



Minutes
Ordinary Council Meeting
17th May 2016

MINUTES of the ORDINARY Meeting of Council held
in the Council Chambers at the Shire Administration
Office – Prinsep Street Norseman on the 17th May
2016 commencing at 6.00pm

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1 Declaration of Opening and Announcement of Visitors.

The Shire President welcomed all in attendance and declared the meeting open at 6:00pm.

This Council meeting is being held on the traditional lands of the Ngadju people and I wish to acknowledge them as traditional owners and pay my respects to their elders, past and present.

The Chief Executive Officer read aloud the disclaimer that is on the front page of the agenda.

The Shire President read aloud the following Affirmation of Civic Duty and Responsibility.

I make this affirmation in good faith on behalf of Elected Members and Officers of the Shire of Dundas. We collectively declare that we will duly, faithfully, honestly, and with integrity fulfil the duties of our respective office and positions for all the people in the district according to the best of our judgement and ability. We will observe the Shire's Code of Conduct and Standing Orders to ensure the efficient, effective and orderly decision making within this forum.

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

Financial Interests:

Nil

Proximity Interests:

Cr Webb – Item 10.3.2 Norseman Post Office

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

3 Record of Attendance of Councillors / Officers and Apologies.

Cr J Best	Shire President
Cr LW Webb	Deputy Shire President
Cr AR Patupis	
Cr LG Bonza	

Doug Stead	Chief Executive Officer
Gihan Kohobange	Deputy Chief Executive Officer
Jon Fry	Manager of Works & Services
Pania Turner	Community Development Officer
Sonya Ellison	Senior Administration Officer

Apologies

Cr JEP Hogan
Cr YH Vicensoni

Members of the Public

David Pope, Joseph Marinovich, Stephen Bowyer and Ron Dahl

4 Response to Previous Public Questions Taken on Notice.

Nil

5 Public Question Time.

Nil

6 Applications for Leave of Absence.

The Shire President Cr Best will be absent for the 21st June 2016 Ordinary Council Meeting.

7 Confirmation of Minutes of Previous Meeting.

- 7.1 Minutes of the Ordinary Meeting of Council held on 19th April 2016 be confirmed as a true and accurate record.

Recommendation

That the minutes of the Ordinary Council Meeting held on 19th April 2016 be confirmed as a true and accurate record.

Moved Cr LW Webb
Seconded Cr R Patupis

Resolution

That the minutes of the Ordinary Council Meeting held on 19th April 2016 be confirmed as a true and accurate record.

Carried by: Simple Majority For: 4 Against 0

8 Petitions, Deputations or Presentations.

David Pope on behalf of Cartman Designs gave a presentation in relation to item 10.1.1 regarding the tenders received for the construction of the Doctor's Residence.

9 Announcements by Presiding Member without Discussion.

Nil

10 Reports of Officers.

10.1 Planning, Development, Health and Building

Agenda Reference & Subject	
10.1.1 – Tenders for Doctor’s House	
Location / Address	Norseman
File Reference	A120
Author	Doug Stead
Date of Report	10.05.2016
Disclosure of Interest	Nil

Summary

That the Council of the Shire of Dundas review the tenders submitted for the construction of a new house for the local doctor and confirm the selected design and builder.

Background

The residence allocated to the Shire’s doctor needs to be replaced as the current dwelling needs extensive repairs and maintenance and is no longer suitable. The proposed design for the new house was chosen in previous years and although never actioned was considered to still be appropriate.

Messrs David Pope and Tim Cartman were appointed to call for tenders and to submit suitable candidates to council.

A budget amount of \$700,000 was set in the 2015 / 2016 Budget.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

The cost of the house is covered in the 2015 / 2016 Budget. \$200,000 is to be taken from reserve and the balance of \$500,000 is from a loan.

Strategic Implications

The provision of suitable housing for a doctor forms part of the Shire’s strategic view on Community Health and Wellbeing.

Consultation

Councillors, Project Manager, Mr David Pope, Dr G Rowlands

Comment

Four Tenders were received for the Project as listed: (Costs are exclusive of GST)

Dixon Construction WA P/L	\$ 602,890
Fleetwood Pty Ltd	\$ 621,150

Wayne Rodgers	\$ 646,200
Sime Building Company	\$ 657,000

The analysis of these four proposals by the tender consultants is included in the Papers Relating.

Dixon Constructions appear to be well placed to undertake the work to construct the new dwelling as well as being the most cost effective.

There are a number of items raised that are not included in the tender process that need to be considered such as fencing, landscaping and window treatments however these issue can be addressed as the project proceeds.

