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THE SPMSQ

The Superannuation Plan for the Members
of the Sûreté du Québec

August 2010



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THE SPMSQ

What is the SPMSQ?

The acronym “SPMSQ”¹ stands for Superannuation Plan for the Members of the Sûreté du Québec, which has been in force since September 1, 1971. Before that date, the SQ members contributed to the Civil Service Superannuation Plan (CSSP).

The SPMSQ membership includes:

- constables and assistant constables;
- corporals;
- sergeants;
- officers.

The SPMSQ is administered by CARRA, except for the provisions concerning the optional ancillary benefits, which are administered by the APPQ. However, the Minister of Public Security is responsible for issuing the order in council concerning the provisions of the SPMSQ. The plan is a defined benefit plan, which is a type of pension plan that guarantees a basic pension of which the amount is set according to a predetermined formula.

On December 31, 2009, the SPMSQ had a membership of about 5 375 active members.

MEMBERSHIP IN THE PLAN

Is membership in the SPMSQ mandatory?

Yes. Membership in the pension plan is an integral part of your working conditions.

How can I know the status of my membership in the SPMSQ?

You can apply to CARRA for your statement of contributions at any time with the “Application for statement of contributions” (008A) form. The form is available on CARRA’s Web site.

CONTRIBUTIONS

What is the contribution rate to the SPMSQ?

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1. A list of the acronyms used in this publication is provided on page 10.

In 2010, the contribution rate to the SPMSQ is 8% of your pensionable salary. However, it is 6.2% for the portion of that salary that exceeds the QPP basic exemption, up to the MPE set by the Régie des rentes du Québec.

Example:

In 2010, a member of SQ receives an annual pensionable salary of \$70 000. The MPE for that year is \$47 200 and the QPP basic exemption is \$3 500. For that year, his contributions are calculated as follows:

$\$3\,500 \times 8\%$	=	\$280.00
$(\$47\,200 - \$3\,500) \times 6.2\%$	=	\$2 709.40
$(\$70\,000 - \$47\,200) \times 8\%$	=	\$1 824.00
Total	=	\$4 813.40

As of June 1, 2009, the contribution rates will decrease after the 30th year of credited service. The reduction is 2% a year during three years. However, the member's contribution cannot be lower than 1% of his pensionable salary. You will stop contributing to the plan when you reach 38 years of credited service.

Since January 1, 2008, contributions are deducted during any absence without pay of 30 consecutive days or less. They are calculated on the basic salary and the adjustments related to seniority that the member would have received during that period.

What is the pensionable salary?

The **pensionable salary**², on which contributions are usually deducted, corresponds to the basic salary, including the adjustments related to seniority, paid to you in a calendar year plus the salary you would have received if you had not benefited from maternity or adoption leave, or if you had not received disability benefits under the QPP or income replacement indemnities under certain acts (CSST, SAAQ, AIAOD, CVCA, etc.).

It also includes certain premiums such as evening shift, night shift, weekend, retention, service and stand-by for a member assigned to the protection of Quebec prominent people or VIPs as well as the additional remuneration paid for certain duties or responsibilities.

Lastly, it includes the salary paid to the member who is relieved to work at the ENPQ.

However, it does not include overtime pay, the vacation pay issued at the end of participation in the plan, the integrated police officer's remuneration that is maintained until it reaches the SQ salary scale.

CREDITED SERVICE AND SERVICE FOR ELIGIBILITY PURPOSES

What does “years of credited service” and “service for eligibility purposes” mean?

Years of credited service correspond to years of participation in the SPMSQ (except if contributions for those years were refunded) and also include the years otherwise credited for maternity leaves (up to 135 days per leave without contributions), self-funded leaves, bought-back years of leave without pay and years transferred from another plan. A year of service is expressed as a year or a fraction of a year and is recognized according to the calendar year, i.e., from January 1 to December 31. One year is comprised of 260 work days, or 5 days a week for 52 weeks.

