



BOARD OF GOVERNORS **Minutes of the Regular Meeting**

Held on Wednesday, January 25, 2023 at 6:00 p.m. by videoconference

VOTING MEMBERS PRESENT:

J. S. Amorim	Pre-University Student, Saint-Lambert
L. Anderson	Parent Representative, St. Lawrence
N. Beattie (Ex-officio)	Director Constituent College, Lennoxville
C. Beaulieu	Government Appointee, University Sector
E. Berryman (Ex-officio)	Director Constituent College, St. Lawrence
O. Côté (Ex-officio)	Director General
B. Denison	Professional Representative, Administrative Services
M. Mazur	Government Appointee, School Board Sector
J. Mc Nicoll-Tardif	Pre-University Student, St. Lawrence
C. Michel	Government Appointee, Enterprise
F. Paradis	Government Appointee, Socio-Economic Sector
P. Roy	Support Staff Representative, Lennoxville
D. Shewan (Ex-officio)	Director Constituent College, Saint-Lambert
J. Shufelt	Government Appointee, Enterprise
B. Toombs	Faculty Representative, Saint-Lambert

NON-VOTING MEMBERS PRESENT:

A. Veilleux-Fortin	Faculty Representative, Lennoxville
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REGRETS:

G. Bourgoing	Government Appointee, Socio-Economic Sector
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VACANT SEATS:

Pre-University Graduate, Lennoxville
Student Representative, Lennoxville (non-voting)
Technical Graduate, Lennoxville
Parent Representative, Saint-Lambert
Faculty Representative, St. Lawrence
Government Appointee, Regional Labour Market
Government Appointee, Socio-Economic Sector

GUESTS:

C. Messaoudi	Partner, MNP
C. Riverin	Partner, MNP
D. Juneau	Tesla RP
L. Aucoin	Tesla RP

ALSO PRESENT:

Y. Rainville	Director, Administrative Services / Interim DRH/CA (Moderator)
D. Bédard	Director, Human Resources
N. Couderc	Administrative Technician

Quorum attained with 15 of 16 sitting voting members present.

AGENDA

1. ANNOUNCEMENTS AND CORRESPONDENCE
2. MODIFICATIONS AND ADOPTION OF AGENDA
3. APPROVAL OF MINUTES FROM PREVIOUS MEETING(S)
 - a) Special Meeting of November 17, 2022
 - b) Regular Meeting of November 23, 2022
4. BUSINESS ARISING FROM OF THE MINUTES OF NOVEMBER 23, 2022
 - a) Chair update with M. A Thivierge
 - b) Cost of Legal Counsel
5. OFFICERS REPORT
 - a) Executive Committee
 - b) Governance Committee
 - c) Audit Committee
 - d) Director, Constituent College – Lennoxville
 - e) Director, Constituent College – Saint-Lambert
 - f) Director, Constituent College – St. Lawrence
 - g) Director General
 - h) Forum des présidences des conseils d'administration
6. PUBLIC QUESTION PERIOD FOR FIFTEEN MINUTES
7. BREAK FOR FIFTEEN MINUTES
8. NEW BUSINESS
 - a) RESOLUTION RE: Consent Agenda
 - b) INFORMATION RE: Ad Hoc Committee update (In-camera)
 - c) RESOLUTION RE: DEC's & AEC's
 - d) RESOLUTION RE: AEC – Cloud Computing (LEA.EC) – Saint-Lambert
 - e) INFORMATION RE: Strategic Plan update
 - f) INFORMATION RE: AOP 2022-2023 Status update
 - g) INFORMATION RE: Posting - Director Communications / Corporate Affairs (update)
 - h) INFORMATION RE: Hydro Québec
 - i) RESOLUTION RE: Appointment of Pre-University Graduate Representative (Champlain College – Lennoxville) to the Board of Governors
 - j) RESOLUTION RE: CIG Voting Delegates
 - k) RESOLUTION RE: Bylaw 6 – Student Fees - Revision
 - l) RESOLUTION RE: Awarding of Contract – HVAC Saint-Lambert – Air distribution boxes replacement
 - m) RESOLUTION RE: Awarding of Contract – Cleaning Services contract - Lennoxville
 - n) RESOLUTION RE: Awarding of Contract – Renovation of the 2nd floor sanitary block – St. Lawrence
 - o) RESOLUTION RE: Awarding of Contract – Independent External Auditor 2022-2025
 - p) RESOLUTION RE: Access to Surplus – Security System Improvement Saint-Lambert
 - q) RESOLUTION RE: Access to Surplus – Academic re-organization - Lennoxville
 - r) RESOLUTION RE: Renewal of appointment of the Director General
9. ADJOURNMENT

1. WELCOME AND ANNOUNCEMENTS

The Chair called the meeting to order at 6:00 p.m., and welcomed all board members.

