



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

**Held on Wednesday, November 29, 2023 at 6:00 p.m. by videoconference**

### **VOTING MEMBERS PRESENT:**

D. Albert	Faculty Representative, Saint-Lambert
L. Anderson	Government Appointee, Enterprise
N. Beattie (Ex-officio)	Director Constituent College, Lennoxville
E. Berryman (Ex-officio)	Director Constituent College, St. Lawrence
J. Burns (Vice-Chair)	Pre-University graduate, Lennoxville
B. Denison	Professional Representative, Administrative Services
K. Deveau	Technical Graduate, Lennoxville
A. Laplante	Pre-University Student, Lennoxville
M. Mazur (Chair)	Government Appointee, School Board Sector
A. Moïse	Government Appointee, University Sector
M. Plante	Faculty Representative, St. Lawrence
Y. Rainville	Interim Director General
E. Richard	Government Appointee, Socio-Economic Sector
P. Roy	Support Staff Representative, Lennoxville
D. Shewan (Ex-officio)	Director Constituent College, Saint-Lambert
M. Vigneault	Government Appointee, Socio-Economic Sector

### **NON-VOTING MEMBERS PRESENT:**

K. Warlund	Faculty Representative, Lennoxville
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### **REGRETS:**

G. Bourgoing	Government Appointee, Socio-Economic Sector
V. Harvey	Pre-University Student, St. Lawrence
C. Michel	Government Appointee, Enterprise
J. Varin (non-voting)	Pre-University Student, Saint-Lambert

### **VACANT SEATS:**

Parent Representative, Saint-Lambert  
Parent Representative, St. Lawrence  
Government Appointee, Regional Labour Market

### **GUESTS:**

C. Riverin	Partner, MNP
F. Beauchamp	Investigator - Ministry of Higher Education
A.-C. Biron-Lajoie	Investigator - Ministry of Higher Education

### **ALSO PRESENT:**

T. Brennan	Consultant, Corporate Affairs (Moderator)
C. Leduc	Assistant Director of Information Technology
N. Couderc	Administrative Technician

Quorum attained with 16 of 19 sitting voting members present.

## AGENDA

1. **ANNOUNCEMENTS**
2. **MODIFICATIONS AND ADOPTION OF AGENDA**
3. **CONSENT AGENDA**
  - a) Approval of minutes of the Regular Meeting of October 27, 2023
  - b) Executive Committee
  - c) Director General
  - d) **RESOLUTION RE:**                   DECs & AECs
  - e) **RESOLUTION RE:**                   Appointment of Organizational Information Security Coordinator (COMSI)
4. **BUSINESS ARISING FROM PREVIOUS MEETING OF OCTOBER 27, 2023**
  - a) **ELECTIONS:**                                 • Human Resources Committee
5. **DIRECTORS REPORTS**
  - a) Director, Constituent College – Lennoxville
  - b) Directeur, Constituent College – Saint-Lambert
  - c) Directeur, Constituent College – St. Lawrence
  - d) Information Security Status Report
6. **PUBLIC QUESTION PERIOD FOR FIFTEEN MINUTES**
7. **BREAK FOR FIFTEEN MINUTES**
8. **NEW BUSINESS**
  - a) **INFORMATION RE:**                   Strategic Plan status update
  - b) **RESOLUTION RE:**                   2022-2023 Annual Report
  - c) **RESOLUTION RE:**                   Ontario St. Building disposal
  - d) **RESOLUTION RE:**                   Bylaw 2 Repeal
  - e) **RESOLUTION RE:**                   DG Selection Process
  - f) **RESOLUTION RE:**                   Hydro Quebec (in camera)
  - g) **RESOLUTION RE:**                   Lennoxville DCC's Priorities for 2023-2024 (Article 12)
  - h) **RESOLUTION RE:**                   Saint-Lambert DCC's Priorities for 2023-2024 (Article 12)
  - i) **RESOLUTION RE:**                   St. Lawrence DCC's Priorities for 2023-2024 (Article 12)
9. **ADJOURNMENT**

## 1. WELCOME AND ANNOUNCEMENTS

The Chair called the meeting to order at 6:15 p.m., and welcomed all board members.

