



Notice of Meeting and Agenda Ordinary Council Meeting 17th December 2019

NOTICE OF MEETING

The next Ordinary Meeting of the Council will be held on 17th December 2019 in the Council Chambers at Prinsep Street Norseman, commencing at 6:00pm to consider and resolve on the matters set out in the attached agenda.

All meetings are open to the public, except for matters raised by Council under "Confidential Items".

Members of the public may ask a question at an Ordinary Council meeting under "Public Question Time".

A handwritten signature in black ink, appearing to read "Peter Fitchat", is written over a horizontal line.

Peter Fitchat
Chief Executive Officer
12th December 2019

Notes to Agenda

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Any person or entity who has an application before the Shire must obtain, and should only rely on, written notice of the Shires decision and any conditions attaching to the decision, and cannot treat as an approval anything said or done at a Council or Committee meeting.

Any advice provided by an employee of the Shire on the operation of written law, or the performance of a function by the Shire, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the Shire. Any advice on a matter of law, or anything sought to be relied upon as representation by the Shire should be sought in writing and should make clear the purpose of the request.

AGENDA for the ORDINARY Meeting of the Council to
be held in the Council Chambers at the Shire
Administration Office – Prinsep Street Norseman on
the 17th December 2019 commencing at 6.00pm

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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.

3 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
Joe Hodges	Manager of Works and Services
Tracy Dixon	Administration Officer

4 Applications for Leave of Absence.**5 Response to Previous Public Questions Taken on Notice.****6 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.

7 Confirmation of Minutes of Previous Meeting.**7.1 Ordinary Meeting 19th November 2019.**

Minutes of the Ordinary Meeting of Council held on 19th November 2019 be confirmed as a true and accurate record.

Recommendation

That the minutes of the Ordinary Council Meeting held on 19th November 2019 be confirmed as a true and accurate record

Moved Cr:
Seconded Cr:

When a waste disposal system fails or needs to be pumped out, the effluent is pumped out by a licenced liquid waste transporter. There are two licenced liquid waste transporters within the Norseman area.

The liquid waste is taken to the liquid waste facility located at the Norseman Refuse Site.

The liquid waste facility is basically a storage tank which needs to be pumped out and transported on an as needs basis.

There have been discussions of upgrading the facility to include evaporation ponds to minimise cartage of the liquid waste to another facility.

Statutory Environment

Local Government Act 1995 clause 6.17

Environmental Protection Act 1986 and Regulations

Department of Water and Environmental Regulation (DWER)

Policy Implications

There are no Council policies regarding disposal of liquid waste.

Financial Implications

The fee for disposal of liquid waste is currently \$20 per 1,000 litre of liquid waste. The cost of providing a liquid waste facility for the disposal of liquid waste currently exceeds the fees associated with liquid waste disposal.

Strategic Implications

N/A

Consultation

CEO, Manager of Administration and Finance & the Project Officer,

Comment

The current liquid waste facility design does not meet the needs of current demand for the disposal of liquid waste and necessitates engaging a liquid waste transporter to take excess liquid waste to another facility. The cost is approximately \$30,000 to pump the tanks and transport the liquid waste to another licenced facility with greater storage and treatment capabilities.

The projected budget expenditure (2019/20) for liquid waste disposal is \$60,000 (2 pump outs)

The expected budget income (2019/20) for liquid waste disposal is \$4,270 based on income YTD at 30/11/2019.

An assessment of liquid waste/treatment plants in the region has resulted in variety of fees as follows:

Local Government	Mine Sites per K Litre	Non-Local per K litre	Local per K litre
Shire of Dundas	\$50	*	\$20
Shire of Leonora	\$60	*	\$30
Shire of Coolgardie	*	*	*
Shire of Esperance	*	*	\$74
Shire of Ravensthorpe	*	*	\$56.65
City of Kalgoorlie Boulder	*	\$120	\$60

* Not specified in the relevant schedule of fees and charges.

\$ The fees above include a GST component.

The above table clearly shows that the Shire of Dundas fees charged for liquid waste disposal are well below those charged by other local governments in the region and do not take into consideration the recovery of initial capital costs for the storage tanks, ongoing maintenance, DWER licencing requirements or attendant staff costs. The table also does not include future capital costs for proposed drying beds/evaporation ponds at \$67,854 for 2019/20 and an overall estimated cost of \$180,000.

The proposed difference in fee structure is justified due to the larger capacity requirements for the tanks and drying beds caused by the volumes of liquid waste generated by the commercial and mining sector from time to time.

Voting Requirements

Absolute Majority

Officer Recommendation

That the Council of the Shire of Dundas:

1. amend the schedule of fees and charges as follows

Liquid Waste - Mining	\$75 per 1000 litres
Liquid Waste - Non-residential	\$75 per 1000 litres
Liquid Waste - Residential	\$65 per 1000 litres
2. advertise the proposed amendment to the schedule of fees and charges in accordance with the requirements of the Local Government Act 1995

Moved Cr:
Seconded Cr:

Resolution

Carried by: Absolute Majority

For:

Against

Agenda Reference & Subject	
10.1.2 – Refuse Site - Fees and Charges	
Location / Address	Shire of Dundas
File Reference	FM.FE
Author	Richard Brookes & Steve Bowyer
Date of Report	6 th December 2019
Disclosure of Interest	Nil

Summary

For the Council to consider amendments to the schedule of fees and charges for the Norseman Waste Facility

Background

The Norseman Waste Facility is a licenced (2003) category 89 putrescible landfill site located on Denison Drive.

