REGULAR MEETING OF THE BOARD OF GOVERNORS

DATE: April 17, 2026
Champlain College St. Lawrence, 790 Nérée-Tremblay, Québec QC G1V 4K2
DINNER: 5:00 p.m. in the Atrium – 1st floor
MEETING: 6:30 p.m. in the Boardroom #242 – 2nd floor

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
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
E. Richard	Government Appointee, Socio-Economic Sector
D. Shewan (Ex-officio)	Director Constituent College, Saint-Lambert
M. Vigneault	Government Appointee, Socio-Economic Sector

REGRETS:

N. Gagné	Professional Representative, St. Lawrence
A. Thériault	Government Appointee, School Board
W. Witteman	Parent Representative, Saint Lawrence

VACANT SEATS:

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

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

Quorum was met.

AGENDA

1) **ANNOUNCEMENTS AND CORRESPONDENCE**
2) **MODIFICATIONS AND ADOPTION OF AGENDA**
   2a) DECLARATION OF INTEREST
3) **CONSENT AGENDA**
   a) Approval of minutes of the Regular Meeting of March 18, 2026
   b) Executive Committee Minutes of March 11, 2026
4) **BUSINESS ARISING FROM PREVIOUS MEETINGS**
5) **BOARD SUB-COMMITTEE UPDATES**
   a) Governance and Ethics Committee
   b) Human Resources Committee
   c) Audit Committee
   d) Senior Management Committee (SMC)
6) **PUBLIC QUESTION PERIOD FOR FIFTEEN MINUTES**
7) **BREAK FOR FIFTEEN MINUTES**
8) **NEW BUSINESS**
   a) RESOLUTION RE: DECs and AECs
   b) RESOLUTION RE: Call for tenders 2026-8227-50: Approval to participate in the call for tenders: MICRO-ORDINATEUR, PORTABLE, MONITEUR TABLETTE
   c) RESOLUTION RE: 2026014 Service Internet - Résidences étudiantes Champlain Lennoxville
   d) RESOLUTION RE: 2026015 Services professionnels de thérapeute du sport agrée - Champlain Lennoxville
   e) RESOLUTION RE: 3026007 Services professionnels de thérapeute du sport agrée –Champlain Saint-Lambert
   f) RESOLUTION RE: 2026004 Services technique entretien ménager - Champlain Lennoxville et ses résidences
   g) INFORMATION RE: Mid-year financial information
   h) INFORMATION RE: Calendar 2026-2027
   i) INFORMATION RE: Update of HP policy
9) **ADJOURNMENT**

1) ANNOUNCEMENTS and CORRESPONDENCE

The meeting was called to order at 6:29 p.m. by the Chair, who welcomed all those in attendance. Regrets were received from N. Gagné, A. Thériault, W. Witteman, and D. Gagnon.

The Chair announced that E. Berryman, DCC – St. Lawrence, will be leaving his position at the end of July. This announcement was followed by remarks from E. Berryman, who expressed his gratitude to the group for their support and collaboration. He reassured Governors that preparations for the upcoming fall semester were well underway and emphasized his confidence in the strength and experience of the current management team.

Vice-Chair L. Anderson then expressed her appreciation to E. Berryman from a parent's perspective, acknowledging his dedication. She shared a personal story about her daughter's experience at St. Lawrence, highlighting the positive impact of the institution on her.

2) MODIFICATIONS AND ADOPTION OF AGENDA

Based on today's agenda, does anyone have any conflict of interest that needs to be declared?

No conflicts of interest were declared.

D. Albert asked for an update regarding the Director General (DG) evaluation process. The Director General explained that the evaluation process has already been initiated and will include a self-evaluation scheduled for May. The overall process is expected to continue over the coming months, with a formal report on the deliverables to be presented in June 2026.

An information item was added to the end of the agenda regarding the creation of a hiring committee to support upcoming recruitment needs.

There was no call for a vote.
MOVED BY: C. MICHEL
SECONDED BY: K. DEVEAU
MOTION CARRIED

3) CONSENT AGENDA

a) Minutes of Regular Meeting – **March 28, 2026**
b) Executive Committee Minutes – **March 11, 2026**

There was no call for a vote.
MOVED BY: D. SHEWAN
SECONDED BY: M. PLANTE

MOTION CARRIED

4) BUSINESS ARISING FROM PREVIOUS MEETINGS

At the March 18 Board meeting, a question about sustainability was raised during Item 6, the Public Question Period. In response, E. Berryman provided Board members with an update on the progress of the College's sustainability policy work.

