



SHIRE OF SANDSTONE
S E R V E T H E P E O P L E

MINUTES

Ordinary Council Meeting

Thursday 22 October 2020

Held in the Council Chambers, Hack St Sandstone

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**ORDINARY COUNCIL MEETING HELD ON
THURSDAY 22 OCTOBER 2020
AGENDA SUMMARY and TABLE OF CONTENTS**

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**MINUTES ORDINARY COUNCIL MEETING HELD IN
COUNCIL CHAMBERS, SANDSTONE ON THURSDAY 22 OCTOBER 2020**

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF ANY VISITORS

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

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

Nil

3 ATTENDANCE

3.1 Present

Elected Members

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

Staff Members

Mr Harry Hawkins	Chief Executive Officer
Mr Norbert Marwick	Works Supervisor

Visitors

3.2 Apologies

Nil

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 MEETINGS

- 8.1 The ordinary meeting held on the 24 September 2020**

Resolution 83/20

MOVED: Cr Lefroy

SECONDED: Cr McQuie

That the Minutes of the Ordinary Meeting of Council held on 24 September 2020 are confirmed as a true and accurate record of proceedings.

CARRIED (6/0)

- 8.2 The special meeting held on the 30 September 2020**

Resolution 84/20

MOVED: Cr May

SECONDED: Cr McQuie

That the Minutes of the Special Meeting of Council held on 30 September 2020 are confirmed as a true and accurate record of proceedings.

CARRIED (6/0)

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 and Cr Hodshon attended in Mount Magnet on the 13 October 2020.

Cr Walton gave a verbal report on the Midwest Regional Road Group Meeting she, CEO Harry Hawkins and Works Supervisor Norbert Marwick attended in Geraldton on the 19 October 2020.

Cr Walton gave a verbal report on the Geo Tourism working group meeting she and CEO Harry Hawkins attended in Geraldton on the 19 October 2020.

10 OFFICERS REPORTS

10.1 CHIEF EXECUTIVE OFFICER'S REPORTS

10.1.1 Status Report Update – October 2020

Agenda Reference: CEO 10/20 - 01
Name of Applicant: Shire of Sandstone
Disclosure of Interest: Nil
Date of Report: 12/10/2020
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 October 2020

Background

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

Comment

Spreadsheet has been updated to include the article of George Dent's family pushing for greater recognition of his part in the heritage of Sandstone plus the signing of a listing extension with the Professionals Geraldton for the sale of the police house.

Consultation

Nil

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple majority

Resolution 85/20

MOVED: Cr Lefroy

SECONDED: Cr McQuie

That Council accepts the Status Update for October 2020

CARRIED (6/0)

Status Update October 2020

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 07/10/2020 Article in Midwest Times re lack of recognition of George Dent.		
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 23/11/2018 Details of new		

			Council resolution and other information sought sent to Dept of Lands 13/06/2019 More information sought by DOL sent as requested	
76/18	10.1.2	Transfer of management part of reserve 14178 – Caravan Park	Water Corporation advised. Awaiting the return of the CEO. 17/12/2018 Letter accepting part transfer of reserve sent to Water Corporation. 03/05/2019 installation date of early 2020 confirmed for Sandstone plant. 08/06/2020 Documentation sent to DPLH to enable transfer of part of Reserve 14178 to Water Corp 17/08/2020 Amended Stat Dec sent to DPLH to enable completion of transfer	
17/20	10.1.2	Sale of Police House	27/03/2020 Sale to be handled by Professionals Geraldton. Put on hold until after Corona Virus restrictions are lifted to limit visitors to town. 04/06/2020 Sale authority signed with Professionals Geraldton 12/10/2020 listing extension with the Professionals signed	

Legend

Category	Status
Not Started	
In Progress	
Completed	

10.1.2 Industrial Land in Sandstone

Agenda Reference: CEO 10/20 – 02
Location/Address: None
Name of Applicant: None
Disclosure of Interest: None
Date of Report: 12 October 2020
Author: Harry Hawkins Chief Executive Officer

Summary

Development WA have suggested using the unused portion of the airport reserve for industrial land rather than the land identified in the Local Planning Scheme which they say is a more difficult proposal as it crosses 2 reserves therefore Council is asked to examine and approve the airport proposal if they agree with it.

Attachments

Development WA map and draft letter to Department of Planning, Lands and Heritage.

Background

Council has for some time been looking at the creation of industrial land around the Sandstone town site and when the new Local Planning Scheme was developed by Halsall and Associates in 2016 land south of the gymkhana grounds on the west side of the Sandstone Wiluna Road was identified and zoned industrial. This land sits across 2 separate reserves which are not managed by the shire and Development WA believes this will be difficult to get agreement from both parties to enable changes to the management orders for development as industrial land.

Development WA has suggested the unused portion of Reserve 10898 the Sandstone Aerodrome Reserve as shown on the attached map could be a viable alternative and much easier to achieve as the shire has the management of this reserve.

