



Rural Municipality of East St. Paul

Meeting Minutes

January 13, 2026 - Regular Council Meeting - 09:00 AM

PRESENT:

-Mayor Carla Devlin (via Zoom)
Councillor Brian Imhoff
Councillor Orest Horechko
Councillor Brian Duval - Chaired meeting
Deputy-Mayor Charles Posthumus

IN ATTENDANCE:

Suzanne Ward, Chief Administrative Officer
Kerry Floren, Assistant Chief Administrative Officer

ABSENT:

1. CALL THE MEETING TO ORDER

1.1 ~ Councillor Brian Duval chaired the meeting

2. ADOPTION OF THE AGENDA

2026-001

2.1 RESOLUTION: Adoption of the Agenda

Councillor Posthumus
Deputy Mayor Imhoff

BE IT RESOLVED THAT the agenda be adopted as presented.

Carried

3. OTHER BUSINESS

4. CONFIRMATION OF THE MINUTES

4.1 ~ December 9, 2025 Planning Meeting Minutes

2026-002

4.1.1 RESOLUTION: Confirmation of the Minutes

Deputy Mayor Imhoff
Councillor Horechko

BE IT RESOLVED THAT the Council Meeting Minutes of the December 9, 2025 Planning Meeting be approved.

Carried

5. DELEGATIONS - RESCHEDULED TO JUNE 9, 2026

6. POLICIES

6.1 ~ Fire Department Organizational Chart Policy COU-102

2026-003

6.1.1 RESOLUTION: Fire Department Organizational Chart Policy COU-102

Councillor Horechko
Deputy Mayor Imhoff

BE IT RESOLVED THAT Council approve the amended Fire Department Organizational Chart, Policy COU-102, as presented.

Carried

7. BY-LAWS

7.1 ~ Firefighter Appointments and Remuneration By-law No. 2026-01 (1st Reading)

2026-004

7.1.1 RESOLUTION: Firefighter Appointments and Remuneration By-law No. 2026-01 (1st Reading)

Deputy Mayor Imhoff
Councillor Horechko

BE IT RESOLVED THAT By-law No. 2026-01, being a By-law of the Rural Municipality of East St. Paul to appoint a Fire Chief, Firefighters, and other Assistants and for fixing the remuneration thereof, be given 1st reading.

Carried

7.1.2 ~ Mayor Devlin joined meeting via Zoom

7.2 ~ 2026 Fee Schedule By-law 2025-14 (2nd & 3rd Reading)

2026-005

7.2.1 RESOLUTION: 2026 Fee Schedule By-law 2025-14 (2nd Reading)

Councillor Horechko
Councillor Posthumus

BE IT RESOLVED THAT By-law No. 2025-14, being a By-law of the Rural Municipality of East St. Paul to establish fees and charges for the year 2026, be given 2nd reading.

Carried

2026-006

7.2.2 RESOLUTION: 2026 Fee Schedule By-law 2025-14 (3rd Reading)

Councillor Posthumus
Councillor Horechko

BE IT RESOLVED THAT By-law No. 2025-14, being a By-law of the Rural Municipality of East St. Paul to establish fees and charges for the year 2026, be given 3rd reading.

AND BE IT FURTHER RESOLVED THAT the Mayor and Chief Administrative Officer be authorized to sign the by-law on behalf of the municipality.

Name	Yes	No	Abstained	Absent
Mayor Devlin	✓			
Councillor Duval	✓			
Councillor Horechko	✓			
Deputy Mayor Imhoff	✓			
Councillor Posthumus	✓			

Carried

	8. FINANCES
	8.1 ~ Schedule of Accounts
2026-007	8.1.1 RESOLUTION: Schedule of Accounts
	Deputy Mayor Imhoff Councillor Posthumus
	BE IT RESOLVED THAT the schedule of accounts dated January 13, 2026 amounting to \$1,540.00 be confirmed as paid.
	Carried
	8.2 ~ Schedule of Accounts (Paid since December 9/25)
2026-008	8.2.1 RESOLUTION: Schedule of Accounts (Paid Since December 9, 2025)
	Councillor Horechko Deputy Mayor Imhoff
	BE IT RESOLVED THAT the schedule of accounts paid since the December 9, 2025 meeting of Council amounting to \$1,175,278.85 be confirmed as paid.
	Carried
	8.3 ~ Payroll
2026-009	8.3.1 RESOLUTION: Payroll
	Deputy Mayor Imhoff Councillor Posthumus
	BE IT RESOLVED THAT the net payroll and Council indemnities for the RM of East St. Paul for December 16, 2025 to January 13, 2026 amounting to \$235,436.92 be approved.
	Carried
	9. GENERAL BUSINESS
	9.1 ADMINISTRATION
	9.1.1 ~ 2026 Board of Revision (2027 Assessment)
2026-010	9.1.1.1 RESOLUTION: 2026 Board of Revision (2027 Assessment)
	Councillor Horechko Councillor Posthumus
	WHEREAS section 41(1) of the Municipal Assessment Act states: A Board shall sit each year for the purpose of hearing applications for revision under section 42;
	THEREFORE BE IT RESOLVED that Council set the 2026 Board of Revision for the 2027 Assessment Rolls for October 8, 2026 at 5:30 pm.
	Carried

