
DETAILS AND PRINCIPLES PROPOSED REVISION OF PILOTAGE CHARGES

October 25, 2024



Administration de pilotage
des Laurentides

Laurentian
Pilotage
Authority

Canada

GENERAL

Pursuant to section [33.2 of the *Pilotage Act* \(R.S.C. \(1985\), c. P-14\)](#) (the "**Act**"), this document ("**Document**") provides additional details to expand upon the Notice of revised pilotage charges dated **October 25, 2024** (the "**Notice**") providing for the coming into force of the revised pilotage charges on **February 1, 2025**. This Document prepared by the Laurentian Pilotage Authority (the "**Authority**") provides further details on the pilotage charges proposed in the Notice, including the methodology and justification against the stated charging principles.

In reviewing the charges, the Authority has respected and applied the charging principles set out in [section 33.2 of the *Act*](#). The charges included in the Document are based, among other things, on current budget estimates, and may be revised based on representations received pursuant to [section 33.3 of the *Act*](#). The methodology and its application are set out in this Document for the proposed revision of the pilotage charges for 2025.

This Document consists of the following sections:

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1. GENERAL OVERVIEW OF THE AUTHORITY

The Authority is a Government of Canada non-agent Crown Corporation established in 1972 pursuant to the *Act*. The objective of the Authority is to establish, operate, maintain and administer in the interests of safety of navigation, an efficient and cost-effective pilotage service within the Authority’s regional jurisdiction. The Authority is tasked with achieving this objective while respecting the following principles:

- a) that pilotage services be provided in a manner that promotes and contributes to the safety of navigation, including the safety of the public and marine personnel, and that protects human health, property and the environment;
- b) that pilotage services be provided in an efficient and cost-effective manner;
- c) that risk management tools be used effectively and that evolving technologies be taken into consideration; and
- d) that an Authority’s pilotage charges be set at levels that allow the Authority to be financially self-sufficient.

The system of governance at the Authority is intended to make the corporation financially self-sufficient, as required by the *Act*. The Authority is governed by a 7- Board of Directors (the “**Board**”). The Governor in Council appoints the Chairperson of the Authority, for a term determined by the Governor in Council, and the Minister of Transport appoints the other members of the Board, upon the Governor in Council’s approval, for terms not exceeding four years.

The fundamental elements governing the mandate conferred on the Authority by the *Act* include the exclusive right to provide pilotage services to ships in an area of water where ships are subject to compulsory pilotage. This includes the exclusive ability to set and collect charges for pilotage services provided or made available by the Authority or a contractor acting for the Authority, and the obligation by the Authority to provide these services.

When establishing a new charge for pilotage services or revising an existing charge, the Authority must follow the charging principles set out in [section 33.2\(1\) of the Act](#). These principles prescribe that, among other things, charges must not be set at levels that, based on reasonable and prudent projections, would generate revenues exceeding the Authority’s current and future financial requirements related to the provision of compulsory pilotage services. Pursuant to these charging principles, the Board approves the amount and timing of the establishment or revision to pilotage charges. The Board also approves the Authority’s annual budget where the amounts to be recovered through pilotage charges for the ensuing year are determined. Moreover, the Board also takes into account the five-year corporate plan, including the capital program. In addition, the Authority proceeds to a pre-consultation exercise with the industry stakeholders prior to the approval and publication of the Notice.

Pursuant to [section 33.2 of the Act](#), the Authority plans its operations to be financially self-sufficient and in which reasonable and prudent projections would not result in revenues exceeding current and future financial requirements related to the provision of compulsory pilotage services.

Financial requirements include:

- a)** operations and maintenance costs;
- b)** management and administration costs;
- c)** debt servicing requirements and financial requirements arising out of contractual agreements relating to the borrowing of money;
- d)** capital costs and depreciation costs on capital assets;
- e)** financial requirements necessary for the Authority to maintain an appropriate credit rating;
- f)** tax liability;
- g)** payments to the Minister for the purpose of defraying the costs of the administration of the Act, including the development of regulations, and the enforcement of the Act;
- h)** reasonable reserves for future expenditures and contingencies; and
- i)** other costs determined in accordance with accounting principles recommended by the Chartered Professional Accountants of Canada or its successor or assign.

The financial statements and Management's Discussion and Analysis issued quarterly and annually, provide extensive information on the revenues and expenses of the Authority.

These documents are available at <https://www.pilotagestlaurent.gc.ca/en/index.html>.

2. 2024 FORECAST

000\$	2024 Forecast	2024 Budget	2023 Actual
Pilotage charges	102 275	100 903	99 629
Other revenues	15 494	16 205	15 685
Total revenues	117 769	117 108	115 314
Pilots' fees	90 869	88 374	88 385
Pilot boat operating costs	12 300	13 082	13 394
Employee salaries and benefits	7 330	7 267	6 755
Amortization	2 765	2 910	2 301
Pilotage Act administration fees	890	900	781
Other expenses	2 863	2 385	3 206
Total expenses	117 017	114 918	114 822
Operating surplus	752	2 190	492

Revenues

In 2024, we are forecasting revenues of \$117.8 M, against a budget of \$117.1 M, representing an increase of 0.6%. This increase is due to a higher volume of assignments than initially budgeted.

