CHAMPLAIN
REGIONAL COLLEGE

BOARD OF GOVERNORS
Minutes of the Regular Meeting

Held on Friday, June 13, 2025, at 6:30 p.m.
Administrative Unit – 1301 Portland blvd, Sherbrooke QC J1J 1S2

VOTING MEMBERS PRESENT:

D. Albert	Faculty Representative, Saint-Lambert
L. Anderson	Government Appointee, Enterprise
E. Berryman (Ex-officio)	Director Constituent College, St. Lawrence
J. Burns (Chair)	Pre-University graduate, Lennoxville
J. P. Caron (Ex-officio)	Director General
P. Cooper (Ex-officio)	Interim Director Constituent College, Lennoxville
B. Denison	Professional Representative, Administrative Services
K. Deveau	Technical Graduate, Lennoxville
S. Lefebvre	Support Staff Representative, Lennoxville
C. Michel	Government Appointee, Enterprise
A. Moïse	Government Appointee, University Sector
M. Plante	Faculty Representative, St. Lawrence
E. Richard	Government Appointee, Socio-Economic Sector
D. Shewan (Ex-officio)	Director Constituent College, Saint-Lambert
M. Vigneault (Vice-Chair)	Government Appointee, Socio-Economic Sector
W. Witteman	Parent Representative, St. Lawrence

NON-VOTING MEMBERS PRESENT:

REGRETS:

G. Bourgoing	Government Appointee, Socio-Economic Sector
J. Babineau (non-voting)	Student representative, St. Lawrence
F. Hussainyar	Pre-University Student, Saint-Lambert
A. Thériault	Government Appointee, School Board
C. Van Doorn-Brodeur	Technical Student, Lennoxville

VACANT SEATS:

Parent Representative, Saint-Lambert
Government Appointee, Regional Labour Market
Faculty representative, Lennoxville (non-voting)

ALSO PRESENT:

Y. Rainville	Director (outgoing), Administrative Services
I. Archambault	Director, Administrative Services
J. Monfette	Assistant Director (outgoing), Finance
V. Audet	Assistant Director, Finance
C. Leduc	Assistant Director, Information Technologies
A. Robert-Baron	Coordinator of Corporate Affairs / Secretary General
N. Couderc	Administrative Officer – Corporate Affairs

Quorum attained with 16 of 20 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 April 11, 2025
   b) Approval of minutes of the Special Meeting of May 22, 2025
   c) Executive Committee's Report
   d) **Resolution re:** Awarding of Contract – Snow Removal and Winter Maintenance – Saint-Lambert
   e) **Resolution re:** Awarding of Contract – HVAC Roof Unit Replacement – St. Lawrence
   f) **Resolution re:** Awarding of Contract – Professional Services in Engineering – Saint-Lambert
   g) **Resolution re:** Awarding of Contract – Main Entrance Sidewalk Repairs – Saint-Lambert
   h) **Resolution re:** Awarding of Contract – Relocation of the Parking Lot Exit and Payment Terminal – St. Lawrence
   i) **Resolution re:** Access to surplus – Renovation Residences Phase II - Lennoxville
   j) **Resolution re:** Access to surplus – New building project – Saint-Lambert
   k) **Resolution re:** Delegation – Financial Transactions over 100K
   l) **Resolution re:** Nomination of the Contract Rules Compliance Monitor (RARC)
   m) **Resolution re:** Rescind of resolutions
4. **Business arising from previous meetings**
   a) Governance & Ethics Committee – Surveys – January 29, 2025 & April 11, 2025
   b) Mandate priorities for P. Cooper – DCC Lennoxville
5. **Directors and Committees' reports**
   a) Director, Constituent College - Lennoxville
   b) Director, Constituent College – Saint-Lambert
   c) Director, Constituent College – St. Lawrence
   d) Director General
   e) Governance & Ethics Committee
   f) Human Resources Committee
   g) Audit Committee
6. **Public Question Period For Fifteen Minutes**
7. **Break for Fifteen Minutes**
8. **New Business**
   a) **Resolution re:** DECs & AECs
   b) **Resolution re:** Consolidated Initial Operating Budget 2025-2026
   c) **Resolution re:** Provisional Capital Budget 2025-2026
   d) **Information re:** MES Recommendations Update
   e) **Elections:**
      - Chair
      - Vice-Chair
      - Executive Committee
      - Audit Committee
      - Human Resources Committee
      - Governance and Ethics Committee
9. **Adjournment**

1. Welcome and Announcements

The Chair called the meeting to order at 6:35 p.m., and welcomed all board members.