Years of credited service count for both **eligibility** to a pension and the **calculation** of its amount. However, certain years are recognized for eligibility purposes only. This is the case for the service that was not credited following the integration of the freeway patrol police officers or municipal police forces, the application of a transfer agreement with another plan or with respect to a member who is temporarily relieved from duty.

Can I have years of service accumulated under another plan recognized?

Yes, it is possible, upon application, to carry out interplan transfers between the SPMSQ and RREGOP, the PPMP or the PPPOCS and vice versa. In addition, CARRA may enter into a reciprocal transfer agreement with another pension plan administrator. The service is then fully recognized for pension eligibility purposes, and on the basis of the actuarial equivalence determined by those plans for calculation purposes.

2. In 2010, the pensionable salary is limited to \$124 722 in accordance with the rules set under the income tax legislation.



For those two types of transfer, you can use the “Application for interplan transfer (364A)” form or the “Application for the conclusion of a transfer agreement or for obtaining the form used to evaluate rights to a transfer (365A)” form on CARRA’s Web site.

BUYING BACK SERVICE

Can I buy back periods of service or absence without pay?

Yes, and in most cases, it would be profitable. Since the calculation of your pension is based on the number of your years of credited service, a buy-back could increase the amount of your pension and, in certain cases, allow you to retire earlier.

To buy back periods of service or absence, you must apply to CARRA with the “Application for buy-back” (727A) and the “Attestation of a buy-back period” (728A) forms, which are available on CARRA’s Web site. CARRA will then submit to you a service purchase proposal mentioning the cost and the methods of payment for your buy-back.

If you buy back a period of absence, CARRA must receive your application after the absence has ended, no later than six months following the date on which you contribute again to the plan.

What periods can be bought back?

You can buy back:

- certain absences without pay, including parental leaves;
- the period of leave and the service not credited during the period of work in the case of a cancelled self-funded leave;
- periods of service not credited at the time of an interplan transfer or a transfer under an agreement;
- periods of service credited under the SPMSQ for which your contributions were refunded.

How much would a buy-back cost me?

If you buy back an absence without pay, the cost corresponds to the contributions you would have paid if you had been at work. If the absence started after December 12, 2000, except in the case of a parental leave since January 1, 2006, you must also pay the employer contribution.

SELF-FUNDED LEAVE

Could an agreement for a self-funded leave adversely affect my pension?

No. Your pension plan will recognize the same service and the same basic salary, including any adjustment related to seniority, as if you had not signed such an agreement, as well as the amounts paid as premiums.

For the duration of the agreement, your contributions to the SPMSQ are calculated only on the pensionable salary you actually receive.

After your leave, you must return to your usual job for a period at least equal to the duration of the leave. If you do not comply with the conditions of the agreement, it could be cancelled, which could reduce your pension if you do not buy back your leave.

ELIGIBILITY FOR A PENSION

When will I be eligible for a retirement pension?

Retirement is **mandatory** at 65 years of age for the members of the Sûreté du Québec. However, to be entitled to a pension **with no reduction** when you retire, you must:

- have at least 25 years of service for eligibility purposes; or
- have reached the “75 factor” (age + years of service for eligibility purposes); or
- be 60 or over.

You can retire before you meet one of these conditions provided you have at least **20 years of service** for eligibility purposes. In that case, however, your pension will be reduced permanently because of early retirement.

How will the reduction be calculated?

The reduction is calculated as follows:

- for years of **credited service before January 1, 1992**, the rate of reduction is 0.5% per month (6% a year) for each month until the earliest of the 2 following dates: the date on which you have accumulated 25 years of service for eligibility purposes or the date on which you reach “70 factor” with at least age 46;

- for years of **credited service after December 31, 1991**, the reduction rate is 0.25% per month (3% a year) for each month until the earliest of the 3 following dates: the date on which you have accumulated 25 years of service for eligibility purposes, the date on which you reach “75 factor” or the date of your 60th birthday.