The 2.1% increase over 2023 is attributable to the 4% and 6% increase in charges that came into effect in February 2024, and a lower volume of assignments.

Expenses

In 2024, we are forecasting expenses of \$117.0 M, against a budget of \$114.9 M, an increase of 1.8%. This increase is due to the higher rates negotiated with the pilot corporations.

The 1.9% increase over 2023 is also due to higher rates negotiated with the pilot corporations.

The assignment trend as compared to the previous year

For the first eight months of 2024, the number of assignments fell by 4% compared to the same period last year. The Authority expects this trend to continue for the latter part of 2024.

Main sources of information and traffic outlook

In order to establish the financial forecasts for future years, the Authority relies on the information obtained from its market analysis carried out throughout the year. This information stems from a variety of sources, including discussions with industry stakeholders, media reporting and various other sources of information pertaining to the marine industry and macro-economic context. This information is then compared with historical traffic data and new trends that surfaced in the past year.

The financial forecasts for 2025 are derived from a series of assumptions applied to actual data for 2024. The most important of these remains the uncertain economic situation, the instability of world markets, weather-related disruptions and conflicts in the Middle East.

In terms of maritime traffic, the Authority forecasts that the current decline in traffic will continue until the end of 2024 for the majority of ships. It should be noted that the number of assignments forecast for 2025 is 20,865, a level comparable to the forecast for the current year.

3. 2025 FORECAST

The findings from the analysis of results and trends for the first half of 2024 have enabled us to refine the forecast for 2025. While remaining cautious in the planning of individual projects, the Authority's expenses and operating assumptions for 2025 have been budgeted to ensure a realistic market adjustment based on the most recent information available.

In accordance with the *Act*, the Authority's ultimate financial objective is to ensure that its operations are funded by achieving a reasonable return, enabling it to gradually finance its long-term projects, as well as offset any market risks as needed. In recent years, this approach has enabled the Authority to maintain some of the lowest rate increases, with relatively stable levels of variation.

000\$	2025	2024	Variance
Pilotage charges	106 435	102 275	4%
Other revenues	16 365	15 494	6%
Total revenues	122 800	117 769	4%
Pilots' fees	93 789	90 869	3%
Pilot boat operating costs	13 428	12 300	9%
Employee salaries and benefits	8 196	7 330	12%
Amortization	2 683	2 765	-3%
Pilotage Act administration fees	1 013	890	14%
Other expenses	2 689	2 863	-6%
Total expenses	121 798	117 017	4%
Operating surplus	1 002	752	33%

Revenues

In 2025, we forecast revenues of \$122.8 M compared to 2024, an increase of 4%. This increase is due to the 4% average fare increase included in this proposal.

Expenses

In 2025, we anticipate expenses of \$121.8 M compared to 2024, an increase of 4%. This increase is mainly due to rate increases under contractual agreements.

Cost structure

The Authority's costs associated with provision of pilotage services are dictated mainly by the Authority's contractual obligations and vary depending on the level of assignments and volume of traffic.

The costs incurred by the Authority are broken down as follows on an approximate basis:

Cost categories	Proportion of the total costs	Specificities
Pilots' fees	77%	Governed by service contracts and varies depending on the pilotage revenues
Pilot Boats Services	11%	Mainly governed by contracts and varies depending on the pilotage revenues
Payroll	7%	Mainly governed by collective agreements
Amortization	2%	Governed by accounting standards
Other administrative expenses	3%	Include the administration costs of the Act which alone represent 0.8% of the charges

4. FUTURE CAPITAL

The Authority forecasts that its capital expenditure program will require investments in the order of \$0.8 M for 2025.

Over the period 2025 to 2029, the Authority is planning a number of investments to ensure the long-term viability of its assets, optimize its service offering and meet its contractual commitments. All these needs are directly linked to the deployment of a safe service that is delivered efficiently and effectively.

Portable Pilotage Units (“PPUs”)

As part of their work, pilots use PPUs to access various information about the ship and the voyage in progress. The APL supplies these PPUs to CPSLC pilots, while the CPBSL receives a financial contribution to purchase PPUs for its pilots.

Optimized pilotage service and simulator

As previously mentioned, the Authority is working on the development of a software system that will enable the optimization of ship transits under the conduct of a pilot on the St. Lawrence River, and improve the fluidity and safety of voyages along the Les Escoumins - Montreal section. Development of this system is scheduled to continue until 2025, and further investment may be required to improve the product.

In addition, certain investments will be required to ensure that the navigation simulator remains up to date.

Pilot boats and shuttle

To ensure the efficient movement and transfer of pilots, the Authority owns and maintains boats. The Authority continues to invest in these assets to maintain and improve its service offering.

