



MINUTES

Ordinary Council Meeting

Thursday 23 August 2018

held in the Council Chambers, Hack St Sandstone

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ORDINARY COUNCIL MEETING TO BE HELD ON 23 AUGUST 2018
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MINUTES

ORDINARY COUNCIL MEETING HELD IN COUNCIL CHAMBERS, SANDSTONE ON THURSDAY, 23 AUGUST 2018

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF ANY VISITORS

The Presiding Member, Cr Bethel Walton (Shire President) declared the Meeting open at 12.36pm.

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 V (Vicki) McQuie	

Staff Members

Mr Harry Hawkins	Chief Executive Officer
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3.2 Apologies

Mr Danny Humphries	Works Supervisor
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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

Cr McQuie declared an interest in EFT 6353 as she is a partner in LM & MR McQuie and Sons who received the payment

6.2 Declarations of Proximity Interest

Nil

6.3 Declarations of Indirect Financial Interest

Nil

6.4 Declarations of Impartiality Interest

Nil

7 PUBLIC QUESTION TIME

Nil

8 CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

RESOLUTION: 68/18

MOVED: Cr Lefroy

SECONDED: Cr May

That the Minutes of the Ordinary Meeting of Council held on 26 July 2018 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

Nil

10 OFFICERS REPORTS

10.1 CHIEF EXECUTIVE OFFICER'S REPORTS

10.1.1 Status Report Update – August 2018

Agenda Reference: CEO 08/18 - 01
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 10/08/2018
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 August 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: 69/18

MOVED: Cr Lefroy

SECONDED: Cr McQuie

That Council accepts the Status Update for August 2018

CARRIED (5/0)

Status Update August 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
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 19/03/2018 Ceramic photo of George Dent received from his family for inclusion on plaque at Heritage Park		
80/17	10.1.2	That heritage listing of Camel Station is accepted subject to condition on access	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 13/03/2018 Notification received that Camel Station has been placed on the interim register of heritage places		
85/17	10.1.4	That the right of way behind the power station between Rowe and Black Streets is closed	06/10/2017 letters sent to begin process and advertising as per LAA undertaken. 06/11/2017 letter received from Water Corporation with no objection. 10/07/2018 Submission received from Telstra and application for closure sent to Dept of Lands		
08/18	10.1.4	Fencing 19 Hack Street	04/04/2018 Fencing materials are on site Planning under way for taking down and disposal of current asbestos fence		
18/18	10.1.3	Astro Tourism Towns	26/03/2018 Council decision relayed to Carol Redford who said she would also prefer 6 towns 11/05/2018 Carol Redford advised that she is prepared to look at a scaled down membership if Council is not prepared to pay the single town subscription to get us on the Astro Tourism Map		
20/18	10.1.5	Sale of properties for outstanding rates	04/04/2018 Legal process to allow sale has commenced		
24/18	10.4.2	Purchase of Pad Foot Roller	23/03/2018 Order placed however new roller not available until mid July 2018		

Legend

Category	Status
Not Started	
In Progress	
Completed	

10.1.2 Extra Ordinary Election

Agenda Reference:	CEO 08/18 – 02
Location/Address:	Shire of Sandstone
Name of Applicant:	Shire of Sandstone
Disclosure of Interest:	Nil
Date of Report:	10 August 2018
Author:	Harry Hawkins Chief Executive Officer

Summary

Councillor Dan Murat has resigned from Council effective immediately on the 9 August 2018 and an extra-ordinary election is required to be held within 4 months of the position becoming vacant.

Attachments

Draft Election Timetable

Background

Councillor Dan Murat has spent his time between his home in Perth and the one in Sandstone and has stated in his resignation email that with one property for sale and undertaking renovations on another there is too much going on for him to be able to attend meetings when required. Councillor Murat has therefore resigned from Council effective immediately with the email dated the 9 August 2018.

Comment

Following the resignation of Councillor Murat the Shire of Sandstone is required to hold an extra-ordinary election within 4 months of his resignation. To enable the election advertising and other information required to be done around the period of CEO leave it is proposed to hold the election on the 8th December 2018 the latest Saturday available. A draft election timetable document has been downloaded from the Department of Local Government, Sport and Cultural Industries web site and is attached giving full details of the things to be done in the lead up to polling day.

Consultation

Shire President

Statutory Environment

Local Government Act 1995:

Policy Implications

Nil

Financial Implications

Being an in house in person election there will be minimal costs outside staff wages.

Voting Requirements

Simple majority

RESOLUTION: 70/18

MOVED: Cr Lefroy

SECONDED: Cr Hodshon

That Council agree to hold an extra ordinary election to fill the vacancy left by the resignation of Cr Daney Murat on Saturday 8th December 2018.