Comment

Development WA has suggested the unused portion of Reserve 10898 the Sandstone Aerodrome Reserve as shown on the attached map could be a viable alternative for development as industrial land and far easier to get approval for as the shire holds the management order.

All that would be required to be able to use this as industrial land would be to get the Management Order changed to allow for industrial use on the reserve with the power to lease. The only work required by the shire would be to construct road access to the area and as the north west corner of the reserve is not far from the Sandstone Wiluna Road that would not be a significant job or expense although approval may be required from the owners of Black Hill Station if the road crosses station property. The 2 runways are fully fenced for animal exclusion and these fences would provide the setbacks required from the runways and the boundary between the 2 different land uses. The land is level but heavily vegetated with small trees which could easily be pushed over. This land is also further away from the residential parts of the Sandstone town site and will reduce the likelihood of noise and other complaints.

It is suggested that the industrial land is not serviced as the cost of installing power and water would be significant however the lessor could supply their own power by using a diesel generator or alternatively solar panels and battery and by placing a water tank/pod on site and using bottled water for drinking.

Consultation

Robert Fenn Senior Development Manager Development WA

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil unless Council chooses to proceed with development and build the access road.

Voting Requirements

Simple majority

Resolution 86/20

MOVED: Cr Key

SECONDED: Cr Lefroy

That Council agree to request a change to the management of Reserve 10898 Sandstone Aerodrome Reserve to allow for industrial uses on the unused portion of the reserve with the power to lease for 21 years as a cheaper and quicker alternative to the development of land set out for industrial use in the Shire of Sandstone Local Planning Scheme No.2

CARRIED (6/0)

10.1.3 Christmas 2020 Shutdown

Agenda Reference:	CEO 10/20 - 03
Location/Address:	Shire of Sandstone
Name of Applicant:	Shire of Sandstone
Disclosure of Interest:	None
Date of Report:	14 October 2020
Previous References:	Nil
Author:	Harry Hawkins CEO

Summary

To ask Council to approve the shutdown of the depot and Office for the 2020 Christmas New Year break.

Attachments

Nil

Background

Each year the shire depot and office shut down for the Christmas and New Year period. This year it is proposed that they be shut down from Tuesday 22nd December 2020 and reopen on Monday 4th January 2021.

Comment

By closing down for this period staff will have 2 days for travel and shopping before Christmas Day and return to work on the Monday after the New Year's Day Public Holiday Friday utilising accrued public holidays, annual leave or leave without pay for the days off.

The Council meeting for December 2020 is set down for Thursday 17th December as the normal date would have been Christmas eve so there will be no need to change the date of this meeting as there is sufficient time for staff to deal with any decisions made at that meeting prior to the shutdown. Due to not meeting in January 2021 the November financials will need to be accepted at the meeting on the 17th December which may prove problematic given the delays we have experienced in receiving financial reports this year.

Works Supervisor Norbert Marwick has indicated that he will be remaining in Sandstone for the shut down period should any emergencies arise and any other staff remaining in town will be asked to be on standby in case any incidents occur.

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 87

MOVED: Cr May

SECONDED: Cr McQuie

That Council approve the shire administration office and depot shutdown at the conclusion of staff shifts on Tuesday 22nd December 2020 and reopening on Monday 4th January 2021.

CARRIED (6/0)

Agenda Reference:	CEO 10/20 – 04
Location/Address:	None
Name of Applicant:	None
Disclosure of Interest:	None
Date of Report:	16 October 2020
Author:	Harry Hawkins Chief Executive Officer

Summary

The contract for maintenance grading of roads in the south of the shire is coming to an end and Council is asked if they wish to continue with the use of a contract grader.

Attachments

Contract maintenance grading program

Background

Council in 2018 recognised that with just the shire maintenance grader undertaking maintenance grading on our roads that some roads were not getting the amount of attention required to keep them in a good safe condition all year round. To alleviate this a contract was let for maintenance grading of roads in the southern part of the shire enabling the shire grader to concentrate on other roads mainly in the north of the shire.

The original contract did have some issues and in 2019 in consultation with the contractor some amendments were made to the contract and since then it has been working well with roads for the most part being kept in a good safe condition. The contract was for 3 years with the option of 2 one year extensions and is coming to an end so to ensure continuity it needs to be either put to tender or the first of the 1 year extensions should be granted.

Comment

The 3 year maintenance grading contract entered into by the shire in July 2018 is coming to an end so to ensure continuity of service to the roads covered by the contract it is required to be renewed or extended. The current contractor has expressed an interest in renewing the contract however as the value of the 3 year contract is in excess of the \$250,000 tender threshold it is a requirement that tenders are called for the renewal of the contract unless the shire and the current contractor agree to the option of the first 1 year extension.

Consultation

Shire President
Works Supervisor

Statutory Environment

Local Government (Functions and General) Regulations 1996 Regulation 11.

