

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE VILLAGE OF CHAUVIN
held October 23, 2023, at the Village Office directly following the regular meeting of council.

CALL TO ORDER	CAO called the meeting to order at 6:30 p.m.
PRESENT	Councillor Sheila Donally, Councillor Alan Dow, Councillor Don Prokopetz, Councillor Allan Skinner, CAO Martina Skinner, Foreman Ian Schmidt
AGENDA	91. MOVED by Councillor Prokopetz that the Village of Chauvin accept the agenda for the organizational meeting as presented. CARRIED
NOMINATIONS FOR MAYOR	CAO called for Nominations for Mayor. Councillor Skinner nominated Councillor Dow for Mayor. CAO declared Councillor Dow to be Mayor for the remainder of 2023 and until the next organizational meeting in October of 2024. Councillor Dow accepted the office of Mayor for the upcoming year. Mayor Dow takes chair for the remainder of the meeting.
NOMINATION FOR DEPUTY MAYOR	92. MOVED by Mayor Dow that the position of Deputy Mayor be rotated quarterly. CARRIED Councillors deemed the rotation of Councillors for Deputy Mayor for 2023-2024 will be as follows: November, December, January – Councillor Skinner February, March, April – Councillor Snow May, June, July – Councillor Donally August, September, October – Councillor Prokopetz
OATH OF OFFICE	All members of Council declared their Oath of Office in Council Chambers at the Village of Chauvin on October 23, 2023.
COUNCIL PORTFOLIOS	93. MOVED by Councillor Donally that the Council Portfolios be as follows: Battle River Lodge – Councillor Skinner/Alternate-Councillor Donally Chauvin Recreation Board – Councillor Skinner/Alternate-Councillor Snow Family & Comm. Service – Councillor Donally/Alternate-Councillor Skinner Regional Comm./Ambulance – Mayor Dow/Alternate-Councillor Prokopetz EC911 – Councillor Snow/Alternate-Councillor Prokopetz Regional Emerg. Advisory Committee – Mayor Dow/Alternate-Councillor Prokopetz Chauvin Municipal Library Board – Councillor Donally/Alternate-Councillor Snow Northern Lights Library System – Councillor Prokopetz/Alternate-Councillor Snow Chauvin Museum Board – Councillor Skinner/Alternate-Mayor Dow BRAED/Go East of Edmonton – Mayor Dow/Alternate-Councillor Prokopetz School Council – Councillor Snow/Alternate-Councillor Donally Chauvin Fire Department – Councillor Snow/Alternate-Councillor Prokopetz CEDDI – Councillor Skinner/Alternate-Councillor Prokopetz Municipal Planning Comm. – Mayor Dow, Councillor Prokopetz, Councillor Skinner Development Appeal Board – Bylaw 2019-06-M.D. of Wainwright managing body Assessment Review Board – Bylaw 2019-07 – M.D. of Wainwright managing body ICE Committee – Council as a whole ICE Equipment Committee Rep – CAO and Councillor Prokopetz Councillor Rep for Village Foreman – Councillor Prokopetz Direct Payment Monitoring – Councillor Donally Bylaw Enforcement Officer Managers – Mayor Dow, Councillor Prokopetz CARRIED

94. MOVED by Councillor Skinner that Councillor Donally be appointed to deal with the Natural Gas Functions with Councillor Prokopetz being named the alternate and Jack Goodall appointed as a delegate for the Village of Chauvin for a four-year term, ending in 2025. CARRIED

95. MOVED by Councillor Donally that Brian King Professional Corporation remains our auditor for the ensuing year. CARRIED

96. MOVED by Councillor Donally that Larry James, Wainwright Assessment Group remain as our assessor for the ensuing year. CARRIED

Councillor Skinner declared an interest and left the meeting at 6:42 pm

97. MOVED by Mayor Dow to appoint CAO, Martina Skinner as the Bylaw Enforcement Officer for the Village of Chauvin. CARRIED

Councillor Skinner returned to the meeting at 6:43pm

98. MOVED by Mayor Dow that June Dauphinee, Municipal Planning Services (2009) Ltd., be appointed the Subdivision Authority for the ensuing year. CARRIED

99. MOVED by Councillor Donally that this be tabled. CARRIED

100. MOVED by Councillor Prokopetz that Al Gordon be appointed the Village of Chauvin Deputy Director of Emergency Management for 2024. CARRIED

101. MOVED by Deputy Mayor Prokopetz that the following matters will be dealt with by Council as a whole:
General Government Services Protective Services
Transportation Environmental Health Services
Public Health & Welfare Services Recreation and Cultural Services
Fiscal Service
CARRIED

Councillor Donally Declared an interest and left the meeting at 6:45pm

102. MOVED by Councillor Prokopetz that the signing authority for the Village business conducted at the Vision Credit Union, the ATB Financial, Provost Branch for the Natural Gas Account and the Village of Chauvin – Hall Account Chauvin ATB Branch be assigned to any two of the following three: the CAO, Councillor Donally and Councillor Snow. CARRIED

Councillor Donally returned to the meeting at 6:47pm

103. MOVED by Councillor Prokopetz that the Village Council meeting in regular sessions from 6:30pm – 10:30pm on each second Monday of every month and if necessary, on the fourth Monday of each month. If these dates should fall on a holiday, the council may pass a motion to reschedule the meetings if necessary. CARRIED

104. MOVED by Deputy Mayor Prokopetz that the office hours for the Village of Chauvin office will be Monday to Friday from 9:00am to 4:00pm. CARREID

- 105. MOVED by Councillor Snow that when the Mayor or Councillors attend Village functions, they be paid by the Village a per diem of \$325.00 per day plus meals supported by voucher, plus mileage, at the approved rate, for full day meeting and for one-half day meetings, the per diem shall be \$165.00 plus meals supported by voucher, plus mileage at the approved rate. CARRIED
- 106. MOVED by Councillor Snow that Councillors and the Mayor receive an honorarium in the amount of \$75.00/month with an additional \$125.00/month for attendance at council meetings plus a fee of \$100.00 per meeting for out of Village meetings and \$26.00 per hour for in Village meetings, Standing Committee work, and Virtual Meetings, to be paid when a voucher is submitted and that the Mayor, Councillors and other village employees be paid for: Mileage at \$.65/km for use of a personal vehicle for out of village business, meals, accommodations, parking and taxi fares supported by voucher. Registration for functions regarding village business. CARRIED

COUNCIL CODE OF CONDUCT REVIEW

The Chauvin Council reviewed the Chauvin Council Code of Conduct Bylaw and asked any questions on the document to the Village Administration. All Council members agree to sign the minutes stating that they reviewed the bylaw.

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Mayor Dow	Councillor Donally	Councillor Prokopetz
_____	_____	
Councillor Skinner	Councillor Snow	

- 107. MOVED by Mayor Dow that this meeting adjourn at 6:52pm.

_____ Mayor

_____ CAO