The landfill site also contains an asbestos disposal area, liquid waste disposal ponds, limited storage of tyres, scrap metal and a green waste area.

The schedule of fees and charges details the fees set for the disposal of various waste products.

Statutory Environment

Environmental Protection Act 1986 and subsidiary regulations.
Department of Water and Environmental Regulation (DWER)
Local Government Act 1995 clause 6.17

Policy Implications

There are no Council policies that refer to this matter

Financial Implications

The operating expenditure and income for the Norseman waste facility is included in the budget (2019/20) as part of Sanitation – Household Refuse. A break done of expenditure and income is included in the following table:

Description	Expenditure	Income
Salaries wages superannuation	\$134,550	
Bin pick ups	\$60,000	
Liquid waste maintenance	\$60,000	
Waste facility maintenance	\$86,000	
Litter control	\$50,000	
Town clean-up	\$11,500	
Domestic bins fees		\$104,040
Commercial bins fees		\$41,820
General fees for disposal of waste including liquids		\$35,000
Totals	\$402,500	\$180,860

For clarity: depreciation, admin allocation and capital expenditure have not been included above

Strategic Implications

There are no strategies in the community strategic plan that refer to a matter of this nature.

Consultation

CEO, Manager of Finance and Administration and the Project office

Comment

It is clear from the budget (2019/20) that the cost of the overall operation of sanitation, waste disposal and keeping the towns of Norseman and Eucla clean and tidy exceeds the income that is generated.

There are a number of items that may be addressed to reduce the deficit as follows:

- Adjust fees for the collection of kerbside rubbish (part of the rates notices)
- Increase in the fees of liquid waste disposal (subject to another report)
- Reduction in service levels at the refuse sites (will have impact on DWER licencing requirements)
- Reduction in service levels in litter & refuse removal (will negatively impact on the Community)
- Increase fees for casual disposal of waste at the refuse site.

An assessment of the fees structure for the casual / domestic disposal of waste for a number of local authorities has been undertaken as follows:

Local Authority	Fees per ute/trailer or 1m ³	Incentives
Shire of Dundas	\$10 (domestic)	2 free passes (domestic) Less than 0.1m ³ domestic rubbish - free
City of Kalgoorlie Boulder	\$44.25	Residential pass for up to 4 tonnes
Shire of Coolgardie	\$10 (domestic - minimum)	Tip card up to \$50 value
Shire of Esperance	\$47.00	4 free passes (residential)

Shire of Ravensthorpe	\$12.88 (domestic waste) \$6.80 (car boot)	
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Last financial year 2 free tip passes were supplied with every residential rate notice however only 18 passes were presented.

It appears that there were a significant number of claims that the refuse taken to the refuse site was less than the .1m³ amount (which is free).

In order to alleviate any confusion and arguments about the size of load, it is suggested that the free component from the schedule of fees and charges be removed and all domestic refuse deposited at the refuse site be charged at the prescribed rate. ie \$10/m³

The allocation of 2 free tip passes should continue to provide incentive for correct disposal and their usage may increase.

It may appear that the recommendation is just tinkering with the edges however the current fee structure is similar to other local governments in the region and significant increases in fees may result in more illegal dumping.

There may be some initial issues with methods of payment, receipting and cash at the refuse site, however these issues are administrative and can be resolved with a little trial and error.

Voting Requirements

Absolute Majority

Officer Recommendation

That the Council of the Shire of Dundas

- 1 amend the schedule of fees and charges by deleting Domestic Waste (small amounts) – less than .1m³ – Free.**
- 2 advertise the proposed amendment to the schedule of fees and charges in accordance with the requirements of the Local Government Act 1995**

Moved Cr:

Seconded Cr:

Resolution

Carried by: Absolute Majority

For:

Against

10.2 Engineering and Works

Nil

10.3 Members and Policy

Agenda Reference & Subject	
10.3.1 – Receive the Information Bulletin	
Location / Address	Shire of Dundas
File Reference	CM.CI.2
Author	Peter Fitchat – Chief Executive Officer
Date of Report	3 rd December 2019
Disclosure of Interest	Nil

Summary

For Council to consider receiving the Information Bulletin for the period ending 26th November 2019.

Background

The Councillors' Information Bulletin for the period ending 26th November 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 26th November 2019, as included in confidential papers relating.

Moved Cr:
Seconded Cr:

Resolution

Carried by: Simple Majority

For:

Against

10.4 Administration, Finance and Community Service

Agenda Reference & Subject	
10.4.1 – Accounts Paid 1/11/2019 to 30/11/2019	
Location / Address	Shire of Dundas
File Reference	FM.CR
Author	Accounts Payable Officer
Date of Report	
Disclosure of Interest	Nil

