Minutes of the Annual General Meeting of
The Board of Directors of Carlton Trail College
Held at Carlton Trail College, Classroom 152, Humboldt, SK
June 23, 2026

PARTICIPATING: Chairperson, Sandy Flory; Vice-Chairperson, Shawna Miller; Directors, Darrell Paproski, Elan Buan, Nathan Gregg (Virtual), Melissa Dieno, 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 1:38 PM.

1. AGENDA

The agenda was reviewed. It was noted that item 5. Banking Services/Line of Credit, be amended to reflect "December 2027" as the contract end date, as the agreement had previously been extended.

Motion 06-26-84: Dieno, that the agenda be approved as amended.
Carried.

2. MINUTES

The minutes from the June 17, 2025, Annual General Meeting were reviewed.

Director Gregg left the meeting at 1:40 PM.

3. NOMINATIONS

3.1 Vice Chairperson

The Chairperson called for nominations for Vice Chairperson.

Trustee Miller nominated Trustee Paproski for Vice Chairperson. Trustee Paproski accepted the nomination.

The Chairperson called for nominations two more times, then declared nominations for Vice Chairperson cease.

Trustee Paproski was declared Vice Chairperson by acclamation.

4. COMMITTEE REPORTS

4.1 Governance & HR Committee

4.1.1 Composition Review

The Board reaffirmed its practice of including all Board members in Governance & Human Resources Committee meetings.

The Chairperson of the Committee will be appointed at the first meeting of the fiscal year, scheduled for October 20, 2026.

4.1.2 Terms of Reference Review

The Governance & Human Resources Committee Terms of Reference was reviewed.

Motion 06-26-85: Paproski, that the Board approves the changes to the Governance and HR Committee Terms of Reference as presented.

Carried.

4.2 Finance/Audit/Risk (FAR) Committee

4.2.1 Composition Review

The Board reaffirmed its practice of including all Board members in Finance, Audit & Risk Committee meetings.

The Chairperson of the committee will be appointed at the first committee meeting of the fiscal year, scheduled for September 22, 2026.

4.2.2 Terms of Reference Review

The Finance, Audit & Risk Committee Terms of Reference was reviewed.

Motion 06-26-86: Miller, that the Board approves the changes to the Finance, Audit & Risk Committee Terms of Reference as presented.

Carried.

5. BANKING SERVICES/LINE OF CREDIT

As per Motion 06-25-56, made at the June 17, 2025, Regular Board Meeting, the Board extended the Royal Bank of Canada's banking services contract to end December 2027.

6. TENDER OF AUDITING SERVICES

As per Motion 12-25-48, made at the December 16, 2025, Special Board Meeting, the Board awarded the tender for audit services to Virtus Group for a four-year term (July 1, 2025, to June 30, 2029).

7. ANNUAL DISCLOSURE FORMS FOR SIGNATURE

7.1 Annual Declaration of Potentially Conflicting Interests

Board members completed and submitted the Annual Declaration of Potentially Conflicting Interests form to the Executive Assistant.

7.2 Policy & Procedure 1.13 – Conflict of Interest

Received for information.

7.3 Policy 1.18 – Code of Conduct

Received for information.

8. OTHER BUSINESS

8.1 Continuous Agenda

The Continuous Agenda and listing of meeting dates were reviewed. It was noted that the *Award Audit Tender* date would be updated to "Late 2029/Early 2030".

9. ADJOURNMENT

Motion 06-26-87: Paproski, that the meeting adjourn at 2:08 PM.
Carried.

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Chairperson Recorder