Information technology

The Authority operates in an environment where the resilience of IT systems is of paramount importance. This is why investments will be made over the next few years to maintain and optimize our IT network and the systems that underpin our services. Investments are also planned to maintain the security of all IT systems. New technologies enabling the Authority to optimize its overall service offering will also be analyzed, and investments made accordingly.

5. TREASURY AND RESERVE

Pilotage charges are set on the basis of the Authority's financial requirements, which take into account projected traffic volumes and anticipated revenues and expenses. Since actual revenues and expenses will differ from these estimates, methods for calculating variances are required so that they can be taken into account when establishing or revising future charges, and so that no going concern risk is unintentionally incurred by the Authority. A good reserve also helps to ensure the stability of pilotage charges for the foreseeable future.

It is also necessary to take into account unpredictable factors - principally fluctuations in traffic volumes resulting from unforeseen events, such as those faced by the Authority in 2020 and 2021.

As discussed in greater detail in section 6, the Authority takes into account its current and future financial requirements in determining the level of pilotage charges to be levied. Among other considerations, the following are taken into account when establishing or revising pilotage charges:

- the Authority's financial requirements and the extent to which operating costs are variable ;
- expected capital costs and the extent to which borrowing is introduced ;
- current and forecast cash and reserve account balances;
- current and future obligations pursuant to federal government priorities, particularly in terms of sustainable development and environmental protection.

The Authority's treasury and reserve accounts are also determined on the basis of an analysis of the following items:

- Analysis of the Authority's financial situation;
- Financial impact of projects;
- Analysis of the economic context;
- Risk identification and analysis;
- A forward projection of environmental considerations;
- Determination of an uncertainty margin; and
- Calculation of cash flow requirements.

For the purposes of the 2025 forecast, the required treasury and reserve levels were as follows:

000\$	2022	2023	2024	2025
	Actual	Actual	Forecast	Forecast
Reserve	7 633	5 767	7 585	10 388

It should be noted that the reserve account was created within the Authority to enable it to meet all its obligations and deal with various risks without necessarily having a major impact on the level of pilotage charges. The reserve enables the Authority to make the essential investments required to maintain and improve the safety, effectiveness and efficiency of its services, in line with its legislative mandate.

The Authority believes that its projected treasury and reserve balances, based on an objective analysis of the magnitude of operating costs, the impact of the pandemic and the capital expenditure program, will enable it to meet, at least in the short term, its obligations for 2025. However, the projected level of the reserve for 2025 remains lower than the desired target level, and the Authority could experience difficulties in coping with major unforeseen events affecting its expenses or reducing its revenues. Based on the above-mentioned criteria, the Authority has opted for a strategy of progressive replenishment of its cash position, enabling it to provide funding for the renewal of its long-term assets, the establishment of its sustainable development strategy, and a degree of contingency in the event various risks impacting the marine industry materialize.

6. PROPOSED REVISION OF PILOTAGE CHARGES

The Authority determines the required pilotage charges as follows:

- By determining volumes;
- By determining expenditures based on volumes and contractual obligations;
- By determining capital expenditures and financing;
- Determining reserve account and funding requirement; and
- Determining the rate required to cover all the steps above.

This table presents the effect of the revised pilotage charges for the year 2025 compared to what is currently in effect since February 5, 2024. The pilotage charges that will come into effect on **February 1, 2025**, include:

Category	Pilotage charges	New / Adjustment	Application Methodology	Effect on Customers
Base Rate for District No. 1 and 1-1	3.5% increase	Adjustment	All rates affected	\$2.2 M increase
Base Rate for District No. 2	5% increase	Adjustment	All rates affected	\$2.0 M increase
Administration of the <i>Act</i>	4.0% increase	Adjustment	Fee per assignment	\$1.55 increase per assignment

CPI rose by 2.2% in August, down from 2.5% in July. We anticipate that the contractual increase in fees payable to the St. Lawrence pilots will be 3.4% and 3.0% for the Central St. Lawrence and Lower St. Lawrence pilot corporations respectively. This increase has a material impact on the proposed level of service charge increases.

Our experience over the past year shows, however, that this figure is highly unpredictable. It should be noted that the Authority's gross profit margin is very low, with a forecast of 12.7% for 2025. At the same time, the Authority's administrative and operating expenses represent 11% of its cost structure. These costs are largely fixed and governed by agreements, leases and service contracts, and exclude fees related to the administration of the *Act*.

The fee to compensate for administrative costs imposed under section 37.1 of the *Act* is revised upward to \$29.36. This section allows the Minister of Transport to charge authorities for the costs associated with administering the *Act*.

Transshipment services that are generally conducted by pilot boat enable the embarkation or disembarkation of pilots carry their own charges that correspond to the costs incurred by the Authority for providing these services. These charges apply whether the transshipment service is carried out by the Authority or by a subcontractor, and whether the pilot boat used belongs to the Authority or is leased or used through the services of a subcontractor. The Authority will charge pilotage fees for all costs incurred, including, where applicable, rental and operating costs of the boat.

Consultations undertaken prior to publication of Notice

The Authority has consulted with the various marine industry associations regarding the revision for the pilotage charges proposed herein. Certain comments and suggestions from the industry have been considered and taken into account where appropriate and are reflected in this Document.