Trust Payments

Chq/EFT	Date	Name	Description	Amount
549	06/11/2019	Shire of Dundas Petty Cash	RECOUP GYM KEY REFUND'S	300.00
EFT4202	05/11/2019	Laurene Bonza	REFUND OF NOMINATION FEE 2019	80.00
EFT4203	05/11/2019	MERYNDA EVELYN FRASER	REFUND OF NOMINATION DEPOSIT	80.00
EFT4204	05/11/2019	Leanne Jamieson	REFUND OF NOMINATION DEPOSIT	80.00
EFT4205	05/11/2019	Rasa Patupis	REFUND OF NOMINATION DEPOSIT	80.00
EFT4206	05/11/2019	Valma Joy Schultz	REFUND OF NOMINATION DEPOSIT	80.00
EFT4207	05/11/2019	Veronica Wyatt	REFUND OF NOMINATION DEPOSIT	80.00
EFT4224	06/11/2019	MARISSA BLUM	GYM KEY DEPOSIT REFUND	50.00
				\$830.00

Municipal Cheques

Cheque	Date	Name	Description	Amount
26378	06/11/2019	Shire of Dundas Petty Cash	Recoup to petty cash 22.08.2019 - 28.10.2019	898.25
				\$898.25

Municipal Account EFT's

EFT	Date	Name	Description	Amount
EFT4208	05/11/2019	Eucla Motor Hotel	Accommodation for Friday 18th - Saturday 19th including meals and Fuel for Steve Bowyer and Joe Hodges	1012.94
EFT4209	05/11/2019	Australia Post	Postage (September 2019)	577.14
EFT4210	05/11/2019	Advertiser Print	2000 x DL Window face Envelopes	207.00
EFT4211	05/11/2019	Bunnings Warehouse Kalgoorlie	Replacement Tool Boxes for Tradie Ute P-282	831.23
EFT4212	05/11/2019	Coyles Mower & Chainsaw Centre	Repairs to Back Pack Blower \$178.70 Repairs to hedge trimmer \$49.00	227.70
EFT4213	05/11/2019	Environmental Services (WA) Pty Ltd	Street sweeping for town area, accommodation and travel	3627.36
EFT4214	05/11/2019	Horizon Power	Power Usage 17.08.2019 - 16.10.2019 \$12114.75 Variation to cost – scope variation from wall pillar to underground service pit (woodlands) \$2157.40	14272.15
EFT4215	05/11/2019	Kalgoorlie Refrigeration and Airconditioning	Repair and service A/C at Welcome Park information centre Roberts St Norseman	1915.21
EFT4216	05/11/2019	LGIS	LGIS Property Adjustment for 2018/2019 - Eucla Community Hall	1092.33
EFT4217	05/11/2019	Norseman Concrete	Truck and Loader Hire (cart gravel) Norseman-Hyden Road 06.09.2019 - 20.09.2019 \$28019.75	43580.75

			Truck and Loader Hire (cart gravel) Norseman-Hyden Road 23.09.2019 – 27.09.2019 \$19811.00 Credit Discount – Early Payment of account - \$4250.00	
EFT4218	05/11/2019	Navman Wireless Australia Pty Ltd	Monthly satellite service (05.10.19 - 04.11.19)	65.89
EFT4219	05/11/2019	RENEE PETERSEN	People's Choice Award - Norseman Arts Award (TINYE PETERSEN)	250.00
EFT4220	05/11/2019	South Coast Foodservice	Purchase 5lt Disinfectant, S/Steel Dispensers x5, 5x Keys for Dispensers and Paper Towel x5 ctns	859.92
EFT4221	05/11/2019	Water Corporation	Various Water Accounts (02.08.2019 - 24.09.2019)	496.03
EFT4222	05/11/2019	Wilsons Diesel & Auto Repairs	Repairs to Case Loader DS16 (Hydraulic Oil, Repairs to wiring in engine bay and replace faulty brake accumulator)	4013.10
EFT4223	05/11/2019	Telstra Corporation Limited	Landlines and Internet Usage 05.10.2019 - 04.11.2019 \$495.14 Satellite phone usage 16.10.2019 – 15.11.2019 \$196.20 Mobile phone usage 17.10.2019 – 16.11.2019 \$540.71	1232.05
EFT4225	13/11/2019	Shire of Dundas Municipal Fund	Payroll deductions	625.00
EFT4226	15/11/2019	Australian Taxation Office	BAS (October 2019)	44147.00
EFT4227	15/11/2019	Norseman All Terrain Survey's	Survey Work for the Norseman Cemetery (13.5hrs)	1336.50
EFT4228	15/11/2019	Cuten Guneder Machinery	Pump out Welcome Park Dump Point (07.11.2019)	400.00
EFT4229	15/11/2019	Dundas Fencing & Building Maintenance	Pump out Septics at Welcome Park in Pool Grounds \$756.80 Pump out visitor centre dump point \$431.75 Clear blockage at Waste Facility toilet \$82.50 Unblock lady's toilet at Phoenix Park \$123.75	1394.80
EFT4230	15/11/2019	DEVLYN Australia Pty Ltd	Progress Claim 6 (Woodlands cultural Centre)	320722.25
EFT4231	15/11/2019	Esperance Freight Lines	Freight - South East Petroleum and E&J Roshier	416.79
EFT4232	15/11/2019	Elite Gym Hire	Hire of Weights (12.10.2019 - 12.11.2019) \$568.65 Hire of Treadmill and Cross Trainer (12.10.19 – 12.11.19) \$442.70	1011.35
EFT4233	15/11/2019	FULL MOON CAFE	Catering for 12 people - Salads for Council Meeting Dinner 15/10/2019	100.00
EFT4234	15/11/2019	Glen Flood Group Pty Ltd T/A GFG Consulting	Project Management Support for the Woodlands Centre (including travel expenses)	8076.25
EFT4235	15/11/2019	Horizon Power	Street Light Usage 01.10.2019 - 31.10.2019	4293.55
EFT4236	15/11/2019	Kalgoorlie Retravision	Purchase 1x 540Lt White Top Mount Fridge	998.00
EFT4237	15/11/2019	CS Legal Lawyers	Rates Debt Collection (PMC14727/2018)	211.20
EFT4238	15/11/2019	Star Track Credit	Freight (David grey & Co and Mirocom) \$1057.70 Freight (Retravision, Sigma chemicals and Jason Signmakers) \$1892.85	2950.55
EFT4239	15/11/2019	Moore Stephens (WA) Pty Ltd	Rates Management and Assistance for October 2019	1870.00
EFT4240	15/11/2019	Norseman Visitor Centre	Annual operational grant (half payment) 2019/2020	30000.00
EFT4242	15/11/2019	Norseman IGA	Various IGA Purchases for September 2019	388.70
EFT4243	15/11/2019	Norseman Community Resource Centre	Printing of the Norseman Today - August 2019 (400 copies) \$1200 Credit of 2x Invoices December 2018 (overcharge) & February 2019 (poor print) - \$2400.00 Printing of the Norseman Today (October 2019) \$1200.00 Printing of the Norseman Today (November 2019) \$1200.00	1200.00