CALCULATION OF A PENSION

How will my pension be calculated?

Your retirement pension is made of a **basic pension** and a **temporary pension** (that stops at age 65 or at death if it occurs before that age).

The maximum number of years of service used for the calculation of a pension is 38. However, all the years of credited service will be used to calculate your average salary.

The following formulas are used to determine the annual amount of your retirement pension.

Basic pension

- $2.3\% \times \text{average unlimited}^3 \text{ salary of the 4 best-paid years} \times \text{credited service before January 1, 1992, plus}$
- $2\% \times \text{average limited}^4 \text{ salary of the 3 best-paid years} \times \text{credited service after December 31, 1991.}$

Temporary pension

- $0.3\% \times \text{average limited}^4 \text{ salary of the 3 best-paid years} \times \text{credited service after December 31, 1991 only.}$

Example:

A member retires at 55, with 30 years of service, of which 12 years before 1992. He is eligible for a pension with no reduction. His average salary of the 4 best-paid years is \$73 833, his average salary of the 3 best-paid years is \$75 306 and the average MPE of the 4 best-paid years is \$42 400.

For the years before 1992, his basic pension is calculated as follows:

$(\$73\,833 \times 2.3\% \times 12 \text{ years})$	\$20 378
--	-----------------

For the years after 1991, his basic pension is calculated as follows:

$(\$75\,306 \times 2\% \times 18 \text{ years})$	\$27 110
--	-----------------

And his temporary pension is calculated as follows:

$(\$75\,306 \times 0.3\% \times 18 \text{ years})$	\$4 067
--	----------------

The total amount of his retirement pension is:
 $\$20\,378 + \$27\,110 + \$4\,067 = \mathbf{\$51\,555}$

REDUCTION OF YOUR PENSION AT AGE 65

Is it true that my pension will be reduced when I turn 65?

Yes, because the payment of your temporary pension will end and because of the QPP integration.

However, in the latter case, the reduction applies **only** to the portion of your pension related to the years of credited service after December 31, 1965 but before January 1, 1992. Your pension plan will take into account the fact that you will also receive a pension from the QPP. This is what is called the “QPP integration”.

The reduction corresponds to:

$(0.7\% \times \text{service between 1965 and 1992} \times \text{average MPE of your 4 best-paid years.})$

Example:

In the previous example, the reduction due to QPP integration corresponds to $(0.7\% \times 12 \text{ years} \times \$42\,400 = \$3\,562)$. To that amount, we must add the amount of the temporary pension (\$3 615) of which payment stops at the same time. The total reduction will therefore be \$7 177. Consequently, the member will receive a pension of \$40 914 at age 65.

If I apply for my QPP pension at age 60, will my SPMSQ pension be reduced at that age?

No. Your pension will only be reduced as of your 65th birthday.

3. On January 1, 1992, the pension reform limited the pension earned per year of regular or bought back participation. Therefore, the pensionable salary used to determine contributions and benefits is also limited.

INDEXATION OF A PENSION

Will my pension be indexed after I have retired?

Once you have begun receiving your pension, it will be indexed on January 1 of each year by the Pension Index adjustment rate determined by the Régie des rentes, as follows:

If you became a member of the Sûreté du Québec before April 1, 1987, your pension will be indexed:

- for the amount of your pension corresponding to years of credited service before January 1, 1992 and for the amount of your pension corresponding to years of credited service after December 31, 1991 up to 20 years, according to the Pension Index adjustment rate;
- for the amount of your pension corresponding to years of credited service not included in the previous paragraph that are after December 31, 1991 but before January 1, 2000, according to the Pension Index adjustment rate minus 3%;
- for the amount of your pension corresponding to years of credited service not included in the first paragraph but after December 31, 1999, according to the higher of:
 - 50% of the Pension Index adjustment rate; or
 - the Pension Index adjustment rate minus 3%.

