



**Minutes  
Ordinary Council Meeting  
22<sup>nd</sup> November 2018**

UNCONFIRMED

MINUTES of the ORDINARY Meeting of the Council held in the Council Chambers at the Shire Administration Office – Prinsep Street Norseman on the 22<sup>nd</sup> November 2018 commencing at 6.01pm

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UNCONFIRMED

## 1 Declaration of Opening and Announcement of Visitors.

The Shire President welcomed all in attendance and declared the meeting open at 6:01pm.

The 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.

### 1.1 Attendance at meeting by Councillor AR Patupis.

The Shire President has been advised that Cr Patupis will be in Esperance, Western Australia when the meeting is held and have requested attendance by way of instantaneous telephone connection with other Councillors present at the meeting in accordance with Administration Regulation 14A.

Cr Patupis will be at Lot 15, Eleven Mile Beach Road, Esperance WA 6450.

The Council must approve of the place that Cr Patupis is located as a "suitable place" that must be in a town site or other residential area at least 150 kilometres from where the meeting is being held.

#### **Recommendation**

**That Cr Patupis be permitted to attend this meeting by way of instantaneous telephone connection from Esperance, Western Australia, on the basis that she is in a "suitable place" for the purpose of Administration Regulation 14A.**

Moved: Cr Wyatt

Seconded: Cr Hogan

#### **Resolution**

**That Cr Patupis be permitted to attend this meeting by way of instantaneous telephone connection from Esperance, Western Australia, on the basis that she is in a "suitable place" for the purpose of Administration Regulation 14A.**

Carried by: Absolute Majority

For: 5

Against: 0

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

#### **Financial Interests:**

Item 12.3 – Late Item RFT 03/18 Provision of Handyman Services – Cr Bonza

#### **Proximity Interests:**

Nil

#### **Impartiality Interests:**

Item 12.6 –2019 Australia Day WA, Community Citizen of the Year Awards Nominations – Cr Bayley

Item 12.8 –Visitor Centre Committee request for assistance with staff recruitment – Cr Warner  
(*This declaration was made after the Council meeting was closed*)

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 LG Bonza	Shire President
Cr AR Patupis	Deputy Shire President
Cr JEP Hogan	
Cr BN Bayley	
Cr SM Warner	
Cr VL Wyatt	

Peter Fitchat	Chief Executive Officer
Gihan Kohobange	Deputy Chief Executive Officer
Pania Turner	Manager of Community Development
Sonya Ellison	Senior Administration Officer

**Public Gallery**

Lynn Webb, Des McCall, Helen Smart, Garry Walker, Steve Cummings, Mya Morgan, Willigan Clark, Megan Bailey.  
Merynda Fraser at 6:07pm  
Howard Renshaw at 6:50pm

**4 Applications for Leave of Absence.**

Nil

**5 Response to Previous Public Questions Taken on Notice.**

Nil

**6 Public Question Time.**

Des McCall – 34 Brockman Street Norseman: *Has Council found the owner of 36 Brockman Street? I have cleaned up the block to reduce fire hazard and cleaned up the fallen down fence from a storm and I would like to make an insurance claim.*

The Shire President responded: *We have been advised that the registered owner is deceased and we are looking into options for pursuing deceased estate enquiries.*

Des McCall – 34 Brockman Street Norseman: *Has Council ever enquired about a programme called "Eyes on the Street"?*

The Shire President responded: *That Council will discuss this matter at a future date.*

**7 Confirmation of Minutes of Previous Meeting.**

**7.1 Ordinary Meeting of the Council held on 16<sup>th</sup> October 2018**

Minutes of the Ordinary Meeting of the Council held on 16<sup>th</sup> October 2018 be confirmed as a true and accurate record.

### **Recommendation**

**That the minutes of the Ordinary Council Meeting held on 16<sup>th</sup> October 2018 be confirmed as a true and accurate record.**

Moved Cr Hogan  
Seconded Cr Bayley

### **Resolution**

**That the minutes of the Ordinary Council Meeting held on 16<sup>th</sup> October 2018 be confirmed as a true and accurate record.**

Carried by: Simple Majority For: 6 Against: 0

## **7.2 Special Council Meeting held on 8<sup>th</sup> November 2018**

Minutes of the Special Council Meeting held on 8<sup>th</sup> November 2018 be confirmed as a true and accurate record.

### **Recommendation**

**That the minutes of the Special Council Meeting held on 8<sup>th</sup> November 2018 be confirmed as a true and accurate record.**

Moved Cr Patupis  
Seconded Cr Warner

### **Resolution**

**That the minutes of the Special Council Meeting held on 8<sup>th</sup> November 2018 be confirmed as a true and accurate record.**

Carried by: Simple Majority For: 6 Against: 0

Merynda Fraser entered the Council Chambers at 6:07pm.

## **8 Petitions, Deputations or Presentations.**

Mya Morgan, Willigan Clark and Megan Bailey from Norseman District High School gave a power point presentation on their school trip to Canberra.

Helen Smart, Garry Walker, Steve Cummings, Mya Morgan, Willigan Clark and Megan Bailey left the Council Chambers at 6:15pm.

### **8.1 Reports of Committees**

#### **8.1.1 GVROC – Cr Bonza/Cr Bayley**

GVROC meeting was held on 1<sup>st</sup> November 2018. Some of the items discussed were:

- GEDC: Change of State Government umbrella to DPIRD, changes to funding applications and availability, changes to board members and numbers, requirements for funding of future projects
- CEO City of Kalgoorlie Boulder Canberra visit: Part of delegation to showcase WA Industry, met with Ministers and Departmental staff, labour shortage and involving DAMA
- Goldfields Records Storage Facility: Strata title issues, enquiry from Department of Education for storage, 2018-19 budget prepared, Shire of Ngaanyatjaraku dropping out of contribution due to funding restrictions
- GVROC to recruit an Executive Officer
- Letter to Minister for Health in relation to anti-venene and training at all nursing posts and hospitals in the Goldfields
- Horizon Power fee increase for pillar to pole connections
- Mine workers, FIFO and mining camps
- Local Government Act review

Next meeting to be held by teleconference on 30<sup>th</sup> November 2018.

#### **8.1.2 WALGA – Cr Bonza/Cr Patupis**

- WALGA Deputy elected as National Vice President at ALGA
- Local Government (Suspension & Dismissal) Bill
- Access to the Container Deposit Scheme
- CLGF – Effective Community Leadership training attended by Cr Bonza and Cr Bayley in Kalgoorlie on 20<sup>th</sup> November 2018

#### **8.1.3 Woodlands Centre Construction Project – Cr Wyatt/Cr Warner**

The tender for the refurbishment and construction was advertised on 21<sup>st</sup> November 2018. GEDC have requested to be on the panel when discussing tenders received. An advisory group meeting will be held soon (date TBA). Discussions need to be held in relation to the septic systems and drainage.

#### **8.1.4 Eucla Community Centre Construction Project – Cr Patupis/Cr Bayley**

The 3 pieces of the new hall have arrived and lock up stage is expected within the next 2 weeks.

#### **8.1.5 Goldfields Tourism Network Association – Cr Warner/Cr Patupis**

AGM held on 6<sup>th</sup> November 2018 in Menzies. Still working under the old constitution as the new constitution did not pass. MOU's will be the same for all Shire's. Some Shire's may pay more, eg: Golden Quest. The website redevelopment is almost finalised. There are some new non-voting members to the group.

#### **8.1.5 Regional Roads Group – Cr Bonza/Cr Wyatt**

Meeting held on 29<sup>th</sup> October 2018 in Kalgoorlie. Some of the items discussed were:

- Ian Duncan from WALGA: 5 year State funding agreement signed, updating RRG policy, new road safety initiatives, expenditure of grant funds, reporting of grant claims.
- 3 additions to Roads 2030 project for Wiluna
- 5 applications for Commodity Route funding from Esperance, Menzies and Wiluna
- Terry Asher – WANDRRA: New arrangements for funding effective 1<sup>st</sup> November 2018, change of name to Disaster Recovery Funding Arrangement (DFRA-WA)
- Asset repair working capital applications for 20% upfront
- Process for quarterly statements
- Clearing of roadside vegetation

Next meeting to be held in February 2019 in Esperance.

## 9 Announcements by Presiding Member without Discussion.

Nil

## 10 Reports of Officers.

### 10.1 Planning, Development, Health and Building

Agenda Reference & Subject	
<b>10.1.1 – Development Application- Woodlands Cultural and Community Visitor Centre</b>	
Location / Address	Lot 50 (78) Prinsep Street
File Reference	A39
Author	Richard Brookes
Date of Report	22 <sup>nd</sup> October 2018
Disclosure of Interest	Nil

#### Summary

For the Council to consider the development application for the Woodlands Cultural and Community Visitor Centre

#### Background

A cultural and community visitor centre is not specifically mentioned as a use within the Shire of Dundas town planning scheme, however the development could reasonably be classified as a “Civic Building”.

A “Civic Building” means a building designed used, or intended to be used by a government department, an instrumentality of the crown, or the Council, as offices or for administrative, recreational or other like purposes.

The lot is zoned Town Centre pursuant to the Shire of Dundas Town Planning Scheme No 2 and the establishment of a “Civic Building” is considered a permitted use in the town centre zone.

#### Statutory Environment

Town Planning and Development Act 2005  
Shire of Dundas Town Planning Scheme No 2

#### Policy Implications

Policy T17 – Development on Shire of Dundas Controlled Land

#### Financial Implications

The project is included in the 2018/2019 budget

#### Strategic Implications

The Strategic Community Plan identifies a number of themes that would support the establishment of a Woodlands Cultural and Community Visitor Centre.