He reported on the third meeting of the working group, which focused on reviewing and consolidating actions being undertaken across the various parts of the College in support of sustainability in the coming years. These actions span multiple domains: some are pedagogical in nature, while others involve structural improvements, such as upgrades to HVAC systems. The group is also working to aggregate and align initiatives emerging from different areas of the institution.

A meeting, scheduled in two weeks time, will focus on establishing a shared definition of sustainable development. This discussion could serve as the starting point for a broader rewriting of the College's sustainability policy.

5) COMMITTEE REPORTS

a) **Governance & Ethics Committee –** A meeting was held at which time W. Witteman was elected Chair and the TORs were reviewed. The Chair and the Secretary General, who supports this Committee, will plan for an upcoming meeting to set out priorities for the coming year.

b) **Human Resources Committee –** E. Richard reported that the Committee had met to review the TORs and will meet again to establish priorities for the upcoming year.

c) **Audit Committee –** No meeting was held.

d) **Senior Management Committee (SMC)**
The Director General provided an overview of key elements from the report. He spoke about the upcoming *lac-à-l'épaule* session planned for the Board in the fall, which will focus on developing projections and strategic directions for the next five years.
JP Caron also referenced the 22 MES recommendations, noting that they continue to be discussed at the operations committee level. The recommendations remain a central component of current planning and oversight activities. One of the recommendations referenced was the Secretary General position description that needs to be developed and reviewed by the Governance and Ethics Committee, then by the Executive Committee, and ultimately presented to the Board for approval. Board members highlighted concerns related to ensuring coherence at the strategic level, including strengthening the link between the MES recommendations and institutional priorities and their desire to receive regular updates on the progress. It was confirmed that a complete report is being finalized, which will include action items and a form of progress tracking or "report card." Which will be presented in June.

6) PUBLIC QUESTION PERIOD

7) BREAK

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 DECs at Champlain College Lennoxville: 05
Number of AECs at Champlain College Lennoxville: 0

There was no call for the vote.

MOVED BY: P. COOPER
SECONDED BY: K. DEVEAU
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 DECs at Champlain College Saint-Lambert: 11 *
Number of AECs at Champlain College Saint-Lambert: 19**

* 3 of these are from RAC

** 18 of these are from RAC

There was no call for the vote.

MOVED BY: D. SHEWAN
SECONDED BY: A. LESSARD
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: 06

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

There was no call for the vote.

MOVED BY: E. BERRYMAN
SECONDED BY: E.RICHARD
MOTION CARRIED

8b) CALL FOR TENDERS 2026-8227-50

Approval to participate in the call for tenders 2026-8227-50: MICRO-ORDINATEUR, PORTABLE, MONITEUR, TABLETTE

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 financialcommitment; and

BE IT THEREFORE RESOLVED THAT that the Board of Governors approves that the College participate in the 2026-8227-50: *MICRO-ORDINATEUR, PORTABLE, MONITEUR, TABLETTE* group purchasing valid from September 29, 2026 to September 28, 2031 for an estimated overall budget of $5,000,000; 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: J.P. CARON
SECONDED BY: M. PLANTE
MOTION CARRIED

8c) AWARDING OF CONTRACT – INTERNET SERVICES AT LENNOXVILLE RESIDENCES

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 a service contract; and

WHEREAS on February 27, 2026, the College published a call for tenders on the official government website for tenders (SÉAO), *Services Internet aux Résidences Lennoxville*; and

WHEREAS the project is included in the 2026-2027 operational budget, and

WHEREAS the sealed bids of two (2) suppliers were opened on March 31, 2026, at 10:00, local time, in the presence of the Deputy Director of Material Services, 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, *Vidéotron Ltée.* provided the lowest compliant bid;

BE IT THEREFORE RESOLVED that the Board of Governors awards the contract for the *Services Internet aux Résidences Lennoxville* to *Vidéotron Ltée.* in the amount of *$ $271 492.00* before taxes.

There was no call for the vote.