Regrets were received from J. Babineau, G. Bourgoing, F. Hussainyar, A. Theriault and C. Van Doorn-Brodeur.

2. Adoption of the Agenda

It was moved to adopt the agenda as modified.

Remove item 8d) Awarding of Contract – Preventative maintenance for the electromechanical installations – Champlain Saint-Lambert.

There was no call for the vote.

MOVED BY: J.P. CARON
SECONDED BY: A. MOÏSE
MOTION CARRIED

3. Consent Agenda

It was moved to adopt the Consent Agenda as presented.

There was no call for the vote.

MOVED BY: W. WITTEMAN
SECONDED BY: C. MICHEL
MOTION CARRIED

- **a) Approval of minutes of the Regular Meeting of April 11, 2025**
- **b) Approval of minutes of the Special Meeting of May 22, 2025**
- **c) Executive Committee's Report**
- **d) Resolution re:** Awarding of Contract – Snow Removal and Winter Maintenance – Saint-Lambert

Resolution CRC-2024-045: Awarding of Contract – Snow Removal and Winter Maintenance – Saint-Lambert

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 the St. Lambert Snow Removal Service Contract under the project number 3W25006; and

WHEREAS the actual contract has come to an end on April 30, 2025; and

WHEREAS on May 13, 2025, the College published a call for tenders on the official government website for tenders (SÉAO), *Service de déneigement et entretien d'hiver - Champlain St-Lambert*; and

WHEREAS the sealed bids of two (2) suppliers were opened on June 3, 2025, at 14:00, local time, in the presence of the Purchasing Services Manager and one (1) witness at the Sherbrooke Administrative Services offices; and

WHEREAS the company, *PAYSAGISTE RIVE-SUD LTÉE* provided the lowest compliant bid;

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

Be it resolved that the Board of Governors awards the contract for the Snow Removal services at Champlain College St-Lambert to *PAYSAGISTE RIVE-SUD LTÉE* in the amount of $537,875 (before taxes) for a three (3) year contract starting October 1, 2025, with two (2) renewal options ending April 30, 2030.

e) **Resolution re:** Awarding of Contract – HVAC Roof Unit Replacement – St. Lawrence

Resolution CRC-2024-046: Awarding of Contract – HVAC Roof Unit Replacement – 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 under the project number 4W24393; and

Whereas on May 6, 2025, the College published a call for tenders on the official government website for tenders (SÉAO), *Remplacement HVAC toiture - Champlain St-Lawrence*; and

Whereas the sealed bids of four (4) suppliers were opened on May 7, 2025, at 14:00, local time, in the presence of the Purchasing Services Manager and one (1) witness at the Sherbrooke administrative office; and

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

Whereas the company, *LABERGE & ALLARD INC.* provided the lowest compliant bid;

Be it therefore resolved that the Board of Governors awards the contract for the HVAC Roof Unit Replacement at Champlain College St-Lawrence to *LABERGE & ALLARD INC.* in the amount of *$648,000.00* before taxes.

f) **Resolution re:** Awarding of Contract – Professional Services in Engineering – Saint-Lambert

Resolution CRC-2024-047: Awarding of Contract – Professional Services in Engineering – Saint-Lambert

Whereas the project to build a new wing at Champlain Saint-Lambert requires the support of a firm of engineers; and

Whereas the project consists of phase 1: preliminary design study with guaranteed honoraria and phase 2: realization and monitoring not guaranteed, conditional on financing to be confirmed; 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 under the project number 3W24400-I; and

Whereas on April 17, 2025, the College published a call for tenders on the official government website for tenders (SÉAO) ref no 20065465; and