He announced that the meeting will be recorded for the ministry investigators.

The Chair extended a thank you to François Paradis for his service as the previous Chairman of the Board. Y. Rainville mandated the Chair to write an official letter of thanks on behalf of the Board of Governors.

He also welcomed the new board members: Alexandre Moïse, Government Appointee – University, Lisa Anderson, Government Appointee – Enterprise, Eric Richard, Government Appointee – Socio-economic and Kevin Deveau, Technical Graduate - Lennoxville.

Regrets were received from G. Bourgoing, V. Harvey, C. Michel and J. Varin.

T. Brennan informed board members that the Consultations have begun for bylaw 3, 4, the policy on code of ethics and professional conduct for governors and members of the governing boards and the policy on conflict of interest and Nepotism and are expected to be completed by February 16, 2024.

A doodle poll will be sent to select a date for the January board training. The training will be held in person, on a Saturday, in Drummondville. This type of training is mandatory. The College will try to accommodate as many people as we can.

## 2. ADOPTION OF THE AGENDA

It was moved to adopt the agenda as modified.

Change item 8c – Ontario St. Building to a resolution item.

Moving item 8i – Hydro Quebec will be moved as 8f.

Removing the word “and outcomes” in items 8g, 8h, and 8i

There was no call for the vote.

MOVED BY: D. SHEWAN  
SECONDED BY: M. VIGNEAULT  
**MOTION CARRIED**

## 3. CONSENT AGENDA

It was moved to adopt the Consent Agenda as presented.

There was no call for the vote.

MOVED BY: D. SHEWAN  
SECONDED BY: N. BEATTIE  
**MOTION CARRIED**

- a) Approval of minutes of the Regular Meeting of October 27, 2023
- b) Executive Committee
- c) Director General
- d) **Resolution re:** DECs & AECs

**Resolution CRC-2023-013: 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: 1

Number of AEC's at Champlain College Lennoxville: 0

**Resolution CRC-2023-014: 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; 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 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: 2 \*

Number of AEC's at Champlain College Saint-Lambert: 13 \*\*

\* 1 of these are from RAC

\*\* 13 of these are from RAC

**Resolution CRC-2023-015: 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: 5

Number of AEC's at Champlain-St. Lawrence College: 0

e) **Resolution re:** Appointment of organizational information security coordinator (COMSI)

**Resolution CRC-2023-016: Appointment of Organizational Information Security Coordinator (COMSI)**

**WHEREAS** the *Act respecting the governance and management of the information resources of public bodies and government enterprises* (LGRI), the *Government Information Security Directive* (GISD) and the *Government Information Security Management Framework*; and

**WHEREAS** the college is required to appoint two Organizational Information Security Coordinators (COMSI); and

**WHEREAS** this responsibility is currently entrusted to Mr Hocine Labsir, Specialized Systems Analyst and Mr Claude Leduc, Assistant Director of Information Technology Services; and

**WHEREAS** it is appropriate to transfer this responsibility from Mr Claude Leduc, Assistant Director of Information Technology Services to Mr Junghyun Chae, Coordinator of Information Security and Infrastructure; and

**BE IT THEREFORE RESOLVED** that the Board of Governors appoints Junghyun Chae, Coordinator of Information Security and Infrastructure as Organizational Information Security Coordinator (COMSI) for Champlain Regional College.

**4. BUSINESS ARISING FROM PREVIOUS MEETING OF OCTOBER 27, 2023**

**a) Elections: Human Resources Committee**

M. Mazur spoke to the election process.

*Reference: Bylaw 1, Article 5.2*

**Note:** *The Human Resources Committee is composed of a maximum of five (5) members of the Board of Governors, with a majority of external Governors.*

*(The Chair of the Board may attend any committee meetings. The Director General and one other Director, whose expertise is related to the role of the committee, are resource persons for these committees; other Directors may be invited as guests).*

M. Mazur opened the floor for external member nominations.

<b>Proposed External</b>	<b>Moved by:</b>	<b>Seconded by:</b>	<b>Accepted:</b>
A. Moïse	A. Moïse	D. Shewan	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
L. Anderson	L. Anderson	B. Denison	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
E. Richard	E. Richard	Y. Rainville	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

M. Mazur called three times for further nominations. Being no further nominations, it was moved by B. Denison to close nominations.