**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
<b>2.4 Provide infrastructure that stimulates growth</b>	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

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
<b>3.4 Enhancement of natural tourist destinations.</b>	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.	Low
<b>3.5 Improved streetscape.</b>	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

Extensive community consultation has been undertaken

#### Comment

The development application process is the formal planning approval process for the project and is required to be undertaken in accordance with Council policy T17 – Development on Shire of Dundas Controlled Land

#### Voting Requirements

Simple Majority

#### Officer Recommendation

**That the Council of the Shire of Dundas approve the development application for the refurbishment of the existing building on Lot 50 (78) Prinsep Street to be used as the Woodlands Cultural and Community Visitor Centre.**

Moved Cr Hogan  
Seconded Cr Wyatt

**Resolution**

That the Council of the Shire of Dundas approve the development application for the refurbishment of the existing building on Lot 50 (78) Prinsep Street to be used as the Woodlands Cultural and Community Visitor Centre.

Carried by: Simple Majority

For: 6

Against 0

<b>Agenda Reference &amp; Subject</b>	
<b>10.1.2 – Application for Exploration Licence E28/2836 by Typhon Minerals Pty Ltd</b>	
Location / Address	Shire of Dundas
File Reference	RV.VA.2
Author	CEO
Date of Report	13 <sup>th</sup> November 2018
Disclosure of Interest	Nil

**Summary**

For Council to consider an application for Exploration Licence E28/2836 as attached in the papers relating.

**Background**

The application was received from Typhon Minerals Pty Ltd on 2<sup>nd</sup> November 2018.

**Statutory Environment**

*Mining Act 1978*

*Mining Regulations 1981*

**Policy Implications**

Council has no Policies in relation to this matter.

**Financial Implications**

None

**Strategic Implications**

Strategic Community Plan 2012-22 Strategy Theme 2 (A Thriving Community Local Economy and Economic Base) items 2-2.1, 2.2, 2.3, 2.4 Theme 3 (Natural & Built Environment) items 3.1, 3.2, 3.3, 3.4, 3.5.

**Consultation**

None

**Comment**

The application was received from Typhon Minerals for Exploration Licence E28/2836 as attached in the papers relating.

The purpose of the application is for exploration of the tenement area E28/2836. For Councils information this application was received on the 2<sup>nd</sup> November 2018 and objections close on the 26<sup>th</sup> November 2018.

#### Voting Requirements

Simple Majority

#### Officer Recommendation

That the Council of the Shire of Dundas submit an objection to the application for Exploration Licence E28/2836 submitted by Typhon Minerals Pty Ltd;

1. Until an arrangement is finalised with the Department of Forestry Products Commission for the timber from the applied area as per their submitted application.

#### Council Recommendation

That the Council of the Shire of Dundas submit an objection to the application for Exploration Licence E28/2836 submitted by Typhon Minerals Pty Ltd;

1. Until an arrangement is finalised with the Department of Forestry Products Commission for the timber from the applied area as per their submitted application; and
2. That Typhon Minerals Pty Ltd consult the Ngadju Rangers for input before the approval date.

Moved Cr Wyatt  
Seconded Cr Hogan

#### Resolution

That the Council of the Shire of Dundas submit an objection to the application for Exploration Licence E28/2836 submitted by Typhon Minerals Pty Ltd;

1. Until an arrangement is finalised with the Department of Forestry Products Commission for the timber from the applied area as per their submitted application; and
2. That Typhon Minerals Pty Ltd consult the Ngadju Rangers for input before the approval date.

Carried by: Simple Majority

For: 6

Against 0

Agenda Reference & Subject	
10.1.3 – Application for Miscellaneous Licence 63/91 by Meteore Metals Pty Ltd & Barra Resources Limited	
Location / Address	Shire of Dundas
File Reference	RV.VA.2
Author	CEO
Date of Report	14 <sup>th</sup> November 2018
Disclosure of Interest	Nil

#### Summary

For Council to consider an application for Miscellaneous Lease 63/91 as attached in the papers relating.

#### Background

The application was received from Meteore Metals Pty Ltd & Barra Resources Limited November 2018.

#### Statutory Environment

*Mining Act 1978*  
*Mining Regulations 1981*

Policy Implications

Council has no Policies in relation to this matter.

Financial Implications

None.

Strategic Implications

Strategic Community Plan 2012-22 Strategy Theme 2 (A Thriving Community Local Economy and Economic Base) items 2-2.1, 2.2, 2.3, 2.4 Theme 3 (Natural & Built Environment) items 3.1, 3.2, 3.3, 3.4, 3.5.

Consultation

None

Comment

The application was received for ML 63/91 as attached in the papers relating.

The purpose of the application is for exploration of the tenement area ML 63/91. For Councils information this application was received on the 7<sup>th</sup> November 2018 and objections close on the 26<sup>th</sup> November 2018.

It appears that the lease area is for an access road heading north. The application submitted for ML 63/91 also lists a communications facility, pipeline, powerline, pump station and a sulphur dioxide monitoring station.

Voting Requirements

Simple Majority

Officer Recommendation

**That the Council of the Shire of Dundas submit an objection for the Miscellaneous Lease 63/91 submitted by Meteore Metals Pty Ltd & Barra Resources Limited;**

- 1. On environmental grounds in relation to the proximity to natural drainage systems with possible impacts on the lakes ecosystem.**
- 2. And until an arrangement is finalised with the Department of Forestry Products Commission for the timber from the applied area as per their submitted application.**

Moved Cr Bayley  
Seconded Cr Warner

Resolution

**That the Council of the Shire of Dundas submit an objection for the Miscellaneous Lease 63/91 submitted by Meteore Metals Pty Ltd & Barra Resources Limited;**

- 1. On environmental grounds in relation to the proximity to natural drainage systems with possible impacts on the lakes ecosystem.**

**2. And until an arrangement is finalised with the Department of Forestry Products Commission for the timber from the applied area as per their submitted application.**

Carried by: Simple Majority

For: 6

Against 0

Agenda Reference & Subject	
<b>10.1.4 – Toilet at Bromus Dam</b>	
Location / Address	Shire of Dundas
File Reference	DB.PO
Author	Manager Works and Services
Date of Report	14 November 2018
Disclosure of Interest	Nil

Summary

For Council to approve the design and location of the public toilet to be placed at Bromus Dam.

Background

Council approved the supply and erection of a public toilet to be situated in the Bromus Dam reserve.

Statutory Environment

*Local Government Act 1995*

Policy Implications

As per Policy T17 – Development on Shire of Dundas Controlled Land.

Financial Implications

Project has been provided for in the current Budget

Strategic Implications

Will provide a much needed asset for the public

Consultation

Projects Officer

Comment

An allocation was made in the current Budget for the provision of a waterless bio toilet to be located at Bromus Dam. Due to an oversight, the toilet has already been purchased and is now enroute to the Shire depot. Invitations to quote to install the toilet are currently being circulated to potential builders.

A brochure showing the type of toilet was shown to Councillors at the Forum on 6 November including the actual location of where the building is to be placed.

Voting Requirements

Simple Majority

**Officer Recommendation**

**That Council approve the plans and location as previously presented of the waterless toilet to be installed at Bromus Dam.**

Moved Cr Hogan  
Seconded Cr Patupis

### **Resolution**

**That Council approve the plans and location as previously presented of the waterless toilet to be installed at Bromus Dam.**

Carried by: Simple Majority

For: 6

Against 0

## **10.2 Engineering and Works**

<b>Agenda Reference &amp; Subject</b>	
<b>10.2.1 – Main Street Rotunda</b>	
Location / Address	Shire of Dundas
File Reference	DB.IN
Author	Manager Works and Services
Date of Report	12 November 2018
Disclosure of Interest	Nil

### **Summary**

For Council to consider the dilapidated condition of the Rotunda and possible solutions.

### **Background**

The Rotunda in Prinsep Street has been there for many years and is the site where the ANZAC Day and Remembrance Day ceremonies are held.

### **Statutory Environment**

*Local Government Act 1995*

### **Policy Implications**

Council has no Policies in relation to this matter.

### **Financial Implications**

There will be some financial implications should Council Adopt the Resolution

### **Strategic Implications**

Will permit a memorial to be created in a new and safer area that will cater for larger numbers of people.

### **Consultation**

Councillors  
Shire staff

### **Comment**

The Rotunda was erected many years ago and has been associated with armed services memorials over those years and continues to this date. It is a timber structure with a corrugated iron roof and draws many admiring comments from people travelling through the town.

Unfortunately, the rotunda has some liabilities which will need to be addressed, sooner rather than later.

The first issue is the condition of the building. Dry rot has spread throughout the structure and along with the infestation of white ants, the building is in such a state that it has been declared unfit for use and entry to the structure is prohibited.

The reason the condition of the structure has deteriorated to the extent that it is in now is due solely to the lack of maintenance in the past years. While the building has been painted on a semi regular basis, that in itself was not all that was needed. A white ant inspection and preventative treatment program should have been carried out annually. While the building could be restored, it would still have many weak areas that need constant attention, all of which would add to a costly exercise.

The second problem with the building is the location. Main Roads WA have regulations that govern what street furniture can be placed on any road under their care and control. As the rotunda is in the middle of the Coolgardie Esperance Highway, the verge on which the rotunda is situated is subject to their regulations. The facts that are not supportive of the rotunda remaining where it is in the median strip are:

- The rotunda is considered to be a non-frangible structure in the middle of a median strip.
- The retaining wall on the western side of the median strip is in conflict with their "Safety and Barriers" road design guidelines.
- A Road Safety Audit conducted by an independent consultant engineer, in conjunction with MR WA officers, recommended that all objects that compromise sightlines along Prinsep Street be removed.

Clearly, the fact that the rotunda is extremely close to the 3 metre clear zone for the 50 km/hr speed limit does bring its existence at this location into serious question.

Discussions with Main Roads have been ongoing for some time regarding the status of the rotunda. Their concerns, expressed in a letter from them on 19 July 2018 has not made the situation any clearer and they have suggested that the matter deserves further investigation before a decision on the retention of the rotunda in this location could be made.

Under the current regulations for "Main Roads Supplement to Austroads Guide to Roads Design Part 6: Roadside Design, Safety and Barriers", it is difficult to see them supporting the continued existence of the rotunda at this site.

Other considerations are that the current site does not permit the expansion of facilities that are becoming progressively needed to support the ever increasing numbers of people attending these memorial events.