Whereas the sealed bids of seven (7) suppliers were opened on May 15 at 10:00, local time, in the presence of the Manager of Purchasing Services and one (1) witness, at the Sherbrooke administrative office; and

Whereas a thorough analysis has been completed by the Regional College Material services and

Whereas a selection committee has been formed and has met to evaluate the bids received as required by the regulations concerning service contracts of the Law on contracts of Public Bodies and:

Whereas the firm GBI Experts-Conseils Inc. received the highest mark during the qualitative evaluation based on the established criteria; and

WHEREAS the fees for engineering services are determined by government decree according to the hourly rate, fixed fee or percentage method.

BE IT THEREFORE RESOLVED that the Board of Governors awards the contract for the Construction of the new wing at Champlain College Saint-Lambert to *GBI EXPERTS-CONSEILS INC.* in the amount of *$130,000 (before taxes) for the phase 1 and in the estimated amount of $860,000 (before taxes) for the conditional phase 2.*

g) Resolution re: Awarding of Contract – Main Entrance Sidewalk Repairs – Saint-Lambert

RESOLUTION CRC-2024-048: Awarding of Contract – Main Entrance Sidewalk Repairs – Saint-Lambert

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 under the project number 3F25001; and

WHEREAS on May 2, 2025, the College published a call for tenders on the official government website for tenders (SÉAO), *Réfection des trottoirs devant l'entrée principale – Collège Champlain St-Lambert*; and

WHEREAS the sealed bid of one (1) supplier was opened on May 28, 2025, at 11:00, local time, in the presence of the Purchasing Services Manager, one (1) witness at the Sherbrooke administration office; and

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

WHEREAS the company, *EXCAVATION CIVILPRO INC.* provided the lowest compliant bid;

BE IT THEREFORE RESOLVED that the Board of Governors awards the contract for the repairs to the main entrance sidewalk at Champlain College St-Lambert to *EXCAVATION CIVILPRO INC.* in the amount of *$334,330.05 (*before taxes).

h) Resolution re: Awarding of Contract – Relocation of the Parking Lot Exit and Payment Terminal – St. Lawrence

RESOLUTION CRC-2024-049: Awarding of Contract – Relocation of the Parking Lot Exit and Payment Terminal – 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 under the project number 4W25005; and

WHEREAS on May 9, 2025, the College published a call for tenders on the official government website for tenders (SÉAO), *Relocalisation de la sortie du stationnement et de la borne de paiement – St. Lawrence*; and

WHEREAS the sealed bid of one (1) supplier was opened on May 29, 2025 at 11:00, local time, in the presence of the Manager, Purchasing Services and 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, ***GOSSELIN TREMBLAY EXCAVATION INC.*** provided the lowest compliant bid;

BE IT THEREFORE RESOLVED that the Board of Governors awards the contract for the Relocation of the parking exit and the payment terminal at Champlain College St-Lawrence to ***GOSSELIN TREMBLAY EXCAVATION INC.*** in the amount of *$130,946.00 (*before taxes).

i) **Resolution re:** Access to Surplus – Renovation Residences Phase II - Lennoxville

RESOLUTION CRC-2024-050: Access to Surplus – Renovation Residences Phase II - Lennoxville

WHEREAS the Residence complex is an auto-financed service offered to students; and

WHEREAS limited funding is received for infrastructure maintenance of Residence and no funding is received from the Ministry for furnishings in Residence under the funding parameters (MAOB) for auto-financed services; and

WHEREAS the residential buildings require significant renovation. An analysis and renovation plan have been carried out in order to execute the work in phases; and

WHEREAS the Phase 2, scheduled for summer 2026, is estimated at $600,000, including a 10% contingency*;* and

WHEREAS a public call for tender will be held in September 2025 to select the contractor who will carry out the construction work; and

WHEREAS as the cost for the complete renovations assessed in the analysis significantly exceeds the amounts currently available in the College's capital fund; and

WHEREAS the College aspires to continue to improve the living conditions for students living in Residence beyond the recently awarded contract; and

