



## **Rural Municipality of East St. Paul**

### **Meeting Minutes**

**December 13, 2022 - Regular Planning Meeting - 05:30 PM**

**PRESENT:**

Mayor Carla Devlin  
Councillor Brian Duval  
Councillor Brian Imhoff  
Councillor Orest Horechko  
Councillor Charles Posthumus

**IN ATTENDANCE:**

Suzanne Ward, A/Chief Administrative Officer  
Dave Wardrop, Director of Infrastructure Services  
Cara Nichols, Community Development Planner  
Michelle Steinhilber, Executive Assistant

**ABSENT:**

- 1. MEETING CALLED TO ORDER**
- 2. ADOPTION OF THE AGENDA - AMENDED**

2022-409

**2.1 RESOLUTION: Adoption of the Agenda**

Deputy Mayor Duval  
Councillor Imhoff

BE IT RESOLVED THAT the agenda be amended as follows:

Move to in camera, items:  
Item 7.2 Firefighter Appointments By-law  
Item 10.2.1 Fire Department Signage

Carried

- 3. OTHER BUSINESS**
- 4. CONFIRMATION OF MINUTES**
- 4.1 ~ November 29, 2022 Regular Planning Meeting**

2022-410

**4.2 RESOLUTION: Minutes - Nov 29, 2022**

Councillor Posthumus  
Councillor Horechko

BE IT RESOLVED THAT the Minutes from the November 29, 2022 Planning Meeting be approved.

Carried

- 5. DELEGATIONS**
- 6. PUBLIC HEARINGS**
- 6.1 ~ Variation Order 115, 2022 (30 Linda Place)**

2022-411

**6.2 RESOLUTION: Open PH for VO 115, 2022 (30 Linda Place)**

Deputy Mayor Duval  
Councillor Imhoff

BE IT RESOLVED THAT Council open the Public Hearing of Council for Variation Order 115, 2022 (30 Linda Place).

Carried

2022-412

**6.3 RESOLUTION: Close PH for VO 115, 2022 (30 Linda Place)**

Councillor Horechko  
Deputy Mayor Duval

BE IT RESOLVED THAT Council close the Public Hearing of Council for Variation Order 115, 2022 (30 Linda Place).

Carried

2022-413

**6.3.1 RESOLUTION: Variation Order 115, 2022 (30 Linda Place)**

Councillor Horechko  
Councillor Imhoff

BE IT RESOLVED THAT Variation Order 115, 2022 (30 Linda Place) be approved subject to the following conditions:

1. This variance is limited to reduced side yard and building separation as presented in this application. Any changes in use, additions, and/or replacement may require a new variance approval.
2. Applicant / owner obtains required permits from the Red River Planning District (RRPD) and the Municipality.

Defeated

**6.4 ~ Variation Order 120, 2022 (4141 & 4143 Henderson Hwy)**

2022-414

**6.5 RESOLUTION: Open PH for VO 120, 2022 (4141 & 4143 Henderson Hwy)**

Councillor Horechko  
Councillor Posthumus

BE IT RESOLVED THAT Council open the Public Hearing of Council for Variation Order 120, 2022 (4141 & 4143 Henderson Hwy).

Carried

2022-415

**6.6 RESOLUTION: Close PH for VO 120, 2022 (4141 & 4143 Henderson Hwy.)**

Councillor Imhoff  
Deputy Mayor Duval

BE IT RESOLVED THAT Council close the Public Hearing of Council for Variation Order 120, 2022 (4141 & 4143 Henderson Hwy).

Carried

2022-416

**6.7 RESOLUTION: Variation Order 120, 2022 (4141 & 4143 Henderson Hwy)**

Councillor Posthumus  
Deputy Mayor Duval

BE IT RESOLVED THAT Variation Order 120, 2022 (4141 & 4143 Henderson Hwy) be approved subject to the following condition:

1. This variance is limited to reduced area and width as presented in this application. Any changes in use, additions, and/or replacement may require a new variance approval.

Carried

**6.8 ~ CANCELLED: Variation Order 122, 2022 (655 Pritchard Farm Road)**

BE IT RESOLVED THAT Council open the Public Hearing of Council for Variation Order 122, 2022 (655 Pritchard Farm Road).