	9.1.2 ~ 2026 Tax Sale Process
2026-011	9.1.2.1 RESOLUTION: 2026 Tax Sale Process
	Councillor Posthumus Deputy Mayor Imhoff
	WHEREAS Section 365(2) of The Municipal Act provides that Council may in any year designate the immediately preceding year, or any earlier year, as the year for which properties, the taxes in respect of which are in arrears for the year, must be offered for sale by auction to recover the tax arrears and costs;
	BE IT RESOLVED THAT the Designated Year for which properties in arrears be offered for sale by auction, be 2025 (meaning all properties with outstanding taxes from the year 2024 or prior); and
	BE IT FURTHER RESOLVED THAT the RM of East St. Paul engage the services of TAXervice to facilitate the tax sale process.
	Carried
	9.1.3 ~ Asset Retirement Obligations and Hazardous Materials Assessment Proposal
2026-012	9.1.3.1 RESOLUTION: Asset Retirement Obligations and Hazardous Materials Assessment Proposal
	Councillor Horechko Deputy Mayor Imhoff
	BE IT RESOLVED THAT Council hereby awards a contract to Pinchin Ltd. in the amount of \$30,380.00 plus applicable taxes, for the purpose of:
	a) Developing a PS 3280 Asset Retirement Obligations (ARO) Audit and Costing Report; and
	b) Completing assessments for hazardous building materials within the municipality.
	Carried
	9.2 PLANNING
	9.2.1 ~ Plan of Works Registration
2026-013	9.2.1.1 RESOLUTION: Plan of Works Registration
	Councillor Horechko Deputy Mayor Imhoff
	BE IT RESOLVED THAT Council of the Rural Municipality of East St. Paul hereby:
	<ol style="list-style-type: none"> 1. Authorizes the execution and registration of the Plan of Works Deposit 1567-2025 related to Lot 2, Plan 74636 in RL 101 and 102, Parish of St. Paul, being lands formerly owned by Imperial Oil Limited, in connection with the RM's acquisition of said lands; and 2. Authorizes the Chief Administrative Officer and/or the Mayor to execute any and all documents and instruments necessary to give effect to this resolution, including registration of the Plan of Works at the Land Titles Office; and 3. Confirms and ratifies all actions taken to date by administration and legal counsel in furtherance of the acquisition and closing of the Imperial Oil lands.
	Carried

	<p>9.3 UTILITIES</p> <p>9.3.1 ~ Henderson Hwy Low-Pressure Sewer Proposal for Engineering Services</p>
2026-014	<p>9.3.1.1 RESOLUTION: Henderson Hwy Low-Pressure Sewer Proposal for Engineering Services</p> <p>Councillor Horechko Mayor Devlin</p> <p>BE IT RESOLVED THAT Council approve entering into a Professional Services Agreement with Stantec Consulting Ltd. to provide preliminary design, public open house support, and detailed design services for the proposed Henderson Highway Low-Pressure Sewer project, for a fixed fee of \$114,262.00 plus applicable taxes;</p> <p>AND BE IT FURTHER RESOLVED THAT the Mayor and Chief Administrative Officer be authorized to sign the Professional Services Agreement and related documents on behalf of the municipality.</p>
	Carried
	<p>9.4 GENERAL</p> <p>9.4.1 ~ Student Educational Travel Support Request</p>
2026-015	<p>9.4.1.1 RESOLUTION: Student Educational Travel Support Request</p> <p>Councillor Horechko Councillor Posthumus</p> <p>BE IT RESOLVED THAT Council approve a one-time monetary donation in the amount of (TBD) to support Liam King, a student resident of the RM of East St. Paul participating in an educational travel opportunity to Europe from March 25 to April 5, 2026.</p>
	Defeated
	<p>10. CORRESPONDENCE FOR INFORMATION</p> <p>11. BUSINESS ARISING FROM DELEGATIONS</p> <p>11.1 ~ NIL</p> <p>12. COUNCIL MEMBERS REPORTS</p> <p>12.1 Mayor - Carla Devlin</p> <p>Jan.13 Council Meeting (via zoom)</p> <p>12.2 Ward 1 - Brian Imhoff</p> <p>Dec.11 Fee Schedule Briefing Dec.17 John Q Board Meeting Dec.22 Joint Infrastructure Meeting Jan.13 Council Meeting Jan.13 Red River Basin Commission Conference</p> <p>12.3 Ward 2 - Orest Horechko</p> <p>Dec.11: Planning Meeting Dec.15: Council Briefing (Development, Sewer) Dec.17: RRPB Board Meeting Dec.22: Council Briefing with St.Clements Jan. 9: Council Briefing (development) Jan.12: RRPB Special Meeting Jan.13: Council Meeting</p> <p>12.4 Ward 3 - Brian Duval</p> <ul style="list-style-type: none"> - Regular Council Meeting - 2026 Fee Schedule Meeting - RM Christmas Luncheon - Legion #215: New Years Day Levee - Meeting re. Meadows Servicing - ARM Meeting at Oak Hammock Marsh - Special Meeting re. Secondary Plan - Red River Basin Commission Conference

