CITY OF STEINBACH

Organizational Meeting of Council
Tuesday, November 4, 2025

MINUTES

1. Minutes of the Organizational Meeting of Council held on Tuesday, November 4, 2025, at the City of Steinbach Council Chambers.

2. Mayor Earl Funk called the meeting to order at 7:00 p.m., with the following members of Council present: Councillors Jac Siemens, Bill Hiebert, Damian Penner, Jake Hiebert, Susan Penner and Michael Zwaagstra. Also present: City Manager, Troy Warkentin, Senior Manager, Corporate Services, Adam Thiessen and City Clerk, Amanda Dubois.

3. Members of Council were provided the Manitoba Municipal Council Conflict of Interest Act.

4. Members of Council were advised that their updated Disclosures of Personal Interests were to be filed with the office by November 29, 2025.

5. City Manager, Troy Warkentin, provided each member of Council with his Voluntary Declaration.

R25-203 6. As provided in section 13 of Code of Conduct By-law 2158 states "Council must review this code of conduct By-Law annually to ensure it effectively meets its needs".
Council reviewed and accepted Code of Conduct By-Law 2158.

-Un. Carried-

7. Mayor Funk re-appointed Councillor Michael Zwaagstra as the Deputy Mayor for a one (1) year term.

8. Mayor Funk re-appointed Walter Fast and Cindy Friesen for a two-year term to the Jake Epp Library Board (2025-2027).

9. Mayor Funk appointed Councillor Jac Siemens as the Council representative on the Jake Epp Library Board.

10. Mayor Funk re-appointed Councillor Bill Hiebert as the Council representative on the Seine-Rat Roseau Watershed District.

11. Mayor Funk re-appointed himself and Councillor Michael Zwaagstra as Council representatives to the R.C.M.P. Advisory Group.

12. Mayor Funk re-appointed Mr. Jack Kehler, Mr. Keith Unger and City Manager, Troy Warkentin, to be representatives of the Steinbach Community Development Corporation.

13. Mayor Funk appointed Councillor Damian Penner and re-appointed himself and Councillor Susan Penner as the City Council representatives to the Steinbach Community Development Corporation.

14. Mayor Funk appointed Councillor Jac Siemens as the Council representative to the City of Steinbach and R.M. of Hanover - Joint Action Committee.

15. Mayor Funk appointed Councillor Jake Hiebert as the Council representative to the City of Steinbach and R.M. of La Broquerie - Joint Action Committee.

16. Mayor Funk re-appointed Councillor Jac Siemens as the council representative to the Eastman Regional Municipal Committee South Sub-Committee.

17. Mayor Funk designated Councillor Susan Penner to continue leading the city's ongoing doctor recruitment and retention facilitation.

R25-204 18. Councillor M. Zwaagstra Councillor S. Penner RESOLVED that the Mayor's appointments be ratified.

-Un. Carried-

R25-205 19. Councillor D. Penner, Councillor J. Siemens RESOLVED:

City of Steinbach (the customer),
225 Reimer Avenue, Steinbach, Manitoba, R5G 2J1

1. That Royal Bank of Canada (the "Bank") is appointed banker for the Customer.

2. That any one of: Mayor or Deputy Mayor and any one of: City Manager, City Clerk, Senior Manager, Finance or Senior Manager, Corporate Services (two signatures are needed).

Are authorized on behalf of the Customer from time to time:

(a) to withdraw or order transfers of funds from the Customer's accounts by any means including the making, drawing, accepting, endorsing or signing of cheques, promissory notes, bills of exchange, other orders for the payment of money or other instruments or the giving of other instructions;

(b) to sign any agreements or other documents or instruments with or in favour of the Bank, including the Bank's general financial services agreement and contracts relating to products or services provided by the Bank to the Customer; and

(c) To do, or to authorize any person or persons to do, any one or more of the following:

(i) to receive from the Bank any cash or any securities, instruments or other property of the Customer held by the Bank, whether for safekeeping or as security, or to give instructions to the Bank for the delivery or other transfer or any such cash, securities, instruments or other property to any person named in those instructions;

