



# Minutes Ordinary Council Meeting

Thursday  
26<sup>th</sup> June 2014



OLD STATE BATTERY



## SHIRE OF SANDSTONE

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**Ian Fitzgerald**  
**Chief Executive Officer**

27/6/2014

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**SHIRE OF SANDSTONE**  
**MINUTES OF THE ORDINARY MEETING HELD IN THE COUNCIL CHAMBERS,**  
**SANDSTONE, ON THURSDAY 26<sup>TH</sup> JUNE 2014**

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**1.0 DECLARATION OF OPENING/ ANNOUNCEMENT OF VISITORS**

The Presiding Member, Cr Bethel Walton, declared the meeting open at 2:00pm.

**2.0 ATTENDANCE**

**2.1 PRESENT**

B Walton	Shire President	District Ward
D Bennett	Councillor	District Ward
D McQuie	Councillor	District Ward
A Bloore	Councillor	District Ward
D Murat	Councillor	District Ward

**STAFF**

IB Fitzgerald	Chief Executive Officer
N Mitchell	Incoming Acting Chief Executive Officer

**2.2 APOLOGIES**

Nil

**2.3 LEAVE OF ABSENCE**

C Hodshon	Councillor	District Ward
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**3.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

**4.0 PUBLIC QUESTION TIME / PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS**

Nil

**5.0 APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**6.0 DECLARATIONS OF INTEREST**

Nil

**7.0 CONFIRMATION OF PREVIOUS MEETING MINUTES**

Prior to the confirmation of the minutes the Shire President reminded all present that if there was an error in the minutes it need to raised prior to the minutes being confirmed. Also if a Councillor was against a particular motion or wished for their name to be recorded they should ensure they raise this at the time of voting.

**49/14**

**COUNCIL RESOLUTION**

**MOVED: Cr A Bloore**

**SECONDED: Cr D McQuie**

**That the Minutes of the Ordinary Meeting of Council held on Thursday 29<sup>th</sup> May 2014, be confirmed as a true and accurate record of proceedings.**

**CARRIED**

**Voting 5/0**

**8.0 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION**

Nil

## 9.0 OFFICERS REPORTS

### 9.1 CHIEF EXECUTIVE OFFICER'S REPORTS

<b>9.1.1 SOLAR POWER SYSTEM – CARAVAN PARK</b>
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**Agenda Reference:** CEO 6/14 – 01  
**Location/Address:** Shire of Sandstone  
**Name of Applicant:** Shire of Sandstone  
**Disclosure of Interest:** Nil  
**Date of Report:** 20<sup>th</sup> June 2014  
**Author:** Ian Fitzgerald, Chief Executive Officer

**Signature of Author:** \_\_\_\_\_

#### **Summary**

Council has previously approved, in principle, the installation of a solar power generation system for the Sandstone Caravan Park and provided funding in the 2013/14 Budget.

Horizon Power subsequently changed the rules regarding solar power installations on commercial properties and to date the project has not proceeded.

The consultant that has been working with staff on this proposal understands there may be a slight window of opportunity to proceed with this project and is encouraging Council to lodge an application to Horizon Power for a 30kw grid connected solar power system to be installed at the caravan park.

#### **Attachments**

Nil

#### **Background**

Council has previously agreed to investigate installation of a grid connected solar power system at the Caravan Park.

#### **Comment**

Outback Energy Supply has prepared a proposal for a grid connected 30kw solar power system to be constructed at the Sandstone Caravan Park. Power is one of the main overhead expenses Council incurs in the running of the caravan park with costs totalling approximately \$27,000 in 2012/13 and to date in 2013/14 \$37,000 remembering there are now an extra 12 powered sites and associated infrastructure in place.

As there is insufficient roof space to install the required number of panels a carport type structure is proposed to be constructed to house the solar panels. The cost to install the system

and connect to the grid has been quoted at \$170,000 plus GST after the government rebates have been allowed for.

Horizon Power currently pays a buyback rate of 50cents per unit for any excess power generated by the systems Council has installed on 7 residential properties and these properties are all currently “earning” credits on power consumption for Council. If this buyback system was put in place for a system at the caravan park it is reasonable to expect a substantial return on Council’s investment.

