



Minutes

Of the

Ordinary Meeting of Council

Held on

Thursday, 15 August 2012

At 9.05am

In

The Council Chambers
Maddock St, Mukinbudin

Table of Contents

- 1. Declaration of Opening**
 - 1.1 Declaration of Opening
- 2. Public Question Time**
 - 2.1 Response to previous questions taken on notice
 - 2.2 Declaration of Public Question time open
 - 2.3 Declaration of public time closed
- 3. Record of Attendance, apologies, approved leave of absence**
 - 3.1 Present
 - 3.2 Apologies
 - 3.3 On Leave of Absence
 - 3.4 Staff
 - 3.5 Visitors
 - 3.6 Gallery
 - 3.7 Applications for leave of absence
- 4. Petitions, Deputations, Presentations**
 - 4.1 Petitions
 - 4.2 Deputations
 - 4.3 Presentations
- 5. Announcements by the presiding member without discussion**
- 6. Confirmation of minutes of previous meetings**
 - 6.1 Confirmation of Minutes of Meeting held 25th July 2012
 - 6.1.1 Business Arising from Minutes
 - 6.2 Confirmation of Minutes of Special Meeting held 7th August 2012
 - 6.2.1 Business Arising from Minutes
- 7. Matters for which the meeting may be closed**
- 8. Reports of Committees and Officers**
 - 8.1 Deputy Chief Executive Officer's Report**
 - 8.1.1 List of Payments June 2012
 - 8.1.2 Monthly Financial June 2012
 - 8.1.3 List of Payments July 2012
 - 8.1.4 Monthly Financial July 2012 – No Report
 - 8.2 Chief Executive Officer's Report**
 - 8.2.1 NEWROC
 - 8.2.2 WALGA Great Eastern Zone
 - 8.2.3 Local Government Reform
 - 8.2.4 Mukinbudin Caravan Park – Campers Kitchen
 - 8.2.5 Chief Executive Officer's Report
 - 8.3 Environmental Health Officer's Report**
Nil
 - 8.4 Caravan Park Manager's Report**
Finances Only
 - 8.5 Pool Managers Report**
Nil

- 8.6 NRM Officer's Report**
Nil
- 8.7 Work Supervisor's Report**
To be presented on the day
- 9. Correspondence and Information Report**
- 10. Elected members Motions of which previous notice has been given**
Nil
- 11. Urgent Business without notice (with the approval of the president or meeting)**
Nil
- 12. Confidential Items – Meeting to be closed to the Public in accordance with the provisions of the Local Government Act 1995.**
Nil
- 13. Closure of Meeting**

Minutes of the Ordinary Meeting of Council held in Council Chambers, Maddock Street, Mukinbudin on 15th August 2012

1. Declaration of Opening

1.1 The Shire President declared the Meeting open at 9.05am

2. Public Question Time

2.1 Response to previous questions taken on notice.

2.2 Declaration of public question time opened
The Shire president will declare public question time open.

2.3 Declaration of public question time closed
The Shire President will declare public question time closed.

3. Record of attendance, apologies and approved leave of absence

3.1 Present:

GJ Shadbolt	President	Lake Brown/Dandanning Ward
RJ Comerford	Deputy President	Wattoning Ward
BE Watson		Wilgoyne Ward
KR Sippe		Town Ward
KD Lancaster		Town Ward
SG Ventris		Town Ward
SR Palm (at 9.25am)		Bonnie Rock Ward
JD O'Neil		Bonnie Rock Ward

3.2 Apologies:

Nil

3.3 On leave of absence:

CW Geraghty	Town Ward
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Cr Chris Geraghty is on an approved leave of absence

3.4 Staff:

Trevor Smith	Chief Executive Officer
Ellen Della Bosca	Deputy Chief Executive Officer
Bob Edwards (at 9.05am – 10.30am)	Works Supervisor
David Smith (at 9.05am – 9.41am)	Horticulturist

3.5 Visitors:

Nil

3.6 Gallery:

Nil

3.7 Applications for leave of absence:

Council Decision Number – 670

Voting Requirements – Simple Majority

Moved: Cr Comerford

Seconded: Cr Ventris

That Cr Sippe be granted a leave of absence for the September Ordinary Meeting of Council.

