

Sections 26, 28 and 29 of the Rules of procedure of the Administrative Tribunal of Québec (chapter J-3, r. 3) continue to apply to the other pending proceedings.

**41.** This Regulation replaces the Rules of procedure of the Administrative Tribunal of Québec (chapter J-3, r. 3).

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

104142

Gouvernement du Québec

**O.C. 1094-2019, 30 October 2019**

An Act respecting the Ministère de la Sécurité publique (chapter M-19.3)

**Ministère de la Sécurité publique  
— Terms and conditions for the signing of certain deeds, documents and writings**

Terms and conditions for the signing of certain deeds, documents and writings of the Ministère de la Sécurité publique

WHEREAS, under section 12 of the Act respecting the Ministère de la Sécurité publique (chapter M-19.3), no deed, document or writing is binding on the Minister or may be attributed to the Minister unless it is signed by the Minister, by the Deputy Minister or by a member of the staff of the department and only, in the case of such a member, to the extent determined by the Government;

WHEREAS the Government made the Terms and conditions for the signing of certain deeds, documents and writings of the Ministère de la Sécurité publique (chapter M-19.3, r. 1);

WHEREAS, in order to address the new administrative realities of the department, it is expedient to replace the Terms and conditions;

IT IS ORDERED, therefore, on the recommendation of the Minister of Public Security:

THAT the Terms and conditions for the signing of certain deeds, documents and writings of the Ministère de la Sécurité publique, attached to this Order in Council, be made;

THAT the Terms and conditions come into force on the date of their publication in the *Gazette officielle du Québec*;

THAT the Terms and conditions replace the Terms and conditions for the signing of certain deeds, documents and writings of the Ministère de la Sécurité publique (chapter M-19.3, r. 1).

YVES OUELLET,  
*Clerk of the Conseil exécutif*

**Terms and conditions for the signing of certain deeds, documents and writings of the Ministère de la Sécurité publique**

An Act respecting the Ministère de la Sécurité publique (chapter M-19.3, s. 12)

**DIVISION I  
GENERAL**

**1.** Subject to the other conditions of validity that may be prescribed by law, a member of the staff of the Ministère de la Sécurité publique or of another department who holds, on a permanent or provisional basis, by interim or by temporary designation, a position mentioned below is authorized to sign alone, to the extent that the staff member acts within the limits of the position, and with the same authority and effect as the Minister of Public Security the deeds, documents and other writings listed in respect with the position.

**2.** The Québec sales tax (QST) and the goods and services tax (GST) or, where applicable, the harmonized sales tax (HST) are not taken into account in the amounts provided for in these Terms and conditions.

**DIVISION II  
DEPARTMENTAL DEEDS, DOCUMENTS  
AND WRITINGS**

**3.** The Associate Deputy Minister of the Direction générale des services à la gestion is authorized to sign

(1) proposals concerning immovable property made by the Société québécoise des infrastructures, occupancy agreements to be entered into with the Société and their riders, as well as contracts for the administration of immovables; and

(2) supply contracts and services contracts less than \$500,000, including those relating to capital expenditures, telecommunications and information technologies.

**4.** The director of immovable management of the Direction générale des services à la gestion is authorized to sign

(1) proposals concerning immovable property layout made by the Société québécoise des infrastructures the costs of which are less than \$500,000;

(2) proposals concerning immovable property made by the Société québécoise des infrastructures where their annual impact on the rent is less than \$100,000;

(3) occupancy agreements to be entered into with the Société québécoise des infrastructures and their riders; and

(4) for the seat of the department and the deputy minister suite in Montréal, supply contracts relating to the purchase of furniture less than \$100,000 and contracts for the administration of immovables.

**5.** The director of information technologies and the director of financial and material resources and planning of the Direction générale des services à la gestion are authorized to sign supply contracts and services contracts less than \$100,000, including those relating to capital expenditures, telecommunications and information technologies.

**6.** The director of human resources of the Direction générale des services à la gestion is authorized to sign in connection with the Programme d'aide aux personnes, services contracts less than \$50,000.

**7.** The director of communications under the authority of the Ministère du Conseil exécutif is authorized to sign supply contracts and services contracts relating to ministerial communications less than \$50,000.

### DIVISION III SECTORIAL DEEDS, DOCUMENTS AND WRITINGS

**8.** An associate deputy minister and the director general of the Laboratoire de sciences judiciaires et de médecine légale are authorized to sign

(1) promises and awards of grants;

(2) supply contracts and services contracts less than \$500,000; and

(3) contracts for the administration of immovables less than \$25,000.

**9.** A director general is authorized to sign

(1) supply contracts and services contracts less than \$200,000; and

(2) contracts for the administration of immovables less than \$20,000.

**10.** An assistant director general is authorized to sign

(1) supply contracts and services contracts less than \$100,000;

(2) contracts for the administration of immovables less than \$20,000.

**11.** A director, the director of legal affairs under the authority of the Ministère de la Justice and the director of communications under the authority of the Ministère du Conseil exécutif are authorized to sign supply contracts and services contracts less than \$50,000.

In addition, a director is authorized to sign supply contracts and services contracts less than of \$15,000.

**12.** A service head is authorized to sign

(1) supply contracts and services contracts less than \$25,000;

(2) contracts for the administration of immovables less than \$15,000.

**13.** At the Direction générale des services correctionnels, only the Associate Deputy Minister is authorized to sign supply contracts and services contracts with community organizations and the Fonds de soutien à la réinsertion sociale, and an associate director general is authorized to sign where the contracts are less than \$500,000.

**14.** In an emergency situation, where the safety of persons or property is in jeopardy, a person holding a position mentioned in sections 8 to 13 is authorized to sign, regardless of the amounts indicated in those sections, supply contracts and services contracts.

**15.** A member of the staff of the department who holds a credit card on behalf of the department is authorized to sign the documents concerning the acquisition of eligible goods or services within the meaning of the agreement entered into with the credit card issuer up to the maximum amount authorized for each transaction.

**16.** A member of the staff of the department, duly identified for that purpose by his or her immediate superior, is authorized to sign supply contracts and services contracts less than \$1,000.

**17.** The authorizations granted under sections 8 to 13, 15 and 16 do not apply to supply contracts and services contracts relating to capital expenditures, telecommunications, information technologies, occupancy agreements with the Société québécoise des infrastructures and, for the seat of the department and the deputy minister suite in Montréal, supply contracts relating to the purchase of furniture and contracts for the administration of immovables.