

REGULAR MEETING OF THE BOARD OF GOVERNORS

Virtual meeting - Teams

DATE: March 18, 2026 6:00 p.m.

DRAFT MINUTES

VOTING MEMBERS PRESENT:

H. Adra	Pre-university Student, St. Lawrence
D. Albert	Faculty Representative, Saint-Lambert
L. Anderson (Vice-Chair)	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)	Director Constituent College, Lennoxville
K. Deveau	Technical Graduate, Lennoxville
N. Gagné	Professional Representative, St. Lawrence
G. Gagné	Government Appointee, University
D. Gagnon	Student Representative (non-voting)
M. Lacoste	Parent Representative, Saint-Lambert
A. Lessard	Faculty Representative, Lennoxville (non-voting)
M. Lévesque	Government Appointee, Socio-Economic Sector
C. Michel	Government Appointee, Enterprise
M. Plante	Faculty Representative, St. Lawrence
D. Shewan (Ex-officio)	Director Constituent College, Saint-Lambert
A. Thériault	Government Appointee, School Board
M. Vigneault	Government Appointee, Socio-Economic Sector

REGRETS:

E. Richard	Government Appointee, Socio-Economic Sector
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VACANT SEATS:

Technical Student – Saint-Lambert
Parent Representative - Lennoxville
Government Appointee, Regional Labour Market
Support Staff Representative, UA

R. Abouzia	Director, Corporate Affairs and Communications
I. Archambault	Director, Administrative Services
V. Fournier	Deputy Director, Human Resources
D. Lauzière	Administrative Officer – Corporate Affairs (interim)

Quorum was met.

- 5 min 1) **ANNOUNCEMENTS & CORRESPONDENCE**
- 3 min 2) **MODIFICATIONS AND ADOPTION OF AGENDA**
 - 2a) DECLARATION OF INTEREST
- 5 min 3) **CONSENT AGENDA**
 - a) Approval of minutes of the Regular Meeting of January 28, 2026
 - b) Executive Committee Minutes of January 21,2026
- 4) **BUSINESS ARISING FROM PREVIOUS MEETINGS**
- x min 5) **COMMITTEE REPORTS**
 - 10 min a) Governance & Ethics Committee
 - 10 min b) Human Resources Committee
 - 10 min c) Audit Committee
- 15 min 6) **PUBLIC QUESTION PERIOD FOR FIFTEEN MINUTES**
- 15 min 7) **BREAK FOR FIFTEEN MINUTES**
- 8) **NEW BUSINESS**
 - 5 min a) RESOLUTION RE: DECs and AECs
 - 5 min b) RESOLUTION RE: Call for tenders 2026-8229-50: Serveurs et solutions de stockage
 - 10 min c) RESOLUTION RE: Access to surplus
 - d) RESOLUTION RE: 2026-2027 Consolidated Capital Budget
 - e) RESOLUTION RE: Annual hiring of the independent auditor
 - 10 min f) RESOLUTION RE: Awarding of Contract – Cleaning Services – Champlain Administrative
- 9) **ADJOURNMENT**

1. ANNOUNCEMENTS & CORRESPONDENCE

The Chair welcomed everyone and opened the meeting at 6:00 p.m. Regrets were sent by Eric Richard. Annie Thériault was welcomed back from her maternity leave. This meeting's focus is on capital budgets and expenditures reports so there will not be any formal reports from the Director General or the other members of the SMC. However, the directors of the constituent colleges have submitted monthly newsletters which have been saved on the Sharepoint for this meeting.

2) MODIFICATIONS AND ADOPTION OF AGENDA

No conflicts of interest were declared.

There was no call for a vote.

MOVED BY: DON SHEWAN
SECONDED BY: ALAIN LESSARD

Motion carried.

3) CONSENT AGENDA

Items:

- a) Minutes of Regular Meeting – **January 28, 2026**
- c) Executive Committee Minutes – **January 21, 2026**

There was no call for a vote.

MOVED BY: KEVIN DEVEAU
SECONDED BY: MARTIN PLANTE

MOTION CARRIED

4) BUSINESS ARISING FROM PREVIOUS MEETINGS (3 min)

5) COMMITTEE REPORTS

The Chair explained that neither the Governance and Ethics Committee nor the Human Resources had met so there would not be any reports. He asked that both committees meet before the April 17th Board of Governors' meeting to elect a chair and develop the priorities for the 2026-2027 as did the the Audit Committee.