Perhaps now is the time, when a decision on the future of the rotunda is imminent, to consider an alternative site to permanently base a memorial to the armed forces. It is also an opportunity to combine that memorial with:

- A tribute to the indigenous people who gave their all for this country in time of war
- Some recognition of the people who lost their lives in the mining industry

There are a number of locations that could be considered as a suitable site for such a worthy project:

- The current Visitors Centre site once that facility has moved in the new Woodlands Centre
- On the lawns to the north of the Medical Centre
- Wildflower Park

## **Visitors Centre**

There would be expenses with this location due to the building having to be relocated (and to where) to make way for the memorials.

### **Medical Centre**

This area is of a reasonable size and situated in a side street away from the main thoroughfare. One problem is that the site is on a slope which could entail having a site that has stepped down levels to ensure continuity in the construction.

### **Wildflower Park**

This site is spacious and has unrestricted potential. Entry could be off Welcome Park and the area provides a wide open space to incorporate all three memorials. Wildflower Park was initially intended to have been developed as a colourful walk from the Visitors centre down to the main shopping area of town but has never been given a priority in that vein.

### **Summary**

The very idea of relocating the rotunda will probably not be too popular with the community but there are ways to get the community both supportive of and involved with the concept.

Firstly, a circular could be sent out to the community advising of the state the rotunda and the costs associated with its restoration. Also included in that circular would be the need to emphasise the possibility that the structure, at some time in the future, may have to be relocated due to increased traffic numbers and the need for a redesign of the road through town to cater for that requirement.

Secondly, advise the community of the opportunity to relocate the site to a more suitable location (giving them a number of possible sites) and ask for public comment as to where they think the new site should be.

Thirdly, and once a site has been approved by Council, invite the community to submit their sketches/drawings/designs of how the new "Memorial Park" could look. A condition of the new site could be that the new structure should contain not only elements of the current rotunda but also incorporate some salvageable materials from the building so that that connectivity could be maintained. Council could consider offering cash prizes to people whose designs had elements that were selected to be incorporated into the final design.

It is also possible that the rotunda could be reproduced in its entirety and take pride of place in the new park along with the other tributes.

It is considered that a new park to house the above concept would attract grant funding without too much trouble as the attendance at these services is growing steadily each year as more and more younger people become aware of the history of the armed services.

### **Voting Requirements**

Simple Majority

### **Officer Recommendation**

**That Council:**

- 1. Agree that restoration of the rotunda at its current location is not in the best interests of the community; and**
- 2. Provide a list of alternative sites and seek comments from the community as to a preferred site.**



**Council Recommendation**

That the matter lay on the table until the 18<sup>th</sup> December 2018 Ordinary Council Meeting pending the following reasons:

1. Community consultation;
2. Comprehensive assessment on the cost of repairs; and
3. Further clarification from Main Roads to their issues and intentions on why they would like it removed.

Moved Cr Warner  
Seconded Cr Hogan

**Resolution**

That the matter lay on the table until the 18<sup>th</sup> December 2018 Ordinary Council Meeting pending the following reasons:

1. Community consultation;
2. Comprehensive assessment on the cost of repairs; and
3. Further clarification from Main Roads to their issues and intentions on why they would like it removed.

Carried by: Simple Majority For: 6 Against 0

Agenda Reference & Subject	
<b>10.2.2 – Permanent RV Park</b>	
Location / Address	Shire of Dundas
File Reference	A3961
Author	Manager Works and Services
Date of Report	8 October 2018
Disclosure of Interest	Nil

**Summary**

For Council to consider directing the old Rugby Field to remain the RV Park for the foreseeable future.

**Background**

At the Ordinary Meeting of Council held Tuesday, 21 August 2018, Council approved the old Rugby Field as being the RV Parking Area until further notice.

**Statutory Environment**

Local Government Act 1995  
Caravan Parks and Camping Ground Act 1995  
Caravan Parks and Camping Ground Regulation 1997  
Shire of Dundas Town Planning Scheme No 2

**Policy Implications**

Council has Adopted Policy T.18 Designated RV Parking Area for Self-Contained Vehicles and Caravans that is relevant to this matter.

**Financial Implications**

None other than normal operating expenses

### Strategic Implications

Will continue to encourage tourist to stop in Norseman and stay for longer periods of time.

### Consultation

CEO and other staff – Shire of Dundas

### Comment

The transition from the old RV Park to the new site has been smooth and is being policed. Initial reaction has been positive and there has been no occurrences of campers trying to access the old site.

The original intentions were for this new site to be only temporary with campers moving back to the old site once the Management order had been changed to include recreation in the “permitted use” of the reserve. However, with the current site appearing to be perfectly suited for the new purpose, perhaps Council could agree to letting the site remain as the RV Park for a longer period of time.

This would allow for some development of the site to make the area more “user friendly” for traffic. At the moment, the park is averaging around nine vehicles each night with some occasions well in excess of that number so it is proving very popular.

First move would be to begin planting some small tree and shrubs around the site, mostly native to this area but they would break up the starkness and bring some comfort to travellers by the park becoming more ascetically enjoyable.

A second idea is to create designated pathways with the trees and shrubs thereby directing traffic to ensure that the parking areas are all used productively. A dump site could also be installed, subject to adequate funding being sourced.

If the use of the park grows, which is expected to happen, there is also the option of utilising the parking areas between this site and the tennis courts, fencing would be a minor cost and it would add more parking area without any major development.

The old RV site would then be allowed to return to its former state which is a welcome site which with its greenery and shaded areas could be utilised for another open area purpose.

### Voting Requirements

Simple Majority

### Officer Recommendation

**That Council agree to the old Rugby Field remaining as the RV Park for the foreseeable future and that plans for some low cost development for the site, subject to Council approval prior to implementation.**

Moved      Cr Hogan  
Seconded   Cr Bayley

### Resolution

**That Council agree to the old Rugby Field remaining as the RV Park for the foreseeable future and that plans for some low cost development for the site, subject to Council approval prior to implementation.**

Carried by: Simple Majority

For: 5

Against 1

Cr Warner is recorded as being against the recommendation.

Howard Renshaw entered the Council Chambers at 6:50pm.

### 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	15 <sup>th</sup> November 2018
Disclosure of Interest	Nil

#### Summary

For Council to consider receiving the Information Bulletin for the period ending 15<sup>th</sup> November 2018.

#### Background

The Councillors' Information Bulletin for the period ending 15<sup>th</sup> November 2018 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 15<sup>th</sup> November 2018, as included in confidential papers relating.**

Moved Cr Wyatt  
Seconded Cr Patupis

#### Resolution

**That Council receive the November Councillors' Information Bulletin for the period ending 15<sup>th</sup> November 2018, as included in confidential papers relating.**

Carried by: Simple Majority For: 6 Against 0

Agenda Reference & Subject	
10.3.2 – Standing Orders Amendment Local Law 2018	
Location / Address	Shire of Dundas
File Reference	LE.LO
Author	Richard Brookes
Date of Report	13 <sup>th</sup> November 2018
Disclosure of Interest	Nil

#### Summary

For the Council to adopt the Shire of Dundas Standing Orders Amendment Local Law 2018

#### Background

The Joint Standing Committee on Delegated Legislation wrote to the Shire requesting that the Council respond by resolution to a number of issues to ensure that the Shire of Dundas Standing Orders Local Law 2018 remains in force and not be disallowed.

The Council considered the Joint Standing Committee on Delegated Legislation's letter at its Ordinary Council meeting held on the 21<sup>st</sup> August 2018 and resolved the following:

**That the Joint Standing Committee on Delegated Legislation be advised that the Council of the Shire of Dundas undertakes:**

1. **Within 6 months, amend the Local Law to:**
  - Delete clauses 15.1 to 15.6
  - Incorporate the content of clause 15.6(2) and 15.6(3) into clause 14.10
  - Make all necessary consequential amendments
2. **Until the Local Law is amended in accordance with undertaking 1:**
  - Not to enforce the Local Law in a manner contrary to undertaking 1.
  - Where the Local Law is made publicly available, whether in hard copy or electronic form (including on the Shire's website), ensure that it is accompanied by a copy of these undertakings.

At its meeting held 18<sup>th</sup> September 2018 the Council resolved:

**That the Council of the Shire of Dundas resolve to:**

- 1 advertise the Shire of Dundas Standing Orders Amendment Local Law 2018 pursuant to the requirements of the Local Government Act 1995; and**
- 2 consider the adoption of the local law after submissions have been received.**

#### Statutory Environment

Joint Standing Committee on Delegated Legislation & the Department of Local Government Sport and Cultural Industries, Local Government Act 1995

#### Policy Implications

N/A

#### Financial Implications

There are no additional costs to the Shire other than the required statutory advertising process.

#### Strategic Implications

The Standing Orders Amendment Local Law 2018 is necessary to amend the current local law as required by the Joint Standing Committee on Delegated Legislation. Failure to do so may result in the local law being disallowed, making the local law ineffective and unable to be utilised by the Shire.

#### Consultation

Joint Standing Committee on Delegated Legislation, the Department of Local Government and general advertising of the proposed change as required by the Local Government Act 1995. No submissions other than from the Department of Local Government requesting some minor changes to format have been received.

#### Comment

The Shire has undertaken the process of drafting the Shire of Dundas Standing Orders Amendment Local Law 2018 to ensure that clauses meet the requirements of the Joint Standing Committee on Delegated Legislation by:

- Deleting clauses 15.1 to 15.6;
- Incorporating the content of clause 15.6(2) and 15.6(3) into clause 14.10;
- Making all the necessary consequential amendments; and making the formatting change as suggested by the Department of Local Government

A copy of the amended Standing Orders Amendment Local Law 2018 is included in the papers relating.

