



MINUTES

Ordinary Council Meeting

Held Thursday 23 March 2017
@ 11:00 am

Council Chambers, Hack St Sandstone



ORDINARY COUNCIL MEETING HELD ON 23 March 2017
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MINUTES of ORDINARY COUNCIL MEETING HELD IN COUNCIL CHAMBERS, SANDSTONE ON THURSDAY, 23 March 2017

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF ANY VISITORS

The Presiding Member, Cr Bethel Walton (Shire President) declared the Meeting open at 11.00 am.

2 ANNOUNCEMENTS FROM THE PRESIDING MEMBER AND/OR COUNCILLORS (without discussion unless otherwise determined)

Nil

3 ATTENDANCE

3.1 Present

Elected Members

Cr B (Bethel) Walton	Shire President (and Presiding member of this Meeting)
Cr C (Carol) Hodshon	Deputy Shire President
Cr F (Freda) May	
Cr D (David) Lefroy	
Cr K (Kerry) Key	

Staff Members

Mr Harry Hawkins	Chief Executive Officer
Mr Danny Humphries	Works Supervisor from 11.04am

3.2 Apologies

3.3 Approved Leave of Absence

Cr J P Bennett

4 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6 DECLARATIONS OF INTEREST

6.1 Declarations of Financial Interest

- 6.2 **Declarations of Proximity Interest**
- 6.3 **Declarations of Indirect Financial Interest**
- 6.4 **Declarations of Impartiality Interest**

7 PUBLIC QUESTION TIME

Nil

8 CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

- 8.1 That the Minutes of the Ordinary Meeting of Council held on 27 February 2017 be confirmed as a true and accurate record of proceedings.

RESOLUTION 15/17

MOVED: Cr Lefroy

SECONDED: Cr Hodshon

That the Minutes of the Ordinary Meeting of Council held on 27 February 2017 are confirmed as a true and accurate record of proceedings.

CARRIED (5/0)

9 PRESENTATIONS

9.1 Petitions

Nil

9.2 Presentations

Nil

9.3 Deputations

Nil

9.4 Delegates/Councillor's Reports

Councillors Hodshon and Key gave a verbal report on the MRVC meeting they attended in Mount Magnet on the 14th March 2017.


10 OFFICERS REPORTS

10.1 CHIEF EXECUTIVE OFFICER'S REPORTS

10.1.1 Status Report Update – March 2017

Agenda Reference: CEO 03/17 - 01
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 13/03/2017
File No:
Previous References: Various

Author: Harry Hawkins, CEO



Signature of Author:

Summary

The purpose of this report is to advise Council on the status of its decisions from previous Council meetings.

Attachments

10.1.2A Status Update March 2017

Background

It is important that the Council receives an update on the outcome of its resolutions on a regular basis.

Comment

As per the comments in the body of this report.

Consultation

Nil

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple majority

Officer Recommendation – Item 10.1.1

That Council accepts the Status Update for March 2017

RESOLUTION 16/17

MOVED: Cr Key

SECONDED: Cr Hodshon

That Council accepts the Status Update for March 2017

CARRIED (5/0)

Status Update March 2017

The Status Update is used to provide information to Elected Members regarding the Status of decisions made at Council Meetings:

Meeting Date	Item No	Resolution (Action Required)	Response (Update)	Officer	Timeframe
August 2016					
66/16	10.1.3	That Council – 1. notes the submissions from the Department of Local Government and Communities in relation to the following proposed Dog Local Law. 2. resolves to make the Dog Local Law noted above as per the attached drafts, incorporating amendments outlined by the Department of Local Government and	15/08/16 Final adopted versions of Dogs LL received from Niel Mitchell 19/08/16 • Dogs local Laws signed and sealed by the Shire President and Acting CEO; • Copies sent to Niel Mitchell for submission	CEO/Finance Officer	