Voting Requirements

Simple Majority

Officer Recommendation

That:

1. **Dixon Construction WA Pty Ltd be selected as the successful tender for the amount of \$602,890 (exclusive of GST) to construct a residence in accordance with plans and specification provided and integral of tender documentation.**
2. **The Chief Executive Officer be authorised to sign all appropriate documentation between the builder and the Shire of Dundas and process for payment all progress payments throughout the progress of construction, providing the builder is in compliance with the plans and specifications.**
3. **Should, in the opinion of the Shire of Dundas, the builder be deemed to not be in compliance with the plans and specifications, that Cartman Designs be engaged to adjudicate and resolve any issues, before any progress payments are made.**

Moved Cr LW Webb
Seconded Cr R Patupis

Resolution

That:

1. **Dixon Construction WA Pty Ltd be selected as the successful tender for the amount of \$602,890 (exclusive of GST) to construct a residence in accordance with plans and specification provided and integral of tender documentation.**
2. **The Chief Executive Officer be authorised to sign all appropriate documentation between the builder and the Shire of Dundas and process for payment all progress payments throughout the progress of construction, providing the builder is in compliance with the plans and specifications.**
3. **Should, in the opinion of the Shire of Dundas, the builder be deemed to not be in compliance with the plans and specifications, that Cartman Designs be engaged to adjudicate and resolve any issues, before any progress payments are made.**

Carried by: Simple Majority For: 4 Against 0

David Pope left the meeting at 6:19pm.

Agenda Reference & Subject	
10.1.2 – Development of an Arboretum	
Location / Address	Norseman
File Reference	EM.MO.3
Author	Doug Stead
Date of Report	10 th May 2016
Disclosure of Interest	Nil

Summary

That the Council of the Shire of Dundas consider the development of an Arboretum area close to the town centre that features all of the Dundas Shire native and street trees and to include plaques with names and information for the benefit of tourists.

Background

Mike Griffiths, Great Western Woodlands Operations Manager has supplied a list of trees for random planting on the streets of Norseman. He has suggested that the Shire consider an Arboretum, (see attached information in Papers Relating). Considering the work being done by Kulbardi Hill Consulting, this would add to their recommendation of identifying our street trees for tourist's information. During a recent meeting with the Hon Dave Grills MLC, he suggested that the development of an Arboretum would be a worthwhile project that would attract funding.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

This cost is not yet known but is not covered by our current budget. The project would need outside funding.

Strategic Implications

The Strategic Community Plan includes the following in its objectives:

(1) Protecting the natural and built environment

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

Consultation

Shire President; Community Development Officer; Mr Mike Griffiths; Mr Leslie Schultz

Comment

The provision of an Arboretum would enhance the future development of the town and be part of the new awareness of the natural environment surrounding Norseman.

Council should also consider inviting the Ngadju Rangers to become involved in the project.

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas request the Chief Executive Officer to investigate the establishment of an arboretum in Norseman and provide the Council with anticipated costs and a detailed report on the practicality of the project.

Moved Cr LG Bonza
Seconded Cr LW Webb

Resolution

That the Council of the Shire of Dundas request the Chief Executive Officer to investigate the establishment of an arboretum in Norseman and provide the Council with anticipated costs and a detailed report on the practicality of the project.

Carried by: Simple Majority For: 4 Against: 0

Agenda Reference & Subject	
10.1.3 – Application to Clear Native Vegetation 7021/1	
Location / Address	Shire of Dundas
File Reference	WM.PE.1
Author	Doug Stead
Date of Report	10 th May 2016
Disclosure of Interest	Nil

Summary

For the Council of the Shire of Dundas to approve the granting of a Clearing Permit 7021/1.

Background

The Shire has received an application from Audalia Resources Limited – Medcalf Vanadium Mining Project for the granting of a Clearing Permit. Audalia resources are applying to clear 0.58ha for the purpose of mineral exploration in the area to the south of Bremer Waters reference M63/656.

The application will be found in Papers Relating.

Statutory Environment

Environmental Protection Act 1986

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Consultation

Works Manager

Comment

There does not appear to be any viable reason not to approve the application for a clearing permit.

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas approve the granting of Clearing Permit 7021/1 in the name of Audalia Resources Limited – Medcalf Vanadium Mining Project.

Moved Cr R Patupis
Seconded Cr LW Webb

Resolution

That the Council of the Shire of Dundas approve the granting of Clearing Permit 7021/1 in the name of Audalia Resources Limited – Medcalf Vanadium Mining Project.

Carried by: Simple Majority For: 4 Against 0

Agenda Reference & Subject	
10.1.4 – Building Application Sea Container	
Location / Address	26 Mildura Street
File Reference	Lot 140
Author	Doug Stead
Date of Report	11 th May 2016
Disclosure of Interest	Nil

Summary

For the Council to consider an application to erect a 6m sea container in the rear of 26 Mildura Street.

Background

The Shire has received an application by Kaylene Nazzari to place a 20ft sea container in the rear of her property to replace an existing shed that has fallen down. The property is zoned residential pursuant to the town planning scheme and a shed is a permitted use.

Statutory Environment

Town Planning Scheme No 2

Policy Implications

Nil

Financial Implications

There are no financial implications for the Shire

Strategic Implications

Nil

Consultation

Kaylene Nazzari, Consultant Building Surveyor

Comment

The proposed shed is to replace the existing shed that has fallen into disrepair and fallen down. The proposed shed is to be located in the same location with an attached lean too. There does not appear to be any reason for the application to be refused.

Voting Requirements

Simple Majority

Officer Recommendation

That the application by Kaylene Nazzari to locate a 6.1m sea container to replace an existing shed in the rear of lot 140 (26) Mildura street be approved.

Moved Cr LG Bonza
Seconded Cr R Patupis

Resolution

That the application by Kaylene Nazzari to locate a 6.1m sea container to replace an existing shed in the rear of lot 140 (26) Mildura street be approved.