Regrets were received from G. Bourgoing.

Y. Rainville gave an update on Board membership: Three internal member positions are still vacant, and are currently going through the election process. Two government appointee positions are also vacant. P. Roy is our newest member joining as the new support staff representative for Lennoxville

O. Côté presented D. Bédard our new Director of Human Resources and then summarized the correspondence received since the last meeting of the Board of Governors.

- 1) Correspondence received from Paule De Blois, *sous-ministre Ministère de l'Enseignement supérieur* (MES) dated December 1, 2022, reminding the importance of having an emergency response plan in all CEGEPs and universities. The emergency response plan should contain procedures and actions for all possible emergency scenarios and their consequences including appropriate measures in the event of the presence of one, or more, armed individuals.
- 2) Correspondence received from Esther Blais, director general, *Direction générale des affaires collégiales* (MES) dated December 1, 2022, regarding a call for proposals for the development of distance learning for college programs leading to the labour market. This call for proposals has a budget of 2.5M\$ for the 2022-2023 academic year. Projects must be deposited by February 3, 2023 through the Guichet des affaires collégiales.
- 3) Correspondence received from Jean-René Chalifour, *chef du Service de soutien interordres et de la sanction des études collégiales* (MES) dated December 6, 2022, stating that the ministry has reviewed CRC's 2021-2022 annual report and confirmed that it contained all required elements.
- 4) Correspondence received from Marc-André Thivierge, *sous-ministre adjoint au développement et soutien des réseaux* (MES) dated December 7, 2022, stating that in view of the epidemiological situation related to respiratory viruses and the pressure currently being exerted on the health care system in Quebec, the Minister of Health and Social services and the National Director of Public Health have reiterated the importance of wearing a mask in indoor public places. Measures such as hand washing and distancing remain effective ways to reduce the spread of viruses. This remains a recommendation, not an obligation.
- 5) Correspondence received from Pascale Déry, *Minister of Higher Education* dated December 8, 2022, regarding some changes that have been made to the Régime budgétaire et financier des cégeps for the 2022-2023 academic year. These changes are mainly aimed at two measures:
 - a. Adding tuition waivers to attract and retain international students at colleges located outside the Montreal metropolitan area.
 - b. A new measure to ensure a smooth transition between the Programme de soutien à la persévérance et à la réussite des stagiaires and the Programme de bourses Perspective Québec. This measure applies to student interns in certain education and health and social services programs.
- 6) Correspondence received from Pascale Déry, *Minister of Higher Education* dated December 20, 2022, regarding possible adjustments to the applications of the Charter of the French language:
 - a. Possibility of deferring the start of the *cours préparatoires à l'épreuve uniforme de français* to the Winter 2024 semester for the September 2023 student cohort;
 - b. Possibility of granting a course equivalence to students whose academic record justifies it;

- c. Thus, students could take the test in December 2024 or May 2025. The ministry is committed to contacting universities to inform them that some students in the 2024-2025 graduating cohort will receive their test scores later than usual;
 - d. The three courses “in” or “of” French may start in the Winter 2025 semester rather than in the Fall 2024 semester (for the September 2024 cohort).
- 7) Correspondence received from Catherine Tremblay, from the *Direction des contrôles financiers et de la conformité* (MES) dated January 11, 2023, stating that Champlain Regional College has been identified as a CEGEPs that will be audited for specific positions for the nine-months period ending March 31, 2023 by our independent auditor.
- 8) Correspondence received from Marc-André Thivierge, *sous-ministre adjoint au développement et soutien des réseaux* (MES) dated January 13, 2023, announcing that an accompanying guide, produced by the Ministère de la Langue française for colleges and universities on the new requirements for their language policies they must adopt, is now available.
- 9) Correspondence received from Paule De Blois, *sous-ministre* (MES) dated January 19, 2023, announcing the nomination of Esther Blais as *sous-ministre adjointe* (MES). With this appointment comes a new structure for the Ministry of Higher Education. It is articulated around the following four sub-departments:
- a. Affaires universitaires, recherche et transformation numérique, under the direction of Sylvain Périgny ;
 - b. Affaires collégiales et interventions régionales, under the direction of Marc-André Thivierge ;
 - c. Accessibilité, réussite et expérience étudiante, under the direction of Esther Blais ;
 - d. Politique, financement, infrastructures et soutien à la gestion, under the direction of Nathalie Parenteau.

