

Minutes – September 8, 2026

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE MUNICIPALITY OF BRISTOL, HELD AT 32 AYLMER ROAD (MUNICIPAL OFFICE), ON SEPTEMBER 8, 2026, AT 8:00 PM, UNDER THE PRESIDENCY OF MS. VALERIE TWOLAN-GRAHAM, MAYOR.

ALSO PRESENT: STEVE GRAY, ARCHIE GREER, MEAGHAN MCCONNELL, BRENT ORR, NANCY CRAIN AND REMO PASTERIS.

ALSO PRESENT IS STEPHANIE GOYETTE, SECRETARY OF THE MEETING.

GENERAL ADMINISTRATION

OPENING and MAYOR'S REMARKS

The members present at the opening of the meeting form a quorum. The meeting is declared duly constituted by the Chair at 8:00 PM.

ADOPTION OF MINUTES

- Minutes from August 4, 2026 council meeting.
- Minutes from September 2, 2026 special meeting.

IT IS PROPOSED by Archie Greer and seconded by Remo Pasteris.

CARRIED

ADOPTION OF THE AGENDA

IT IS MOVED by Steve Gray and **SECONDED** by Nancy Crain.

And resolved

THAT the agenda be adopted as presented.

CARRIED

INTERNAL MANAGEMENT OF MEETINGS

QUESTION PERIOD

RESOLUTIONS

26-09-138

Resolution: Request to the Ministère des Transports et de la Mobilité durable du Québec (MTQ) – Road Safety Improvements

- WHEREAS** a section of the roadway between Pine Lodge Road and Wharf Road falls under the jurisdiction of the Ministère des Transports et de la Mobilité durable du Québec (MTQ);
- WHEREAS** Council recognizes the importance of improving road safety for motorists, pedestrians, cyclists and other road users along this section of roadway;
- WHEREAS** reducing the posted speed limit from **80 km/h to 70 km/h** would contribute to improved road safety in this area;
- WHEREAS** the condition and maintenance of roadway shoulders are also important to providing a safe area for pedestrians and other vulnerable road users;

THEREFORE, BE IT RESOLVED THAT the Municipal Council of the Municipality of Bristol formally requests that the Ministère des Transports et de la Mobilité durable du Québec (MTQ):

1. Reduce the posted speed limit from 80 km/h to 70 km/h on the section of roadway between Pine Lodge Road and Wharf Road; and
2. Increase the frequency and level of maintenance of the roadway shoulders along this section to improve pedestrian safety and provide a safer area for pedestrians and other vulnerable road users.

BE IT FURTHER RESOLVED THAT a copy of this resolution be forwarded to the appropriate representatives of the Ministère des Transports et de la Mobilité durable du Québec (MTQ) for their consideration and action.

ADOPTED BY COUNCIL at a regular meeting held on September 8, 2026.

MOVED BY: Nancy Crain

SECONDED BY: Archie Greer

CARRIED: Unanimously

26-09-139

Resolution: Request for Comprehensive Police Intervention and Crime Data

WHEREAS the Municipality of Bristol wishes to better understand public safety trends and identify areas where additional preventative measures may be required;

WHEREAS the Sûreté du Québec provides policing services within the Municipality of Bristol;

THEREFORE, BE IT RESOLVED THAT the Municipal Council of the Municipality of Bristol formally requests that the Sûreté du Québec (SQ) provide, as soon as reasonably possible, a comprehensive report of police interventions occurring within the Municipality over the past five years, including, where available:

- Crimes against persons;
- Crimes against property;
- Other criminal activities and offences;
- Calls for service and other relevant police interventions; and
- Any other categories of incidents that may assist the Municipality in assessing local public safety trends.
- Traffic infraction, speeding and ticket infraction.

BE IT FURTHER RESOLVED THAT the SQ be requested to provide a map identifying the general locations of property crimes occurring within the Municipality during the past five years, or, where a map cannot be provided, to identify at minimum the road or street on which each property crime occurred, subject to applicable privacy and confidentiality requirements.

BE IT FURTHER RESOLVED THAT the report and related information be provided in a format that allows the Municipality to identify trends, recurring areas of concern and potential opportunities for enhanced public safety measures.

ADOPTED BY COUNCIL at a regular meeting held on September 8, 2026.

MOVED BY: Remo Pateris

SECONDED BY: Steve Gray

CARRIED: Unanimously

26-09-140

Resolution: Call for Tender on the SEAO website for Winter road maintenance for the 2025-2026 season

WHEREAS the Municipality of Bristol requires snow plowing and winter maintenance services for **81.77 km North of Route 148** for the 2027 winter season;

THEREFORE, BE IT RESOLVED THAT the Municipal Council of the Municipality of Bristol authorizes the administration to proceed with a call for tenders for snow plowing services for the 2027 season, in accordance with the Municipality's procurement policies and applicable legislation.

