

Minutes – August 4th, 2026

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE MUNICIPALITY OF BRISTOL, HELD AT 32 AYLMER ROAD (MUNICIPAL OFFICE), ON August 4th, 2026, AT 8:03 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 8:03 PM.

ADOPTION OF MINUTES

- Minutes from July 6, 2026 council meeting.

IT IS PROPOSED by Nancy Crain and seconded by Remo Pateris that the minutes of July 6, 2026 are approved.

CARRIED

ADOPTION OF THE AGENDA RESOLUTION NO 04-06-122

IT IS MOVED by Steve Gray and **SECONDED** by Brent Orr

And resolved

THAT the agenda be adopted as presented.

CARRIED

INTERNAL MANAGEMENT OF MEETINGS

QUESTION PERIOD

RESOLUTIONS

26-08-123

Resolution: Subdivision Request 37 Bristol Road

- WHEREAS** this subdivision resolves the access issue for 57-63 Bristol Road and facilitates the sale of the property;
- WHEREAS** the subdivided parcel will be legally consolidated with 57-63 Bristol Road to create only one lot 6741 692 as highlighted in Subdivision plan submitted since this subdivision does not meet the requirements set forth in By-Law # 313;
- WHEREAS** the deeded right of way will remain accessible to every cottage on the private Bristol road section;

IT IS PROPOSED by Archie Greer and seconded by Steve Gray to approve that the subdivision request minute 21304 be accepted.

CARRIED

26-08-124

Resolution: Request for Municipalization of the Pine Lodge Private Road (formerly Deer Lane)

- WHEREAS** there are only two properties accessible through that dead end road;
- WHEREAS** the road itself is in the flood zone and the cost of maintenance would be very high;
- WHEREAS** the private road does not meet the subdivision By-law standards in terms of allowance width and the turning circle on a Hydro Québec property;

IT IS PROPOSED by Remo Pasteris and seconded by Steve Gray that the council refuse the municipalization request.

CARRIED

26-08-125

Resolution: Request for prolongation of Craig Street

- WHEREAS** the municipality is not willing to prolong Craig street for the development of only 4 lots;
- WHEREAS** the Municipality is open to the development of the road at the expense of the developer;
- WHEREAS** the municipality will agree to take over the road if built to the standards outlined in a prior contract;
- WHEREAS** the municipality is willing to grant a deeded right of way access over the undeveloped road allowance of Craig Street to the landlocked owners at their own expense;

IT IS PROPOSED by Remo Pasteris and seconded by Archie Greer to recommend that Council refuse the prolongation of Craig Street at the municipal expense.

5 Yes

1 No

Councillor Brent Orr registers his dissent.

CARRIED

26-08-126

Resolution: creation of a By-law governing municipalization of private roads

WHEREAS the Municipality of Bristol lacks a specific By-law or policy to evaluate ongoing requests for municipalization of private roads;

WHEREAS this By-law would provide a consistent policy to residents;

WHEREAS this By-law would aid potential developers within the Municipality of Bristol;

IT IS PROPOSED by Meaghan McConnell and seconded by Nancy Crain that the Municipality develop a By-law for municipalization of private roads.

CARRIED

26-08-127

Resolution: Reduction of speed limit on Bristol Mines Road

WHEREAS a blind corner exists on a portion of Bristol Mines road where it intersects with Trudeau road;

WHEREAS the residences are in close proximity to the Bristol Mines Road;

WHEREAS there is a significant number of trucks hauling out of the Lamarche Quarry;

IT IS PROPOSED by Brent Orr and seconded by Steve Gray to lower the speed limit to 50 km on the section between Baird Road and Knox Landing Road for the health and safety of the people using this road.

CARRIED

26-08-128

Resolution: To close the bridge #05895 on Tenth Line

WHEREAS the bridge was closed by Bristol in 2007 and closed by the MTQ in 2015;

WHEREAS the bridge would need to be repaired, replaced or demolished;

WHEREAS no resident depends on the bridge for access;

WHEREAS the bridge, not being closed remains a liability to Bristol;

IT IS PROPOSED by Remo Pasteris and seconded by Meaghan McConnell that the Tenth Line bridge be permanently closed in a safe manner by the MTQ, at the MTQ's expense.

CARRIED

26-08-129

Motion & Resolution: River Road Drainage Improvement Project

Motion: That the Municipality of Bristol proceed with the River Road Drainage Improvement Project, which includes the installation of catch basins and drainage infrastructure at River Road and Annabelle, and at River Road and Murray Hill, as recommended in the HKR Engineering Report received in August 2025. The Municipality has received two quotations to complete this work (May 2026 and July 2026). This

motion further includes acceptance of quotation **Quo-26-1024**, dated **July 20, 2026**, from **Lapointe Drainage Ltd.** in the amount of **\$51,882.00 + H.S.T.**

WHEREAS the Municipality of Bristol has identified persistent drainage issues at River Road and Annabelle, and River Road and Murray Hill, resulting in pedestrian impediments and recurring maintenance challenges;

WHEREAS the Municipality has received an engineering review and on-site assessment from HKR, with a published report recommending the installation of catch basins and improved drainage to ensure proper water-flow management;

WHEREAS Council recognizes that timely intervention will enhance transportation reliability for residents and emergency services;

WHEREAS Council acknowledges that project expenses will be included in the Municipality's 2024–2028 TECQ program submission, allowing the Municipality to be reimbursed for eligible costs;

THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Bristol authorizes municipal staff to proceed with the River Road Drainage Improvement Project and awards the contract to Lapointe Drainage Ltd. in the amount of \$51,882.00 + H.S.T.

