

May 11, 2026

A meeting of the Committee of the L.U.D. of Warren was held at the Multi-purpose building on Monday, May 11, 2026 at 6:30 p.m. with the following present: Committee member D. Friesen, Committee member J. Olson, Committee member C. Martin, Councillor D. Sinclair and Recording Secretary Corlie Larsen.

Absent: Chief Administrative Officer Kaitlyn Griffith

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 May 11, 2026 meeting be approved with the following additions:

- New Business – ¾ ton truck replacement
- Manness Rd – gravel request

4 For
0 Absent
Carried

Approval of Minutes

J. Olson/C. Martin

BE IT RESOLVED THAT the Minutes from the April 13, 2026 meeting be accepted as presented.

4 For
0 Absent
Carried

Delegations

None

Committee Reports:

Finance - April Financial Statement

Finance provided by email an update on the following:

- The Invicta culvert and installation cost totalled \$7,344.57.

- The garbage tag revenue was received in the amount of \$202.00.
- Councillor mileage showing up in LUD account was corrected.
- Flowers have been purchased totalling \$1,710.50.
- A charitable donation receipt was issued for \$100.00, with funds designated for flowers. Administration has drafted a policy for Council approval on the allocation of charitable donations to outline how funds received are to be directed for their intended purposes, such as the donation received for flowers.

New items discussed:

- LUD Office Hydro is in the Shop and Yard Hydro account, admin to move this amount to the proper account.
- AMM Insurance what is all covered. Administration will forward listing breakdown.

C. Martin/D. Friesen

BE IT RESOLVED THAT the L.U.D. of Warren Committee accept the Financial Statements for April 2026 as presented.

4 For
0 Absent
Carried

RM Report – COTW and Council Meetings – Diana reported on attending the Council Committee of the Whole Meeting on April 28, 2026 with the following items discussed pertaining to the L.U.D.

- Variance V26-03 Marlin – The owner of the corner lot at Railway and Manness Road is requesting approval for two approaches. The proposed approach off Manness Road falls under the jurisdiction of MIT.
- Mukwa Development – Road allowance width across from Warren Collegiate is actually 80 ft versus 66 ft. Top surface of the road remains the same width however the ditches are wider to accommodate the full 80 ft road allowance.
- Mukwa Letter of Support – Council is supportive of extending the road allowance from MacDonald thru Forester into their subdivision. A Public Hearing will be required to allow residents to voice concerns.
- Animal Control By-law – The current by-law will be updated following legal review, as the lawyer and administration work collaboratively to revise the by-law to improve its functionality.
- Animal Control Officer Duties – The Animal Control Officer does not apprehend animals due to safety concerns.
- Commissioners By-Law Enforcement – Cost for services is by the hour. RM Office is the contact for the Commissioners residents can't contact directly. Concerns about after hours and weekends.

- Cat Management Month for June, 2026 – Woodlands area only for now. Warren maybe considered later. Only enough traps to do one area at a time.
- Dust Control Cost Share Rd 77N Silverbridge lots was not supported by Council.

Maintenance Report

- Service Tracker – April
 - Dog Park Light – The South-West light that was fixed is out again. Admin to make sure it is on Service Tracker again.
 - Admin provided new LUD Task Priority Listing.
 - Committee asking for update on the Shop electric and if any estimate for damage.
- Equipment Charges – Received for April

D. Friesen/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 – No new.

Pedestrian – No new.

LUD Committee Prep – Judy reported the Committee met on April 29th and discussed the following:

- RFP Playground Equipment and Grant Status. Judy will be working on the draft provided by administration. The RBC or Kal Tire Grants were not successful. Still waiting to hear on the Sandbox Mutual and From the Ground Up grants.
- Lions Park – Since council didn't budget to support municipal park operations, the LUD Committee will ask for consideration on future capital projects as they arise.
- Judy will meet with the owner at 107 Poplarwood who planted trees on the RM side of his back fence to see if they are in the way of the Invicta Trail project.
- Second letter to be sent to the property owners backing the Invicta Trail indicating work may start as early as June.
- The Committee discussed recommendations for Animal Control to be discussed at the next LUD meeting.
 - i. The host of a visiting dog is responsible to adhere to the bylaw

- ii. A committee be struck, arm's length from Council, who would conduct any hearings and make ultimate decisions regarding dangerous animals. One of the committee members should be a vet.
- iii. The maximum combination of dogs and cats (including fosters) should be four.
- iv. There should be a designated and readily available person for apprehension.
- v. The LUD committee asks to have an opportunity to review the new animal control bylaw after first reading.
- vi. The LUD committee asks to have information of the scope of the Commissioners if awarded a contract or agreement with the RM regarding bylaw enforcement.
- Dust Control and Development Agreements were discussed with the LUD having interest in giving input into development agreements within the LUD. Committee would like Mr. Ross to be informed that Council didn't agree to cost share for dust control and that although the LUD agreed to pay for dust control this year it is not a given moving forward.
- Committee would like to move forward with the asphalt repair on MacDonald, with possible addition to the Hanlan Paving project.
- Warren Community sign along highway. Committee agreed on a sign design to be presented at the next LUD meeting with the hopes of moving forward with the application for installation.