7. JUSTIFICATION OF THE PROPOSAL IN RELATION TO THE CHARGING PRINCIPLES

The principles governing the establishment of new charges or the revision of existing charges by the Authority are set out in [section 33.2 of the Act](#). Each of the principles is presented below in italics, followed by an explanation of how the Notice complies with that principle.

33.2 (1) a. Pilotage charges shall be established and revised in accordance with an explicit methodology – that includes and conditions affecting the pilotage charges – that the Authority has established and published;

The methodology, which is reflected in this Document and the Notice has been published on the Authority's website as required under [section 33.2 of the Act](#). Based on this information, any person subject to the Authority's charges can calculate the amount that would be payable for a given pilotage job.

33.2 (1) b. that pilotage charges are structured in a way that does not encourage the user to engage in practices that diminish safety for the purpose of avoiding a charge;

The Authority's charges are not structured in such a manner that safety may be impacted. Since pilotage services are compulsory for all foreign-flag vessels 35 metres or more in length and for Canadian-flag vessels 2,400 tons and 70 metres or more in length for District No. 1 or 1-1, and 3,300 tons and 80 metres or more in length for District No. 2 when within the Authority's compulsory pilotage area, users have no choice but to use the services of a pilot. In addition, the Authority's fee structure is such that the largest portion of a pilotage charge is not related to time or route, but rather to the unalterable dimensions of the vessel, which do not change from one voyage to the next.

33.2 (1) c. that pilotage charges be the same for Canadian users or ships and foreign users or ships;

There is no differentiation in the proposed revision of pilotage charges for an assignment whether the user or vessel is domestic or foreign.

33.2 (1) d. that pilotage charges are set at levels that allow the Authority to be financially self-sufficient and be fair and reasonable;

The proposed charges are based on an allocation of operating and capital costs and cash and reserves, that allows the Authority to achieve its mission and remain financially self-sufficient. The revised charges allow the Authority to fulfill its mandate while being fair and reasonable.

33.2 (1) e. that pilotage charges not be set at levels that, based on reasonable and prudent projections, would generate revenues exceeding the Authority's current and future financial requirements related to the provision of compulsory pilotage services;

The Authority's charges are set to recover its expenses, net of other revenues determined in accordance with International Financial Reporting Standards and costs to meet certain financial requirements, including the maintenance of reasonable reserves, as detailed in [section 33.2 of the Act](#).

8. INFORMATION REGARDING THE NOTICE AND ON MAKING REPRESENTATIONS TO THE AUTHORITY

This Document is available on-line and a copy may be downloaded from the Authority's website (<https://www.pilotagestlaurent.gc.ca/en/index.html>).

Additional copies of the Notice or the Document can be obtained through request at the following address:

In writing: Director, Finance
 Laurentian Pilotage Authority
 999 De Maisonneuve Blvd. West, Suite 1410
 Montreal, Quebec, H3A 3L4

By email: pierre-luc.beauregard@apl.gc.ca
By telephone (514) 283-6320 ext. 208

Pursuant to section 33.3 of the Act, any person may make representations about the proposal to the Authority, in writing, on or before the date set out in the Notice. Any person making written representations is to include a summary of those representations. The summary may be made public by the Authority. In addition, any person making written representations by the date set out in the Notice will have an opportunity to file a notice of objection related to the proposal with the Canadian Transportation Agency.

Pursuant to section 33.3 of the Act, persons interested in making representations in writing to the Authority regarding the section 1 of the Notice may do so in writing to the following address:

Director, Finance
Laurentian Pilotage Authority
999 De Maisonneuve Blvd. West, Suite 1410
Montreal, Quebec, H3A 3L4

By email: pierre-luc.beauregard@apl.gc.ca

Note: Representations must be received by the Authority not later than the close of business on November 25, 2024.