The consultant has estimated that in less than 8 years the solar power system would have paid for itself. It should be noted that our peak usage period at the caravan park is during the cooler months when there is less hours of sunlight per day which would reduce returns on investment during this period. Any rebate negotiated with Horizon Power would largely be generated during the summer months when park usage is lower and days are longer and would help offset the power usage costs incurred during the other periods.

It should be noted that there are no guarantees that Horizon Power will accept this or any other proposal involving commercial properties.

**Consultation**

Outback Energy Supply

**Statutory Environment**

Local Government Act 1995

**Policy Implications**

Nil

**Financial Implications**

Allowance could be made in the draft 2014/15 Budget for the cost of installing a grid connected solar power system at the sandstone Caravan Park. If approval is obtained for a system to be installed it would help reduce the costs in running the park considerably and bring it closer to a cost neutral position – based on current revenue and expenditure.

**Strategic Implications**

Nil

**Voting Requirements**

Simple majority

**50/14 OFFICER RECOMMENDATION AND COUNCIL RESOLUTION – ITEM 9.1.1**

**MOVED: Cr D McQuie**  
**SECONDED: Cr D Bennett**

**That Council:**

- a) request the administration obtain further quotes for a 30kw grid connected solar power system to be installed at the Sandstone Caravan Park**
- b) that funds be allowed in the 2014/15 Budget for the project to proceed should Council resolve to proceed and Horizon Power grant approval**

**CARRIED**  
**Voting 5/0**

**Council resolution varied from the staff recommendation as it felt it important to follow the adopted Purchase policy that requires more than one quote for a project of this size and projected cost.**



## 9.1.2 SALE OF VACANT LAND

**Agenda Reference:** CEO 06/14 – 2  
**Location/Address:** Shire of Sandstone  
**Name of Applicant:** Shire of Sandstone  
**Disclosure of Interest:** Nil  
**Date of Report:** 21<sup>st</sup> June 2014  
**Author:** Ian Fitzgerald, Chief Executive Officer

**Signature of Author:** \_\_\_\_\_

### Summary

Following informal discussions following last month's Council meeting it is confirmed that Council is in receipt of an offer of \$30,000 to purchase Lot 3 Griffith Street owned by Council. The offer is submitted for Council's formal consideration.

### Attachments

Nil

### Background

Council has previously leased this block which is fully fenced and has a shed on it but not offered it for sale. It is not currently used by Council.

### Comment

Mr Paul Roach and his partner Ms Karan Heath have offered \$30,000 GST inclusive to purchase the block from Council.

If successful, they propose to set up a small tourist based business in Sandstone that would hopefully attract more tourists to our district and hold others for longer.

The Shire President and Chief Executive Officer have met with the purchasers and they seem very keen to establish a small tourist business in Sandstone. They are frequent visitors to the area and often stay in the Sandstone Caravan Park - away from their base in the metropolitan area.

Council is able to dispose of the land in accordance with sections 3.58 (3) and (4) of the Local Government Act 1995.

### *Section (3)*

A local government can dispose of property if, before agreeing to dispose of the property-

- (a) it gives public notice of the proposed disposition-
  - (i) describing the property concerned; and
  - (ii) giving details of the proposed disposition; and

- (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;

And

- (b) It considers any submission made to it before the date specified in the notice and, if its decision is made by the Council or a committee, the decision and the reasons for it are, recorded in the minutes of the meeting at which the decision was made.

#### *Section (4)*

The details of a proposed disposition that are required by subsection (3)(a)(ii) include-

- (a) the names of all parties concerned; and
- (b) the consideration to be received by the local government for the disposition;  
and
- (c) the market value of the disposition-

- (i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or

- (ii) as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.

Should Council agree to accept the offer it will be necessary to obtain a formal valuation of the property before the stator advertising could proceed. In the past Council has used Russell Coupe and Associates from Geraldton to carry out property valuations.

#### **Consultation**

Shire President

#### **Statutory Environment**

Local Government Act 1995

#### **Policy Implications**

Nil

#### **Financial Implications**

There have been no recent sales of similar type properties to allow any comparisons to be considered. The offered price is within the range nominated informally by Council.

If the property is sold this would remove Councils overheads of insurance and would generate a small amount of rate revenue.

### **Strategic Implications**

Any development of tourist based activities would help enhance the work currently being undertaken by Council and the Tourism Advisory Committee.