2022-417

**6.8.1 RESOLUTION: NOT PROCEED - VO 122, 2022 (655 Pritchard Farm Road)**

Councillor Imhoff  
Deputy Mayor Duval

BE IT RESOLVED THAT Council not proceed with Variation Order 122, 2022 because the applicant has withdrawn their application.

Carried

**7. BY-LAWS**

**7.1 ~ Fire Prevention and Emergency Response By-law No. 2022-18 (2nd & 3rd reading)**

2022-418

**7.1.1 RESOLUTION: Fire Prevention and Emergency Response By-law 2022-18 (2nd reading)**

Councillor Posthumus  
Deputy Mayor Duval

BE IT RESOLVED THAT By-law No. 2022-18, being a By-law of the Rural Municipality of East St. Paul to provide for fire fighting, fire prevention, rescue services, the related regulation of fire and other hazards, the adoption of the fires prevention and emergency response act, and for establishing, continuing, and operating an emergency service for the Municipality, to be known as the "Fire Prevention and Emergency Response By-Law", be given 2nd reading.

Carried

2022-419

**7.1.2 RESOLUTION: Fire Prevention and Emergency Response By-law 2022-18 (3rd reading)**

Councillor Imhoff  
Deputy Mayor Duval

BE IT RESOLVED THAT By-law No. 2022-18, being a By-law of the Rural Municipality of East St. Paul to provide for fire fighting, fire prevention, rescue services, the related regulation of fire and other hazards, the adoption of the fires prevention and emergency response act, and for establishing, continuing, and operating an emergency service for the municipality, to be known as the "Fire Prevention and Emergency Response By-Law" 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.

AND BE IT FURTHER RESOLVED THAT By-law 2020-06 is hereby repealed.

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

Carried

## 8. POLICIES

## 9. FINANCES

### 9.1 ~ Schedule of Accounts

2022-420

#### 9.1.1 RESOLUTION: Schedule of Accounts

Councillor Horechko  
Councillor Posthumus

BE IT RESOLVED THAT the schedule of accounts dated December 13, 2022 amounting to \$5,395.00 be confirmed as paid.

Carried

### 9.2 ~ Schedule of Accounts (Paid Since December 5/22)

2022-421

#### 9.2.1 RESOLUTION: Schedule of Accounts

Councillor Imhoff  
Councillor Horechko

BE IT RESOLVED THAT the schedule of accounts paid since November 8, 2022 amounting to \$2,785,330.75 be confirmed as paid.

Carried

### 9.3 ~ Payroll

2022-422

#### 9.3.1 RESOLUTION: Payroll

Councillor Imhoff  
Deputy Mayor Duval

BE IT RESOLVED THAT the net payroll and Council indemnities for the RM of East St. Paul for November 8, 2022 to December 13, 2022 amounting to \$209,436.82 be approved.

Carried

### 9.4 ~ Statement of Revenues and Expenditures - November 30/22

2022-423

#### 9.4.1 RESOLUTION: Statement of Revenues and Expenditures (November 30, 2022)

Deputy Mayor Duval  
Councillor Horechko

BE IT RESOLVED THAT the Statement of Revenues and Expenditures for the period ending November 30, 2022 be approved

Carried

## 10. GENERAL BUSINESS

### 10.1 ADMINISTRATION

### 10.1.1 ~ 2023 Interim Operating Budget

2022-424

#### 10.1.1.1 RESOLUTION: 2023 Interim Operating Budget

Councillor Horechko  
Deputy Mayor Duval

BE IT RESOLVED THAT Council adopt the 2023 Interim Operating Budget as follows:

DEPARTMENT	2023 REQUESTED
General Government Services	\$900,000.00
Protective Services	\$500,000.00
Public Works	\$1,000,000.00
Engineering & Survey	\$100,000.00
Environmental Health Services	\$500,000.00
Planning & Zoning	\$300,000.00
Recreation & Community Services	\$800,000.00
Fiscal Services	\$1,500,000.00
<b>TOTAL:</b>	<b>\$5,600,000.00</b>
Capital Requirements: Borne by Reserve Funds	\$3,000,000.00
Utility Requirements:	\$900,000.00

Carried

### 10.1.2 ~ First Call for Capital Projects - 2023

2022-425

#### 10.1.2.1 RESOLUTION: First Call for Capital Project 2023

Councillor Horechko  
Councillor Posthumus

BE IT RESOLVED that Council adopts the First Call for Capital Projects 2023 as outlined in the Request for Decision proposed at the December 13, 2022 council meeting.

