



MINUTES

Ordinary Council Meeting

Thursday 28 September 2017
@ 11:00 am

Held in the Council Chambers, Hack St Sandstone

**PLEASE NOTE:
THIS PAGE HAS BEEN
INTENTIONALLY LEFT BLANK**

ORDINARY COUNCIL MEETING TO BE HELD ON 28 SEPTEMBER 2017
AGENDA SUMMARY and TABLE OF CONTENTS

PAGE	AGENDA	ITEM	MINUTE No.
4	1.0	Declaration of Opening and Announcement of any Visitors	
4	2.0	Announcements from the Presiding Member and/or Councillors (without discussion unless otherwise determined)	
4	3.0	Attendance	
4	4.0	Response to Previous Public Questions Taken on Notice	
4	5.0	Applications for Leave of Absence	
5	6.0	Declarations of Interest	
5	7.0	Public Question Time	
5	8.0	Confirmation of Minutes from Previous Meeting(s)	
5	8.1	Ordinary Council Meeting – 24 August 2017	78/17
5	9.0	Presentations	
6	10.0	Officer's Reports	
6	10.1	Chief Executive Officer's Reports	
6	10.1.1	Status Update Report – September 2017	79/17
8	10.1.2	Heritage Listing – Camel Station Sandstone	80/17
10	10.1.3	Christmas Shutdown	81/17
12	10.2	Finance	
12	10.2.1	Financial Statement for the Month of August 2017	82/17
13	10.2.2	Accounts Update for the Month of August 2017 (includes for Credit Cards, the Caravan Park & Fuel Sales)	83/17
15	10.3	Health Building and Town Planning	
15	10.4	Works and Services	
15	10.4.1	Works Supervisors Report	84/17
17	11	Motions of which Previous Notice Has Been Given	
17	12	Questions from Members Without Notice	
17	13	New Business of an Urgent Nature Introduced by Decision of the Meeting	
17	10.1.4	Road Closure – Sandstone Power Station Solar Upgrade	85/17
18	10.1.5	Vehicle Inspection Centre Sandstone Shire Workshop	86/17
20	14	Meeting Items Closed to the Public	
20		Time and Date of Next Meeting	
20	15	Closure of the Meeting	
20		Certification of the Minutes of the Previous Meeting(s)	



MINUTES ORDINARY COUNCIL MEETING HELD IN COUNCIL CHAMBERS, SANDSTONE ON THURSDAY, 28 SEPTEMBER 2017

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF ANY VISITORS

The Presiding Member, Cr Bethel Walton (Shire President) declared the Meeting open at 11.05 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 J P Bennett	

Staff Members

Mr Harry Hawkins	Chief Executive Officer
Mr Danny Humphries	Works Supervisor

3.2 Apologies

3.3 Approved Leave of Absence

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 24 August 2017 be confirmed as a true and accurate record of proceedings.

RESOLUTION: 78/17

MOVED: Cr May

SECONDED: Cr Lefroy

That the Minutes of the Ordinary Meeting of Council held on 24 August 2017 are confirmed as a true and accurate record of proceedings subject to change to the meeting type in resolution 71/17 from ordinary to special.

CARRIED (5/0)

9 PRESENTATIONS

- 9.1 Petitions**
Nil
- 9.2 Presentations**
Nil
- 9.3 Deputations**
Nil
- 9.4 Delegates/Councillor's Reports**

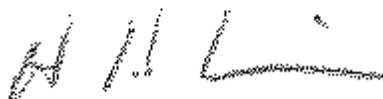
The Shire President gave verbal reports on the MRVC Meeting and the Murchison sub group meeting of the Midwest Regional Road Group

10 OFFICERS REPORTS

10.1 CHIEF EXECUTIVE OFFICER'S REPORTS

10.1.1 Status Report Update – September 2017

Agenda Reference: CEO 08/17 - 01
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 14/09/2017
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 September 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

RESOLUTION: 79/17

MOVED: Cr Hodshon

SECONDED: Cr Lefroy

That Council accepts the Status Update for September 2017

CARRIED (5/0)