9. PILOTAGE CHARGES AND CONDITIONS

Pilotage charges' chart

Column	1	2	3	4	5	6	7	8	
Section	Pilotage service	District	Basic charge	Charge per unit	Charge per time factor	Charge per hour or part of an hour	Minimum charge	Maximum charge	
	Trip	1-1		\$56,11	\$27,61		\$2 871,31		
		1		\$56,11	\$27,61		\$2 871,31		
		2		\$35,81	\$20,61		\$2 393,86		
	Mouage	1-1	\$594,36	\$19,57			\$2 642,08		
		1	\$645,93	\$21,28			\$2 871,31		
		2	\$651,24	\$21,45			\$2 894,88		
	Anchorage during a trip or a mouage	1-1	\$459,57	\$4,95					
		1	\$499,47	\$5,37					
		2	\$503,59	\$5,43					
	Docking of ship at a wharf or pier at the end of a trip	1	\$382,32	\$3,95				\$743,31	
		2	\$385,42	\$3,98				\$749,43	
	A docking or undocking performed at the request of a master, owner or agent of a ship, by a pilot designated by the Corporation	1	\$615,17	\$13,91			\$2 261,30		
		2	\$651,24	\$14,73			\$2 393,86		
9 (1) a)	Detention of a pilot at a pilot boarding station or on board ship (except when section 9(2) of pilotage charges' Conditions is applicable)	1-1	First half-hour			\$0,00			
			For the first hour, including the first half-hour			\$137,09			
			and for each subsequent hour			\$473,79			
		1	First half-hour			\$0,00			
			For the first hour, including the first half-hour			\$148,97			
			and for each subsequent hour			\$473,79			
2	First half-hour			\$0,00					
	For the first hour, including the first half-hour			\$150,19					
	and for each subsequent hour			\$501,56					
9 (1) b)	Detention of a pilot on board ship in transit (except when section 9(2) of pilotage charges' Conditions is applicable)	1-1	First half-hour			\$0,00			
			For the first hour, including the first half-hour			\$137,09			
			and for each subsequent hour			\$274,17			
		1	First half-hour			\$0,00			
			For the first hour, including the first half-hour			\$148,98			
			and for each subsequent hour			\$297,96			
2	First half-hour			\$0,00					
	For the first hour, including the first half-hour			\$150,19					
	and for each subsequent hour			\$300,38					
	Compass adjustment by pilot	1-1	\$594,36	\$19,57					
		1	\$645,92	\$21,28					
		2	\$651,24	\$21,45					
10	Cancellation of a request for pilotage services if the pilot reports for pilotage duty (except when section 10(3) of pilotage charges' Conditions is applicable)	1-1	Basic	\$737,35					
			First hour			\$0,00			
			For the second hour including the first hour and for each subsequent hour			\$473,79			
		1	Basic	\$801,33					
			First hour			\$0,00			
			For the second hour including the first hour and for each subsequent hour			\$473,79			
2	Basic	\$807,88							
	First hour			\$0,00					
	For the second hour including the first hour and for each subsequent hour			\$501,56					
5 (2)	Carrying a pilot on a ship beyond the district for which the pilot is licensed	1-1	Each hour			\$137,09			
		1	Each hour			\$148,98			
		2	Each hour			\$150,19			
	Special Request Except in the case of a pilot having to be relieved after an accident, a mouage or departure that occurs, at the request of a master, owner or agent of a ship, before that set out in the notice required by section 23.09 or 23.10 of the <i>General Pilotage Regulations</i>	1-1		\$3 068,10					
		1		\$3 334,29					
		2		\$3 361,67					
5 (1)	Expenses allowances, applicable to Contrecoeur, Bécancour, Cacouna, Tadoussac and Pointe-au-Pic	1-1	Each assignment	\$313,82					
		1	Each assignment	\$313,82					
		2	Each assignment	\$332,22					
2.1	Administration fees of the <i>Pilotage Act</i> (section 37.1)	1-1	Each assignment	\$29,36					
		1	Each assignment	\$29,36					
		2	Each assignment	\$29,36					

* The number of chargeable hours of service is calculated from the later of the time when the pilotage services are requested and the time the pilot reports for pilotage duty until the time of cancellation.

Conditions

1. The definitions in this section apply to the [Pilotage charges' chart](#) herein above:

Berth means a wharf, pier, anchorage or mooring buoy, and includes a berthed ship or a ship at anchor. (poste)

Breadth, with respect to a vessel, the number of meters and centimeters, which corresponds to the maximum distance between the outer faces of the outer planks of the vessel.

The Authority shall apply the extreme width shown in the official data (IHS Sea-Web or official ship plans) except in the following cases:

- (a) In the event that the extreme width is not available or is equal to the "molded" width shown in the official data, the Authority shall apply the "molded" width by adding four (4) centimeters;
- (b) If the difference between the extreme width and the moulded width exceeds six (6) centimetres, the width shall be equivalent to the value calculated in (a). (largeur)

Composite unit means a ship consisting of a tug rigidly connected to the stern of a barge. (unité composite)

Corporation means a legal entity with which the Authority enters into a contract of service under [section 15 \(2\) of the Act](#) for the services of licensed pilots within a district. (corporation)

Deck Watch Officer means a person who has the immediate charge of the navigation and safety of a ship, but does not include a pilot. (officier de quart à la passerelle)

Depth, in respect of a ship, means the number of metres, measured to the second decimal place, that represents the vertical distance at amidships from the top of the keel plate to the uppermost continuous deck that extends fore and aft and to the sides of the ship, with the continuity of the deck not being considered to be interrupted by a tonnage opening, engine space or a step in the deck. (creux)

District No. 1 means all waters between the northern entrance to Saint-Lambert Lock and a line running across the St. Lawrence River at longitude 71°08' W. (circonscription n° 1)

District No. 1-1 means all waters between the northern entrance to Saint-Lambert Lock and a line running from east to west across the St. Lawrence River at the northernmost tip of Sainte-Thérèse Island. (circonscription n° 1-1)

District No. 2 means all waters between a line running across the St. Lawrence River at longitude 71°20' W and a line running across the St. Lawrence River bearing 121° (True) at latitude 48°20'48" N and longitude 69°23'24" W, including the Saguenay River. (circonscription n° 2)

