

CITY OF STEINBACH  
Regular Council Meeting  
July 15, 2025

MINUTES

1. Minutes of the Regular Council Meeting of City of Steinbach Council held on Tuesday, July 15, 2025, at City of Steinbach Council Chambers.
2. Mayor Earl Funk called the meeting to order at 7:30 p.m., with the following members of Council present: Councillors Jake Hiebert, Michael Zwaagstra, Bill Hiebert, Jac Siemens & Damian Penner. Also present: City Manager, Troy Warkentin, Manager, Corporate Services, Adam Thiessen, and City Clerk, Amanda Dubois.
3. Councillor B. Hiebert opened the meeting.
- R25-141 4. Councillor J. Siemens, Councillor D. Penner RESOLVED that the agenda be adopted.  

-Un. Carried-
- R25-142 5. Councillor B. Hiebert, Councillor J. Hiebert RESOLVED that the minutes of July 2, 2025, Regular Council Meeting be approved.  

-Un. Carried-
- R25-143 6. Councillor D. Penner, Councillor J. Siemens RESOLVED that Councillor S. Penner be excused from the July 15, 2025 regular council meeting.  

-Un. Carried-
7. Council meeting recessed and Public Hearing was called to order at 7:37 p.m., by Mayor Earl Funk. Public Hearing was to consider Conditional Use CU-2025-03.  

Conditional Use CU-2025-03  
Owner: Reimer Agencies Ltd.  
Applicant: The Home Workshop Inc.  
Civic Address: 123 Industrial Road  
Legal: Lot 3, Plan 54128  
  
Purpose: To allow the operation of a retail sales business on the subject property.
- 7.1 Troy Warkentin, City Manager introduced Conditional Use CU-2025-03 and reported that notices pursuant to The Planning Act had been completed.
- 7.2 Albert Giesbrecht, 35033 Road 30, Mitchell, on behalf of the Home Workshop Inc. was present at the hearing and provided the following information:
  - The three rear units of the building are intended to be rental spaces.
  - Approximately 1,400 sq.ft. of the building would be used for retail display purposes, featuring kitchen cabinetry, bathroom fixtures, flooring and furniture.
  - Mr. Giesbrecht noted that all manufacturing is conducted at his existing shop in Mitchell, and no manufacturing will occur within this building
  - Mr. Giesbrecht was prepared to answer questions of council.
- 7.3 Gary Snider, 534 Wilson Street, was present at the public hearing with questions regarding the current availability of commercial space in Steinbach and if the industrial lots that have been created are subsidized in any way by taxpayers. If the properties are sold at a lower cost, is there a potential incentive for retail businesses to relocate to industrial areas rather than established commercial zones.
- 7.4 Mayor Funk clarified that retail sales within light industrial lots are permitted only as a conditional use. He emphasized that these lots were established by the City to encourage and support manufacturing businesses in Steinbach and are sold at cost.
8. There being no further discussion, Council meeting re-opened at 7:57 p.m.

9. Councillor J. Siemens moved that the City of Steinbach approve Conditional Use CU-2025-03, subject to the following conditions:

1. that the approval shall expire upon the applicant ceasing retail sales on the site.
2. That a development agreement be entered into.
3. That no retail be permitted in the additional bays available for rent.

-Motion lost due to lack of Second-

R25-144 10. Councillor M. Zwaagstra, Councillor D. Penner RESOLVED that the City of Steinbach deny Conditional Use CU-2025-03.

Voting For: M. Zwaagstra, D. Penner,  
B. Hiebert, J. Hiebert, E Funk  
Voting Against: J. Siemens

11. Council meeting recessed and Public Hearing was called to order at 8:06 p.m., by Mayor Earl Funk. Public Hearing was to consider Variance V-2025-13.

Variance V-2025-13

Owner: Jung Seok Kang & Young Hee Hwang

Applicant: David Golke

Civic Address: 13 PTH 52 West

Legal: Lot 6, Block 1, Plan 2019 EX NW 50F & NE 75F &  
Lot 7, Block 1, Plan 2019 NW 25F & EX NE 75F

Purpose: To permit a rear yard setback of 5 feet whereas the "C2" Commercial Community Zone requires a minimum setback of 20 feet.