MOVED BY: A. LESSARD
SECONDED BY: P. COOPER
MOTION CARRIED

8d) AWARDING OF CONTRACT – PROFESSIONAL SERVICES BY A LICENSED SPORTS THERAPIST – CHAMPLAIN COLLEGE LENNOXVILLE

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 a service contract; and

WHEREAS on March 6, 2026, the College published a call for tenders on the official government website for tenders (SÉAO), *Services professionnels de thérapeute du sport agréé Champlain Lennoxville*; and

WHEREAS the project is included in the 2026-2027 operational budget, and

WHEREAS the sealed bids of one (1) supplier was opened on March 31, 2026, at 11:00, local time, in the presence of the Deputy Director of Material Services, 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, *Geneviève Duval* provided the lowest compliant bid;

BE IT THEREFORE RESOLVED that the Board of Governors awards the contract for the *Professional Services by a Licensed Sports Therapist – Champlain College Lennoxville* to *Geneviève Duval* in the amount of $ $217 408.87 before taxes.

There was no call for the vote.

MOVED BY:	A. LESSARD
SECONDED BY:	G. GAGNÉ

MOTION CARRIED

8e) AWARDING OF CONTRACT – PROFESSIONAL SERVICES BY A LICENSED SPORTS THERAPIST – CHAMPLAIN COLLEGE 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 a service contract; and

WHEREAS on March 6, 2026, the College published a call for tenders on the official government website for tenders (SÉAO), *Services professionnels de thérapeute du sport agréé - Champlain Saint-Lambert;* and

WHEREAS the project is included in the 2026-2027 operational budget, and

WHEREAS the sealed bids of one (1) supplier was opened on March 27, 2026, at 10:00, local time, in the presence of the Deputy Director of Material Services, 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, *Les Cliniques RTP Performance Inc.* provided the lowest compliant bid;

BE IT THEREFORE RESOLVED that the Board of Governors awards the contract for the *Services professionnels de thérapeute du sport agréé-Champlain Saint-Lambert* to *Les Cliniques RTP performance Inc.* in the amount of *$ 249,830.00* before taxes.

There was no call for the vote.

MOVED BY:	D. SHEWAN
SECONDED BY:	M. LACOSTE

MOTION CARRIED

8f) AWARDING OF CONTRACT – CLEANING SERVICES AT CHAMPLAIN COLLEGE LENNOXVILLE AND ITS RESIDENCES

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 a service contract; and

WHEREAS on March 11, 2026, the College published a call for tenders on the official government website for tenders (SÉAO), *Services d'entretien ménager Cégep Champlain Lennoxville et ses Résidences*; and

WHEREAS the project is included in the 2026-2027 operational budget, and

WHEREAS the sealed bids of four (4) suppliers were opened on April 2, 2026, at 10:00, local time, in the presence of the Deputy Director of Material Services, 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, *Maintenance Euréka Ltée.* provided the lowest compliant bid;

BE IT THEREFORE RESOLVED that the Board of Governors awards the contract for the *Services d'entretien ménager Cégep Champlain Lennoxville et ses Résidences* to *Maintenance Euréka Ltée.* in the amount of *$ 844 362.00* before taxes.

There was no call for the vote.

MOVED BY: P. COOPER
SECONDED BY: A. LESSARD
MOTION CARRIED

8g) MID-YEAR FINANCIAL INFORMATION

The Director of Administrative Services I. Archambault presented the mid-year financial information. She noted that the figures reflect the financial situation as of a specific point in time, while also including projections through to the end of the fiscal year in June. No deficit is anticipated for either the current year or the following year. The Director General highlighted the impact of recent cost-control measures, including a hiring freeze and limits on remunerated hours, noting that these factors have had a significant effect on the College's budget. It was noted however that the hiring freeze is not applied universally. Specifically, there has been no freeze on positions directly related to student services, while indirect positions have been subject to restrictions.

8h) CALENDAR 2026-2027

The Director General referenced the proposed schedule of Executive, Committee and Board meeting dates for the upcoming year.

8i) UPDATE OF THE HP POLICY

The Director of Human Resources, V. Fournier, updated the Board on the status of the review process of the Harassment Policy. The finalized Policy will be presented to the Board for approval in June.

8j) SELECTION COMMITTEE AND TRANSITION PLANNING DIRECTOR OF CONSTITUENT COLLEGE - ST. LAWRENCE

The Director General explained that the establishment of a selection committee, which will include representatives of the Board, along with the Director Human Resources and himself will take place in the coming weeks.

9) ADJOURNMENT

The Chair thanked everyone for their continued engagement and participation. The last meeting of this year will take place at the Administrative Unit in Sherbrooke on Friday, June 19.

D. Shewan moved the adjournment of the meeting.