



MINUTES

Ordinary Council Meeting

Thursday 27 September 2018

Held in the Council Chambers, Hack St Sandstone

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ORDINARY COUNCIL MEETING TO BE HELD ON 27 SEPTEMBER 2018
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MINUTES of the ORDINARY COUNCIL MEETING HELD IN COUNCIL CHAMBERS, SANDSTONE ON THURSDAY, 27 SEPTEMBER 2018

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF ANY VISITORS

The Presiding Member, Cr Bethel Walton (Shire President) to declare the Meeting open at 12.30pm.

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

The Shire President welcomed the Acting CEO Eddie PIPER to the Shire for the four weeks of Harry HAWKINS annual leave.

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	(12.30pm to 12.50pm and 1.01pm to 1.35pm and 1.37pm to 2.08pm)
Cr D (David) Lefroy	
CR V (Vicki) McQuie	

Staff Members

Mr Eddie Piper	Acting Chief Executive Officer
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3.2 Apologies

Mr Harry Hawkins	Chief Executive Officer
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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 May declared an interest in item 10.3.1 as the applicants are related to her.

6.2 Declarations of Proximity Interest

Cr May declared an interest in item 10.1.3 as she lives next door to the two properties in a residence owned jointly with her husband.

6.3 Declarations of Indirect Financial Interest

Cr Walton declared an interest in EFT6417 as she is a member of the Sandstone Golf Club.

Cr Lefroy declared an interest in EFT6417 as he is a member and Captain of the Sandstone Golf Club.

6.4 Declarations of Impartiality Interest

Nil

7 PUBLIC QUESTION TIME

Nil

8 CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

STAFF RECOMMENDATION

MOVED: Cr Lefroy

SECONDED: Cr McQuie

That the Minutes of the Ordinary Meeting of Council held on 23 August 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

Cr Lefroy reported that there had been 2 meetings of the Murchison Regional Vermin Council in recent times and gave a brief summary of the business of the meetings.

10 OFFICERS REPORTS

10.1 CHIEF EXECUTIVE OFFICER'S REPORTS

10.1.1 Status Report Update – September 2018

Agenda Reference: CEO 09/18 - 01
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 10/09/2018
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 September 2018

Background

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

Comment

The changes to the report this month are the removal of the Astro Tourism Towns project as the shire will not join at current membership fees and no reduction looks like being made available. Secondly the date for the erection of the fence at 19 Hack Street sharing the boundary with the Admin Office carpark is the end of September 2018.

Consultation

Nil

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple majority

Officer Recommendation

MOVED: Cr May

SECONDED: Cr McQuie

That Council accepts the Status Update for September 2018

CARRIED (5/0)

Status Update September 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 13/09/2018 Letter received advising that the process of placing on the state heritage register is complete	
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 04/09/2018 Property owner has advised that the new fence will be erected at the end of September 2018.	
20/18	10.1.5	Sale of properties for outstanding rates	04/04/2018 Legal process to allow sale has commenced	

Legend

Category	Status
Not Started	
In Progress	
Completed	

10.1.2 Transfer of Management Part of Reserve 14178 – Caravan Park

Agenda Reference: CEO 09/18 – 02
Location/Address: Shire of Sandstone
Name of Applicant: Water Corporation
Disclosure of Interest: Nil
Date of Report: 30 August 2018
Author: Harry Hawkins Chief Executive Officer

Summary

The Water Corporation is seeking access to part of reserve 14178 which is the site of the Alice Atkinson Caravan Park to house the new water treatment plant. That part of the reserve used by the Water Corporation would be excised from reserve 14178 and a new reserve with a management order to the Water Corporation would be created for that portion.

Attachments

Map of reserve 14178 showing portion proposed to be used by the Water Corporation.

Background

For more than 10 years the shires in the Murchison region have been pushing the Water Corporation to improve the water quality of the various towns in the region. The current water supply in sandstone while safe for adults and older children to drink can't be given to children less than 6 months of age and most people in the region drink bottled water in preference.

The white scale from the current supply also damages tap fittings and leaves a hard to remove residue on shower recesses and baths etc. The water also leaves residue on vehicles washed with it. In recent years trials of different water treatment methods have been completed and the EDR or desalination process Electro Dialysis Reversal has been found to be the most effective and reliable. This system has already been installed in Yalgoo and has been working well.