Draught, in respect of a ship, means the number of metres, measured to the second decimal place, that represents the greatest vertical distance, at the time pilotage services are performed, from the water surface to the most submerged part of a ship. (tirant d'eau)

Length, in respect of a ship, means the number of metres, measured to the second decimal place, that represents the distance from the foremost to the aftermost point of the hull of a ship, excluding the bowsprit. (longueur)

Movage means the movement of a ship within the geographical limits of a harbour set out in [section 11](#), whether the ship is moved from one berth to another or is returned to the same berth, but does not include

- a) the manoeuvring of a ship that is leaving the wait wall at Saint-Lambert Lock to enter the lock or is leaving the lock to go to the wait wall, unless a pilot boards the ship for the purpose of carrying out the manoeuvre; or
- b) the warping of a ship from one berth to another solely by means of mooring lines attached to a wharf if the warping is over a distance less than the length of the ship and the wharf between the two berths is straight, unless the services of a pilot are used. (déplacement)

Pilot Boarding Station Location where pilots embark or disembark in Les Escoumins, Saguenay (La Baie, Lepage Wharf and Port-Alfred), Saguenay (Chicoutimi and Grande-Anse), Québec City, Trois-Rivières, Sorel-Tracy, Lanoraie and Montréal. (Station d'embarquement de pilotes)

Tariff Length, in respect of a ship, means the lesser of

- a) the length, and
- b) the breadth multiplied by 7.5. (longueur tarifaire)

Time Factor means the result obtained by multiplying the draught of a ship by the number of hours, or parts of an hour, during which the ship is underway under the conduct of a pilot, but does not include any period during which charges are payable in accordance with section 5, 9 or 10 of [Pilotage charges' chart](#). (facteur temps)

Trip means the piloting of a ship from one point to another within the region of the Authority, but does not include a movage, a docking or an undocking. (voyage)

Unit is the number obtained by multiplying the tariff length of the ship by its breadth and depth, dividing by 850 and rounding to the second decimal place. (unité)

Pilotage Charges Generally

2. (1) A pilotage charge payable to the Authority for a pilotage service set out in column 1 of the [Pilotage charges' chart](#) that is provided in a district set out in column 2 of that chart is calculated based on the information provided on the pilotage service form under [section 7\(1\)](#) and is equal to the sum of the following:
- a) the basic charge set out in column 3,
 - b) the charge per unit set out in column 4,
 - c) the charge per time factor set out in column 5, and
 - d) the number of chargeable hours of service multiplied by the charge per hour or part of an hour set out in column 6.
- (2) The pilotage charge is subject to the minimum charge set out in column 7 of [Pilotage charges' chart](#) and the maximum charge in column 8.
- (3) Subject to subsections (4) to (6) and [section 4](#), a pilotage charge is multiplied by the number of pilots assigned to perform the pilotage service.
- (4) A pilotage charge is determined on the basis of the services of a single pilot in respect of the following pilotage services:
- a) an anchoring;
 - b) a movage;
 - c) a docking;
 - d) an undocking; and
 - e) a compass adjustment.
- (5) A pilotage charge is determined on the basis of the services of a single pilot if a second pilot is assigned for the sole purpose of responding to one of the following circumstances:
- a) it is likely that, between the time the pilots embark and the time they disembark, the ship will be underway in District No. 1 for more than either 10 consecutive hours for trips starting between 05:00 and 19:59, or 8 consecutive hours for trips starting between 20:00 and 04:59;
 - b) it is likely that the ship will be underway for more than 11 consecutive hours in District No. 2; and
 - c) the ship is underway in winter navigation conditions at any time during the period that starts on March 16 and ends on December 31.

- (6) A pilotage charge is determined on the basis of the services of a single pilot if
- a) a second pilot is assigned for the sole reason that the ship will likely be underway for more than 10 consecutive hours in District No. 2; and
 - b) the second pilot is assigned to board the ship at any time during the period that starts at 19:00 and ends at 00:59.

2.1. A charge is payable for each pilot assignment for the administration of the *Act*.

3. A pilotage charge is adjusted in accordance with [section 7 \(3\)](#) if there is a discrepancy between the information provided on a pilotage service form and the information contained in the documents listed in that section.

Pilotage Charges for Towing and Pushing Operations

4. (1) In the event that a tug pulls or pushes one or more barges attached in a non-fixed manner, pilotage charges are payable, on the one hand, for the tug which is under the control of a pilot according to its own units and its time factor or the minimum according to this [Pilotage charges' chart](#), and, on the other hand, for each barge pulled or pushed according to its units and time factor or the minimum according to the [Pilotage charges' chart](#), regardless of the number of pilots assigned to the towing operation.