2. ADOPTION OF THE AGENDA

It was moved to adopt the agenda as modified:

Move item **5a – Ad hoc Committee update** to 9b (in camera)

Table item **3 – Vote of Confidence** to the next meeting

Table Item **9q) Selection of a firm to assist with the DCC renewal process** to the next meeting

Table Item **9r) Election of an internal member for the audit Committee** to the next meeting

Table Item **9s) Election of the Committee for the renewal of appointment of the director of the St. Lawrence Constituent College – internal and external members** to the next meeting

There was no call for the vote.

MOVED BY: D. SHEWAN

SECONDED BY: J. SHUFELT

MOTION CARRIED

3. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)

a) Special Meeting of November 17, 2022

Due to errors in the minutes, the adoption of the minutes has been tabled to the next regular meeting of the Board of Governors to allow for corrections to be done.

b) Regular Meeting of November 23, 2022

Due to errors in the minutes, the adoption of the minutes has been tabled to the next regular meeting of the Board of Governors to allow for corrections to be done.

4. BUSINESS ARISING FROM THE MINUTES OF PREVIOUS MEETING(S)

a) Chair update with M. A. Thivierge

F. Paradis spoke to this item stating that since the last meeting, only one quick meeting was held regarding the report that was now being made public. F. Paradis also followed up on the government appointee positions to be nominated. You can find the report by clicking on the link below:

https://cdn-contenu.quebec.ca/cdn-contenu/adm/min/education/publications-adm/enseignement-superieur/Acces-information/reponses-transmises/2023/22-194_Diffusion.pdf

b) Cost of Legal Counsel

Y. Rainville shared the information on the legal and specialized consultant expenses incurred related to governance issues:

From early fall 2021 to Dec 2022

- Legal advice - Governance: 12K\$
- Legal advice – administration: 17K\$
- Inquiry - Governance: 23K\$
- Investigation – Harassment: 76K\$
- Legal fees for Board members – 81K\$
- Support to ad hoc committee- 3K\$
- Support to St. Lawrence governing board: spring 2022 to fall 2022: 32K\$

Sub Total consultants: 133K\$

Sub Total Legal fees: 113K\$

Total: 246K\$

A large amount is partly due to the Bylaw1 art. 9.1a) not being clear. The modification to Bylaw 1 went for consultation last fall and was adopted by two governing boards. The college is now verifying with legal advisers to make sure that everything is well written before it goes to the third governing board for approval.

The Governance and Ethics Committee will be able to take care of these kind of issues from now on in a faster manner.

An update could be given at the next regular meeting of the Board of Governors to answer all the questions that were asked regarding the legal fees.

5. OFFICERS' REPORTS

a) Executive Committee

O. Côté spoke to the Executive Committee report.

b) Governance Committee

No Governance Committee meeting was held; therefore, there is no information to share.

c) Audit Committee

No Audit Committee meeting was held; therefore, there is no information to share.

d) Director, Champlain College Lennoxville

N. Beattie spoke to her report.

e) Director, Champlain College Saint-Lambert

D. Shewan spoke to his report.

f) Director, Champlain–St. Lawrence College

E. Berryman spoke to his report.

g) Director General

O. Côté spoke to her report.

h) Forum des présidences de conseil d'administration

The Chair shared the agenda of the last meeting of the Forum des présidences de conseil d'administration that was held on December 8, 2022.

6. PUBLIC QUESTION PERIOD

There were no questions from the public.

7. BREAK - FIFTEEN MINUTES

8. NEW BUSINESS

a) Consent Agenda [RESOLUTION]

F. Paradis spoke to the resolution.

Resolution CRC-2022-038: Consent Agenda Process

WHEREAS the Board has the will to streamline meetings and allow the focus to be on substantive issues; and

WHEREAS a mechanism exists in the form of a Consent Agenda in order to group the routine, procedural, informal and self-explanatory non-controversial items; and

WHEREAS the Chairperson presented the benefit, obligations and procedures of the Consent Agenda;

BE IT THEREFORE RESOLVED that the Board of Governors of Champlain Regional College adopt the Consent Agenda process when the situation allows it as a pilot for the remaining board meetings of this academic year and will reassess the process at the beginning of the next academic year.

There was a call for the vote.