(ii) To deposit with or negotiate or transfer to the Bank, for the credit of the Customer, cash or any security, instrument or other property, and for those purposes to endorse (by rubber stamp or otherwise) the name of the Customer, or any other name under which the Customer carries on business, on any security or instrument;

(iii) To instruct the Bank, by any means, to debit the accounts of third parties for deposit to the credit of the Customer;

(iv) To receive statements, instruments and other items (including paid cheques) and documents relating to the Customer's accounts with or any service of the Bank (including any revisions to the Bank's rules and manuals of operation), and to settle and certify the Customer's accounts with the Bank, and

(v) To receive from the Bank any software and any security devices, including security cards, codes, and passwords, relating to electronic banking services or electronic communications between the Customer and the Bank, and to determine and set the levels and limits of authority applicable to individual security devices.

3. That the provisions contained in the Bank's general financial services agreement including, without limitation, the provisions concerning the binding effect of electronic communications received by the Bank from or in the name of the Customer, are expressly approved.

4. That all instruments, instructions, agreements and documents made, drawn, accepted, endorsed or signed (under the corporate seal or otherwise) as provided in this Resolution and delivered to the Bank by any person, shall be valid and binding on the Customer, and the Bank is hereby authorized to act on them and give effect to them.

5. That the Bank be furnished with:

(a) a copy of this Resolution; and

(b) a list of the names of the persons authorized by this Resolution to act on behalf of the Customer, and with written notice of any changes which may take place in such list from time to time, and with specimens of the signatures of all such persons;

each certified by the (1) mayor or deputy mayor and (2) City Manager or City Clerk or Senior Manager, Finance or Senior Manager, Corporate Services of the Customer; and

(c) in writing, any authorization made under paragraph 2(c) of this Resolution.

6. That any document furnished to the Bank as provided for in paragraph 5 of this Resolution shall be binding upon the Customer until a new document repealing or replacing the previous one has been received and duly acknowledged in writing by the branch or agency of the Bank where the Customer has its account.

-Un. Carried-

R25-206 20. Councillor B. Hiebert, Councillor S. Penner RESOLVED:

BE IT RESOLVED that Troy Warkentin, City Manager OR Amanda Dubois, City Clerk OR Brian Hrehirchuk, Senior Manager, Finance, OR Adam Thiessen, Senior Manager, Corporate Services of the City of Steinbach (hereinafter called the "corporation"), be and are hereby authorized for and on behalf of the corporation to negotiate with, deposit with, or transfer to the Royal Bank of Canada (hereinafter called the "Bank"), (but for the credit of the corporation's account only), all or any cheques and other orders for the payment of money, and for the said purpose to endorse the same or any of them on behalf of the corporation either in writing or by rubber stamp.

THAT all cheques of the corporation be drawn in the name of the corporation and be signed on its behalf by Earl Funk, Mayor; or Michael Zwaagstra, Deputy Mayor; and signed/countersigned by Troy Warkentin, City Manager, or Amanda Dubois, City Clerk, or Brian Hrehirchuk, Senior Manager, Finance or Adam Thiessen, Senior Manager, Corporate Services.

THAT Troy Warkentin, City Manager, or Brian Hrehirchuk, Senior Manager, Finance, be and are hereby authorized for and on behalf of the corporation from time to time to receive from the said Bank, a statement of the account of the corporation together with all relative vouchers and all unpaid bills lodged for collection by the corporation and all items returned unpaid and charged to the account of the corporation, and to sign and deliver to the said Bank, the Bank's form of verification, settlement of balance and release.

THAT Troy Warkentin, City Manager, or Brian Hrehirchuk, Senior Manager, Finance, be and are hereby authorized for and on behalf of the corporation to obtain delivery from the said Bank of all or any stocks, bonds and other securities held by the said Bank in safekeeping or binding receipts therefor.

THAT this resolution be communicated to the said Bank and remain in force until written notice to the contrary shall have been given to the Manager for the time being of the branch of the said Bank at which the account of the corporation is kept, and receipt of such notice duly acknowledged in writing.

-Un. Carried-

21. Councillor J. Hiebert, Councillor D. Penner RESOLVED that the meeting be adjourned.

- Un. Carried -

Time of adjournment: 7:07 p.m.

*ad

Mayor

City Manager