Carried 8/0

4. Petitions, deputations and presentations

4.1 Petitions

4.2 Deputations

4.3 Presentations

David Smith and Bob Edwards – Pump Station

5. Announcements by the Presiding person without discussion

MEETING ADJOURNMENT MORNING TEA (10.30AM – 11.02AM)

The meeting was adjourned at 10.30am for morning tea and reconvened at 11.02am.

6. Confirmation of the Minutes of previous meetings

6.1 Confirmation of Minutes for the Ordinary Meeting of Council held on the 25th July 2012

Recommendation

That the Minutes of the Ordinary Meeting of Council held on the 25th July 2012 be accepted as a true and correct record of proceedings.

Council Decision Number – 671

Voting Requirements – Simple Majority

Moved: Cr Lancaster

Seconded: Cr Watson

That the Minutes of the Ordinary Meeting of Council held on the 25th July 2012 be accepted as a true and correct record of proceedings.

Carried 8/0

6.1.1 Business Arising from Minutes

- Forward Capital Works Plan – has the document been changed
- Brian McDonald underway with the pool
- TV Satellite – Sandie to look into
- Trolley coming for the Complex

6.2 Confirmation of Minutes for the Special Meeting of Council held on the 7th August 2012

Recommendation

That the Minutes of the Special Meeting of Council held on the 7th August 2012 be accepted as a true and correct record of proceedings.

Council Decision Number – 672

Voting Requirements – Simple Majority

Moved: Cr Sippe

Seconded: Cr Palm

That the Minutes of the Special Meeting of Council held on the 7th August 2012 be accepted as a true and correct record of proceedings.

Carried 8/0

6.1.1 Business Arising from Minutes

7. Matters for which the meeting may be closed

8. Reports of Committees and Officers

8.1 Deputy Chief Executive Officer Reports

8.1.1 List of Payments June 2012	
Location:	Mukinbudin
File Ref:	
Applicant:	Ellen Della Bosca - DCEO
Date:	8 August 2012
Disclosure of Interest:	NIL
Responsible Officer	Ellen Della Bosca - DCEO
Author:	Ellen Della Bosca - DCEO

If a Councillor has any questions regarding the enclosed finances, please see the Deputy Chief Executive Officer prior to the meeting so that a researched answer may be provided.

Background

A list of payments submitted to Council on 30th June 2012, for confirmation in respect of accounts already being paid or for the authority to those unpaid.

Financial Implications

A list of payments is required to be presented to Council as per section 13 of the Local Government Act (Financial Management Regulations 1996).

Policy Implications

Council Policy No. 1.6.5 (e) states that a list of payments is required to be presented to Council each month in accordance with Financial Management Regulations 13(1) for recording in the minutes.

Recommendation

That the list of payments to today's meeting on Vouchers – Muni 29481 – 29558, 29561 - 29588 and Transfers D/D228.1112 to D/D233.1112, D/D244.1112 to D/D252.1112 totalling \$325,643.16 for payments made in June 2012, be passed for payment.

Cr Ventris declared an Interest in the above item.

Council Decision Number – 673

Voting Requirements – Simple Majority

Moved: Cr Lancaster

Seconded: Cr O'Neil

That Cr Ventris be allowed to remain in the meeting. That the DCEO start recouping the costs of the power from the CRC from the next power bill in consultaion with the CRC and Muka Matters.

Carried 8/0

Council Decision Number – 674

Voting Requirements – Simple Majority

Moved: Cr Watson

Seconded: Cr Ventris

That the list of payments to today's meeting on Vouchers – Muni 29481 – 29558, 29561 - 29588 and Transfers D/D228.1112 to D/D233.1112, D/D244.1112 to D/D252.1112 totalling \$325,643.16 for payment made in June 2012, be passed for payment.

Carried 8/0

8.1.2 Monthly Financial Report – June 2012	
Location:	Mukinbudin
File Ref:	
Applicant:	Ellen Della Bosca - DCEO
Date:	8 th August 2012
Disclosure of Interest:	NIL
Responsible Officer	Ellen Della Bosca - DCEO
Author:	Ellen Della Bosca - DCEO

Background

This information is provided to Council on a monthly basis in accordance with provisions of the Local Government Act 1995 and Local Government (Financial Management Regulations 1996).

