

September 15, 2025

A meeting of the Committee of the L.U.D. of Warren was held at the Multipurpose Building on Monday, September 15, 2025 at 6:30 p.m. with the following present: Committee member D. Friesen, Committee member J. Olson, Committee member C. Martin, Chief Administrative Officer Kaitlyn Griffith and Recording Secretary Corlie Larsen.

Absent: Councillor D. Sinclair

Diana Friesen called the meeting to order at 6:30 p.m.

Adopt Agenda

J. Olson/C. Martin

BE IT RESOLVED THAT the Agenda for the meeting be approved with the following additions:

New Business

- Open House
- High Pressure Well – Ed Peltz Dr.

3 For
1 Absent
Carried

Approval of Minutes

D. Friesen/J. Olson

BE IT RESOLVED THAT the Minutes from the August 11, 2025 meeting be accepted as presented.

3 For
1 Absent
Carried

Delegations

None

Committee Reports:

Finance

- Judy inquired about the budget for the gardener and which account is being used. The Finance Manager clarified that the gardener's wages are

recorded under Operator Wages, but the budgeted amount was recorded within the park expenditure account.

- The Committee requested clarification on the RM Service Charges for mowing along the tracks—specifically, which areas are being maintained and whether charges are related to the recent boundary expansion.
 - Administration to follow up with Public Works for details. In addition the LUD want to ensure they are not being billed for mowing on the VLS property.
- The Committee also discussed the grass cutting responsibilities along the ditch on Ed Peltz Drive. The current Service Plan states that this area is maintained under RM Services. However, this contradicts the existing by-law, which states that adjacent residents and businesses are responsible for maintaining ditches or boulevards next to their properties.
 - Historically, the RM has been performing this maintenance, but with the recent boundary expansion, the responsibility has shifted to the LUD. The Committee needs to decide whether the LUD will continue maintaining this area or transition the responsibility to the adjacent businesses. Any decision should be reflected in the 2026 Service Plan and affected businesses notified.

C. Martin/J. Olson

BE IT RESOLVED THAT the L.U.D. of Warren Committee accept the Financial Statements for August 2025 as presented.

3 For
1 Absent
Carried

RM Report – COTW and Council Meetings – Judy reported on attending the Council Committee Meeting on August 19, 2025 with the following items discussed pertaining to the L.U.D.

Economic Development:

The RM is still awaiting receipt of the survey of 11 Invicta regarding the road encroachment.

A draft job description of the proposed Economic Development Officer was reviewed. There was discussion around the potential use of CDC funds to support this position.

Park 150:

The committee, now officially incorporated, has formally requested financial assistance from either the Municipality or the CDC, in the form of either a loan or a donation to

cover on going landscaping design costs and upcoming event expenses prior to revenue generation.

Unsightly property on Manness:

The property owner has completed enough remediation work to receive Council approval.

Warren Hall Board Financial Management:

Council discussed a process for the RM to cover the Hall Board's annual deficit, recognizing it as a Municipal Building.

Maintenance Report

- Service Tracker – Report Received for August.
 - Items Discussed:
 - Memorial Park – Broken/Missing Rails:
Request made to replace all broken and missing rails. Public Works (PW) is having difficulty sourcing matching round posts. Darrell may be able to supply them. Admin to follow up with PW regarding options.
 - Lighting – Memorial Garden & Dog Park:
Light in the corner of Memorial Garden and Dog Park has been non-functional for approximately one year. Admin to check with PW when Eastview Electric is scheduled to attend to the issue.
 - Kotelko Lighting:
Shipping timeline for Kotelko lights is approximately 8 weeks.
 - Lion's Park – Sprinkler System:
Sprinkler system is scheduled for shutdown and winterization on September 18th. The committee requests that the Foreperson or an alternate be present during the service to ensure that any outstanding maintenance items are addressed.
- Equipment Charges – Charges received for August and added to the August financials. Charges discussed under Finance.

Accessibility – Judy provided report.

- Automatic door installation at the Warren Hall is underway or completed.
- Multipurpose Washrooms were reported to now have signage; one raised toilet to be included in the next RM budget.
- Accessible parking sign ordered for Lions Park (included with Woodlands Clinic order).
- Draft 2026/2027 Accessibility Plan to be submitted to Council in November, then sent to the Manitoba Accessibility Compliance Secretariat by year-end.

Pedestrian – Waiting on Doug Oliver, Reeve to request a meeting.

LUD Committee Prep – Met to discuss strategies and preparation for the Open House scheduled for September 17th.

Steering Committee Report – No new.

Committee in Bloom – Judy provided an overview.

- \$867.15 spent from \$1,200 budget; only conference display and silent auction prize remain outstanding.
- 4 committee members registered for the Oct 4 conference in Gimli.
- All 12 Miracle Gro awards have been presented; final award went to the park.

