

May 8, 2025

A meeting of the Committee of the L.U.D. of Warren was held at the LUD Office on Thursday, May 8, 2025 at 6:30 p.m. with the following present: Committee member D. Friesen, Committee member J. Olson, Committee member C. Martin, Councillor D. Sinclair (arrived at 6:46 p.m.), Chief Administrative Officer Kaitlyn Griffith and Recording Secretary Corlie Larsen.

Regrets: none

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

Adopt Agenda

C. Martin/J. Olson

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

New Business

- Gravelling
- Hanlan Paving meet with Ron Weathburn (add after item Holdback on Asphalt)
- Community Sign Help
- Union Update
- Garbage Bin Usage

3 For
1 Absent
Carried

Approval of Minutes

C. Martin/J. Olson

BE IT RESOLVED THAT the Minutes from the April 14, 2025 meeting be accepted as presented.

3 For
1 Absent
Carried

- A response was received from the Foreman regarding the questions on equipment charges discussed at the last meeting.
- The committee revisited the discussion from the last meeting minutes concerning stones being pushed onto grave sites during snow clearing. They are seeking a solution to

prevent this. A question was raised about what equipment or methods were used prior to the introduction of the Tool Cat. Administration would have to look into.

Delegations

- none

Committee Reports:

Finance

- The committee remains concerned about the high hydro costs at the LUD Shop. Administration will check with the Foreman to determine if the rink lights could be contributing to the increased usage. Additionally, Hydro can be contacted to see if they can suggest any solutions to help reduce the overall cost.

D. Friesen/C. Martin

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

3 For
1 Absent
Carried

RM Report – COTW and Council Meetings

- Diana reported on attending the April 22nd Committee of the Whole Meeting with the following items pertaining to the LUD:
 - Variation application for dwelling on #7 Invicta Street.
 - Signs within the LUD need to be straightened by Seasonal Operator.
 - Cypher Environmental Project not performing as advertised.
 - Capital Levies Fees By-law - Updates to be discussed with the LUD.
 - Animal Control By-law – Discussion on permitting chickens in townsites. To be discussed with the LUD.
 - Unsightly Property Order - Given until April 30th to comply then RM will dismantle.
 - Regulations & Control of Firearms By-law – Would prohibit discharge of firearms within the LUD and Pioneer Trail. To be discussed with the LUD.
 - Council discussed issuance of a burn ban.

Cemetery Snow Clearing Discussion (continued)

- Darrell joined the meeting at this time.
- Discussion resumed on previous methods used to clear the cemetery before acquiring the Tool Cat.

- Darrell noted it was hired out to Tait's and done using a tractor with a rear-mounted snow blower.
- Committee noted the cemetery needs to be blown, not pushed.
- Concern raised over potential operator error with the bucket angle, which may have led to stones being picked up.
- Action: Committee would like to review historical costs of hiring out the snow removal.

Questions arising from the April 29th Council Meeting

- Craig Riddell Agreement
 - CAO confirmed that Craig requires annual access to his farm due to his entrance off municipal land.
- Poplarwood Drive Conditional Use
 - Home business granted one year of operations due to traffic concerns then will have to reapply each year to continue operations.
- By-law Enforcement Update
 - The Rockwood By-law Enforcement Board ends June 30th.
 - As of July 1st, enforcement will transition to contracted services through Rockwood.
 - Transition expected to be minimal, as many by-laws are now being handled in-house via the Administrative Penalty By-law (letters and billing issued directly).
 - Rates for using the contracted By-law Officer are not yet confirmed.

Maintenance Report

- Service Tracker –
 - Outstanding Items
 - Dog Park: Light is still out.
 - Lions Park Lighting: Committee wants to know when work will begin.
 - Sign Maintenance:
 - A list of new signs is pending installation.
 - Numerous crooked signs need to be straightened.
 - LUD Operator has started back on May 5th, can complete pending items.
 - Service Tracker Items:
 - 100 Porteous Ave: Confirmed not an LUD item.
 - 96 Poplarwood: Committee requests this item be marked as completed.
 - Equipment Charges – Charges received for April and added to the April financials. Clarification provided on where the bus loop is located which is at the high school.

C. Martin/J. Olson

BE IT RESOLVED THAT the L.U.D. of Warren Committee accept the equipment charges with the R.M. for April as received.

4 For
0 Absent
Carried

Accessibility – Judy will be attending an on-line Webinar “Accessibility History, A Manitoba Perspective – Past, Present and Future” on May 28th.

Pedestrian – none

LUD Committee Prep – none

Steering Committee Report – none

Committee in Bloom – Judy provided an update that they should be hearing about the trees soon. Locates for the tree planting will need to be completed before trees arrive. The Foreman has already submitted the request for locates. No update received yet regarding the Ground Up project. Ongoing efforts in business encouragement. Planters are being purchased and set up. The required insurance policy has been provided. The team is always looking for potential grant opportunities to support projects.