Example: Entry on duty on January 1, 1980 and retirement on December 31, 2009

• Portion of pension	• Indexation
• Before 1992, 12 years	• PI adjustment rate
• After 1991 up to 20 years, 8 years	• PI adjustment rate
• After 1991 but before 2000, 0 year	• PI adjustment rate – 3%
• After 1999, 10 years	• PI adjustment rate – 3% or 50% × the PI adjustment rate

If you became a member of the Sûreté du Québec after March 31, 1987 (including integrated municipal police officers):

- the portion of your pension corresponding to all the credited service before January 1, 2000 will be indexed to the Pension Index adjustment rate minus 3%;
- the portion of your pension corresponding to credited service after December 31, 1999 will be indexed to the higher of:
 - 50% or the Pension Index adjustment rate; or
 - the Pension Index adjustment rate minus 3%.

Example: Entry on duty on January 1, 1988 and retirement on December 31, 2009

Portion of pension	Indexation
Before 2000, 2 years	PI adjustment rate – 3%
After 1999, 10 years	PI adjustment rate – 3% or 50% × the PI adjustment rate

Note that the first time your pension will be indexed, that is, on January 1 following the date of your retirement, the indexation will be calculated on the basis of the number of days for which your pension was paid to you during your first year of retirement over 365 (or 366 for a leap year).

PAYMENT OF YOUR RETIREMENT PENSION

What do I have to do when I decide to retire?

You must complete the “Application for a retirement pension” (079A) form, which is available on CARRA’s Web site, using the guide intended for SPMSQ members and with the assistance of your employer.

We suggest that you send the form to CARRA about three months before the date on which you intend to retire.

After studying your application, CARRA will send you a document entitled “Your options” with a reply form. This document enables you to make choices



concerning benefits to which you are eligible. You must inform CARRA of your decision by completing and returning the reply form within 30 days after receiving it. If you do not advise us of your choices in the prescribed delay, the default option mentioned in this form will be used by CARRA to determine your pension benefits.

How often will I receive my pension benefits?

Pension benefits are paid on the 15 of each month for that month. It can be paid by cheque or deposited directly to your bank account.

Will income tax be deducted from my benefits?

As a rule, CARRA will deduct federal income tax and Québec income tax as though your retirement pension were your sole income.

If the amounts of your deductions are insufficient, you can ask to have them increased.

TERMINATION OF EMPLOYMENT PRIOR TO ELIGIBILITY FOR A PENSION

To what am I entitled if my employment ends before I meet a requirement for a pension?

Provided you meet certain conditions, you may obtain the refund of your contributions or a deferred pension.

If you are:

- under 60 and have less than 2 years of credited service, your contributions can be refunded with interest;
- 45 and have 10 years or more of credited service, you are entitled to a mandatory deferred pension, i.e.:
 - a deferred pension payable as of the earliest of:
- your 60th birthday;

- the date on which you reach 32 years of service (in this case, your pension will be reduced by 0.5% per month (6% a year) for each month before age 60); or
 - a refund of 25% of the actuarial value of your deferred pension, plus the adjusted deferred pension.

If you have **at least 2 years of credited service but before you are entitled to the mandatory deferred pension, you can choose⁴ between:**

- the refund of your contributions with interest; or
- a deferred pension payable on the earlier of:
 - your 60th birthday;
 - the date on which you reach 32 years of service (in this case, your pension will be reduced by 0.5% per month (6% a year) for each month before age 60).

MARRIAGE OR CIVIL UNION BREAKUP

Will a separation or a divorce affect my pension plan?

Since July 1, 1989, benefits accrued in a pension plan during marriage and since June 24, 2002, during civil union are part of the family patrimony.

The value of these benefits can therefore be partitioned in the event of divorce, legal separation, annulment of marriage, payment of a compensatory allowance, dissolution or annulment of civil union.

CARRA will establish that value as at the date of assessment of benefits, which corresponds either to the date of commencement of proceedings, the date on which the spouses ceased to live together or the date determined in the notarized agreement. To know the value of those benefits, you may file a request after such proceedings are instituted (or before if an accredited mediator confirms family mediation).

