



Board of Trustees  
Regular Board Meeting  
**September 18, 2025**

Date: **September 18, 2025**  
Time: 10:00 a.m.  
Location: Central Operations

Members Present: Chair Crystal Owens  
Vice-Chair Lacey Buchinski  
Trustee Marie Dyck  
Trustee Lori Leitch  
Trustee David Rushton  
Trustee Edith Giesbrecht  
Trustee Moise Dion

Staff Present: Superintendent Jeff Thompson  
Secretary-Treasurer Rhonda Freeman  
Executive Assistant Chris Warne  
Communications Coordinator Kristin Dyck

## 1. CALL TO ORDER

The meeting was called to order at 10:01 a.m. by Chair Owens.

### 1.1 Land Acknowledgement

Board Chair Owens gave the Land Acknowledgement.

## 2. CONSENT AGENDA

### 2.1. MINUTES

- 2.1.1. Minutes from the Regular Meeting of the Board on August 21, 2025, 2025
- 2.1.2. ~~Record re: Cancellation of the Special Meeting of the Board on September 11, 2025~~

### 2.2. ~~SUBSTANTIVE MOTIONS~~

### 2.3. FINANCIAL REPORTS

- 2.3.1. ~~Financial Monthly Report – August 2025~~

### 2.4. STANDING COMMITTEE REPORTS

### 2.5. TRUSTEE SCHOOL/COMMUNITY REPORTS

### 2.6. ~~TRUSTEE WORKPLAN~~ – pulled to discuss with 6.4 Trustee Calendar

### 2.7. EXECUTIVE REPORTS

- 2.7.1. ~~Superintendent's Report~~
- 2.7.2. Secretary-Treasurer's Report

### 2.8. CORRESPONDENCE

- 2.8.1. 20250811 Aug 11 Letter from Ministers re: Paul Rowe Disposal
- 2.8.2. 20250902 Sept 02 Letter from CASA
- 2.8.3. 20250904 Sept 04 Urgent Request re: Red Earth Creek School to the Government
- 2.8.4. 20250911 Sept 11 Letter to Infrastructure re: Disposal of Dixonville Property

**16094**

**Moved by:** Trustee Dyck

That the consent agenda be accepted as amended.

7-0

**Carried**

The meeting briefly recessed at 10:08 a.m. due to technical issues.

### **3. REVIEW & ADOPTION OF REGULAR BOARD AGENDA**

The agenda for the Regular Meeting of the Board September 18, 2025, was reviewed.

**16095**

**Moved by:** Trustee Rushton

That the agenda for the Regular Meeting of the Board, 2025, be approved as amended.

7-0

**Carried**

### **4. STRATEGIC**

#### **4.1. Resolution to Hold Advance Polls (Freeman)**

**16096**

**Moved by:** Trustee Buchinski

That pursuant to Section 60(2) of the Local Authorities Election Act, the Board of Trustees of the Peace River School Division authorizes the holding of an advance vote for the October 20, 2025, Trustee Election, Administration is directed to work with municipal partners and returning officers to determine the locations, dates, and advertising requirements for the advance vote, and to ensure compliance with all provisions of the Local Authorities Election Act.

7-0

**Carried**

#### **4.2 Resolution to hold Joint Elections (Freeman)**

**16097**

**Moved by:** Trustee Leitch

That pursuant to Section 3 of the Local Authorities Election Act, the Board of Trustees of the Peace River School Division authorize Administration to enter into agreements with municipalities and/or other school divisions for the holding of a joint election for the October 20, 2025, Trustee Election, including the appointment of a joint returning officer and cost-sharing arrangements as required.

7-0

**Carried**

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#### **4.3 Grimshaw Shared Facilities Joint Use Agreement – Amendments (Leitch)**

Trustee Rushton left the meeting at 10:19 a.m.

Trustee Rushton returned to the meeting at 10:20 a.m.

Trustee Leitch reviewed changes to the Grimshaw Shared Facilities Joint Use Agreement.

#### **4.4 Joint Use Planning Agreement Peace River (Owens)**

Trustee Owens reported on the draft Joint Use Planning Agreement with the Town Peace River, the Holy Family Catholic Separate School Division and Le Conseil Scolaire du Nord-Ouest.

