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Minutes of the Special Meeting of
The Carlton Trail College Board of Directors
Held at Carlton Trail College, Classroom 152, Humboldt, SK
July 24, 2025

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PARTICIPATING: Chairperson, Sandy Flory; Vice-Chairperson, Shawna Miller (Virtual); Directors, Darrell Paproski, Elan Buan, Nathan Gregg (Virtual), Melissa Dieno (Virtual); President & CEO, Amy Yeager; VP Finance, Andy Burgess; Executive Assistant, Amanda Kosokowsky (Recorder)

REGRETS: None

TO ORDER: The Chairperson called the meeting to order at 10:03 AM.

"Carlton Trail College serves the communities of east-central Saskatchewan. We respectfully acknowledge that we do so within Treaty 4 and 6 territories, traditional lands of the Cree, Salteaux, Dene, Dakota, Lakota, Nakota and Metis nations. We honour and respect these Treaties and are committed to working in partnership with all Nations in the spirit of reconciliation and collaboration.

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

"Under the duty of loyalty, is anyone aware and needs to disclose a perceived or apparent conflict of interest personally or of another Board member, that would affect the individual's judgement or ability to act in the best interests of the College?" *None cited.*

1. **AGENDA**
   The agenda was reviewed.

   Motion 07-25-01:   Buan, that the agenda be approved as presented.
   <div align="center">Carried.</div>

2. **PEAVEY MART**
   2.1 Peavey Mart Building Summary
   Presented by CEO Yeager and received for information.

   2.2 Structural Review Report
   Presented by CEO Yeager and received for information. The following items were noted:
   - Support beam reinforcement may be required due to checking (cracking) observed in the wooden beams.
   - Minimal cracking observed on concrete flooring.

   2.3 Acquisition and Renovation Business Case Draft
   Presented by CEO Yeager and received for information. CEO Yeager presented the proposed stages involved if the Peavey Mart building was to be purchased. At earliest, programming could begin within the building by January 2026.

   2.4 Governance Model Draft
   Presented by CEO Yeager and reviewed for information.

   2.5 Next Steps – Review and Discussion
   Each Board member was given the opportunity to ask questions and express any concerns about the potential purchase, allowing for a clearer understanding of any associated risks before determining if and how to move forward with a decision.

In regard to zoning bylaws for the property, Director Dieno noted the City of Humboldt's Discretionary Use Bylaw, Section 3.10.4(3), which states the following:

The proposal must demonstrate that noise, odour, dust, lighting, glare, vibrations, emissions, hazardous substances, etc. are not detrimental to the health, safety, convenience or general welfare of persons residing or working in the vicinity or injurious to property, improvements or potential development in the vicinity.

Motion 07-25-02:   Paproski, that the Carlton Trail College Board of Directors approve the College's intent to purchase by submitting a conditional offer for the Peavey Mart building in Humboldt, subject to satisfactory financial review, confirmation of funding availability and zoning, inclusion of appropriate conditions in the offer, and obtaining legal services to write the offer to purchase.
Carried.

3. **REGIONAL COLLEGE BOARD MEETING**
   3.1 Sector Meeting Notice Email
   Reviewed and received for information.

   3.2 Summary of Responses
   The Regional College Board Member meeting originally intended for October 2025, will be delayed until end of November as requested by the Board. Carlton Trail will host in Humboldt in which CEOs will be invited to join as well. The Executive Assistant will work with CEO Yeager and Chair Flory to provide a new listing of dates for the Carlton Trail College Board to review and select an official date.

4. **ADJOURNMENT**

Motion 07-25-03:   Buan, that the meeting adjourn at 11:50 PM.
Carried.

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Chairperson   Recorder