Policy Implications

Nil

Financial Implications

Nil, as any contract renewal or extension would fall in the 2021-2022 financial year

Voting Requirements

Simple majority

Resolution 88/20

MOVED: Cr May

SECONDED: Cr Lefroy

That Council offer maintenance grading contractor Remote Area Mechanical the first of 2 one year extensions to their current contract which expires in July 2021.

CARRIED (6/0)

10.2 FINANCIAL REPORTS

10.2.1 Financial Statement for the months of August & September 2020

Agenda Reference:	F 10/20 – 01
Location:	Shire of Sandstone
Applicant:	Shire of Sandstone
Disclosure of Interest:	Nil
Date of Report:	10 October 2020
Author:	Harry Hawkins Chief Executive Officer

Summary

The Statement of Financial Activity report for the month ending 31 August & 30 September are presented to Council in accordance with *Regulations 34 of the Local Government (Financial Management) Regulations 1996*.

Attachments

Financial Statement for August & September 2020

Background

Summary of Funds – Shire of Sandstone as at: 30 September 2020

Municipal Cheque Account - On-line (BWA)	\$36,625.55
Municipal Investment Account – On-line (BWA)	\$1,189,964.02
Trust Fund (Bankwest)	\$7,200
Reserve Term Deposits (Bankwest)	\$ 3,946,363.38
Muni Term Deposits x 2	\$ 1,405,739.46

SHIRE OF SANDSTONE

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 89/20

MOVED: Cr McQuie

SECONDED: Cr May

That Council accepts the financial statements for the period ending 31 August & 30 September 2020.

CARRIED (6/0)

10.2.2 ACCOUNTS UPDATE FOR THE MONTH OF SEPTEMBER 2020

(Includes Credit Cards, the Caravan Park, Fuel Sales and Rates report)

Agenda Reference:	F 10/20 – 02
Location:	Shire of Sandstone
Applicant:	Shire of Sandstone
Disclosure of Interest:	Nil
Date of Report:	10 October 2020
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 90/20

MOVED: Cr May

SECONDED: Cr Lefroy

That Council endorses the September 2020 accounts paid as presented:

Municipal Fund September 2020

- Municipal cheque numbers 105434 – 105438 totalling \$1,778.60
- EFT payment numbers 7792 – 7858 totalling \$224,265.89
- Superannuation \$9,574.29 & \$9,310.86 totalling \$18,885.15

Trust Account September 2020

- Trust cheque number 205126 - 205127 totalling \$600.00

Payroll EFT September 2020:

\$38,529, \$37,236 & \$34,051 totalling \$109,816

Credit Cards September 2020

DD 4661.1 totalling \$1,834.32

CARRIED (6/0)

10.4 WORKS and SERVICES

10.4.1 WORKS SUPERVISOR'S REPORT OCTOBER 2020

Agenda Reference: WS 10/20 – 01
Location/Address: Shire of Sandstone
Name of Applicant: Shire of Sandstone
Disclosure of Interest: None
Date of Report: 13 October 2020
Previous References: Nil
Author: Norbert Marwick, Works Supervisor

Summary

1. Crew Movements

The works crew are now working on Paynes find Rd (SLK 208.0-216.5) This gravel section of road is being ripped up and relayed to bed in the loose gravel stone on the road. The crew are camped at Paynes Find Roadhouse.

2. Maintenance Grader

The Shire grader has started on Yeelirrie Rd from the Wiluna boundary so to address the blowouts in the gravel section on the northern part of the road and will head South.

3. Contract Maintenance Grader

Jason Homewood has employed a new grader operator and is doing a very good job to date on the Paynes Find Rd which has had an increase in mining traffic in the last few months increasing the wear and tear on the road.

4. Employees

George on compo after having a red hot go as our water truck driver, Vic is on two weeks leave.

5. Plant

Howard Porter tri axle water tanker will be ready for inspection and delivery by the 29/10/2020.

The Shire of Sandstone sold Haulmore Trailers their side tipping "A" trailer (PC017) for \$30000 plus GST. The New side tipper purchased off Haulmore is in the process of being made but is about six weeks off being finished.

Consultation

All staff

Statutory Environment

Local Government Act 1995

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple majority

Resolution 91/20

Moved Cr Key

Seconded Cr McQuie

That Council receive the Works Supervisor's Report for October 2020.

CARRIED (6/0)

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

CONFIDENTIAL ITEMS

14.2 Public Reading of Resolution

TIME and DATE of NEXT MEETING

The next scheduled Ordinary Council Meeting will be held on Thursday 26 November 2020.

15 CLOSURE OF MEETING

There being no further business, the Shire President closed the meeting at 1.56pm.

CERTIFICATION

I, _____, certify that the Minutes of the Meeting held on 24 September 2020, as shown, were confirmed as a true and accurate record at the Meeting held on 22 October 2020.

(Presiding Member)