		<p>Communities;</p> <p>3. authorise the affixing of the Common Seal to the Dog Local Law;</p> <p>4. publish the Dog Local Law noted above, in the Government Gazette;</p> <p>5. provide copy of the local law to the Minister for Local Government;</p> <p>6. forward a copy of the Gazetted Local Laws, explanatory memoranda and associated documentation to the Parliamentary Joint Standing Committee on Delegated Legislation for review.</p>	<p>to the Joint Standard Committee on Delegated Legislation</p> <p>26/08/16 Draft advert for local public notice received regarding notification of the adoption and <i>Gazetta</i> today of the Dogs Local Laws</p> <p>09/09/2016 Signed copies Dogs Local Laws and Explanatory memoranda and associated documentation signed by the President and CEO sent to Parliamentary Joint Standing Committee on Delegated Legislation for review.</p>	
85/16	10.1.3	That Council request an inspection of the houses with a view to purchasing them if structurally sound and price is reasonable.	<p>28/9/2016 Keys received and houses inspected. Department Contacted for price and further details.</p> <p>10/03/2017 Email sent to officer at the Department of Housing for an update on this proposal.</p>	
89/16	10.1.7	That Council provide in principle support for the commence Talks with Barb Thompson and Nan Rickards Festival and Sandstone re funding and other support	<p>20/10/2016 Initial conversation held with Barb Thompson</p> <p>4/11/2016 Barb Thomson to visit Sandstone Late November for more info Meeting to be held with Nan Rickards early March 2017</p> <p>27/02/2017 Nan Rickards notified of Council's decision on Art Awards</p>	
	10.4.1	That Council approves 1. The sale of the trade in Volvo backhoe by private tender	<p>13/10/2016 Volvo Backhoe advertised for sale in Countryman and Quocka</p> <p>19/10/2016 New backhoe arrived at depot</p> <p>28/10/2016 Only one expression of interest for Volvo Backhoe received</p>	

			27/02/2017 Council resolved to sell Volvo backhoe to Keith May 07/03/2017 Keith May paid for and took possession of Volvo Backhoe	
12/17	10.3.1	That Council approves having the map of Bush Fire Prone Areas reassessed and pushed out further from the boundaries of the Sandstone town site	15/03/2017 Email sent to Bill Atyeo advising him of Council's decision	

Legend

Category	Status
Not Started	
In Progress	
Completed	

10.1.2 Reallocation of Budget Community Centre

Agenda Reference: CEO 02/17 - 02
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 16 March 2017
Author: Harry Hawkins, Chief Executive Officer

Summary

The blinds at the community centre are rarely used and the current evaporative air conditioning is damaging the ceiling in the main hall.

Attachments

Quote from Cramer & Neil

Background

At the last few functions held at the community centre on Rowe Street comments have been received on the damage being caused to the ceiling of the main hall area by water leaking from the current evaporative air conditioning.

In the 2016-2017 budget \$20,000 was allocated to replacing the blinds on the southern side of the building.

A quote was received for replacing the evaporative air conditioning with 3 reverse cycle split system units by Cramer & Neil in Geraldton for \$17,154.

Comment

Council is asked to transfer the budget for the new blinds on the southern side of the centre to the purchase of the new air conditioning units.

Consultation

Nil

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority

Officer Recommendation – Item No. 10.1.2

That Council reallocate \$20,000 from the 2016-2017 budget for blinds on the southern side of the community centre to replace the air conditioning at the centre as per the quote from Cramer & Neil

RESOLUTION 17/17

MOVED: Cr Hodshon

SECONDED: Cr May


That Council reallocate \$20,000 from the 2016-2017 budget for blinds on the southern side of the community centre to replace the air conditioning at the centre as per the quote from Cramer & Neil

CARRIED (5/0)

10.2 FINANCIAL REPORTS

10.2.1 FINANCIAL STATEMENTS FOR MONTHS OF FEBRUARY 2017

Location: Shire of Sandstone
Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 13 March 2017
Author: **Harry Hawkins, Chief Executive Officer**



Signature of Author:

Summary

The Statement of Financial Activity reports for the months ending 30 November 2016 are presented to Council in accordance with *Regulations 34 of the Local Government (Financial Management) Regulations 1996*.