Carried

### 10.1.3 ~ Outstanding Utility Accounts

2022-426

#### 10.1.3.1 RESOLUTION: Outstanding Utility Accounts

Councillor Posthumus  
Councillor Imhoff

BE IT RESOLVED THAT Council approve the year-end transfer of overdue water and sewer accounts as of December 31, 2022 to the tax roll.

Carried

## 10.2 GENERAL

### 11. BUSINESS ARISING FROM DELEGATIONS

### 12. CORRESPONDENCE FOR INFORMATION

### 13. COUNCIL MEMBER REPORTS

#### 13.1 Mayor - Carla Devlin

NOVEMBER

- 8 - Sio Sands Presentation
- 9 - Burton Ave development briefing
- 10 - John Q Meeting
- 10 - Meeting with CAO – project management
- 11 – Royal Canadian Legion Remembrance Day Ceremony
- 14 – George Cuff Boot Camp
- 15 – George Cuff Boot Camp
- 15 – Throne Speech – Legislative Building
- 16 – Water Finance and Management webinar
- 17 – Meeting with Manitoba Transportation and Infrastructure
- 21 – AMM
- 22 – AMM
- 23 – AMM
- 24 – Employee Retirement Celebration
- 25 – Strategic Priorities Meeting
- 28 – Preliminary Budget Meeting
- 29 – John Q / AMM online election
- 30 – RRPD Orientation Session

#### DECEMBER

- 1 – ARM Dinner – RM of Macdonald
- 6 – Code of Conduct Course
- 7 – Employee Contract Meeting
- 9 – Winnipeg Metro Region Meeting
- 12 – Meeting with Brokenhead Ojibway Nation
- 12 – Wastewater Treatment Plant tour
- 13 – EMO workshop
- 13 – Regular council meeting

#### **13.1.1 Ward 1 - Brian Imhoff**

- Nov 3 - RRPD Briefing
- Nov 8 - Sio Sands Briefing
- Nov 8 - Council Meeting
- Nov 9 - Council Briefing - Burton
- Nov 10 - Selkirk Waste Water Treatment Plant
- Nov 11 - Remembrance Day Ceremony - Legion 215
- Nov 21 - AMM Conference
- Nov 22 - AMM Conference
- Nov 23 - AMM Conference
- Nov 25 - Strategic Planning Meeting
- Nov 28 - Preliminary Budget Meeting
- Nov 29 - AMM District Election Meeting
- Nov 29 - Council Meeting
- Dec 6 - Operations Briefing
- Dec 7 - Council Meeting - Staffing
- Dec 12 - Meeting - Brokenhead Ojibway Nation
- Dec 12 - ESP Waste Water Treatment Plant Briefing
- Dec 13 - Emergency Measures Workshop
- Dec 13 - Council Meeting

#### **13.1.2 Ward 2 - Orest Horechko**

- Nov 8 - Council Meeting
- Nov 9 - Council Briefing (Developer)
- Nov 9 - COPP Meeting
- Nov 10 - Selkirk Waste Water Plant tour
- Nov 11 - Remembrance Day: Branch 215
- Nov 14 - George Cuff Seminar
- Nov 15 - George Cuff Seminar
- Nov 16 - RRPD Education
- Nov 16 - RRPD Board Meeting
- Nov 21 - AMM Convention
- Nov 22 - AMM Convention
- Nov 23 - AMM Convention
- Nov 25 - Strategic Priorities Sessions