EFT4244	15/11/2019	Online Business Equipment	3000 Sheet Large Capacity A4 Side deck \$796.40 Monthly Service Agreement No17649 \$71.50	867.90
EFT4245	15/11/2019	Office National Kalgoorlie	Purchase 2x Deflecto Ballot Box Lockable with header landscap (1 still on back order)	116.83
EFT4246	15/11/2019	OFFICE OF THE AUDITOR GENERAL	Fee for the attest audit of the Shire of Dundas for year ended 30 June 2019	23320.00
EFT4247	15/11/2019	South Coast Foodservice	Purchase 10x ctns of toilet paper, 5x ctns of hand towel \$708.41 Purchase 5lt disinfectant and 5lt hand soap \$166.36	874.77
EFT4248	15/11/2019	Solutions IT (invoice S)	Agreement - Cloud Backup (November 2019)	180.68
EFT4249	15/11/2019	Solutions IT (invoice A&B)	Monthly managed support for November 2019 \$1479.50 Purchase 1x LG Computer monitor \$252.00	1731.50
EFT4250	15/11/2019	Toll Transport Pty Ltd	Freight - Woodlands Distributors and Advertiser Print	111.57
EFT4251	15/11/2019	Wilsons Diesel & Auto Repairs	Carry out 130,000 service and tyre repair	1101.30
EFT4252	15/11/2019	Western Australian Local Government Association	WALGA Local Government People & Culture Seminar 11.10.2019	300.00
EFT4254	15/11/2019	Telstra Corporation Limited	Co-Location, Youth and Admin Usage for 20.10.2019 - 19.11.2019 \$532.39 Home bundles for MFA & MOW 26.09.2019 – 25.10.2019 \$198.00	730.39
EFT4255	22/11/2019	ZircoDATA Pty Ltd	Storage of Registers 26.09.2019 - 25.10.2019	160.24
EFT4256	22/11/2019	Bonza Constructions Pty Ltd	For the replacement of front deck at 82 Angove St as per quote 121920	4191.00
EFT4257	22/11/2019	Butler Settineri (Audit) Pty Ltd	Roads to Recovery grant acquittal and Deferred Pensioner Certificate for EOY 30.06.2019	880.00
EFT4258	22/11/2019	Laurene Bonza	Back pay for Meeting Fees held in July, August and September 2019	375.00
EFT4259	22/11/2019	Bills Doors & Servicing	Replace track on auto door in admin building	972.40
EFT4260	22/11/2019	Esperance Plumbing Service	Repair burst pipe at Visitor Standpipe at Visitor Centre (7.11.19) and install new time flow tap to dump point (14.11.19) \$618.00 Replace the circulating pump in the bosch heat pump HWS at 139 Roberts \$540.00	1158.00
EFT4261	22/11/2019	Department of Fire & Emergency Services	ESL (October 2019) \$8256.33 ESL (July 2019) \$3946.35	12202.68
EFT4262	22/11/2019	John Edward Patrick Hogan	Back pay for Meeting Fees for July and September	216.00
EFT4263	22/11/2019	Landgate	Mining Tenement Chargeable M2019/10 07.09.2019 - 03.10.2019	96.00
EFT4264	22/11/2019	The Leisure Institute of Western Australia Aquatics (Inc)	Conference & Seminars: Regional WA Aquatic Seminar: Delegate Registration for Sharon Warner Venue: Gingin	99.00
EFT4265	22/11/2019	Star Track Credit	Freight (Late Payment Charge)	17.58
EFT4266	22/11/2019	Microcom Pty Ltd Trading as MetroCount	Purchase 3x metro count battery packs for 5600 series RSU and 1x 30-meter roll tubing and 20 tubing straps	605.00
EFT4267	22/11/2019	Malcolm Thompson Pumps	Purchase 1x LOWARA CEAM210/3V Pump for the Norseman Swimming Pool	990.00
EFT4268	22/11/2019	Marketforce	Advertising - Notice of Development Proposal 75 Roberts Street (KM 19.10.2019)	272.14
EFT4269	22/11/2019	Norseman Men's Shed Association Inc.	Mower deck wear plates for P300	335.00
EFT4270	22/11/2019	Rasa Patupis	Back pay for Meeting Fees for August 2019	120.00
EFT4271	22/11/2019	South Coast Foodservice	Back Order - 1x 5lt Handwash	22.87

