

**CANDIDATE'S GUIDE – 2025**  
**BOARD OF DIRECTORS OF THE**  
**ASSOCIATION DES CAMPS DU QUÉBEC**



**Association des  
camps du Québec**

## GLOSSARY

ACQ: Association des camps du Québec

FC: Certified Family Camp

- Family camps offer families a structure and services tailored to the needs of their clientele, with overnight accommodation. Programming includes educational and recreational individual and family activities for all ages, both structured and free. Supervision is shared between camp staff and the clientele, depending on the type of service offered.

DC: Certified Day Camp

- Day camps offer participants daily educational and recreational programming, without overnight accommodation. Whatever the orientation, specialization or environment, the structure is adapted to the clientele and the activities carried out. Day camps are managed by an organization that is completely independent of a municipality.

MDC: Municipal Day Camp

- A leisure program under the responsibility of a municipality, which may delegate implementation to a nonprofit organization or an enterprise. Public day camps offer their clients a structure tailored to their needs and recreational and educational programming, without overnight accommodation. Participants are supervised by trained members of staff, who ensure safety and present a varied program of activities.

SC: Certified Sleepaway Camp

- Sleepaway camps offer participants a stay that includes educational and recreational programming, with overnight accommodation. Whatever the orientation, specialization or environment, the structure is adapted to the clientele and the activities carried out.

## 1. L'ASSOCIATION DES CAMPS DU QUÉBEC

Founded in 1961 on the initiative of camp managers, the Association des camps du Québec (ACQ) is recognized by and receives financial support from the Gouvernement du Québec as an *Organisme national de loisir* (ONL) [national leisure organization]. The ACQ's mission is to promote, represent and support the quality and value of the camp experience and its contribution to the development and health of individuals, families and youth in Québec.

With over 450 member organizations, the ACQ caters to camps of every kind: nonprofit, private, municipal, day, sleepaway, family camps and camps for special needs clientele, etc.

These are its values:

- **Representing our members:** We know that our industry and our members define us. We must strive to remain in tune with them, so that we can uphold their interests and ensure that their contribution to Québec society is recognized.
- **Supervising with expertise:** We promise quality supervision for the welfare of camp participants, based on proven and constantly updated expertise. We recognize our members' unique expertise in providing unforgettable experiences in a safe, wholesome environment.
- **Prioritizing individual development:** We know that the camp experience makes an invaluable contribution to the overall development of individuals, families and youth. We support our members' capacity to help participants grow, both educationally and socially, in harmony with their environment.
- **Bringing the magic of camps to life:** We exist in order to support our members as they create and provide meaningful experiences and joyful moments, and we foster contact with nature. We seek to reflect the energy of camps in our own actions as an organization.
- **Listening and acting proactively:** We are fully aware of the importance of hearing and understanding our members and their needs. We keep a close watch on our industry so that we can anticipate issues and innovate.
- **Being inclusive for all:** We believe that the camp experience is for everybody. As an organization, we openly welcome diversity and work to ensure that camps are accessible for every individual and for the entire community.

## **2. THE BOARD OF DIRECTORS**

The ACQ is run by a board of volunteer directors made up of eleven (11) elected individuals. The composition of the Board is as follows:

- Four (4) representatives of certified sleepaway camps / family camps
- Three (3) representatives of certified day camps
- One (1) representative of municipal day camps
- Three (3) independent directors

Working with general management, the Board of Directors formulates the Association's strategic plan and determines its policy directions, guidelines and priorities. The Board is accountable for governance and has a fiduciary responsibility. The offices of president, vice-president, treasurer and secretary are filled from among the directors following the Annual General Meeting.

## **3. ELIGIBILITY CRITERIA**

Persons who fall into ONE of the two following categories are eligible for election to the Board of Directors:

- Delegates of any of the following electoral colleges:
  - Sleepaway camp (SC) (this includes family camps)
  - Day camp (DC)
  - Municipal day camp (MDC):

OR

- Independent directors:
  - To stand for election as an independent director, candidates must not be linked to an ACQ member organization. Employees, directors, shareholders, donors who have made dedicated donations, etc. of a member camp are thus not eligible.

