

MINUTES OF THE ORGANIZATIONAL MEETING OF THE COUNCIL OF THE  
VILLAGE OF CHAUVIN held October 12, 2020 in the Village Office.

CALL TO ORDER: CAO called the meeting to order at 8:06 p.m.

PRESENT: CAO Martina Skinner, Councilor Jack Goodall, Councilor Valerie Gramlich, Councilor Allan Skinner, Councilor Jeff Dallyn.

AGENDA: MOVED by Councilor Dallyn that the Village of Chauvin accept the agenda for the organizational meeting. CARRIED

OATH OF OFFICE: All Elected Officials took the Oath of Office.

NOMINATION FOR  
MAYOR:

CAO Skinner called for Nominations for Mayor.  
Councilor Gramlich nominated Councilor Goodall for Mayor.

CAO Skinner called for nominations 3 times.  
Councilor Skinner moved nominations ceased. CARRIED

Councilor Goodall elected Mayor by acclamation.

CAO declared Councilor Goodall is to be Mayor for the remainder of 2020 and until the next organizational meeting October 2021.

Councilor Goodall accepted the office of Mayor for the upcoming year.

Mayor Goodall takes chair.

NOMINATION FOR  
DEPUTY MAYOR:

MOVED by Mayor Goodall that the position of Deputy Mayor be rotated quarterly. CARRIED

Official Oath and swearing that they will diligently, faithfully, and to the best of their ability, fulfill the duties of Councilor/Deputy Mayor for the Village of Chauvin.

Councilors deemed the rotation of councilors for Deputy Mayor for 2020-2021 will be as follows:

Nov., Dec. and January	Councilor Allan Skinner
Feb., March and April	Councilor Val Gramlich
May, June and July	Councilor Jeff Dallyn
August, Sept. and Oct.	Councilor Christine Smith

OATH OF OFFICE: The secretary read the Oath of Office to Jack Goodall and he accepted by signing the Official Oath and swearing that he will diligently, faithfully, and to the best of his ability, fulfills the duties of Mayor for the Village of Chauvin.

COUNCIL PORTFOLIOS:

135. MOVED by Mayor Goodall that all Council portfolios by as follows:

<u>ORGANIZATION</u>	<u>REPRESENTATIVE</u>	<u>ALTERNATE</u>
Battle River Lodge	Mayor Goodall	Councilor Smith
Safety Codes Officer	David Sullivan	
Director of Emergency Management	DEM – Duncan Campbell	DDEM – Al Gordon
Chauvin Recreation Board	Councilor Skinner	Mayor Goodall
Family & Community Service	Councilor Gramlich	Councilor Smith
Regional Communication/Ambulance	Mayor Goodall	Mayor Skinner
Chauvin Municipal Library Board	Councilor Smith	Councilor Skinner
Northern Lights Library System	Councilor Gramlich	Mayor Goodall
Chauvin Museum Board	Councilor Dallyn	
BRAED/Go East of Edmonton	Mayor Goodall	Councilor Dallyn
School Council	Councilor Smith	Councilor Skinner
Chauvin Fire Department	Councilor Skinner	Councilor Smith
Municipal Planning Commission	Councilor Gramlich, Councilor Dallyn, Councilor Smith	
Development Appeal Board	Bylaw 2019-06 – M.D. of Wainwright is managing body.	
Assessment Review Board	Bylaw 2019-07 – Town of Wainwright is managing body.	
ICE Committee	Council as a whole	
ICE Equipment Committee Rep	CAO and Councilor Skinner	
Councilor Rep for Village Foreman	Councilor Skinner	
Direct Payment Monitoring	Mayor Goodall	
Bylaw Enforcement Officer Managers	Councilor Dallyn, Councilor Smith	CARRIED
136.	MOVED by Councilor Dallyn that Brian King Professional Corporation remain as our auditor for the ensuing year.	CARRIED
137.	MOVED by Councilor Skinner that Wainwright Assessment Group remain as our assessor for the ensuing year.	CARRIED
138.	MOVED by Councilor Gramlich to appoint CAO, Martina Skinner as the Bylaw Enforcement Officer for the Village of Chauvin.	CARRIED
139.	MOVED by Mayor Goodall 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	
140.	MOVED by Councilor Gramlich that Mayor Goodall be appointed to deal with the Natural Gas Functions with Councilor Dallyn being named the alternate.	CARRIED
141.	MOVED by Councilor Dallyn that the signing authority for the Village business conducted at the Encompass Credit Union – Chauvin Branch, and the ATB Financial, Provost for the Natural Gas Account, be assigned to any two of the following three: the CAO, the Mayor and the councilor appointed signing authority being Councilor Gramlich. The Wild Rose Manor Account signing authority shall be the CAO, Mayor and Councilor Gramlich or any two of the above mentioned three.	CARRIED
142.	MOVED by Councilor Dallyn that the Village council meet in regular session from 6:30 p.m. – 10:30 p.m. on each second Monday of every month and, if necessary, on the fourth Monday of the month. If these dates should fall on a holiday, the council may pass a motion to reschedule the meetings if necessary.	CARRIED

143. MOVED by Mayor Goodall that the office hours for the Village office will be Monday to Friday from 9:00 a.m. to noon and 1:00 p.m. to 4:00 p.m. CARRIED
144. MOVED by Councilor Gramlich that when the Mayor or Councilors 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 a 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
145. MOVED by Councilor Skinner that Councilors 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, Councilors and other village employees be paid for:
- Mileage at \$.55/km for use of a personal vehicle for out of village business
  - Meals and accommodations, and parking and taxi fares to be supported by voucher.
  - Registration for functions regarding Village business. CARRIED

#### COUNCIL CODE OF CONDUCT REVIEW:

Council reviewed the Chauvin 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.

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Mayor Jack Goodall

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Councilor Valerie Gramlich

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Councilor Allan Skinner

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Councilor Christine Smith

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Councilor Jeff Dallyn

146. MOVED by Councilor Dallyn that this meeting adjourn at 8:30 p.m.

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Mayor

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CAO