Carried by: Simple Majority For: 4 Against 0

10.2 Engineering and Works

Nil.

10.3 Members and Policy

Agenda Reference & Subject	
10.3.1 – 2016/17 Council Meeting Dates	
Location / Address	Shire of Dundas
File Reference	CM.CO
Author	Doug Stead
Date of Report	12 th May 2016
Disclosure of Interest	Nil

Summary

That Council review the meeting schedule for the 2016 / 2017 year.

Background

Council reviewed the meeting schedule in June 2015 and the resolution from that meeting was:

That the Council adopt the following meeting schedule for the next twelve months:

1. Council meetings are to be held on the third Tuesday of each month with the exception of the March meeting being held on a Saturday following the third Tuesday;
2. Council meetings will be held in the Council Chamber, Prinsep Street, Norseman with the exemption that the March meeting will be held in the Community Hall in Eucla;
3. Council meetings held in Norseman will commence at 6.00pm and the Eucla meeting will commence at 4.00pm Eucla time; and
4. Audit Committee meetings will be called as required.

Discussion periods are held after each council meeting.

Statutory Environment

A Local Government is required at least once a year to give notice of the dates, times and locations of Ordinary meetings of the Council and Committee meetings that are open to the public that will be held within the following year.

Policy Implications

Nil

Financial Implications

A report relating to the new meeting fees will be presented in July 2016 when the Salaries and Allowances Tribunal has determined the proposed change in fees and a provision included in the 2016/2017 budget.

Strategic Implications

N/A

Consultation

N/A

Comment

The items that need to be considered are:

1. Frequent
2. Day of the week and week in the month
3. Location
4. Starting time

Voting Requirements

Simple Majority

Officer Recommendation

That the Council adopt the following meeting schedule for the next twelve months:

1. Council meetings are to be held on the third Tuesday of each month with the exception of the March meeting being held on a Saturday following the third Tuesday;
2. Council meetings will be held in the Council Chamber, Prinsep Street, Norseman with the exemption that the March meeting will be held in the Community Hall in Eucla;
3. Council meetings held in Norseman will commence at 6.00pm and the Eucla meeting will commence at 4.00pm Eucla time; and
4. Audit Committee meetings will be called as required.

Moved Cr LW Webb

Seconded Cr R Patupis

Resolution

That the Council adopt the following meeting schedule for the next twelve months:

1. Council meetings are to be held on the third Tuesday of each month with the exception of the March meeting being held on a Saturday following the third Tuesday;
2. Council meetings will be held in the Council Chamber, Prinsep Street, Norseman with the exemption that the March meeting will be held in the Community Hall in Eucla;
3. Council meetings held in Norseman will commence at 6.00pm and the Eucla meeting will commence at 4.00pm Eucla time; and
4. Audit Committee meetings will be called as required.

Carried by: Simple Majority

For: 4

Against 0

Agenda Reference & Subject	
10.3.2 – Norseman Post Office	
Location / Address	Norseman
File Reference	CP.AD
Author	Doug Stead
Date of Report	12 th May 2016
Disclosure of Interest	Nil

Summary

For the Council of the Shire of Dundas to consider the purchase of the Norseman Post Office

Background

The previous owners of the building and the business of the Norseman Post Office have been put into receivership by CBA Bank, the mortgage holder. The licence for the business of the post office has been acquired by the local IGA who have not expressed interest in taking over the building.

The Heritage listed building is situated in the proposed precinct area and as such is an important and strategic building in terms of the Shire's redevelopment strategy.

According to the CBA the amount due to the bank is approximately \$160,000. A current valuation of the building sets a "Fair Value" at \$175,000.

The CEO is requesting guidance in the following matters:

- Does Council wish to purchase the Post Office building
- If so, what are they prepared to pay

The CEO believes that there is room to negotiate with CBA Bank given that the building is a Heritage listed building and possibly not suitable for commercial use. If acquired, the building would have potential for a variety of proposed Community Development activities such as housing an art workshop and teaching facility for indigenous women, providing a safe environment in which to further their art. The accommodation area in the building would be suitable for visiting artists.

Statutory Environment

Nil

Policy Implications

Policy C.4 Tourism states that “the Shire will ensure that where sensitive environmental, historic or cultural areas exist, these areas will be adequately protected in relation to development or usage”.

Financial Implications

If Council were to agree to the purchase of the building, the Shire would invite Bendigo Bank to submit a quotation for financing this transaction over a 10 year period.

The draft budget for 2016 / 2017 includes this assumption.

Strategic Implications

Our Strategic Community Plan, Strategy 3.5 (Natural and Built Environment) makes reference to “Improved Streetscape” in town. The State Heritage Council in their Heritage summary have referred to the Post Office as “...making a significant contribution to the streetscape of the town...”.

Consultation

Shire President; Griffin Valuation Advisors; Bendigo Bank; CBA Bank.

Comment

The Post Office building is the oldest Heritage building in town (1897) and, as such has relevance. To quote from the Heritage Council description and comments: “...the building remains mostly in its original condition and makes a significant contribution to the streetscape being located at the corner...” and further comment on the authenticity of the building “...one of the earliest and most substantial public building built in Norseman...”

The building needs attention both to the interior and exterior and funding will be sought from the Heritage Council for this.

The building forms an integral part of the current planning for a tourism precinct and upgrade of the town centre.