IN FAVOR: 14
AGAINST: 1
ABSTENTIONS: 0
MOVED BY: B. TOOMBS
SECONDED BY: N. BEATTIE
MOTION CARRIED

b) AD HOC COMMITTEE UPDATE (IN CAMERA)

The Ad Hoc Committee gave a final update on their recommendations.

Motion to go in-camera at 7:55pm

IN FAVOR: 11/15
MOVED BY: M. MAZUR
SECONDED BY: C. BEAULIEU
MOTION CARRIED

Motion to come out of in-camera session at 8:40pm.

MOVED BY: D. SHEWAN
SECONDED BY: J. AMORIM
MOTION CARRIED

c) DEC'S & AEC'S [RESOLUTION]

N. Beattie spoke to the resolution.

Resolution CRC-2022-039: Diplomas of College Studies (DECs) and Attestations of College Studies (AECs) — Champlain College Lennoxville

WHEREAS the relevant academic authorities of Champlain College Lennoxville have identified those students who have completed the requirements of their programs of study; and

WHEREAS all necessary records have been submitted and verified by those persons designated by the Director of Constituent College; and

WHEREAS lists of the names of students deemed eligible for a diploma have been submitted to the Director of Human Resources / Corporate Affairs' Office on behalf of the Director of Constituent College; and

BE IT THEREFORE RESOLVED that the Board of Governors of Champlain Regional College recommend that the appropriate Diploma of College Studies (DEC) or Attestation of College Studies (AEC) be awarded to the students of Champlain Regional College (Champlain College Lennoxville) whose names appear on the lists submitted to the Director of Human Resources / Corporate Affairs' Office.

Number of DEC's at Champlain College Lennoxville: 49

Number of AEC's at Champlain College Lennoxville: 0

There was no call for the vote.

MOVED BY: N. BEATTIE

SECONDED BY: P. ROY

MOTION CARRIED

D. Shewan spoke to the resolution.

Resolution CRC-2022-040: Diplomas of College Studies (DECs) and Attestations of College Studies (AECs) — Champlain College Saint-Lambert

WHEREAS the relevant academic authorities of Champlain College Saint-Lambert have identified those students who have completed the requirements of their programs of study; and

WHEREAS all necessary records have been submitted and verified by those persons designated by the Director of Constituent College; and

WHEREAS lists of the names of students deemed eligible for a diploma have been submitted to the Director of Human Resources / Corporate Affairs' Office on behalf of the Director of Constituent College;

BE IT THEREFORE RESOLVED that the Board of Governors of Champlain Regional College recommends that the appropriate Diploma of College Studies (DEC) or Attestation of College Studies (AEC) be awarded to the students of Champlain Regional College (Champlain College Saint-Lambert) whose names appear on the lists submitted to the Director of Human Resources / Corporate Affairs' Office.

Number of DEC's at Champlain College Saint-Lambert: 128*

Number of AEC's at Champlain College Saint-Lambert: 79*

* 5 of them are from RAC services

** 9 of them are from RAC services

There was no call for the vote.

MOVED BY: B. DENISON

SECONDED BY: J. AMORIM

MOTION CARRIED

E. Berryman spoke to the resolution.

Resolution CRC-2022-041: Diplomas of College Studies (DECs) and Attestations of College Studies (AECs) — Champlain-St. Lawrence College

WHEREAS the relevant academic authorities of Champlain-St. Lawrence College have identified those students who have completed the requirements of their programs of study; and

WHEREAS all necessary records have been submitted and verified by those persons designated by the Director of Constituent College; and

WHEREAS lists of the names of students deemed eligible for a diploma have been submitted to the Director of Human Resources / Corporate Affairs' Office on behalf of the Director of Constituent College; and

BE IT THEREFORE RESOLVED that the Board of Governors of Champlain Regional College recommend that the appropriate Diploma of College Studies (DEC) or Attestation of College Studies (AEC) be awarded to the students of Champlain Regional College (Champlain-St. Lawrence College) whose names appear on the lists submitted to the Director of Human Resources / Corporate Affairs' Office.

Number of DEC's at Champlain-St. Lawrence College: 68

Number of AEC's at Champlain-St. Lawrence College: 10

There was no call for the vote.

MOVED BY: E. BERRYMAN

SECONDED BY: N. BEATTIE

MOTION CARRIED

d) AEC – IT Cloud Administration (LEA.EC) – Saint-Lambert [RESOLUTION]

Don Shewan spoke to the resolution.