Steering Committee Report – None.

Committee in Bloom – Judy reported:

- Committee met on April 14th and decided not to proceed with Yard of the Week and Business of the Month this year to avoid repetition. They are attempting to organize a garden tour in each of July and August, whereby residents would volunteer their yard and time for an open garden two-hour time frame. The committee is also exploring a prairie planting project in Lions Park, and with LUD and RM approval will put together a project plan, budget and look for grant opportunities to finance the project.
- The crossing at the far end of Invicta Trail is in place but requires gravel and completion of a path to the trail loop. Public Works has suggested contracting Spruce Acres to complete the work, and a kick-off meeting will be arranged with Public Works, Spruce Acres, and LUD to confirm scope and responsibilities prior to construction. Spruce Acres will provide available dates. Residents at 107 Poplarwood have planted trees on RM land for privacy and shelter; Public Works has indicated these should not be impacted by the proposed work.

Old Business:

- Manness Road – No new info regarding the road transfer.

- Gravel request – (item added) Committee received a request to gravel Manness Road. Committee noted that current graveling priorities are focused on road shoulders. Once priority areas have been completed, and if budget funds remain available, the request to gravel Manness Road will be taken into consideration along with other areas.
- Lion's Park Playground RFP –
 - Committee reviewed and provided updates to the draft RFP. Once updated, administration will advertise and distribute the RFP to suppliers to obtain quotes. Project to be a stand-alone project not a project for future additions.
 - Administration noted that Jefferies was notified to bring in the porta potty to Lions Park prior to May 23, with bi-weekly servicing scheduled as per last year.
 - Green Lawn will attend on May 14 to turn on the sprinkler system.
 - Public Works submitted a request to remove the existing fence up to the Heritage Park sign, salvaging posts and railings for future repairs, and to install one post with a chain across to allow staff access for maintenance. This would also improve accessibility for mowing with the zero-turn mower. Committee directed that the fence be retained; however, a section of the rail fence could be modified to create a gate to allow access.
 - Committee would like it noted that, as the RM Council did not include a budget line for Lion's Park maintenance costs, the LUD will instead request assistance from Council for costs related to future capital projects as they arise.
- Animal Control and By-law Enforcement –
 - The Committee expressed concerns with the current process and discussed recommendations for Council's consideration in the development of an updated Animal Control By-law. Currently, the Commissionaires assist with by-law enforcement. Complaints from residents and elected officials are directed to the municipal office, where staff determine whether the matter can be addressed internally or requires assistance from the Commissionaires. The Commissionaires do not handle animals directly. Mr. Kennel serves as the Animal Control Officer, providing animal control services but not enforcing the Animal Control By-law. The Animal Control Officer is responsible for collecting animals that have already been secured but is not responsible for capturing or apprehending animals.

D. Friesen/J. Olson

WHEREAS Council is currently reviewing and preparing a new Animal Control By-law;

AND WHEREAS the Local Urban District Committee has identified several concerns and recommendations for Council's consideration prior to finalization of the by-law;

THEREFORE BE IT RESOLVED THAT the following recommendations from the LUD Committee be forwarded to Council for consideration in the development of the new Animal Control By-law:

1. That the host or property owner of a visiting dog be responsible for ensuring compliance with the Animal Control By-law while the animal is within the municipality;
2. That Council consider establishing an arm's length committee to conduct hearings and make final recommendations or decisions regarding dangerous animal matters, with at least one committee member having veterinary experience or qualifications;
3. That the maximum permitted combination of dogs and cats, including foster animals, be limited to four (4) animals per property within the LUD;
4. That there be a designated and readily available qualified person or service responsible for animal apprehension and response;
5. That the LUD Committee be provided an opportunity to review and provide feedback on the new Animal Control By-law following first reading; and
6. That clear public information regarding animal control procedures, reporting processes, and 24/7 contact information be made available on the municipal website for residents.

BE IT FURTHER RESOLVED THAT the LUD Committee requests the opportunity to attend a future Council meeting to discuss these concerns and recommendations prior to adoption of the Animal Control By-law.