If the Court then decides that the value of the benefits must be partitioned, CARRA will transfer upon request the sum allocated to your spouse to a financial institution of his or her choice into a LIRA, a LIF, an annuity contract in his name or, in certain cases, an RRSP.

4. Your choice can be cancelled as long as no payment has been made.



Will the transfer affect the amount of my pension?

Yes. In order to take into account the sum to be transferred to your spouse, CARRA will determine the amount of what is called the “reduction due to partition”. When you retire, your pension will be reduced accordingly.

You will find more information in the document entitled *Partition of family patrimony*. That document is available in the “Documentation > For members” section of CARRA’s Web site.

Can my pension plan be transferred or seized?

No. Any amount paid or refunded cannot be transferred nor seized, except in the following situations:

- payment of a support or compensatory allowance;
- partition of the family patrimony;
- execution of a **letter of requirement for payment** by the Canada Revenue Agency.

THE RETURN TO WORK OF A PENSIONER

Once I have retired, will my pension be affected if I go back to work?

No. You will continue to receive your pension. If you go back to work for the Sûreté du Québec, according to the rules set under the tax legislation you will not participate in the SPMSQ since you cannot be a pensioner and a plan member at the same time. But if you go to work for an employer covered by another pension plan administered by CARRA such as RREGOP, you must participate in that plan, which will allow you to accumulate another retirement pension.

DEATH BENEFITS

What benefits are provided under the SPMSQ at death?

Survivors’ benefits are payable to your spouse and dependent children or to your heirs, regardless of the fact it is an occupational death or not.

What will those benefits be in the event of an occupational death?

First, under your working conditions, your surviving spouse will receive (if you do not have a spouse or at the death of your surviving spouse, your dependent children will receive, in equal shares) an indemnity corresponding to 80% of the salary you would have received until the earlier of:

- the date on which you would have accumulated 28 years of service for eligibility; or
- your 65th birthday.

Afterwards, under the the SPMSQ, your spouse will receive a surviving spouse’s pension and your dependent children will receive orphans’ pensions determined according to the special provisions of the plan.

What will those benefits be in the event of a non-occupational death?

If you have at least 10 years of credited service for calculation or if you have retired

Your spouse will receive 50%⁵ of your basic pension with no reduction, or of the pension you were receiving if you were a pensioner, QPP integrated. Each dependent child will receive 10% of that same pension (maximum 40%).

If you do not have a spouse or at the death of your surviving spouse, your dependent children will receive in equal shares the pension your spouse was receiving or would have received, plus 10% for each child starting with the second child (maximum 80%).

If you have neither spouse nor dependent children, your heirs will receive the refund of your contributions with interest. If the total of your contributions with interest exceeds the total amount of the benefits paid to you, your spouse or your dependent children, the SPMSQ will refund the difference to your heirs.

If you have less than 10 years of credited service

Your spouse or, if you do not have a spouse, your heirs will receive the refund of your contributions with interest.

-
5. Subject to a resolution by the pension committee, upon your retirement or within the 90 days preceding your 60th birthday, you may choose to reduce your pension by 2% to increase your spouse’s pension to 60%.



What is the definition of “spouse”?

The person who became a spouse following marriage or civil union to a member or pensioner or, by the fact, for a person of the opposite sex or the same sex whom the member or pensioner publicly presents as his spouse, of living in a conjugal relationship with the member or pensioner for at least one year or for less than one year if a child was born or is to be born from their union, if they jointly adopted a child or if one of them adopted the child of the other.

The dissolution of the marriage by divorce or annulment or the dissolution of the civil union has the effect of removing the status of spouse, as well as a de facto separation of more than 3 months in the case of a de facto union.

At the death of a member, the definition of spouse does not apply if the member or the person whom he presented publicly as his spouse was married or civilly united to another person.

What is the definition of “dependent child”?