CARRIED (5/0)

10.1.3 Recruitment of New Works Supervisor

Agenda Reference:	CEO 07/18 – 03
Location/Address:	Shire of Sandstone
Name of Applicant:	Shire of Sandstone
Disclosure of Interest:	None
Date of Report:	13 August 2018
Author:	Harry Hawkins Chief Executive Officer

Summary

Following the resignation of Danny Humphries from the position of Works Supervisor with the shire a replacement Works Supervisor is to be recruited.

Attachments

LOGO Appointments recruitment proposal

Background

On Monday 10 August 2018 Works Supervisor Danny Humphries resigned giving 4 weeks' notice to finish up on the 7 September 2018. On Tuesday 11 August an unsolicited email was received from LO-GO Appointments advising of several positions they had open including one for a Manager Engineering Services and a coming soon Manager Works, Services and Waste.

On contacting LOGO Appointments, I was advised that they were at the LG Supervisors conference on the 15th and 16 August and would be in a good position to talk to prospective candidates about Sandstone if we decided to go ahead with their appointment.

Comment

Following the resignation of Danny Humphries from the position of Works Supervisor a replacement needs to be recruited. LO-GO Appointments have recently advertised for a Manager Engineering Services and a Manager Works, Services and Waste for other shires and therefore may have some good candidates who applied for those positions that could be suitable for our position.

LOGO Appointments have quoted \$5,800 ex GST plus additional expenses such as advertising, medical and police clearance. If they fail to find a suitable candidate, the cost would be \$1,500. Given the position that LOGO are currently in looking for candidates for other Local Governments and being at the supervisors conference I have asked them to find a replacement Works Supervisor for Sandstone.

Consultation

Shire President

Statutory Environment

Local Government Act 1995:

Policy Implications

Nil

Financial Implications

\$5,800 plus additional costs most of which would be incurred if we did the recruitment in house.

Voting Requirements

Simple majority

RESOLUTION: 71/18

MOVED: Cr McQuie

SECONDED: Cr Lefroy

That Council endorse the CEO's decision to employ LO-GO Appointments to undertake the recruitment of a new Works Supervisor as per the attached proposal.

CARRIED (5/0)

10.2 FINANCIAL REPORTS

10.2.1 ACCOUNTS UPDATE FOR THE MONTH OF JULY 2018 (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: 15 August 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: 72/18

MOVED: Cr McQuie

SECONDED: Cr May

That Council endorses the July 2018 accounts paid as presented:

Municipal Fund July 2018

- Municipal Printed cheque numbers 105234 - 105241 totalling \$25,529.33
- EFT Payment Numbers 6320 - 6394 totalling \$667,328.58
- Superannuation \$7,755.30 & \$7,949.75 totalling \$15,705.05

Trust Fund July 2018

- Trust cheque numbers 205070 - 205071 totalling \$1,580.10

Payroll EFT June 2018:

\$34,208 and \$36,213 totalling \$70,421

Credit Cards June 2018:

DD3746.1.1 totalling \$2,758.33

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:	17 August 2018
Previous References:	Nil
Author:	Harry Hawkins Chief Executive Officer

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 Council meeting.

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 starting work on the new year program on the bottom end of the Paynes Find Road. The camp at Youanmi is not suitable so the crew is travelling back to the depot each night which costs a lot of time as well as wear and tear on both the road and service truck. Different options for camping are being looked at.

Maintenance Grading

The shire maintenance grader is currently out on the Wiluna Road and the new contract maintenance grading contract has been signed and they are ready to start on the bottom end of the Paynes Find Road and work back towards Sandstone.

Flood Damage

Alltrack are continuing out on the Yeelirrie Road where they will be for about 4 to 5 months repairing the road damaged by heavy rainfall events in January and February 2017. Another section was finished and signed off mid August.

Horticulture

Ongoing maintenance, mulching and planting.

Plant Replacement

None at this stage however the new Pad Foot Roller ordered in April 2018 has arrived in Australia and is to be fitted up for delivery. Quotes will be obtained through WALGA equotes for a new maintenance grader while the semi-trailer water tank is likely to be refurbished rather than purchasing a new one and the layout for the tray on the new service truck is being worked through with the dealer.

Plant Maintenance

Repairs and maintenance on plant is up to date and the mechanic has taken some time off for personal reasons and will return early September.

Caravan Park

Maintenance as required and repairs as work requests come in are being completed.

Building Maintenance

Minor maintenance as per work requests is being carried out by casual worker Paul Dixon.

Bioremediation Cell

Nothing at this stage.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple majority

RESOLUTION: 73/18

MOVED: Cr Lefroy

SECONDED: Cr McQuie

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

Nil

14 MEETING ITEMS CLOSED TO THE PUBLIC

14.1 Meeting Closed to the Public

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 27 September 2018.

15 CLOSURE OF MEETING

There being no further business, the Shire President closed the meeting at 1.16pm.

CERTIFICATION

I, _____, certify that the Minutes of the Meeting held on 26 July 2018, as shown, were confirmed as a true and accurate record at the Meeting held on 23 August 2018.

(Presiding Member)

Date: 23 August 2018