Resolution CRC-2022-042: AEC – IT Cloud Administration (LEA.EC) – Saint-Lambert

WHEREAS the Saint-Lambert Continuing Education Department had identified a need for training in the area of Cloud Computing and the program offers very good employment potential to graduates; and

WHEREAS the Saint-Lambert Commission of Studies has unanimously recommended the program at its meeting of December 15, 2022; and

WHEREAS Champlain College Saint-Lambert Governing Board, at its meeting of January 9, 2023 unanimously recommended that the Board of Governors approve this program for Champlain Saint-Lambert;

BE IT THEREFORE RESOLVED that the Board of Governors approve the IT Cloud Administration (LEA.EC) for Champlain Saint-Lambert.

There was a call for the vote.

IN FAVOR: 11

AGAINST: 2 (E. BERRYMAN)

ABSTENTION: 2

MOVED BY: P. ROY

SECONDED BY: B. DENISON

MOTION CARRIED

e) Strategic Plan Update [INFORMATION]

O. Côté spoke to this item stating that a new timeline had been prepared following the extension of the Strategic plan and that Marie-France Lavallée from MNP will be helping through the process.

f) AOP 2022-2023 Status Update [INFORMATION]

O. Côté spoke to this item and gave an update on the accomplishments done since the beginning of the academic year and mentioned that a final update will be presented at the last meeting of the Board of Governors in June. A concern was raised about the waiting for tools from the ministry in order to meet some targets.

g) Posting – Director Communications / Corporate Affairs (update) [INFORMATION]

O. Côté spoke to this item stating that a third posting and interviews had been done. Psychometric testing are presently underway.

h) Hydro Quebec [INFORMATION]

O. Côté spoke to this item stating that the college has been working with Hydro Quebec to try to negotiate with them. A written offer was presented by Hydro Quebec at the end of last year and the college decided to seek for advice. The offer was deemed not acceptable by the advisers.

i) Appointment of Pre-University Graduate Representative (Champlain College – Lennoxville) to the Board of Governors [RESOLUTION]

Y. Rainville spoke to the resolution.

Resolution CRC-2022-043: Appointment of Pre-University Graduate Representative (Champlain College – Lennoxville) to the Board of Governors

WHEREAS on October 26, 2022 the mandate of the St-Lawrence Graduate (Pre-university program) came to an end; and

WHEREAS the rotation Schedule of Bylaw 1 Appendix A indicates that a Graduate (Pre-university program) from Champlain Lennoxville College is to be appointed for a three (3) year mandate; and

WHEREAS the interim Director of Corporate Affairs, in collaboration with the Champlain Lennoxville Director of Constituent College, proceeded with a call for nominations, which ran from October 12, 2022 to November 22, 2022; and

WHEREAS one (1) qualified candidature was received and presented to the Executive Committee at its regular meeting of January 18, 2023; and

WHEREAS at the regular meeting of January 18, 2023 the Executive Committee discussed and recommended the nomination of Mr. Jacob Burns as the Pre-University Graduate to the Board of Governors;

BE IT THEREFORE RESOLVED that the Board of Governors appoints Mr. Jacob Burns as the Pre-University Graduate to the Regional College Board of Governors for a three (3) year mandate.

There was no call for the vote.

MOVED BY: N. BEATTIE

SECONDED BY: P. ROY

MOTION CARRIED

j) CIGan Voting Delegates [RESOLUTION]

O. Côté spoke to the resolution.

Resolution CRC-2022-044: CIGan Voting Delegates

WHEREAS the Regional College's practice is to appoint two (2) governors, namely the Chair and the Director General, as voting delegates to the CIGan annual general meeting;

BE IT THEREFORE RESOLVED THAT the Board of Governors of Champlain Regional College recommends that the Chair and the Director General be appointed as the voting delegates to the CIGan annual general meeting of 2023.

BE IT THEREFORE FURTHER RESOLVED that the Board of Governors of Champlain Regional College recommends that the Vice-Chair be named as alternate voting delegate in the event that either the Chair or the Director General are unable to attend the CIGan annual general meeting of 2023.

There was no call for the vote.