**16098**

**Moved by:** Trustee Dyck

That the Joint Use Planning Agreement with the Town Peace River, the Holy Family Catholic Separate School Division and Le Conseil Scolaire du Nord-Ouest, be approved.

7-0

**Carried**

### **5. GENERATIVE**

#### **5.2 Town of Fairview and MD of Fairview – Letter of Support Request (Thompson)**

Superintendent Thompson reviewed the request for a letter of support from the Town of Fairview and the MD of Fairview.

**16099**

**Moved by:** Trustee Buchinski

That Administration draft a letter of support for the Town of Fairview and the MD of Fairview's joint application for the Alberta Community Partnership (ACP) grant to develop a Community Facilities and Recreation Strategy, for board signature.

7-0

**Carried**

Trustee Buchinski left the meeting at 10:50 a.m.

#### **5.3 Report on the Fairview Engagement Sessions (Leitch/Rushton)**

Trustees Leitch and Rushton reported on the Fairview Engagement Sessions.

Trustee Buchinski returned to the meeting at 10:52 a.m.

This item was tabled until after the In-Camera session.

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The meeting recessed at 11:39 a.m.

Guests Ciara Kamphuis, her parents, Stephen and Judith Kamphuis, and the Principal of Grimshaw Public School, Mrs. Shaw, joined the meeting during the recess.

The meeting resumed at 11:46 a.m.

**5.1. Student Recognition – 100% on the Grade 9 PAT Math Part A and B (Owens)  
11:45 a.m.**

Ciara Kamphuis, from Grimshaw Public School, was recognized by the PRSD Board of Trustees for her achievement of reaching 100% on the Part A and Part B of the Grade 9 Mathematic Provincial Achievement Test.

The meeting recessed for lunch at 11:53 a.m.

The meeting resumed after lunch at 12:45 p.m.

**FIDUCIARY**

**6.1. IN CAMERA**

**16100**

**Moved by:** Trustee Dyck

That the meeting move in-camera at 12:45 p.m.

7-0

**Carried**

Trustee Rushton left the meeting at 1:35 p.m.

Trustee Rushton returned to the meeting at 1:37 p.m.

Trustee Owens left the meeting at 1:37 p.m.

Trustee Buchinski assumed duties of the Chair at 1:37 p.m.

Trustee Owens returned to the meeting at 1:40 p.m. and resumed duties of the Chair.

Trustee Owens and Trustee Giesbrecht recused themselves due to conflict of interest at 1:41 p.m.

Trustee Buchinski assumed duties of the Chair at 1:41 p.m.

Trustee Owens and Trustee Giesbrecht returned to the meeting at 2:16 p.m.

Trustee Owens resumed duties of the Chair at 2:16 p.m.

Trustee Leitch left the meeting at 2:17 p.m.

Trustee Rushton left the meeting at 2:18 p.m.

Trustee Leitch and Trustee Rushton returned to the meeting at 2:19 p.m.

**16101**

**Moved by:** Trustee Dyck

That the meeting revert to regular session at 2:22 p.m.

7-0

**Carried**

Legal and labour were discussed.

The meeting recessed at 2:22 p.m.

The meeting resumed at 2:29 p.m.



## 5. GENERATIVE

### 5.3 Report on the Fairview Engagement Sessions (Leitch/Rushton) con't from the morning session.

Trustee Buchinski left the meeting at 3:13 p.m.

Trustee Buchinski returned to the meeting at 3:14 p.m.

**16102**

**Moved by:** Trustee Leitch

That we update our capital plan to request design and build funding for a new K-12 school in Fairview.

4-3

**Carried**

**16103**

**Moved by:** Trustee Dion

That we hold a Special Board meeting on September 23, 2025, at 9:00 a.m. for a human resources hearing.

7-0

**Carried**

**16104**

**Moved by:** Trustee Owens

That we table the discussion on policy until the Special Meeting of the Board on September 23, 2025.

7-0

**Carried**

Trustee Rushton left the meeting at 3:34 p.m.

### 5.4 MLA Meeting – Agenda Items Red Earth Creek (Owens)

Agenda items for the September 29, 2025, meeting with MLAs regarding the new Red Earth Creek School were discussed.

Trustee Rushton returned to the meeting at 3:35 p.m.