#### Voting Requirements

Absolute Majority

#### Officer Recommendation

**That the Council following advertising and consideration of the submissions received adopt the Shire of Dundas Standing Orders Amendment Local Law 2018.**

Moved      Cr Bayley

Seconded Cr Hogan

### **Resolution**

**That the Council following advertising and consideration of the submissions received adopt the Shire of Dundas Standing Orders Amendment Local Law 2018.**

Carried by: Absolute Majority

For: 6

Against 0

<b>Agenda Reference &amp; Subject</b>	
<b>10.3.3 – Shire of Dundas Roadwise Committee</b>	
Location / Address	Shire of Dundas
File Reference	RD.PR.4
Author	Manager Works and Services
Date of Report	13 November 2018
Disclosure of Interest	The author has an interest to the extent that he will be a member of this committee

### **Summary**

For Council to consider the reforming of a Roadwise Committee to represent the Shire of Dundas.

### **Background**

There was a Roadwise Committee for Norseman formed previously but it appears to have been inactive for some time.

### **Statutory Environment**

*Local Government Act 1995*

### **Policy Implications**

Council has no Policies in relation to this matter.

### **Financial Implications**

Nil, unless by Council Resolution

### **Strategic Implications**

Will assist in making roads safer for the public in the Shire of Dundas area.

### **Consultation**

Council Workshop

### **Comment**

Roadwise Committees are found in most local government regions in Western Australia and are usually formed in one of two ways:

- A direct Committee of Council, subject to all regulations relating to the appointment and operation of Committees under the *Local Government Act 1995*
- A Community based Committee consisting of Members and staff of the local government (to provide administrative duties) as well as emergency services and community members, reporting back to Council.

There is evidence that Norseman did have a Roadwise Committee in the past but for whatever reasons, it has not operated as a committee for some time.

The creation of a Council appointed Committee is not desirable unless there is a lack of community members prepared to volunteer for that committee. That type of committee is too cumbersome, is somewhat restrictive in its operation and does not involve the community to the extent that a community based committee would.

A typical community based committee would include one or two Local Government Members, the Manager Works and Services, Manager Community Development, a member from each of the WA Police, St John, DFES, Roadwise WA, MR WA, Norseman district High School and a number of community representatives. It is proposed that the new Committee would resemble a similar makeup.

While Council appointed staff to that Committee would provide administrative support, Minutes of all the Committee's Meetings would be referred to an Ordinary Meeting of Council for consideration.

Roadwise Committees do, when operated efficiently, provide many safety initiatives in the promotion of safer standards on our roads. There is no reason why a Shire of Dundas Roadwise Committee should be any different.

#### Voting Requirements

Simple Majority

#### Officer Recommendation

##### **That Council:**

- 1. Resolve to support the creation of a new Roadwise Committee for the Shire of Dundas;**
- 2. Appoint Cr Wyatt, Cr Warner, the Manager Works and Services and the Manager of Community Development to that Committee;**
- 3. Invite representatives from WA Police, DFES, St John, Roadwise WA, Main Roads WA and Norseman District High School to that Committee;**
- 4. Invite applications from interested local community members to fill three places on that Committee; and**
- 5. Minutes of all Committee Meetings would be presented to Council for consideration.**

Moved Cr Hogan  
Seconded Cr Bayley

#### Resolution

##### **That Council:**

- 1. Resolve to support the creation of a new Roadwise Committee for the Shire of Dundas;**
- 2. Appoint Cr Wyatt, Cr Warner, the Manager Works and Services and the Manager of Community Development to that Committee;**
- 3. Invite representatives from WA Police, DFES, St John, Roadwise WA, Main Roads WA and Norseman District High School to that Committee;**
- 4. Invite applications from interested local community members to fill three places on that Committee; and**
- 5. Minutes of all Committee Meetings would be presented to Council for consideration.**

Carried by: Simple Majority

For: 6

Against 0

#### 10.4 Administration, Finance and Community Service

Agenda Reference & Subject	
<b>10.4.1 – Accounts Paid 1/10/2018 – 31/10/2018</b>	
Location / Address	Shire of Dundas
File Reference	FM.CR
Author	Accounts Payable Officer
Date of Report	07/11/2018
Disclosure of Interest	Nil

#### Trust Payments

Chq/EFT	Date	Name	Description	Amount
EFT3123	05/10/2018	Mike Griffiths	Refund gym key deposit via bank transfer	50.00
EFT3142	15/10/2018	Norseman Hardware	12 x key tags, 3 x padlocks, 1 x handle knob combo set	175.90
EFT3143	16/10/2018	Norseman Community Resource Centre	1 x OPPO A57 mobile phone & 1 x micro mini sd	279.95
EFT3144	17/10/2018	Norseman Community Resource Centre	2 x etTuch tablets & 1 x OPPO A57	508.90
EFT3190	26/10/2018	Shire of Dundas	Recoup toy library fees, BRB commissions, BCITF commissions and gym key deposits	2309.71
				<b>\$3'324.46</b>

#### Municipal Cheques

Cheque	Date	Name	Description	Amount
26345	12/10/2018	Horizon Power	Street Light Usage 01.09.2018 - 30.09.2018	3634.94
26346	12/10/2018	Telstra Corporation Limited	Telstra Mobile Usage 17.09.2018 - 16.10.2018 \$592.96 Telstra Satellite Usage 16.09.2018 – 15.10.2018 \$155.25	748.21
26349	19/10/2018	Telstra Corporation Limited	Home Bundles for MOW & DCEO 26.08.2018 - 25.09.2018	201.22
26350	19/10/2018	Water Corporation	Various Water Accounts (01.09.2018 - 31.10.2018)	10461.42
26351	26/10/2018	Horizon Power	Various Power Usage Accounts 15.08.2018 - 16.10.2018	7690.07
26352	26/10/2018	Telstra Corporation Limited	Landlines and Internet Usage 05.10.2018 - 04.11.2018	820.98
				<b>\$23'556.84</b>

#### Municipal Account EFT's

EFT	Date	Name	Description	Amount
EFT3112	05/10/2018	Concrete World	Supply 1x Septic Tank and 1x Septic Lid for Bromus Dam Toilets	1113.00
EFT3113	05/10/2018	Shire of Dundas Municipal Fund	Payroll deductions	470.00
EFT3114	05/10/2018	Esperance Tree Lopping Pty Ltd	Remove palm trees and grind stumps around admin building	3850.00



EFT3115	05/10/2018	A.D. Engineering International	Town clock quarterly service (03.09.2018 - 02.12.2018)	132.00
EFT3116	05/10/2018	GENESIS MINERALS LIMITED	Rates refund for assessment A3244 LOT EL 63-1172 NORSEMAN 6443 \$742.22 Rates refund for assessment A3379 LOT EL 63-1086 NORSEMAN 6443 \$249.87 Rates refund for assessment A3380 LOT EL 63-1087 NORSEMAN 6443 \$268.55	1242.64
EFT3117	05/10/2018	KBuilt Construction Pty Ltd	Eucla Community Hall - Progress Claim 3	162169.43
EFT3118	05/10/2018	Star Track Credit	Freight (Able Sales, Shenton Pumps and Jason Signmakers)	1106.67
EFT3119	05/10/2018	Navman Wireless Australia Pty Ltd	Monthly satellite service (05.09.2018 - 04.10.2018)	65.89
EFT3120	05/10/2018	Norseman General Practice	Pre-employment medical examination - Robert Young	132.00
EFT3121	05/10/2018	Shenton Pumps	Repairs to Wave 300 (Norseman Pool Equipment)	1748.93
EFT3122	05/10/2018	Wilsons Diesel & Auto Repairs	Repair Damage to front diff driveshaft - Fit new parts to machine and test operational on Kubota Mower DS3181 \$1813.40 Supply and fit new tyre to Tip Truck DS26 \$545.80	2359.20
EFT3124	12/10/2018	Australasian Performing Right Association Limited	Licence Renewal Fees (01.10.2018 - 31.12.2018)	201.92
EFT3125	12/10/2018	Austral Mercantile Collections	Rates Debt Collection - September 2018	198.00
EFT3126	12/10/2018	Officemax	Supply 25 Reams of White Paper	121.28
EFT3127	12/10/2018	DHL Express Australia Pty Ltd	Freight - ADB Safe gate (Bollards for Airstrip)	575.50
EFT3128	12/10/2018	Engenuity Engineering Pty Ltd	Woodlands Cultural Community and Visitor Centre - Design and Documentation, Progress Draw 2 \$3300.00 Woodlands Cultural Community and Visitor Centre - Geotechnical Testing Consultant Fee \$935.00	4235.00
EFT3129	12/10/2018	Department of Fire & Emergency Services	ESL (September 2018)	12766.35
EFT3130	12/10/2018	Threat Protect	Alarm Monitoring (Admin)	234.75
EFT3131	12/10/2018	Goldfields Records Storage	Member Contribution Goldfields Records Facility 2018/2019 - 01.07.2018 - 30.06.2019	17600.00
EFT3132	12/10/2018	H+ H Architects	Architectural Services - Eucla Community Hall Contract Administration to 25% Complete	2669.10
EFT3133	12/10/2018	Star Track Credit	Freight (Jason Signmakers)	263.51
EFT3134	12/10/2018	LGIS	LGIS Workcare Insurance - Instalment No2 (30.06.2018 - 30.06.2019) \$26173.13	68315.13