EFT4272	22/11/2019	Veronica Wyatt	Back pay for Meeting fees held in July and September	192.00
EFT4273	22/11/2019	Water Corporation	Various Water Accounts (02.08.2019 - 25.09.2019)	599.57
EFT4274	22/11/2019	WesTrac Pty Ltd	Various Repairs to Diff Leak, various parts purchased and travel for P301 Loader	9673.50
EFT4275	22/11/2019	Sharon Warner	Back Pay for Meeting Fees for July, August and September	312.00
EFT4276	29/11/2019	Australia Post	Postage (October 2019)	403.51
EFT4277	29/11/2019	Aquatic Services WA Pty Ltd	Quarterly Service to Pool Filtration System	1958.00
EFT4278	29/11/2019	Bunnings Group Limited	MISC ITEMS FOR POOL MAINTENANCE AND CAR TUB	233.18
EFT4279	29/11/2019	BP Norseman	Diesel and Unleaded Fuel Purchases for October 2019	4959.87
EFT4280	29/11/2019	Laurene Bonza	Claim (Council Meeting 19.11.2019 and Workshop 03.11.2019)	472.00
EFT4281	29/11/2019	Shire of Dundas Municipal Fund	Payroll deductions	575.00
EFT4282	29/11/2019	David Gray & Co. Pty Ltd	Purchase 20x 240LT Dark Green Bins Complete with Lids & Wheels	1416.80
EFT4283	29/11/2019	Esperance Communications	Purchase 1x iPhone8 Plus for Projects Manager \$1029.00 Purchase 1x iPhone8 phone case \$59.95 Repair camera outside Norseman Hardware \$525.00	1613.95
EFT4284	29/11/2019	GOLDFIELDS LINEMARKING	Line marking and set out of Ramsay Street road lines and Parking bays	3575.00
EFT4285	29/11/2019	John Edward Patrick Hogan	Claim (Council Meeting 19.11.2019 and Workshop 03.11.2019)	312.00
EFT4286	29/11/2019	P & L Hogan Transport Services	2 large gas bottles for the sports Complex \$330.00 2 Gas bottles for Woodlands Centre \$330.00 2 gas bottles for 82 Angove Street \$330.00 2 gas bottles 124 Prinsep \$330.00	1320.00
EFT4287	29/11/2019	Norseman Concrete	Screen gravel pit 2 (01.10.2019 - 17.10.2019) \$26347.75 Cart gravel from pit 4 to pit 2 (Hyden road) 02.10.19 – 11.10.19 \$18317.75 Cart gravel from pit 4 to pit 2 (Hyden road) 14.10.2019 – 17.10.2019 \$7623.00 Cart gravel from pit 4 to pit 2 (Hyden road) \$1617.00	53905.50
EFT4288	29/11/2019	Norseman IGA	Various IGA Purchases for October 2019	555.60
EFT4289	29/11/2019	Navman Wireless Australia Pty Ltd	Monthly satellite service (05.11.2019 - 04.12.2019)	65.89
EFT4290	29/11/2019	Rasa Patupis	Claim (Council Meeting 19.11.2019 and Workshop 03.11.2019)	624.00
EFT4291	29/11/2019	South East Petroleum	Diesel 8998LTS \$12874.07 Diesel 7800Lts and ADBLUE 1000Lts \$12068.14 Diesel and Unleaded fuel sales for October 2019 \$649.28	25591.49
EFT4292	29/11/2019	Southern River Services	Perform Street Tree Audit (10.10.19 - 19.10.2019)	6039.00
EFT4293	29/11/2019	Valma Joy Schultz	Claim (Council Meeting 19.11.2019 and Workshop 03.11.2019)	312.00
EFT4294	29/11/2019	Sigma Companies Group Pty Ltd	Purchase 2 x Palintest tabs DPD #1, 1 x Palintest tabs DPD #3, 1x Palintest tabs Phenol Red, 2x Palintest Cyanuric Acid for Norseman Swimming Pool	222.20
EFT4295	29/11/2019	Veronica Wyatt	Claim (Council Meeting 19.11.2019 and Workshop 03.11.2019)	312.00

EFT4296	29/11/2019	Sharon Warner	Claim (Council Meeting 19.11.2019 and Workshop 03.11.2019)	312.00
EFT4297	29/11/2019	Winc Australia Pty Ltd	Back Order - Diaries x5 \$98.46 Back Order – 1x Compass \$21.49	119.95
5513	05/11/2019	Centrepay	Centrepay Fees for A629 & A689	1.98
5519	11/11/2019	Leigh Morgan	Ranger Training 11 th -15 th November 2019 (Meals and Incidentals Paid)	514.00
5519	11/11/2019	Ellana Risk	Ranger Training 11 th -15 th November 2019 (Meals and Incidentals Paid)	514.00
PAY	12/11/2019	Payroll	Direct Debit of Net Pays	54323.55
5533	19/11/2019	Centrepay	Fees for A629 & A689	1.98
5538	22/11/2019	Gihan Kohobange	Postage costs for returning The Shire of Dundas Laptop	28.85
5542	25/11/2019	Stephen Bowyer	Reimbursement of Expenses from Bunnings (supplies for Eucla Hall and 124 Prinsep)	273.40
PAY	26/11/2019	Payroll	Direct Debit of Net Pays	59907.48
5545	27/11/2019	Joseph Hodges	Reimbursement of Expenses (Meals for November 2019 Eucla Trip, Plant Consumables, Ice and OSH Items)	431.77
				\$778'123.61