Status Update September 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
85/16	10.1.3	That Council request an inspection of the MRAC houses with a view to purchasing them if structurally sound and price is reasonable.	28/9/2016 Keys received and houses inspected. Department Contacted for price and further details. 10/03/2017 Email sent to officer at the Department of Housing for an update on this proposal. 20/03/2017 email received from department of housing providing update on progress of proposal 29/05/2017 update received from MRAC transfer back to Dept. of Housing to be finalised early June 19/07/2017 Email rec'd asking the shire to take on Head Lease of 18 Green Street 28/07/2017 Housing Authority advised of Council's decision not to take on Head Lease for 18 Green Street.		
12/17	10.3.1	That Council approves having the map of Bush Fire Prone Areas reassessed and pushed	15/03/2017 Email sent to Bill Atyeo advising him of Council's decision		

	out further from the boundaries of the Sandstone town site	13/07/2017 Email quotes received and agreed to for work to commence in September 2017	
31/17	10.1.7 That the plaque recognising George Dent at Hack's mine is reinstated and his family is offered the opportunity for a plaque to be placed in the new Heritage Park.	03/05/2017 Letter sent to family of George Dent advising them of Council's decision	

Legend

Category	Status
Not Started	
In Progress	
Completed	

10.1.2 Heritage Listing Camel Station Sandstone

Agenda Reference: CEO 09/17 – 02
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 8 September 2017
Author: Harry Hawkins Chief Executive Officer

Summary

The Heritage Council has advised of their intention to list Camel Station in sandstone on the State Heritage Register and is seeking any comment from Council.

Attachments

Draft Assessment Documentation

Background

Camel Station Sandstone which is a portion of Reserve 29839 on the Sandstone Paynes Find Road next to Narndee Station is the subject of a State Heritage Council resolution that rated it as a place of cultural significance in terms of the Heritage of Western Australia Act 1990 for registration on the State Register of Heritage Places and stakeholders including the Shire of Sandstone should be consulted on the proposal.

The Statement of Significance printed in the attached documents lists the following characteristics;

Camel Station, Sandstone, comprising a collection of buildings in a ruinous state, including a vernacular stone residence, associated wood structures, timber lined well and concrete tank, has cultural heritage significance for the following reasons:

the place demonstrates the expansion of Non-Indigenous settlement into the arid interior of the state, and is a rare example of the government's establishment of camel farms to breed as pack and draft animals servicing station outposts;

the place is associated with an infamous crime, the deaths of Louis Carron, James Ryan and George Lloyd by Snowy Rowles between 1929 and 1931, and was part of the development of the 'perfect murder' by Upfield that was a critical part in the concealment of these deaths..

the place demonstrates the nature of remote living, in particular the simple construction methods employed to create the station living quarters.

Camel Station is also listed as a place associated with an infamous crime, as opposed to a place associated with the law and justice response to a crime. It is also a rare example of a government camel breeding station and a rare example of a place directly associated with the use of camels as transport animals in the states interior.

The station is also said to be a place of high authenticity and a moderate to high integrity with the use and organisation still apparent. The station ruin is said to have the ability to be stabilised or even restored back to its original function.

Comment

The area that is to be registered covers an area from just outside Rabbit Proof Fence No.1 and west for approximately 150mtrs and north south for approximately 100mtrs to take in the ruins of the stone hut and the wood structures.

Consultation

Shire President

Statutory Environment

Heritage of Western Australia Act 1990

Policy Implications

Nil

Financial Implications

None

Strategic Implications

Nil

Voting Requirements

Simple Majority

RESOLUTION:80/17

MOVED: Cr May

SECONDED: Cr Hodshon

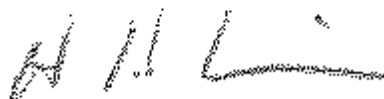
That Council advise the Heritage Council that they support the proposed registration but would add a comment that the Heritage Council must liaise with the MRVC and provide alternative access to the site through Narndee Station

CARRIED (5/0)

10.1.3 Christmas 2016 Shutdown

Agenda Reference: CEO 9/17 - 03
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: None
Date of Report: 12 September 2017

Previous References: Nil
Author: Harry Hawkins CEO
Senior Officer:



Signature of Author:

Summary

To ask Council to approve the shutdown of the depot and Office for the 2017 Christmas New Year break.

Attachments

Nil

Background

Each year the shire depot and office shut down for the Christmas and New Year period it is proposed that they be shut down on Thursday 21st December 2017 and reopen on Tuesday 2nd January 2018.

Comment

By closing down for this period staff will have 3 days for travel and shopping before Christmas Day and return to work immediately after the New Years day Public Holiday Monday.

Staff have advised that having only 1 day to travel and shop for Christmas was insufficient and that they are happy to use the additional days of annual leave for the convenience of the extra days to prepare for the festive season.

The Council meeting for December 2017 is set down for the 21st so this may need to be brought forward to allow staff to implement any decisions made at that meeting prior to going off on leave. The meeting does however need to review the November 2017 financials therefore enough time needs to be allowed for them to be prepared prior to the meeting. This is necessary to ensure compliance with regulations that require financials to be reviewed by Council within 2 months of the end of the month as no meeting is held in January. An Audit Committee meeting is usually timed for the same day as the December meeting to receive the audit report and annual financial statements and it is therefore proposed that this meeting is also brought forward.

