

Minutes – November 25, 2025

MINUTES OF THE SPECIAL MEETING OF THE COUNCIL OF THE MUNICIPALITY OF BRISTOL, HELD AT 32 AYLMER ROAD (MUNICIPAL OFFICE), ON NOVEMBER 25th, 2025, AT 7:00 PM, UNDER THE PRESIDENCY OF MS. VALERIE TWOLAN-GRAHAM, MAYOR.

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

ALSO IS PRESENT LINDA MONETTE AS SECRETARY OF THE MEETING.

In accordance with sections 152 and 153 of the Municipal Code of Quebec, the Clerk-Treasurer gave written special notice convening today’s special meeting to all council members. The council members acknowledge having received the notice as required by law.

GENERAL ADMINISTRATION

1.1 OPENING

The members present at the opening of the meeting forming a quorum, the meeting is declared duly constituted by the Chair, it is 7:00 PM.

1.2 QUESTION PERIOD

Following this question period, the President presents the agenda;

- 1.1 Opening of the meeting
- 1.2 Question period
- 1.3 Adoption of the agenda
- 1.4 Bilingual status – project bill 14
- 1.5 Christmas party and outside decor
- 1.6 Nomination of the representative to the MRC OF PONTIAC and representative of the mayor for the municipality of BRISTOL
- 1.7 Modification of signature for the FRR1 and the FRR2 program
- 1.8 Professional service offer – administrative assistance
- 1.9 Changement Signataire au comptes Banque Nationale
- 1.10 Modification contract of Stéphanie Goyette
- 1.11 Adjournment of the meeting

**2025-11-149
1.3**

ADOPTION OF THE AGENDA

IT IS MOVED by Nancy Crain
SECONDED by Remo Pasteris
And resolved

THAT the agenda be adopted as presented.

CARRIED

**2025-11-150
1.4**

BILINGUAL STATUS – PROJECT BILL 14

WHEREAS the Charter of the French Language (“Charter”) was adopted by the Quebec National Assembly in 1977, and over 80 municipalities throughout the Province of Quebec were recognized as having “bilingual status” pursuant to the provisions of Section 29.1 of the Charter;

WHEREAS the original provisions of the Charter allowed those municipalities that had a majority of residents who spoke a language other than French to be officially recognized under Section 29.1 of the Charter;

WHEREAS the Municipality of BRISTOL has been recognized as having bilingual status under Section 29.1 of the Charter since 1977 and wishes to retain such “bilingual status”;
WHEREAS currently the Charter does not allow the recognition of “bilingual status” under Section 29.1 to be removed from a municipality or borough except at the request of such municipality or borough;

WHEREAS the Quebec National Assembly adopted Bill 170 imposing forced municipal mergers on municipalities in 2000 and simultaneously adopted companion legislation Bill 171 which drastically changed the criteria to obtain recognition under Section 29.1 of the Charter, from a majority of residents of a municipality or borough who spoke a language other than French to a majority of residents whose mother tongue was English;

WHEREAS the revised criteria under Bill 171 was imposed without consultation with municipalities recognized under Section 29.1 and adopted the narrowest and most inaccurate definition of the English-speaking communities within said municipalities or boroughs;

WHEREAS the Charter of the French Language leaves it to municipalities with bilingual status to determine if they ever wanted to abandon bilingual status and none ever has, and in 2013 when the Parti Québécois sought to revise the rules to remove this power from municipalities, the Coalition Avenir Quebec and Quebec Liberal Party made it clear that it should be up to municipalities and not the Quebec Government to determine if this status should ever be relinquished;

WHEREAS the Municipality of Bristol is concerned by recent comments from Quebec's Minister Responsible for the French Language who stated he is considering changes to the Charter of the French Language related to bilingual status of municipalities which could put bilingual status of municipalities like Bristol in danger irrespective of the fact that in the 2016 census 58.5 % of the population declared that English was their first official language spoken;

THEREFORE, it was moved by Greg Graham, seconded by Meaghan McConnell and unanimously resolved;

THAT the Municipality of Bristol hereby declares that it wishes to retain its "bilingual status" recognition under Section 29.1 of the Charter now and in the future as was guaranteed when given that right when the Charter was adopted in 1977;

THAT the residents and Council of the Municipality of Bristol view the recognition of our municipality under Section 29.1 as fundamental to the character of the municipality and as a testament of the historical presence of the both English and French speaking citizens in the municipality;

THAT the Municipality of Bristol mandates the Director General by interim to send a copy of this resolution to the Office Québécoise de la langue Française du Québec.