			Property Insurance Instalment No2 30.06.2018 – 30.06.2019 \$32065.32 Liability Insurance Instalment No2 30.06.2018 – 30.06.2019 \$14817.48 2018/19 Contributions Credit Note Instalment No2 <b>-\$4740.80</b>	
EFT3135	12/10/2018	MARRAK GROUP SAFETY SUPPLIES AND APPAREL	Uniforms - Fenn Martin, Alex Campbell, Steven Borsi, Craig Coulson, Peter Ladewig, Garth Butler, Mark Crick, Nigel Clark, Trevor Snell, Raymond Marcon, David McEwan and Harold Reeves	6036.32
EFT3136	12/10/2018	Norseman Community Resource Centre	Printing of the Norseman Today Vol35 No9 400x Copies	1440.00
EFT3137	12/10/2018	Online Business Equipment	Monthly Service Agreement No17649	71.50
EFT3138	12/10/2018	Solutions IT (invoice S)	Agreement - Cloud Backup (Monthly Billing for October 2018)	180.68
EFT3139	12/10/2018	Solutions IT (invoice A&B)	Monthly Billing for Managed Support (October 2018)	1479.50
EFT3140	12/10/2018	Visimax Safety Products	Supply 8x Dangerous Dog Signs, 2x Dangerous Dog Collars and 2x Dog Muzzles plus Postage	337.40
EFT3141	12/10/2018	Wilsons Diesel & Auto Repairs	Carry out 500hr service and degrease engine bay on Bomag Roller DS25	748.20
EFT3145	19/10/2018	Australian Taxation Office	BAS (September 2018)	27522.00
EFT3146	19/10/2018	Able Sales	Purchase 1x Compressor Diesel 11HP 160L 42CFM 125PSI for Hino 500 DS19 (1 year warranty)	1990.00
EFT3147	19/10/2018	Bennett's Batteries Bennett Lubricants	6 x Ctns of grease for tube grease gun	693.00
EFT3148	19/10/2018	Laurene Bonza	Claim (Council Meeting 18.09.18, Woodlands Centre 13.09.18, Council Forum 17.09.18 plus fuel purchased for Wiluna Opening Trip 5-7.09.2018)	726.65
EFT3149	19/10/2018	Barry Bayley	Claim - Ordinary Meeting 18.09.18, Woodlands Centre 13.09.18 and Council Forum 17.09.18	320.00
EFT3150	19/10/2018	BOC Limited	Container Service Fee (29.08.2018 - 27.09.2018)	43.97
EFT3151	19/10/2018	Courier Australia	Freight (Cutting Edges)	1061.31
EFT3152	19/10/2018	Cuten Guneder Machinery	Hire of Truck 03.09.2018 - 28.09.2018 (total 141.50 hours) \$12027.50 Pick up Grader from Hyden, Take to depot (service) the return to Hyden (10hours total) \$1700.00	13727.50
EFT3153	19/10/2018	Shire of Dundas Municipal Fund	Payroll deductions	470.00
EFT3154	19/10/2018	Dundas Fencing & Building Maintenance	Pump out toilet at Breakaways and pump out toilets at McDermind Rocks - Including disposal fees, labour and travel \$2015.75 Pump out 2x septic tanks at Welcome Park \$1321.65	3337.40

EFT3155	19/10/2018	David Thiel	Modifications to existing Museum Structure (final payment)	4754.80
EFT3156	19/10/2018	Elite Gym Hire	Hire of Weights, Treadmill and Cross Trainer 12.09.2018 - 12.10.2018	1011.35
EFT3157	19/10/2018	GRAHAM GATH SURVEYS	Survey work extending Eucla Waste Facility (including travel, accommodation and meals) \$7640.49 The re-establishment survey for the Eucla Community Hall \$2378.97	10019.46
EFT3158	19/10/2018	JEP Hogan	Claim (Council Meeting 18.09.2018)	160.00
EFT3159	19/10/2018	JR & A Hersey Pty Ltd	Supply Botanical Cream, PVC Tape, Cut-off Disc, Duct Tape, Gaffa Tape, Hacksaw Blades, Thread Tape and 20x Miscellaneous Items \$524.92 Supply 2x Sprayers, 4x cable ties and 24x cans of repellent \$1025.97 Supply side cutters, drill bit set, magic trees, fuse kit, pin kit, safety glasses, ear plugs and gloves \$663.25 Supply grease couplers, grease gun, Stanley blades and flagging tape \$265.87	2480.01
EFT3160	19/10/2018	Landgate	Mining Tenement Schedule M2018/9 07.08.2018 - 05.09.2018	39.00
EFT3161	19/10/2018	Star Track Credit	Freight (Jason Signmakers)	78.94
EFT3162	19/10/2018	Marketforce	Advertising - RFT 01, 02 & 03-18 (The West Australian 22/09/2018) \$585.12 Advertising Local Laws – Property and Standing Orders Amendment (the WA 25.09.18) \$426.42 May 2018 Early Settlement Discount - <b>\$127.63</b>	883.91
EFT3163	19/10/2018	Ngadju Charitable Trust No2	Refund cleaning and damage deposits	530.00
EFT3164	19/10/2018	New World Cobalt Limited	Rates refund for assessment A3740 LOT EL 63-1528 NORSEMAN 6443	60.99
EFT3165	19/10/2018	Protector Pest Control	Annual Termite Program and Complimentary Spider and Cockroach Treatment (Shire housing and Infrastructure)	9631.60
EFT3166	19/10/2018	Trophy Kings	Purchase 1x Desk Plate (Peter Fitchat CEO), 1x CEO Honour Board Plate (Peter Fitchat 2018 - ) 1x CEO Honour Board Year (D Stead 2015-2018)	152.75
EFT3167	19/10/2018	Veronica Wyatt	Claim - Ordinary Meeting 18.09.018, Woodlands Centre 13.09.18 and Council Forum 17.09.18	320.00
EFT3168	19/10/2018	Sharon Warner	Claim (Council Meeting 18.09.18, GTNA Meeting 14.09.18, Woodlands Centre 13.09.18 and Council Forum 17.09.18)	400.00
EFT3169	26/10/2018	Advertiser Print	3x 250 Business Cards (Peter Fitchat, Stephen Bowyer and Ranger)	309.00

EFT3170	26/10/2018	ZircoDATA Pty Ltd	Storage of Registers 26.08.2018 - 25.09.2018	160.24
EFT3171	26/10/2018	BP Norseman	Diesel and Unleaded Fuel Purchases 02.09.2018 - 27.09.2018	726.25
EFT3172	26/10/2018	Bunnings Warehouse Kalgoorlie	Supply PVC Pipes, Fittings and Tap Assembly w/key for Admin Gardens	295.63
EFT3173	26/10/2018	Cutting Edges Pty Ltd	Supply various Plowbolts, Nuts, Washers and Cutting edges for Loader 910K	1321.88
EFT3174	26/10/2018	Courier Australia	Fright - SLWA, Advertiser Print, Goldfields Locksmith and Drizign	185.68
EFT3175	26/10/2018	Coyles Mower & Chainsaw Centre	Service Brush cutter (stihl FS94) \$234.00 Minimum labour charge Hedge trimmer – to be replaced \$27.50 Minimum Labour Charge Hedge Trimmer – Cannot be repaired \$27.50 Service mini boss chainsaw \$141.00 Purchase 2x air filters and 1x oil cap (Small Plant) \$24.40	454.40
EFT3176	26/10/2018	Cuten Guneder Machinery	Truck Hire 01.10.2018 - 16.10.2018 (45hrs) Hyden Road \$3825.00 Transport loader to pit 14 Hyden Road (5 Hours), Pick up grader from Hyden road to Norseman Shire Yard \$1700.00	5525.00
EFT3177	26/10/2018	Department of Fire & Emergency Services	2018/2019 ESL for Shire of Dundas owned properties	2131.32
EFT3178	26/10/2018	Glen Flood Group Pty Ltd T/A GFG Consulting	Project Managed Support for the Development of the Woodlands Centre (01.09.2018 - 30.09.2018)	5778.87
EFT3179	26/10/2018	Jason Signmakers	2x Custom made signs 1800mm X 1200mm Road Conditions and 12x Custom made signs 400mm X 150mm Road Conditions \$1537.84 Waste facility stickers x4 \$55.00 4x Quadruped Stands and signs \$423.30 1x Pool Sticker Aluminographic \$1221.00	3246.14
EFT3180	26/10/2018	Landgate	Certificate of Title searches - Lot's 297, 298, 299 & 300 Angove Street, Lot's 289, 290 & 280 Prinsep Street (Council Meeting 21/08/2018 item 10.4.6) \$179.90 Property Interest Report 106 Angove Street \$59.00 Certificate of title search Lot 290 Prinsep Street \$25.70	264.60
EFT3181	26/10/2018	Star Track Credit	Freight - Pathwest	69.61
EFT3182	26/10/2018	MARRAK GROUP SAFETY SUPPLIES AND APPAREL	Purchase 2x XL Safety Vests and 9x Chemical Gloves	100.00
EFT3183	26/10/2018	Norseman IGA	Various IGA Purchases for September 2018	1198.16

EFT3184	26/10/2018	O'Dwyer Electrical	Repair External Security Lights at Sports Complex, Repair Damage to Electrical conduct at Phoenix Park, Fault find on BBQ's at Phoenix Park, Check 3 phase at Men's Shed, Replace oyster light at 18 Mildura St (doctors) plus Travel and Labour	1595.00
EFT3185	26/10/2018	Ricoh Australia	Printer cartridge for Department of Transport printer	143.00
EFT3186	26/10/2018	South East Petroleum	Diesel 7800LTS \$11786.35 Diesel \$7624.65 Fuel Purchases 30.09.2018 – 27.09.2018 \$587.01	19998.01
EFT3187	26/10/2018	South Coast Foodservice	Supply 4x 5LT Disinfectant, 32x Universal Roll Towel, 1x Ctn of Garbage Bags, 5x Ctns of Toilet Paper and 5x Ctns of Hand Towel	678.52
EFT3188	26/10/2018	SGS Australia	Carry out soil tests on Eucla airstrip (particle size distribution and atterberg limits)	363.00
EFT3189	26/10/2018	Wilsons Diesel & Auto Repairs	Carry out 80'000km Service, Replace front steer tyres, Replace 2x Trailer Plugs and Replace wipers on DS10 Tip Truck \$2422.15 Replace damaged fuel tank strip on DS174 Tip Truck \$577.20 replace female hydraulic fitting on Trailer DS433 (float) \$236.30 Purchase 2x 6.5tonne bow shackles for Tip Truck DS26 \$150.80	3386.45
PAY	02/10/2018	Payroll	Direct Debit of Net Pays	55532.35
4905	03/10/2018	Adena McEwan	Reimbursement of Steel Cap Boots as per Council Policy	160.00
4914	11/10/2018	Pania Turner	2018 People and Culture Seminar WALGA 11 <sup>th</sup> – 13 <sup>th</sup> October 2018 (Meals Accommodation and Incidentals)	641.80
PAY	16/10/2018	Payroll	Direct Debit of Net Pays	54566.95
4921	17/10/2018	Margaret McEwan	Wesley Mission Suicide Prevention QLD 14 <sup>th</sup> – 20 <sup>th</sup> October 2018 (Meals and Incidentals)	393.65
4927	26/10/2018	Fennwell Martin, Craig Coulson, Ellana Risk and Stephen Bowyer	Snake Management Course 26 <sup>th</sup> October 2018 (Meals and Incidentals) (S Bowyer did not attend, Allowance was returned back to the Shire)	191.40
4933	30/10/2018	Ellana Risk and Richard Brookes	Richard – Meals, Travel and Incidentals 21 <sup>st</sup> – 21 <sup>th</sup> October 2018 (Health Inspections) Ellana – ANZ rejected payment on 26.10.2018 *Account Closed* Payment re submitted 30.10.2018	1405.11
PAY	30/10/2018	Payroll	Direct Debit of Net Pays	61938.06
				<b>\$601'483.29</b>

