



MINUTES

Ordinary Council Meeting

Thursday 22 March 2018

Held in the Council Chambers, Hack St Sandstone

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ORDINARY COUNCIL MEETING HELD ON 22 MARCH 2018

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**MINUTES ORDINARY COUNCIL MEETING HELD IN
COUNCIL CHAMBERS, SANDSTONE ON THURSDAY, 22 MARCH 2018**

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF ANY VISITORS

The Presiding Member, Cr Bethel Walton (Shire President) declared the Meeting open at 11.02 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 D (David) Lefroy	
CR V (Vicki) McQuie	

Staff Members

Mr Harry Hawkins	Chief Executive Officer
Mr Danny Humphries	Works Supervisor

3.2 Apologies

Cr F (Freda) May
Cr D (Dany) Murat

3.3 Approved Leave of Absence

Nil

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

RESOLUTION: 15/18

MOVED: Cr McQuie

SECONDED: Cr Lefroy

That the Minutes of the Ordinary Meeting of Council held on 22 February 2018 are confirmed as a true and accurate record of proceedings.

CARRIED (4/0)

9 PRESENTATIONS

9.1 Petitions

Nil

9.2 Presentations

Nil

9.3 Deputations

Nil

9.4 Delegates/Councillor's Reports

Cr Lefroy gave a verbal report on the MRVC Meeting he attended

Cr Walton gave a verbal report on the RRG Murchison sub group meeting

10 OFFICERS REPORTS

10.1 CHIEF EXECUTIVE OFFICER'S REPORTS

10.1.1 Status Report Update – March 2018

Agenda Reference: CEO 03/18 - 01
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 06/03/2018
File No:
Previous References: Various
Author: Harry Hawkins, CEO

Summary

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

Attachments

Status Update March 2018

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: 16/18

MOVED: Cr Lefroy

SECONDED: Cr Hodshon

That Council accepts the Status Update for March 2018

CARRIED (4/0)

Status Update March 2018

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		

			<p>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. 22/01/2018 Housing Authority contacted for update on sale of MRAC homes in Sandstone 26/02/2018 Department of Housing advised the contact details of the agent handling the sale of the MRAC houses</p>	
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	<p>15/03/2017 Email sent to Bill Atyeo advising him of Council's decision 13/07/2017 Email quotes received and agreed to for work to commence in September 2017 15/12/2017 Spoke to Bill Atyeo re review of bushfire prone areas. Consultant has done site visits.</p>	
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.	<p>03/05/2017 Letter sent to family of George Dent advising them of Council's decision</p>	
80/17	10.1.2	That heritage listing of Camel Station is accepted subject to condition on access	<p>02/10/2017 Dept of Heritage advised of condition on Heritage Listing. 09/10/2017 email seeking clarification of condition received from Dept clarification sent back immediately 20/12/2017 email received from Dept re any orders or permits on property nil response sent immediately</p>	
85/17	10.1.4	That the right of way behind the power station between Rowe and Black Streets is closed	<p>06/10/2017 letters sent to begin process and advertising as per LAA undertaken.</p>	
86/17	10.1.5	Vehicle inspection centre utilising shire pit and workshop	<p>06/10/2017 Applicant advised of Council's decision 24/11/2017 Spoke to Jason Homewood all is in place subject to Dept of Transport approval</p>	

Legend

Category	Status
Not Started	
In Progress	
Completed	

10.1.2 Compliance Audit Return

Agenda Reference:	CEO 03/18 - 02
Location/Address:	Shire of Sandstone
Name of Applicant:	Shire of Sandstone
Disclosure of Interest:	Nil
Date of Report:	
Author:	Harry Hawkins, Chief Executive Officer

Summary

The Compliance Audit Return was reviewed by the Audit Committee this morning and is referred to Council for final approval and lodgement.

Attachments

Nil, return was attached to Audit Committee agenda.

Background

Every local government is required to complete a Compliance Audit Return annually for the preceding calendar year and approve and lodge it with the Department prior to the 31st March each year. The return is to be reviewed by the Audit Committee before it is approved by Council.

Comment

Each calendar year the Department of Local Government compiles a list of questions relating to specific areas of compliance to create a Compliance Audit Return, this years completed return is attached. The only questions answered in the negative were the non compulsory questions relating to the adoption of the Community Strategic Plan and the Corporate Business Plan which weren't adopted in 2017 but at the first meeting in 2018.

All other areas in the return were either met or not applicable.

Consultation

Nil

Statutory Environment

Local Government Audit Regulations 1996

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Absolute Majority

RESOLUTION: 17/18

MOVED: Cr McQuie

SECONDED: Cr Lefroy

That the Compliance Audit Return for 2017 is approved by Council for signing and lodgement with the Department of Local Government by the 31st March 2018.