Consultation

Shire staff

Consultants that prepare Financial Statements

Statutory Environment

Local Government Act 1995

Policy Implications

Nil

Financial Implications

None

Strategic Implications

Nil

Voting Requirements

Simple majority

RESOLUTION: 81/17

MOVED: Cr Lefroy

SECONDED: Cr May

That,

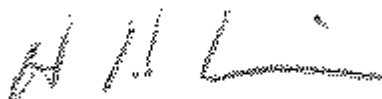
1. The shire administration office and depot shutdown at the conclusion of staff shifts on Thursday 21st December 2017 and reopen on Tuesday 2nd January 2018.
2. The December Council meeting is brought forward to 11.00am Thursday 14th December 2017.
3. An Audit Committee meeting is held at 10.00am on Thursday 14th December 2017.

CARRIED (5/0)

10.2 FINANCIAL REPORTS

10.2.1 FINANCIAL STATEMENTS FOR MONTHS OF JULY and AUGUST 2017

Location: Shire of Sandstone
Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 14 September 2017
Author: Harry Hawkins, Chief Executive Officer



Signature of Author:

Summary

The Statement of Financial Activity reports for the month ending 31 July and 31 August 2017 are presented to Council in accordance with *Regulations 34 of the Local Government (Financial Management) Regulations 1996*.

Attachments

Nil

Background

Summary of Funds – Shire of Sandstone as at: 31 August 2017

Municipal Cheque Account - On-line (BWA)	\$237,137.69
Municipal Investment Account – On-line (BWA)	\$145,341.36
Municipal Term Deposit Account (Bankwest)	\$304,735.09
Trust Fund (Bankwest)	\$6,847.30
Reserve Term Deposits (Bankwest)	\$4,787,696.15
New Money Market Term Deposit Accounts	\$775,000.00

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.

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority

RESOLUTION: 82/17

MOVED: Cr May

SECONDED: Cr Lefroy

That Council accepts the financial statements for the periods ending 31 July and 31 August 2017.

CARRIED (5/0)

10.2.2 ACCOUNTS UPDATE FOR THE MONTH of AUGUST 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: 13 September 2017
Author: **Rhonda Miles – Finance Officer**
Senior Officer: **Harry Hawkins – Chief Executive Officer**

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 member 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

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

RESOLUTION: 83/17

MOVED: Cr Lefroy

SECONDED: Cr Bennett

That Council endorses the August 2017 accounts paid as presented:

Municipal Fund August 2017

- Municipal Printed cheque numbers 105160 - 105162 totalling \$6,834.31
- EFT Payment Numbers 5587 – 5656 totalling \$622,600.06

- Superannuation \$6,703.22 & \$6,650.40 totalling \$13,353.62

Trust Fund July 2017

- Trust printed cheque numbers 205042 – 205043 totalling \$3,778.20

Payroll EFT:

\$32,483.00 & \$31,099.00 totalling \$63,582.00

Credit Cards:

DD 3350.1 totalling \$4,703.82

CARRIED (5/0)

10.3 HEALTH, BUILDING and TOWN PLANNING

Nil

10.4 WORKS and SERVICES

10.4.1 Works Supervisors Report

Location:	Various – Shire of Sandstone
Applicant:	Works and Services Supervisor
Disclosure of Interest:	If any, see Comments Section in body of the Report
Date of Report:	19 th September 2017
Previous References:	Previous Council Briefing Sessions
Author:	Danny Humphries, Works and Services Supervisor

Summary – ACIVITY REPORT UPDATE

To provide Council with an updated Activity Report on the operations of Council’s Works and Service Department since the last Briefing Session.

Attachments

Attachment A: Nil

Background

It is important that Council is regularly updated as to Council’s Infrastructure, Construction, Maintenance, Horticulture and other Works & Services Department activities.

Comment

Construction

Road crew are out on the Meekatharra Rd, We have 9.5 klm to form and water bind and put in drainage for the next 6 weeks and take out old culvert's.

Maintenance Grading

Maintenance grader has been on the Menzies Rd

Flood Damage

Alltrack - I have been told they are now on the Paynes Find Rd

Horticulture

Ongoing maintenance.

Plant Replacement

All replacements have been done including service truck as well, all gear going good.

Plant Maintenance

Ongoing repairs to all machines when required

Caravan Park

Minor maintenance and ongoing repairs.