**Municipal Account Direct Debts**

Chq/EFT	Date	Name	Description	Amount
4896	01/10/2018	ANZ	BPAY Transaction Fees	100.65
4896	01/10/2018	ANZ	Merchant Fees	383.47
4897	01/10/2018	Equipment Rents	Sharp Interactive Board	256.30
DD9758	04/10/2018	SuperChoice	Superannuation 19.09.2018 – 02.10.2018	11987.43
4917	15/10/2018	3E Advantage Pty Limited	CRC photocopier, Shire photocopier & Printer meter readings – September 2018	3649.14
DD9774	18/10/2018	SuperChoice	Superannuation 03.10.2018 – 16.10.2018	11983.34
				<b>\$17'571.33</b>

**Municipal Account Credit Cards**

Chq/EFT	Date	Name	Description	Amount
No new transactions for the month to be reported 23.07.2018 – 23.09.2018. All transactions reported in last month's council meeting.				

**Summary of account totals**

Trust EFT's / Cheques	\$3'324.46
Municipal Cheques	\$23'556.84
Municipal EFT's	\$601'483.29
Municipal Direct Debit's	\$17'571.33
Municipal Credit Cards	\$0.00
<b>Grand Total for October 2018</b>	<b>\$645'935.92</b>

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas monthly accounts paid from 1/10/2018 to 31/10/2018 be noted.

Moved Cr Patupis  
 Seconded Cr Bayley

Resolution

That the Shire of Dundas monthly accounts paid from 1/10/2018 to 31/10/2018 be noted.

Carried by: Simple Majority For: 6 Against 0

Agenda Reference & Subject	
<b>10.4.2 – Financial Statements for the Period Ending 31<sup>st</sup> October 2018</b>	
Location / Address	Shire of Dundas
File Reference	FM.FI
Author	Deputy CEO
Date of Report	
Disclosure of Interest	Nil

Officer Recommendation

That the Shire of Dundas Financial Statements for the period ending 31<sup>st</sup> October 2018 be accepted.

Moved Cr Bayley  
Seconded Cr Hogan

### **Resolution**

That the Shire of Dundas Financial Statements for the period ending 31<sup>st</sup> October 2018 be accepted.

Carried by: Simple Majority For: 6 Against 0

Agenda Reference & Subject	
<b>10.4.3 – CRC Management Report &amp; Financial Statements to 31<sup>st</sup> October 2018</b>	
Location / Address	Shire of Dundas
File Reference	CS.SP.8
Author	Deputy CEO
Date of Report	
Disclosure of Interest	Nil



### **Management Report & Monthly Statement of Financial Activity For the period ending 31<sup>st</sup> October 2018**

### **Officer Recommendation**

That the Norseman Community Resource Centre Management Report and Financial Statements for the period ending 31<sup>st</sup> October 2018 be accepted.

Moved Cr Hogan  
Seconded Cr Bayley

### **Resolution**

That the Norseman Community Resource Centre Management Report and Financial Statements for the period ending 31<sup>st</sup> October 2018 be accepted.

Carried by: Simple Majority For: 6 Against 0

Agenda Reference & Subject	
<b>10.4.4 – Officers Reports</b>	
Location / Address	Shire of Dundas
File Reference	CM.PL.1
Author	Chief Executive Officer
Date of Report	15 <sup>th</sup> November 2018
Disclosure of Interest	Nil

Summary

For Council to note the reports received from the Manager of Community Development, Youth and Events Officer and the Health, Building and Town Planning 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 Community Development, Youth and Events Officer and Health, Building and Town Planning 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 Community Development, Youth and Events Officer and the Health, Building and Town Planning Officer.**

Moved Cr Warner  
Seconded Cr Hogan

Resolution

**That Council note the reports of the Manager of Community Development, Youth and Events Officer and the Health, Building and Town Planning Officer.**

Carried by: Simple Majority

For: 6

Against 0



<b>10.4.5 – Christmas Closure 2018</b>	
Location / Address	Shire of Dundas
File Reference	PE.LE
Author	Senior Administration Officer
Date of Report	9 <sup>th</sup> November 2018
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 2018/19 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 2018 and Boxing Day 2018 fall on Tuesday and Wednesday respectively. New Year's Day 2019 falls on the following Tuesday.

### Statutory Environment

Nil

### Policy Implications

ST.6 Public Service Holidays – Extra Leave

### Financial Implications

Nil

### Strategic Implications

Nil

### Consultation

CEO  
Deputy CEO  
Manager of Works & Services  
Manager of Community Development

### Comment

It is proposed that the Administration Office, Depot, Youth Centre and CRC 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 4 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 24<sup>th</sup> December 2018.

#### 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 24<sup>th</sup> December 2018 until Wednesday 2<sup>nd</sup> January 2019.**

Moved Cr Bayley  
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 24<sup>th</sup> December 2018 until Wednesday 2<sup>nd</sup> January 2019.**

Carried by: Simple Majority

For: 6

Against 0

Agenda Reference & Subject	
<b>10.4.6 – Changes to Fees &amp; Charges Schedule</b>	
Location / Address	Shire of Dundas
File Reference	FM.FE
Author	Senior Administration Officer
Date of Report	13 <sup>th</sup> November 2018
Disclosure of Interest	Nil

#### Summary

To increase the fee for Standpipe Water per kilolitre in the fees and charges schedule.

#### Background

The Water Corporation invoice the Shire for water usage of the standpipe at the concessional rate of \$2.534 per kilolitre. The cost is passed to the external uses at the same rate.

#### Statutory Environment

Local Government Act 1995 section 6.16 (3) (b)  
Local Government Act 1995 section 6.19

#### Policy Implications

Nil

#### Financial Implications

An increase to operating income.

#### Strategic Implications

Nil

#### Consultation

CEO, Deputy CEO, Manager of Works and Services and Manager of Projects.

#### Comment

The fee income the Shire receives from the Water Corporation is not sufficient by any means to cover the cost associated with standpipe operations.

The Water Corporation has confirmed that the Shire has every right to on-sell water at its discretion to recoup maintenance and administration costs related with providing this service to the community. However, the Shire has not adjusted the rate as such in the past.

Considering the ongoing administration and maintenance costs, it is recommended to charge an administration fee, equivalent to 20% of the prevailing rate per kilolitre of water consumed through the standpipe.

#### Voting Requirements

Absolute Majority

#### Officer Recommendation

**That the Council of the Shire of Dundas**

- 1) Increase the standpipe water rate per kilolitre by 20%;**
- 2) The amended fee is effective from 1<sup>st</sup> January 2019; and**
- 3) Give local public notice of its intention to amend the 2018-2019 fees and charges schedule to include the revised standpipe water rate.**

Moved      Cr Bayley  
Seconded   Cr Wyatt

#### Resolution

**That the Council of the Shire of Dundas**

- 1) Increase the standpipe water rate per kilolitre by 20%;**
- 2) The amended fee is effective from 1<sup>st</sup> January 2019; and**
- 3) Give local public notice of its intention to amend the 2018-2019 fees and charges schedule to include the revised standpipe water rate.**

Carried by: Absolute Majority

For: 6

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**

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 items for decision.**

Moved Cr Warner  
Seconded Cr Bayley

### **Resolution**

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

Carried by: Simple Majority

For: 6

Against: 0

<b>Agenda Reference &amp; Subject</b>	
<b>12.1 – RFT 01/18 Panel Tender for Plant Hire</b>	
Location / Address	Shire of Dundas
File Reference	FM.TE.3
Author	Manager Works and Services
Date of Report	6 November 2018
Disclosure of Interest	Nil

### **Summary**

For council to consider the submissions for RFT 01/18 Panel Tender for Plant Hire

### **Background**

At the Ordinary Meeting of Council held Tuesday, 18 September 2018, Council approved the calling of RFT 01/18 Panel Tender for Plant Hire.

### **Statutory Environment**

*Local Government Act 1995*

*Local Government (Functions and General) Regulations 1996*

### **Policy Implications**

As per Council Policy F3 - Purchasing Policy

### **Financial Implications**

The recommendation will not have any implications

### **Strategic Implications**

None

### **Consultation**

CEO, DCEO – Shire of Dundas

Comment

RFT 01/18 Panel Tender for Plant Hire was advertised in the West Australian newspaper on Saturday, 22 September 2018 and closed at 4.00 pm on Monday, 15 October 2018.

Tenders were opened in the Council Meeting Room at 4.30 pm on Monday, 15 October 2018 in the presence of:

- Peter Fitchat – CEO of the Shire of Dundas
- Gihan Kohobange – DCEO of the Shire of Dundas
- Peter Crawford, MWS of the Shire of Dundas

and in the following order:

- Ballantyne Earthmoving
- Egans Group
- Norseman Concrete

All three submissions were deemed to be conforming, having arrived on time and in the correct form.

One local contractor submitted prices for their plant with two more submissions coming from outside the Shire, one from Esperance and one from interstate.