CARRIED (4/0)

10.1.3 Astro Tourism Towns

Agenda Reference: CEO 03/18 - 03
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report:
Author: Harry Hawkins, Chief Executive Officer

Summary

The Shire of Sandstone has been asked to join the Astro Tourism Towns Project which will be supported by the Stargazers Club WA and will be implemented in the 2018-2019 financial year.

Attachments

The Astro-Tourism Towns 2018/19 Packages document.

Background

Carol Redford is the founder of Stargazers Club WA and is driving the formation of Astro Tourism Towns which aims to set up a digital map networking participating towns and promoting them as places where visitors know they can access pristine night skies for naked eye stargazing, astrophotography or viewing through telescopes. The digital map will promote Astro-Tourism Towns as destinations where visitors can participate in astronomical activities with the confidence that they will have a great experience. The maps will also link to visitor services, accommodation and other information.

Comment

The Wheatbelt and the Mid West have many advantages and unique Astro-tourism selling points:

- Dark night skies are a natural asset in regional WA. The real strength is that it is there just waiting to be seen. It doesn't require any maintenance or development and can be seen simply with the naked-eye or with binoculars, telescopes. Moreover, it creates an additional opportunity to develop advanced astrophotography opportunities.

- WA is located in the Southern Hemisphere where the best parts of the Milky Way can be seen. Only we can see the Magellanic Clouds, the Southern Cross, the Jewel Box and more.
- Perth is the most isolated capital city in the world. You don't have to travel far from Perth city lights to find pristine dark night skies for the best stargazing on the planet.
- The Wheatbelt and Mid West regions are far enough away from Perth's bright city lights that our dark night skies are protected, yet close enough to be easily accessed by visitors;
- Our Wheatbelt and Mid West towns have low light pollution and offer safe and easy to access places for stargazing
- We have endless cloudless skies and clear weather giving us an edge over southern regions in WA. Perth has the highest daily average number of bright sunshine hours in Australia.¹; and
- We're home to the following International space science projects:
 - The \$1.3B Square Kilometre Array radio telescope in the Mid West will look back 13 billion years to discover how stars and black holes formed;
 - The Australian International Gravitational Observatory was fundamental in the ground-breaking first ever measurement of gravitational waves thus substantiating Einstein's theories;
 - The European Space Agency has a strategic Deep Space Antenna located south of New Norcia;
 - The WA Space Centre near Mingenew is a base for China, Japan and the USA used for space tracking and communications; and
 - World renowned Japanese astrophotographer, Akira Fuji, has an observatory in the Wheatbelt.

The Shire of Sandstone has already completed the first of 2 steps in becoming an Astro-Tourism Town and the second and next step is to adopt astronomy friendly lighting policies to protect the dark sky for stargazing and astronomical related activities.

The cost to become an Astro-Tourism Town is \$7,975 per year or \$665 per month with significant savings if 6 or more towns agree to become Astro-Tourism Towns together with the price reducing to \$4,500 per year or \$375 per month.

Consultation

Nil

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil, as this will commence in 2018-2019 it will be allowed for in that years budget

Strategic Implications

Nil

Voting Requirements

Simple Majority

RESOLUTION: 18/18

MOVED: Cr Lefroy

SECONDED: Cr McQuie

That the Shire of Sandstone agrees to become an Astro-Tourism Town in 2018-2019 and to allocate membership fees in the 2018-2019 budget subject to 5 other towns joining.

CARRIED (4/0)

10.1.4 Fencing Proposal Black Hill Station

Agenda Reference:	CEO 03/18 – 04
Location/Address:	Shire of Sandstone
Name of Applicant:	Kim Buller
Disclosure of Interest:	None
Date of Report:	13/03/2018
Previous References:	Resolution 105/17 from Dec 2017, 10/18 February 2018
Author:	Harry Hawkins CEO

Summary

Kim Buller has asked that Council have another look at his fencing proposal and has emailed a letter to the CEO and cc'd Councillors.

Attachments

Emailed letter seeking review of decision.

Background

Kim Buller from Black Hill Station has previously provided Council with options for fencing the Mt Magnet Leinster Road and the Sandstone Common and has negotiated a contribution from Main Roads WA.

Comment

Mr Buller made a presentation to Council at the February 2018 meeting and does not agree with the decision and has asked for Council to take another look at his proposal and has provided a letter outlining the reasons for this.

Fencing Proposal 2: As discussed and voted on at the February 2018 meeting

Fence from the Magnet Road to the existing grid on the Menzies Road approximately 10km south and from there back to the Leinster Road. This would include fencing some station land back into the Common but this is irrelevant as it is all very low value grazing land. This route is 3km longer than proposal 1 but has the benefit of only requiring one grid to be replaced on the Paynes Find Road.