He then asked the chair of the Audit Committee, Kevin Deveau to provide introductory remarks for new business arising tonight.

a) **Governance & Ethics Committee**

b) **Human Resources Committee**

c) **Audit Committee**

Kevin Deveau, Chair, of the Committee informed the Board that the items being presented as new business were reviewed and discussed at last week's Audit Committee

6) PUBLIC QUESTION PERIOD

B. Moores, a faculty member at Champlain College Lennoxville, raised concerns regarding the status of the College's sustainability policy. He noted that the initial policy adopted in 2012 has not been revised since. Having submitted comments on the policy revision in 2025, he is not aware of a clear timeline or defined objectives for its implementation. He expressed concern that constituent colleges are operating independently in this area and questioned whether additional action could be taken to establish a concrete sustainability framework before the end of the year.

The Director General thanked Mr. Moores for his dedication to sustainable development. He acknowledged that progress has slowed in recent months but indicated that a sustainability policy and multi-year plan are currently being developed and addressed with the Executive Committee. He reaffirmed the College's commitment and referenced exemplary practices at the Université de Sherbrooke as a potential model.

7) BREAK – no break was taken

8a) RESOLUTION – DECs and AECs

P. Cooper spoke to the resolution.

RESOLUTION CRC-XX: 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 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 Corporate Affairs’ Office.

Number of DEC’s at Champlain College Lennoxville: 03

Number of AEC’s at Champlain College Lennoxville: 0

There was no call for the vote.

MOVED BY: P. COOPER

SECONDED BY: CHANTAL MICHEL

MOTION CARRIED

D. Shewan spoke to the resolution.

RESOLUTION XX: 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 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 Corporate Affairs’ Office.

Number of DEC’s at Champlain College Saint-Lambert: 37 *

Number of AEC’s at Champlain College Saint-Lambert: 31**

* 6 of these are from RAC

** 10 of these are from RAC

There was no call for the vote.

MOVED BY: D. SHEWAN

SECONDED BY: KEVIN DEVEAU

MOTION CARRIED

E. Berryman spoke to the resolution.

RESOLUTION XX: 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 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 Corporate Affairs' Office.

Number of DECs at Champlain-St. Lawrence College: 19

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

THERE WAS NO CALL FOR THE VOTE.

MOVED BY: E. BERRYMAN

SECONDED BY: GENEVIÈVE GAGNÉ

MOTION CARRIED

8b) CALL FOR TENDERS 2026-8229-50

Approval to participate in the call for tenders 2026-8229-50: *Serveurs et solutions de stockage*

WHEREAS the College must remain in compliance with the *Act respecting contracting by public bodies*, the College bylaws and the *Act respecting the Centre d'acquisitions gouvernementales*; and

WHEREAS the College is required to participate in public calls for tenders in areas where there is an active need to acquire a service or product which is covered by *Centre d'acquisitions gouvernementales*; and

WHEREAS each constituent college as well as the administrative unit proceeded to the evaluation of its needs for the next 5 years; and

WHEREAS the mandate's value is already accounted for in the Capital budget planning of the College; and

WHEREAS in accordance with Bylaw Number 5, the College must obtain a resolution to confirm its financial commitment; and

BE IT THEREFORE RESOLVED THAT that the Board of Governors approves that the College participate in the 2026-8229-50: *Serveurs et solutions de stockage* group purchasing valid from July 1, 2026 to June 30, 2031 for an estimated overall budget of \$1,165,000; and therefore, authorizes the *Centre d'acquisitions gouvernementales* (CAG) to issue a call for tenders on its behalf.

There was no call for the vote.

MOVED BY: GENEVIÈVE GAGNÉ

SECONDED BY: DON SHEWAN

MOTION CARRIED

8c) ACCESS TO SURPLUS OF ALLOCATION AS AN UNALLOCATED SURPLUS = LIMITATIONS RELATED TO THE CAPITAL BUDGET

Access to Surplus Funds – Professional fees and various capital expenses 2025-2031

WHEREAS the management of the Capital fund is subject to strict rules governing its use by the *Ministère de l'Enseignement Supérieur* (MES) since 2024-25, and these rules do not allow for the optimal use of the available funds, including for professional fees during the project planning or feasibility analysis period; and

WHEREAS unallocated accumulated surplus funds are subject to potential recuperation by the provincial government, making their strategic allocation an important component of prudent fiscal management; and

WHEREAS the Project and Capital funding is granted by the MES on the basis of the ten-year investment plan presented and revised annually by Champlain Regional College; and

WHEREAS Professional fees (architects, engineers, etc.) represent significant expenses that are necessary for proper planning, and these expenses can only be capitalized in the fiscal year in which the project will be realized; and

WHEREAS to carry out its mission, Champlain Regional College must remain agile and be able to respond to specific needs necessary for the fulfillment of its mission; and

WHEREAS the Champlain – St-Lambert Governing Board, at its regular meeting of January 12th, 2026, has unanimously recommended to the CRC Board of Governors that it authorize access to the St-Lambert portion of the College's accumulated surplus in the amount of **\$1,700,000**, to cover the purchase of furniture and equipment and any overages professional fees for the new construction; and

WHEREAS the Champlain – St. Lawrence Governing Board, at its regular meeting of February 17th, 2026, has unanimously recommended to the CRC Board of Governors that it authorize access to the St.