Nov 28 - Budget Meeting 1  
 Nov 29 - Council Meeting  
 Nov 30 - Orientation RRPD  
 Dec 1 - MARR Forum  
 Dec 7 - Council Briefing (Personell)  
 Dec 10 - Christmas at the Plaza  
 Dec 12 - Council Briefing (BON)  
 Dec 13 - EMO Meeting  
 Dec 13 - Council Meeting

#### **13.1.2.1 Ward 3 - Brian Duval**

- Meeting with potential Developer
- Tour of Selkirk's new Waste Water Plant
- Remembrance Day Service: Henderson Legion
- George Cuff: 2-day training "Boot Camp"
- Red River Basin South Chapter fund-raising event in Morris
- AMM Fall Convention (3-day event) in Winnipeg
- Meeting with Minister Clark and Dignitaries
- Review of East St Paul Strategic Plan & Priorities
- Preliminary Budget Meeting, Capital Projects
- Two regular Council Meetings
- ARM meeting in Domain, MB
- Speical Meeting, Personnel Matters
- Speical Meeting with Brokenhead O.N. Council & Dignitaries

#### **13.2 Ward 4 - Charles Posthumus**

Nov 8 - Special Meeting S10 Sitca Sands  
 Nov 8 - Council Meeting  
 Nov 9 - Meeting with Developer  
 Nov 10 - Selkirk Treatment Plant  
 Nov 11 - Remembrance Day Legion  
 Nov 14 - Council Boot Camp in West St Paul  
 Nov 15 - Council Boot Camp in West St Paul  
 Nov 17 - Red River Basin Commission in Morris, MB  
 Nov 21 - AMM Convention in Winnipeg  
 Nov 22 - AMM Convention in Winnipeg  
 Nov 23 - AMM Convention in Winnipeg  
 Nov 24 - Staff Retirement  
 Nov 25 - Strategic Planning  
 Nov 28 - Budget Meeting Number 1  
 Nov 29 - Eastern District Election

### **14. IN CAMERA**

#### **14.1 ~ Personnel Matters**

##### **14.1.1 RRPD 2023 Operating Budget**

#### **14.2 EMO Employment Agreement**

##### **14.2.1 Synchena Consulting Service Agreement**

##### **14.2.2 ~ Firefighter Appointments By-law No. 2022-19 (2nd & 3rd Reading)**

##### **14.2.3 ~ Fire Department Sign**

##### **14.2.4 RESOLUTION: In Camera**

Councillor Imhoff  
 Councillor Horechko

BE IT RESOLVED THAT Council now move In Camera as per Section 152(3) of The Municipal Act to discuss (legal, personnel) 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

2022-428

**14.2.4.1 RESOLUTION: Out of Camera**

Councillor Posthumus  
Councillor Imhoff

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

Carried

2022-429

**14.2.5 RESOLUTION: EMO Service Contract**

Deputy Mayor Duval  
Councillor Posthumus

BE IT RESOLVED THAT Council approve the employment agreement for EMO Coordinator, Dennis Wiwcharyk for the period of January 1, 2023 to December 31, 2025

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

Carried

2022-430

**14.2.6 RESOLUTION: Synchena Consulting Service Agreement**

Councillor Horechko  
Councillor Imhoff

BE IT RESOLVED THAT the RM of East St. Paul enter into a service agreement with Synchena Consulting for IT and GIS Maintenance services for a period of two years effective January 1, 2023 to December 31, 2024.

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

Carried

2022-431

**14.2.7 RESOLUTION: Firefighter Appointments By-law No. 2022-19 (2nd reading)**

Councillor Imhoff  
Councillor Horechko

BE IT RESOLVED THAT By-law No. 2022-19, being a By-Law of the Rural Municipality of East St. Paul for appointing a Fire Chief, Deputy Fire Chiefs, Captains, Lieutenants, and Fire Fighters, and for fixing the remuneration thereof be given 2nd reading.