Old Business:

Manness Road – Summary of Province’s Response Regarding Manness Road

The province has completed a review but was unable to locate documentation clearly confirming that Manness Road is under the RM’s jurisdiction. However, it is their impression that Manness Road was always intended to be an RM road and has been functioning as a local road.

Key points from their response:

- The road appears to have been constructed by the Department to support a proposed development that would not have been approved for direct access to the MTI network.
 - The area in question was part of a subdivision plan initiated at the RM's request, which included a service road. Typically, such roads are transferred to the local authority after development completion.
 - The RM has been maintaining the road, reinforcing the assumption of local jurisdiction.
 - To formalize RM jurisdiction over Manness Road, a resolution from the RM would be required to start the process.
 - The Eastern Region is open to discuss funding minor repairs.
- The L.U.D. Committee discussed drainage is a real issue with the road. Issue is the culvert at King Rd and #6 within the highways ditch. Not an easy fix and costly to burrow under the pavement the other option is water would have to somehow be rerouted which may not be possible.

D. Friesen/D. Sinclair

BE IT RESOLVED THAT the L.U.D. of Warren Committee still wishes to proceed with the process of having Manness Road turned over to the Municipality as shown on plan 10715 WLTO.

4 For
0 Absent
Carried

- LUD Boundary Expansion – LUD area Maps – Administration is collaborating with ReproMap and using the in-house GIS system to explore mapping options for the LUD boundary expansion. Trying to create a comprehensive map that includes all relevant information without resulting in an oversized format. Committee suggested maybe incorporating a detailed legend to display supplemental information rather than placing all data directly into the map.
- Utility Billing – No new readings yet, last reading was low, new meter should be installed now just waiting for confirmation that it is.
- Parks/Greenspace – Lions Park
 - Garbage Bin Usage
 - The Committee proposes using the garbage bin at the Multipurpose Building for park and public space area waste to avoid hauling to the Transfer Station.
 - They are willing to contribute to the rental and emptying costs.
 - Admin to check the bin's capacity to determine if it can accommodate the additional waste between scheduled pickups.
 - Playground Safety Inspection
 - Safety concern regarding swing link wearing on metal was addressed by public works.
 - A safety inspection is required for the playground equipment.
 - Start a checklist and maintenance log.
 - A sign could be posted notifying users that equipment is inspected regularly and providing contact information for reporting issues.
 - Porta Potty Cleanout
 - Discussion around the frequency of cleanouts and budget available.
 - Decision was to start by-weekly. A clean out costs \$60.00.

C. Martin/J. Olson

BE IT RESOLVED THAT the L.U.D. Committee authorizes the expenditure to have Jefferies cleanout the Porta Potty at the Lion's Park starting on a by-weekly basis with the possibility of moving up the frequency to weekly at staff discretion with the total seasonal cost not to exceed \$1,750.00.

4 For
0 Absent
Carried

Lighting Installation

- Foreman is waiting for contractor confirmation on when proceeding with lighting installation now that the ground conditions have improved.

Insurance for Volunteers

- Confirmed with the insurance provider that volunteers are covered under the liability coverage for the RM and its additional insured's while acting within their scope of duties.

Flower Beds and Planters

- Prairie Roots Green House has volunteered to design the flower beds and planters.
- Quoted cost for flowers: \$610.05 (including tax).
- Prairie Roots is a new local business starting out.

D. Friesen/J. Olson

RESOLVED THAT the L.U.D. Committee approve the design and purchase of flowers from Cindy Anderson, Prairie Roots Greenhouse at the quoted cost of \$610.05.

4 For
0 Absent
Carried

- Hydro request for re-evaluation of power drop at Warren Triange. Make sure request is for plug only no light.
- JRoss Holdback on Asphalt – Before release of hold back see if contractor can seal up the crack. Foreman had advised that cracks are typical.
- Hanlan Paving meet with Ron Weatherburn – Plan to meet for next meeting. Hoping to pave next year.
- Kotelko Pedestrian Path Lighting – Forman has set up the ordering of items.
- Hanlan St. Sidewalk Repair – Request sent to Foreman to draft up tender.
- Industrial Park Signage – All details of the sign (e.g., location, size, design etc.) need to be gathered in order to apply for the necessary highways permit. The Committee discussed the importance of securing access to municipal land to ensure ongoing accessibility to the sign. This could involve identifying and designating other available municipal land to maintain flexibility for future maintenance.

New Business:

- Capital Levies By-law – Capital Levies Fees By-law has been updated with increased fees and map area adjustments including how fees collected would be split. Such as fees collected within the LUD will be split with 50% going towards LUD projects and 50% going towards the RM At-large projects. Within the Warren and Area fees per new lot created will go from \$4,000 to \$6,000 or \$8,000 within the different outlined areas and beyond the outlined areas from \$2,000 to \$3,000.

D. Friesen/J. Olson

RESOVLED THAT the L.U.D. Committee has no concerns with the draft Capital Levy Fee By-law 2817/25 as presented.

4 For
0 Absent
Carried

- Firearms By-law – By-law will be for the LUD and Pioneer Trail only.