WHEREAS the Lennoxville Governing Board supported this request with the adoption of Resolution LEN-2024-124,

BE IT THEREFORE RESOLVED that the Board of Governors approve an access to surplus in the amount of $600,000 to be dedicated to continuing the above-mentioned at Residence.

j) **Resolution re:** Access to Surplus – New Building Project – Saint-Lambert

RESOLUTION CRC-2024-051: Access to Surplus – New Building Project – Saint-Lambert

WHEREAS the project to build a new wing at Champlain Saint-Lambert requires the support of Architects and Engineers; and

WHEREAS the project consists of phase 1: preliminary design study and phase 2: realization and monitoring; and

WHEREAS the results of phase 1 are required for construction approval by the *MES*;and

WHEREAS Phase 1 of the work will take place from June 2025 to November 2025; and

WHEREAS the project must be entirely self-financed by the College; and

WHEREAS the honorarium for Phase 1 is estimated at $300,000; and

WHEREAS the Saint-Lambert Governing Board supported this request with the adoption of Resolution LAM-2024-014,

Be it therefore resolved that the Board of Governors approve an access to surplus in the amount of $300,000 for the Saint-Lambert new building project Phase 1 – preliminary design study.

k) Resolution re: Delegation – Financial Transactions over 100K

Resolution CRC-2024-052: Delegation – Financial Transactions over 100K

Whereas Bylaw Number 5, Article 4.1.4, states that financial transactions shall be carried out and approved on the prescribed forms which clearly identify the amount of the transaction and the approval authority, and which bear the signature of the persons authorized according to Appendix 1; and

Whereas Appendix 1 states that the approval authority for transaction values for the purchase of goods and services (except capital expenditures) exceeding $99,999 must be either the Executive Committee or the Board of Governors; and

Whereas in conformity with Bylaw Number 5, the transaction complies with all applicable governmental regulations and the budgetary policy of the Ministry; and

Whereas under chapitre C-7.01 of the *LOI SUR LE CENTRE D'ACQUISITIONS GOUVERNEMENTALES* (CAG) public bodies are required to participate in mandates of the CAG and deadlines for submitting participation documents are generally short; and

Whereas public service expenditures are not considered a financial risk, either in terms of public contract management.

Be it therefore resolved that the Board of Governors delegates to the Director General, its approval authority for the following financial transactions and CAG participation during the 2025-2026 academic year.

• *Hydro-Québec* - Public services 2025-2026	$ 250,000 or less per transaction
• *Energir natural gas* - Public services 2025-2026	$ 250,000 or less per transaction
• *Fédération des cégeps* 2025-2026 Annual fees	$ 250,000 or less
• *CAG* group purchasing mandate participation*	$ 750,000 or less per mandate

**LOI SUR LE CENTRE D'ACQUISITIONS GOUVERNEMENTALES* Art.6 The Centre has all the powers necessary to enter into a contract on behalf of a public body and at the expense of the latter.

l) Resolution re: Nomination of the Contract Rules Compliance Monitor (RARC)

Resolution CRC-2024-053: Nomination of the Contract Rules Compliance Monitor (RARC)

Whereas the Act Respecting Contracting by Public Bodies states that all public bodies must have in place at all times a Contract Rules Compliance Monitor (RARC); and

Whereas The roles and responsibilities of the Contract Rules Compliance Monitor are set out in the *Politique concernant les responsables de l'application des règles contractuelles* (LQ. C-65.1, a. 25.1); and

Whereas the RARC is a strategic participant responsible for ensuring that the rules and regulations are respected under the Act Respecting Contracting by Public Bodies; and

Whereas Me Andréa Robert-Baron currently serves as the RARC for Champlain Regional College; and

WHEREAS Me Andrea Baron could be or perceived to be in a conflict of interest due to her expected role in the CRC Foundation; and

WHEREAS Ms. Isabelle Archambault, Director of Administrative Services for Champlain Regional College has agreed to take on this responsibility and has the competencies required to fulfill the obligations of this position.