CARRIED

1.5 **CHRISTMAS PARTY AND OUTSIDE DECOR**

IT IS PROPOSED by Meaghan McConnell
SECONDED by Nancy Crain
and resolved:

THAT council authorizes a Christmas party for the employees and invited guests that will be held on December 13, 2025 at the Jack Graham Community Centre.

CARRIED

1.6 **NOMINATION OF THE REPRESENTATIVE TO THE MRC OF PONTIAC AND REPRESENTATIVE OF THE MAYOR FOR THE MUNICIPALITY OF BRISTOL**

WHEREAS, following the election of November 2nd, 2025, pursuant to the provisions of section 210.24 of the Territorial Organization Act, replaces the mayor of the local municipality on the council of the Municipalité régionale de comté de Pontiac;

THEREFORE, IT IS PROPOSED by Remo Pasteris, **SECONDED** by Archie Greer and resolved:

THAT council of the municipality of Bristol appoints **Greg Graham** as representative on the council of the Municipalité régionale de comté de Pontiac as substitute for the mayor.

ALSO THAT the municipality of Bristol appoints **Greg Graham** as representative on the council of Bristol as substitute for the mayor for a year as December 1st, 2025 to December 1st, 2026. Greg Graham abstains from voting.

CARRIED

1.7 **MODIFICATION OF SIGNATURE FOR THE FRR1 AND THE FRR2 PROGRAM**

WHEREAS, the organization currently maintains authorized signatories for the FRR1 and FRR2 funding programs;

WHEREAS, an update of authorized signatories is required to ensure proper administrative management, compliance, and continuity of operations;

WHEREAS, the organization desires to modify and formally approve the new signing authorities responsible for all documents, agreements, financial transactions, and reports related to the FRR1 and FRR2 programs;

BE IT RESOLVED THAT the authorized signatories for the FRR1 and FRR2 programs be modified as follows:

- **Valerie Twolan-Graham, Mayor** is hereby designated as an authorized signatory for the FRR1 and FRR2 programs.
- **Brent Orr, Mayor** is hereby removed as an authorized signatory for the FRR1 and FRR2 programs.
- Any previous resolutions or provisions inconsistent with this resolution are hereby revoked.

BE IT FURTHER RESOLVED THAT the designated signatories are authorized to sign all documents, contracts, correspondence, financial statements, payment approvals, and any other documents required for the proper administration of the FRR1 and FRR2 programs.

IT IS PROPOSED by Steve Gray

SECONDED by Nancy Crain

and resolved:

CARRIED

1.8 **PROFESSIONAL SERVICE OFFER – ADMINISTRATIVE ASSISTANCE**

WHEREAS the Offer of service submitted to the municipality of Bristol as of November 20, 2025;

FOR THESE REASONS, it is moved by Archie Greer, seconded by Steve Gray and resolved:

THAT the council accept the service offer submitted by Mr. Pierre Vaillancourt dated November 20th, 2025 and by the end of January, 2026.

1.9 **CHANGE OF SIGNING AUTHORITIES FOR ACCOUNTS – NATIONAL BANK**

WHEREAS municipal elections were held on November 2, 2025, resulting in a change in the composition of the Municipal Council of the Municipality of Bristol;

WHEREAS it is necessary to update the authorized signing officers for the Municipality of Bristol's accounts held at the National Bank in Shawville, in order to reflect the new elected and administrative positions;

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

THAT the following persons be authorized to sign all cheques, instruments, contracts, and other financial documents on behalf of the Municipality of Bristol:

Valerie Twolan-Graham, Mayor

Greg Graham, Designated Substitute Councillor

Linda Monette, Interim Director General, substitute for Director General Christina Peck

THAT the former signing officer (Mayor) be removed from the Municipality's accounts at the National Bank;

THAT the National Bank in Shawville be authorized to acknowledge these changes in signing authorities as of the adoption of this resolution.

CARRIED

1.5 **CLOSING OF THE MEETING**

THAT, the agenda being exhausted, the President declares the meeting adjourned at 8:10 P.M.

President

Secretary

VALERIE TWOLAN-GRAHAM,
Mayor

LINDA MONETTE
Director general by interim

« 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 ».