



**Minutes of
Ordinary Council Meeting
19th November 2019**

MINUTES of the ORDINARY Meeting of the Council held in the Council Chambers
at the Shire Administration Office – Prinsep Street Norseman
on the 19th November 2019 commencing at 6:00pm

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1 Declaration of Opening and Announcement of Visitors.

Prior to the meeting, the below mentioned Councillors were sworn-in in the presence of Jacqueline Best, Justice of the Peace:

Cr V (Valma) Schultz
Cr LG (Laurene) Bonza
Cr AR (Rasa) Patupis
Cr VL (Veronica) Wyatt

In accordance with Schedule 2.3 (3) of the Local Government Act 1995 the CEO is to preside at this meeting until the office of Shire President is filled.

The CEO Peter Fitchat declared the meeting open at 6:00pm.

This Ordinary Council Meeting was video recorded to assist in the preparation of the minutes of the meeting.

The Shire of Dundas recognises the Ngadju and Mirning People as First Nations People in the Shire of Dundas, acknowledging them as traditional custodians and pay our respects to their Elders, past, present and emerging.

2 Election of the Shire President

Pania Turner exited the Chambers at 6:01pm.

The position of Shire President becomes vacant after each ordinary election and Councillors need to elect a Shire President.

The election of the Shire President was conducted by the CEO in accordance with Schedule 2.3 (4) of the Act.

The CEO had received a written nomination for Cr LG Bonza for the position of Shire President. There being no further nominations Cr LG Bonza was elected unopposed.

The Shire President Cr LG Bonza took the chair.

Pania Turner re-entered the chambers at 6:02pm.

3 Election of the Deputy Shire President

The election of the Deputy Shire President was conducted in accordance with Schedule 2.3 (8) of the Act.

The CEO had received written nominations for Cr AR Patupis and Cr SM Warner for the position of Deputy Shire President.

An election by secret ballot by the standard first past the post system was undertaken with the following result:

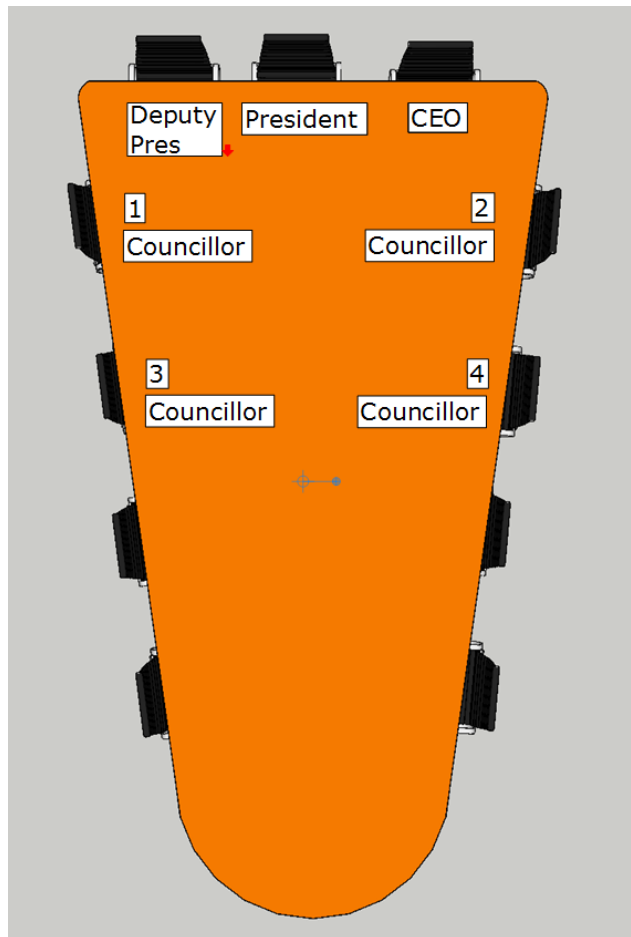
Cr Patupis 3 votes
Cr Warner 3 votes

As there was an equality of votes, the CEO conducted a second secret ballot, with the following result:

Cr Patupis 4 votes
 Cr Warner 3 votes
 Cr AR Patupis was elected as Deputy Shire President.

4 Draw of Seating Positions at the Council Table

Standing Order 11.2 requires that at the first meeting attended by a Councillor after the election the CEO is to draw random lots for each Councillor at the Council table.



Councillors Hogan, Schultz, Warner and Wyatt’s names and seat numbers were drawn by Lynn Webb and James Schultz, for their new seating positions:

Seat 1:Cr Schultz	Seat 2:Cr Hogan
Seat 3:Cr Warner	Seat 4:Cr Wyatt

5 Declarations of Financial, Proximity, Impartiality Interests & Gifts Received.

Financial Interests:

Nil

Proximity Interests:

Nil

Impartiality Interests:

Nil

Gifts Received by Councillors:

As per the Shire of Dundas Code of Conduct section 3.4 Gifts, adopted by the Council on 21 October 2014 and reference to Regulation 34B of the Local Government (Administration) 1996.

Nil

6 Record of Attendance of Councillors / Officers and Apologies.

Cr LG Bonza	Shire President
Cr AR Patupis	Deputy Shire President
Cr JEP Hogan	
Cr SM Warner	
Cr VL Wyatt	
Cr V Schultz	

Peter Fitchat	Chief Executive Officer
Aruna Rodrigo	Manager of Finance and Administration
Pania Turner	Manager of Community Development
Tracy Dixon	Acting Senior Administration Officer

Public Gallery

Approximately 31 members of the public were in attendance, some of which left and returned several times during the meeting without disturbance.

Press

Maddison Snow - ABC Goldfields-Esperance

7 Applications for Leave of Absence.

Nil

8 Response to Previous Public Questions Taken on Notice.

Nil

9 Public Question Time.

In accordance with the Local Government Act 1995 and the Local Government (Administration) Regulations 1996, any person may during Public Question Time ask any question.

In accordance with Regulation 6 of the Local Government (Administration) Regulations 1996, the minimum time allowed for Public Question Time is 15 minutes.

A member of the public who raises a question during Question Time is to state his or her name and address.

Nil

10 Confirmation of Minutes of Previous Meeting.

- 10.1 Minutes of the Ordinary Meeting of Council held on 15th October 2019 be confirmed as a true and accurate record.