BE IT THEREFORE RESOLVED that the Board of Governors approves the nomination of Ms. Isabelle Archambault to the role of Contract Rules Compliance Monitor (RARC).

m) Resolution re: Rescind of resolutions

RESOLUTION CRC-2024-054: Rescind of resolutions

WHEREAS the *LOI SUR L'ADMINISTRATION FINANCIÈRE* art.102 allows the use of surplus funds only to offset operating deficits and to carry out specific investment projects; and

WHEREAS the following resolutions are no longer required and/or do not meet the conditions for the use of the accumulated surplus

- CRC-2021-039 LEN $100K Contribution to BU synthetic field: Project not going forward
- CRC-2022-074 SLB $200K Release time regarding Law 14: Used under annex S132

BE IT THEREFORE RESOLVED that the Board of Governors rescind the above-mentioned resolutions and unused amounts returned to unallocated funds to the surplus of Champlain Lennoxville in the amount of $100,000 and Champlain Saint-Lambert in the amount of $200,000.

4. BUSINESS ARISING FROM PREVIOUS MEETINGS

a) Governance & Ethics Committee – Surveys – January 29, 2025 & April 11, 2025.

The results of the surveys were presented by M. Vigneault from the Governance & Ethics Committee.

January had a good response rate but the April meeting had a low response rate.

Meeting documentation is read by only 50% of the members. It is the responsibility of board members to be ready for the meeting to better contribute to the meeting.

If documentation is not read, it is hard to ask questions and contribute to the decision-making process of the board.

A good focus was kept during the meeting based on the responses.

Comments received: points are sometimes a little longer than expected. It was mentioned that it would be nice that Survey results be shared with members.

A member shared that a question concerning other members in the meeting would be a nice addition to the survey questions.

b) Mandate Priorities for P. Cooper – DCC Lennoxville (in camera)

The Chair moved to go in camera at 6:50pm.

The Chair presented the mandate priorities for P. Cooper – DCC Lennoxville and D. Shewan.

K. Deveault moved out of camera at 7:02pm.

5. Directors and Committees reports

a) Director, Constituent College – Lennoxville

P. Cooper spoke to his 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) Director General

J.P. Caron spoke to his report.

e) Governance & Ethics Committee

B. Denison shared that the committee was presented with three cases of conflict of interest this year. One was considered and a reprimand was made. The two others were not considered as conflict of interest. They were basically based on a lack of understanding of roles & responsibilities going from Chapter 1 to Chapter 2. It was suggested to be accompanied by a resource to clearly identify the roles & responsibilities to help reduce potential conflicts.

Board training with a specialist of governance would also be a great idea to help, not only for the whole board but also for the committees.

f) Human Resources Committee

Nothing to report.

g) Audit Committee

On behalf of the chair of the Audit Committee, the Chair presented a summary of the Audit Committee meeting that was held on June 3 where the budgets were reviewed.

6. Public Question Period for fifteen minutes

- There were no questions from the public.

7. Break for Fifteen minutes (no break was taken)

8. New Business

a) DECs & AECs [Resolution]

P. Cooper spoke to the resolution.

Resolution CRC-2024-055: 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 DECs at Champlain College Lennoxville: 226

Number of AECs at Champlain College Lennoxville: 0

There was no call for the vote.

MOVED BY: P. COOPER
SECONDED BY: J.P. CARON
MOTION CARRIED

D. Shewan spoke to the resolution.

RESOLUTION CRC-2024-056: 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 DECs at Champlain College Saint-Lambert: 277*

Number of AECs at Champlain College Saint-Lambert: 36**

* 4 of these are from RAC
** 26 of these are from RAC

There was no call for the vote.

MOVED BY: D. SHEWAN
SECONDED BY: J.P. CARON
MOTION CARRIED

E. Berryman spoke to the resolution.

RESOLUTION CRC-2024-057: 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 DECs at Champlain-St. Lawrence College: 153

Number of AECs at Champlain-St. Lawrence College: 0

There was no call for the vote.