### **Voting Requirements**

Absolute majority

#### **51/14 OFFICER RECOMMENDATION AND COUNCIL RESOLUTION – ITEM 9.1.2**

**MOVED: Cr D Bennett**

**SECONDED: Cr D Murat**

**That Council not proceed with the sale of Lot 3 Griffith Street and retain the property for Council's own use.**

**CARRIED**  
**Voting 5/0**

**Council resolution varied from the staff recommendation as it felt it important to retain the property for its own use given its proximity to the second shire yard.**

### 9.1.3 CHANGE OF MEETING DATE – AUGUST COUNCIL MEETING

**Agenda Reference:** CEO 06/14 – 3  
**Location/Address:** Shire of Sandstone  
**Name of Applicant:** Shire of Sandstone  
**Disclosure of Interest:** Nil  
**Date of Report:** 22<sup>nd</sup> June 2014  
**Author:** Ian Fitzgerald, Chief Executive Officer

**Signature of Author:** \_\_\_\_\_

#### **Summary**

Council is requested to consider a change of date for the August 2014 Ordinary Council Meeting to allow the Shire President to attend.

#### **Attachments**

Nil

#### **Background**

Council has previously approved the Council Meeting Dates for 2014 and these have been advertised as required by the Local Government Act 1995, Local Government (Administration) Regulations 1996.

#### **Comment**

The Shire has advised that due to personal circumstances she will be unable to attend the scheduled 28<sup>th</sup> August Council meeting.

As this will be the first Council meeting for the new Chief Executive Officer, Mia Dohnt, the Shire President would like to be in attendance and ideally would like all Councillors to attend this meeting.

It is proposed the meeting be brought forward by one day to Wednesday 27<sup>th</sup> August 2014.

#### **Consultation**

Shire President

#### **Statutory Environment**

Local Government Act 1995 – Local Government (Administration) Regulations 1996.

#### **Policy Implications**

Nil

#### **Financial Implications**

Nil

#### **Strategic Implications**

Nil .

## **Voting Requirements**

Simple majority

### **52/14 OFFICER RECOMMENDATION AND COUNCIL RESOLUTION – ITEM 9.1.3**

**MOVED: Cr D McQuie**

**SECONDED: Cr A Bloore**

**That Council resolve to hold the August Ordinary Council meeting on Wednesday 27<sup>th</sup> August 2014 and the change of date be advertised as required by Regulation.**

**CARRIED**  
**Voting 5/0**

## 9.2 FINANCIAL REPORTS

### 9.2.1 FINANCIAL STATEMENTS FOR MONTH OF MAY 2014

**Agenda Reference:** FO 6/14 – 01  
**Location/Address:** Shire of Sandstone  
**Name of Applicant:**  
**Disclosure of Interest:** Nil  
**Date of Report:** 20<sup>TH</sup> June 2014  
**Author:** Ian Fitzgerald - CEO

**Signature of Author:** \_\_\_\_\_

#### Summary

The Monthly Statement of Financial Activity reports for the month ending 31<sup>st</sup> May 2014 is presented to Council for adoption.

#### Attachments

The Monthly Financial Activity Reports for the month of May 2014 are attached to this item.

#### Background

The Financial Management Regulations require a monthly statement of financial activity to be presented to Council.

#### Comment

These financial reports are presented to council after being prepared by our contract accountant. Council continues to be in a strong financial position.

Council's current operating surplus as at 31<sup>st</sup> May 2014 was \$794,431.

#### Summary of Funds – Shire of Sandstone as at:                      31<sup>st</sup> May                      20<sup>th</sup> June

Municipal Cheque Account (CBA and Bank West)	\$29,128	\$30,647
Municipal Investment Account (CBA and Bank West)	\$2,764,913	\$2,661,723
Trust Fund (CBA and Bank West)	\$960	\$960
Reserve Bank Accounts (Bank West)	\$5,336,528	\$5,336,528
Reserve Account (ME Bank)	\$1,000,000	\$1,000,000
ME Bank Investment	\$254,684	\$254,684

Debtor's accounts are being monitored with efforts made to ensure that monies are recovered. The outstanding balance as at 19<sup>th</sup> June 2014 was \$13,701.

Rate debtors as at 19<sup>th</sup> June 2014 were \$31,362 (as compared to \$361,565 his time last year).  
Outstanding rates are being pursued.

**Consultation**

Nil

**Statutory Environment**

Local Government (Financial Management) Regulations 1996: Regulation 34(1) (a) and Regulation 17.