Attachments

10.2.1A: Monthly Financial Report for the period ended 28 February 2017

Background

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

Summary of Funds – Shire of Sandstone as at: 28 February 2017

Municipal Cheque Account - On-line (BWA)	\$81,464.59
Municipal Investment Account – On-line (BWA)	\$460,000.00
Municipal Term Deposit Account (Bankwest)	\$500,000.00
Trust Fund (Bank West)	\$4,015.20
Reserve Term Deposits (Bank West)	\$4,741,561.80

Consultation

Finance Officer

Statutory Environment

Local Government (Financial Management) Regulations 1996 - Regulations 34 (1A) and 17.

The Regulations require a Local Government to prepare each month a statement of financial activity, accompanied by relevant documents and that this information must be presented to Council at an ordinary meeting within 2 months after the end of the month. The February 2017 reports are reported to Council and appear in the separate attachments.

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority

Officer Recommendation – Item 10.2.1

That Council accepts the Statements of Financial Activity for the months of February 2017 as presented, including the attachments 10.2.1A Monthly Financial Reports for February 2017.

RESOLUTION 18/17

MOVED: Cr Hodshon

SECONDED: Cr May

That Council accepts the Statement of Financial Activity for the months of February 2017 as presented, including the attachments 10.2.1A Monthly Financial Reports for February 2017.

CARRIED (5/0)

10.2.2 ACCOUNTS UPDATE FOR THE MONTH of February 2017 (Includes Credit Cards, the Caravan Park, Fuel Sales and Rates report)

Location: Shire of Sandstone
Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 14 March 2017
Author: Rhonda Miles – Finance Officer
Senior Officer: Harry Hawkins – Chief Executive Officer

Signature of Author: _____

Summary

Presented for Council's information is the list of accounts paid in the month from the Municipal Fund and Trust Fund in accordance with the requirements of the *Local Government (Financial Management) Regulations 1996*. Payments made through the corporate credit cards as well as income from the Caravan Park and Fuel Sales are included as attachments.

Attachments

10.2.2A to C: The list of accounts (EFT and cheque payments) is attached which will enable Council to see the payments made to the Shire's creditors.

10.2.2D to F: Payments via Credit Cards (CEO and Works Supervisor), Caravan Park Income and Fuel Sales Income.

Background

Council has delegated to the CEO the exercise of its power under Financial Management Regulation 12 to make payments from Municipal Fund and Trust Fund.

The *Financial Management Regulations (Regulation 13 (3))* requires a schedule of payments made through the Shire's bank accounts to be presented to Council. 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. Queries regarding any payment should be made through the CEO to the staff who handles the financial transactions prior to this meeting.

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 (Local Government) Regulations 1996 – Regulation 12

Financial Management (Local Government) Regulations 1996 – Regulation 13

Please, also refer to the comments in the Background Section.

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

Staff Recommendation – Item No. 10.2.2

That Council receives the February 2017 accounts paid as presented:

Municipal Fund February 2017

- Municipal printed cheque numbers 105112, 105120 – 105123 totalling \$3,488.08
- EFT Payment Numbers 5170 – 5219 totalling \$820,411.91
- Superannuation \$11,666.89 & \$5,997.96 & \$6,409.96 totalling \$24,074.84
(Note, this is for January and February 2017)

Trust Fund February 2017:

- Trust printed cheque number 205027 totalling \$1,570.05

Payroll EFT:

\$29,954.00 and \$33163.00 totalling \$63,117.00

Credit Cards:

DD 3145.1 totalling \$1,121.73

RESOLUTION 19/17

MOVED: Cr Hodshon

SECONDED: Cr May

That Council endorses the February 2017 accounts paid as presented:

Municipal Fund February 2017

- Municipal Printed cheque numbers 105112, 105120 – 105123 totalling \$3,488.08
- EFT Payment Numbers 5170 – 5219 totalling \$820,411.91
- Superannuation \$11,666.89 & \$5,997.96 & \$6,409.96 totalling \$24,074.84 (for January and February 2017)
-

Trust Fund February 2017

- Trust printed cheque number 205027 totalling \$1,570.05

Payroll EFT:

\$29,954.00 and \$33163.00 totalling \$63,117.00

Credit Cards:

DD 3145.1 totalling \$1,121.73

CARRIED (5/0)

10.3 HEALTH, BUILDING and TOWN PLANNING

Nil

10.4 WORKS and SERVICES

10.4.1 SALE of KOMATSU BACKHOE and PURCHASE of a NEW LOADER

Agenda Reference: Works and Services 03/17 - 01
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 15 March 2017
Author: Harry Hawkins, Chief Executive Officer

Summary

The Komatsu Loader purchased in April 2015 has been having overheating problems of late and it has been determined that the loader is not suitable for the work it is doing. Council purchased a new backhoe loader in late 2016 and while it is suitable for the work it is doing it is a little unstable on the uneven ground at the rubbish tip when working there.

