

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE VILLAGE OF CHAUVIN  
held December 8, 2025, at 6:30 p.m. in the Village Office.

Present:

Mayor Alan Dow  
Deputy Mayor Allan Skinner  
Councillor Don Prokopetz  
Councillor Sheila Donally  
Councillor Frank Snow  
CAO Martina Skinner  
Foreman Ian Schmidt

Mayor Dow called the meeting to order at 6:30 p.m.

Mayor Dow asked for confirmation of the agenda with any additions.

|                                |     |   |         |
|--------------------------------|-----|---|---------|
| AGENDA                         | 37. | MOVED by Deputy Mayor Skinner that the agenda with additions for this meeting be adopted.   | CARRIED |
| MINUTES                        | 38. | MOVED by Councillor Donally that the minutes of November 10, 2025, regular council meeting be adopted as presented.   | CARRIED |
| CORRESPONDENCE                 | 39. | MOVED by Deputy Mayor Skinner to allow the Chauvin Fire Departments Engine 2 (village truck) to go out on fire calls in Division 1 while Engine 1 (MD truck) is out for repairs, approximately 2-4 weeks. | CARRIED |
| FINANCIALS                     | 40. | MOVED by Councillor Donally that the Statement of Receipts and Expenditures and the Monthly Statement be accepted as presented and form a part of these minutes.  | CARRIED |
| DELEGATION                     |     | Village resident attended the council meeting to discuss his outstanding utilities.   |         |
| BUSINESS                       |     |   |         |
| Development Permit Application |     | Council reviewed and discussed the development permit application. Council directed the CAO to set up a meeting with the applicant and go over more details and to then report back to council.           |         |
| Property Appraisal             |     | CAO presented the property appraisal done by Wainwright Assessment Group for 305 53 Street.   |         |
| Bylaw 2025-05<br>Utility Rates | 41. | MOVED by Councillor Snow that Bylaw 2025-05 receive FIRST reading.  |         |
|                                |     | CARRIED   |         |
|                                | 42. | MOVED by Deputy Mayor Skinner that Bylaw 2025-01 receive SECOND reading.  |         |
|                                |     | CARRIED   |         |
|                                | 43. | MOVED by Councillor Donally that Bylaw 2025-01 be presented for third reading at this time.   |         |
|                                |     | CARRIED UNANIMOUSLY   |         |

44. MOVED by Councillor Donally that Bylaw 2025-05 be given THIRD reading and that it be declared passed and that the Mayor and CAO be authorized and instructed to sign and affix thereto the corporate seal of the Village of Chauvin. CARRIED

2026 Interim Budget 45. MOVED by Mayor Dow that the Village of Chauvin continues to operate on the 2025 budget as interim budget until the 2026 budget is accepted and approved. CARRIED

Ag Society – Parade of Lights Donation 46. MOVED by Councillor Prokopetz to donate up to \$2,500.00 towards food for the Chauvin Ag Society's annual Christmas Train celebration. CARRIED

Wage Scale Review 47. MOVED by Mayor Dow to increase the salary and wage scale by 3% for 2025. CARRIED

CLOSED SESSION 48. MOVED by Councillor Donally that the Council go in closed session to discuss privileged information as per section 17(2)(e), FOIP at 7:13pm as per section 197(2) of the Municipal Government Act 2000 and amendments. CARRIED

Deputy Mayor Skinner declared an financial interest and left the meeting with Foreman Ian Schmidt at 7:13pm.

Deputy Mayor Skinner returned to the closed session at 7:18pm.

OPEN SESSION 49. MOVED by Councillor Donally that the Council go back to open session at 7:41pm as per section 197(2) of the Municipal Government Act 2000 and amendments. CARRIED

Foreman Ian Schmidt returned to the meeting at 7:41pm.

CAO Annual Performance Review & Contract Review 50. MOVED by Councillor Donally that the CAO performance review for 2025 is completed and presented to the CAO and the CAO contract was approved with changes and a copy is to be included in these minutes. CARRIED

Note: As Deputy Mayor Skinner declared a financial interest, he did not participate in any of the discussion or above motion.

Fire Chief Advance Request 51. MOVED by Mayor Dow that the request made by the Fire Chief for a 3-month advance is not approved due to the funds needing to come from the 2026 budget and the budget for 2026 has not been approved. CARRIED

Note: Councillor Prokopetz and Councillor Snow did declare a conflict but as there was not any financial implication, they both voted on the above motion.

CAO REPORT 52. MOVED by Councillor Donally to accept the CAO Report as presented. CARRIED

FOREMAN REPORT 53. MOVED by Councillor Snow to accept the Foreman Report as presented. CARRIED

CEDDI Letter of  
Support

54. MOVED by Councillor Donally that Mr. Zihao Wang and Ms. Baoyu Sun have submitted a comprehensive business plan establishing a facility in Chauvin; and the Chauvin Economic Development Diversification Initiative (CEDDI) has reviewed and endorsed the applicant's plan, confirming its alignment with the Village's economic development objectives and that the Village of Chauvin Council approves the issuance of the letter of acceptance to formalize support; and that the Mayor and the CEO of CEDDI are authorized to sign the letter on behalf of the Village of Chauvin and CEDDI, respectively, and that the letter be sent to Mr. Zihao Wang and Ms. Baoyu Sun. CARRIED

ADJOURN

55. MOVED by Councillor Snow that this meeting be adjourned at 8:05p.m.

----- Mayor

----- CAO