- a) However, the deduction is applicable for each pilot;
- b) Docking and mooring fees are applicable to the barge. These fees apply to the tug if it is individually subject to compulsory pilotage.
- c) In the case of a displacement, the charges payable are the greater of the amount provided for in the [Pilotage charges' chart](#) using a single base amount and the sum of the units of the tug (s) and of the (s) barges

- (2) In the case of a towing operation where a tug is pushing a barge, and which is coupled for the duration of the trip in a fixed manner to the rear of the barge in composite unit, as if it were a single vessel, pilotage charges are payable for all units considering the length of the tug and barge coupled, the maximum width and the strongest hollow and a single time factor according to the strongest draft water or the minimum according to the [Pilotage charges' chart](#).

- a) However, the deduction is applicable to a single pilot;
- b) Mooring charges are applicable using a single base amount and units considering the length of the tug and barge mated, the maximum width and the strongest hollow;
- c) Docking fees are applicable only once to the whole unit;

- d) In the case of a displacement, the charges payable are the highest of the amount provided for in the [Pilotage charges' chart](#) using a single base amount and the units considering the length of the tug and barge coupled, the maximum width and the strongest hollow.
- (3) In the case of a towing operation where one or more tugs pull or push one or more dead vessels, pilotage charges are payable, on the one hand, for each tug under the pilot's control according to their own units and their time factor or the minimum according to the [Pilotage charges' chart](#), and, on the other hand, for each vessel pulled or pushed according to their respective units and time factor or the minimum according to the [Pilotage charges' chart](#).
- a) However, the deduction is applicable for each pilot;
 - b) Docking and anchoring costs are applicable to the dead vessel. These charges apply to the tug if it is individually subject to compulsory pilotage;
 - c) In the case of a displacement, the charges payable are the highest of the amount provided for in the [Pilotage charges' chart](#) using a single base amount and the sum of the tug units.

Pilotage Charges for Travel and other Expenses

5. (1) A pilotage charge is payable if a pilot is required to embark on or disembark from a ship at a place other than a pilot boarding station but within the compulsory pilotage area.
- (2) Reasonable travel and other expenses incurred by a pilot in boarding or disembarking a ship outside the compulsory area are payable as pilotage charges in addition to the pilotage charges set out in the [Pilotage charges' chart](#) in section 5(2).

Pilotage Charges – Pilot transfer fees

6. When providing a pilot transfer service serving to embark or disembark a pilot including at a pilot boarding station, a pilotage charge in an amount equal to the cost incurred by the Authority in providing the service is payable.

Pleasure Craft Under Eight Units

- 6.1. Except for those fixed under [section 6](#), the pilotage charges payable for services rendered to a pleasure craft under eight units are reduced by 15%.

Pilotage Service Form

7. (1) With the assistance of the master or the deck watch officer of the ship, the pilot must complete the pilotage service form provided by the Authority.
- (2) The pilot must then submit the pilotage service form to the Authority as soon as possible.
- (3) If a discrepancy occurs between the information provided on the pilotage service form and the information contained in the following documents, the particulars of a ship are those contained, in order of priority, in
- a) the official papers of the ship;
 - b) the Register of Ships published by Lloyd's Register of Shipping; or
 - c) a publication by any classification society other than Lloyd's Register of Shipping.

Trip Rules

8. (1) Subject to [subsection \(3\)](#), a trip begins from the time that a ship is underway and one of the following events occurs:
- a) the ship enters the region of the Authority after the pilot has embarked;
 - b) the ship leaves a berth in a harbour or leaves a place within the region of the Authority after the pilot has embarked at the harbour or place, except if the ship is in transit and there is a change of pilot at Trois-Rivières, Sorel-Tracy or Montreal;
 - c) a pilot embarks to replace a pilot who has performed a moveage;
 - d) a pilot embarks to replace a pilot who has performed an undocking as a result of a request by a master, owner or agent of the ship for a pilot designated by the Corporation to perform an undocking;
 - e) the ship leaves a wharf or pier to which it was secured in a harbour, or another ship to which it was secured, after the pilot referred to in paragraph (a) or (b) has embarked; or
 - f) the ship weighs anchor after having used Saguenay (La Baie, Quai Lepage and Port-Alfred) as a port of call, in the case of a passenger ship.

(2) Subject to [subsection \(3\)](#), a trip ends when one of the following events occurs:

- a)** the ship enters Saint-Lambert Lock;
- b)** the ship leaves the region of the Authority;
- c)** the pilot referred to in paragraph (1)(a), (b), (c) or (d) leaves the ship, except if the ship is in transit and there is a change of pilot at Trois-Rivières, Sorel-Tracy or Montréal;
- d)** a pilot embarks the ship to perform a docking as a result of a request by a master, owner or agent of the ship for a pilot designated by the Corporation to perform the docking;
- e)** the ship is secured at a wharf or pier in a harbour, unless the ship is secured at the wait wall at Saint-Lambert Lock;
- f)** the ship is secured to another ship;
- g)** the ship is anchored or is unable to move on account of ice while waiting for a berth within the limits of a harbour if the ship is later moved within the limits of the same harbour; or
- h)** the ship uses Saguenay (La Baie, Quai Lepage and Port-Alfred) as a port of call, in the case of a passenger ship.