**Policy Implications**

Nil

**Financial Implications**

No significant financial trends are identified at this time.

**Strategic Implications**

Nil

**Voting Requirements**

Simple Majority

**53/14 OFFICER RECOMMENDATION AND COUNCIL RESOLUTION – ITEM 9.2.1**

**MOVED: Cr D McQuie**  
**SECONDED: Cr A Bloore**

**That Council adopt the Financial Activity Report for the months of May 2014 as presented.**

**CARRIED**  
**Voting 5/0**

## ACCOUNTS FOR PAYMENT FOR MONTH OF MAY 2014

**Agenda Reference:** FO 6/14 – 02  
**Location/Address:** Shire of Sandstone  
**Name of Applicant:** Shire of Sandstone  
**Disclosure of Interest:** Nil  
**Date of Report:** 20<sup>th</sup> June 2014  
**Author:** Ian Fitzgerald – CEO

**Signature of Author:** \_\_\_\_\_

### Summary

Council is requested to confirm payment of creditors for the month of May 2014 in accordance with the Local Government (Financial Management) Regulations 1996 section 13.1.

### Attachments

The list of accounts (EFT and cheque payments) is attached which will enable Council to confirm payment of its creditors

### Background

Financial Regulations require a schedule of payments made through the bank accounts to be presented to Council for their inspection. The lists include details for each payment made incorporating the payee's name, amount of payment, date of payment and a brief transaction description.

### Comment

Invoices supporting all payments are available for inspection. All invoices and vouchers presented to Council have been certified as to receipt of the goods or services and that the amounts shown were due for payment.

### Consultation

Nil

### Statutory Environment

Local Government Act 1995

Financial Management Regulations 1996

### Policy Implications

Payments have been made under Council delegation.

### Financial Implications

Funds were available to meet the expenditure.



## **Strategic Implications**

Nil

## **Voting Requirements**

Simple majority

### **54/14 OFFICER RECOMMENDATION AND COUNCIL RESOLUTION – ITEM NO. 9.2.2**

**MOVED: Cr A Bloore**

**SECONDED: Cr D Murat**

**That Council confirm the May 2014 accounts for payment as presented:**

#### **Municipal Fund:**

**May 2014 - Cheque numbers 48 - 51 and EFT Payment Numbers 2706 – 2813 totalling \$344,948.92**

#### **Trust Fund:**

**May 2014 - Cheque number 11 totalling \$60.75**

#### **Payroll EFT:**

**May 2014 - \$22,681 & \$31,197 Totalling \$53,878**

#### **Credit Cards:**

**May 2014 - B/W \$2,045.88 as detailed on the attached statements**

**CARRIED**  
**Voting 5/0**

### **9.3 HEALTH, BUILDING and TOWN PLANNING REPORTS**

Nil

### **9.4 WORKS and SERVICES REPORTS**

Nil

### **10. ELECTED MEMBERS MOTIONS OF WHICH PRIOR NOTICE HAVE BEEN GIVEN**

Nil

### **11. NEW URGENT BUSINESS INTRODUCED BY DECISION OF THE MEETING**

#### **11.1 ELECTED MEMBERS**

#### **11.2 STAFF**

### **12. CONFIDENTIAL ITEMS (under separate cover)**

Nil

### **13. COUNCILLOR REPORTS**

Councillor McQuie stated it is important that the adopted Fitness for Work Policy is fully adhered to with any employee breaching the drug or alcohol limits to provide a clean sample before being permitted to return to work.

### **14. TIME AND DATE OF NEXT MEETING**

The next scheduled ordinary meeting of the Council will be held on Thursday 24<sup>th</sup> July 2014 at 2.00 pm

### **15. CLOSURE OF THE MEETING**

In discussion, the Shire President acknowledged the contribution made to the Sandstone Shire by the departing CEO, Mr Ian Fitzgerald. She expressed the appreciation of Council and the community for his efforts, noting that there had been many achievement and wished him and his wife well for his new appointment to the Shire of Ravensthorpe.

The CEO thanked Council for their support in his time at Sandstone, and extended his best wishes to Council and the incoming CEO, Ms Mia Dohnt.

The Shire President thanked all for attending and declared the meeting closed at 2.45pm.

These minutes were confirmed at a meeting on 24<sup>th</sup> July 2014.

Signed: \_\_\_\_\_

Presiding Officer

Date: 24<sup>th</sup> July 2014