Municipal Account Direct Debts

	Date	Name	Description	Amount
5506	01/11/2019	ANZ	BPAY Transaction Fees	50.33
5506	01/11/2019	ANZ	Merchant Fees	190.73
5507	01/11/2019	Equipment Rents	Sharp Interactive Board	256.30
DD10118	12/11/2019	SuperChoice	Superannuation 16.10.2019 – 29.10.2019	14280.81
5528	14/11/2019	3E Advantage Pty Limited	CRC photocopier, Shire photocopier & Printer meter readings – October 2019	2267.34
DD10133	14/11/2019	SuperChoice	Superannuation 30.10.2019 – 12.11.2019	13478.58
DD10146	28/11/2019	SuperChoice	Superannuation 13.11.2019 – 26.11.2019	13131.86
				\$43'655.95

Municipal Account Credit Cards

Chq/EFT	Date	Name	Description	Amount
5530	15/11/2019	Chief Executive Officer	ANZ Credit Card Purchases	
	20/09/2019	Host Direct	Purchase 1x Birko Urn 20LT plus postage	295.90
	02/10/2019	Flight Centre	Flights for P Turner on 10 th October 2019 (LG people & culture seminar)	481.39
	03/10/2019	Adobe	Monthly Subscription for Adobe Pro (two months paid as DCEO credit card was closed)	22.65
	12/10/2019	Adobe	Monthly Subscription for Adobe Pro	22.65
	14/10/2019	Seek Limited	Advertising – Junior Records and Administration Officer	412.50
	19/10/2019	Full Moon Café	Meals purchased for staff during Council Election Day	38.00
			Total Credit Card Purchases for 23.09.2019 – 21.10.2019	\$1'423.09

Summary of Account Totals

Trust EFT's / Cheques	\$830.00
Municipal Cheques	\$898.25
Municipal EFT's	\$778'123.61
Municipal Direct Debit's	\$43'655.95
Municipal Credit Cards	\$1'423.09
Grand Total for November 2019	\$824'930.90

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas monthly accounts paid from 1/11/2019 to 30/11/2019 be noted.

Moved Cr:
Seconded Cr:

Resolution

Carried by: Simple Majority For: Against

Agenda Reference & Subject	
10.4.2 – Financial Statements for the Period Ending 30th November 2019	
Location / Address	Shire of Dundas
File Reference	FM.FI
Author	Deputy CEO
Date of Report	12 th December 2019
Disclosure of Interest	Nil

Officer Recommendation

That the Shire of Dundas Financial Statements for the period ending 30th November 2019 be accepted.

Moved Cr:
Seconded Cr:

Resolution

Carried by: Simple Majority For: Against

Agenda Reference & Subject	
10.4.3 – CRC Management Report & Financial Statements to 30th November 2019	
Location / Address	Shire of Dundas
File Reference	CS.SP.8
Author	Deputy CEO
Date of Report	1 st December 2019
Disclosure of Interest	Nil



**Management Report & Monthly Statement of Financial Activity
For the period ending 30th November 2019**

Officer Recommendation

That the Norseman Community Resource Centre Management Report and Financial Statements for the period ending 30th November 2019 be accepted.

Moved Cr:
Seconded Cr:

Resolution

Carried by: Simple Majority

For:

Against

Agenda Reference & Subject	
10.4.4 – Officers Reports	
Location / Address	Shire of Dundas
File Reference	CM.PL.1
Author	Chief Executive Officer
Date of Report	12 th December 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:
Seconded Cr:

Resolution

Carried by: Simple Majority

For:

Against

Agenda Reference & Subject	
10.4.5 – Kambalda Sea Eagles Swim Club	
Location / Address	Shire of Dundas: Norseman Aquatic Centre
File Reference	CP.US
Author	Joe Hodges -Manager Works
Date of Report	12 th December 2019
Disclosure of Interest	Nil

Summary

For Council to consider the continued support of the Kambalda Sea Eagle Swim Club.

Background

The Shire of Dundas Council have supported children and youth living in Norseman to lead active and healthy lives. As part of this, Council have supported the Kambalda Sea Eagles Swim Club who have Norseman residents as members to participate in swim meets and training at the local Norseman Aquatic Centre. In the past Council have also assisted by donating the use of the community bus for Norseman members to travel to require swim activities. An increase in swim activities was seen in due to the closure of the Kambalda Swimming Pool for the 2018 and 2019 summer pool season, due to repairs.

Statutory Environment

Health (Aquatic Facilities) Regulations 2007

Policy Implications

C.3 Recreation Facilities

Financial Implications

Consideration has been given to associated costs of operating out of hour's services, with the proposed guidelines in place this will be minimal.