Old Business:

- Manness Road – no new
- Parks/Greenspace – Heritage (Lion's) Park Maintenance
 - Weed Control – Weeds are growing back and require spraying (add to service tracker). It was noted that the expense for week killer from a prior purchase is not currently reflected in the financials.
 - Pedestrian Egress Fence and Survey – RM Council approved the survey, which has now been received. However, it is missing details regarding building and structure distances. Awaiting for updated survey with complete information.
 - Playground Equipment - The bottom of the slide does not appear to have been lifted yet. It may not be possible to adjust it much further until more sand is added.
 - Outstanding Items – No updates yet from the Scott's regarding quotes for the water tower and barn repairs. Judy will follow up with the Scott's.
 - Sprinkler System – Scheduled for shutdown and winterization on September 18th. Ensure presence of Foreperson or alternate during service as noted earlier.
- Kotelko Pedestrian Path Lighting – Shipping of lighting approx. eight weeks away.
- Industrial Park Signage – Proceed with application for sign installation.
 - Request Planning Department to provide a sketch showing the affected property, proposed sign location, and setbacks.
 - A detailed sign drawing is required, including size, image, wording, colors, and construction details. Reach out to a signage company to prepare the design and specifications.
 - MTI confirmed the sign location falls under their jurisdiction and a permit is needed; no separate land approval appears to be required at this time.

D. Friesen/J. Olson

BE IT RESOLVED THAT the L.U.D. Committee authorize the expenditure of \$500 for the application fee required to apply to Manitoba Transportation and Infrastructure for the necessary permit for the installation of the “Warren” community sign.

3 For
1 Absent
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- Hanlan Paving – Railway Crossing and Sidewalk Incorporation. Admin and Foreperson met on-site with Ron (Dillon Consulting). Railway crossing at Hanlan needs to be removed to pave through or will be gravelled over rail portion. Awaiting response from VLS. Not likely they will agree to remove railway. Sidewalk to be incorporated up to Rd 77N. Tender doc to be prepared for year-end. Dillon to provide a cost estimate; if within budget, project will proceed to tender (cost may vary).

New Business:

- Unsightly Properties – Residential and Business – Letters were sent to identified property owners, as discussed at the previous meeting. One property remains to be cleaned up and have grass cut. Additional unsightly properties have been brought to Administration’s attention, and letters will be sent accordingly.
- MB Grow Program – Project Priority Listing – LUD identified their number #1 project to be “Hanlan Paving”. Funding is up to 50% of eligible costs. LUD would need to fund the remaining costs. Other projects considered Railway Ave and Park (playground equipment & sprinkler system).
- Supplemental Taxes – The Committee requests that the RM Council consider allocating to the LUD the portion of supplemental tax revenue generated from the LUD’s mill rate, including a share of the school taxes. The Committee would like to deposit these funds into the LUD reserve to support local projects, such as road improvements within the LUD.
- Equipment Sharing Agreement Between RM & LUD – Agreement has been updated to include the minimum charge of one hours for use of equipment. Cal asked for clarification on how operator wages are calculated. Finance Manager confirmed that an average wage is used, based on all operator classifications.

C. Martin/J. Olson

BE IT RESOLVED THAT the L.U.D. Committee accepts the updated Equipment Sharing Agreement between the R.M. of Woodlands and the L.U.D. of Warren as presented.

3 For
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- Open House (item added) – Cal presented a preview of the competed poster boards.
- High Pressure Well - Ed Peltz Dr. (item added) – Well drilling to start any day.

Public Forum

Blair – Inquired about a space for seniors to gather and suggested the possibility of using the old store building. The Committee informed him that the building is privately owned and therefore not under LUD authority.

Ellen – Commented that the 15 km/hr speed limit signs on Poplarwood are not effective. She noted that speed bumps would not be a feasible solution.

Judy – Requested that the "No Parking" sign be reinstalled on the Forester cul-de-sac, as parked vehicles are blocking access and making it difficult to exit. The CAO explained that a by-law is required to enforce no parking zones. One comprehensive by-law could be created to list all affected areas. The LUD will consider drafting a no parking by-law.

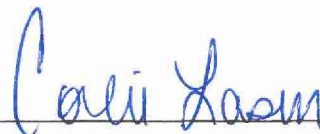
Judy – Also asked whether residents are aware they are required to connect to the water system. The CAO responded that this requirement is included in the Water and Wastewater By-law and is managed by Administration.

In Camera**Out of Camera****D. Friesen**

THAT we do now adjourn at 8:00 p.m. to meet again on Thursday, October 9, 2025 at 6:30 p.m.



Chairperson
D. Friesen



Recording Secretary
C. Larsen