Voting Requirements

Simple Majority

Officer Recommendation

That the Council approves the acquisition of the Post Office building and authorises the Chief Executive Officer to negotiate a purchase price to a maximum of \$.....

Moved Cr LW Webb

Seconded Cr R Patupis

Motion

That the Council approves the acquisition of the Post Office building and authorises the Chief Executive Officer to negotiate a purchase price to a maximum of \$80,000.

Carried by: Simple Majority For: 0 Against 4

The motion was lost.

Moved Cr LW Webb
Seconded Cr R Patupis

Resolution

That the Council approves the acquisition of the Post Office building and authorises the Chief Executive Officer to negotiate a purchase price to a maximum of \$140,000.

Carried by: Simple Majority For: 4 Against 0

10.4 Administration, Finance and Community Service

Agenda Reference & Subject	
10.4.1 – Accounts Paid (1st April 2016 – 30th April 2016)	
Location / Address	Shire of Dundas
File Reference	FM.CR
Author	Senior Administration Officer
Date of Report	11 th May 2016
Disclosure of Interest	Nil

Trust Cheques

Chq/EFT	Date	Name	Description	Amount
505	04/04/2016	Shire of Dundas Petty Cash	RECOUP TO PETTY CASH	150.00
506	29/04/2016	Shire of Dundas Petty Cash	RECOUP TO PETTY CASH	450.00
				600.00

Municipal Cheques

Cheque	Date	Name	Description	Amount
26119	04/04/2016	Shire of Dundas Petty Cash	Recoup to petty cash 14.03.2016 - 04.04.2016	979.05
26120	05/04/2016	Horizon Power	Various electricity accounts	3622.03
26121	05/04/2016	Southern Phone Company Limited	Telephone & Internet 08.02.16 - 07.03.16	83.99
26122	05/04/2016	Telstra Corporation Limited	Various telephone & ADSL accounts	1997.91
26126	15/04/2016	Telstra Corporation Limited	Youth Centre ADSL	59.95
26128	15/04/2016	Water Corporation	Various Water Accounts	12889.54
26129	21/04/2016	Department of Fire & Emergency Services	ESL (March 2016)	1115.65
26130	29/04/2016	Shire of Dundas Petty Cash	Recoup to petty cash 04.04.16 - 29.04.16	720.70
				21468.82

Municipal Account EFT's

EFT	Date	Name	Description	Amount
EFT403	05/04/2016	Eucla Motor Hotel	Accommodation & Meals R. Brookes (14.02.2016)	125.00
EFT404	05/04/2016	RCW Traders	Catering: Blessing of the Roads and Footpath Contractors 22.02.2016 – 11.03.2016	1298.30
EFT405	05/04/2016	C & C Machinery Centre	Vehicle inspection fee for Kubota B2320	250.00
EFT406	05/04/2016	Dundas Fencing & Building Maintenance	Tree Lopping, Hire of Cherry picker & Labour. Install new lockers at swimming pool.	1952.50
EFT407	05/04/2016	Esperance Rural Supplies	Roundup	68.81
EFT408	05/04/2016	Great Western Motel	Accommodation & Meals for John Ashby 08.03.16 - 11.03.16. Meal for Peter Clark.	1970.00
EFT409	05/04/2016	JR & A Hersey Pty Ltd	Staff uniforms	156.26
EFT410	05/04/2016	Hippocrocaduck	Brave Arts Class - 09.04.16	900.00
EFT411	05/04/2016	City of Kalgoorlie-Boulder	Records Archive Storage (February 2016)	44.00
EFT412	05/04/2016	Kambalda Amateur Swimming Club	5 x Kidsport Registrations	891.50
EFT413	05/04/2016	Landgate	Mining Tenement Schedule M2015/2	131.50
EFT414	05/04/2016	LED Goldfields	Various Fuses - Pack of 5	22.00
EFT415	05/04/2016	Star Track Credit	Various freight	817.59
EFT416	05/04/2016	Norseman Community Resource Centre	Printing of the Norseman Today Vol 32 No 2. 1 x USB. 1 x hour internet W4D.	1633.95
EFT417	05/04/2016	Orica Australia Pty Limited	Container Service Fee (Feb 2016)	39.56
EFT418	05/04/2016	Norseman General Practice	Workers Compensation claim – P Gaye	72.10
EFT419	05/04/2016	Parchem Construction Supplies Pty Ltd	Cellflex 2.44 X 100mm X 9.5mm (Footpaths)	1265.55
EFT420	05/04/2016	Railway Motel Pty LTD	Accommodation & Meals for Doug RRG & GVROC Meeting 26.11.15	230.50
EFT421	05/04/2016	South Coast Foodservice	Various goods - swimming pool kiosk	903.20
EFT422	05/04/2016	Wilson's Diesel & Auto Repairs	Various vehicle repairs and services	2478.20
EFT423	05/04/2016	WesTrac Pty Ltd	Repair impact damage to broom bucket and outer casing	2714.76
EFT424	11/04/2016	Shire of Dundas Municipal Fund	Payroll deductions	1050.00
EFT425	15/04/2016	Australian Taxation Office	BAS (March 2016)	17645.00
EFT426	15/04/2016	Asphalt In A Bag Pty Ltd	50x bags of 20kg Asphalt	1718.75
EFT427	15/04/2016	J Best	Claim – Travel (Over the horizon CCI Esperance). Claim – Council Meeting 19.03.2016.	598.12
EFT428	15/04/2016	Laurene Bonza	Claim (Council Meeting) Eucla 19.03.16	160.00
EFT429	15/04/2016	BOC Limited	Container Service Fee (March 2016)	44.87
EFT430	15/04/2016	Courier Australia	Various freight	123.83
EFT431	15/04/2016	Child Support Agency	Payroll deductions	500.00
EFT432	15/04/2016	Castledex Pty Ltd	Files & labels for archive room upgrade	4390.53

