

**CITY OF STEINBACH**  
**Regular Council Meeting**  
**March 19, 2019**

MINUTES

1. Minutes of the Regular Council Meeting of City of Steinbach Council held on Tuesday, March 19, 2019 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 Susan Penner, Damian Penner, Jac Siemens, Jake Hiebert, Bill Hiebert and Michael Zwaagstra. Also present: City Manager, Troy Warkentin, Senior Manager, Finance – Brian Hrehirchuk and City Clerk, Deb Rempel.

3. Councillor Michael Zwaagstra opened the meeting.

R19-060A 4. Councillor D. Penner, Councillor B. Hiebert RESOLVED that the agenda be adopted as amended.  
Amendment:

Item 12. A. Jake Epp Library grant request.

-Un. Carried-

R19-061 5. Councillor M. Zwaagstra, Councillor J. Hiebert RESOLVED that the minutes of the March 5, 2019 Regular Council Meeting be approved.

-Un. Carried-

6. Council meeting recessed and Public Hearing was called to order at 7:35 p.m., by Mayor Funk. Public Hearing was to consider Conditional Use CU-2019-01.

Conditional Use CU-2019-01

357 Elmdale Street

Owner: City of Steinbach

Applicant: Happy Feet Early Learning Center Inc.

Purpose: To allow a daycare centre to locate on the subject property.

6.1 City Manager, Troy Warkentin, introduced Conditional Use CU-2019-01 and reported that notices pursuant to The Planning Act had been completed.

6.2 No written objections have been received.

6.3 No one was present at the hearing with questions or concerns to the Conditional Use application.

6.4 The applicant was present and prepared to answer questions of Council.

6.5 There being no further discussion Council meeting re opened at 7:38 p.m.

R19-062 7. Councillor M. Zwaagstra, Councillor D. Penner RESOLVED that the City of Steinbach approve the application for Conditional Use CU-2019-01.

-Un. Carried-

8. Council Meeting recessed and Public Hearing was called to order by Mayor Funk. Public hearing was to consider the 2019 Financial Plan.

8.1 2019 Financial Plan

8.2 Brian Hrehirchuk, Senior Manager, Finance, presented the 2019 Financial Plan.

8.3 Mr. Hrehirchuk provided some 2019 Expenses Programs and Projects and Debt that make up the 2019 budget:

- Waste reduction and recycling
- Jake Epp Library
- Summer in the City Festival
- Canada Day Activities
- Dutch Elm Disease prevention
- Police and Fire Services
- Transportation Services
- Solid Waste Services
- Recreation Services
- Water and Wastewater Services

2019 Projects

- Equipment Replacement
- Supplemental Water Supply
- Road Surface Renewal
- Underground Infrastructure Renewal
- Heritage Cemetery Expansion
- Deerfield Creek Retention and Pathway

8.4 Mr. Hrehirchuk provided that the City of Steinbach is in receipt of the Notice of Tax requirements for the Hanover School Division in accordance with Section 187 of The Public Schools Act, under Section 188 for 2019 the amount to be raised by tax levy is \$13,990,168.00.

8.5 Mr. Hrehirchuk provided that the City of Steinbach is in receipt of the Notice of Tax requirements for the Manitoba Education and Training - 2019 Education Support Levy in accordance with sections 182 and 183 of The Public Schools Act, 2019 Other Property to be raised by tax levy is \$3,147,628.00.

8.6 Brian Hrehirchuk, Senior Manager, Finance, provided that the projected 2019 Municipal property tax rate would be 14.09 mills.

8.7 Mr. Hrehirchuk completed his presentation at 7:52 p.m.

8.8 Mr. Hrehirchuk was prepared to answer questions of council.

8.9 Mayor Funk gave members of the audience an opportunity to ask questions or make comments.

8.10 Council members expressed appreciation of the work of Council and administration in keeping the mill rate at 14.09 mills.

8.11 Mayor Funk commented on highlights of the 2019 budget. Mayor Funk thanked Council and staff for the work they have done in preparing the budget.