Lawrence portion of the College’s accumulated surplus in the amount of **\$1,075,000**, to support projects that cannot be realized through the regular operating or capital budgets of the College; and

WHEREAS the Champlain – Lennoxville Governing Board, at its special meeting held on February 24 to 26, has unanimously recommended to the CRC Board of Governors that it authorize access to the Lennoxville portion of the College’s accumulated surplus in the amount of **\$1,865,000**, to be invested in the maintenance and improvement of College residences and the modernization of academic and student spaces, in support of student success and student well-being; and

BE IT THEREFORE RESOLVED that the Board of Governors authorize an access from Champlain St. Lawrence’s, St-Lambert and Lennoxville portion of the respective College’s accumulated surplus in the amount of **\$4,640,000** to cover professional fees and various capital expenses that will need to be incurred by the College during cycle 2026-2031.

There was no call for the vote.

MOVED BY: KEVIN DEVEAU

SECONDED BY: DON SHEWAN

MOTION CARRIED

8d) 2026-2027 CONSOLIDATED CAPITAL BUDGET

2026-2027 CONSOLIDATED CAPITAL BUDGET

WHEREAS as per Bylaw 5 art.3.2.2 and 3.2.3 the consolidated budgets are presented to the Audit Committee for recommendation to the Board of Governors; and

WHEREAS the 202-2027 budget has been prepared using realistic estimate of expected funding; and

WHEREAS all locations have prepared their Annual Capital Budget respecting regulations and budgetary policies as set forth by the *Ministère de l’Enseignement Supérieur*; and

WHEREAS the total 2026-2027 Consolidated Capital Budget, including the ministry allocations for Capital (Immo and moveable assets) and other revenues totals \$6 698 555 with planned expenses of \$6,260 337;

WHEREAS all locations approved the 2026-2027 Capital Budget at their respective Governing Board meetings.

BE IT THEREFORE RESOLVED that the Audit Committee of the Board of Governors of Champlain Regional College recommends the adoption of the 2026-2027 Consolidated Capital Budget as presented.

There was no call for the vote.

MOVED BY: JEAN-PHILIPPE CARON

SECONDED BY: MARTIN PLANTE

MOTION CARRIED

8e) ANNUAL HIRING OF THE INDEPENDENT AUDITOR

Hiring of the Audit Firm

WHEREAS the Procédure 104 of the Régime budgétaire des cégeps requires the College to name its external auditor by the Board of Governors no later than March 31 of the current year; and,

WHEREAS the College awarded a five-year mandate (2025-2030) to Mallette S.E.N.C.R.L. at the January 28, 2026 meeting in accordance with Bylaw 9 concerning Procurement; and,

WHEREAS the Audit Committee recommends the hiring of the external auditor Mallette S.E.N.C.R.L.;

BE IT THEREFORE RESOLVED that the Board of Governors confirms the naming of the firm Mallette S.E.N.C.R.L. as the College's external auditor for the year 2025-26.

There was no call for the vote.

MOVED BY: CHANTAL MICHEL

SECONDED BY: MARTIN PLANTE

MOTION CARRIED

8f) AWARDING OF THE CONTRACT – CLEANING SERVICES – CHAMPLAIN ADMINISTRATIVE SERVICES

Invite Isabelle to speak to this item.

Awarding of Contract – Cleaning Services – Champlain Administrative Services

WHEREAS the actual contract comes to an end on June 30, 2026; 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 1026016 for *Services technique entretien ménager - Champlain centre administratif*; and

WHEREAS on January 30, 2026, the college invited three companies to submit a bid; and

WHEREAS the sealed bid of one (1) supplier was opened on February 25, 2026, at 10:00, local time, in the presence of the Deputy Director of Material Resources Service, one (1) witness at the Sherbrooke Administrative Services office; and

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

WHEREAS the company, *Entretien Fabien Perron Inc.* provided the lowest compliant bid;

BE IT THEREFORE RESOLVED that the Board of Governors awards the contract for the *Service technique entretien ménager – Champlain centre administratif* to *Entretien Fabien Perron Inc.* for a contract of twenty-four (24) months with three (3) one-year renewal options for a total of sixty (60) months in the amount of \$105,491.00 before tax.

There was no call for the vote.

MOVED BY: CHANTAL MICHEL

SECONDED BY: DON SHEWAN

MOTION CARRIED

9) **ADJOURNMENT**

The Chair thanked everyone for attending. The next meeting will be in person at Champlain Regional Motion to adjourn the meeting by Denise Albert at 6:37 p.m.

Jacob Burns
Chairperson

Roya Abouzia
Director of Corporate Affairs and Communications /
Secretary General