Attachments

Nil

Background

In March 2015 Council accepted a tender for a new Komatsu loader based on the specifications listed. Recently the loader has been overheating and enquires were made with the advice received stating that the loader is not suitable for the work it is doing, that is loading trucks in gravel pits. The 2.7mtr bucket is also too small and it takes longer than necessary to load the shires side tip trailers.

In October 2016 Council purchased a Komatsu backhoe loader to replace the Volvo backhoe and while this backhoe is capable of doing the work it is being used for it has proven to be a little unstable while working on the uneven ground at the rubbish tip where it is mainly used.

Comment

With the Komatsu loader not being suitable for the job and the backhoe being unstable at the tip Council is being asked to approve the sale of the new Komatsu Backhoe loader and the transfer of the current Komatsu loader from its current role with the road crew to the depot for use at the rubbish tip site. A new bigger loader more suitable for use by the road crew would then be purchased for that role.

The digger on the back of the backhoe is not used a lot and with Cr Bennett having an excavator and local resident Keith May purchasing the Volvo Backhoe there is the possibility of a hire machine being available if a digger is required for culverts or other similar work.

The new loader will cost well in excess of the tender threshold meaning tenders will need to be called therefore pushing the probable purchase date out to next financial year allowing time for an allocation to be made in next years budget.

Consultation

Works Supervisor

Shire staff using the loaders

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil, budget allocation will be made in 2017-2018

Strategic Implications

Nil

Voting Requirements

Simple Majority

Officer Recommendation – Item No. 10.4.1

That Council approve,

1. the calling of tenders for a new front end loader for use by the road construction crew
2. The transfer of the existing Komatsu Loader to the depot for use at the rubbish tip
3. The trade in or sale of the new Komatsu Backhoe Loader

RESOLUTION 20/17

MOVED: Cr Hodshon

SECONDED: Cr Lefroy

That Council approve,

1. the calling of tenders for a new front end loader for use by the road construction crew
2. The transfer of the existing Komatsu Loader to the depot for use at the rubbish tip
3. The trade in or sale of the new Komatsu Backhoe Loader

CARRIED (5/0)

11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12 QUESTIONS FROM MEMBERS WITHOUT NOTICE

Nil

13 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

RESOLUTION 21/17

MOVED: Cr Hodshon

SECONDED: Cr May

That late item 10.1.3 is introduced to the meeting

CARRIED (5/0)

14 MEETING ITEMS CLOSED TO THE PUBLIC

14.1 Meeting Closed to the Public

RESOLUTION 22/17

MOVED: Cr Hodshon

SECONDED: Cr Lefroy

That the meeting is closed to the public

CARRIED (5/0)

CEO Harry Hawkins and Works Supervisor Danny Humphries left the meeting at 12.20pm

RESOLUTION 23/17

MOVED: Cr Hodshon

SECONDED: Cr Lefroy

That the meeting is reopened to the public

CARRIED (5/0)

CEO Harry Hawkins and Works Supervisor Danny Humphries returned to the meeting at 12.40pm

13.2 Public Reading of Resolutions to be made Public

RESOLUTION 24/17

MOVED: Cr Hodshon

SECONDED: Cr Lefroy

That the CEO's employment is made permanent for the term of the signed contract dated September 2016 subject to the provisions of that contract.

CARRIED (5/0)

TIME and DATE of NEXT MEETING

The next scheduled Ordinary Council Meeting will be held on Thursday 27 April 2017

15 CLOSURE OF MEETING

There being no further business, the Shire President closed the meeting at 12.45pm.

CERTIFICATION

I, _____, certify that the Minutes of the Meeting held on 27 February 2017, as shown, were confirmed as a true and accurate record at the Meeting held on 23 March 2017.

(Presiding Member)

Date: 23 March 2017