Minutes of the Regular Meeting of
The Board of Directors of Carlton Trail College
Held at Carlton Trail College, Classroom 152, Humboldt, SK
September 22, 2026

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

REGRETS: Nathan Gregg

TO ORDER: The Chairperson called the meeting to order at 9:05 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 09-26-01: McNabb, that the agenda be approved as presented.
Carried.

2. MINUTES

The minutes from the June 23, 2026, Regular Meeting and Annual General Meeting were reviewed.

Motion 09-26-02: Dieno, that the minutes from the June 23, 2026, Regular Meeting be approved as presented.
Carried.

Motion 09-26-03: Miller, that the minutes from the June 23, 2026, Annual General Meeting be approved as presented.
Carried.

3. BUSINESS ARISING

None.

4. BOARD

4.1 Board Chairperson Report

Chair Flory and Director Paproski met with CEO Yeager on September 1, 2026, for review of the President & CEO Evaluation and contract.

4.2 Board Items

4.2.1 Continuous Agenda 26-27
The September and October Committee meetings in 2026 were switched, and the Auditor visit from the Regular meeting in September was rescheduled for October 2026.

4.2.2 Request for Exception to Residency Requirement
The Ministry recently notified Director Paproski that his current residence is located just outside the regional boundary of the Carlton Trail College region. A request for exemption has been submitted to the Ministry to determine whether Director Paproski may continue to serve on the Board.

5. COMMITTEE REPORTS

5.1 Governance and Human Resources Committee
The Governance & HR Committee Meeting will be taking place today following the Regular Meeting, rather than in October.

5.1.1 Committee Chair Selection
Election will take place during Governance & HR Committee meeting, scheduled after the Regular Board Meeting.

5.1.2 PD Opportunities
Jeff Ritter from Saskatchewan Apprenticeship and Trade Certification Commission (SATCC) is scheduled to present at the January 19, 2027, PD Event. CEO Yeager will explore potential presenters the topic of finance, including Johnson Shoyama.

5.1.3 Board Orientation Review
To be reviewed in the Governance & HR Committee Meeting.

5.1.4 Board Member Succession Planning
To be reviewed in the Governance & HR Committee Meeting. Director Paproski noted that Board members can consider reaching out to individuals to recruit to the Board for any future vacancies.

5.1.5 Board and CEO Evaluation Planning
Will discuss consultant options in the Governance & HR Meeting.

5.1.6 Board Workplan 26-27 Approval
Reviewed and received for information. To review more in-depth during the Governance & HR Committee Meeting after the Regular Meeting.

5.1.7 President and CEO Workplan 26-27
Reviewed and received for information.

5.1.8 President and CEO Contract
CEO Yeager's contract was submitted to the Ministry for approval after the CEO evaluation meeting held on September 1, 2026. Once the signed copy is returned by the Ministry of AE, it will be shared with the Board.

Next Gov/HR Meeting – April 27, 2027

5.2 Finance/Audit/Risk (FAR) Committee
Nothing new to report. CEO Yeager to discuss the update to the FAR Committee meeting date in her report.

Next FAR Meeting – October 20, 2026 (Post-Audit Meeting with Auditors)

6. PRESIDENT AND CEO

6.1 CEO Report
Presented by CEO Yeager and received for information.

CEO Yeager noted that the FAR Committee meeting and post-audit meeting with the Auditors have been rescheduled for October rather than taking place after today's Regular Meeting.

6.2 Information Items

6.2.1 Director's Reports
Reviewed and received for information.

6.2.2 Technical Training Centre Update
CEO Yeager noted that adjustments were made to the current Technical Training Centre (TTC) renovations due to budget considerations, with the work now planned to be completed in two phases (drawing presented indicates white is Phase 1, and green is Phase 2). The College continues to review funding and grant options for this project. CEO Yeager will be requesting an appraisal of the current Welding Facility in Humboldt to determine potential sale value.

6.2.3 Multi-Year Funding Accountability Reporting
Received for information.

6.2.4 Board Essentials SharePoint Site Overview
The Executive Assistant provided the Board with a walkthrough of the Board Essentials SharePoint site. The site will provide information and resources, including Board packages and other pertinent information.

7. VP FINANCE REPORT

7.1 Revenue and Expense Report
No report was available for review.

The meeting recessed at 10:20 AM and resumed at 10:30 AM.

7.2 Income Statement/Balance Sheet
No report was available for review.

8. OTHER

8.1 Correspondence
The following correspondence was received for information:
8.1.1 From Laura Soparlo re: CEO/Board Evaluations Invoice – Paid July 2026
8.1.2 From Clink Repski, Ministry of AE re: Leadership Announcement
8.1.3 From Minister of AE re: Multi-Year Business Plan and Budget Approval
8.1.4 From Carla Groeger, Ministry of AE re: 26-27 Sask Post-Secondary Student Council Nominations

8.2 Next Board Meeting
October 20, 2026 – Regular Meeting & FAR Committee Meeting (9 AM; Humboldt)

8.3 Information Items
None.

8.4 Roundtable Discussion

8.4.1 Community Issues
Discussion regarding the Watrous CCA program and current closure of emergency services in Watrous. Student program numbers throughout the College have increased this year.

8.5 In-Camera Session

8.5.1 In-Camera Session with the President and CEO

Motion 09-26-04: Paproski, that the meeting moves to an in-camera session at 10:46 AM.
Carried.

CEO left the meeting at 11:11 AM.

8.5.2 In-Camera Session without the President and CEO

Motion 09-26-05: Buan, that the Board moves back into regular session at 11:31 AM.
Carried.

8.6 Adjournment

Motion 09-26-06: Miller, that the meeting adjourn at 11:31 AM.
Carried.

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Chairperson Recorder