EFT433	15/04/2016	C & C Machinery Centre	1 x Kubota Tractor B2320 with mowing deck RCK60-29B	22486.20
EFT434	15/04/2016	Dundas Fencing & Building Maintenance	Fencing Works at Bromus Dam. Unblock toilets – Phoenix Park. Repair token boxes and taps – Welcome Park	10205.25
EFT435	15/04/2016	Esperance Rural Supplies	6 x Assorted Camlocks	598.67
EFT436	15/04/2016	Esperance Freight Lines	Various freight	836.00
EFT437	15/04/2016	Esperance Earthworks Pty Ltd	Move D8 from Hyden to Norseman Tip. Push waste facility.	34868.35
EFT438	15/04/2016	Elite Gym Hire	Hire gym equipment	885.18
EFT439	15/04/2016	A.D. Engineering International	Town clock quarterly service (03.03.16 - 02.06.16)	132.00
EFT440	15/04/2016	EXCELTRAIN Pty Ltd	Test & Tag course (T Ellison) 27.04.2016	495.00
EFT441	15/04/2016	Future Security Solutions Pty Ltd	Check & gather information for swipe card access for gym	605.00
EFT442	15/04/2016	Great Western Motel	Accommodation & Meals for John Ashby 20 - 24 March	1526.65
EFT443	15/04/2016	Threat Protect	Alarm Monitoring (01.04.16 - 30.04.16)	148.27
EFT444	15/04/2016	Goldfields Image Works	Over the Horizon - Supply & compile images & create video	4715.00
EFT445	15/04/2016	JEP Hogan	Claim (Council Meeting Eucla) 19.3.16	160.00
EFT446	15/04/2016	Hornsey Plumbing & Gasfitting	Repairs to solar hot water system – Pensioner Units. Unblock toilet – 82 Angove Street. Various plumbing works – Museum. Plumb toilet – Cemetery. Repair cistern, repair blocked reducer valve, supply & install sump pump – Swimming Pool. Supply & install taps – 124 Prinsep Street. Unblock showers, refit shower heads, repair leaking taps, unblock toilets – Welcome Park. Repair water main – Simon Street.	7980.00
EFT447	15/04/2016	FAJ IT Services Unit Trust	Bundle Qnap TS-453 Pro, CAT6 Network Cable 3Mtr. Shadow protect image back up. Configure WiFi Access Point, Maintenance & fix issues. D-Link access point.	5524.60
EFT448	15/04/2016	J & K Ashby Concreting	Mildura Eastside - Morgan St to Ramsay St / Prinsep St eastside - Alsop St to Crampton St – Footpath Construction. Pour & finish BP driveway – Private Works. Prepare, form and cut Telstra pits.	65670.00
EFT449	15/04/2016	Star Track Credit	Various freight	1783.90
EFT450	15/04/2016	CJ & BM Campbell	Maintenance grade and repairs to Mundrabilla Station access road	3740.00
EFT451	15/04/2016	Norseman Concrete	Screening Gravel - Pit 2 Hyden Road 02.03.2016 – 16.03.2016. Mobe & demob screening plant.	52030.00
EFT452	15/04/2016	O'Dwyer Electrical	Disconnect HWS System for replacement of faulty HWS, Reconnect HWS & travel.	1650.00