Recommendation

That the minutes of the Ordinary Council Meeting held on 15th October 2019 be confirmed as a true and accurate record

Moved Cr: Hogan
Seconded Cr: Wyatt

Resolution

That the minutes of the Ordinary Council Meeting held on 15th October 2019 be confirmed as a true and accurate record

Carried by: Simple Majority For: 6 Against: 0

11 Petitions, Deputations or Presentations.**11.1 Ngadju Presentation**

The scheduled presentation was carried out prior to the meeting and included James Schultz performing a Traditional Smoking Ceremony and Welcome to Country. Pastor Kevin Tucker read a passage from the Bible and songs were performed by Annette Stokes.

11.2 Norseman District High School Country Week Presentation

Country Week volleyball team members Molly Clarke, Mya Morgan, Willigan Clarke and Jaroah Schultz presented a recount of their time on Country Week and showed a Powerpoint presentation of photos & video. They thanked Council for their donation and support.

11.3 Reports of Committees

As delegations to committees had not taken place yet, this item was withdrawn.

12 Announcements by Presiding Member without Discussion.

- At GVROC Council meeting, Friday 15th November, Councillors supported the establishment of a Drought Committee to gather information about drought conditions in the area in order to have access to Federal drought funding for infrastructure and projects. This will be done regardless of whether or not the State declares us drought affected. Putting information together to circumvent the State if they continue to not assist.
- Strategic Working Group formed as a subcommittee of GVROC, examining tax incentives for remote areas. Shire of Dundas Council are still working on Mining Act as a starting point.
- CJZ Productions film crew visiting town on Tuesday 26th and Wednesday 27th November. They are filming a 3 x 60 minute episode series with Shaun Micallef for the ABC, about Australia's cultural relationship with alcohol. During research for the program, they came across our liquor agreement, so are coming to film a good news story about positive changes in our Community.

13 Reports of Officers.

13.1 Planning, Development, Health and Building

Agenda Reference & Subject	
13.1.1 – Development Application – Shade House and Dome Shelter	
Location / Address	Lot 58 (75) Roberts Street Norseman
File Reference	A44
Author	Richard Brookes
Date of Report	31 st October 2019
Disclosure of Interest	Nil

Summary

For the Council to consider a development application for the construction of a Shade House and Dome Shelter to be used for gardening and storage on Lot 58 (75) Roberts Street Norseman.

Background

The Council has received a development application from Mr John Brady, the owner of the property, to erect a 91m² shade house at the rear of the property and erect a 72m² dome shelter to the front of the lot. A copy of the site plan is included in the papers relating.

The shade-house come green-house will be covered with a translucent plastic with the sides being cream coloured shade cloth. The maximum height will be 3.0m

The shade-house come green-house will be for the growing of fruit and vegetables

The dome shelter is covered by white nylon rip-stock similar to the tarps used on trucks. The applicant proposes to cover the sides and front of the dome shelter in colorbond of a cream colour. The peak height of the dome will be approximately 4.2m with a wall height of 2.4m max.

The dome shelter will be used to keep under cover survey plant and vehicles such as 6wd Polaris, 6wd Argo amphibious and Hovercraft and for the storage of tools as well as private workshop for the applicant

The applicant also intends to construct an 1800 colorbond fence along the front boundary.

The subject lot is 1012m² in area and zoned Town Centre pursuant to the Shire of Dundas Town Planning Scheme No 2 (TPS).

The town planning scheme has a number of policies and development standards in relation to development within the town centre zone.

Norseman Townsite:

To encourage a high standard of development of commercial facilities in the commercial zone to service the requirements of the town, the rural hinterland and the travelling public;

Additional Town Centre Zone Policies

To provide for the development of residential premises incidental to the commercial use

To encourage the development of commercial facilities associated with the tourist industry; and

To encourage a better standard of building development.

The Council at its Ordinary meeting held on the 15th October 2019 resolved:

The item be laid on the table until the next Ordinary Meeting of Council on November 19th, pending further information in relation to:

1. **The issue of encroachment; and**
2. **Whether community consultation has been undertaken by the applicant.**

The application was advertised and no written submissions have been received, however a number of people have examined the plans and discussed the proposal.

Statutory Environment

Shire of Dundas Town Planning Scheme No 2.

Policy Implications

Town Planning Policies within the Town Centre zone.

Financial Implications

There are no financial implications for the Shire.

Strategic Implications

The following theme from the Community Strategic Plan may apply:

Theme 3 – Natural & Built Environment			
A protected and enhanced environment that is aesthetically pleasing and provides benefits for the Community for generations to come.			
Strategy 3	Goal	Measure	Priority
3.5 Improved streetscape.	To improve the streetscape for the town sites of Norseman and Eucla	That the town sites in the Shire are attractive, well presented and encourage people to work, live and visit the Shire.	Medium

Consultation

Shire of Dundas Building Surveyor

Comment

The construction of a dwelling in the town centre zone is not necessarily permitted however is considered a discretionary use as determined by the Council, however the existing residential building is an existing use of the land.

The addition of buildings ancillary to the residential use would normally be permitted in a residential zone (within the requirements of the R-Codes) however as the application relates to the town centre zone, the Council would need to give consider the application under discretion.

The maximum size of outbuildings for a residential lot under the R-Codes is 50m² or 10% of the lot area. On this lot, the maximum area of the outbuildings pursuant to the R-Codes would be 100m²
The application requests approval for outbuildings of 163m²

This is a difficult application to assess as the lot is zoned town centre, however the existing use is residential. The proposal relates to outbuildings associated with a residential use, however they do not meet the standards (size) associated with the R-Codes (residential design codes).

The Council has approved outbuildings exceeding 100m² in the past and have restricted heights to a 3m wall height. However, these outbuildings have generally been associated with the residential zone.

The proposed 1800 mm height of the colorbond front fence will significantly reduce any visual impact of the development on the lot.