Building Maintenance

Minor maintenance is being done as required.

General

When required general catch up on the gear.

Statutory Environment

Nil

Bioremediation Cell

Paper work and ongoing watering and checking.

Statutory Environment

None

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple majority

RESOLUTION: 84/17

MOVED: Cr Lefroy

SECONDED: Cr Bennett

That the Works Supervisors report is received

CARRIED (5/0)

11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12 QUESTIONS FROM MEMBERS WITHOUT NOTICE

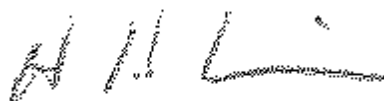
Nil

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

10.1.4 Road Closure – Sandstone Power Station Solar Upgrade

Agenda Reference: CEO 9/17 - 04
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: None
Date of Report: 26 September 2017

Previous References: Nil
Author: Harry Hawkins CEO
Senior Officer:



Signature of Author:

Summary

To request that Council close access way and roads to allow Contract Power to install solar panels for a hybrid generation system that allows diesel generators to be shutdown during daylight hours.

Attachments

Map of area

Background

The Contract Power Group operate the Sandstone power station under contract from Horizon Power and are looking to convert the station from diesel powered to a hybrid model similar to what has been installed in Meekatharra to enable the diesel generators to be shutdown during daylight hours. To enable this to happen they have been talking to the

Department of Lands to obtain access to the land immediately behind the current station for the placement of solar panels and battery storage. To enable this to happen the right of way between the blocks needs to be closed and this is a local government function.

Comment

The Contract Power Group operate the Sandstone power station on behalf of Horizon Power and are looking to upgrade the station to a solar hybrid model with battery storage similar to the model installed in Meekatharra. To enable this to happen they are looking to close the right of way that runs at the rear of the blocks and they are asking Council to approve this closure.

Consultation

Nil

Statutory Environment

Land Administration Act 1997

Policy Implications

Nil

Financial Implications

None

Strategic Implications

Nil

Voting Requirements

Simple majority

RESOLUTION: 85/17

MOVED: Cr Lefroy

SECONDED: Cr Hodshon

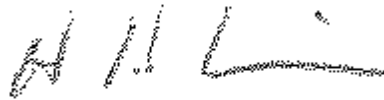
That Council agree to close the right of way on lots 141 to 148 Griffith Street behind the Sandstone Power Station from Rowe Street to Black Street.

CARRIED (5/0)

10.1.5 Vehicle Inspection Centre Sandstone Shire Workshop

Agenda Reference: CEO 9/17 - 05
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: None
Date of Report: 26 September 2017

Previous References: Nil
Author: Harry Hawkins CEO
Senior Officer:



Signature of Author:

Summary

Council is requested to allow a vehicle licensing inspection centre to be set up in Sandstone utilising the shire workshop and pit.

Attachments

Letter of request

Background

Jason Homewood, trading as Remote Area Mechanical Services who lives at Wondinong Station approximately 100kms west of Sandstone would like to set up an authorised vehicle inspection centre for vehicle roadworthiness and yellow sticker removal in Sandstone. Subject to demand he would provide a regular service to Sandstone once it is set up.

Comment

Jason Homewood a licensed heavy vehicle diesel mechanic who is also qualified to fix light vehicles and can provide air conditioning servicing, tyres, batteries and windscreens has requested permission to set up an authorised vehicle inspection centre utilising the shires workshop facilities.

In the New Year he would also like to provide mechanical services to residents of Sandstone which would consist of servicing vehicles in the vehicle owner's premises.

Consultation

Works Supervisor

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

None

Strategic Implications

Nil

Voting Requirements

Simple majority

RESOLUTION: 86/17

MOVED: Cr Hodshon

SECONDED: Cr Lefroy

That Council agree to Jason Homewood setting up an authorised vehicle inspection centre for roadworthiness and yellow sticker removal in Sandstone utilising the shires workshop and pit.

CARRIED (5/0)

14 MEETING ITEMS CLOSED TO THE PUBLIC

14.1 Meeting Closed to the Public

Nil

14.2 Public Reading of Resolutions to be made Public

Nil

TIME and DATE of NEXT MEETING

The next scheduled Ordinary Council Meeting will be held on Thursday 26 October 2017

15 CLOSURE OF MEETING

There being no further business, the Shire President closed the meeting at 12.27pm.

CERTIFICATION

I, _____, certify that the Minutes of the Meeting held on 28 September 2017, as shown, were confirmed as a true and accurate record at the Meeting held on 26 October 2017.

(Presiding Member)

Date: 28 September 2017