A. Moïse, L. Anderson and E. Richard were declared *External Member of the Human Resources Committee* by acclamation.

M. Mazur opened the floor for internal member nominations.

<b>Proposed Internal</b>	<b>Moved by:</b>	<b>Seconded by:</b>	<b>Accepted:</b>
B. Denison	P. Roy	Y. Rainville	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
D. Shewan	P. Roy	A. Laplante	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

M. Mazur called three times for further nominations. Being no further nominations, it was moved by N. Beattie to close nominations.

B. Denison and D. Shewan were declared *Internal Members of the Human Resources Committee* by acclamation.

## 5. DIRECTORS REPORTS

### a) Director, Constituent College – Lennoxville

N. Beattie spoke to her report.

### b) Director, Constituent College – Saint-Lambert

D. Shewan spoke to his report.

### c) Director, Constituent College – St. Lawrence

E. Berryman spoke to his report.

### d) Information Security Status Report

C. Leduc spoke to the Information Security status report.

## 6. PUBLIC QUESTION PERIOD FOR FIFTEEN MINUTES

- There were no questions from the public.

## 7. BREAK FOR FIFTEEN MINUTES

## 8. NEW BUSINESS

### a) Strategic Plan Status Update [INFORMATION]

Y. Rainville spoke to this item stating that the January 31, 2024 deadline is still on track. Everyone is focusing on this deadline. The Strategic Plan 2024-29 will be the new one to guide the college starting next year.

### b) 2022-2023 Annual Report [RESOLUTION]

Y. Rainville spoke to the resolution.

### **Resolution CRC-2023-017: 2022-2023 Annual Report**

**WHEREAS** section 27.1 of the General and Vocational Colleges Act requires the Regional College to submit a report to the *Ministère de l'Éducation et de l'Enseignement supérieur* of its activities for the preceding fiscal period; and

**WHEREAS** the annual report sets forth the results obtained in relation to the objectives established in the Strategic Plan and the Annual Operational Plan;

**BE IT THEREFORE RESOLVED** that the Board of Governors of Champlain Regional College approves the Annual Report 2022-2023.

#### **FRENCH VERSION FOR MINISTRY:**

**ATTENDU QUE** l'article 27.1 de la *Loi sur les collèges d'enseignement général et professionnel* prévoit que les cégeps doivent soumettre au *Ministère de l'Éducation et de l'Enseignement supérieur* un rapport de leurs activités de la période fiscale précédente ; et

**ATTENDU QUE** le rapport annuel fait état des résultats obtenus par le collège en relation avec les objectifs qu'il s'est fixé par l'entremise de son Plan stratégique et de son Plan opérationnel

**IL EST RÉSOLU QUE** le Conseil d'administration du Cégep régional Champlain approuve l'adoption du Rapport annuel 2022-2023.

There was no call for the vote.

**IN FAVOR: 14**  
**AGAINST: 0**  
**ABSTENTION: 1**  
MOVED BY: D. SHEWAN  
SECONDED BY: A. MOÏSE  
**MOTION CARRIED**

A motion was made by D. Shewan to mandate the DG to thank C. Slaiby on behalf of the Board of Governors for the great work she did on the Annual Report.

### **c) Disposal of the Ontario Street Building [RESOLUTION]**

Y. Rainville spoke to the resolution.

### **Resolution CRC-2023-018: Disposal of the Ontario Street Building**

**WHEREAS**, Champlain Regional College desires to sell the 554 Ontario Street building; and

**WHEREAS**, the procedure for the sale of a public immovable property is outlined in the Regulation Respecting the Standards, Conditions and Procedure for Alienation of an Immovable of a General and Vocational College - General and Vocation Colleges Act (chapter C-29, a. 18.0.1); and

**WHEREAS**, an approval from the Minister is required for all public immovable property sales valued at more than \$500,000; and

**WHEREAS**, the Public Infrastructure Act states that a Public Body must exclusively use the services of the Société Québécoise des Infrastructures (SQI) to acquire or dispose of an immovable; and

**WHEREAS**, a signing authority must be designated for the Société Québécoise des Infrastructures agreement and all other agreements related to this project; and

**WHEREAS**, on May 11, 2016, the Board of Governors adopted resolution 2968 concerning the sale of the 554 Ontario Street building;

**BE IT THEREFORE RESOLVED** that the Board of Governors repeal Resolution 2968 and approve the project to sell the 554 Ontario Street building;

**BE IT FURTHER RESOLVED** that the Director General be named as the designated signing authority for this project.

There was no call for the vote.