The Monthly Statement of Financial Activity for the period ending 30th June 2012 is attached for Councillor Information, and consisting of;

1. Statement of Financial Activity
2. Capital Acquisitions Summary
3. Variances Report
4. Summary of Bank Balances

Financial Implications

There is no direct financial Implication in relation to this matter.

Statutory Environment

General Financial Management of Council

Council 2009/10 Budget

Local Government Financial Management Regulation 34 1996

Local Government Act 1995 section 6.4

Policy Implication

Council is required annual to adopt a policy on what it considers to be material as far as variances that require to be reported for Council. Council policy is that the material variation be set at \$15,000 or 20%.

Recommendation

That Council adopt the Monthly Financial Report for the period ending 30th June 2012 and note and material variances greater than \$15,000 or 20%.

Council Decision Number – 675

Voting Requirements – Simple Majority

Moved: Cr Palm

Seconded: Cr Watson

That Council adopt the Monthly Financial Report for the period ending 30th June 2012 and note any material variance greater than \$15,000 or 20%.

Carried 8/0

MEETING ADJOURNMENT FOR LUNCH (12.30PM – 1.49PM)

Cr Comerford called for an adjournment to the meeting for lunch at 12.30pm. The meeting reconvened at 1.49pm.

8. Reports of Committees and Officers

8.1 Deputy Chief Executive Officer Reports

8.1.1 List of Payments July 2012	
Location:	Mukinbudin
File Ref:	
Applicant:	Ellen Della Bosca - DCEO
Date:	8 August 2012
Disclosure of Interest:	NIL
Responsible Officer	Ellen Della Bosca - DCEO
Author:	Ellen Della Bosca - DCEO

If a Councillor has any questions regarding the enclosed finances, please see the Deputy Chief Executive Officer prior to the meeting so that a researched answer may be provided.

Background

A list of payments submitted to Council on 31st July 2012, for confirmation in respect of accounts already being paid or for the authority to those unpaid.

Financial Implications

A list of payments is required to be presented to Council as per section 13 of the Local Government Act (Financial Management Regulations 1996).

Policy Implications

Council Policy No. 1.6.5 (e) states that a list of payments is required to be presented to Council each month in accordance with Financial Management Regulations 13(1) for recording in the minutes.

Recommendation

That the list of payments to today's meeting on Vouchers – Muni 29536, 29559 – 29560, 29589 - 29610 and Transfers D/D1.1213 to D/D7.1213, D/D15.1213 totalling \$214,005.85 for payments made in July 2012, be passed for payment.

Council Decision Number – 676

Voting Requirements – Simple Majority

Moved: Cr Palm

Seconded: Cr Comerford

That the list of payments to today's meeting on Vouchers – Muni 29536, 29559 – 29560, 29589 - 29610 and Transfers D/D1.1213 to D/D7.1213, D/D15.1213 12 totalling \$214,005.85 for payment made in July 2012, be passed for payment.

Carried 8/0

Cr Ventris returned to the meeting at 1.55pm.

8.2 Chief Executive Officer Reports

8.2.1 NEWROC	
Location:	NEWROC
File Ref:	
Applicant:	Trevor Smith – CEO
Date:	9 August 2012
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith - CEO
Author:	Trevor Smith - CEO

Background

The next meeting of the NEWROC Council will take place in Mukinbudin on Tuesday 28th August 2012.

Officer recommendation:

Nil

Council Decision Number –

Voting Requirements – Simple Majority

Moved: Cr

Seconded: Cr

That Council...

Carried /

8.2.2 WALGA Great Eastern Country Zone	
Location:	Zone
File Ref:	
Applicant:	Trevor Smith – CEO
Date:	9 August 2012
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith - CEO
Author:	Trevor Smith - CEO

The next meeting of the Great Eastern Zone will take place in Cunderdin on Thursday 30 August.

The WALGA AGM was held during Local Government Week. The Minutes from the meeting are attached.

Officer Recommendation:

That Council note the minutes of the WALGA AGM held 1 August 2012.

