

**CITY OF STEINBACH**  
**Regular Council Meeting**  
**February 6, 2018**

MINUTES

1. Minutes of the Regular Council Meeting of City of Steinbach Council held on Tuesday, February 6, 2018 at City of Steinbach Council Chambers.

2. Mayor Chris Goertzen called the meeting to order at 7:30 p.m., with the following members of Council present: Councillors Earl Funk, Jac Siemens, John Fehr, Cari Penner, Susan Penner and Michael Zwaagstra. Also present: City Manager, Troy Warkentin, City Clerk, Deb Rempel and Corporate Services Manager Rhona Dundas.

3. Councillor Michael Zwaagstra opened the meeting.

R18-021 4. Councillor S. Penner, Councillor Siemens RESOLVED that the agenda be adopted.

-Un. Carried-

R18-022 5. Councillor Fehr, Councillor Funk RESOLVED that the minutes of the January 16, 2018, Regular Council Meeting be approved.

-Un. Carried-

6. City Manager, Troy Warkentin provided the City Manager's report for 2017 and was prepared to answer questions of Council.

6.1 Mayor, Chris Goertzen thanked the City Manager for his work and provided that Council appreciates all the work that he and his staff do.

R18-023 7. Councillor C. Penner, Councillor S. Penner RESOLVED that the following accounts be approved for payment:

Disbursements (January 31, 2018)	\$2,524,206.75
Payroll (January 11, 2018)	\$40,542.33
Payroll (January 24, 2018)	\$232,886.24

-Un. Carried-

R18-024 8. Councillor Zwaagstra, Councillor Siemens RESOLVED that City of Steinbach give third reading to By-Law 2091, being an amendment to Administrative Penalty By-Law 2076.

-Un. Carried-

R18-025 9. Councillor Funk, Councillor C. Penner RESOLVED that the City of Steinbach accept the following approved Excavator's Licence:

No. 18-04      Townline Excavating Ltd.

-Un. Carried-

R18-026 10. Councillor S. Penner, Councillor C. Penner RESOLVED that the City of Steinbach accept the following approved Business Licences. (list attached)

-Un. Carried-

R18-027 11. Councillor C. Penner, Councillor Fehr RESOLVED that the building permits as issued during the month of January 2018 be accepted. (list attached)

-Un. Carried-

R18-028 12. Councillor Zwaagstra, Councillor Fehr RESOLVED that the City of Steinbach approve the following 2018 Emergency Plan Amendments.

<b>Date</b> (DD-MM-YYYY)	<b>RECORD OF AMENDMENT Concerning Section(s)</b> (list section and changes made)
03-01-2018	<b>Steinbach Hazard Analysis</b> Sections 1-9 Update to reflect changes in population and area due to annexation of parts of RM of Hanover
10-01-2018	<b>Hanover Hazard Analysis</b> Sections 1-5 & 7 revised and add Section 9 to include population counts and maps for all sections. Also revised sections 1-5 to include hazards located in the rural areas of RM.
09-06-2017 06-09-2017 28-09-2017	<b>Action Guidelines</b> Section 1(Index): Correct Section numbers in index Section 8 (Reception Centre): Update to add info re accessing laptop & Cell phone for RC Section 8 (Reception Centre): Update process for contacting Regional Health for their assistance at a reception centre.
04-10-2017 06-11-2017 11-01-2018 08-11-2017 10-01-2018 28-12-2018 10-01-2018	<b>Emergency Plan</b> Part 13 (Public Information) updated procedures for media releases to Media Part 4 ( Introduction) Updated to correct info in implementation of Emergency Plan and to clarify role of City Manager/ CAO in Emergency Response /EOC team Part 6 (Warning) Revised RM of Hanover procedures to include new alert channel app and update provincial assistance contact numbers. Part 9 (Telecommunications) Update to include procedures for Cell and Internet access Part 26 (Position Responsibilities) Update to clarify position responsibilities for City Manager/CAO Part 23 (Steinbach Maps) Updated and added maps to include newly annexed area Part 24 (Hanover Maps) Revised existing maps and added maps to show rural areas of RM rather than just the urban areas.

<b>Date</b> (DD-MM-YYYY)	<b>RECORD OF AMENDMENT Concerning Section(s)</b> (list section and changes made)
12-01-2018 12-01-2018	<b>Emergency Plan (Continued)</b> Parts 7, 8,10,12,14,16,19,21 (Essential Contacts lists) verified and updated. Part 3 (Amendments) Brought up to date for issuing 2018 plan.

-Un. Carried-

13. Correspondence from Canada Post was acknowledged advising of new site locations and addressing in the new annexation area.

13.1 City Manager provided that Canada Post is planning on adding new site locations for the purpose of installing community mail boxes in the newly annexed area. They were seeking information if there will be new civic addresses assigned to the area. They will coincide with the City to make the transition so that customers need to only go through one address change.

13.2 The letter was referred to administration to review the area and seek input from residents and provide a report to council.

14. Correspondence and a grant request were acknowledged from Junior Achievement of Manitoba Inc.

Received as information.

15. Minutes of the Seine-Rat River Conservation District of November 21, 2017, and December 19, 2017, were acknowledged.

Received as information.

16. Correspondence was acknowledged from Verna Thiessen acknowledging the City's

snow removal program. She also provided comment suggesting a volunteer park.

Received as information.

17. Councillor Siemens, Councillor Funk RESOLVED that the meeting be adjourned.

-Un. Carried-

Time of adjournment: 8:07 p.m.

\*dr

---

Mayor

---

City Manager