MOVED BY: P. ROY  
SECONDED BY: J. BURNS  
**MOTION CARRIED**

**d) Repeal of Bylaw 2 [RESOLUTION]**

T. Brennan spoke to the resolution.

**Resolution CRC-2023-019: Repeal of Bylaw 2**

**WHEREAS** Bylaw 2 concerning the Commission of Studies is now obsolete; and

**WHEREAS** the creation of Commissions of Studies is the purview of the Governing Boards of the Constituent Colleges; and

**WHEREAS** the repeal of Bylaw 2 is on the Board of Governors Work Plan for 2023-24; and

**WHEREAS** the Governing Boards have established their Commissions of Studies, and the Commissions of Studies are in operation at each of the Constituent Colleges; and

**WHEREAS** the Executive Committee, at their regular meeting of November 15, 2023, recommended that Bylaw 2 concerning the Commission of Studies be repealed by the board of Governors;

**BE IT THEREFORE RESOLVED** that the Board of Governors approves the repeal of Bylaw 2 concerning the Commission of Studies.

There was no call for the vote.

MOVED BY: D. SHEWAN  
SECONDED BY: B. DENISON  
**MOTION CARRIED AS AMENDED**

**e) DG Recruitment Process 2024 [RESOLUTION]**

T. Brennan spoke to the resolution.

**Resolution CRC-2023-020: DG Recruitment Process 2024**

**WHEREAS** the Board elected Lisa Anderson, parent representative, St. Lawrence as the external governor member of the DG Selection Committee at its meeting on March 15, 2023; and

**WHEREAS** Lisa Anderson whose term as parent representative ended on October 20, 2023, was subsequently named Enterprise representative effective October 30, 2023; and

**WHEREAS** Bylaw 3 stipulates that the Board provides the DG Selection Committee with a timetable and specifications pertaining to the selection criteria and procedures for consultation with the Commissions of Studies and the Governing Boards; and



**WHEREAS** the Board may hire a consulting firm to assist the DG Selection Committee; and

**WHEREAS** the Human Resources Department is unable at this stage to provide additional support and resources to the DG Selection Committee; and

**BE IT THEREFORE RESOLVED** that the Board of Governors of Champlain Regional College confirms the election of Lisa Anderson as the external governor member of the DG Selection Committee, and

**BE IT FURTHER RESOLVED** that the attached timetable and specifications pertaining to the selection criteria be forwarded by the Chair of the Board of Governors to the Commissions of Studies and the Governing Boards for consultation; and

**BE IT FURTHER RESOLVED** that the DG Selection Committee consider the advice received from the Commissions of Studies and Governing Boards; and

**BE IT FURTHER RESOLVED** that the Board of Governors mandates the Chair of the Board to hire a consulting firm to assist the DG Selection Committee in its work as determined by the DG Selection Committee and in accordance with Bylaw 9 concerning Procurement Contracts.

There was no call for the vote.

MOVED BY: P. ROY

SECONDED BY: J. BURNS

**MOTION CARRIED**

**f) Hydro Quebec [RESOLUTION]**

In camera session moved by A. Laplante at 7:44 p.m

Y. Rainville spoke to the resolution.

**Resolution CRC-2023-021: Hydro Quebec**

**WHEREAS** Hydro Quebec has indicated its desire to obtain a significant portion of the land owned by Champlain Regional College (representing an area of 18,760 m<sup>2</sup>) to build the new 120-25 kV Marie-Victorin station; and