The resolution passed at the February meeting is as follows;

That Council make a contribution of 25% of the cost of Fencing Proposal 2 plus install the required grid so as to protect the town from wandering cattle.

There is no requirement for Mr Buller or Council to fence the town common and any fencing done will be to protect the aerodrome and town site from wandering cattle and the damage that they may cause. It should be noted that the Shire of Sandstone has lodged an application for RADS funding to fence the aerodrome but as yet has not been advised of the outcome of that application.

Consultation

None

Statutory Environment

Dividing fences Act 1961

Policy Implications

None

Financial Implications

Unsure at this time

Strategic Implications

Nil

Voting Requirements

Simple majority

RESOLUTION: 19/18

MOVED: Cr Lefroy

SECONDED: Cr Hodshon

That this item lay on the table until the meeting on the 27 April 2018 for further discussion with Kim Buller and all Councillors in attendance.

10.1.5 Sale of Properties – Outstanding Rates
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Agenda Reference: CEO 03/18 - 05
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report:
Author: Harry Hawkins, Chief Executive Officer

Summary

There are 2 town site properties owned by the same person who has not paid rates since March 2013 where the debt collection agency have not been able to recover the outstanding amount and they suggest that the Council sell the blocks to recover the outstanding rates.

Attachments

Nil

Background

There are 2 properties in the Sandstone town site, 6 Green Street and 7 Mingah Street owned by Graeme Farrell where the last payment of rates was received in March 2013.

Mr Farrell was sent to debt collection last year, the fees have been added to his outstanding rates. He kept making excuses saying that he was broke and unable to pay. He has contacted the office on several occasions, but has made no commitment to pay.

Comment

After discussion with Austral Collections, their advice is to obtain approval to sell the blocks as it has been over 3 years since any monies have been paid on the two properties. Under the Local Government Act Council can attempt to sell the properties at public auction to recover outstanding rates. If this action is not successful Council can then reclaim the blocks.

There are legal steps to go through prior to selling the properties which will cost an estimated \$6,000 while additional fees may be incurred in employing an auctioneer to conduct the sale. The outstanding amounts are 6 Green Street \$3,194.79 and 7 Mingah Street \$1,756.71 a total of \$4,951.50 including fees and interest.

Consultation

Nil

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Fees of at least \$6,000 would be incurred but these may be offset by rates recovered.

Strategic Implications

Nil

Voting Requirements

Simple Majority

RESOLUTION: 20/18

MOVED: Cr Hodshon

SECONDED: Cr Lefroy

That Council give the CEO approval to commence legal action to sell the properties at 6 Green Street and 7 Mingah Street Sandstone to recover outstanding rates.

CARRIED (4/0)

10.2 FINANCIAL REPORTS

10.2.1 Financial Statements for the month of February 2018

Location: Shire of Sandstone
Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 13 March 2018
Author: Harry Hawkins, Chief Executive Officer

Summary

The Statement of Financial Activity reports for the month ending 28 February 2018 are presented to Council in accordance with *Regulations 34 of the Local Government (Financial Management) Regulations 1996*.

Attachments

Financial Statements for February 2018

Background

Summary of Funds – Shire of Sandstone as at: 28 February 2018

Municipal Cheque Account - On-line (BWA)	\$27,631.80
Municipal Investment Account – On-line (BWA)	\$735,864.44
Trust Fund (Bankwest)	\$6,429.65
Reserve Term Deposits (Bankwest)	\$5,200,263.66
New Money Market Term Deposit Accounts	\$100,000.00

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: 21/18

MOVED: Cr McQuie

SECONDED: Cr Lefroy

That Council accepts the financial statements for the period ending 28 February 2018.

CARRIED (4/0)

<p>10.2.2 ACCOUNTS UPDATE FOR THE MONTH OF FEBRUARY 2018 (Includes Credit Cards, the Caravan Park, Fuel Sales and Rates report)</p>

Location:	Shire of Sandstone
Applicant:	Shire of Sandstone
Disclosure of Interest:	Nil
Date of Report:	13 March 2018
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

None, funds were available to meet the expenditure.

Strategic Implications

Nil

Voting Requirements

Simple majority

RESOLUTION: 22/18

MOVED: Cr McQuie

SECONDED: Cr Hodshon

That Council endorses the February 2018 accounts paid as presented:

Municipal Fund February 2018

- Municipal Printed cheque numbers 105193 & 105196 - 105201 totalling \$13,786.46
- EFT Payment Numbers 5992 – 6064 totalling \$224,947.73
- Superannuation \$11,512.43

Trust Fund February 2018

- Trust printed cheque numbers 205061 – 205062 totalling \$4,718.85

Payroll EFT February 2018:

\$24,452.00 & \$26,466.00 totalling \$50,918.00

Credit Cards February 2018:

DD 3569.1 totalling \$481.25

CARRIED (4/0)

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:	13 March 2018
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

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 on Payne's Find road we have 6.5 KLM of widen and re sheet and drainage to do. This is a RRG funded project. Then out on the Menzies Road for a R2R funded project.

