CITY OF STEINBACH
Regular Council Meeting
December 2, 2025

MINUTES

1. Minutes of the Regular Council Meeting of City of Steinbach Council held on Tuesday, December 2, 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, Susan Penner, Damian Penner, Michael Zwaagstra, Bill Hiebert & Jac Siemens. Also present: City Manager, Troy Warkentin, Senior Manager, Corporate Services, Adam Thiessen and City Clerk, Amanda Dubois.

3. Councillor Damian Penner opened the meeting.

R25-231 4. Councillor S. Penner, Councillor B. Hiebert RESOLVED that the agenda be adopted.

-Un. Carried-

R25-232 5. Councillor J. Hiebert, Councillor J. Siemens RESOLVED that the minutes of November 18, 2025 Regular Council Meeting be approved.

-Un. Carried-

R25-233 6. Councillor D. Penner, Councillor B. Hiebert RESOLVED that the following accounts be approved for payment:

Accounts Payable (November 26, 2025)	$	629,019.27
Monthly Pay Period No. 11 (November 13, 2025)	$	65,918.00
Bi-Weekly Pay Period No. 24 (November 18, 2025)	$	307,191.30

-Un. Carried-

R25-234 7. Councillor S. Penner, Councillor J. Hiebert RESOLVED that the Financial Statements ending October 31, 2025 be accepted.

-Un. Carried-

R25-235 8. Councillor M. Zwaagstra, Councillor D. Penner RESOLVED that the City of Steinbach approve application of subdivision 4451-2025-9184, as applied for by Helmut Buchholz of Hidjak Ltd., subject to the execution of a development agreement.

-Un. Carried-

R25-236 9. Councillor S. Penner, Councillor B. Hiebert

RESOLVED that the City of Steinbach extend the term of the Steinbach Sports Heritage Committee to December 31, 2027, subject to the approval of the City's 2026 Financial Plan and budget.
BE IT FURTHER RESOLVED that the City award a grant in the amount of $15,000.00 for the current term for the purpose of paying expenses related to the development or display of historical content and memorabilia.
BE IT FURTHER RESOLVED that the following members of the Committee be reappointed for a two-year term, to expire December 31, 2027.

Jon Sawatzky
Michelle Swatzky-Koop
Terry Frey
Bill Dyck
Russ Dyck

-Un. Carried-

R25-237 10. Councillor J. Hiebert, Councillor J. Siemens RESOLVED that the City of Steinbach ratify the following appointment to the Jake Epp Library Board for a term of two years.

Daniel Plett

-Un. Carried-

R25-238 11. Councillor D. Penner, Councillor J. Hiebert

WHEREAS Section 163 of The Municipal Act states a council may adopt an interim operating budget, for that part of the year prior to the adoption of the operating budget for the fiscal year.

BE IT RESOLVED that the City of Steinbach adopt the following interim operating budget for 2026:

General Government Services	$ 800,000
Protective Services	$ 1,200,000
Transportation Services	$ 850,000
Environmental Health Services	$ 700,000
Public Health & Welfare	$ 30,000
Environmental Development	$ 40,000
Economic Development	$ 30,000
Recreation Services	$ 1,000,000
Fiscal Services	$4,000,000
Capital Equipment	$ 3,500,000
Water Utility (Operating)	$ 950,000

-Un. Carried-

R25-239 12. Councillor M. Zwaagstra, Councillor B. Hiebert RESOLVED that pursuant to Section 326 of The Municipal Act, the supplementary realty taxes, as presented be added to the 2025 assessment roll in the amount of $876,457.09. (list attached)

-Un. Carried-

R25-240 13. Councillor S. Penner, Councillor M. Zwaagstra RESOLVED that pursuant to Section 326 of The Municipal Act, the supplementary realty taxes, as presented be cancelled from the 2025 assessment roll in the amount of -$100,304.77. (list attached)

-Un. Carried-

R25-241 14. Councillor D. Penner, Councillor J. Hiebert

BE IT RESOLVED that the City of Steinbach be authorized to borrow up to $2,000,000.00 from the Royal Bank of Canada (*hereinafter referred to as "the Bank")* during 2026 for operating expenses, and to pay or agree to pay interest thereon, or on so much thereof as remains from time to time paid, calculated at the Bank's prime interest rate per annum in effect from time to time minus 0.25% per annum, as well after as before maturity default and judgement, with interest on overdue interest at the same rate as the principal.

THAT the amount so borrowed with interest aforesaid be evidenced by either of the following means:

(a) by one or more promissory notes under the seal of the corporation and signed by the Mayor and one of the following the City Manager or the Senior Manager, Finance thereof and given to the Bank; or

(b) by overdraft on the account of the corporation with the Bank by cheques signed by the Mayor and one of the following the City Manager or the Senior Manager, Finance thereof.

THAT the Corporation hereby mortgages, assigns, transfers, pledges and hypothecates to the said Bank the taxes of the Corporation for the present year for municipal, school or the purposes of the Minister of Intergovernmental Affairs as additional security for the repayment of the amount so borrowed for any of such respective purposes.

THAT the Corporation shall deposit said taxes with the Bank as collected in a special account as collateral security for payment of the amount so borrowed and interest, but the Bank shall not be restricted to the said taxes for payment of the sum borrowed hereunder, nor shall it be bound to wait for repayment of said sum until said taxes are collected, or be required to see that they are deposited or applied as aforesaid.

THAT the amount so borrowed and interest shall be payable within the current fiscal year.

THAT the Mayor and one of the following the City Manager or the Senior Manager, Finance are hereby authorized to give to the said Bank in the name, on behalf of and under the seal of the Corporation as security for the moneys so borrowed, and interest thereon, a covenant or agreement containing a clause that all taxes levied or to be levied by the Corporation for the present year be and they are thereby pledged, hypothecated, mortgaged, transferred and assigned to the Bank as security for said loan and interest thereon and are charged as a first charge with repayment of such loan and interest, or a clause to like effect; and that said taxes shall be deposited forthwith on being collected in the Bank to the credit of the Corporation in a special account as collateral security for said advance.

-Un. Carried-

15. Correspondence and a Recycling Rebate for January 1 - June 30, 2025 ($47,903.61) from the Minister of Environment and Climate Change was acknowledged.

Received as information.

16. Correspondence and an Urban Policing Grant ($2,613,685.00) from Manitoba Justice was acknowledged.

Received as information.

17. Minutes of the Seine Rat Roseau Watershed District of October 21, 2025 and October 27, 2025 were acknowledged.

Received as information.

18. Councillor S. Penner, Councillor B. Hiebert RESOLVED that the meeting be adjourned.

-Un. Carried-

Time of adjournment 7:48 p.m.

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Mayor City Manager