

**Minutes of the Regular Meeting of  
The Board of Directors of Carlton Trail College  
Held at Carlton Trail College, Classroom 153, Humboldt, SK  
April 28, 2026**

**PARTICIPATING:** Chairperson, Sandy Flory; Vice-Chairperson, Shawna Miller; Directors, Darrell Paproski, Elan Buan, Nathan Gregg (Virtual), Melissa Dieno, Bryan McNabb; 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 9:03 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 04-26-65:** Paproski, that the agenda be approved as presented.  
Carried.

**2. MINUTES**

The minutes from the March 24, 2026, Regular Meeting were reviewed.

**Motion 04-26-66:** Buan, that the minutes from the March 24, 2026, Regular Meeting be approved as presented.  
Carried.

**3. BUSINESS ARISING**

None.

**4. BOARD**

**4.1 Board Chairperson Report**

Chair Flory provided the Regional Colleges Council (RCC) of the Saskatchewan Regional Colleges Terms of Reference and draft motions for RCC membership with the Board.

**Motion 04-26-67:** Miller, that the Board of Directors for Carlton Trail College accept the Terms of Reference for the Regional Colleges Council of the Saskatchewan Regional Colleges (The RCC), dated April 28, 2026.

Furthermore, the College's Board of Directors will assign two members to represent them at the RCC, and delegates authority to whomever is their voting member at an RCC meeting to vote on behalf of their Board of Directors without the need to consult with them, unless directed to by the RCC due to the significance of the decision.

Carried.

**Motion 04-26-68:** Paproski, that the Board of Directors for Carlton Trail College approve a commitment of \$3,000 towards the operation of the Regional Colleges Council of the Saskatchewan Regional Colleges (The RCC), to be reviewed annually.

Furthermore, the College's Board of Governors delegates authority for the use of this budget, up to the limit of \$3,000, to whichever of the College's representatives on the RCC is their voting member for the meeting where a financial commitment up to the value of \$3,000 per Regional College is agreed by the RCC. Representatives' expenses and travel costs are, as per the RCC Terms of Reference, paid by each College, separate to the operational funds in this motion.

Carried.

Chair Flory, and Directors Paproski, Buan, and McNabb attended the 2026 CIG Connections Conference in Ottawa, from April 21-23.

Chair Flory and Directors Paproski, Buan, and McNabb, will be attending the Facility Announcement event on Friday, May 1.

## 4.2 Board Items

### 4.2.1 Draft 2026-2027 Continuous Agenda Review

A copy of the Continuous Agenda with tracked changes was also provided for reference. The Board agreed that the 9 AM start time for Board Meetings remains appropriate. No other changes were noted.

## 5. COMMITTEE REPORTS

### 5.1 Governance and Human Resources Committee

#### 5.1.1 PD Opportunities

Nothing new to report.

#### 5.1.2 President & CEO and Board Evaluation Summaries

Laura Soparlo was unable to attend due to a personal matter. Rescheduled for May Board meeting.

#### 5.1.3 Annual Board Policy Review

To be reviewed during Governance/HR Committee Meeting.

**Next Gov/HR Meeting – May 19, 2026 (Board & CEO Evaluation Summaries)**

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

5.2.1 March 24, 2026, FAR Committee Meeting Minutes  
Received for information.

5.2.2 Pre-Audit Meeting in May – Planning and Questions  
Virtus Group is scheduled to join in-person for the May 19 Board meeting at 1 PM.

**Next FAR Meeting** – September 22, 2026

## **6. PRESIDENT AND CEO**

### **6.1 Draft Multi-Year Business Plan 2026-2029**

The President & CEO and VP Finance presented the draft MYBP and highlighted the following:

- Reserves will be fully utilized this year with a deficit of \$61,000. Significant impacts in this current fiscal year have contributed to a projected deficit budget, including increased costs towards labour relations, SIS project staffing, and planned programming levels
- The focus for 27/28 will be revenue generation and cost control.
- Page 46 of the Business Plan details reserve funding.

**Motion 04-26-69:** Paproski, that the Carlton Trail College Board approves the 2026-2029 Multi-Year Business Plan as presented.  
Carried.

### **6.2 CEO Report**

Presented by CEO Yeager and received for information.

### **6.3 Information Items**

#### 6.3.1 Director's Report

Reviewed and received for information.

#### 6.3.2 Graduation Attendance

The Executive Assistant will be sending out invitations officially this week with RSVP details.

6.3.2.1 Punnichy: May 27, 2026

6.3.2.2 Humboldt: May 28, 2026

#### 6.3.3 Humboldt Facility Update

##### 6.3.3.1 Announcement Event

The event will be taking place on Friday, May 1, from 10-11 AM, at the facility location (10225 8<sup>th</sup> Avenue). Board Members are welcome to attend and can RSVP through the link that was provided.

*The meeting took a recess at 11:19 AM.*

*The meeting resumed at 11:36 AM.*

## **7. VP FINANCE REPORT**

### **7.1 Revenue and Expense Report**

Presented by the VP Finance and received for information.

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

Presented by the VP Finance and received for information.

## **8. OTHER**

**8.1 Correspondence** – The following correspondence was received for information:

8.1.1 From Ministry of AE re: Student Loan Repayment Rate

8.1.2 From DM Michaud, Ministry of AE re: Additional Funding for Carlton Trail Facility Initiative

8.1.3 From DM Hendricks, Ministry of Finance re: Guaranteed Debt of the Province

### **8.2 Next Board Meeting**

May 19, 2026 – Regular (with Directors) & FAR Committee Meeting & Governance/HR Meeting (Soparlo Consulting Summary Review) (9 AM; Humboldt)

**8.3 Information Items** – The following information items were received for information:

8.3.1 Media Release: Carlton Trail College Launches Application-Free April

8.3.2 Humboldt Chamber Mark of Excellence Awards in Humboldt – April 24/26 – Director Buan attended  
At this event, Carlton Trail College received an award for Marketing.

8.3.3 SK Chamber of Commerce Political Forum in Regina – May 7/26 – Director Buan to attend

8.3.4 PRRC 8<sup>th</sup> Annual Education Gathering at One Arrow First Nation Cultural Lodge – May 8/26  
Board Members are welcome to attend in-person or virtually.

8.3.5 Media Release: Applications Now Open for 2026 BHP Jansen Scholarship Program

### **8.4 Roundtable Discussion**

#### **8.4.1 Community Issues**

Director Buan noted that an information session was held on April 22, regarding the St. Elizabeth redevelopment in Humboldt.

*The Meeting recessed for lunch at 12:09 PM.*

### **8.5 In-Camera Session**

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

**Motion 04-26-70:** McNabb, that the meeting moves to an in-camera session at 12:32 PM.  
Carried.

*CEO left the meeting at 12:52 PM.*

8.5.2 In-Camera Session without the President and CEO

**Motion 04-26-71:** Miller, that the meeting moves back into regular session at 1:13 PM.  
Carried.

**8.6 Adjournment**

**Motion 04-26-72:** Dieno, that the meeting adjourn at 1:13 PM.  
Carried.

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Chairperson

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Recorder