8.12 There being no further discussion the Public Hearing closed and the Council Meeting re-opened 7:54 p.m., and the following resolutions resulted.

R19-063 9. Councillor S. Penner, Councillor J. Siemens RESOLVED that the City of Steinbach approve the 2019 Financial Plan as presented by Brian Hrehirchuk, Senior Manager, Finance.

-Un. Carried-

R19-064 10. Councillor J. Siemens, Councillor B. Hiebert RESOLVED that the City of Steinbach award the tender for the 2019 Deerfield Middle Detention Pond and Pathway project to Friesen Hauling and Excavating Inc., being the low bid in the amount of \$588,550.00 (plus applicable taxes).

Other tenders received:

- Fast Brothers (1978) Ltd.	\$622,149.00
- Diamond Construction	\$723,550.00
- J.K.W. Construction Ltd.	\$747,510.00
- Maple Leaf Construction Ltd.	\$798,660.00
- Hy-Way Construction Inc.	\$814,500.00
- Taillieu Construction Ltd.	\$1,134,248.00

-Un. Carried-

R19-065 11. Councillor D. Penner, Councillor J. Hiebert RESOLVED that the following accounts be approved for payment:

Disbursements (March 13, 2019)	\$853,977.16
Payroll (March 6, 2019)	\$229,092.46
Payroll (March 11, 2019)	\$57,811.85

-Un. Carried-

R19-066 12. Councillor J. Siemens, Councillor B. Hiebert RESOLVED that the Financial Statements for the period ending January 31, 2019 be accepted.

-Un. Carried-

R19-067 13. Councillor S. Penner, Councillor J. Siemens RESOLVED that the Financial Statements for the period ending February 28, 2019 be accepted.

-Un. Carried-

R19-068 14. Councillor M. Zwaagstra, Councillor B. Hiebert RESOLVED that the building permits as issued during the month of February 2019 be accepted.

-Un. Carried-

R19-069 15. Councillor S. Penner, Councillor J. Hiebert RESOLVED that the City of Steinbach accept the following approved Business Licences. (list attached)

-Un. Carried-

R19-070 16. Councillor M. Zwaagstra, Councillor J. Hiebert RESOLVED that the City of Steinbach approve application for Subdivision 4451-2019-8119, as applied for by Len Neufeld on behalf of TCK Holdings Ltd., subject to the prior execution of a drainage easement, shared access and development agreements.

-Un. Carried-

R19-071 17. Councillor J. Siemens, Councillor J. Hiebert RESOLVED that the City of Steinbach give third reading to By-Law 2118, being the Lexington Village Public Drain opening.

-Un. Carried-

R19-072 18. Councillor M. Zwaagstra, Councillor D. Penner RESOLVED that the City of Steinbach give third reading to By-Law 2119, being Lexington Village Plan of Works.

-Un. Carried-

R19-073 19. Councillor B. Hiebert, Councillor S. Penner RESOLVED that the 2018 grants as summarized be accepted as outlined: (\$1,559,883.21)

Jake Epp Library	327,315.00
Steinbach Development Corporation	.00
Sub-total	<u>327,315.00</u>
Total	<u>327,315.00</u>
Steinbach Chamber of Commerce	120,263.21
Mennonite Heritage Village (Canada) Inc.	50,000.00
Steinbach Arts Council	152,705.00
Bethesda Foundation	500,000.00
Steinbach Alternative Justice Committee	200.00
Steinbach Community Foundation	600.00
Hanover School Division - Headway Fund	8,000.00
South Eastman Rotary Club	300.00
Steinbach Christian Schools	500.00
Sub-total	<u>1,232,568.21</u>
Total	<u>1,559,883.21</u>

-Un. Carried-

R19-074 20. Councillor M. Zwaagstra, Councillor J. Hiebert RESOLVED that the reserve transfers be approved for 2018. (list attached)