Discretion to Modify Development Standards

If a development other than a residential development the subject of an application for planning consent, does not comply with a standard or requirement prescribed by the scheme with respect to the development the Council may, notwithstanding that non-compliance approve the application unconditionally or subject to such conditions as the Council thinks fit. The power conferred by this clause may only be exercised if the Council is satisfied that:

- a) Approval of the proposed development would be consistent with the orderly and proper planning of the locality and the preservation of the amenity of the locality
- b) The non-compliance will not have any adverse effect upon the occupiers or users of the development or the inhabitants of the locality or upon the likely future development of the locality; and
- c) The spirit and purpose of the requirement or standard will not be unreasonably departed from thereby.

In addition to the above, the existing shell service station on the adjoining lot (77-79 Roberts St) encroaches onto the residential lot which is the subject of this application. The applicant has sited the proposed dome shelter sufficiently away from the encroaching building.

The issue of encroachment will need to be dealt with at some point, however the applicant is aware of the issue and will need to address the encroachment with the owners/potential owners of the Shell Service station at some time.

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas approve the development application by Mr John Brady to erect a 91m² shade house and a 72m² dome shelter on Lot 48 (75) Roberts Street Norseman subject to the issue of a building permit.

Moved Cr: Wyatt
Seconded Cr: Hogan

Resolution

That the Council of the Shire of Dundas approve the development application by Mr John Brady to erect a 91m² shade house and a 72m² dome shelter on Lot 48 (75) Roberts Street Norseman subject to the issue of a building permit.

Carried by: Simple Majority

For: 6

Against: 0

Agenda Reference & Subject	
13.1.2 – Development Application - Home Occupation	
Location / Address	L 740 (22) Prinsep Street Norseman
File Reference	A572
Author	Richard Brookes
Date of Report	12 th November 2019
Disclosure of Interest	Nil

Summary

For the Council to consider the application for a home occupation at 22 Prinsep Street Norseman

Background

The Shire has received an application to establish a home occupation for a pest control business at L740 (22) Prinsep Street Norseman

A home occupation within the residential zone is an AA use in the Local Planning Scheme No2 'AA' - means that the use is not permitted unless the local government has exercised its discretion by granting development approval

The applicant is not the owner of the property however the owner has consented to the application.

Statutory Environment

The recently adopted and gazetted Shire of Dundas Local Planning Scheme No 2.

Health Act 1911, Health (Pesticide Regulations) 2011 as well as various codes of practice and Australian Standards

Policy Implications

There are no specific policies adopted by the Council relating to the establishment of a home occupation.

Financial Implications

There are no direct financial implications for the Council

Strategic Implications

The application meets some criteria of the Community Strategic Plan as follows:

Theme 2 – A thriving local economy and economic base			
A strong, diversified economy with a number of commercial businesses and industries providing new and varied employment opportunities for all age groups.			
Strategy 2	Goal	Measure	Priority
2.1 Opportunity for Economic Diversification	A vibrant economy that includes opportunities for mining, industry, tourism, shopping and business.	The level and diversity of businesses, including mining, industry, tourism and commercial activity is increasing.	Medium
2.2 Attracting new businesses	New businesses are attracted to the area and existing ones encouraged to grow through promotion of the area as an attractive place to work and live.		
2.3 Future Growth and sustainability	Our Shire will maintain the existing population and provide opportunities for future growth for continued sustainability of the Community.	Population levels are stable or increasing to maintain a viable Community.	Medium

Consultation

N/A

Comment

The proposed home occupation of running a pest control business from a residential property is a very low-key operation. The proposed home occupation utilises a vehicle to undertake the operation of business and the chemicals used are stored in the approved vehicle.

The requirements for the use and storage of pesticides is governed by the Health Act 1911, Health (Pesticide Regulations) 2011 as well as various codes of practice and Australian Standards.

The operator needs to be licenced by the Department of Health and inspected by the Shires Environmental Health Officer.

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas approves the operation of a pest control business as a home occupation from Lot 740 (22) Prinsep Street Norseman subject to the vehicle and its parking area meeting the requirements of the Health (Pesticide Regulations) 2011 and associated codes of practice.

Moved Cr: Patupis

Seconded Cr: Wyatt

Resolution

That the Council of the Shire of Dundas approves the operation of a pest control business as a home occupation from Lot 740 (22) Prinsep Street Norseman subject to the vehicle and its parking area meeting the requirements of the Health (Pesticide Regulations) 2011 and associated codes of practice.

Carried by: Simple Majority

For: 6

Against: 0

Agenda Reference & Subject	
13.1.3 – Development Assessment Panels – Member Nomination	
Location / Address	Shire of Dundas
File Reference	GR.SL.39
Author	Richard Brookes
Date of Report	14 th November 2019
Disclosure of Interest	Nil

Summary

For the Council to appoint members for nomination to the Development Assessment Panel for the Shire of Dundas

Background

Development Assessment Panels (DAPs) are decision making bodies. They consider and determine applications for development approvals and replace the relevant decision making authority (ie. WAPC or local government).

Their decision-making powers are constrained by the existing planning framework for the local government area subject to the application. DAPs comprise a mix of technical experts and local government representatives with the intent of providing an independent decision maker which is able to

more effectively consider the technical aspects of an application, in addition to local concerns and interests.

A number of DAPs have been established throughout Western Australia and have commenced operation on 1 July 2011.

The establishment of DAPs and applications which a DAP is to determine is set out in the *Planning and Development Act 2005*, together with the *Planning and Development (Development Assessment Panels) Regulations 2011* (DAP Regulations).

A map of the Mid-West/Wheatbelt Joint Development Assessment Panel area and a list of current local government members is included in the papers relating.

Statutory Environment

Planning and Development Act 2005

Planning and Development (Development Assessment Panels) Regulations 2011

Policy Implications

There are no Council policies in relation to DAP's

Financial Implications

In relation to the requirement for referral to the DAP the following values are set by regulation:

- Assessment by DAP is optional for the applicant for a development with a value of \$2M - \$10M
- Assessment by DAP is mandatory for the applicant for a development with a value exceeding \$10M

There are no financial implication to the Shire other than Councillor expenses relating to their participation on the panels. There are some provisions for the payment of sitting fees and reimbursement of travel costs however these are outlined in state government policies and members employment circumstances.

Strategic Implications

N/A

Consultation

N/A

Comment

As a key component of planning reform in Western Australia, Development Assessment Panels (DAPs) are intended to enhance planning expertise in decision making by improving the balance between technical advice and local knowledge.