12.5 Ward 4 - Charles Posthumus

Dec.10 Local School Christmas concert
Dec.11 Council Briefing re. Fee Structure
Dec.12 RM Employee Christmas Luncheon
Dec.15 RRPD Staff Appreciation
Dec.17 RRPD Regular Board Meeting
Jan. 8 Association of Rural Municipalities Meeting at Oak Hammock March
Jan.12 Red. River Planning Special Meeting
Jan.13 Council Meeting
Jan.13 Red River Basin Commission Conference
Dec. & Jan. Several calls to office for Deputy Mayor responsibilities
Dec. & Jan. Several call from residents and local Christmas Events

Mayor Devlin attended the meeting via Zoom, was disconnected prior to adjournment, and was not present for the votes following the in-camera session.

13. IN CAMERA

13.1 ~ Personnel and Business Development Matters

Mayor Devlin was disconnected prior to adjournment and was not present for the votes following the in-camera session.

2026-016

13.2 RESOLUTION: In Camera

Councillor Posthumus
Councillor Horechko

BE IT RESOLVED THAT Council now move In Camera as per Section 152(3) of The Municipal Act to discuss personnel and business development matters.

AND BE IT FURTHER RESOLVED THAT all matters discussed while In Camera are to remain confidential as per Section 83(1)(d) of The Municipal Act.

Carried

2026-017

13.3 RESOLUTION: Out of Camera

Deputy Mayor Imhoff
Councillor Posthumus

BE IT RESOLVED THAT Council now moves Out of Camera and resumes the Regular Meeting of Council.

Carried

2026-018

13.3.1 RESOLUTION: EMO Employment Agreement (2026-2028)

Councillor Posthumus
Councillor Horechko

BE IT RESOLVED THAT Council approve the Employment Agreement for the Emergency Management Organization (EMO) Coordinator, Dennis Wiwcharyk, for the term commencing January 1, 2026, and ending December 31, 2028.

AND BE IT FURTHER RESOLVED THAT the Mayor and the Chief Administrative Officer be authorized to execute the agreement on behalf of the municipality.

Carried

2026-019

13.3.1.1 RESOLUTION: Animal Control Service Agreement

Deputy Mayor Imhoff
Councillor Posthumus

BE IT RESOLVED THAT Council approve the provision of Animal Control Services for the Rural Municipality of East St. Paul through Rural Animal Management Services, effective January 1, 2026 to December 31, 2028 in accordance with the service proposal presented to Council.

AND BE IT FURTHER RESOLVED THAT the Mayor and the Chief Administrative Officer be authorized to execute any agreements and related documents necessary to give effect to this resolution on behalf of the municipality.

Carried

14. ADJOURNMENT

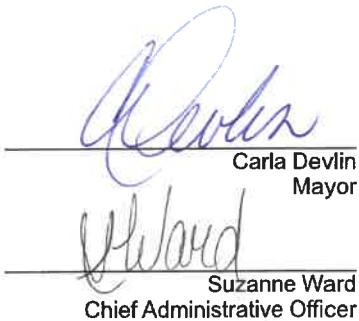
2026-020

14.1 RESOLUTION: Adjournment

Councillor Posthumus
Councillor Horechko

BE IT RESOLVED THAT the meeting be adjourned, the time being 10:22 am.

Carried



Carla Devlin
Mayor

Suzanne Ward
Chief Administrative Officer