MOVED BY: E. BERRYMAN
SECONDED BY: J.P. CARON
MOTION CARRIED

Statistics on how long student take to complete their programs will be shared with board members at the October Board of Governors meeting. The duration students take to complete their program is increasing due to changes of programs, sport participation, student life outside of school, work, etc.

b) Consolidated Initial Operating Budget 2025-2026 [RESOLUTION]

Y. Rainville spoke to the resolution.

RESOLUTION CRC-2024-058: CONSOLIDATED INITIAL OPERATING BUDGET 2025-2026

WHEREAS the Ministry's initial allocation for 2025-2026 has been received; and

WHEREAS the College has prepared the Annual Operating Budget respecting regulations and budgetary policies as set forth by the *Ministère de l'Enseignement Supérieur*; and

WHEREAS *Champlain – St. Lawrence* has prepared and adopted by resolution at its May 27, 2025 Governing Board meeting the Initial Operating Budget for the financial year 2025-2026; and

WHEREAS *Champlain – St. Lambert* has prepared and adopted by resolution at its May 26, 2025 Governing Board meeting the Initial Operating Budget for the financial year 2025-2026; and

WHEREAS *Champlain – Lennoxville* has prepared and adopted by resolution at its May 27, 2025 Governing Board meeting the Initial Operating Budget for the financial year 2025-2026; and

WHEREAS Champlain Regional College has prepared a consolidated balanced budget for the 2025-2026 financial year for a total of $81,519,542; and

WHEREAS the Audit committee reviewed the consolidated Operating budget 2025-2026 at its June 3rd, 2025 regular meeting; and

BE IT THEREFORE RESOLVED that the Board of Governors adopts the 2025-2026 consolidated Initial Operating Budget as presented.

There was no call for the vote.

MOVED BY: D. SHEWAN
SECONDED BY: A.MOÏSE
MOTION CARRIED

c) Provisional Capital Budget 2025-2026 [RESOLUTION]

Y. Rainville spoke to the resolution.

RESOLUTION CRC-2024-059: PROVISIONAL CAPITAL BUDGET 2025-2026

WHEREAS the 2025-2026 Capital Budget must be submitted to the Ministry by June 30th, 2025 in the stipulated format; and

WHEREAS the College has prepared the Annual Provisional Capital Budget respecting regulations and budgetary policies as set forth by the *Ministère de l'Enseignement Supérieur*; and

WHEREAS the Ministry's Capital allocation for 2025-2026 had not been fully received at the time the budget was being prepared; and

WHEREAS all the Constituent Colleges of Champlain Regional College adopted their 2025-2026 Provisional Consolidated Capital Budget at their respective Governing Board meetings.

WHEREAS the total 2025-2026 Provisional Capital Budget, including the ministry allocations for Capital (Immo and moveable assets) and other revenues totals $5,006,542 with planned expenses of $4,774,320,892; and

WHEREAS the Audit committee reviewed and recommended the Provisional Capital Budget 2025-2026 at its June 3, 2025 regular meeting; and

BE IT THEREFORE RESOLVED that the Board of Governors adopts the 2025-2026 consolidated Provisional Capital Budget as presented.

There was no call for the vote.

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

d) MES Recommendations Update [INFORMATION]

J. P. Caron gave an update on the MES Recommendations.

Work has been done towards the MES recommendations. Based on the different sectors, the following is the status of completion for each sector:

- Governance: 80% completed
- Administrative Services: 90% completed
- Communication & Reporting Mechanisms: 40% completed
- Corporate Affairs & Human Resources Management: 25% completed

e) Elections

The Board elects annually, at the last regular Board meeting of the financial year, a Chair and a Vice-Chair. Only external Governors are eligible for this position. (Reference: Bylaw 1, Articles 4.3 and 4.4).

Election of Chair

M. Vigneault opened the floor for external member nominations.

Proposed External	Moved by:	Accepted:
J. Burns	D. Shewan	☒ Yes ☐ No

M. Vigneault called for further nominations. Being no further nominations, J. Burns was declared *Chair* by acclamation.

Election of Vice-Chair

J. Burns opened the floor for external member nominations.

Proposed External	Moved by:	Accepted:
M. Vigneault	B. Denison	☐ Yes ☒ No
A. Moïse	C. Michel	☒ Yes ☐ No

J. Burns called for further nominations. Being no further nominations, A. Moïse was declared Vice-*Chair* by acclamation.