Comment

After testing various water treatment options the Water Corporation has concluded that the EDR system is the most reliable to provide a good water supply to the towns in the Murchison. Contracts to install the system have been signed with Guidera O'Connor who will supply and install the plants in Mount Magnet, Cue, Sandstone and Meekatharra with the Sandstone plant forecast to be operational by mid 2020. As there is not sufficient power available from Horizon Power to run the plant the project will include the Water Corporation installing solar panels, batteries and a diesel generator while Sandstone will also receive 2 new 200kL storage tanks and a booster pump to improve storage and water pressure. Evaporation ponds will also be required to treat the residue from the desalination process.

The next step in the process is to acquire access to land to site the plant and the Water Corporation have requested a 500sqmtr portion of reserve 14178 on the corner of Irvine and Griffith Streets however there may be an issue with the new leach drain in the caravan park encroaching into the area marked on the attached map. Negotiations are continuing but the Water Corporation's preferred site is in the corner as marked on the map.

The leach drains end 24mtrs from the fence so a 480sqmtr portion would be available and Water Corporation Senior Project Manager Ian Bierman believes that would be sufficient for the plant.

Consultation

Shire President

Statutory Environment

Land Administration Act 1997

Policy Implications

Nil

Financial Implications

Nil, the Water Corporation is expected to pay all costs.

Voting Requirements

Simple majority

Officer Recommendation

MOVED: Cr Lefroy

SECONDED: Cr May

That Council authorise the CEO to negotiate with the Water Corporation to transfer a portion of reserve 14178 required for the new water treatment plant and associated infrastructure to them.

CARRIED (5/0)

10.1.3 Fencing of Lots 98 and 99 Payne Street

Agenda Reference:	CEO 07/18 – 03
Location/Address:	Shire of Sandstone
Name of Applicant:	Shire of Sandstone
Disclosure of Interest:	None
Date of Report:	31 August 2018
Author:	Harry Hawkins Chief Executive Officer

Cr May declared a Proximity Interest in this item and left the meeting at 12.50pm prior to any discussion

Summary

There is an issue with trucks parking on lots 98 and 99 Payne Street and disturbing neighbours when they leave in the early hours of the morning therefore it is proposed to fence these lots to stop trucks parking on them to alleviate this problem.

Attachments

Nil

Background

The shire had originally believed that lots 98 and 99 Payne Street Sandstone were unallocated Crown land as town site maps dated 2010 held in the shire administration office showed them as such and comments were that the shire had not purchased any land recently. Landgate records accessed through the SLIP system has confirmed that in February 2011 these lots were transferred to the Shire of Sandstone.

Lots 98 and 99 Payne Street are vacant land owned by the Shire of Sandstone opposite the shire depot and in close proximity to the National Hotel. Truck drivers visiting and staying at the hotel often park on these vacant lots overnight and create a nuisance when they start their trucks to leave often as early as 5.00am.

It should also be noted that the land being used by these truck drivers and the houses either side of them are zoned Town Site Rural and the shire's Local Planning Scheme No.2 in making that zoning prohibits the parking of trucks on land in this area as that activity would be classified as a transport depot which requires Council approval and advertising for community comment before it could be approved in that zone.

Comment

A request has been received by the shire to fence lots 98 and 99 Payne Street to stop trucks parking on them and creating a noise nuisance when starting those trucks in the early hours of the morning. Previously old power poles have been placed across the front of these lots to prevent parking however they have been moved. A solid colour bond steel fence would be unable to be moved and could be added to the value of the lots if in the future they are put up for sale.

No application for permission to park on these freehold lots has been received at the shire administration office nor has any application to change the zoning been lodged.

To fence the front and rear of lots 98 and 99 Payne Street would be approximately 80 linear metres at a cost of approximately \$100 per metre for materials that is \$8,000 plus labour for a colour bond steel fence. A quote was sought from a local contractor however at the time of finalising this report it had not been received so no accurate cost is available.

Consultation

Shire President

Publican

Statutory Environment

Local Government Act 1995: Local Planning Scheme No.2

Policy Implications

Nil

Financial Implications

\$8,000 plus labour which is not included in the annual budget.

Voting Requirements

Simple majority

Officer Recommendation

MOVED: Cr Lefroy

SECONDED: Cr McQuie

That lots 98 and 99 Payne Street Sandstone are fenced front and back with standard colour bond steel fencing and it is paid for with savings to be identified in the mid year budget review.

CARRIED (4/0)

Cr May returned to the meeting at 1.01pm following the voting.

10.1.4 Sandstone Community Postal Agency

Agenda Reference: CEO 09/18 – 04
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: None
Date of Report: 19 September 2018
Author: Harry Hawkins Chief Executive Officer

Summary

The current operator of the Sandstone Community Postal Agency Regina Gloede has advised Australia Post that when the contract expires at the end of October 2018 she will not be seeking to renew it. The suggestion has been made that the shire take on the role.