Under the DAP regulations, each DAP will determine development applications that meet set type and value thresholds as if it were the responsible authority under the relevant local planning scheme or region planning scheme.

The DAP regulations state that DAP applications cannot be determined by local government or the Western Australian Planning Commission (WAPC).

The role of DAP members is to determine development applications within a certain type and value threshold through consistent, accountable, and professional decision-making.

Each DAP consists of five panel members, three being specialist members and two local government councillors nominated by the local government.

Local representation is a vital component of the Development Assessment Panel (DAP). Local members are members of a local government council who are nominated by that local government to sit on a DAP. The relevant local government will be responsible for nominating four local government representative members from the local government's pool of elected members (councillors). Two councillors will be local

members, and two deputy local members to be called on if an issue of quorum arises. The Minister will appoint the local government representatives in accordance with the local government's nomination.

Should the local government fail to nominate four representatives, the Minister has the power to appoint two alternative community representatives to ensure local representation is always present on a panel. The regulations require that these alternate representatives are residents of the local area and have relevant knowledge or experience that, in the opinion of the Minister, will enable them to represent the interests of their local community

The DAP will not take away any of the Councils assessment of normal planning applications however will only deal with major development proposals with a \$ value exceeding those set by the regulations.

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas nominate Cr & Cr as DAP local members and Cr..... & Cr..... as DAP alternative (deputy) members

Officer Recommendation

That the Council of the Shire of Dundas nominate Cr Bonza & Cr Warner as DAP local members and Cr Wyatt & Cr Patupis as DAP alternative (deputy) members

Moved Cr: Hogan
Seconded Cr: Wyatt

Resolution

That the Council of the Shire of Dundas nominate Cr Bonza & Cr Warner as DAP local members and Cr Wyatt & Cr Patupis as DAP alternative (deputy) members

Carried by: Simple Majority For: 6 Against: 0

13.2 Engineering and Works

Nil

13.3 Members and Policy

Agenda Reference & Subject	
13.3.1 – Receive the Information Bulletin	
Location / Address	Shire of Dundas
File Reference	CM.CI.2
Author	Peter Fitchat – Chief Executive Officer
Date of Report	31 st October 2019
Disclosure of Interest	Nil

Summary

For Council to consider receiving the Information Bulletin for the period ending 31st October 2019.

Background

The Councillors' Information Bulletin for the period ending 31st October 2019 was completed and circulated to Councillors.

Statutory Environment

Local Government Act 1995

- Section 2.7(2) - Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies.
- Section 3.1 – Provides that the general function of the local government is to provide for the good governance of persons in its district.

Policy Implications

Council has no policies in relation to this matter

Financial Implications

The recommendation of this report has no financial implications for Council.

Strategic Implications

Keeping Councillors informed in respect to matters impacting on their role as Councillor.

Consultation

Nil

Comment

The intent of the Councillors' Information Bulletin is to assist in providing Councillors with information relevant to their role as a Councillor.

Because of certain confidential elements in the contents of this document, it is not a public document, it is distributed to Councillors and senior staff only and is not for public release.

Voting Requirements

Simple Majority

Officer Recommendation

That Council receive the November Councillors' Information Bulletin for the period ending 31st October 2019, as included in confidential papers relating.

Moved Cr: Patupis
Seconded Cr: Hogan

Resolution

That Council receive the November Councillors' Information Bulletin for the period ending 31st October 2019, as included in confidential papers relating.

Carried by: Simple Majority

For: 6

Against: 0

Agenda Reference & Subject	
13.3.2 – Information Statement - Freedom of Information Act 1992	
Location / Address	Shire of Dundas
File Reference	IM.FR
Author	Manager Finance and Administration
Date of Report	13 th November 2019
Disclosure of Interest	Nil

Summary

For the council of the Shire of Dundas to consider and approve the Freedom of Information Annual Statement for 2019/20.

Background

Section 96 of the FOI Act requires that each agency is to publish an up-to-date information statement annually. Section 97 (2) stipulates that a copy of that information statement must be provided to the Commissioner as soon as is practicable after the statement is published under section 96. See Papers Relating.

Statutory Environment

Freedom of Information Act 1992

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Consultation

Nil

Comment

This is an annual statutory requirement.
The updated information statement is given in papers relating.

Voting Requirements

Simple Majority

Officer Recommendation

That Council approve the 2019/2020 Freedom of Information statement as required by Section 96 of the Freedom of Information Act 1992.

Moved Cr: Wyatt
 Seconded Cr: Warner

Resolution

That Council approve the 2019/2020 Freedom of Information statement as required by Section 96 of the Freedom of Information Act 1992.

Carried by: Simple Majority

For: 6

Against: 0

13.4 Administration, Finance and Community Service

Agenda Reference & Subject	
13.4.1 – Accounts Paid 1/10/2019 – 31/10/2019	
Location / Address	Shire of Dundas
File Reference	FM.CR
Author	Accounts Payable Officer
Date of Report	12 th October 2019
Disclosure of Interest	Nil

Trust Payments

Chq/EFT	Date	Name	Description	Amount
				\$0.00

Municipal Cheques

Cheque	Date	Name	Description	Amount
26377	22/10/2019	EVELYN MONA REID	2nd Place for 'Early payment of rates incentive prize'	500.00
				\$500.00

Municipal Account EFT's

EFT	Date	Name	Description	Amount
EFT4136	11/10/2019	Bunnings Warehouse Kalgoorlie	Purchase various gift cards for garden show	1760.00
EFT4137	11/10/2019	Shire of Dundas Municipal Fund	Payroll deductions	575.00
EFT4138	11/10/2019	Elite Gym Hire	Hire of Weights 12.09.19 - 12.10.19 \$568.65 Hire of Treadmill and Cross Trainer 12.09.19 – 12.10.19 \$442.70	1011.35
EFT4139	11/10/2019	A.D. Engineering International	Town clock quarterly service (03.09.2019 - 02.12.2019)	132.00
EFT4140	11/10/2019	FULL MOON CAFE	Catering for 10 people for Council Meeting Tuesday 17th September 2019	250.00
EFT4141	11/10/2019	Threat Protect	Alarm Monitoring (Admin) \$234.75 Alarm Monitoring (Youth) \$111.00	345.75
EFT4142	11/10/2019	Glen Flood Group Pty Ltd T/A GFG Consulting	Project Management Support for the Development of the Woodlands Centre - 01.09.19 - 30.09.19 \$7608.33 Red Grants Funding Submission Consultancy & Support (01.09.2019 – 30.09.2019) \$5099.69	12708.02
EFT4143	11/10/2019	Horizon Power	Street Light Usage 01.09.19 - 30.09.19	4155.05
EFT4144	11/10/2019	Moore Stephens (WA) Pty Ltd	Rates processing and management assistance for September 2019	1870.00