MOVED BY: J. SHUFELT

SECONDED BY: C. MICHEL

MOTION CARRIED

k) Bylaw 6 – Student Fees – Revision [RESOLUTION]

Y. Rainville spoke to the resolution.

Resolution CRC-2022-045: Bylaw 6 – Student Fees - Revision

WHEREAS the Regulation respecting the tuition fees states that a general and vocational College must charge has been updated on an annual basis in accordance with the College's Bylaw on Student Fees; and

WHEREAS the Quebec National Assembly has adopted a *Loi limitant l'indexation de plusieurs tarifs gouvernementaux* to 3% for the period from January 1, 2023 to December 31, 2026; and

WHEREAS modifications to the student fees for implementation as of the fall semester 2023 were proposed and approved at the December 2022 regular Governing Board meetings of Champlain Lennoxville and Champlain St. Lawrence;

Champlain College Lennoxville

- Auxilliary Service Fees for full-time students From \$145 to **\$149**
- Auxilliary Service Fees for part-time students From \$ 37 to **\$ 38**
- Auxilliary Service Fees – for full time students provided by Bishop's University From \$ 44 to **\$ 45**
- Auxilliary Service Fees – for part-time students provided by Bishop's University From \$ 11 to **\$ 12**

Champlain College St. Lawrence

- Auxilliary Service Fees for full-time students From \$165 to **\$170**
- Auxilliary Service Fees for part-time students From \$ 37 to **\$ 38**

BE IT THEREFORE RESOLVED that the Board of Governors approves the proposed modifications to student fees at Champlain College Lennoxville and Champlain College St. Lawrence for application as of the fall semester 2023.

There was no call for the vote.

MOVED BY: N. BEATTIE

SECONDED BY: P. ROY

MOTION CARRIED

l) Awarding of Contract – HVAC Saint-Lambert – Air distribution boxes replacement [RESOLUTION]

Y. Rainville spoke to the resolution.

Resolution CRC-2022-046: Awarding of Contract – HVAC Saint-Lambert – Air distribution boxes replacement

WHEREAS in compliance with the College's Policy Respecting Procurement Contracts for Goods, Services and Construction and the Regulation Respecting Service Contracts of Public Bodies, tenders were sought for Saint-Lambert *remplacement de boîtes de fin de course*; and

WHEREAS in the HVAC Saint-Lambert project strategy the college identified the execution of preliminary work as a solution to respect the project schedule; and

WHEREAS on December 6, 2022 the College published a call for tenders on the official government website for tenders (SÉAO), *Modernisation Électromécanique – Cégep Champlain à Saint-Lambert – remplacement de boîtes de fin de course*; and

WHEREAS the project is included in the 2022-2023 capital budget, and

WHEREAS the sealed bids of two (2) suppliers were opened on January 12, 2023 at 13:15, local time, in the presence of the Director of Administrative Services, one (1) witness at the Sherbrooke Administrative Services offices; and

WHEREAS the tender documents and the analysis are available in the College files; and

WHEREAS the company, *Navada Ltée* provided the lowest compliant bid;

BE IT THEREFORE RESOLVED that the Board of Governors awards the contract for the *Remplacement des boîtes de fin de course - CVAC – Cégep Champlain à Saint-Lambert* to *Navada Ltée* in the amount of \$594,700.00 (before taxes).
There was no call for the vote.

MOVED BY: M. MAZUR

SECONDED BY: D. SHEWAN

MOTION CARRIED

m) Awarding of Contract – Cleaning Services contract - Lennoxville [RESOLUTION]

Y. Rainville spoke to the resolution.

Resolution CRC-2022-047: Awarding of Contract – Cleaning Services contract - Lennoxville

WHEREAS the actual contract comes to an end on January 31, 2023; and

WHEREAS in compliance with the College's Policy Respecting Procurement Contracts for Goods, Services and Construction and the Regulation Respecting Service Contracts of Public Bodies, tenders were sought for *Service d'entretien ménager – Cégep Champlain à Lennoxville*; and

WHEREAS on December 8, 2022 the College published a call for tenders on the official government website for tenders (SÉAO), *Service d'entretien ménager – Cégep Champlain à Lennoxville*; and

WHEREAS authorization has been received from the Director General for a contract of seventeen (17) months with three (3) one-year renewal options for a total of fifty-three (53) months; and

WHEREAS the sealed bids of three (3) suppliers were opened on January 12, 2023 at 10:30 a.m., local time, in the presence of the Director of Administrative Services, one (1) witness at the Sherbrooke Administrative Services offices; and

WHEREAS a selection committee carried out an evaluation of the offers based on quality/price; and

WHEREAS the tender documents and the analysis are available in the College files; and

WHEREAS the company, *Les Service Ménagers Roy Ltée* provided the lowest compliant bid;

BE IT THEREFORE RESOLVED that the Board of Governors awards the contract for the *Service d'entretien ménager – Cégep Champlain à Lennoxville* to *Les Service Ménagers Roy Ltée* for a period of fifty-three (53) months in the amount of \$439,946.48 (before taxes).

There was no call for the vote.