Attachments

Information Booklet for Prospective Community Postal Agents

Background

Regina Gloede has been operating the Sandstone Community Postal Agency for approximately 12 years and has advised both Australia Post and the shire that she does not intend renewing her contract. The shire has expressed an interest in taking on the agency so that residents of the town of Sandstone can continue to receive Australia Post services. The postal agency does more than just distribute mail to residents and is required to provide postage stamp sales and assessment, mail lodgement facilities, weigh and assess mail and empty the street mail box. Staff training will be required and this can be provided in Mount Magnet where the post office operator is a registered Australia Post trainer.

Comment

It has been suggested to Australia Post by the outgoing Community Postal Agent that the Shire of Sandstone would be interested in taking over the role when her contract expires at the end of October 2018 and shire staff are happy to take on the additional duties required. It is considered a priority to ensure that Sandstone maintains its mail delivery service.

There is no specific fit out of the premises required for it to operate as a Community Postal agency and shire staff have already discussed a layout for the postal service in the shire administration building with minimal impact on shire services.

The attached information booklet contains details on what is required of a Community Postal Agent in some detail including remuneration which is made up of

- a discount on postage and other approved products purchased from Australia Post;
- a fee for the provision of services, such as Counter Mail Delivery; and
- a Representational Allowance.

Arrangements will be made with the mail delivery service to ensure that staff are available to sort the mail when it arrives. The timing of this will be discussed in more detail when and if the shire is appointed to the role of Community Postal Agent. It may be possible to change delivery days to 3 midweek days and the drop off of mail to after 8.00am when the office is open but if the community don't like this approach then other arrangements can be made.

Council Comment

It was the opinion of Councillors present that the facility only operating 2 days a week and not on a Saturday.

Consultation

Shire Staff

Outgoing Community Postal Agent

Statutory Environment

Australia Post Corporation Act (1989)

Policy Implications

Nil

Financial Implications

\$8,000 which is not included in the annual budget.

Voting Requirements

Simple majority

Officer Recommendation

MOVED: Cr Lefroy

SECONDED: Cr McQuie

That Council advise Australia Post that it is willing to take on the role of Community Postal Agent in Sandstone and that the agency will operate from the current shire administration centre.

CARRIED (5/0)

10.2 FINANCIAL REPORTS

10.2.1 Financial Statements for the month of August 2018

Location: Shire of Sandstone
Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 10 September, 2018
Author: Harry Hawkins, Chief Executive Officer

Summary

The Statement of Financial Activity reports for the month ending 31 August 2018 are presented to Council in accordance with *Regulations 34 of the Local Government (Financial Management) Regulations 1996*.

Attachments

Financial Statements for August 2018

Background

Summary of Funds – Shire of Sandstone as at: 31 August 2018

Municipal Cheque Account - On-line (BWA)	\$18,868.54
Municipal Investment Account – On-line (BWA)	\$1,145,305.43
Trust Fund (Bankwest)	\$9,714.95
Reserve Term Deposits (Bankwest)	\$4,972,516.33

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

STAFF RECOMMENDATION

MOVED: Cr May

SECONDED: Cr Lefroy

That Council accepts the financial statements for the period ending 31 August 2018.

CARRIED (5/0)

10.2.2 ACCOUNTS UPDATE FOR THE MONTH OF AUGUST 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 September 2018
Author: **Rhonda Miles – Finance Officer**
Senior Officer: **Harry Hawkins – Chief Executive Officer**
Cr Walton declared an interest in EFT6419
Cr Lefroy declared an interest in EFT 6419

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

STAFF RECOMMENDATION

MOVED: Cr Hodshon

SECONDED: Cr May

That Council endorses the August 2018 accounts paid as presented:

Municipal Fund August 2018

- Municipal Printed cheque numbers 105242 - 105247 totalling \$9,140.84
- EFT Payment Numbers 6395 - 6481 totalling \$1,099,260.64
- Superannuation \$7,581.88 & \$7,239.42 totalling \$14,821.30

Trust Fund August 2018

- Trust cheque numbers 20507 totalling \$207.75

Payroll EFT August 2018:

\$39,324.55 and \$32,627 totalling \$71,951.55

Credit Cards August 2018:

DD3770.1.1 totalling \$2,539.40

CARRIED (5/0)

10.3 HEALTH, BUILDING and TOWN PLANNING

10.3.1 Holiday Home Application Payne Street Sandstone

Agenda Reference: CEO 09/18 – 01
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: None
Date of Report: 19 September 2018
Author: Harry Hawkins Chief Executive Officer

SHIRE OF SANDSTONE

Cr May declared a financial interest in this item and left the meeting at 1.35pm prior to any discussion.