EFT4145	11/10/2019	NORSEMAN IGA	Various IGA Items Purchased for August 2019	624.13
EFT4146	11/10/2019	Navman Wireless Australia Pty Ltd	Monthly satellite service (05.09.2019 - 04.10.2019)	65.89
EFT4147	11/10/2019	Online Business Equipment	Monthly Service Agreement No17649	71.50
EFT4148	11/10/2019	Protector Pest Control	Supply, install and charging of 50-meter TermX Reticulation System	1100.00
EFT4149	11/10/2019	Solutions IT (invoice S)	Office 365: 10x Licences (annual cost) Exchange-Plan1 x4 (annual cost) \$3841.20 Agreement – Cloud Backup (October 2019) \$180.68	4021.88
EFT4150	11/10/2019	Solutions IT (invoice A&B)	20 Hours Pre-Paid Consultancy Support \$2530.00 Webroot Secure Anywhere Business Endpoint Protection Annual Billing 2019-2020 \$598.03 Monthly Managed Support for October 2019 \$1479.50	4607.53
EFT4151	11/10/2019	Town Planning Innovations Pty Ltd	General planning advice plus postage	465.30
EFT4152	11/10/2019	Toll Transport Pty Ltd	Freight - Gihan Kohobange (farewell gift) \$76.56 Freight – State Library \$17.79	94.35
EFT4153	11/10/2019	Visimax Safety Products	Purchase 1x Lead, 15 x Infringement Notice Books, 1x Fluro Ranger Vest \$773.05 Purchase 1x Safety Vest Fluro (RANGER) \$55.00 Supply 1x ID Card for Ranger Leigh Morgan plus postage \$20.00	848.05
EFT4154	11/10/2019	Wilson's Diesel & Auto Repairs	Replace all worn slides, plates and adjusters, replace under circle wear pads and adjust on DS27 Grader \$5921.50 Service DS16 Case Loader \$3088.60 Carry out 90'000km Service and Clutch Repair on DS21 Navara \$3060.40 Carry out 1000hr Service on DS51 Skid Steer \$1189.70 Carry out 100000km Service on DS51 and replace 4x tyres \$2215.00 Clutch Repair and Hydraulic hose repair on DS17 Hino 500 \$1874.40	17349.60
EFT4155	11/10/2019	Western Australian Local Government Association	Council Connect Website Refresh & Additional Modules \$24383.00 Building positive partnerships with Aboriginal Communities (CR Bonza) 06.08.2019	24482.00
EFT4156	11/10/2019	WOODLANDS DISTRIBUTORS & AGENCIES PTY LTD	Purchase 5x Cartons of Singlet Dog Waste Bags 300/roll 10 rolls per carton	544.50
EFT4157	11/10/2019	Telstra Corporation Limited	Telstra Usage for Co-Location, Youth and Admin 20.09.19 - 19.10.19 \$535.59 Satellite Phone Usage 16.09.19 – 15.10.19 \$195.00 Mobile Phone Usage 17.09.19 – 16.10.19 \$784.20	1712.79

			Home Bundles for MFA and MOW 26.08.19 – 25.09.19 \$198.00	
EFT4158	14/10/2019	DEVLYN Australia Pty Ltd	Woodlands Cultural Centre Development - Claim 5	453358.31
EFT4159	14/10/2019	Department of Fire & Emergency Services	ESL (September 2019)	22318.18
EFT4160	22/10/2019	NATIONAL PEN	Purchase 200x Shire of Dundas named Pens plus Shipping and Handling	235.23
EFT4161	22/10/2019	Protector Pest Control	Annual Termite Program to Shire Housing and Infrastructure with complimentary spider and cockroach treat 2019	10594.10
EFT4162	22/10/2019	MARRION ESSIE REEVES	1st Place for 'Early payment of rates incentive prize'	750.00
EFT4163	23/10/2019	Laurene Bonza	Claim (Council Meeting 15.10.2019, Audit 15.10.2019 and IB Sessions 01.10.2019)	576.00
EFT4164	23/10/2019	JEP Hogan	Claim (Council Meeting 15.10.2019, Audit 15.10.2019 & IB Sessions 01.10.2019)	416.00
EFT4165	23/10/2019	Norseman District High School P&C Association Inc.	Grant Payment - 2019 NDHS Country Week	3000.00
EFT4166	23/10/2019	Veronica Wyatt	Claim (Council Meeting 15.10.2019, Audit 15.10.2019 and IB Sessions 01.10.2019) \$416.00 Claim (Committee Meeting 02.10.2019) \$104.00	520.00
EFT4167	23/10/2019	Water Corporation	Various Water Accounts (01.09.2019 - 31.10.2019)	12104.30
EFT4168	23/10/2019	Sharon Warner	Claim (Council Meeting 15.10.2019, Audit 15.10.2019 and IB Sessions 01.10.2019) \$416.00 Claim (Committee Meeting 02.10.2019) \$104.00	520.00
EFT4169	25/10/2019	Eucla Motor Hotel	Accommodation for Richard Brookes on Saturday 12.10.2019 Meals allowed - No Alcohol	151.00
EFT4170	25/10/2019	ZircoDATA Pty Ltd	Storage of Registers 26.08.2019 - 25.09.2019	160.24
EFT4171	25/10/2019	BP Norseman	Diesel and Unleaded Fuel Purchases for September 2019	600.52
EFT4172	25/10/2019	BOC Limited	Container Service Fee (29.08.2019 - 27.09.2019)	44.50
EFT4173	25/10/2019	Champ Pty Ltd	LMSI Subscription 08.11.2019 - 07.11.2020	1320.00
EFT4174	25/10/2019	Shire of Dundas Municipal Fund	Payroll deductions	625.00
EFT4175	25/10/2019	Bills Doors & Servicing	Service Auto Doors Administration	768.90
EFT4176	25/10/2019	Goldfields Image Works	Record and supply Ordinary Council Meetings July 2019 to September 2019 \$1980.00 Print and Mount funding signage, photograph, edit and supply images and footage of Premiers Visit \$759.00 Right for Shire to display and use the artwork on the Woodlands centre (L Webb & V Schultz) Artist artwork File \$1716.00	4455.00