MOVED BY: N. BEATTIE

SECONDED BY: D. SHEWAN

MOTION CARRIED

n) Awarding of Contract – Renovation of the 2nd floor sanitary block – St. Lawrence [RESOLUTION]

Y. Rainville spoke to the resolution.

Resolution CRC-2022-048: Awarding of Contract – Renovation of the 2nd floor sanitary block – St. Lawrence

WHEREAS in compliance with the College's Policy Respecting Procurement Contracts for Goods, Services and Construction and the Regulation Respecting Service Contracts of Public Bodies, tenders were sought for construction contract; and

WHEREAS on December 5, 2022 the College published a call for tenders on the official government website for tenders (SÉAO), *Réfection du bloc sanitaire 2e étage (Niveau 300) – Cégep Champlain à Saint-Lawrence*; and

WHEREAS the project is included in the 2022-2023 capital budget, and

WHEREAS the sealed bids of three (3) suppliers were opened on January 13, 2023 at 11:00 a.m., local time, in the presence of the Director of Administrative Services, one (1) witness at the Sherbrooke Administrative Services offices; and

WHEREAS the tender documents and the analysis are available in the College files; and

WHEREAS the company, *Lévis construction inc.* provided the lowest compliant bid;

BE IT THEREFORE RESOLVED that the Board of Governors awards the contract for the *Réfection du bloc sanitaire 2e étage (Niveau 300) – Cégep Champlain à Saint-Lawrence* to *Lévis construction inc.* in the amount of \$367,367.00 (before taxes).

There was no call for the vote.

MOVED BY: B. DENISON

SECONDED BY: E. BERRYMAN

MOTION CARRIED

o) Awarding of Contract – Independent External Auditor 2022-2025 [RESOLUTION]

Y. Rainville spoke to the resolution.

Resolution CRC-2022-049: Awarding of Contract – Independent External Auditor 2022-2025

WHEREAS in compliance with the College's Policy Respecting Procurement Contracts for Goods, Services and Construction and the Regulation Respecting Service Contracts of Public Bodies, tenders were sought for independent auditor services to select a firm for a three (3) year mandate (2022-2025); and

WHEREAS on December 14, 2022, the College published a call for tenders on the official government website for tenders (SÉAO) *Sélection d'un auditeur 13nd independent 2022-2025*; and

WHEREAS the awarding of the contract is based on the lowest compliant bid; and

WHEREAS the sealed bid of one supplier was opened on January 16, 2023 at 11:00 a.m., local time, in the presence the Director of Administrative Services and a witness, at the administration offices located at 1301 Portland Blvd., Sherbrooke (Québec); and

WHEREAS the Regulation requires an authorization from the Director General to proceed with a single compliant bid; and

WHEREAS the mandatory *Annexe 2 – Fiche d'autorisation du dirigeant de l'organisme* from the Treasury Board has been completed and signed by the Director General; and

WHEREAS the tender documents are available in the College files;

BE IT THEREFORE RESOLVED that the Board of Governors of Champlain Regional College awards the three (3) year contract for auditing services to *Raymond Chabot Grant Thornton*, in the amount of \$170,000 (before taxes).

There was no call for the vote.

MOVED BY: D. SHEWAN

SECONDED BY: C. MICHEL

MOTION CARRIED

p) Access to surplus – Security Systems Improvement Saint-Lambert [RESOLUTION]

Y. Rainville spoke to the resolution.

Resolution CRC-2022-050: Access to surplus – Security Systems Improvement Saint-Lambert

WHEREAS the College wishes to continue to improve its security systems; and;

WHEREAS to improve communication systems during a crisis, additions to the current systems are required; and

WHEREAS the expenses were not foreseen in the current operating budget of the College; and

WHEREAS the College has the necessary surplus to support the request; and

WHEREAS under resolution LAM-2022-008 the Champlain Saint-Lambert Governing Board recommended that the Board of Governors approve the access to surplus at its regular meeting of January 9, 2023; and

BE IT THEREFORE RESOLVED that the Board of Governors approve the access from the Saint-Lambert portion of the accumulated surplus in the amount of \$75,000 to complete the improvement of the Security Systems.

There was no call for the vote.