The child of a member or pensioner, who depends on him at the time of his death for his subsistence and who meets one of the following requirements:

- to be under 18 years of age;
- to be under 25 years of age and in full-time attendance, as a duly registered student, at an educational institution recognized by the government since the latest of the following dates: the date of his eighteenth birthday or the date of the death of the member or pensioner. The child who has lost his status of dependent child may recover it as of the first day of the month following the date on which he attends again full time as a duly registered student at an educational institution recognized by the government;
- to be 18 years of age or over and to be affected by a physical or a mental infirmity without interruption since the latest of the dates mentioned in paragraph 2.

RECOURSE

If I have a complaint regarding the quality of CARRA’s services, whom must I contact?

If you wish to submit a complaint regarding the **quality of the services** you received from CARRA, please contact the Complaints Officer by the means that is the most convenient for you:

- **By mail:**
Bureau des plaintes
Commission administrative des régimes
de retraite et d’assurances
475, rue Saint-Amable
Québec (Québec) G1R 5X3
- **By telephone:**
418 644-3092 (Québec region)
1 866 239-2985 (toll free)
- **By fax:**
418 644-5050
- **By e-mail:**
www.carra.gouv.qc.ca
 (“CARRA > Complaints” section)

If I disagree with a decision rendered by CARRA, whom should I contact?

If you wish to contest a **decision** rendered by CARRA since February 27, 2008 concerning, for example, your contributions, your eligibility for a pension or its amount, you must apply for review with the SPMSQ Pension Committee within the year following the mailing of that decision with the “Application for reexamination” (083A) form available on CARRA’s Web site.

If you are not satisfied with the decision rendered by the pension committee, you may, within 90 days of their decision, contest it in accordance with the grievance and arbitration procedure provided under the *Act respecting the syndical plan of the Sûreté du Québec*.

ANCILLARY BENEFITS

What are those benefits?

The SPMSQ allows its members to pay optional contributions to obtain ancillary benefits or to increase or improve their pension.

To learn more, you must refer to the APPQ.

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3.25469875	3.47557889	3.69254442	3.711201	4.32548440	4.44054405	4.51021201
4.65127984	4.78701154	4.90254442	4.9875444	5.01414215	5.10244458	5.38840441
5.4668021	5.75698432	5.84001454	6.0244189	6.25013259	6.5882112	6.5059447
7.0117798	7.14480033	7.254442	7.2159860	8.35214975	8.39775647	8.60074662
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LIST OF ACRONYMS

APPQ	Association des policières et policiers provinciaux du Québec
CARRA	Commission administrative des régimes de retraite et d'assurances
CRA	Canada Revenue Agency
CSSP	Civil Service Superannuation Plan
CSST	Commission de la santé et de la sécurité du travail
CVCA	<i>Crime Victims Compensation Act</i>
ENPQ	École nationale de police du Québec
LATMP	<i>Act respecting industrial accidents and occupational diseases</i>
LIF	Life income fund
LIRA	Locked-in retirement account
MPE	Maximum pensionable earnings (under the Québec Pension Plan)
PI	Pension Index
PPMP	Pension Plan of Management Personnel
PPPOCS	Pension Plan of Peace Officers in Correctional Services
QPP	Québec Pension Plan
RREGOP	Government and Public Employees Retirement Plan
RRSP	Registered retirement savings account
SAAQ	Société de l'assurance automobile du Québec
SPMSQ	Superannuation Plan for the Members of the Sûreté du Québec

YOU HAVE MORE QUESTIONS?

If you wish to obtain more information on your pension plan, please contact the human resources department at your place of work or CARRA.

Commission administrative des régimes de retraite et d'assurances
Direction des contacts clients
475, rue Saint-Amable
Québec (Québec) G1R 5X3

418 643-4881 (Québec region)
1 800 463-5533 (toll free)

Web site:
www.carra.gouv.qc.ca

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The masculine form is used to designate either sex.

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