EFT4177	25/10/2019	Highway Tilt Towing	Towing Labour - Collection of Abandoned car in Laneway of Mildura Street \$150.00 1x Puncture repair for DS263 Colorado \$45.00	195.00
EFT4178	25/10/2019	Landgate	Mining Tenement Chargeable M2019/9 09.08.19 - 06.09.19	39.80
EFT4179	25/10/2019	LG Assist ANZ Pty Ltd	Advertising - Junior Records & Administration Officer	330.00
EFT4180	25/10/2019	Market Creations Pty Ltd	Brand and Style Guide Refresh (including travel)	2586.54
EFT4181	25/10/2019	McLeod's Barristers & Solicitors	Review of Infringement Notice Templates	605.48
EFT4182	25/10/2019	Norseman Historical Museum Association	Meet the Council Candidates Luncheon 15th October 2019	480.00
EFT4183	25/10/2019	Norseman General Practice	Locum Services at Norseman General Practice (September 4th - 13th 2019)	15840.00
EFT4184	25/10/2019	Psychologic Cognitive Therapy Services Pty Ltd	Psychological Services to the Shire of Dundas - Patient Consults for January 2019 - June 2019 (217 appointments)	3000.00
EFT4185	25/10/2019	E & MJ Rosher	Repair 2x Mower Decks for Kubota Tractor	4605.93
EFT4186	25/10/2019	Initial Hygiene	2 Sharps Disposals (07.10.2019 - 30.06.2019)	482.38
EFT4187	25/10/2019	GRANT REGINALD RODAN	3rd Place for 'Early payment of rates incentive prize'	250.00
EFT4188	25/10/2019	Sheldon Paint & Panel	Insurance excess for damage to P294	1500.00
EFT4189	25/10/2019	South Coast Foodservice	2 x Revive5L Disinfectant (back order)	32.58
EFT4190	25/10/2019	Solutions IT (invoice A&B)	Purchase 1x LG 21.5 16:9 Business Monitor for Office Admin"	252.00
EFT4191	25/10/2019	Winc Australia Pty Ltd	Purchase various stationery items	167.89
EFT4192	31/10/2019	Shire of Dundas Municipal Fund	Payroll deductions	625.00
EFT4193	31/10/2019	Bills Doors & Servicing	Replacing PE safety eyes on Town hall and Replacing Track rollers on south auto door in Admin Building	1343.80
EFT4194	31/10/2019	Elite Gym Hire	Purchase 1x Punching Bag Impact plus freight	132.00
EFT4195	31/10/2019	Department of Fire & Emergency Services	2019/2020 ESL for Shire owned properties	2593.66
EFT4196	31/10/2019	Star Track Credit	Freight (Pathwest)	142.50
EFT4197	31/10/2019	Market Creations Pty Ltd	Brand and Style Guide Refresh for Website (includes travel)	1596.54
EFT4198	31/10/2019	Pet Tags Australia	Purchase 210x Shire tags for Dogs and Cats	579.50
EFT4199	31/10/2019	Ricoh Australia	Printer cartridge for Department of Transport printer	143.00
EFT4200	31/10/2019	South East Petroleum	Diesel 7800lts \$10985.83 Diesel and Unleaded Fuel Sales for September 2019 \$708.54	11694.37
EFT4201	31/10/2019	Toll Transport Pty Ltd	Freight - Online Business	25.03
PAY	01/10/2019	Payroll	Direct Debit of Net Pays	50813.70
5466	08/10/2019	Centrepay Fees	Centrepay Fees for A629 & A698	1.98
5472	10/10/2019	Pania Turner	LG People and Culture 10 th -11 th October 2019 and Wesley Missions: Engaging Diversity 13 th -17 th October	526.60

			2019 (Accommodation, Meals and Incidentals)	
5475	14/10/2019	Margaret McEwan	NDHS Country Week 22 nd – 30 th September 2019 (Meals and Incidentals)	367.85
PAY	15/10/2019	Payroll	Direct Debit of Net Pays	56224.94
5487	22/10/2019	Richard Brookes	Health Inspections for October 2019 Eucla – Norseman (Travel Allowance)	567.06
5488	22/10/2019	Centrepay Fees	Centrepay Fees for A629 & A698	1.98
5489	23/10/2019	Joseph Hodges	Reimbursement for Meals (election), Ice for Depot and Jockey Wheel and U Bolt for P321 Trailer	134.98
5490	23/10/2019	Margaret McEwan	The Birds and the BBV's Training Kalgoorlie (Meals and Incidentals) 24 th – 25 th October 2019	204.20
PAY	29/10/2019	Payroll	Direct Debit of Net Pays	57529.13
				\$806'927.39

Municipal Account Direct Debts

	Date	Name	Description	Amount
5449	01/10/2019	ANZ	BPAY Transaction Fees	127.06
5449	01/10/2019	ANZ	Merchant Fees	586.23
5450	01/10/2019	Equipment Rents	Sharp Interactive Board	256.30
DD10094	03/10/2019	SuperChoice	Superannuation 21.08.2019 – 03.09.2019	12114.44
5476	14/10/2019	3E Advantage Pty Limited	CRC photocopier, Shire photocopier & Printer meter readings – September 2019	3110.35
DD10105	17/10/2019	SuperChoice	Superannuation 04.09.2019 – 17.09.2019	13929.07
				\$30'123.45