The recommendation will be to accept as detailed in the confidential schedules as those contain the most utilised items of plant by the Shire. Other submissions will not be accepted as there is not enough comparison on prices to select a suitable supplier that will give benefit to the Shire. This will leave the Shire able to go to the open market when other items of plant are required.

Tender document submitted by each contractor could be made available for councillors' reference when requested.

Voting Requirements

Simple Majority

Officer Recommendation

That Council:

1. Award RFT 01/18 Preferred Supplier Panel – Plant Hire to Norseman Concrete for a period of two years from 1 December 2018 to 1 December 2020, in accordance with the tendered documents and pricing included in confidential schedules; and
2. Direct the Chief Executive Officer to sign a Formal Instrument of Agreement (as contained in the papers relating) with the General Manager of Norseman Concrete.

Moved Cr Wyatt  
Seconded Cr Bayley

Resolution

That Council:

1. Award RFT 01/18 Preferred Supplier Panel – Plant Hire to Norseman Concrete for a period of two years from 1 December 2018 to 1 December 2020, in accordance with the tendered documents and pricing included in confidential schedules; and
2. Direct the Chief Executive Officer to sign a Formal Instrument of Agreement (as contained in the papers relating) with the General Manager of Norseman Concrete.

Carried by: Simple Majority

For: 6

Against 0

Agenda Reference & Subject	
<b>12.2 – RFT 02/18 Supply of Mechanical Repairs &amp; Maintenance, Tyre Repairs &amp; Replacement</b>	
Location / Address	Shire of Dundas
File Reference	FM.TE.3
Author	Manager Works and Services
Date of Report	6 <sup>th</sup> November 2018
Disclosure of Interest	Nil

### Summary

For council to consider the submissions for RFT 02/18 Supply of Mechanical Repairs and Maintenance and Tyre Repairs and Replacement.

### Background

At the Ordinary Meeting of Council held Tuesday, 18<sup>th</sup> September 2018, Council approved the calling of RFT 02/18 Supply of Mechanical Repairs and Maintenance and Tyre Repairs and Replacement.

### Statutory Environment

*Local Government Act 1995*

*Local Government (Functions and General) Regulations 1996*

### Policy Implications

As per Council Policy F3 - Purchasing Policy

### Financial Implications

Will ensure that Council is meeting its obligations in accordance with the guidelines in the *Act*

### Strategic Implications

None

### Consultation

CEO, DCEO – Shire of Dundas

### Comment

RFT 02/18 Supply of Mechanical Repairs and Maintenance and Tyre Repairs and Replacement was advertised in the West Australian newspaper on Saturday, 22 September 2018 and closed at 4.00 pm on Monday, 15 October 2018.

The Tender Box was opened in the Council Meeting Room at 4.36 pm on Monday, 15<sup>th</sup> October 2018 in the presence of:

- Peter Fitchat – CEO of the Shire of Dundas
- Gihan Kohobange – DCEO of the Shire of Dundas
- Peter Crawford, MWS of the Shire of Dundas

and it was discovered that no tenders had been lodged.

As a result, this now leaves the Shire with the prerogative to seek individual quotations for the supply of these services from an open market.

#### Voting Requirements

Simple Majority

#### Officer Recommendation

##### **That Council:**

1. **Acknowledge that there has not been any response to RFT 02/18 Supply of Mechanical Repairs and Maintenance and Tyre Repairs and Replacement, and,**
2. **Direct the Chief Executive Officer to follow the guidelines for the supply of these services from locally qualified suppliers in accordance with Council's Purchasing Policy.**

Moved Cr Bayley  
Seconded Cr Wyatt

#### Resolution

##### **That Council:**

1. **Acknowledge that there has not been any response to RFT 02/18 Supply of Mechanical Repairs and Maintenance and Tyre Repairs and Replacement, and,**
2. **Direct the Chief Executive Officer to follow the guidelines for the supply of these services from locally qualified suppliers in accordance with Council's Purchasing Policy.**

Carried by: Simple Majority For: 6 Against 0

Cr Bonza left the Council Chambers at 7:06pm.  
Cr Bayley assumed the Chair.

<b>Agenda Reference &amp; Subject</b>	
<b>12.3 – RFT 03/18 Provision of Handyman Services</b>	
Location / Address	Shire of Dundas
File Reference	FM.TE.3
Author	Manager Works and Services
Date of Report	7 <sup>th</sup> November 2018
Disclosure of Interest	Nil

#### Summary

For council to consider the submissions for RFT 03/18 Provision of Handyman Services

#### Background

At the Ordinary Meeting of Council held Tuesday, 18<sup>th</sup> September 2018, Council approved the calling of RFT 03/18 Provision of Handyman Services.

#### Statutory Environment

*Local Government Act 1995*  
*Local Government (Functions and General) Regulations 1996*

#### Policy Implications

As per Council Policy F3 - Purchasing Policy

Financial Implications

Will ensure that Council is meeting its obligations in accordance with the guidelines in the *Act*

Strategic Implications

None

Consultation

CEO, DCEO – Shire of Dundas

Comment

RFT 03/18 Provision of Handyman Services was advertised in the West Australian newspaper on Saturday, 22 September 2018 and closed at 4.00 pm on Monday, 15<sup>th</sup> October 2018.

Tenders were opened in the Council Meeting Room at 4.38 pm on Monday, 15<sup>th</sup> October 2018 in the presence of:

- Peter Fitchat – CEO of the Shire of Dundas
- Gihan Kohobange – DCEO of the Shire of Dundas
- Peter Crawford, MWS of the Shire of Dundas

and in the following order:

- Bonza Constructions Pty Ltd
- Dundas Fencing and Building Maintenance

Both submissions were deemed to be conforming, having arrived on time and in the correct form. Neither tender provided all the necessary services requested and some services will need to be sought outside the contract provisions. However, from the information supplied, evaluations of the documents received were weighted in favour of the contractor recommended in the tender evaluation summary included in confidential schedules.

Tender document submitted by each contractor could be made available for councillors' reference when requested.

Voting Requirements

Simple Majority

Officer Recommendation

**That Council:**

1. **Award RFT 03/18 Provision of Handyman Services to Bonza Constructions for a period of two years from 1 December 2018 to 1 December 2020, in accordance with the tendered documents and pricing included in confidential schedules; and**
2. **Direct the Chief Executive Officer to sign a Formal Instrument of Agreement (as contained in the papers relating) with Bonza Constructions.**

Moved      Cr Patupis  
Seconded   Cr



**As there was no Secoder to the Officer Recommendation the motion was lapsed.**

Cr Bonza entered the Council Chambers at 7:19pm and resumed the Chair.

<b>Agenda Reference &amp; Subject</b>	
<b>12.4 – Acceptance of Annual Report 2017/2018</b>	
Location / Address	Shire of Dundas
File Reference	FM.AD.15.16
Author	DCEO – Gihan Kohobange
Date of Report	13th November 2018
Disclosure of Interest	Nil

### Summary

For the Council to consider and approve the Annual Report for the financial year ended 30<sup>th</sup> June 2018 (as included in the papers relating) and to set the date for the Annual Electors Meeting.

### Background

The Audited Annual Financial Report and Auditors Report were presented to the Council at its ordinary meeting held on 16<sup>th</sup> October 2018 and the Council resolved the following:

#### **That the Council of the Shire of Dundas**

- 1. Accept the recommendation of the Audit Committee that the Audit Report for 2017/18 as included in the papers relating be accepted;**
- 2. Accept the Annual Financial Report for the financial year ended 30<sup>th</sup> June 2018 as included in the papers relating.**

### Statutory Environment

The Local Government Act requires that the local government accept the Annual Report by the 31<sup>st</sup> December following the year subject to the audit report being available. If the audit report is not available to allow the local government to accept it by that date, then the annual report needs to be received within two months of the audit report being received. The Act also requires that a General Electors Meeting be held within 56 days of the local government accepting the annual report of the previous financial year.

### Policy Implications

Nil

### Financial Implications

Nil

### Strategic Implications

Regularly review of strategic plans in line with the actual performance (summarised in the annual report) will indicate the progress that the Shire has made in achieving its strategic objectives.

### Consultation

CEO, CDM, and other Staff

### Comment

**Key Highlights of the Year****Governance**

- Three new Councillors were elected to the Council during the year and Cr Laurene Bonza was appointed as the Shire President.
- Achieved 99% compliance in its 2017 Compliance Audit Return (CAR).

**Law, Order and Public Safety**

- Four local laws were repealed during the year and Standing Orders Local Law 2018 was adopted in place of the Shire of Dundas Local Law No. 1, gazetted in 1997.
- Installed additional CCTV cameras within the main town centre as an effective preventive measure of crime and anti-social behaviour.
- Thirteen bushfire incidents were managed successfully avoiding any impact on human lives, properties and animals.
- Became a member of the RSPCA.

**Education, Welfare and Community**

- Kick started construction of a purpose-built community hall in Eucla with a total project cost of \$900,000.
- Updated Disability Access and Inclusion Plan (DAIP).

**Parks, Ovals and Community Sporting Facilities**

- Upgraded Marks Park including new concrete walkways, new play equipment and landscaping carried out with funding support from Lotterywest.

**Culture and Tourism**

- Secured grant funding for new Woodlands Cultural and Visitors centre amounting to \$2.5 million.

**Airport**

- Norseman airstrip was upgraded as an all-weather airstrip with a total project cost of \$4.35 million

**Audit Report**

The Independent Audit Report identifies that the Shire of Dundas has completed the 2017/18 financial year in accordance with the appropriate legislation and regulations and that there are no material matters affecting the Shire's financial position. Furthermore, there are no items of statutory non-compliance raised.

**Annual Financial Report**

The Shire has generated a surplus of \$1,229,109 for the year ended 30 June 2018. The surplus for the year is overstated by the receipt of a part of the allocation of 2018-19 financial assistance grant amounting to \$767,839 in advance. If recognised in the year to which the allocation related, the surplus for the year would have been \$461,270.