BE IT FURTHER RESOLVED THAT the contract be awarded to the compliant bidder offering the best value to the Municipality, subject to Council approval and the terms and conditions established in the tender documents.

ADOPTED BY COUNCIL at a regular meeting held on September 8, 2026.

MOVED BY: Brent Orr

SECONDED BY: Meaghan McConnell

CARRIED: Unanimously

26-09-141

Resolution: Invitation to Quote – Winter Sand Supply for 2027 Season: Invitation to Tender to Brian Stanton Enterprises, Lamarche McGuinty and Robert Erwin Transport Inc.

WHEREAS the Municipality of Bristol requires a minimum supply of 3000 MT of winter sand for the maintenance and safe operation of municipal roads during the 2027 winter season;

THEREFORE, BE IT RESOLVED THAT the Municipal Council of the Municipality of Bristol authorizes the administration to issue an invitation to quote for the supply and delivery of winter sand required for the 2027 winter season, in accordance with the Municipality's procurement policies and applicable legislation.

BE IT FURTHER RESOLVED THAT the contract be awarded to the supplier offering the best value to the Municipality, subject to the applicable requirements and approval of Council.

ADOPTED BY COUNCIL at a regular meeting held on September 8, 2026.

MOVED BY: Brent Orr

SECONDED BY: Archie Greer

CARRIED: Unanimously

26-09-142

Resolution: Acceptance of Quotation – Municipal Building Electrical Panel

WHEREAS electrical work is required on the electrical panel at a municipal building;

WHEREAS the Municipality received a quotation from Donnie Hodgins in the amount of \$9,092.00 for the required work to supply and replace the 400-amp panel and breakers; and

WHEREAS no other quotation was received;

THEREFORE, BE IT RESOLVED THAT the Municipal Council of the Municipality of Bristol hereby accepts the quotation from Donnie Hodgins in the amount of \$9,092.00 (taxes included) for the required electrical work on the municipal building electrical panel, subject to the terms and conditions of the quotation.

ADOPTED BY COUNCIL at a regular meeting held on September 8, 2026.

MOVED BY: Steve Gray

SECONDED BY: Brent Orr

CARRIED: Unanimously

26-09-143

Resolution: Renewal of Sponsorship Sign – Shawville Arena

WHEREAS the Municipality of Bristol has received a request from the Shawville District Minor Hockey Association and the Shawville District Figure Skating Association to renew the Municipality's sponsorship of its promotional sign at the Shawville Arena;

WHEREAS the sponsorship helps keep registration fees affordable for local families while supporting important expenses such as ice rental, equipment and program costs;

THEREFORE, BE IT RESOLVED THAT the Municipal Council of the Municipality of Bristol approves the renewal of its sponsorship sign at the Shawville Arena for a contribution of \$300.00 for the upcoming season.

BE IT FURTHER RESOLVED THAT payment be made in accordance with the Municipality's applicable policies and procedures.

ADOPTED BY COUNCIL at a regular meeting held on September 8, 2026.

MOVED BY: Steve Gray

SECONDED BY: Brent Orr
CARRIED: Unanimously

26-09-144

Resolution: Sponsorship – 2027 Pontiac Winter Classic Hockey Tournament

WHEREAS the Municipality of Bristol has received a request from the Shawville District Minor Hockey Association for sponsorship of the 2027 Pontiac Winter Classic Hockey Tournament;

WHEREAS the tournament brings together youth from across our region and supports community participation in minor hockey;

WHEREAS several sponsorship opportunities are available for the tournament;

THEREFORE, BE IT RESOLVED THAT the Municipal Council of the Municipality of Bristol approves a Silver Level sponsorship in the amount of \$300.00 for the 2027 Pontiac Winter Classic Hockey Tournament.

BE IT FURTHER RESOLVED THAT the sponsorship includes recognition of the Municipality of Bristol throughout the event and promotional opportunities applicable to the Silver Level sponsorship.

ADOPTED BY COUNCIL at a regular meeting held on September 8, 2026.

MOVED BY: Archie Greer

SECONDED BY: Steve Gray

CARRIED: Unanimously

26-09-145

Resolution: Request for inclusion of English materials for QC provincial election

WHEREAS the Municipality of Bristol is a bilingual community with residents who communicate in both French and English;

WHEREAS access to clear and understandable information is essential to meaningful participation in the democratic process;

WHEREAS the municipality of Bristol acknowledges Bill 96, the bill recognising French as the official language.

