

**OFFICIAL MINUTES  
REGULAR MEETING OF THE GOVERNING BOARD  
2025-2026  
November 17, 2025, at 6:30 p.m. Room E199**

**MEMBERS PRESENT:** Donald Shewan Paul Dionne  
Denise Albert Justine Bell  
Henriette Dumont  
Marie-Ève Parenteau Han Lin Li  
Caroline Comeau Michael Newton

**REGRETS:** Stefan Iordan, Miriam Morissette, Vince Amato

**ALSO PRESENT:** Anthony Singelis, Matt Refghi

The Governing Board meeting is being held in person. The meeting was called to order at 6:32 p.m. by Donald Shewan.

Don Shewan regretfully informed members of the passing of Richard Fontaine. Richard served on our board for a three-year term as the University Teaching Institution government appointee and was renewed for a second mandate in July of 2024. Don recognized his many valuable contributions over the years and asked that members keep Richard's family in their thoughts.

**1) Approval of Agenda**

The following agenda was proposed.

1. Approval of agenda
2. Approval of minutes of the meeting of October 6, 2025
3. Business arising from the minutes of October 6, 2025
4. Public question period
5. Election of Chair & Vice-Chair
6. Access to Surplus for Professional Fees related to the repaving of lane in asphalt  
Resolution No.: LAM-2025-002
7. Foundation Update
8. Varia
9. Adjournment

It was **MOVED** by Paul Dionne and **SECONDED** by Caroline Comeau that the agenda be approved.

**MOTION CARRIED UNANIMOUSLY.**

**2) Approval of the minutes of the meeting of October 6, 2025.**

It was **MOVED** by Donald Shewan and **SECONDED** by Denise Albert to adopt the minutes of the regular meeting of the Governing Board of October 6, 2025, as modified with the addition of the question raised regarding the 5% Regional Envelope cuts under item #6 Presentation by our Director General.

**MOTION CARRIED.**

**3) Business arising from the minutes of October 6, 2025.**

Denise Albert followed up on agenda item #6, saying that perhaps Jean-Philippe used the wrong wording when responding to her question.

Don Shewan reported that the tattoo advertisement displayed on screens in the building has since been removed and that Johnathan Collin, Director of Student Services, is regularly monitoring all content and will address any ad deemed not acceptable.

**4) Public Question Period.**

There were no questions from the public.

**5) Election of Chair and Vice- Chair**

Don Shewan opened the floor for nominations. Henriette Dumont proposed Paul Dionne for the position of Chair and Caroline Comeau for the position of Vice-chair. Considering that there were no further nominations and that the nominees graciously accepted, by acclamation Paul Dionne is the new Chair and Caroline Comeau is the new Vice-chair.

**6) Access to Surplus for Professional Fees related to the Repaving of Lane in Asphalt**

**Resolution No.: LAM-2025-002**

**WHEREAS**, the project to repave the lane in asphalt at Champlain Saint-Lambert requires the support of Architects and Engineers; and

**WHEREAS**, the project consists of phase 1: \$24,500 professional fees and phase 2: \$280,000 construction costs; and;

**WHEREAS**, the results of phase 1 are required for construction approval by the MES.

**WHEREAS**, Phase 1 of the work will take place from December 1, 2025 to February 28, 2026

**WHEREAS**, the project must be entirely self-financed by the college; and

**WHEREAS**, the honorarium for Phase 1 is estimated at \$24,500; and

**BE IT THEREFORE RESOLVED** that the Governing Board recommends that the Board of Governors approve an access to surplus of \$24,500 for the Saint-Lambert Lane repaving project.

There was no call for the vote.

**MOVED BY: Donald Shewan**  
**SECONDED BY: Michael Newton**  
**MOTION CARRIED UNANIMOUSLY**

## **7) Foundation Update**

Don Shewan invited Michael Newton, chairman of the Champlain College Saint-Lambert Foundation to speak to this item. Michael gave an overview of the history of the CCSL Foundation, mentioning that it was a separate entity from the college, tasked with fundraising, and that it faced challenges with low external interest in participation and little fundraising efforts.

As documented in the meeting minutes of May 26, 2025, the decision to formally dissolve the Champlain College Saint-Lambert Foundation and transfer the sums in its assets to the CRC Foundation was presented and accepted. Don informed members that the monetary transfer and process of receiving charitable status for the newly created foundation has stagnated. This issue has been raised with colleagues at Champlain Regional College Administrative Services. The new management at CRC are investigating this, and Don is also awaiting confirmation that three separate subsidies will be created under the new foundation. He shared that the Foundation's funds are locked with the liquidator until a new Foundation is officially established. Don is hoping for this to be resolved quickly as any future fundraising events have come to a standstill. However, we do have an operational emergency student loan fund that is currently managed by Champlain Regional College.

The Foundation Bylaws, a vital legal document that dictates how the organization is governed and functions need to be formerly updated. Members will then be able to consult them and review them regularly before making any informed decisions and exercise proper governance.

Michael Newton invited members to reach out to him directly should they have questions or need further clarification.

**8) Varia**

Han Lin informed members that the CSA (Champlain Student Association) will be holding a referendum on student fees next week. Students are currently paying a \$235 day-time semester fee with a \$15 donation to the Foundation. The CSA is proposing increasing it to \$245 with \$10 going solely to the CSA.

Don Shewn reported the building expansion design has reached the 50% completion mark.

**9) Adjournment**

It was **MOVED** by Henriette Dumont and **SECONDED** Caroline Comeau that the meeting be adjourned at 7:55 p.m.

Don Shewan  
Acting Chairperson

Patrizia Polifroni  
Recording Secretary