Council Decision Number – 677

Voting Requirements – Simple Majority

Moved: Cr O’Neil

Seconded: Cr Comerford

That Council note the minutes of the WALGA AGM held 1 August 2012.

Carried 8/0

8.2.3 Local Government Reform – Update	
Location:	Shire
File Ref:	
Applicant:	CEO
Date:	9 August 2012
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith - CEO
Author:	Trevor Smith- CEO

No movement on local government reform was noted.

At an all Party panel held at Local Government Week the representatives were asked for their Party's position on amalgamation.

The Labor, National and Green position was unequivocally "no forced amalgamations". One of the Labor representatives, John Hyde, made the point that amalgamations elsewhere have not resulted in savings, reduced rates, or any other benefits. He also stated that Labor would support the passage of Max Trenorden's Bill to allow local governments to create Regional Subsidiaries.

The Liberal Party representatives, John Castrilli and John Day, did not, to the best of my recollection, answer the question. Minister Castrilli is also sitting on the report of the Metropolitan Review Panel and has not released it.

Officer Recommendation:

That Council note the comments regarding Local Government Reform.

Council Decision Number – 678

Voting Requirements – Simple Majority

Moved: Cr Lancaster

Seconded: Cr Palm

That Council note the comments regarding Local Government Reform.

Carried 8/0

Meeting adjourned to the Caravan Park and Bowling Green at 4.21pm and returned at 5.15pm

8.2.4 Campers' Kitchen – Location	
Location:	Shire
File Ref:	
Applicant:	CEO
Date:	9 August 2012
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith - CEO
Author:	Trevor Smith- CEO

Background

The building design has been finalised and materials ordered ready to commence construction. The exact location has yet to be determined and the preferred site is to be finalised at the Council meeting with a site visit to the caravan park.

The interior design/style is still flexible as are the fittings. It is likely that the complete range of fittings will not be determined until the construction (of the campers' kitchen and the ablutions block) is complete and expenditure determined. If necessary some basic items (fridge and stove) can be purchased this year with the remainder to be bought in the next financial year.

Officer Recommendation:

That the Campers kitchen be located at the southern end lines up with the ablutions on the south end and the east side lines up with the bbq shelter.

Council Decision Number – 682

Voting Requirements – Simple Majority

Moved: Cr Lancaster

Seconded: Cr Ventris

That the Campers kitchen be located at the southern which lines up with the ablutions on the south end and the eastern side lines up with the bbq shelter.

Carried 8/0

8.2.5 Chief Executive Officer's Report	
Location:	Shire
File Ref:	
Applicant:	Trevor Smith – CEO
Date:	9 August 2012
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith - CEO
Author:	Trevor Smith - CEO

1. Meetings - Past

- 31st July Department of Corrective Services visit regarding two work placements
CEO
- 1st – 3rd Aug Local Government Week @ Perth Convention Centre
CEO, Crs Shadbolt, Comerford, Watson, O'Neil, Ventris, Sippe
- 7th Aug Special Council Budget Meeting
CEO, DCEO, All Councillors
- 9th Aug Wheatbelt Way Committee Meeting @ Bencubbin
CEO, Mrs Ray Watson
- 9th Aug Mukinbudin Community Shed AGM
Cr Shadbolt
- 9th Aug EWDSG AGM @ DAFWA in Merredin
Cr Palm

Meetings – Upcoming

- 14th Aug “Community Investment Vehicles” 7.00pm @ Sports Complex
Bendigo Bank Board, Council, Planning and Development
- 22nd Aug WDC – Planning Forum @ Bruce Rock
CEO, DCEO, Cr Shadbolt
- 28th Aug NEWROC Council @ Mukinbudin
CEO, Cr Shadbolt
- 29th Aug Wheatbelt Way Launch @ Dowerin Field Days
CEO, CSO, Cr Shadbolt, Cr Lancaster, Mrs Ray Watson
- 30th Aug Great Eastern Zone WALGA @ Cunderdin
CEO, Cr Shadbolt, Cr Comerford
- 4th Sept Mukinbudin LEMC
CEO, AO, Cr Shadbolt
- 7th Sept Boodie Rats Cheque Presentation by Mia Davies (R4R)
CEO, Cr Shadbolt – and any Councillors

2. Staff

Bob Edwards – 7th to 10th Aug - Annual Conference – Bunbury
Ann Brandis and Leanne Clune – 15th August – Wheatbelt Recreation Forum – Northam
Clare Baker – NRMO – Commenced duties 6th August

3. Current/Emerging Issues

Auto Gas Feasibility estimates – to be referred to Council's long term strategic planning and Mukinbudin Planning and Development.