WHEREAS residents should be able to understand election-related information concerning candidates, voting procedures, public policies, and other matters affecting their participation in the October Québec election;

WHEREAS the exclusive distribution of French-only materials may create barriers for residents who rely on English-language information to fully understand such material;

WHEREAS providing information in both French and English, where legally permissible, promotes inclusion, accessibility, and effective civic participation;

THEREFORE BE IT RESOLVED THAT the Municipality of Bristol express its opposition to the exclusive distribution of French-only election information to residents where bilingual distribution is legally permitted;

BE IT FURTHER RESOLVED THAT the Municipality of Bristol encourage the appropriate governmental authorities, candidates, political organizations, and other relevant parties to make election-related information available in both French and English, where permitted by applicable law;

BE IT FURTHER RESOLVED THAT the Municipality of Bristol recognize the importance of ensuring that all residents have reasonable access to information necessary to participate fully and meaningfully in the democratic process;

BE IT FINALLY RESOLVED THAT a copy of this resolution be forwarded to the appropriate Québec governmental and electoral authorities, as well as to the relevant candidates and organizations, for their consideration.

ADOPTED BY COUNCIL at a regular meeting held on September 8, 2026.

MOVED BY: Meaghan McConnell

SECONDED BY: Remo Pasteris

CARRIED: Unanimously

26-09-146

Resolution: Approval of Contract for Director General

WHEREAS the position of Director General and Clerk-Treasurer has been vacant since June 1, 2026;

WHEREAS the Municipality of Bristol wishes to permanently fill the position of Director General and Clerk-Treasurer;

WHEREAS the Human Resources Committee, under the chairmanship of Councillor Meaghan McConnell, carried out the recruitment process for employee no. 130011 to fill the position of Director General and Clerk-Treasurer;

WHEREAS the members of Council have reviewed the proposed employment contract for the hiring of employee no. 130011;

THEREFORE, it is moved by Steve Gray, seconded by Nancy Crain and resolved:

THAT the preamble form an integral part of this resolution.

THAT the Municipality of Bristol appoint employee no. 130011 as Director General and Clerk-Treasurer effective September 21, 2026, in accordance with the terms and conditions set out in the employment contract.

THAT Council approve the employment contract of employee no. 130011, a copy of which was submitted to the members of Council.

THAT the Mayor be authorized to sign, for and on behalf of the Municipality of Bristol, the employment contract and any document required to give effect to this resolution.

ADOPTED BY COUNCIL at a regular meeting held on September 8, 2026.

MOVED BY: Archie Greer

SECONDED BY: Remo Pasteris

CARRIED: Unanimously

ITEMS FROM MEMBERS OF COUNCIL

COMMITTEE REPORTS

- Communications (Nancy Crain)
- HR (Meaghan McConnell)
- 35 Pontiac Station (Meaghan McConnell)

CORRESPONDENCE - RECEIVED

- Marie-Josée Beaulieu, Avocat, Land Sale
- Yvan Fournier Ministère de la Cyber sécurité et du numérique
- Natacha Guillemette, MRC Pontiac, Registration for the Home Adaptation Program
- Quebec Transport, Local Road Assistance Program (PAVL)
- Ville de Lery, Resolution of French Language Regulation: Abolition of the \$5,000 exemption
- Marché Bristol Market, Insurance
- Reader's choice - Pontiac Journal
- The Terry Fox run (Carolyn Barton)
- Ashley Mahoney – Proof required for School Busing
- Canada funding/opportunities - Building Strong Communities Fund

CORRESPONDENCE - SENT OUT

- Unkempt Property, Lot 5 800 606
- Unkempt Property, Lot 5 801 206
- Unkempt Yard, Lot 5 800 233
- French Language complaint response
- Fence not compliant with regulations, Lot 5 801 205
- Uncleanliness of Property, Lot 5 801 113
- Illegal Chickens, Lot 5 800-072
- Unkempt Property, Lot 5 801 197

PERMITS ISSUED

- New construction, Lot 5 800 084
- Installation of a fence, Lot 5 800 322
- Construction of secondary building, Lot 5 801 487
- Renovation of building, Lot 5 800 666
- Demolition of building, Lot 5 801 502
- Septic system, Lot 5 800 653
- Septic system, Lot 5 800 084
- Septic system, Lot 5 800 646
- Residential well, Lot 5 800 084

DISCUSSION ITEMS FOR COUNCIL

APPROVALS OF FINANCIALS

IT IS PROPOSED by Steve Gray and **SECONDED** by Nancy Crain that the invoices totaling \$ 271,968.44 be paid.

I, Valerie Twolan-Graham, Mayor of the Municipality of Bristol, certify that there are credits available to pay the expenses below.

CARRIED

MISCELLANEOUS

CLOSING OF THE MEETING

IT IS PROPOSED by Archie Greer and **SECONDED** by Steve Gray that the meeting be adjourned at 8 h 40 PM.

President

VALERIE TWOLAN-GRAHAM
Mayor

Stephanie Goyette
Clerk

« I, VALERIE TWOLAN-GRAHAM, certify that the signing of these minutes is equivalent to the signature by me of all the resolutions it contains within the meaning of Article 142 (2) of the Municipal Code ».