## MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE VILLAGE OF CHAUVIN held October 10, 2022 at the Village Office directly following the regular meeting of council.

CALL TO ORDER CAO called the meeting to order at 7:56 p.m.

PRESENT Councillor Sheila Donally, Councillor Alan Dow, Councillor Don Prokopetz,

Councillor Allan Skinner, Councillor Frank Snow, CAO Martina Skinner,

Foreman Ian Schmidt

AGENDA 131. MOVED by Councillor Snow 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 remained of 2022 and until

the next organizational meeting in October of 2023.

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

132. MOVED by Mayor Dow that the position of Deputy Mayor be rotated quarterly.

CARRIED

Councillors deemed the rotation of Councillors for Deputy Mayor for

2022-2023 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 10, 2022.

COUNCIL PORTFOLIOS 133. 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 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

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

  CARRIED
- 135. MOVED by Councillor Donally that Brian King Professional Corporation remain as our auditor for the ensuing year. CARRIED
- 136. MOVED by Councillor Snow 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 8:04pm
- 137. MOVED by Councillor Prokopetz to appoint CAO, Martina Skinner as the Bylaw Enforcement Officer for the Village of Chauvin. CARRIED
  - Councillor Skinner returned to the meeting at 8:05pm
- 138. MOVED by Councillor Snow that June Dauphinee, Municipal Planning Services (2009) Ltd., be appointed the Subdivision Authority for 2023.

  CARRIED
- 139. MOVED by Councillor Donally that this be tabled.

**CARRIED** 

- 140. MOVED by Councillor Skinner that Al Gordon be appointed the Village of Chauvin Deputy Director of Emergency Management for 2023. CARRIED
- 141. MOVED by Mayor Dow that this be tabled.

**CARRIED** 

142. MOVED by Deputy Mayor Prokopetz that the following matters will be dealt with by Council as a whole:

General Government Services
Transportation
Public Health & Welfare Services
Fiscal Service

Protective Services Environmental Health Services Recreation and Cultural Services

CARRIED

Councillor Donally Declared an interest and left the meeting at 8:07pm

MOVED by Councillor Prokopetz that the signing authority for the Village business conducted at the Encompass 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 appointed signing authority being Councillor Snow.

Councillor Donally returned to the meeting at 8:08pm

144. MOVED by Deputy Mayor 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

- 145. MOVED by Deputy Mayuor Prokopetz that the office hours for the Village of Chauvin office will be Monday to Friday from 9:00am to 4:00pm. CARREID
- 146. 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
- 147. 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

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

Mayor Dow	Councillor Donally	Councillor Prokopetz
 Councillor Skinner	Councillor Snow	

148. MOVED by Mayor Dow that this meeting adjourn at 8:12pm.

 _ Mayor
CAO