### 5.5 Preliminary Enrolment Numbers (Thompson)

Superintendent Thompson reviewed the preliminary enrolment numbers.

**16105**

**Moved by:** Trustee Dion

That we amend the Special Meeting Agenda to include other tabled items from this meeting.



7-0  
Carried

**5.6 Delegations - None**

**5.7 Departmental Presentations - None**

**5.8 Standing Committee Agenda Items**

**5.8.1 Review of the SSBD Liaison Committee Terms of Reference (Thompson)**

Superintendent Thompson reviewed the proposed draft of changes to the SSBD Liaison Committee Terms of Reference.

**5.8.1.1. SSBD Labour Management Committee Terms of Reference – for information**

**5.8.2 Review of TBAC Terms of Reference (Thompson)**

Superintendent Thompson reviewed the proposed draft of changes to the Teacher Board Advisory Committee (TBAC) Terms of Reference.

**5.8.2.1 STAC Committee Terms of Reference – for Information**

**6. FIDUCIARY**

**6.2 POLICY DEVELOPMENT AND REVIEW - tabled to special meeting**

**6.2.1 Policy 2 – Role of the Board – 2<sup>nd</sup> Reading**

**6.2.1.1. Policy 2 Appendix A – Board Annual Work Plan 1<sup>st</sup> Reading**

**6.2.1.2. Policy 2 Appendix B – Performance Assessment Guide 1<sup>st</sup> Reading**

**6.2.1.3 Policy 2 Appendix C – Board Self-Evaluation**

**6.2.1.3.1. Policy 2 Appendix C – Individual Trustee Evaluation**

**6.2.2 Policy 3 Role of the Trustee 2<sup>nd</sup> Reading**

**6.2.2.1 Policy 3 Appendix A – Services, Materials and Equipment Provided to Trustees 2<sup>nd</sup> Reading**

**6.2.2.2. Policy 3 Appendix B – Fiduciary Duty Summary 2<sup>nd</sup> Reading**

**6.2.2.3 Policy 3 Appendix C – Trustee Tours of Schools 2<sup>nd</sup> reading**

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**6.2.3 Policy 22 – Selection, Availability and Access of Library Materials (Owens)**

**6.3 Standing Committee Items**

**6.3.1 ASBA**

Trustee Dyck provided information on upcoming PD, and a review of the ASBA Zone 1 event.

**6.3.2 PSBAA – no update**

**6.3.3 Rural Caucus – no update**

**6.4 Trustee Calendar**

The Trustee Calendar was discussed.

**2.6 Trustee Workplan (removed from Consent Agenda)**

The Trustee Workplan was discussed.

**16106**

**Moved by:** Trustee Owens

That the Trustee Workplan be received for information.

7-0

**Carried**

**7. ITEMS REMOVED FROM CONSENT AGENDA**

**2.1.2 Record re: Cancellation of the Special Meeting of the Board on September 11, 2025**

**16107**

**Moved by:** Trustee Dion

That the record re: Cancellation of the Special Meeting of the Board on September 11, 2025, be received for information.

7-0

**Carried**

**2.2 Substantive Motions**

**16108**

**Moved by:** Trustee Buchinski

That the Substantive Motions report be tabled to the Special Board meeting on September 23<sup>rd</sup>, 2025.

7-0

**Carried**



### 2.3.1 Financial Monthly Report

The Financial Monthly Report – August 2025 was discussed.

**16109**

**Moved by:** Trustee Dion

That the Financial Monthly Report – August 2025 be received for information.

7-0

**Carried**

### 2.6 Trustee Workplan – discussed during 6.2 Trustee Calendar

#### 2.7.1 Superintendent's Report

**16110**

**Moved by:** Trustee Dion

That the Superintendent's Report be received for information.

7-0

**Carried**

## 8. ADJOURNMENT

**16111**

**Moved by:** Trustee Dyck

That the meeting be adjourned at 4:11 p.m.

7-0

**Carried**

## 9. ROUND TABLE

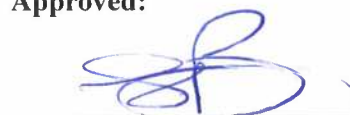
**Certified Correct:**



**Secretary-Treasurer**

Recorder: Chris Warne

**Approved:**



**Chair**