Carried

2022-432

**14.2.8 RESOLUTION: Firefighter Appointments By-law No. 2022-19 (3rd reading)**

Councillor Horechko  
Councillor Posthumus

BE IT RESOLVED THAT By-law No. 2022-19, being a By-Law of the Rural Municipality of East St. Paul for appointing a Fire Chief, Deputy Fire Chiefs, Captains, Lieutenants, and Fire Fighters, and for fixing the remuneration thereof 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
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Mayor Devlin	✓
Deputy Mayor Duval	✓
Councillor Horechko	✓
Councillor Imhoff	✓
Councillor Posthumus	✓

Carried

2022-433

#### 14.2.9 RESOLUTION: Fire Department Sign

Councillor Horechko  
Councillor Posthumus

BE IT RESOLVED THAT Council approves the quote as submitted by SRS Signs & Service Inc. for the supply and installation of the Fire Hall building signage as per Option 1 of the proposed concept drawing presented at the December 13, 2022 council meeting.

Carried

2022-434

#### 14.3 RESOLUTION: Appointment of CAO

Mayor Devlin  
Councillor Horechko

WHEREAS Council has reached an agreement with Suzanne Ward for the position of Chief Administrative Officer.

THEREFORE BE IT RESOLVED THAT the Mayor be authorized to sign the employment agreement on behalf of the municipality.

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

Carried

#### 15. ADJOURNMENT

2022-435

#### 15.1 RESOLUTION: Adjournment

Councillor Imhoff  
Deputy Mayor Duval

BE IT RESOLVED THAT the meeting be adjourned, the time being 8:00 pm.

Carried



Carla Devlin  
Mayor



Suzanne Ward  
Chief Administrative Officer



December 13, 2022

5:30 pm

**Public Hearing Sign-In Sheet**  
**Variance Order No.122, 2022**  
*655 Pritchard Farm Road*

**IN FAVOUR**

NAME	ADDRESS	Email	Phone Number

**IN OPPOSITION**

NAME	ADDRESS	Email	Phone Number
Doreen Martin			

**FOR INFORMATION**

NAME	ADDRESS	Email	Phone Number



RM OF EAST ST. PAUL

December 13, 2022

5:30 pm

**Public Hearing Sign-In Sheet**  
**Variance Order No.122, 2022**  
**ZOOM 655 Pritchard Farm Road**

**IN FAVOUR**

NAME	ADDRESS	Email	Phone Number

**IN OPPOSITION**

NAME	ADDRESS	Email	Phone Number
Tracy Michaels			

**FOR INFORMATION**

NAME	ADDRESS	Email	Phone Number



RM OF EAST ST. PAUL

December 13, 2022

5:30 pm

**Public Hearing Sign-In Sheet**  
**Variance Order No.115, 2022**  
*30 Linda Place*

**IN FAVOUR**

NAME	ADDRESS	Email	Phone Number
Lawrence Roberecki			

**IN OPPOSITION**

NAME	ADDRESS	Email	Phone Number

**FOR INFORMATION**

NAME	ADDRESS	Email	Phone Number



December 13, 2022

5:30 pm

**Public Hearing Sign-In Sheet**  
**Variance Order No.115, 2022**  
**ZOOM 30 Linda Place**

**IN FAVOUR**

NAME	ADDRESS	Email	Phone Number

**IN OPPOSITION**

NAME	ADDRESS	Email	Phone Number

**FOR INFORMATION**

NAME	ADDRESS	Email	Phone Number



December 13, 2022

5:30 pm

**Public Hearing Sign-In Sheet**  
**Variance Order No.120, 2022**  
**4141 & 4143 Henderson Highway**

**IN FAVOUR**

NAME	ADDRESS	Email	Phone Number

**IN OPPOSITION**

NAME	ADDRESS	Email	Phone Number
BERNIE LOZAR			
Irene Lozar			
Brian Murray			

**FOR INFORMATION**

NAME	ADDRESS	Email	Phone Number
Bernie Lozar			
Mitchell Keber			



December 13, 2022

5:30 pm

**Public Hearing Sign-In Sheet**  
**Variance Order No.120, 2022**  
**ZOOM 4141 & 4143 Henderson Highway**

**IN FAVOUR**

NAME	ADDRESS	Email	Phone Number

**IN OPPOSITION**

NAME	ADDRESS	Email	Phone Number

**FOR INFORMATION**

NAME	ADDRESS	Email	Phone Number
Bob Keber			