EFT453	15/04/2016	Rasa Patupis	Claim (Council Meeting - Eucla) 19.03.16	160.00
EFT454	15/04/2016	Records Archives Historical Management	17th - 19 th March 2016 Disaster Management Plan Preparation	1039.50
EFT455	15/04/2016	RJ Brookes	Health inspections and building application consultations Eucla - Norseman (February 2016)	4640.00
EFT456	15/04/2016	South Coast Foodservice	Cleaning supplies	481.25
EFT457	15/04/2016	IT Vision	Purchase Order module. Email purchase order module. Central Records training – M Guest 9-10 March 2016.	4276.25
EFT458	15/04/2016	YH Vicensoni	Claim (Council Meeting Eucla) 19.3.16	160.00
EFT459	15/04/2016	Norseman Hardware	Various hardware items (02.02.16 - 10.03.16)	2120.50
EFT460	15/04/2016	Western Australian Local Government Association	LG ACT Essentials 15.04.2016 – G Kohobange	544.50
EFT461	15/04/2016	WesTrac Pty Ltd	Replace Exhaust Manifold Gaskets for 12m - 17.5 Grader	2623.68
EFT462	15/04/2016	Astute Promotions Pty Ltd	Staff uniforms	266.75
EFT463	15/04/2016	Canning Bridge Auto Lodge	Accommodation for Monique Guest 08.03.16 - 11.03.16	510.00
EFT464	15/04/2016	Southern Hills Station	Maintenance Contribution to the Southern Hills Road	5500.00
EFT465	15/04/2016	Visimax Safety Products	ID Cards - Ranger x2	38.00
EFT466	19/04/2016	Records Archives Historical Management	Disaster Management Plan preparation (21 March – 15 April 2016)	4793.25
EFT467	21/04/2016	Eucla Motor Hotel	Accommodation & Meals (19.03.2016 Council Meeting)	1821.62
EFT468	21/04/2016	Australia Post	Postage (March 2016)	270.94
EFT469	21/04/2016	Australasian Performing Right Association Limited	Licence Renewal Fees (01.05.16 - 30.04.17)	69.56
EFT470	21/04/2016	Austral Mercantile Collections	Rates debt collection	434.50
EFT471	21/04/2016	ARCHIVEWISE	Storage of rate book & minute books	140.81
EFT472	21/04/2016	A & M Medical Services Pty Ltd	On site service of swimming pool oxygen equipment	383.26
EFT473	21/04/2016	BP Norseman	Unleaded & Diesel fuel (March 2016)	2020.29
EFT474	21/04/2016	Child Support Agency	Payroll deductions	250.00
EFT475	21/04/2016	Cartman Designs	Provide documents for work on doctors new residence	5441.70
EFT476	21/04/2016	The Civil Group	Account for professional service Airfield update	20383.00
EFT477	21/04/2016	Shire of Dundas Municipal Fund	Payroll deductions	550.00
EFT478	21/04/2016	Great Western Motel	Accommodation & meals for John Ashby 30.03.2016 - 13.04.2016	5204.50
EFT479	21/04/2016	Hornsey Plumbing & Gasfitting	Supply & install toilet cistern – 124 Prinsep Street. Service & test RPZ backflow prevention device – Town Hall. Remove old & install new hot water system – Medical Centre.	2540.00
EFT480	21/04/2016	FAJ IT Services Unit Trust	Imation dock kit, imation cartridge,	5219.01

			lenovo 2.5. – Off site back up. Monthly service agreement – April 2016.	
EFT481	21/04/2016	Jason Signmakers	Various street signs	1665.84
EFT482	21/04/2016	Landgate	Mining Tenement Schedule M2016/3	60.00
EFT483	21/04/2016	Marketforce	Various advertising	894.13
EFT484	21/04/2016	McMullen Nolan Group Pty Ltd	Carry out detail survey, Norseman Airport & surrounds	14300.00
EFT485	21/04/2016	Norseman News & Health	Newspapers & stationery	281.40
EFT486	21/04/2016	Norseman Concrete	Supply 103.6m3 concrete 01.03.16 - 23.03.16. – Footpaths. Supply 5m3 concrete – Liquid Waste Drying Bed #2.	44745.58
EFT487	21/04/2016	Norseman IGA	Various Goods (March 2016)	506.29
EFT488	21/04/2016	Norseman Community Resource Centre	Reimbursement - Open Colleges Registration Refund 20% Discount	1208.20
EFT489	21/04/2016	Orica Australia Pty Limited	Container Service Fee (March 2016)	10.91
EFT490	21/04/2016	South East Petroleum	15,400L Diesel & Card purchases	18518.34
EFT491	21/04/2016	Telford Industries	IBC Hire - March 2016	136.40
EFT492	21/04/2016	Upbeat Music	1 x Digitech Audio PA system CS-2490 (2 x UHF microphones, 1 x remote control)	479.00
EFT493	22/04/2016	Norseman All Terrain Survey's	72 hours surveying work, 1 hour consultation, 3.5 hours data entry (30.03.16 - 19.04.16) – East Information Bay. Edge of seal markout – BSF Roberts – Eyre Highway, Battery Road/Phoenix Drive, Mort Harslett Drive.	12414.60
3531	06/04/2016	Shire of Dundas	Payroll 23.03.2016 – 05.04.2016	54127.97
3532	06/04/2016	Lester Ball	Final Payroll 23.03.2016 – 05.04.2016	7342.08
3560	11/04/2016	Gihan Kohobange	Meals & incidental allowance 12-15 April 2016, reimburse Eucla Council meeting expenses.	670.10
3563	15/04/2016	Pania Turner	Meals & incidental allowance, accommodation reimbursement. 16-17 April Goldfields Esperance Arts & Culture Strategic Planning workshop. 22-23 April Nullarbor/Eucla trip with Kulbardi Consultants.	490.35
3575	20/04/2016	Shire of Dundas	Payroll 06.04.2016 – 19.04.2016	56101.92
3576	20/04/2016	Doug Stead	Reimbursement of expenses	312.88
3578	26/04/2016	S Bowyer, P Ladewig, T Ellison & L Sullivan	Meals & incidental allowance 26-28 April 2016. Underground Cable Locating & Electrical Test & Tagging.	1179.20
				547564.51

Municipal Account Direct Debts

Chq/EFT	Date	Name	Description	Amount
3525	01/04/2016	ANZ Bank	Merchant fees	184.92
3527	05/04/2016	ANZ Bank	Overdrawn fee (Licensing account)	37.70
3561	13/04/2016	MacQuarie	Gym leased equipment	599.50
3564	15/04/2016	Investec	Photocopiers lease payment (March 2016)	4441.78
DD8891,	29/04/2016	ClickSuper	Superannuation 09.03.2016 – 19.04.2016	41334.44