During normal operating hours normal fees and charges will apply. The swim club is eligible to apply for a waiver of fees.

Strategic Implications

Theme 1 – A vibrant, active and healthy socially connected Community

A strong, healthy, educated and connected Community that is actively engaged and involved.

Consultation

CDM, MW, PJM, CEO, President of Kambalda Sea Eagles Swim Club, Norseman Swim Coach

Comment

A swim club in Norseman encourages healthy physically active children and families. Guidelines and procedures are in place to ensure all activities meet the requirements of Shire of Dundas policies. Trainers/coaches conducting out of hours training must complete the required site induction process and submit the appropriate certifications to the Shire of Dundas to be kept on file. Bookings and adjustment of activities will be at the discretion of the CEO.

Voting Requirements

Simple Majority

Officer Recommendation

That the council;

1. Receive the report;
2. That Shire of Dundas support the Kambalda Sea Eagles Swim Club permitting the use of the Norseman Swimming Pool for out of hours training between 6-8am or 6-7pm for the 2019-2020 season.

Moved Cr:
Seconded Cr:

Resolution

Carried by: Simple Majority

For:

Against

Agenda Reference & Subject	
10.4.6 – Handover of Visitor Centre Services	
Location / Address	78 Prinsep Street, Norseman WA 6443
File Reference	CS.SP.9
Author	Manager of Community Development
Date of Report	12/12/2019
Disclosure of Interest	Nil

Summary

That the Council note the correspondence received from the Norseman Visitor Centre committee regarding the handover of Norseman Visitor Centre services and retail stock to the Shire of Dundas; and consider the proposal.

Background

The Woodlands Centre project has been part of the Shire of Dundas forward planning for several years with the building having been purchased during 2014/15. The project now in the final stages of completion is an integral part of Council's vision to development of vibrant town precinct creating an interest and destination point to both travellers and local community. On completion the Woodlands Cultural Community and Visitor Centre the project will add to the economic and social diversity of Norseman and the Shire of Dundas.

Statutory Environment

Nil

Policy Implications

C.4 Tourism:

- The Shire will work with the Visitor Centre, the Western Australian Tourism Commission, and other relevant Tourism Organisations and Government Departments, in all aspects of tourist development.
- The Council will endeavour to provide an adequate budget allocation for tourism expenditure.

- The Shire will endeavour to assist financially and by other means, tourist organisations or events which have the potential to develop tourism in the Shire of Dundas.
- The Shire will encourage tourism product development and investment throughout the area and will assist the development application process.

HR.14 Staff Recruitment and Selection

Financial Implications

The Norseman Visitor Centre Committee has confirmed that it will hand over all retail stock without costs. During the transition phase or move to the new Woodlands Centre there will cost in staffing to assist with the move and to minimize disruption to services. An allocation for retail areas and moving/transition costs is provided for in for the project budget.

The Woodlands Centre is purpose built to provide visitor and community services and has a dedicated retail area that can accommodate the existing stock to be transferred, as well additional resources and items from the Norseman CRC.

Strategic Implications

Strategic Community Plan,

Theme 1: A thriving local economy and economic base.

2.1 Opportunity for Economic Diversification

A vibrant economy that includes and supports opportunities for mining industry, creative and cultural industries, tourism shopping and business.

Theme 3: Natural & Built Environment

3.4 Enhancement of natural tourist destinations

Development of the Great Western Woodlands that maintains the overall natural beauty of the area however still provides opportunities for tourism and other uses.

Consultation

CEO

Community Development Manager

Norseman Visitor Centre Committee

Manage of Norseman Community Resource Centre

Comment

The Woodlands Centre project is now near completion with the view of both the CRC and Visitor services ready to relocate in to the new building during January. This has been a long-term project with Council's vision for the Woodlands Cultural, Community and Visitor Centre to draw more people into the Norseman and the Norseman Town Centre.

The Visitor Centre have considered throughout the past year their goals and strategic direction and have come to the decision to hand retail and visitor services over to the Shire of Dundas.

The Visitor Centre Committee looks to remain strong independent committee heading into the future seeking to continue to promote the area.

Voting Requirements

Absolute Majority

- Beef Roads- for our Shire it's Hyden Road, Cocklebiddy Road (other Shires to produce their own list to Andrew)
- Possible standalone desalination plants using wind and solar to produce potable water (Eucla has their own, but a discussion with the current supplier to be undertaken before proceeding) [other Shires to provide their list of priorities].
- Standalone power supply for remote homesteads (using a combination of, wind, solar, battery generator for power) this can be extended Roadhouses and also Eucla, but a discussion with the current electricity supplier to be undertaken before proceeding [other Shires to provide their list of priorities].

Shire of Dundas Specific:

- Eucla Airstrip, Federal and State application submitted again. (seeking Federal funding for 100% funded airstrip by Federal and State Government, constructed with Pastoral Lease Holders to assist them to stay on country) Project Scope \$3.4million
- Terminal building at the Norseman airstrip, security and animal-proof fencing \$970,000 CASA Standard, but reduced standard feral fencing can be done for \$300,000, using local contractors and Pastoral Leaseholders.
- Heritage Trail to be constructed as a tourist drive, funding required (Road upgrade \$390,000, tourist information improvement \$25,000, tourist shelter seating and BBQ area \$60,000)
- Redoing the water catchment area that is silted up for the catchment of water at Bromus Dam \$120,000.