**City of Steinbach  
Reserve Transfers  
2018**

<b>From General Operating Fund to:</b>	<b>Estimated in Financial Plan</b>	<b>Actual</b>	<b>Detail</b>
Capital Development Reserve	750,000.00		Net revenue from development fees
Capital Development Reserve		<b>675,000.00</b>	Infrastructure renewal
Capital Development Reserve		<b>35,225.00</b>	Water & Sewer Impact Fees
Capital Development Reserve		<b>226,566.93</b>	Capital Development Transportation Fees
Capital Development Reserve		<b>160,943.00</b>	Capital Development General Fees
Capital Development Reserve		<b>95,491.00</b>	Capital Development Sidewalk Fees
Capital Development Reserve		<b>19,800.00</b>	Capital Development Infrastructure Fees
Environmental Reserve	565,000.00	<b>732,376.58</b>	Net solid waste revenue
Recreation Reserve (10)	1,168,761.00	<b>1,168,761.40</b>	Current year tax levy
Perpetual Care Reserve	35,000.00	<b>48,084.00</b>	Plot fees in excess of operating costs
Committed Expenditure Reserve	4,000.00	<b>10,000.00</b>	Soccer Park Donations
Committed Expenditure Reserve		<b>3,927.10</b>	HSD Fiber Optic Cabling
Committed Expenditure Reserve		<b>10,990.90</b>	Giesbrecht Park Donations
Committed Expenditure Reserve		<b>125,000.00</b>	Ice Resurfacer
Committed Expenditure Reserve		<b>50,000.00</b>	Engineering Vehicle
Committed Expenditure Reserve		<b>30,000.00</b>	Back-up Generator
Committed Expenditure Reserve		<b>200,000.00</b>	Bethesda Wellness facility
Gas Tax Reserve	765,000.00	<b>765,159.55</b>	Federal Gas Tax grant proceeds
Equipment/ Machinery Reserve		<b>200,000.00</b>	Future machinery requirements
Land & Bldg Reserve		<b>69,310.41</b>	Proceeds from Sale of Land
Land & Bldg Reserve		<b>500,000.00</b>	Future land purchases
Pool Reserve		<b>100,000.00</b>	Future capital improvement projects
	<b>3,287,761.00</b>	<b>5,226,635.87</b>	
<b>From Utility Operating Fund to:</b>			
Utility Replacement Reserve	336,000.00	<b>336,000.00</b>	Budgeted infrastructure renewal
Utility Replacement Reserve		<b>900,000.00</b>	Future capital improvement projects
Utility Replacement Reserve		<b>336,000.00</b>	
	<b>336,000.00</b>	<b>1,236,000.00</b>	
<b>From Utility Replacement Reserve to:</b>			
Utility Operating Fund - Operating	107,994.00	<b>107,993.94</b>	Industrial Road Frontage Levy
Utility Operating Fund - Capital	36,500.00	<b>36,500.00</b>	CAT 3-Wheel Forklift
Utility Operating Fund - Capital	490,000.00		Water supply building
Utility Operating Fund - Capital		<b>634,494.00</b>	
	<b>634,494.00</b>	<b>144,493.94</b>	
<b>From Gas Tax Reserve to:</b>			
General Operating Fund - Capital	9,000.00		Bike Stands
General Operating Fund - Capital	705,000.00	<b>403,594.47</b>	Hespeler Street resurfacing
General Operating Fund - Capital	25,000.00	<b>25,000.00</b>	Lyndhurst Gate Sidewalk
General Operating Fund - Capital	25,000.00	<b>25,000.00</b>	Brighton Lane Sidewalk