11.1 Troy Warkentin, City Manager introduced Variance V-2025-13 and reported that notices pursuant to The Planning Act had been completed.

11.2 David Golke, applicant, 30088 Road 34 North, on behalf of the owner, was present at the hearing and provided the following:

- They will be constructing a new commercial building and wish to align it with the adjacent building.
- Required parking would be located along the front of the building.
- Mr. Golke was prepared to answer questions of Council.

12. There was no one present at the public hearing with questions or concerns.

13. There being no further discussion, Council meeting re-opened at 8:10 p.m.

R25-145 14. Councillor J. Siemens, Councillor J. Hiebert RESOLVED that the City of Steinbach approve Variance V-2025-13, subject to a cross-access agreement being entered into with the owners of the adjacent property at 9 PTH 52 West.

-Un. Carried-

15. Manager, Corporate Services, Adam Thiessen provided an update on the private security contracted services:

- Further to the request of administration on June 17<sup>th</sup>, administration has obtained quotes from service providers and has entered into an agreement with Steinbach Security Services.
- The pilot project will operate on a month-to-month basis from July 2<sup>nd</sup> - November 30<sup>th</sup>, 2025, and will be funded by the unspent portion of the policing budget.
- This will allow for time to evaluate the effectiveness of the program before considering any long-term commitments as part of the 2026 budget planning process.
- Patrol will occur nightly between the hours of 10:00 p.m. and 6:00 a.m. Steinbach Security has established a collaborative working relationship with the RCMP and has met with them to coordinate response protocols for active situations.
- Priority areas will include construction sites and residential neighbourhoods, based on community concerns as reported. Priority areas will be adjusted based on feedback received from the RCMP.
- Residents are encouraged to contact 911 if they witness an active crime or suspicious activity so that the appropriate response can be provided.

- Administration will report back to council in the Fall 2025 with a summary of security reports and related RCMP crime statistics, specifically regarding incidents of petty theft and vandalism.

- R25-14616. Councillor D. Penner, Councillor B. Hiebert RESOLVED that the following accounts be approved for payment:
- |   |    |              |
|---|----|--------------|
| Accounts Payable (July 9, 2025)             | \$ | 1,006,850.70 |
| Bi-Weekly Pay Period No. 14 (July 02, 2025) | \$ | 419,324.80   |
| Monthly Pay Period No. 07 (July 04, 2025)   | \$ | 57,133.60    |
- Un. Carried-

- R25-14717. Councillor J. Hiebert, Councillor J. Siemens RESOLVED that the City of Steinbach accept the following business licences.
- Lic No. 346 - Robert Penner - Robert Penner Construction - La Broquerie - Construction  
Lic No. 347 - Marta Schwartz - Burbank Directional Drilling - Alberta - Drilling/Hydrovac
- Un. Carried-

- R25-14818. Councillor D. Penner, Councillor J. Hiebert RESOLVED that the building permits as issued during the month of June, 2025 be accepted. (list attached)
- Un. Carried-

- R25-14919. Councillor B. Hiebert, Councillor M. Zwaagsra RESOLVED that the City of Steinbach accept the Minor Subdivision applications as issued by the Planning and Zoning Department from December 11, 2024 - June 30, 2025. (list attached)
- Un. Carried-

- R25-15020. Councillor J. Hiebert, Councillor B. Hiebert RESOLVED that the City of Steinbach accept the Minor Variance applications as issued by the Planning and Zoning Department from December 11, 2024 - June 30, 2025. (list attached)
- Un. Carried-

21. Correspondence and a request for a Grant In Lieu of Taxes were received from Steinbach & Area Animal Rescue Inc.  
Received as information.

22. Councillor D. Penner, Councillor B. Hiebert RESOLVED that the meeting be adjourned.
- Un. Carried-

Time of adjournment 8:23 p.m.

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Mayor

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City Manager