DD8901, DD8912				
				46598.34

Municipal Account Credit Cards

Chq/EFT	Date	Name	Description	Amount
3526	01/04/2016	Chief Executive Officer	Expenses 21.01.2016 – 21.03.2016: Limiting valve, tape waste & bends, B press joiners – Pensioner Units & Museum. Accommodation – D Stead 22.01.16, 31.01.16, 01.02.16, 25.02.16, 26.02.16. Flights - Kim Boulton 08.02.16 & 12.02.16. Flights - D Stead 31.01.16, 02.02.16, 25.02.16, 26.02.16. Flights - M Guest 08.03.16 & 13.03.16. Flight - N Clark 29.01.16 (Pick up truck). AIBS - Performance Legislation fee - R Brookes 27.08.16. GVROC 29.01.16. Bunnings – 82 Angove Street gardening. Phone charger for car. Taxi fares - D Stead. Change flight - Kim Boulton 12.02.16. 3 x Panasonic DMC-FT30 Lumix camera's – Animal Control & Community Projects. Accommodation - P Turner 05.02.16 & 06.02.16. Accommodation - M McEwan 06.02.16. Household goods (G Kohobange). Registration fee - Municipal Law A training course (S Bowyer & W Graham). Reinforcing fabric & bar chair – Private Works job. Accommodation - C Stewart 13.03.16 - 18.03.16. Over the Horizon registration - P Turner 10.03.16. Stationery. Diesel Fuel – 1DS.	9341.52
3526	01/04/2016	Deputy Chief Executive Officer	Expenses 22.02.2016 – 21.03.2016: Parking fare - G Kohobange 19.02.16. Flights - C Stewart 13.03.16 & 19.03.16. Accommodation & meals - S Bowyer 29.02.16 - 04.03.16. Registration fee CRC Murder Mystery night.	1259.21
3526	01/04/2016	Chief Executive Officer	Refund of S Stead accommodation from Kings Park	-680.00
3526	01/04/2016	ANZ Bank	Credit card fee	171.84
				10092.57

Summary of account totals

Trust Cheques	\$600.00
Municipal Cheques	\$21,468.82
Municipal EFT's	\$547,564.51
Municipal Direct Debit's	\$46,598.34
Municipal Credit Cards	\$10,092.57
Grand total for April 2016	\$626,324.24

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas monthly accounts paid from 1st April 2016 to 30th April 2016 be noted.

Moved Cr LW Webb
Seconded Cr LG Bonza

Resolution

That the Shire of Dundas monthly accounts paid from 1st April 2016 to 30th April 2016 be noted.

Carried by: Simple Majority For: 4 Against 0

Agenda Reference & Subject	
10.4.2 – Financial Statements for the Period Ending 30 April 2016.	
Location / Address	Shire of Dundas
File Reference	FM.FI
Author	Deputy CEO
Date of Report	12 th May 2016
Disclosure of Interest	Nil

Officer Recommendation

That the Shire of Dundas Financial Statements for the period ending 30th April 2016 be accepted.

Moved Cr R Patupis
Seconded Cr LW Webb

Resolution

That the Shire of Dundas Financial Statements for the period ending 30th April 2016 be accepted.

Carried by: Simple Majority For: 4 Against 0

Agenda Reference & Subject	
10.4.3 – CRC Management Report & Financial Statements to 30 April 2016	
Location / Address	Shire of Dundas
File Reference	CS.SP.8
Author	Deputy CEO
Date of Report	12 th May 2016
Disclosure of Interest	Nil

Norseman Community Resource Centre



Management Report & Monthly Statement of Financial Activity
For the period ending 30th April 2016

Officer Recommendation

That the Norseman Community Resource Centre Management Report and Financial Statements for the period ending 30th April 2016 be accepted.

Moved Cr LG Bonza
Seconded Cr LW Webb

Resolution

That the Norseman Community Resource Centre Management Report and Financial Statements for the period ending 30th April 2016 be accepted.

Carried by: Simple Majority

For: 4

Against 0

Agenda Reference & Subject	
10.4.4 – Draft Budget 2016 - 2017	
Location / Address	Shire of Dundas
File Reference	FM.BU.16.17
Author	Doug Stead
Date of Report	13 th May 2016
Disclosure of Interest	Nil

Summary

For the Council to consider and adopt the 2016/17 draft budget as shown in the papers relating.

Background

Staff have prepared a balanced budget to reflect the Corporate Business Plan and its associated strategic planning documents, the Plan Replacement Program and the Council's resolutions and discussions over the past 12 months.

The dominant features of the budget are the upgrading of the Norseman Airstrip, the building of a new residence for the doctor and increased road works thanks to one off grants from Roads to Recovery. The funding for the Airstrip is still incomplete; the project value is \$3.2 million of which \$1.8 million has been secured and there are two separate applications before parliament for the balance. Should this funding not materialise then the Shire has agreed to cover the shortfall by way of raising loan finance. The budget makes provision for this debt. The funding for the doctors house is a mixture of own funding and external loans.

At the time of preparing this report we were still in the process of getting approval from the Minister for Local Government for our differential rating policy, only once this is received will Council be able to approve this budget.