(3) A change of pilots at Trois-Rivières, or the anchoring or securing of the ship, on the pilot's advice, at a wharf or pier at Trois-Rivières owing to navigational restrictions, does not have the effect of beginning or ending a trip.

Detention Rules

9. (1) For the purposes of determining if a pilotage charge for the detention of a pilot is payable, a pilot is detained if:

- a)** the pilot whose services have been requested reports to the pilot boarding station and is detained there or on the ship; or
 - i.** at a berth prior to the commencement of the trip or movage;
 - ii.** at a berth within the limits of the harbour and is subsequently moved within the limits of the same harbour;
 - iii.** at a berth after the trip or movage has been completed and until disembarkation.
- b)** the pilot is detained in transit when after having been under way a ship berths, anchors or makes a mandatory stop.

(2) However, when the pilot is detained for more than one hour, the charges set out in section 9 of the [Pilotage charges' chart](#) for each subsequent hour are the same as the first hour if the detention is caused by a docking, an anchoring, ice conditions that force the ship to stop, weather conditions, a change in the expected time of arrival of the ship, delays associated with pilot boat services, the delay of a replacement pilot, a shortage of pilots, delays at wharf or at anchor as a result of maritime traffic management by the competent authorities, or the grounding of the ship.

Cancellation

10. (1) A charge for a cancellation of pilotage services shall be made whenever the services requested are cancelled after the pilot(s) have been assigned to the vessel, whether or not the pilot(s) are on board the vessel.

(2) If the pilot(s) have been on board the vessel at the time of cancellation of services, the first hour after cancellation is free of charge. From the second and subsequent hours onward, charges are provided for in section 10 of the [Pilotage charges' chart](#).

(3) Where the pilot has boarded the ship prior to the cancellation, the exceptions in section 9(2) that apply to extensions of a pilot's stay on board a ship apply, with the necessary modifications

Harbours and Their Geographic Limits

11. For the purposes of the definition of movage in [section 1](#) of the current section for pilotage charges, the harbours and their geographical limits are as follows:

a) Bécancour

All waters located within the following boundaries: latitude 46°24'01" N and longitude 72°22'46" W; latitude 46°24'18" N and longitude 72°23'51" W; latitude 46°25'04" N and longitude 72°22'29" W; and latitude 46°24'07" N and longitude 72°22'27" W;

b) Contrecoeur

All waters located within the following boundaries: latitude 45°49'36" N and longitude 73°17'16" W; latitude 45°49'48" N and longitude 73°17'34" W; latitude 45°50'30" N and longitude 73°16'45" W; and latitude 45°50'18" N and longitude 73°16'27" W;

c) Gros-Cacouna

All waters located within the following boundaries: latitude 47°52'28" N and longitude 69°32'58" W; latitude 47°53'16" N and longitude 69°35'42" W; latitude 47°59'42" N and longitude 69°31'58" W; and latitude 47°57'32" N and longitude 69°27'06" W;

d) Montreal

All waters between the northern entrance to Saint-Lambert Lock and a line running east and west across the St. Lawrence River at the northernmost tip of Sainte-Thérèse Island;

e) Pointe-au-Pic

All waters located within the following boundaries: latitude 47°40'36" N and longitude 70°03'45" W; latitude 47°40'00" N and longitude 70°02'36" W; latitude 47°35'00" N and longitude 70°08'17" W; and latitude 47°35'56" N and longitude 70°10'06" W;

f) Quebec

All waters located between a line running across the St. Lawrence River bearing 345° (true) at latitude 46°43'40" N, longitude 71°20'08" W and a line running across the St. Lawrence River bearing 350° (true) at latitude 46°49'42" N, longitude 71°07'48" W;

g) Rivière-du-Loup

All waters located within the following boundaries: latitude 47°46'02" N and longitude 69°36'40" W; latitude 47°46'48" N and longitude 69°39'25" W; latitude 47°52'16" N and longitude 69°35'42" W, and latitude 47°52'28" N and longitude 69°32'58" W;

h) Saguenay (Chicoutimi and Grande-Anse)

All waters located westerly of a line bearing 011° (true) and running across the Saguenay River at latitude 48°22'59" N, longitude 70°45'00" W;

i) Saguenay (La Baie, Quai Lepage and Port-Alfred)

All waters located westerly of a line bearing 315° (true) and running across the Saguenay River at latitude 48°20'58" N, longitude 70°42'06" W;

j) Sorel-Tracy

All waters located between a line running across the St. Lawrence River bearing 285° (true) at latitude 45°58'00" N, longitude 73°11'30" W and a line running across the St. Lawrence River bearing 317° (true) at latitude 46°06'55" N, longitude 72°57'09" W; and

k) Tadoussac

All waters located northerly of a line bearing 090° (true) and running across Tadoussac Bay at latitude 48°08'08" N, longitude 69°42'59" W;

l) Trois-Rivières

All waters located between a line running across the St. Lawrence River bearing 333° (true) at latitude 46°17'06" N, longitude 72°35'06" W and a line running across the St. Lawrence River bearing 352° (true) at latitude 46°22'35" N, longitude 72°26'21" W.