Deep Sewer Extension to industrial area – feasibility and pricing – no response from Water Corporation.

Nursing Post Replacement building – no further response from Health Dept – Aged services study by WDC will assist in case for an expanded multi-purpose service.

A request for Expressions of Interest to be a Primary Health Care Demonstration Site has been received from SIHI. The sites are supposed to be current local hospitals. This can be discussed further at the meeting.

Berringbooding Tank A letter has been received from Minister Marmion confirming money for Heritage Grant. The letter is in the CIR. Work has commenced sourcing an engineering firm and a heritage consultant to undertake the work by November 2012.

Recommendation

That Council note the Chief Executive Officer's Report.

Council Decision Number – 679

Voting Requirements – Simple Majority

Moved: Cr Lancaster

Seconded: Cr Palm

That the Community Shed pay for power costs, with a letter of explanation to be written.

Carried 8/0

Council Decision Number – 680

Voting Requirements – Simple Majority

Moved: Cr Comerford

Seconded: Cr Palm

That Council note the Chief Executive Officer's Report.

Carried 8/0

8.4.1 Mukinbudin Caravan Park Manager's

8.4.1 Mukinbudin Caravan Park Report	
Location:	Mukinbudin
File Ref:	
Applicant:	Luke and Tania Sprigg
Date:	19 July 2012
Disclosure of Interest:	NIL
Responsible Officer	Trevor Smith
Author:	Luke and Tania Sprigg

Luke and Tania are on leave from 28 July to 12 August.
Penny and Shaun have been acting as caretakers during this period.

The expenditure figure for July includes the annual water charge, mattresses and plants worth about \$2200.

Mukinbudin Caravan Park Annual Income						
	Self Contained Units	Barracks	Sites	Washing Machine	Total	
2005/2006	19358.08	11082.32	10521.76	1171.16	42133.32	
2006/2007	22820.21	9753.06	17095.2	981.35	50649.82	
2007/2008	27304.76	5422.75	11244.47	678.16	44650.14	
2008/2009	37214.39	10554.55	16773.76	663.63	65206.33	
2009/2010	33567.84	9096.35	15504.7	1036.36	59205.25	
2010/2011	38054.93	15604.59	15817.92	845.55	70322.99	
2011/2012	34724.53	11056.46	18753.08	773.19	65307.26	
Mukinbudin Caravan Park Income and Expenditure						
	Self Contained Units	Barracks	Sites	Washing Machine	Total Income	Expenditure
July 12	1159.08	1559.08	1154.54	125.68	3998.38	5682.60
Aug 12						
Sept 12						
Oct 12						
Nov 12						
Dec 12						
Jan 13						
Feb 13						
Mar 13						
Apr 13						
May 13						
Jun 13						
Total	1159.08	1559.08	1154.54	125.68	3998.38	5682.60

Recommendation

That Council note the above report.

Council Decision Number – 681

Voting Requirements – Simple Majority

Moved: Cr Watson

Seconded: Cr O'Neil

That Council note the above report.

Carried 8/0

8.7.1 Work's Supervisor

8.7.1 Work's Supervisor's Report	
Location:	Mukinbudin
File Ref:	
Applicant:	Bob Edwards
Date:	9 August 2012
Disclosure of Interest:	NIL
Responsible Officer	Bob Edwards
Author:	Bob Edwards

CARAVAN PARK UPGRADE

The Veranda construction is coming along nicely, with the steel work in place for the roof and the retaining wall in place for the concrete floor. A concrete batching plant has been set up in town, courtesy of Winchester Quarries, ready to pour the floor as soon as the retained area has been backfilled and compacted. Fill sand has been brought in from Steve Palms pit.

TOWN DAM RETICULATION PUMP

A costed proposal for the upgrading of the pump station will be presented to Council. It is hoped that there won't be any further delays getting the equipment up and running.