## **4. EXPECTED INVOLVEMENT, DURATION OF MANDATE AND FINANCIAL COMPENSATION**

Sitting on the ACQ Board of Directors requires approximately:

- 5 to 10 hours of involvement each month
- Six (6) meetings per year
  - Three (3) in-person meetings
  - Three (3) virtual meetings
- A two-day (2-day) planning retreat and occasional extraordinary Board meetings
- Involvement in one of the statutory committees
  - Audit Committee
  - Human Resources Committee
  - Governance and Ethics Committee

All meetings are held during the day, on weekdays.

Note:

- Mandates are for two (2) years.

Reimbursement

Directors are volunteers. However, certain expenses related to the performance of their mandate can be reimbursed (mileage, accommodation, meals, etc.).

## **5. DESIRED PROFILE**

The Committee encourages candidacies from eligible persons (independent persons and delegates from all certified and municipal member camps) and is specifically seeking those who:

- Have a strong interest in the ACQ's mission, vision and strategic objectives
- Are team players and show clear leadership, particularly for working on certain specific files

Specific experience in any of the following fields would be an asset:

- Governance of non-profit organizations and knowledge of the new *Code de gouvernance des organismes à but non lucratif québécois de sport et de loisir* [code of governance for Québec non-profit sport and leisure organizations]
- Strategic planning;
- Philanthropy;
- Administrative and financial management;
- Law;
- Universal accessibility measures (participation and social inclusion);
- University research program (research chair and/or study);
- Universal accessibility measures (participation and social inclusion);
- Knowledge of government machinery in the education, health or outdoor sectors.

## **6. POSITIONS UP FOR ELECTION - 2025**

The Nominating Committee of the Association des camps du Québec is calling for candidacies for the election of five (5) directors to sit on the organization's Board from November 11, 2025:

- Two (2) representatives of the Sleepaway Camps electoral college
- Two (2) representatives of the Day Camps electoral college
- Two (1) independent representatives

## 7. CANDIDACY SUBMISSION AND ELECTION PROCESS

Any eligible person can submit their candidacy for election to the Board of Directors. Interested candidates should:

- Complete the candidacy submission form here: [Form](#)
- With this form, you will need to:
  - Send your CV in PDF format
  - Send a video or audio presentation lasting one minute sitting out the reasons why you would like to sit on the ACQ Board (MP3, WAV, MP4 or MOV format)
  - Indicate the skill(s) (from the list disseminated by the ACQ) for which you are submitting your candidacy
  - A brief description of your career path and the reason you acquired this skill or these skills

Candidacies received will be submitted to the Nominating Committee, who will analyze them in light of the Board's needs.

The Committee will contact the selected candidates to ask for authorization to conduct a judicial background check.

## 8. THE NOMINATING COMMITTEE

The Nominating Committee is made up of two directors and one member camp delegate. If you have any questions about the role of a director or about the ACQ, please contact the Committee at [vieassociative@campisquebec.com](mailto:vieassociative@campisquebec.com).

- Olivier Lauzon, Consultant Camp Rive-Sud
  - [olivier@ilodeveloppement.com](mailto:olivier@ilodeveloppement.com)
- Marilyse Richard-Robert, directrice générale Edphy International
  - [sjoyce@campamymolson.com](mailto:sjoyce@campamymolson.com)
- Marie-Eve Pichette, Directrice générale Œuvres Sablon
  - [mpichette@oeuvresablon.com](mailto:mpichette@oeuvresablon.com)

## IMPORTANT DATES

- September 24 to October 23 : Call for candidacies
- October 23, 5PM : End of call for candidacies
- October 24 – 26 : Analysis of candidacies
- October 27 – 31 : posting of candidacies for delegates
- November 3 – 7 : Virtual ballot prior to AGM
- November 11 : Unveiling of new directors at the AGM