

Minutes of the Special Meeting of the Board of Trustees of Canadian Rockies School Division was held on Wednesday, December 18, 2024 at 5:07 p.m.

Trustees Present:

Brian Callaghan (Chair), Arlene Rheume (Vice Chair), Carol Picard, Luke Sunderland, Dale Craig

Administration and Staff Present:

C. MacPhee, Superintendent  
D. McKibbin, Deputy Superintendent  
C. Jensen, Treasurer/Associate Superintendent  
J. Bowes, Executive Assistant

Recorder

- 1. Land Acknowledgement**
- 2. Call to Order & Agenda Approval**

The Chair called the meeting to order at 5:00 p.m. with all Trustees present. The Special Meeting was called under *The Local Authorities Election Act*. The Board Chair announced that the meeting had been called to consider the following Agenda Items:

Proposed Bylaw 2024-01 Criminal Record Check  
Proposed Bylaw 2024-02 Amend Candidate Deposit  
Proposed Bylaw 2024-03 Elector Signatures

Agenda 960-2025 Motion: A. Rheume  
That the agenda be approved as presented.

Carried

- 3. Directive for Action - [Bylaw Additions and Amendments](#)**

Bylaw 2024-01 961-1-2025 Motion: D. Craig  
THAT the Board of Trustees moves forward with proceeding to a first reading for Bylaw Number 2024-01, being a Bylaw of The Canadian Rockies School Division that every nomination of a candidate for the office of trustee must be accompanied with a criminal records check issued no earlier than 30 calendar days prior to the date the nomination is submitted.

Carried Unanimously

Treasurer/Associate Superintendent C Jensen read The Canadian Rockies School Division Bylaw Number 2024-01, Criminal Record Check, in its entirety for the record

A discussion was held

Bylaw 2024-01 961-2-2025 Motion: C. Picard  
THAT the Board of Trustees approves first reading of Bylaw Number 2024-01, being a Bylaw of The Canadian Rockies School Division that every nomination of a candidate for the office of trustee must be accompanied with a criminal records check issued no earlier than 30 calendar days prior to the date the nomination is submitted,

1 in favor; 4 against  
Motion rejected

Bylaw 2024-02	962-1-2025	<p>Motion: A. Rheaume</p> <p>THAT the Board of Trustees moves forward with proceeding to a first reading for Bylaw Number 2024-02, being a Bylaw of The Canadian Rockies School Division that the submission of nomination forms must be accompanied by a cash deposit (cash, money order or certified cheque) of Three Hundred (\$300.00) Dollars.</p> <p style="text-align: right;">Carried Unanimously</p>
		<p>Treasurer/Associate Superintendent C Jensen read The Canadian Rockies School Division Bylaw Number 2024-02, Amend Candidate Deposit, in its entirety for the record.</p>
Bylaw 2024-02	962-2-2025	<p>Motion: A. Rheaume</p> <p>THAT the Board of Trustees approves first reading of Bylaw Number 2024-02, being a Bylaw of The Canadian Rockies School Division to amend candidate deposit</p> <p style="text-align: right;">Carried Unanimously</p>
Bylaw 2024-02	962-3-2025	<p>Motion: A. Rheaume</p> <p>THAT the Board of Trustees approves second reading of Bylaw 2024-02 of The Canadian Rockies School Division to amend candidate deposit.</p> <p style="text-align: right;">Carried Unanimously</p>
Bylaw 2024-02	962-4-2025	<p>Motion: L. Sunderland</p> <p>THAT, in accordance with Section 6(2) of the Board Procedure Regulation (Readings of Bylaws) under the Education Act, the Board of Trustees authorizes Bylaw Number 2024-02 be given third reading.</p> <p style="text-align: right;">Carried Unanimously</p>
		<p>The approved Bylaw Number 2024-02 is attached to these minutes.</p>
Bylaw 2024-03	963-1-2025	<p>Motion: A. Rheaume</p> <p>THAT the Board of Trustees moves forward with proceeding to a first reading for Bylaw Number 2024-03, being a Bylaw of The Canadian Rockies School Division that the submission of nomination forms must be signed by a minimum of 15 persons who are electors eligible to vote in that election and resident in the local jurisdiction on the date of signing the nomination.</p> <p style="text-align: right;">Carried Unanimously</p>
		<p>Treasurer/Associate Superintendent C Jensen read The Canadian Rockies School Division Bylaw Number 2024-03, Amend Minimum Elector Signatures, in its entirety for the record</p>
Bylaw 2024-03	963-2-2025	<p>Motion: A. Rheaume</p> <p>THAT the Board of Trustees approves first reading of Bylaw Number 2024-03, being a Bylaw of The Canadian Rockies School Division to Amend Minimum Elector Signatures.</p> <p style="text-align: right;">Carried Unanimously</p>
Bylaw 2024-03	963-3-2025	<p>Motion: C. Picard</p> <p>THAT the Board of Trustees approves second reading of Bylaw Number 2024-03, being a Bylaw of The Canadian Rockies School Division to Amend Minimum Elector Signatures</p> <p style="text-align: right;">Carried Unanimously</p>
Bylaw 2024-03	963-4-2025	<p>Motion: A. Rheaume</p>

THAT, in accordance with Section 6(2) of the Board Procedure Regulation (Readings of Bylaws) under the Education Act, the Board of Trustees authorizes Bylaw Number 2024-03 be given third reading.

Carried Unanimously

The approved Bylaw 2024-03 is attached to these minutes.

**4. Adjournment**

Adjourn

964-2025

Motion: A. Rheume

That the Board adjourn at 5:50 p.m.

Carried

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Brian Callaghan, Chair  
Trustees  
Canadian Rockies Public Schools

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Cheryl Jensen  
Treasurer/Associate Superintendent  
Canadian Rockies Public Schools

Board of