General Operating Fund - Capital	50,000.00	<b>23,912.49</b>	Park Road West Drainage
	<b>814,000.00</b>	<b>477,506.96</b>	
<b>From Committed Exp Reserve to:</b>			
General Operating Fund - Operating	20,000.00	<b>20,000.00</b>	Metal Banners on Main Street
General Operating Fund - Operating	364,507.00	<b>364,506.50</b>	Industrial Road Frontage Levy
General Operating Fund - Operating	12,900.00	<b>12,891.04</b>	Fire Dept Equipment
General Operating Fund - Operating		<b>600,000.00</b>	Bethesda Wellness contribution
General Operating Fund - Operating	61,500.00	<b>61,963.13</b>	2018 Hanover Tax Sharing Payment
General Operating Fund - Operating		<b>19,208.25</b>	Recreation Software
General Operating Fund - Operating	75,000.00	<b>75,000.00</b>	Drainage Study
General Operating Fund - Operating	30,000.00	<b>7,845.11</b>	Official Community Plan Review
General Operating Fund - Operating	7,500.00	<b>7,500.00</b>	Library Humidifiers
General Operating Fund - Operating		<b>30,844.93</b>	Summer in the City
General Operating Fund - Capital	54,000.00	<b>53,721.07</b>	T112 Snow Plow & Wing , T46 Sander
General Operating Fund - Capital	27,000.00	<b>27,388.80</b>	AD Penner Park Bridge
General Operating Fund - Capital	30,000.00	<b>30,000.00</b>	Operations Shop
General Operating Fund - Capital		<b>250,000.00</b>	Land Assembly
	<b>682,407.00</b>	<b>1,560,868.83</b>	

**From L&B Reserve to:**

General Operating Fund - Capital	125,000.00		Land Assembly
General Operating Fund - Capital	100,000.00		Operations Shop
	<b>225,000.00</b>	<b>0.00</b>	

**From Environmental Reserve to:**

General Operating Fund - Capital	290,000.00	<b>129,321.50</b>	Residential Waste collection truck
General Operating Fund - Capital	20,000.00	<b>19,316.08</b>	Bin Replacements
General Operating Fund - Capital	100,000.00	<b>44,169.20</b>	Landfill Office Renovation
General Operating Fund - Operating			
General Operating Fund - Capital			
	<b>410,000.00</b>	<b>192,806.78</b>	

**From Capital Development Reserve to:**

General Operating Fund - Capital	94,000.00	<b>81,841.70</b>	McKenzie Avenue Resurfacing
General Operating Fund - Capital	125,000.00		Main Street intersection work
General Operating Fund - Capital	25,000.00		Lyndhurst Gate sidewalk
General Operating Fund - Capital	40,000.00	<b>20,000.00</b>	Brighton Lane sidewalk
General Operating Fund - Capital	125,000.00	<b>90,000.00</b>	Parkhill Crescent sidewalk
General Operating Fund - Capital	850,000.00		Elmdale Drain
General Operating Fund - Operating			
	<b>1,259,000.00</b>	<b>191,841.70</b>	

-Un. Carried-

21. Minutes of the Seine-Rat River Conservation District of December 12, 2018, January 22, 2019 and February 1, 2019 were acknowledged.  
Received as information.

22. Minutes of the Jake Epp Library of January 16, 2019 and February 27, 2019 were acknowledged.  
Received as information.

23. Correspondence and a funding request were acknowledged from Luke Wiebe on behalf of 6135367 MB Inc. and 5563985 MB Ltd.  
The following resolution resulted.

R19-075 24. Councillor M. Zwaagstra, Councillor J. Siemens RESOLVED that the City of Steinbach deny the grant request of demolition fee of \$10,000.00 per residential lot.

-Un. Carried-

R19-076 25. D. Penner, S. Penner

WHEREAS Public Libraries are a long established hub that serve the intellectual, social, and cultural needs of the community;

WHEREAS The Jake Epp Library is operating on outdated computers that are no longer providing the service required to continue their day to day operations;

WHEREAS The Jake Epp Library operates on a limited budget with careful fiscal discretion;

WHEREAS The Jake Epp Library has exhausted all other available grant options to secure technology funding;

THEREFORE BE IT RESOLVED that the City of Steinbach approve a one-time technology grant to the Jake Epp Library in the amount of \$7,527.20 to be put towards the upgrade of the computer system.

-Un. Carried-

26. Councillor S. Penner, Councillor D. Penner RESOLVED that the meeting be adjourned.

Time of adjournment: 8:36 p.m.

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Mayor

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City Manager