C. Martin/D. Sinclair

RESOVLED THAT the L.U.D. Committee has no concerns with the draft Regulations and Control of Firearms By-law 2814/25 as presented.

4 For
0 Absent
Carried

- Animal Control By-law- Council had requested a recommendation from the LUD on whether they would support the keeping of chickens within the town of Warren. Concerns raised by the Committee where chickens may attract predators and the potential for odors and cleanliness issues. Also, no roosters would be allowed. Factors to consider was the availability of fully enclosed coops to contain birds and reduce impacts. Possibility of regulating chickens as a Condition Use, which would require notification to neighboring properties, allow neighbors to voice concerns prior to approval and enable Council to impose specific conditions such as limit number or enforce coop standards. There was no formal recommendation made as the Committee was split, with no clear majority either for or against allowing the chickens.
- Street Line Painting – The Committee had requested pricing for street line painting last year, but the pricing was not received, resulting in no budget allocation for this year. Committee recommendation is budget should be set annually for street line painting and to rotate areas for painting each year. Consider starting the budgeting process for 2026 to ensure funding is in place. For reference, the 2/3 of railway area can be used as a benchmark for determining the cost.
- Road Signs for Town – Cal provided a list of signs requiring installation in order of priority.

C. Martin/D. Friesen

WHEREAS the L.U.D. Service Plan has budgeted \$1,000 for street signs;

BE IT THEREFORE RESOLVED THAT the L.U.D. purchase the following street signs as per schedule “A” attached based on listed priority.

4 For
0 Absent
Carried

- Development Plan for Warren – Steering Committee would like a conceptual or proposed plan to serve as a guiding map for future economic development initiatives. CAO advised there is a map that can be forwarded to the Committee. Committee asked if Council has discussed moving forward with economic development since the training session took place. Response was Council has discussed various options for moving forward but has not yet made a formal decision. Options being considered is creating a plan to guide future actions and hiring. The development officer would then work from this established plan. Other option is to hire a Development Officer first to assist with the creation of the plan and lead its implementation. Council will be discussing further on the desired approach to start with a plan, a person or both.
- By-law Enforcement – Issue warning for trailer parked on Poplarwood.
- Street Sweeper – Picked up today and has started cleaning up in Warren.
- Manitoba Good Roads – Nominations

J. Olson/D. Friesen

RESOVLED THAT the L.U.D. of Warren Committee recommend to Council to nominate Kyle and Kelley Sigurdson for the “Best Urban Home Grounds Category” offered by the Manitoba Good Roads Annual Competition.

4 For
0 Absent
Carried

- Gravelling (item added) – Foreman has recommended roads Hanlan, Invicta, Manness, Progress Way and Edwina require gravel within the L.U.D. The estimated cost for gravel and hauling is \$1,500 per street.

D. Sinclair/C. Martin

RESOLVED THAT the L.U.D. Committee authorizes the expenditure of up to \$4,000.00 for graveling the following roads, listed in order of priority:

1. Yield at Railway & MacDonald
2. Hanlan
3. Invicta
4. Manness
5. Progress Way
6. Edwina

4 For
0 Absent
Carried

- Community Sign Help (item added) – While Cal is away, Public Works will be responsible for updating the community sign if the burn ban is lifted. Cal will leave the necessary letters to make the update.
- Union Update (item added) – Negotiations are still ongoing.
- Garbage Bin Usage (item added) – Item discussed under Parks.

Public Forum

- Judy Hogg -
 - Asked who to call for animal control. Response was inquiries or issues related to animal control should still be directed to the current By-law Officer.
 - Reported the Dead-End sign has now been installed at the end of Forester.
- Ellen Frank –
 - Requested the installation of a "Use at Your Own Risk" sign at the park. Response was while such a sign can be posted, it does not eliminate municipal liability, and proper inspections and maintenance are still required.
 - There is a significant bump in the pavement on Morton Avenue by the high school, described as a "launch pad." Discussed this issue was not part of last year's paving project. The Committee recommends: Installing a "Bump" warning sign at the location. By adding it to the signage priority list, to follow the S-curve sign request.
- Peter Mitchell –
 - Off-road vehicles are continuing to detour around the park, creating a safety concern for pedestrians and users at the park entrance. The Committee is still seeking a suitable solution to address this concern and improve safety in the area.

D. Friesen/J. Olson

RESOLVED THAT the L.U.D. Committee authorizes the expenditure to purchase a Milwaukee 2 drill combo kit and a Milwaukee String Trimmer and Leaf Blower Combo as requested by the L.U.D. Seasonal Operator at the combined estimated cost of \$1,050 plus taxes.

4 For
0 Absent
Carried

In Camera

Out of Camera

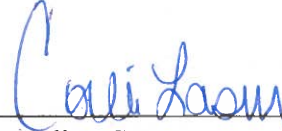
D. Friesen

THAT we do now adjourn at 9:00 p.m. to meet again on Monday, June 9th, 2025 at 6:30 p.m.



Chairperson

D. Friesen



Recording Secretary

C. Larsen