and the head of the Service des mesures légales et soutien opérationnel of the Centre de recouvrement are authorized to sign any document required set up a hypothec or to otherwise guarantee a claim by the department and any related document.

29. The directors referred to in this Order in Council are authorized to certify as true documents and copies of documents issued by the department or belonging to its archives, and that they are authorized to sign under the provisions applying to them or in accordance with the powers inherent to their positions. They may also certify as true any document or copies of documents, including the transcription of a decision, certificate or any other data stored by the department in a computer or on any other magnetic medium, with respect to the records pertaining to their sector of activity or administrative unit.

30. The Assistant Deputy Minister for operational and strategic planning, the secretary of the department,

the director of internal verification and administrative inquiries and the director of the Centre de recouvrement are authorized to certify as true, for the department, any document or copies of documents issued by the department or belonging to its archives, including a transcription of a decision, certificate or any other data stored by the department in a computer or on any other magnetic medium.

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Gouvernement du Québec

O.C. 364-98, 25 March 1998

An Act respecting family benefits
(1997, c. 57)

Family benefits — Amendments

Regulation to amend the Regulation respecting family benefits

WHEREAS subparagraph 2 of the first paragraph of section 8 of the Act respecting family benefits (1997, c. 57) enables the Government to determine, by regulation, the method for determining the income used to establish the amount of family allowance;

WHEREAS section 77 of the Act provides that in addition to the transitional provisions set out in the Act, the Government may, by a regulation made before 1 September 1998, make any other transitional provision needed to provide for the application of the Act, and that such a regulation may, if it so provides, apply from any date not prior to 1 August 1997;

WHEREAS section 12 of the Regulations Act (R.S.Q., c. R-18.1) provides that a regulation may be made notwithstanding the publication requirement of section 8 of that Act if the authority making it is of the opinion that the urgency of the situation requires it;

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

WHEREAS sections 13 and 18 of that Act provide that the reason justifying the absence of prior publication and such coming into force shall be published with the regulation;