MOVED BY: P. ROY

SECONDED BY: D. SHEWAN

MOTION CARRIED

q) Access to surplus – Academic re-organization - Lennoxville [RESOLUTION]

Y. Rainville spoke to the resolution.

Resolution CRC-2022-051: Access to surplus – Academic re-organization – Lennoxville

WHEREAS Champlain Lennoxville has witnessed a trend over the last few years such that a deficit has been generated annually in the E-envelope which finances teaching resources and which consequently impedes the ability of the College to utilize surplus funds generated within the operating budget; and

WHEREAS the management of the E-envelope has proven a significant challenge, particularly within the context of the pandemic and changes within the administrative team; and

WHEREAS the SECCL Faculty Union has expressed an openness to reconsider the College’s traditional approach to the allocation of workloads amongst teaching staff which impacts the E-envelope; and

WHEREAS the College possesses neither the operational resources or internal capacity to conduct a comprehensive analysis to fully assess and address this situation; and

WHEREAS external expertise, internal staffing and a different module within the learning management system (Skytech) are necessary to adequately address the challenges of academic organization; and

WHEREAS the College has the necessary surplus to support the request; and

WHEREAS under resolution LEN-2022-067 the Champlain Lennoxville Governing Board recommended that the Board of Governors approve the access to surplus at its regular meeting of October 25, 2022;

BE IT THEREFORE RESOLVED that the Board of Governors approve the access from the Lennoxville portion of the accumulated surplus in the amount of \$250,000 to offset the costs that will need to be incurred by the College in addressing the challenges of allocation and academic organization as described above.

There was no call for the vote.

MOVED BY: D. SHEWAN
SECONDED BY: C. BEAULIEU
MOTION CARRIED

r) Renewal of Appointment of the Director General [RESOLUTION] – (In Camera)

Y. Rainville spoke to the process.

Motion to go in-camera at 9:37pm

IN FAVOR: 15/15
MOVED BY: J. MC NICOLL-TARDIF
SECONDED BY: L. ANDERSON
MOTION CARRIED

Motion to extend the meeting for 1 hour at 9:40pm

MOVED BY: B. TOOMBS
SECONDED BY: M. MAZUR
MOTION CARRIED

Motion to extend the meeting for 30min. at 10:40pm.

MOVED BY: M. MAZUR
SECONDED BY: D. SHEWAN
MOTION CARRIED

Out of in-camera session at 10:58 pm.

F. Paradis spoke to the resolution.

Resolution CRC-2022-052: Non-Renewal Appointment of the Director General of Champlain Regional College

WHEREAS Bylaw 3 - *Appointment, Renewal of Appointment, and Evaluation of the Director General and Directors of Constituent Colleges* establishes the procedure to follow for the renewal of Appointment of the Director General; and

WHEREAS Mrs. Odette Côté was nominated as Director General of Champlain Regional College for the first time on August 1, 2016; and

WHEREAS her appointment as Director General has been subsequently renewed for a one-year mandate on August 1, 2021 and August 1, 2022; and

WHEREAS the appointment of the Director General ends on July 31, 2023; and

WHEREAS the Director General has formerly expressed in writing to the Chair of the Board on September 29, 2022, her interest in renewing her appointment according to Article 3.2 a) of Bylaw 3; and

WHEREAS the notification on the renewal procedure was sent by the Chair on October 5, 2022, to the Director General according to Article 3.2 b) of Bylaw 3; and

WHEREAS an Evaluation Committee has been formally appointed by the Board of Governors; and

WHEREAS the Evaluation Committee's main responsibility is to recommend the renewal or the non-renewal of appointment of the Director General after a confidential and anonymous consultation of the communities (Article 3.2d iii); and

WHEREAS the Evaluation Committee met on January 19, 2023 and has concluded, unanimously, that it is in Champlain Regional College's best interest not to renew the mandate of the Director General, Mrs. Odette Côté and does not recommend the renewal of the appointment;

BE IT THEREFORE RESOLVED that the Board of Governors agrees with the recommendation of the Evaluation Committee and does not renew the appointment of the Director General, Mrs. Odette Côté at the end of the term on July 31, 2023.

BE IT FURTHER RESOLVED that Mr. François Paradis, Chairperson of the Board of Governors be mandated to negotiate and sign in the name of Champlain Regional College the terms of departure of Mrs. Odette Côté in accordance with the *Règlement déterminant certaines conditions de travail des hors cadres des collèges d'enseignement général et professionnel*.

There was a call for the vote.

IN FAVOR: 15

AGAINST: 0

ABSTENTION: 2

MOVED BY: M. MAZUR

SECONDED BY: L. ANDERSON

MOTION CARRIED

9. ADJOURNMENT

Motion to adjourn the meeting by B. Toombs at 11:13 p.m.

François Paradis
Chairperson

Y. Rainville
Interim Director Corporate
Affairs