Maintenance Grading

Maintenance grader is on brake for the moment. Will be back on deck 19th of March. Then we will get going around the Shire patch up on all roads.

Flood Damage

Alltrack are on the Payne's find road. Witch will finish in the next two weeks then out on the Menzies road.

Horticulture

Ongoing maintenance.

Plant Replacement

We are also looking at trading a roller for a roller that will benefit the Shires road construction greatly.

Plant Maintenance

Ongoing repairs to machines when required.

Caravan Park

Ongoing Maintenance as required as work requests come in.

Building Maintenance

Minor maintenance is being done as required.

Bioremediation Cell

Nothing at this stage to report

General

We have had between Wiluna Road and Payne's Find Road jobs had a big clean-up in the main depot yard and the two top yards and sorted a lot of stuff out.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple majority

RESOLUTION: 23/18

MOVED: Cr Hodshon

SECONDED: Cr Lefroy

That the Works Supervisors report is received

CARRIED (4/0)

10.4.2 Purchase of Pad Foot Roller

Location/Address: Shire of Sandstone
Name of Applicant: Danny Humphries Works Supervisor
Disclosure of Interest: Nil
Date of Report: 15th March 2018
Author: Harry Hawkins CEO

Summary

For Council to consider the quotations for the replacement of the existing Multi Tyred Roller with a Pad Foot Roller which is better suited to the type of road works being undertaken in Sandstone

Attachments

Quotations and Information from Westrac, JCB and Tutt Bryant

Background

Since the employment of the current Works Supervisor he has identified several items of plant that the shire has purchased in recent years which are not ideally suited to the type of work they are being used for. The current item that requires changing to suit the work being done is the Multi Tyred Roller which has been in the workshop a lot recently for repairs caused by doing work that it was not built to do.

Comment

Requests for quotations for a 17 tonne Pad Foot Roller were sent to WALGA Preferred Supplier eQuotes. Each organisation was given the following requirements.

1st service kit, internal Emergency stop, rego inspection, UHF 80 channel radio, 4.5 kg fire Extinguisher, two led flashing lights with cages, canvas seat cover, lockable battery isolator, sign righting, window tinting, Workshop, parts and operators manuals, concessional licence with plates, Delivery and Return of trade,

The Bomag Multi Tyred Roller BW25RH which was purchased new in December 2016 was offered for trade in.

Quotations were received from three companies, Westrac, JCB and Tutt Bryant. The following is a summary of the quotes received (all prices exl GST)

17 tonne Pad Foot	WARRANTY	PRICE	TRADE	NETT
Cat CP74B	36mths/3000hrs	\$164,400	\$85,000	\$79,400
Bomag BW216PD-5	36mths/3000hrs	\$185,000	\$90,000	\$95,000
Dynapac CA5000	12mths/1500hrs	\$185,700	\$100,000	\$85,700

The preferred option is for the CAT CP74B as the shires smooth drum roller is a CAT and filters and other maintenance parts will be interchangeable.

Consultation

Danny Humphries Works Supervisor

Statutory Environment

Local Government Functions and General Regulations, Regulation 11A, 11 (2)(b)

Policy Implications

Policy 4.7 Purchasing – Quotes and Tenders

Financial Implications

Nil, the purchase will be funded from the Plant Reserve

Strategic Implications

Nil

Voting Requirements

Absolute Majority

RESOLUTION: 24/18

MOVED: Cr McQuie

SECONDED: Cr Lefroy

That Council approves the purchase of a CAT CP74B Pad Foot Roller from Westrac for the price of \$79,400 after trade in ex GST with funds to be taken from the Plant Reserve

CARRIED BY ABSOLUTE MAJORITY (4/0)

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: 25/18

MOVED: Cr Hodshon

SECONDED: Cr McQuie

That Council submit offers to purchase the former MRAC house at 16 Green Street for \$72,000 and the vacant land at 10 Griffiths Street for \$5,000 utilising funds from the Housing Reserve.

CARRIED (4/0)

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 April 2018.

15 CLOSURE OF MEETING

There being no further business, the Shire President closed the meeting at 1.11pm.

CERTIFICATION

I, _____, certify that the Minutes of the Meeting held on 22 February 2018, as shown, were confirmed as a true and accurate record at the Meeting held on 22 March 2018.

(Presiding Member)

Date: 22 March 2018