Election of Executive Committee Members

The Executive Committee is composed of (Reference: Bylaw 1, Article 5.1):

- The Director General (ex-officio);
- The Directors of Constituent Colleges (3) (ex-officio);
- The Chair of the Board;
- The Vice-Chair of the Board;
- Two (2) governors:
  - One (1) of whom is an external representative; and
  - One (1) of whom is an internal representative.

J. Burns opened the floor for external member nominations.

Proposed External	Moved by:	Accepted:
K. Deveau	J. Burns	☒ Yes ☐ No
L. Anderson	A. Moïse	☒ Yes ☐ No

J. Burns called for further nominations. Being no further nominations, L. Anderson was declared *External Member of the Executive Committee* by majority vote.

J. Burns opened the floor for internal member nominations.

Proposed Internal	Moved by:	Accepted:
D. Albert	D. Albert	☒ Yes ☐ No
M. Plante	J.P. Caron	☒ Yes ☐ No

J. Burns called for further nominations. Being no further nominations, M. Plante was declared *Internal Member of the Executive Committee by* majority vote.

Election of Audit Committee Members:

Reference: Bylaw 1, Article 5.2

Note: *The Audit Committee is composed of a maximum of five (5) members of the Board of Governors, with a majority of external Governors. The Audit Committee should include the presence of at least one Governor who has competency in accounting or financial matters.*

(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).

J. Burns opened the floor for external member nominations.

Proposed External	Moved by:	Accepted:
K. Deveau	A. Moïse	☒ Yes ☐ No
J. Burns	M. Plante	☒ Yes ☐ No

J. Burns called for further nominations. Being no further nominations, K. Deveau and J. Burns were declared *External Member of the Audit Committee* by acclamation.

J. Burns opened the floor for internal member nominations.

Proposed Internal	Moved by:	Accepted:
M. Plante	J. Burns	☒ Yes ☐ No

J. Burns called for further nominations. Being no further nominations, M. Plante was declared In*ternal Member of the Audit Committee* by acclamation.

Election of Human Resources Committee Members:

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).

J. Burns opened the floor for external member nominations.

Proposed External	Moved by:	Accepted:
E. Richard	P. Cooper	☒ Yes ☐ No
L. Anderson	A. Moïse	☒ Yes ☐ No

J. Burns called for further nominations. Being no further nominations, E. Richard and L. Anderson were declared *External Member of the Human Resources Committee* by acclamation.

J. Burns opened the floor for internal member nominations.

Proposed Internal	Moved by:	Accepted:
B. Denison	L. Anderson	☒ Yes ☐ No

J. Burns called for further nominations. Being no further nominations, B. Denison was declared Intern*al Member of the Human Resources Committee* by acclamation.

Election of Governance and Ethics Committee Members:

Reference: Bylaw 1, Article 5.2

Note: *The Governance and Ethics 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).

J. Burns opened the floor for external member nominations.

Proposed External	Moved by:	Accepted:
M. Vigneault	P. Cooper	☒ Yes ☐ No
L. Anderson	C. Michel	☒ Yes ☐ No
W. Witteman	L. Anderson	☒ Yes ☐ No
C. Michel	A. Moïse	☒ Yes ☐ No

J. Burns called for further nominations. Being no further nominations, M. Vigneault, Anderson, W. Witteman and C. Michel were declared *External Member of the Governance and Ethics Committee* by acclamation.

J. Burns opened the floor for internal member nominations.

Proposed Internal	Moved by:	Accepted:
B. Denison	J.P. Caron	☒ Yes ☐ No

J. Burns called for further nominations. Being no further nominations, B. Denison was declared *Internal Member of the Governance and Ethics Committee* by acclamation.

9. ADJOURNMENT

Motion to adjourn the meeting by A. Moïse at 8:53 p.m.

J. Burns
Chair

A. Robert-Baron LL. B.
Coordinator of Corporate Affairs
/ Secretary General