

**Minutes of the Regular Meeting of  
The Board of Directors of Carlton Trail College  
Held at the Canalta, Meeting Room, Humboldt, SK  
June 27, 2022**

**PARTICIPATING:** Vice Chairperson, Sandy Flory; Directors, Evan Doepker, Shawna Miller, Darrell Paproski, President and CEO, Amy Yeager; VP Finance, Andy Burgess; Recorder, Amanda Kosokowsky and recording observer, Sheri Ulrich

**TO ORDER:** The Vice Chairperson, Sandy Flory, called the meeting to order at 9:02 AM.

*“As we strive for reconciliation and meaningful relationships, Carlton Trail College respectfully acknowledges that we are situated on Treaty 4 and 6 Territories and the traditional homeland of the Metis.”*

*“Is anyone aware of any claims or potential claims against the College that would result in financial loss or wrongful dismissal claim?” None cited*

**AGENDA**

The agenda was reviewed

Motion 06-22-132: Paproski, that the agenda be approved as presented.  
Carried.

**MINUTES**

The minutes from the May 31, 2022, regular meeting were reviewed.

Motion 06-22-133: Doepker, that the minutes from the May 31, 2022, regular meeting be approved as presented.  
Carried.

**BOARD**

**Board Chairperson Report**

Vice-Chair Flory attended the National Indigenous Peoples’ Day event at the HZSD location. Also completed 4 Season of Reconciliation Education Certificate.

**Chair Resignation & Director Reappointment**

Ms. Jackson resigned her position as Board Chair effective May 2022. Due to the limited number of Board members, Director Haskey had requested her appointment be renewed for a second term. Since then, effective June 14, 2022, Director Haskey officially resigned from the Board. A letter advising the Ministry was sent.

## **COMMITTEE REPORTS**

### **Governance and Human Resources Committee**

#### Board Recruitment Update

Recruitment ad for new Board members has been posted with an updated deadline of July 8, 2022. If needed, recruitment will be extended into fall.

#### Board Workplan 21-22 Final

Received for information.

#### Board Workplan 22-23 Discussion

Reviewed and received for information.

#### President & CEO Evaluation Update

Governance HR Chair Flory & Director Paproski presented the evaluation to the CEO on June 13, 2022. Discussed further in-camera.

#### President & CEO Contract Extension

Discussed in-camera.

### **In-Camera Session without the President and CEO**

Motion 06-22-134: Paproski, that the meeting moves into an in-camera session at 9:12 AM.  
Carried.

Motion 06-22-135: Miller, that the meeting moves back into regular session at 9:33 AM.  
Carried.

#### President & CEO Workplan 22-23 Discussion

The President & CEO indicated that future Board and SLT meetings may be held at other locations within our region for community presence. The President and CEO discussed what the year will entail through the draft workplan presented to the Board. The President and CEO would like to begin a Carlton Trail quarterly newsletter in the fall.

#### Board 21-22 Attendance Summary

Received for information.

#### 21-22 Professional Development Update

Received for information.

Next meeting – Tuesday, October 25, 2022.

### **Finance/Audit/Risk (FAR) Committee**

May 31, 2022, Minutes – Received for information.

### Pre-Audit Meeting Update

Pre-Audit was completed the week of June 12. Auditors requested questions and extensive detail for information.

Next Meeting – Tuesday, September 20, 2022

## **PRESIDENT AND CEO REPORT**

### **Multi-Year Funding Accountability & Performance Framework Reporting**

The President and CEO will submit the complete report prior to the June 30, deadline, and a copy will be included in the September Board package for information.

### **Ministerial Engagement**

The new Advanced Education Minister, Gordon Wyant, contacted the President and CEO on June 10, for an introductory phone call. He plans to schedule a visit in the coming months.

### **Community Engagement**

The President and CEO was invited to attend an Indigenous Summit, CMEC Symposium on Indigenizing Education through the First Nations University in Regina on July 5 and 6.

President and CEO attended a BHP Cocktail Event in Saskatoon on June 13, 2022, which provided a networking opportunity with community leaders.

The College partnered on a National Indigenous Peoples' Day event with Horizon School Division, the City of Humboldt, and the Humboldt & District Chamber of Commerce on June 21, 2022,

President and CEO attended the Reconciliation mural unveiling at Humboldt City Hall.

President and CEO attended the Humboldt Pride Week Flag raising at City Hall on June 13, 2022, and brought greetings on behalf of the College.

President and CEO participated in a virtual welcome call with the CICan president.

### **CEO Council Update**

The President and CEO will be the CEO Council Chair for 22/23 fiscal year.

### **Information Items**

#### Directors' Report

The CEO reviewed the Directors' report, and it was received for information.

The Union sent a letter of notice to bargain for June 20, 2022, which was handed out at the meeting.

Provincial Training Allowance (PTA) will now be considered Education and Training Incentive (ETI). We are currently advocating for our students to ensure funding is in place.

Sponsorship Report detailing the 21/22 donations was received for information.

Higher Education ERP – SIS Project – Monthly Status Report and Finance Tracker  
Received for information.

The ERP contracts for Rebecca Cross, Project Manager Higher Education ERP-SIS Project, and Shelley Romanyszyn-Cross, Regional College Project Sponsor, have been extended for an additional year.

Carlton Trail and Northlands are currently scheduled to go live June 1, 2023.

The CICA conference is scheduled for April 23-26 in Montreal, QC. We have bumped up our Board meeting date to April 18, 2023, so that the Board will have the option to attend.

## **VP FINANCE REPORT**

### **Revenue and Expense Report**

The VP Finance presented the revenue and expense report, and it was received for information.

### **Income Statement/Balance Sheet**

The income statement and balance sheet were received for information.

### **Capital Plan, Strategic Preventative Maintenance and Renewal (SPMR), & Regional College Preventative Maintenance & Repair (RCPMR)**

Final Capital Plan, SPMR, & RCPMR was reviewed and received for information.

The College will be contacting CN to confirm land use prior to finalizing drawings to get confirmation prior to building. The City of Humboldt is also aware of our construction plans.

### **Next Board Meeting**

- September 20, 2022, Regular Meeting and FAR Committee, Humboldt

## **OTHER**

### **Correspondence**

- Letter to the City of Humboldt regarding the Melfort Cannabis Corporation's application for a retail cannabis store in the Humboldt Geschaft Centre, sent June 23, 2022, was handed out at the meeting.
  - Since then, Melfort Cannabis Corporation withdrew their application.

### **Information Items**

- New Advanced Education Minister – Gordon Wyant
- Website Biography Review – Board biographies will be updated on the new website, which is anticipated to go live in January 2023.

**Roundtable**

- Community Issues – ensure all Carlton Trail signage is updated for summer months.

**In-Camera Session with the President and CEO**

Motion 06-22-136: Paproski, that the meeting moves into an in-camera session at 10:32 AM.  
Carried.

*CEO left the meeting 11:07 AM*

Motion 06-22-137: Paproski, that the meeting moves back into regular session at 11:20 AM.  
Carried.

**Adjournment**

Motion 06-22-138: Miller, that the meeting adjourn at 11:20 AM  
Carried.

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Chairperson

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Recorder