Statutory Environment

Section 6.2 of the Local Government Act 1995 requires that a local government is to adopt a budget by the 31st August unless extended by the Minister.

Policy Implications

Council policies have been considered whilst formulating the 2016 / 2017 draft document.

Financial Implications

The budget formulates the income and expenditure program for both operating and capital works for the Shire of Dundas for the next 12 months.

Strategic Implications

The council's Strategic Community Plan, Corporate business Plan and Long Term Financial Plan have been considered in formulating the 2016/17 draft budget to ensure that strategic directions are being reflected.

Consultation

Councillors, DCEO, Manager of Works, Project Manager, Senior Admin Officer and the Community Development Officer.

Comment

Expenditure levels have been set at expected costs, however income levels have been set conservatively. In arriving at expenditure levels consideration was given to maximising budgetary efficiencies where ever possible and a detailed review and explanation of the movement in operating expenditure was presented to council at an earlier budget planning meeting.

There may be opportunity at the Budget Review stage in early 2017 to consider additional projects with other funding opportunities should they become available.

Some comment in relation to each schedule is set out below for Council information:

GENERAL PURPOSE FUNDING

The rating model approved by Council shows an increase of 2% over 2016, this is in line with CPI as at March 2016 (CPI Perth 1.1%, CPA National 1.5%).

GOVERNANCE

Includes the final instalment of the current contract with Jesse Brampton, salaries shows the effect of increasing our admin staff by two extra hands, the net rollover cost for replacing the CEO's vehicle is \$17,500 and that of the DCEO \$20,000. Council will note that throughout the budget, depreciation costs will be considerably higher than in previous years; this is a result of having to revalue our infrastructure assets in June 2015. This is an issue that all Local Governments are faced with.

LAW, ORDER and PUBLIC SAFETY

There are no significant projects planned for 2016/17.

HEALTH

The construction of the doctor's house should get underway in 2016/17 and is fully budgeted for. A sum of \$38,000 has been allocated to upgrading the Medical Centre.

EDUCATION and WELFARE

The Child Care Centre will be repainted and new floor covering installed.

HOUSING

There are no significant projects planned for 2016/17

COMMUNITY AMENITIES

An amount of \$40,000 has been set aside for the future expansion of the Norseman Tip. The expansion of the Eucla is included in the budget. An amount of \$25,000 has been included to cover the costs of expanding the Norseman Cemetery.

RECREATION and CULTURE.

An amount of \$48,000 has been allocated to further upgrades at the Town Hall, \$28,000 of this is to cover a new front door entrance. Eucla has been allocated \$225,000 to start the process of upgrading facilities in the township. The intention is to fund this via a grant from Lottery West.

TRANSPORT

The budget for maintaining Norseman street has been increased by \$30,000 to cover block maintenance; the full impact of the revaluation of infrastructure assets will be seen in the increase in depreciation on roads by some \$800,000. This is a non cash item but will impact on our sustainability ratio. Power connection for the extended depot is budgeted at \$40,000, expenditure on Main roads work has reduced by \$100,000 which has no direct effect on costs, the Roads to Recovery grant has increased by some \$300,000 as a once off exercise which has been used on Stage 4 of the Trans Line Access job as well as sealing the road to Beacon Hill Lookout. Work on the Airstrip should commence sometime in this year.

ECONOMIC SERVICES

The budget takes into account the start of the various environmental projects (Jesse Brampton project) and an amount of \$150,000 has been included, however this has been offset by an anticipated grant for a like amount. The acquisition and funding costs for the purchase of the Post Office building have been included (pending Council's decision). Likewise, an amount and grant income from the State Heritage have been included to cater for maintenance issues. It is anticipated that Bendigo Bank will set up in town and \$50,000 has been allowed for infrastructure costs.

OTHER PROPERTY and SERVICES

There are no significant projects planned for 2016/17.

Voting Requirements

Simple Majority

Officer Recommendation

That Council accept the 2016-2017 Draft Budget as included in the papers relating pending approval from the Minister of Local Government for the 2016-2017 Differential Rates.

Moved Cr LW Webb
Seconded Cr LG Bonza

Resolution

That Council accept the 2016-2017 Draft Budget as included in the papers relating pending approval from the Minister of Local Government for the 2016-2017 Differential Rates.

Carried by: Simple Majority For: 4 Against 0

Agenda Reference & Subject	
10.4.5 – Officers Reports	
Location / Address	Shire of Dundas
File Reference	CM.PL.1
Author	CEO
Date of Report	12 th May 2016
Disclosure of Interest	Nil

Summary

For Council to note the reports received from the Works manager, Community Development Officer and the Youth 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

WM, CDO, YO.

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 Works Manager, Community Development Officer and the Youth Officer.

Moved Cr R Patupis
Seconded Cr LW Webb

Resolution

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

Carried by: Simple Majority For: 4 Against 0

11 Elected Members Motions of Which Previous Notice Has Been Given

Nil

12 New Business of an Urgent Nature Introduced by the President or by a decision of the Meeting

Nil

13 Next Meeting

The next Ordinary Meeting of the Council is scheduled to be held on the 21st June 2016.

14 Closure of Meeting

There being no further business the Shire President thanked all those in attendance and declared the meeting closed at 6:51pm.