Municipal Account Credit Cards

Chq/EFT	Date	Name	Description	Amount
5481		Chief Executive Officer	ANZ Credit Card Purchases	
	21/08/2019	Bunnings Kalgoorlie	Purchases for Gold Fever Rock Drill	33.60
	23/08/2019	Eucla Motor Hotel	Meals Purchased for CEO (Eucla Council Meeting)	21.50
	28/08/2019	Onsite Rental	Portaloo's Rental and Delivery (Gold Fever Festival)	1887.64
	28/08/2019	Super Cheap Auto	Purchases for Gold Fever Festival	35.92
	28/08/2019	Bunnings Kalgoorlie	Purchases for Garden Show, Youth Centre and Gold fever Festival	235.45
	06/09/2019	Bunnings Kalgoorlie	Purchases for Signage for Woodlands Centre (Premier & Minister for Environment Visit)	60.16
			Total Credit Card Purchases for 22/08/2019 - 22/09/2019	2274.27

Summary of Account Totals

Trust EFT's / Cheques	\$0.00
Municipal Cheques	\$500.00
Municipal EFT's	\$806'927.39

Municipal Direct Debit's	\$30'123.45
Municipal Credit Cards	\$2'274.27
Grand Total for October 2019	\$839'825.11

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas monthly accounts paid from 1/10/2019 to 31/10/2019 be noted.

Moved Cr: Patupis
Seconded Cr: Wyatt

Cr Warner noted an error at EFT 4166. Cr Wyatt was paid for a committee meeting, but it was not noted in the description. (Updated in Minutes)

Resolution

That the Shire of Dundas monthly accounts paid from 1/10/2019 to 31/10/2019 be noted.

Carried by: Simple Majority For: 6 Against: 0

Agenda Reference & Subject	
13.4.2 – Financial Statements for the Period Ending 31st October 2019.	
Location / Address	Shire of Dundas
File Reference	FM.FI
Author	Deputy CEO
Date of Report	13 th November 2019
Disclosure of Interest	Nil

Officer Recommendation

That the Shire of Dundas Financial Statements for the period ending 31st October 2019 be accepted.

Moved Cr: Wyatt
Seconded Cr: Hogan

Resolution

That the Shire of Dundas Financial Statements for the period ending 31st October 2019 be accepted.

Carried by: Simple Majority For: 6 Against: 0

Agenda Reference & Subject	
13.4.3 – CRC Management Report & Financial Statements to 31st October 2019	
Location / Address	Shire of Dundas
File Reference	CS.SP.8
Author	Deputy CEO
Date of Report	11 th November 2019
Disclosure of Interest	Nil



**Management Report & Monthly Statement of Financial Activity
For the period ending 31st October 2019**

Officer Recommendation

That the Norseman Community Resource Centre Management Report and Financial Statements for the period ending 31st October 2019 be accepted.

Moved Cr: Hogan
Seconded Cr: Patupis

Resolution

That the Norseman Community Resource Centre Management Report and Financial Statements for the period ending 31st October 2019 be accepted.

Carried by: Simple Majority

For: 6

Against: 0

Agenda Reference & Subject	
13.4.4 – Officers Reports	
Location / Address	Shire of Dundas
File Reference	CM.PL.1
Author	Chief Executive Officer
Date of Report	14 th November 2019
Disclosure of Interest	Nil

Summary

For Council to note the reports received from the Manager of Works and Services, Manager of Community Development and the Youth and Events Officer as included in the papers relating.

Background

The Officers present their reports on activities for the past month. These reports are in papers relating.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Consultation

Manager of Works and Services, Manager of Community Development and Youth and Events Officer

Comment

The reports will advise councillors of the progress being made towards achieving the objectives of the Strategic Plan.

Voting Requirements

Simple Majority

Officer Recommendation

That Council note the reports of the Manager of Works and Services, Manager of Community Development and the Youth and Events Officer.

Moved Cr: Patupis
Seconded Cr: Wyatt

Pania added that she is pleased with progress of the Woodlands Centre and how it is looking. An asset to our Community.

Resolution

That Council note the reports of the Manager of Works and Services, Manager of Community Development and the Youth and Events Officer.

Carried by: Simple Majority

For: 6

Against: 0

Agenda Reference & Subject	
13.4.5 – Signatories on Accounts – Shire of Dundas	
Location / Address	Shire of Dundas
File Reference	FM.AT
Author	Aruna Rodrigo – Manager Finance & Administration
Date of Report	23 rd October 2019
Disclosure of Interest	Nil

Summary

To remove Pete Miller and Maria Crawford as signatories to the Shire of Dundas ANZ bank accounts.

Background

With the recent Royal Commission into misconduct in the banking industry, tighter procedures are in place to ensure misconduct in the banking, superannuation and financial services industries does not occur.

Statutory Environment

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

Policy Implications

Shire of Dundas Policy Manual - Finance

Financial Implications

Nil

Strategic Implications

Nil

Consultation

CEO

Comment

Since Pete Miller and Maria Crawford have resigned from the Shire, in line with the ANZ procedures the bank requires minutes from the council meeting to remove them as signatories to bank accounts.

Voting Requirements

Simple Majority

Officer Recommendation

That Pete Marcussen Miller and Maria Louise Crawford be removed as signatories to the following Shire of Dundas bank accounts:

- a) ANZ 434102952
- b) ANZ 434102995
- c) ANZ 209479331
- d) ANZ 197898781
- e) ANZ 978676516
- f) ANZ 977913137
- g) ANZ 979037126

Moved Cr: Patupis
 Seconded Cr: Hogan

Resolution

That Pete Marcussen Miller and Maria Louise Crawford be removed as signatories to the following Shire of Dundas bank accounts:

- a) ANZ 434102952
- b) ANZ 434102995
- c) ANZ 209479331
- d) ANZ 197898781
- e) ANZ 978676516
- f) ANZ 977913137
- g) ANZ 979037126

Carried by: Simple Majority

For: 6

Against: 0

Agenda Reference & Subject	
13.4.6 – Signatories on Accounts – Community Resource Centre	
Location / Address	Shire of Dundas
File Reference	FM.AT
Author	Aruna Rodrigo – Manager Finance & Administration
Date of Report	23 rd October 2019
Disclosure of Interest	Nil

Summary

To remove Pete Miller and Maria Crawford as signatories to the Norseman Community Resource Centre ANZ bank accounts.

Background

With the recent Royal Commission into misconduct in the banking industry, tighter procedures are in place to ensure misconduct in the banking, superannuation and financial services industries does not occur.