CRUICKSHANK ROAD.

A first bitumen coat will be able to be applied to Cruickshank Road shortly and kerbing laid where necessary. The new entrance to the pool is required to be constructed to avoid confusion with the Caravan Park entrance.

STRUGNELL ST EXTENTION (CULVERT)

This will be done while the concrete batching plant is in town.

TRAIL TOURISM INFRASTRUCTURE

Signs to finish off this project are still to be delivered.

MAINTENANCE GRADING

This work is on hold at the present as Will Jenkin is operating the hired D7 pushing up our gravel requirements. We are trying to find a replacement to do some grading while Will is busy. Two operators have been approached however both have declined.

SIGNS AND GUIDE POSTS

Spot Watson of Main Roads Northam has be supervising a crew from the Net Work Contractor to complete the installation of Regulatory signs to the last of the Shire`s uncontrolled cross roads. He will also finish installing the holding lines in town and at the Nungarin Nth Road/ Mukinbudin-Kununoppin Road intersection.

MUKINBUDIN WIALKI ROAD (Reconstruction and widening) SLK 28.3 to 35.6

Work has started and so far 1.3 kms of the scheduled 1.6 kms of full reconstruction has been done. Progress will speed up once work on the shoulder widening is under way.

VEHICLE, PLANT AND MACHINERY MAINTENANCE

- 0 MBL Community Bus has recently undergone annual inspection and service.
- MBL 95 1996 Cat Grader 18,510 hrs is due for a 2000 hr service
- MBL 100 2004 Cat Grader 5,930 hrs is due for a 2000 hr service
- MBL 150 2011 Hino 5 tonne tipper 20,000 kms is due for a service and a recall modification
- MBL 244 1994 Case Tractor 4,484 hrs this unit is used as a spray unit.
- MBL 250 2009 DAF 8 wheeled truck and 5 axle trailer 105,000 km, the truck is booked in for a recall inspection on the steering box. The unit is due for a maintenance inspection. There are some air leaks, worn skip plate hinge pins on the dolly and 2 broken spring leaves on the rear of the trailer.
- MBL 696 2001 Mitsubishi tipper, 285,000 kms requires a new fan motor for the Aircon and a new set of linkage for the gear change.
- MBL811 Self propelled Multi Tyred Roller. Undergoing a routine inspection.
- MBL 1070 2011 Hino 3 tonne tipper 9,000 kms is due for a service and a recall modification.
- MBL 1091 2001 Komatsu Backhoe 5,939 hrs is currently undergoing replacement of a dipper pin assembly, some aged hydraulic hoses, and the radiator was serviced. The brakes are to be inspected and a front windscreen wiper motor assembly will be fitted.
- MBL 1424 2006 Cat Loader 6,450 hrs is due for a 2000 hr service.
- MBL 1463 2010 New Holland tractor 790 hrs is due for a 500 hr service.
- MBL 1677 2005 Cat Vibe Roller 2,450 hrs is due for a 500 hr service

Recommendation

That Council note the above Report.

Council Decision Number – 669

Voting Requirements – Simple Majority

Moved: Cr Sippe

Seconded: Cr Comerford

That Council note the above Report.

Carried 8/0

9. **Information Report**
10. **Elected Members Motions of which previous notice has been given**
11. **Urgent Business without notice (with the approval of the president or meeting)**
12. **Confidential Items**

General Business

- **Invite NRMO to the next meeting she is working in Mukinbudin**
 - **Running of the District Club Bar**
 - **Campers Kitchen**
 - **Fresh Water for the bowling green**
 - **Write to each sporting club Re: Responsibilities at Complex**
 - **Locums that come to Practise**
 - **Do Mining Company's pay minimum rates**
 - **Cafe Rent**
 - **Entry Statements, rather a Town Statement**
 - **Advertise for a B & B in town**
 - **Possibly advertise for a computer technician to come to town**
 - **Purchase order process**
 - **Town Dam – Firm Quotes to the next meeting**
 - **Fire Control Officers Course – Shire Rep to do course**
 - **FESA making Mukinbudin a SES – Agenda September Meeting**
13. **Closure of Meeting**
The President thanked everyone for attending and closed the meeting at 5.17pm.