4 For
0 Absent
Carried

- The Committee also discussed the following additional items during the public forum.
 - i. That all dogs classified as dangerous under the Animal Control By-law be required to be muzzled and under control at all times when off the owner's property;
 - ii. That a visible notice or signage requirement be placed on properties where a dangerous dog is kept, to alert the public;
 - iii. That any dog determined to have committed a dangerous act under the Animal Control By-law shall not be subject to a warning notice, and enforcement action shall be taken immediately in accordance with the by-law.
- o Community/Highway Sign

D. Friesen/J. Olson

WHEREAS the LUD has budgeted for the design and application costs to MIT for Signage at the entrance of the Industrial Park in Warren;

AND WHEREAS sign designs were sought made from steel, powder coated and UV protected paint;

AND WHEREAS the LUD has received a copy of design and sketch of measurements prepared by Oakland Manufacturing Inc. necessary to make the application;

THEREFORE BE IT RESOLVED THAT the LUD of Warren request Staff to move forward with required application to MIT for placement approval prior to seeking grants and budget amount in 2027.

4 For
0 Absent
Carried

New Business:

- Drainage Request from 6 Coggan Way – The property owner requested installation of a ditch and culvert due to water pooling on the property. After reviewing the history and Public Works recommendations, the Committee resolved to leave the site as is due to cost considerations, and to request that Public Works avoid snow piling in the area. If the issue persists, the LUD will consider assistance with water pumping in the spring.
- Invicta Trail – Work to start letters to property owners backing the trail.
 - Letters will be sent to property owners backing onto the trail. Work is anticipated to begin in June. Administration will notify Lots 76–104 Poplarwood Drive (east side of the trail) advising that work is scheduled to commence..
- Dust Control and Development Agreements.
 - The Committee requested that the property owner who inquired about dust control on Road 77N from Hanlan Road (4W) be advised that Council did not approve cost-sharing for the dust control application with the LUD for 2026. The Committee agreed to fund the approximately 600-foot application this year; however, future applications are not guaranteed and will be subject to review and consideration in subsequent years. The Committee also expressed interest in being able to provide input on future development agreements within the LUD.
- Asphalt Repair on MacDonald.

J. Olson/C. Martin

BE IT RESOLVED THAT the L.U.D. of Warren Committee authorize the Public Works Foreperson to obtain quotes for the repair of the asphalt dip on MacDonald Avenue east of the four-way stop.

4 For
0 Absent
Carried

- ¾ Ton Truck Replacement (item added)

C. Martin/ J. Olson

WHEREAS the RM is replacing one of its ¾ ton trucks and has advised that the existing vehicle may be made available for purchase by the LUD prior to trade-in or auction;

AND WHEREAS the LUD recognizes the benefit of upgrading and improving the reliability of its vehicle fleet;

THEREFORE BE IT RESOLVED THAT the LUD make a request to Council to purchase the 2015 Ford F250 XLT from the RM for the amount of \$12,500;

AND FURTHER BE IT RESOLVED THAT the LUD request that Council allow payment for the vehicle to be deferred until the 2027 budget year to allow the expenditure to be incorporated into the LUD budgeting process.

4 For
0 Absent
Carried

- The Public Works Foreperson recommended retaining the current LUD truck for sanding operations rather than using the newer truck, due to the corrosive effects of the sander. To reduce insurance costs, the truck could be placed on storage coverage when not in use. The Foreperson also advised that reorganizing the LUD shop would provide adequate space to accommodate both trucks, or alternatively, the sanding truck could be stored at the RM Public Works Shop during the summer months. The Committee also discussed wanting to replace the RM logos on the trucks with LUD logos, as had been done previously.

Public Forum

Lana Gabbs - addressed the Committee regarding a dog attack involving her granddaughter on May 1, 2026, in Warren. She expressed concerns regarding community safety, the impact the incident has had on the child and family, and the Municipality's animal control response. Ms. Gabbs also raised concerns regarding the proposed increase in the number of dogs permitted per property, enforcement of animal control bylaws, and the need for stronger penalties and accountability for owners of aggressive dogs. She requested that the Committee recommend

Council prioritize public safety, review animal control practices, and consider stricter regulations and enforcement measures.

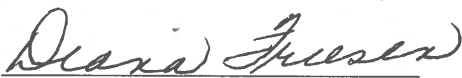
Judy Hogg - inquired about the timing of the public hearing for the Mukwa road allowance between MacDonald Avenue and Forester Avenue. Administration advised that a date has not yet been determined.

In Camera

Out of Camera

D. Friesen

THAT we do now adjourn at 8:45 p.m. to meet again on Monday, June 8, 2026 at 6:30 p.m.



Chairperson
D. Friesen



Recording Secretary
C. Larsen