

**Minutes of the Regular Meeting of
The Board of Directors of Carlton Trail College
Held at Carlton Trail College, Classroom 153, Humboldt, SK
January 20, 2026**

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

REGRETS: None

TO ORDER: The Vice-Chairperson, presiding, called the meeting to order at 1:08 PM.

"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 01-26-52: Paproski, that the agenda be approved as presented.
Carried.

2. MINUTES

The minutes from the November 25, 2025, Regular Meeting were reviewed.

Motion 01-26-53: Dieno, that the minutes from the November 25, 2025, Regular Meeting be approved as amended.
Carried.

The minutes from the December 16, 2025, Special Meeting were reviewed.

Motion 01-26-54: Gregg, that the minutes from the December 16, 2025, Special Meeting be approved as presented.
Carried.

3. BUSINESS ARISING

None.

4. BOARD

4.1 Board Chairperson Report

Chair Flory provided an update on out-of-scope compensation discussions with the Regional College Chairs.

4.2 Board Items

None.

5. COMMITTEE REPORTS

5.1 Governance and Human Resources Committee

5.1.1 PD Opportunities

5.1.1.1 PD Event Agenda

The Board PD Event was held prior to the Regular Board Meeting, with Brett Elmgren of Axom Leadership facilitating a DiSC Workshop, and Pam Schwann, President; and Ryan Morelli, VP of the Saskatchewan Mining Association attending to present on the mining sector in Saskatchewan.

5.1.1.2 Johnson Shoyama Public Sector Governance Program – Winter Cohort

Director Dieno and McNabb have been registered.

5.1.2 President & CEO Job Description Approval

Received for information. No changes were made to educational qualifications or experience. Duties pertaining to the supervisory role and responsibilities were updated to ensure information is current.

Motion 01-26-55: Paproski, that the Board approves the President & CEO Job Description as presented.
Carried.

Next Gov/HR Meeting – April 28, 2026

5.2 Finance/Audit/Risk (FAR) Committee

5.2.1 November 25, 2025, FAR Meeting Minutes

Received for information.

Next FAR Meeting – March 24, 2026

6. PRESIDENT AND CEO

6.1 CEO Report

Presented by CEO Yeager and received for information.

6.1.1 CEO Work Plan Status

Presented by CEO Yeager and received for information.

6.2 Information Items

6.2.1 Director's Report

Reviewed and received for information.

6.2.2 Balanced Scorecard 25-26 Report #2

Reviewed and received for information.

6.2.3 ERM 25-26 Report #2

Reviewed and received for information. CEO Yeager added a new Risk Appetite section. The Board will review at the next FAR Committee meeting.

6.2.4 Program Update

Reviewed and received for information. Next update to include programming from current and upcoming months.

6.2.5 Accessibility Plan

Reviewed and received for information. It was noted that the Accessibility Plan has been uploaded to the College website and shared with staff in November 2025.

6.2.6 CICan's Connection Conference April 21-23, 2026 – Attendance Confirmation

Confirmed attending: Amy Yeager, Sandy Flory, Darrell Paproski, Elan Buan, Bryan McNabb. The Executive Assistant will register, book hotels, and arrange flights for attendees once the Board Members have confirmed their travel dates.

6.2.7 Humboldt Facility Purchase Update

Carlton Trail College's Discretionary Use application to operate the new space as an educational institute was approved by the City of Humboldt, and the land transfer has been completed. Walkthrough with Fire Chief is scheduled for later today. A formal public announcement, with the Premier and Ministers in attendance, will likely be scheduled in March; waiting to confirm a date.

6.2.7.1 Signed Social Investment Project Contract

Received for information.

6.2.8 SK Post-Secondary Education Multi-Year Operating Funding Signed Agreement

Received for information.

7. VP FINANCE REPORT

7.1 Revenue and Expense Report

Received for information. Were notified yesterday of receiving Under 22 Funding. \$20k more than budgeted.

7.2 Income Statement/Balance Sheet

Presented by the VP Finance and received for information.

8. OTHER

8.1 Correspondence

None.

8.2 Next Board Meeting

March 24, 2026 – Regular & FAR Committee Meeting (9 AM; Humboldt)

8.3 Information Items

8.3.1 Media Release: Carlton Trail College Celebrates Student Success with over \$81,000 in Scholarships
Received for information.

8.4 Roundtable Discussion

8.4.1 Community Issues

City of Humboldt hosting *Coffee with Council* on Wednesday, January 21, from 7:30 – 9 PM at the Humboldt Gallery (601 Main Street). “Drop in for a chat with your city Councillors in an informal setting”. CEO Yeager plans to attend.

8.5 In-Camera Session

8.5.1 In-Camera Session with the President and CEO

Motion 01-26-56: Gregg, that the meeting moves to an in-camera session at 2:45 PM.
Carried.

CEO left the meeting at 3:00 PM.

8.5.2 In-Camera Session without the President and CEO

Motion 01-26-57: Dieno, that the meeting moves back into regular session at 3:40 PM.
Carried.

8.6 Adjournment

Motion 01-26-58: Flory, that the meeting adjourn at 3:41 PM.
Carried.

Chairperson

Recorder