BE IT FURTHER RESOLVED THAT Council allocates funding for the River Road Drainage Improvement Project from the 2026 budget, with the understanding that additional costs will be incurred for paving road cuts or through the use of in-house resources and authorizes municipal staff to manage project execution and report progress to Council.

IT IS PROPOSED by Steve Gray and seconded by Archie Greer that this project be accepted.

CARRIED

26-08-130

Resolution: By-Law #312A.2 Amending the Zoning By-Law Modifying the Provisions Affecting Norway Bay

WHEREAS it is essential to ensure that the zoning by-law meets the objectives sought by the municipality;

WHEREAS the Norway Bay sector is recognized as an urban “local centre” within the meaning of the revised development plan of the MRC Pontiac and that this same plan prioritizes this sector for the vitality of the municipality;

WHEREAS the Norway Bay area is landlocked by the provincial agricultural zone and is not served by water or sewer services;

WHEREAS this by-law aims to regularize existing non-residential uses in the Norway Bay sector in addition to adding a zone allowing commercial use of the professional and retail service trade type, in order to encourage the emergence of local businesses and local development;

WHEREAS the «Loi sur l'aménagement et l'urbanisme» (LAU) allows for the adoption of a zoning by-law and its amendment if necessary;

WHEREAS a notice of motion and presentation of First Draft By-Law 312A.2 was given on March 3, 2025 and the first draft of By-Law 312A was adopted at the same date;

WHEREAS a public consultation on the by-law was held on August 26, 2025;

WHEREAS a notice of motion and presentation of the second draft of By-Law 312A.2 was deposited on March 2nd 2026;

WHEREAS the third draft of By-Law 312A.2 was adopted on May 4th 2026;

WHEREAS a public consultation on the by-law was held on June 17, 2026.

THEREFORE, it is motioned by Steve Gray **SECONDED** by Nancy Crain and resolved that this by-law be adopted, enacted and decreed.

CARRIED

26-08-131

Resolution: Approval of two bank accounts for Reserve Funds

WHEREAS a special meeting of the Bristol Council was held on February 23, 2026 at 7 p.m., in accordance with the Municipal Code, to adopt the 2026 budget;

WHEREAS approval was given in the amount of \$250,000 for two budgetary line items; the Pier Reserve and the Equipment/Road Maintenance Reserve;

WHEREAS reserve funds should be separated from regular annual expenses and as such should be deposited into two separate bank accounts which are interest bearing;

WHEREAS these funds cannot be drawn upon or transferred for another purpose unless passed by a Resolution of Council;

WHEREAS a motion was passed on March 2nd, 2026, but the resolution was not properly drawn up.

IT IS PROPOSED by Steve Gray and seconded by Remo Pasteris to approve that two separate bank accounts be established for the Pier Reserves and the Heavy Equipment Reserves/culvert reserves and that amounts of \$250,000 be deposited into each of these accounts as approved by Council on Feb, 23, 2026.

CARRIED

26-08-132

Resolution: To appoint a recently elected member of Council, Brent Orr, Seat 4 to Committees within the municipality of Bristol

WHEREAS Councillor Orr wishes to attend and contribute to working committees within the Municipal Framework of the Council of Bristol;

WHEREAS Councillor Orr wishes to be a member of the following committees: Human Resources and Governance, Digital Marketing, Communications and Community Engagement, Road Maintenance, Improvement and Construction and Domestic Waste, Recycling and Compost;

WHEREAS Councillor Orr will also be a member of the Financial Planning Committee and the Demolition Committee comprised for all of Council and Mayor;

IT IS PROPOSED by Archie Greer and seconded by Meaghan McConnell that Councillor Orr join the committees indicated above and be given notice by the Chair of the Committee regarding upcoming meeting times and dates.

CARRIED

ITEMS FROM MEMBERS OF COUNCIL

COMMITTEE REPORTS

- Pier advisory committee
- Finance committee
- 35 Pontiac Station

CORRESPONDENCE – RECEIVED

- Government of Quebec Ministry of Transport
- Advertising opportunity: The Equity's Shawville Fair Special Edition
- Nadia Aghai: Conseillère en francisation
- Complaint from resident at #1545-86-9963
- Report of permits issued
- Resident – Concern with discarded mail at the Caldwell mailbox
- Potential offer to purchase the municipal dock
- Pontiac Station resident concerns regarding Bristol Mines camping
- Bristol Market Request

CORRESPONDENCE - SENT OUT

APPROVALS OF FINANCIALS

- Invoices from July

IT IS PROPOSED by Steve Gray and **SECONDED** by Archie Greer that the invoices totaling \$ 106,108.31 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 that the meeting be adjourned at 9:10 PM.

President


VALERIE TWOLAN-GRAHAM
Mayor


Stéphanie 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 ».