The **Community Investments Stream** will fund new or expanded

1. local events,
2. strategic regional plans, (With this one we can look at turning Camels into an Industry)
 - ✓ Finding out potential numbers
 - ✓ Identifying best place to set mustering yards
 - ✓ Identify an area in our region to have holding yards to secure reliable supply chain
 - ✓ Looking at the tourism value, meat, milk and by products and best options to make this work
 - ✓ Identifying abattoirs location
 - ✓ Markets for related product
 - ✓ Tourism industry relating to viewing Camels, potential Camel Rides
3. or leadership and capability strengthening activities that provide economic and social benefits to drought-affected communities.

Statutory Environment

Nil

Policy Implications

A.12. Grant Funding Applications

Financial Implications

The Application will be done by Council staff, any future contributions to be approved by Council.

Strategic Implications

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
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Theme 3 – Natural & Built Environment

A protected and enhanced environment that is aesthetically pleasing and provides benefits for the Community for generations to come.

3.1 Management of environmental impact.	To minimise the impact of Shire activities on the environment.	That any activities undertaken by the Shire have a demonstrable minimal impact on the environment and set a benchmark for the region.	Medium
3.3 Enhanced transport access and infrastructure.	Improved infrastructure within the Shire and good transport access to and around Norseman.	Existing infrastructure that meets Community expectations and requirements. A measurable improvement in levels of infrastructure.	High
3.4 Enhancement of natural tourist destinations.	Development of the Great Western Woodlands that maintains the overall natural beauty of the area however still provides opportunities for tourism and other uses.	That the GWW is generally preserved and any development undertaken still allows residents and tourists to enjoy its natural beauty An increased level of tourism numbers visiting the GWW.	Medium/High

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

2.4 Provide infrastructure that stimulates growth	To assist in the provision of infrastructure that encourages development of existing and new business opportunities.	Increased level of infrastructure that is beneficial to business and industry.	High
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Theme 1 – A vibrant, active and healthy socially connected Community

A strong, healthy, educated and connected Community that is actively engaged and involved.

Strategy 1	Goal	Measure	Priority
1.4 Highly developed educational facilities	A Shire which has highly developed educational opportunities and facilities available to the Community	An increased level of course and career selection available to the Community.	Medium

Consultation

Councillors, Senior Shire Staff and CEO

Comment

The applications will be made considering Councils financial position and for Councils final approval if any of these funding application attempts are successful.

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas Council support the application for Building Better Regions Fund Round 4:

1. Delegate the CEO to apply for the funding in the Infrastructure and Community Investment Stream.
2. If successful to present the application back to Council for final approval if contributing funds is required

Moved Cr:

Seconded Cr:

Resolution

Carried by: Simple Majority

For:

Against

Agenda Reference and Subject	
10.4.8 – 2020 Australia Day WA, Community Citizen of the Year Awards Nominations	
Location / Address	Norseman
File Reference	CR.CM
Author	Manager of Community Development Pania Turner
Date of Report	12/12/2019
Disclosure of Interest	Nil

Summary

The Australia Day WA, Community Citizen of the Year Awards recognise individuals and organisations making a notable contribution during the current year, and/or to those who have given outstanding service over a number of years.

Outstanding contribution and community service considering areas such as; education, health, fund-raising, charitable and voluntary services, business, sport, arts, the environment, social inclusion or any other area that contributes to the advancement and wellbeing of a community

The Shire of Dundas has received two nominations from the community, and one nomination raised in the December Council Workshop.

Background

Traditionally on Australia Day each year the Shire of Dundas has supported the presentation of these awards to worthy individuals and/or groups.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

The Shire of Dundas holds a Gold Membership with the Australian Day Council of WA, this membership has an annual fee of \$550. The membership allows participation in the Australia Day WA, Community Citizen of the Year Awards as well as other events.

The Australia Day activities are budgeted for in the Annual Budget.

Strategic Implications

Theme 1- A vibrant, active and healthy socially connected Community.

1.3 Engagement of Community: The Community are engaged in constructive activities that encourage social and community development.

Consultation

Shire of Dundas community, Shire of Dundas Council and Australia Day WA staff.

Comment

These awards are very well received by the whole community and recognise the invaluable role of volunteers and community champions within the Shire. The nominees are very deserving and demonstrate clearly their community involvement.

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas Council consider the nominations received, as included in the confidential papers relating, and select the award recipients for the 2020 Australia Day Active Citizenship and Senior Citizen of the Year Awards.

Moved Cr:
Seconded Cr:

Resolution

Carried by: Simple Majority For: Against

11 Elected Members Motions of Which Previous Notice Has Been Given**12 New Business of an Urgent Nature Introduced by the President or by a decision of the Meeting**

The following item of urgent business was accepted for consideration by the President or by a majority of the members of the Council

Voting Requirement Simple Majority

Recommendation

That the members of the Council agreed to the introduction of the following late item for decision.

Moved Cr:
Seconded Cr:

Resolution

Carried by: Simple Majority For: Against

13 Next Meeting

The next Ordinary Meeting of the Council is scheduled to be held on the 21st January 2019.

14 Closure of Meeting

There being no further business the Shire President thanked all those in attendance and declared the meeting closed at