Summary

The ex MRAC house at 24 Payne Street Sandstone was sold in April 2018 and the new owners have applied for planning approval for it to be a Holiday House which under Local Planning Scheme No.2 requires Council to exercise its discretion and give Planning Approval.

Attachments

Application for Planning Approval

Background

The purchasers of the house at 24 Payne Street Sandstone which is zoned Rural Townsite have applied for planning approval so that they may use the house as a holiday home which is different to a normal residential use.

Comment

The purchasers of the house at 24 Payne Street Sandstone which is zoned Rural Townsite have applied for planning approval so that they may use the house as a holiday home which is different to a normal residential use. Local Planning Scheme No.2 under its zoning tables shows a Holiday Home as a D use which requires Council to exercise its discretion and give planning approval for this type of use.

The applicants Marc and Melony Halsall who reside in Margaret River will use the property when they visit Sandstone and have stated in their application that it may also be made available to guests who may be looking for a premise in town.

Marc Halsall is the shires consultant planner and on the attached application has listed the applicable clauses in the Local Planning Scheme and how each of those will be addressed. The application has also been sent to Health and Building consultant Dave Hadden for review and he has advised that all is in order.

The Bushfire Fire assessment level for the site is low therefore no fire requirements apply.

Consultation

Dave Hadden Building Surveyor EHO

Statutory Environment

Local Planning Scheme No.2

Planning and Development Act 2011

Policy Implications

Nil

Financial Implications

Nil

Voting Requirements

Simple majority

Officer Recommendation

MOVED: Cr McQuie

SECONDED: Cr Hodshon

That Council exercise its discretion to grant planning approval for the house at 24 (Lot 517) Payne Street Sandstone for use as a holiday house including use by guests other than the owners.

CARRIED (4/0)

Cr May returned to the meeting at 1.37pm following the voting.

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 September 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. A mobile camp has been hired from Kalgoorlie and was delivered to the job site on Wednesday 19 September and the crew will occupy the camp and stop driving back and forth from Wednesday 26 September. Vickie Thomson from the visitor centre has taken on the cook/cleaner role as the visitor centre will close for the season in a few weeks and this will keep her employed.

Maintenance Grading

The shire maintenance grader is currently out on the Menzies Road and the new contract maintenance grader has commenced work at the bottom end of the Paynes Find Road and is working back towards Sandstone.

Flood Damage

Alltrack are finishing up on the Yeelirrie Road and will be moving out to the Meekatharra Road before heading back to Lake Barlee Road to finish up. All outstanding work is expected to be completed by February 2019.

Horticulture

Ongoing maintenance, mulching and planting although the gardener has been on leave for the last few weeks with Banjo doing the watering and any urgent tasks.

Plant Replacement

The new Pad Foot roller has arrived and is being used on the construction project on the Paynes Find Road however all other plant purchases have been put on hold until the new Works Supervisor commences. The outstanding items from the budget are a grader, a new service truck and a new water tanker while Danny had some good ideas and had commenced negotiations with dealers it is better to let the incoming supervisor contribute to the purchasing decisions.

Plant Maintenance

Repairs and maintenance on plant is up to date and the mechanic has returned to work but is currently out driving the water truck while Vic Taylor is on leave and the construction crew is short one truck driver. No plant maintenance issues have been reported.

Caravan Park

Maintenance as required and repairs as work requests come in are being completed. There are still some concerns about the water and the pumps constantly needing to be reset but this is being discussed with the pump supplier.

Building Maintenance

Minor maintenance as per work requests is being carried out by casual worker Paul Dixon. The sliding screen door at 18 Griffith Street was damaged recently in an apparent unsuccessful break in attempt and this has now been repaired.

Bioremediation Cell

Nothing at this stage.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple majority

Staff Recommendation

MOVED: Cr Mcquie

SECONDED: Cr Lefroy

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 25 October 2018.

15 CLOSURE OF MEETING

There being no further business, the Shire President closed the meeting at 2.08pm.

CERTIFICATION

I, _____, certify that the Minutes of the Meeting held on 23 August 2018, as shown, were confirmed as a true and accurate record at the Meeting held on 27 September 2018.

(Presiding Member)

Date: 27 September 2018