

## TOWN OF LAC DU BONNET

**Minutes of the special meeting of Council held on July 24, 2011, at 8:00 a.m. called to meet with the Public Works Manager to complete a Town Tour, and initiate procedures and policies.**

**Present:** Councillors Fontaine, Lodge, Kyne and Plato

**Also Present:** Public Works Manager/Recording Secretary – Raymond Avanthay

**Absent:** Mayor Campbell

Tasks to be addressed and/or implemented:

- Discussed having Pre inspection on all vehicles before use and operation which is to include check tire pressures, all fluid levels, check for leaks and record any damage or work needed to be done;
- Clean and organize desk and shop;
- Carpenters shops needs to be finished;
- Better housekeeping in yard and shop;
- Need to take inventory of the shop equipment and tools;
- Get in contact with Hydro about the power line fields, and see who is responsible for the maintenance and how often it should be done;
- Analyse whether it would be better to cut the ditches with a push mower. Utilise our equipment more efficiently and safely. Keep back up and essential parts in stock to limit down time on equipment;
- Water grass at night on hot days to get better use of the work being done;
- Establish what work can be done outside on rain days (works needs to be done in a safe manner);
- Use these days to keep shop tidy and to finish jobs that can be done indoors;
- The light on the kabota( beacon) needs fixing;
- Look into the responsibilities of ditches and boulevards(check to see if there is a by-law) Grass cutting responsibilities . Make it clear to the public who is responsible and for what. This also applies to recycle and garbage;

- Set standard training on equipment and make check list for when it is complete and evaluate the skill level;
- Look into town dock. The cost of replacing it. Safety concern;
- Get trained on equipment. Changing from blade to bucket and landscaping etc.;
- Find out about docks in the shop(these are spare docks, they were old ones that got fixed up and are ready to replace broken or worn out ones);
- Fix hole in fence at the shop;
- Look at merry-go-round ;
- Create a yard plan for where everything will go;
- Scrap steel should go to Mandak;
- Cheryl Bruce Bench to go to memorial park;
- Check with colleen and hydro about lakeside park to see if we can cut it( we are already cutting it);
- Future tables to be picnic tables and to be installed and tied to a ground hog for security;
- Second street and Johnson street sign needs to be put back up;
- Oak street west manhole needs to be fixed and raised;
- Minnewawa ditches highways or us;
- Water plant support beams checked out and fixed; and
- Lake and Minnewawa barricade to be checked out. Big hole needs to be fixed(safety hazard) .

The meeting concluded at 9:30 a.m.

**TOWN OF LAC DU BONNET**

**ORIGINAL SIGNED BY DEPUTY MAYOR NORMAN PLATO**

---

**Deputy Mayor Norman Plato**

