



BY-LAW 786-2026
**Regarding the Municipal Infrastructure and
equipment development Fund**

EXPLANATORY NOTE

This By-law aims to create and give legal existence to the Municipal Infrastructure and equipment development fee fund, as provided for in section 57 of By-law (753-2024) on agreements relating to municipal works and services.

This fund is intended to receive and allocate fees charged for projects involving the addition of housing units within the municipality, when such projects result in the creation, development, redevelopment, upgrading, addition, expansion, or modification of municipal infrastructure or facilities required to ensure increased municipal service delivery.

It sets the limit on the amounts that may be accumulated in the fund, which is established for an indefinite period, at \$ 1 000 000.

It establishes the terms and conditions for the use of the amounts held in the fund.

It sets out the conditions for the allocation of the fund as well as the rules for its day-to-day management and administration.

It establishes the terms and conditions applicable in the event of a surplus in relation to a project.

CONSIDERING articles 51 to 60 of By-law (753-2024) on agreements relating to municipal works and services;

CONSIDERING THAT the Municipality wishes to make the existence of the Municipal Infrastructure and equipment development fee fund official and legal;

CONSIDERING THAT a notice of motion for this bylaw was previously given by Councillor Anne Villeneuve at the regular meeting of Council on February 11th, 2026;

CONSIDERING THAT the draft by-law was tabled at the regular meeting of Council on February 11th, 2026;

CONSIDERING THAT the Director General and Registrar-treasurer states that the purpose of this by-law is to establish a fund for the receipt and allocation of fees charged for projects involving the addition of housing units within the Municipality;

CONSEQUENTLY, the municipal council decrees as follows:

1. **Creation of the fund and reason** – The “Municipal Infrastructure and facilities development fee” fund is established to receive and allocate fees charged for any project involving the addition of housing units within the municipality, when such projects result in the creation, development, redevelopment, upgrading, addition, expansion, or modification of municipal infrastructure or facilities required to ensure increased municipal service delivery, in accordance with articles 51, 52, and 57 of By-law (753-2024) on agreements relating to municipal works and services.

2. **Fund limit** – The maximum amount that can be accumulated in the fund is set at \$ 1 000 000.

The amounts paid into the fund include the applicants' contributions and the interest generated by these amounts, in accordance with article 57 of By-law (753-2024).

3. **Use of Funds**– The funds held in the fund may be used or allocated to finance, in whole or in part, the following items:

- (i) The creation, development, redevelopment, upgrading, addition, expansion, or modification of municipal infrastructure and equipment, regardless of where they are located within the Municipality, required to serve any building or occupants covered by the permit application required under By-law (753-2024); or
- (ii) The payment of interest and the repayment of principal on the annual installments of any loan contracted for the performance of the work financed by the fund, all in accordance with article 58 of By-law (753-2024).

4. **Allocation and management**– Any allocation of the fund must be authorized and voted on by the municipal council.

The Finance and Administration Department is responsible for its day-to-day management and administration.

5. **Delegation of authority to the Director of Finance or the Clerk** – The Council delegates to the Director of Finance and the Registrar-Treasurer the authority to transfer any amount contained in the fund to the general fund in order to finance expenditures for the same purposes as those set out in article 3.

6. **Term** – The Fund is established for an indefinite period and shall remain in effect for as long as By-law (753-2024) is in force or as long as any other provision of a by-law ensures its continuation.

7. **Accountability** – The Municipality’s annual financial report must contain a statement of the fund’s revenues and expenditures.

8. **Distribution of surplus**– Where a surplus is recorded in relation to a project and cannot be used for the purposes for which the fee was charged, the remaining balance of the fund must be distributed among the owners of the buildings covered by the permits concerned, in proportion to the amounts paid for each of those buildings, within the time limits prescribed below.

This redistribution must be carried out no later than December 31st of the fiscal year following the one in which the surplus is recorded, in accordance with article 60 of By-law (753-2024).

9. **Allocation of surplus income and expenses at the end of the fund's existence** – At the end of the fund's existence, any surplus income over expenses shall be allocated to the general fund.

10. **Entering into effect** – The present By-law enters into effect in accordance to the Law.



Louise Cossette
Mayor



Hugo Lépine
Director general / Registrar-treasurer