**WHEREAS** the portion of land is currently jointly used and operated by the Saint-Lambert Constituent College and the city of Longueuil, specifically the part of the parking lot referred to as P5; and

**WHEREAS** the land is known as lot number 2631694 (part), et al. (0 lots) and is located in the borough of Le Vieux-Longueuil, Longueuil (Québec); and

**WHEREAS** the Board of Governors under resolution CRC-2021-058 mandated the Director General, Director of constituent college Saint-Lambert and the Director of Administrative Services to negotiate with Hydro-Québec; and

**WHEREAS** on October 25, 2023, Hydro-Québec submitted a revised offer to compensate for the lost of the P5 at \$19,200,000; and

**WHEREAS** the College and the *Société Québécoise des Infrastructures* obtained an evaluation report on November 7, 2023 prepared by HPDG associés inc; and

**WHEREAS** the *Société Québécoise des Infrastructures* and the appraisers mandated to accompany the college have established through their work a market value presented to the board MEMBERS at the meeting of November 29, 2023;

**BE IT THEREFORE RESOLVED** that the Board of Governors refuses the offer submitted by Hydro-Québec in the amount of \$19,200,000; and

**BE IT THEREFORE FURTHER RESOLVED** that the Board of Governors mandates the Director General and the Director of constituent college Saint-Lambert to accept an offer of no less than the market value as reported in the meeting of November 29, 2023.

There was no call for the vote.

MOVED BY: D. SHEWAN  
SECONDED BY: A. LAPLANTE

**MOTION CARRIED**

Moved to go out of camera by M. Vigneault at 8:05 p.m.

**g) Lennoxville DCC's Priorities for 2023-2024 (Article 12) [RESOLUTION]**

The 3 DCCs as well as all the employees with the exception of the Director General and the Secretary General will not be part of the discussion under Article 12. N. Couderc will also be allowed to stay as she is recording the meeting and taking the minutes. F. Beauchamp, A.C Biron-Lajoie and C. Riverin will also be staying for the discussion.

Y. Rainville spoke to the resolution.

**Resolution CRC-2023-022: Lennoxville DCC's Priorities for 2023-2024**

**WHEREAS** the Executive Committee has reviewed the Lennoxville Director of Constituent College's Priorities for the 2023-2024 academic year and provided input;

**BE IT THEREFORE RESOLVED** that the Board of Governors approves the Lennoxville Director of Constituent College's Priorities for 2023-2024.

There was no call for the vote.

MOVED BY: A. LAPLANTE  
SECONDED BY: K. DEVEAU

**MOTION CARRIED**

**h) Saint-Lambert DCC's Priorities for 2023-2024 (Article 12) [RESOLUTION]**

Y. Rainville spoke to the resolution.

**Resolution CRC-2023-023: Saint-Lambert DCC's Priorities for 2023-2024**

**WHEREAS** the Executive Committee has reviewed the Saint-Lambert Director of Constituent College's Priorities for the 2023-2024 academic year and provided input;

**BE IT THEREFORE RESOLVED** that the Board of Governors approves the Saint-Lambert Director of Constituent College's Priorities for 2023-2024.

There was no call for the vote.

MOVED BY: A. MOÏSE  
SECONDED BY: A. LAPLANTE

**MOTION CARRIED**

i) **St. Lawrence DCC's Priorities for 2023-2024 (Article 12) [RESOLUTION]**

Y. Rainville spoke to the resolution.

**Resolution CRC-2023-024: St. Lawrence DCC's Priorities for 2023-2024**

**WHEREAS** the Executive Committee has reviewed the St. Lawrence Director of Constituent College's Priorities for the 2023-2024 academic year and provided input;

**BE IT THEREFORE RESOLVED** that the Board of Governors approves the St. Lawrence Director of Constituent College's Priorities for 2023-2024.

There was no call for the vote.

MOVED BY: M. VIGNEAULT

SECONDED BY: J. BURNS

**MOTION CARRIED**

Moved out of Article 12 session at 8:19 p.m. by A. Laplante

**9. ADJOURNMENT**

Motion to adjourn the meeting by K. Deveau at 8:20 p.m.

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M. Mazur  
Chair

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T. Brennan  
Consultant, Corporate Affairs