Statutory Environment

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

Policy Implications

Shire of Dundas Policy Manual - Finance

Financial Implications

Nil

Strategic Implications

Nil

Consultation

CEO

Comment

Since Pete Miller and Maria Crawford have resigned from the Shire, in line with the ANZ procedures the bank requires minutes from the council meeting to remove them as signatories to bank accounts.

Voting Requirements

Simple Majority

Officer Recommendation

That Pete Marcussen Miller and Maria Louise Crawford be removed as signatories to the following Norseman Community Resource Centre bank accounts:

- a) ANZ 268623153
- b) ANZ 456498388

Moved Cr: Patupis
Seconded Cr: Hogan

Resolution

That Pete Marcussen Miller and Maria Louise Crawford be removed as signatories to the following Norseman Community Resource Centre bank accounts:

- a) ANZ 268623153
- b) ANZ 456498388

Carried by: Simple Majority

For: 6

Against: 0

Agenda Reference & Subject	
13.4.7 – Signatories on Accounts – Goldfields Money	
Location / Address	Shire of Dundas
File Reference	FM.AT
Author	Aruna Rodrigo – Manager Finance & Administration
Date of Report	23 rd October 2019
Disclosure of Interest	Nil

Summary

To remove Maria Crawford as signatory to the Shire of Dundas Goldfields Money bank accounts.

Background

With the recent Royal Commission into misconduct in the banking industry, tighter procedures are in place to ensure misconduct in the banking, superannuation and financial services industries does not occur.

Statutory Environment

Local Government Act 1995
Local Government (Financial Management) Regulations 1996

Policy Implications

Shire of Dundas Policy Manual - Finance

Financial Implications

Nil

Strategic Implications

Nil

Consultation

CEO

Comment

Since Maria Crawford has resigned from the Shire, in line with the Goldfields Money procedures the bank requires minutes from the council meeting to remove her as a signatory to bank accounts.

Voting Requirements

Simple Majority

Officer Recommendation

That Maria Louise Crawford be removed as a signatory from the following Shire of Dundas bank accounts:

- a) **Goldfields Money 100058936**
- b) **Goldfields Money 100058902**
- c) **Goldfields Money 100058928**
- d) **Goldfields Money 100058910**
- e) **Goldfields Money 100137037**

Moved Cr: Patupis
Seconded Cr: Hogan

Resolution

That Maria Louise Crawford be removed as a signatory from the following Shire of Dundas bank accounts:

- a) Goldfields Money 100058936
- b) Goldfields Money 100058902
- c) Goldfields Money 100058928
- d) Goldfields Money 100058910
- e) Goldfields Money 100137037

Carried by: Simple Majority

For: 6

Against: 0

Agenda Reference & Subject	
13.4.8 – Christmas Closure 2019	
Location / Address	Shire of Dundas
File Reference	PE.LE
Author	Acting Senior Administration Officer
Date of Report	14 th November 2019
Disclosure of Interest	Nil

Summary

For the Council to consider the closure of the Administration Office, Depot, Youth Centre and Community Resource Centre over the 2019/20 Christmas and New Year period.

Background

Traditionally, the Council has closed the Administration Office, Depot, Youth Centre and CRC on the days between Christmas and New Year as generally there is very little activity in Norseman as many people depart for their Christmas & New Year destinations/holidays.

The public holidays for Christmas Day 2019 and Boxing Day 2019 fall on Wednesday and Thursday respectively. New Year's Day 2020 falls on the following Wednesday.

Statutory Environment

Nil

Policy Implications

ST.6 Public Service Holidays – Extra Leave

Financial Implications

Nil

Strategic Implications

Nil

Consultation

CEO
Manager of Finance and Administration

Manager of Works & Services
CRC Manager

Comment

It is proposed that the Administration Office, Depot, Youth Centre, CRC and Centrelink will be closed during the period as outlined in the policy however some of the external work force will take additional leave during the Christmas break to reduce overall leave entitlements.

Staff leave is taken in accordance with the award and Shire policy, however appropriate staffing arrangements will be made to cover emergencies, refuse collection, ranger duties etc. and some staff will be available by mobile telephone as required.

The proposed closure will result in the office being closed for 5 days excluding the public holidays.

Notification from some State Government departments have started to arrive advising of their own Christmas closure period with closure commencing on the 23rd December 2019.

Voting Requirements

Simple majority

Officer Recommendation

That Council endorse and advertise the closure of the Shire Administration Office, Depot, Youth Centre and Community Resource Centre during the period from Monday 23th December 2019 until Monday 6th January 2020.

Moved Cr: Patupis
Seconded Cr: Hogan

Resolution

That Council endorse and advertise the closure of the Shire Administration Office, Depot, Youth Centre and Community Resource Centre during the period from Monday 23th December 2019 until Monday 6th January 2020.

Carried by: Simple Majority

For: 6

Against: 0

14 Elected Members Motions of Which Previous Notice Has Been Given

On the 13th November 2019, the CEO received the following motion from Cr. Bonza:

That the CEO prepare a report on the implications and legislative requirements for the Shire of Dundas to provide water for livestock on pastoral leases where a need exists due to the current climatic conditions, in the Shire of Dundas, at cost; that is, it would be cost neutral for the Shire. That the arrangement would be in place for an initial period of three months, subject to the following conditions:

- 1. That the situation be reviewed at the end of the three month period and a decision made into the requirement to either continue or cease the arrangement**
- 2. That no significant rainfall event occurs in that three month period, after which event the requirement for supplementary water ceases.**
- 3. That the State Govt does not provide like assistance in that three month period, which assistance would cease the requirement for the Shire to assist.**

4. That having discussed the turnaround time for the report to be completed, with the CEO, a Special meeting be called for 26th November 2019 to determine this course of action.

Moved Cr: Bonza
Seconded Cr: Patupis

Carried by: Simple Majority

For: 6

Against: 0

- 15 **New Business of an Urgent Nature Introduced by the President or by a Decision of the Meeting**

Nil

- 16 **Next Meeting**

The next Ordinary Meeting of the Council is scheduled to be held on the 17th December 2019.

- 17 **Closure of Meeting**

There being no further business the Shire President thanked all those in attendance and declared the meeting closed at 6:41pm.