The revenue of the council is derived from rates, fees, charges and grants. Council received operating and capital grants of \$4,759,964 (2016/17, \$4,446,951) during the year to support service provisions and various projects. Revenue from the rates for the year was \$2,071,460 which is a 9% increase over the previous year.

During the year, Shire has incurred operating expenditure of \$3,332,692 excluding depreciation and finance cost to provide various services to the community. Operating expenditure has reported a decrease of 9% compared to the previous year mainly because of the decrease in staff, material and supplies cost.

In 2017/18, the Shire spent \$421,973 to acquire and upgrade property, plant and equipment and \$3,808,099 to construct, upgrade and renew infrastructure assets. A bulk of infrastructure cost can be attributed to the Norseman airport upgrade project.

Outstanding rates as at 30th June 2018 is \$837,432 which indicates a zero growth over last financial year. A provision for doubtful debt of \$398,000 has been allowed, an increase of \$25,344 as at the end of the last financial year. This provision is for the possible future write-off of rates outstanding where property owners cannot be traced.

It is proposed to hold the General Electors Meeting on the 18<sup>th</sup> December 2018 prior to the December Ordinary Council meeting.

#### Voting Requirements

Absolute Majority

#### Officer Recommendation

**That the Council of the Shire of Dundas**

1. **Accept the Annual Report for the financial year ended 30<sup>th</sup> June 2018 as is included in the Papers Relating; and**
2. **Advertise that the Annual General Electors Meeting is to be held on the 18<sup>th</sup> December 2018 at the Shire Building at Prinsep Street, Norseman at 5.30pm.**

Moved Cr Bayley  
Seconded Cr Hogan

#### Resolution

**That the Council of the Shire of Dundas**

1. **Accept the Annual Report for the financial year ended 30<sup>th</sup> June 2018 as is included in the Papers Relating; and**
2. **Advertise that the Annual General Electors Meeting is to be held on the 18<sup>th</sup> December 2018 at the Shire Building at Prinsep Street, Norseman at 5.30pm.**

Carried by: Absolute Majority For: 6 Against 0

<b>Agenda Reference &amp; Subject</b>	
<b>12.5 – Community Grant Application Norseman Men's Shed</b>	
Location / Address	Shire of Dundas
File Reference	FM.SP.1
Author	Pania Turner Community Development Manager
Date of Report	20 <sup>th</sup> November 2018
Disclosure of Interest	Nil

#### Summary

For Council to consider the Community Grant Application submitted by the Norseman Men's Shed.

#### Background

The Norseman Men's Shed is a not for profit incorporated association with the mission of supporting men's health and well-being whilst also developing friendships and gaining and sharing skills.

#### Statutory Environment

Nil

## Policy Implications

### C.6 Community Grants Program

The current application meets the Criteria for Evaluation as stated in the Policy C.6:

#### 2. Criteria for Evaluation

There must be tangible and sustainable benefits demonstrated in order for the Shire to commit to any funding. In determining funding approval, applications will be required to deliver outcomes within the following Shire Strategies;

- Community Development
  - Youth
  - Seniors
  - Community Groups
  - Culture
  - Community Events
  - Community Initiatives
  - Sport and Recreation
  - Tourism and Area Promotion
  - Community Engagement

## Financial Implications

The Current 2018-2019 Budget Allocation for Community Grants has adequate funds to meet the request for \$3000.

## 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.		
Strategy 1	Goal	Measure
<b>1.2 Recreation, Sports and Leisure</b>	A socially connected Community that is physically active.	Level of Community participation in a range of clubs and activities is sustained or is growing.
<b>1.3 Engagement of the Community</b>	The Community are engaged in constructive activities that encourage social and Community development.	Participation rates of Community members involved in constructive activities is increasing. An increased level of Community feedback to the Shire. The continued Development and Youth Officer.

## Consultation

Norseman Men's Shed  
CEO Shire of Dundas

## Comment

Community members who come together to organise positive activities for local residents should be supported in their endeavours. The identified project has the potential to develop economic opportunity in Norseman through showcasing woodlands timbers and marketing unique artisan products coming from the Shire of Dundas.



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

The Shire of Dundas has received five nominations from the community, two nominations are unable to be accepted due to the nominee being an elected member of Council.

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 council consider the nominations received, as included in the confidential papers relating, and nominate suitable persons for the Australia Day Community Citizen of the Year and Senior Citizen of the Year Awards.**

Moved Cr Wyatt  
Seconded Cr Warner

**Resolution**

**That council consider the nominations received, as included in the confidential papers relating, and nominate suitable persons for the Australia Day Community Citizen of the Year and Senior Citizen of the Year Awards.**

Carried by: Simple Majority

For: 6

Against 0

Agenda Reference & Subject	
12.7 – Application for Exploration Licence E63/1924 by Topete Pty Ltd	
Location / Address	Shire of Dundas

File Reference	RV.VA.2
Author	CEO
Date of Report	21 <sup>st</sup> November 2018
Disclosure of Interest	Nil

### Summary

For Council to consider an application for Exploration Licence E63/1924 as attached in the papers relating.

### Background

The application was received from Topete Pty Ltd on 20<sup>th</sup> November 2018

Applicant: Topete Minerals Pty Ltd  
From: McMahon Mining Title Services  
Application date: 07/11/2018  
Posted: 14/11/2018  
Received: 20/11/2018  
Objection date: 12/12/2018  
Next Council workshop: 04/12/2018  
Next Council meeting: 18/12/2018

### Statutory Environment

*Mining Act 1978*  
*Mining Regulations 1981*

### Policy Implications

Council has no Policies in relation to this matter.

### Financial Implications

None

### Strategic Implications

Strategic Community Plan 2012-22 Strategy Theme 2 (A Thriving Community Local Economy and Economic Base) items 2-2.1, 2.2, 2.3, 2.4 Theme 3 (Natural & Built Environment) items 3.1, 3.2, 3.3, 3.4, 3.5.

### Consultation

None

### Comment

The application was received from Topete Pty Ltd for Exploration Licence E63/1924 as attached in the papers relating.

The purpose of the application is for exploration of the tenement area E63/1924. For Councils information this application was received on the 20<sup>th</sup> November 2018 and objections close on the 12<sup>th</sup> December 2018.

### Voting Requirements

Simple Majority

### **Officer Recommendation**

That the Council of the Shire of Dundas submit an objection for the application for Exploration Lease E63/1924 submitted by Topete Pty Ltd until;

1. An arrangement is finalised with the Department of Forestry Products Commission for the timber from the applied area as per their submitted application and,
2. Topete Pty Ltd satisfy Council that the suggested exploration activity in this area will not impact existing tourist attractions in the surrounding area.

### **Council Recommendation**

That the Council of the Shire of Dundas submit an objection for the application for Exploration Lease E63/1924 submitted by Topete Pty Ltd until;

1. An arrangement is finalised with the Department of Forestry Products Commission for the timber from the applied area as per their submitted application;
2. Topete Pty Ltd satisfy Council that the suggested exploration activity in this area will not impact existing tourist attractions in the surrounding area; and
3. That Topete Pty Ltd consult the Ngadju Rangers for input before the approval date.

Moved Cr Bayley  
Seconded Cr Wyatt

### **Resolution**

That the Council of the Shire of Dundas submit an objection for the application for Exploration Lease E63/1924 submitted by Topete Pty Ltd until;

1. An arrangement is finalised with the Department of Forestry Products Commission for the timber from the applied area as per their submitted application;
2. Topete Pty Ltd satisfy Council that the suggested exploration activity in this area will not impact existing tourist attractions in the surrounding area; and
3. That Topete Pty Ltd consult the Ngadju Rangers for input before the approval date.

Carried by: Simple Majority

For: 6

Against 0

<b>Agenda Reference &amp; Subject</b>	
<b>12.8 – Visitor Centre Committee Request for Assistance with Staff Recruitment</b>	
Location / Address	Shire of Dundas
File Reference	
Author	CEO Peter Fitchat
Date of Report	22 <sup>nd</sup> November 2018
Disclosure of Interest	Nil

### **Summary**

On Monday 19<sup>th</sup> November 2018 at 6:30pm Shire of Dundas staff and the President met with the Norseman Visitor Centre to discuss the resignation and replacement of the Norseman Visitor Centre Manager. The Shire has received correspondence from the committee formally requesting assistance with the recruiting process to replace the current Manager on her retirement. The Shire of Dundas has been asked to assist with Job Description, advertising, assessment panel and interviewing of applicants.

### **Background**



The Shire of Dundas works to support the Norseman Visitor Centre in a variety of ways including a yearly financial grant.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil cash contribution to the recruitment process, however there will be staff time involved.

Strategic Implications

Strategic Community Plan 2012-22 Strategy Theme 2 (A Thriving Community Local Economy and Economic Base) items 2-2.1, 2.2, 2.3, 2.4 Theme 3 (Natural & Built Environment) items 3.1, 3.2, 3.3, 3.4, 3.5.

Consultation

Norseman Visitor Centre Committee  
DCEO  
Manager Community Development

Comment

The recommendation is to assist and support the Norseman Visitor Centre in the process of recruiting a new manager for the Visitor Centre. The Shire of Dundas will not become the employer just a facilitator in assisting the committee with the process.

Voting Requirements

Simple Majority

Officer Recommendation

**That the Shire of Dundas Council note the request from the Norseman Visitor Centre for assistance with their recruitment process for a new Norseman Visitor Centre manager and for Shire staff to proceed in assisting with the recruitment process.**

Moved      Cr Wyatt  
Seconded   Cr Hogan

Resolution

**That the Shire of Dundas Council note the request from the Norseman Visitor Centre for assistance with their recruitment process for a new Norseman Visitor Centre manager and for Shire staff to proceed in assisting with the recruitment process.**

Carried by:    Simple Majority

For:    6

Against:    0

**13 Next Meeting**

The next Ordinary Meeting of the Council is scheduled to be held on the 18<sup>th</sup> December 2018.

**14 Closure of Meeting**

There being no further business the Shire President thanked all those in attendance and declared the meeting closed at 7:27pm.

UNCONFIRMED