



**Minutes of
Ordinary Council Meeting
16th April 2019**

UNCONFIRMED

MINUTES of the ORDINARY Meeting of the Council held
in the Council Chambers at the Shire Administration Office – Prinsep Street
Norseman on the 16th April 2019 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 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 Applecross, 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 33 The Strand, Applecross WA 6153.

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 Applecross, Western Australia, on the basis that she is in a "suitable place" for the purpose of Administration Regulation 14A.

Moved: Cr Warner
Seconded: Cr Hogan

Resolution

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

Carried by: Absolute Majority For: 4 Against: 0

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

Financial Interests:

Nil

Proximity Interests:

Nil

Impartiality Interests:

Nil

Gifts Received by Councillors:

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

Nil

3 Record of Attendance of Councillors / Officers and Apologies.

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

Peter Fitchat	Chief Executive Officer
Pania Turner	Manager of Community Development
Peter Crawford	Manager of Works and Services
Pete Miller	Senior Administration Officer
Tracy Dixon	Administration Officer

Public Gallery

Sharon Webb

4 Applications for Leave of Absence.

Nil

5 Response to Previous Public Questions Taken on Notice.

Nil

6 Public Question Time.

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

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

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

Nil

7 Confirmation of Minutes of Previous Meeting.

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

Recommendation

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

Moved Cr: Hogan
Seconded Cr: Wyatt

Resolution

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

Carried by: Simple Majority

For: 5

Against: 0

8 Petitions, Deputations or Presentations.

8.1 Reports of Committees

8.1.1 GVROC – Cr Bonza/Cr Bayley

Next meeting 3rd May 2019.

8.1.2 WALGA – Cr Bonza/Cr Patupis

Nil to report.

8.1.3 Woodlands Centre Construction Project – Cr Wyatt/Cr Warner

Woodlands Centre Advisory Group:

It was good to have the Advisory Group meet on Monday 25th March.

The meeting was an opportunity to touch base and revisit the key priorities and outcomes the group saw as important.

It was good to have GEDC attending via phone.

Confirmed Minutes will be presented at the next May Ordinary Meeting of Council.

Construction

- *Devlyn Construction have visited to assess site establishment.*
- *As part of site establishment Dodd House will be used as the building office, this means that the Norseman Pensioner Thursday morning tea has moved to the Town Hall, which was their preferred site.*
- *Feedback from GFG Project Managers is that they are aiming for Builders to take for site possession on the 6th May.*

Reporting

Federal: The Building Better Region Fund Milestone 3 report has been submitted with a minor progress payment occurring after the Easter break.

State: The Royalties for Regions 3rd Quarter Report was also submitted on the 12th April.

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

Currently looking into the purchase of furniture and other items for the hall.

8.1.5 Regional Roads Group – Cr Bonza/Cr Wyatt

Last meeting held on 12th April 2019.

- *Council have submitted their application for inclusion of the Heritage Trail as a road of significance in order to access funding opportunities for the upkeep of that road.*
- *WALGA presentation on how to calculate the cost on local roads regarding the impact of additional freight tasks. The calculation model was for unsealed roads, working on one for sealed roads. This to level out the costs across all Shires.*

- *Funding allocation for Regional Road Funding, they have requested that we separate the invoices for each road as a separate claim.*
- *Presentation by WALGA Infrastructure Policy team on Standpipes and the increase in the cost of water.*
- *Working on some templates for events on roads and associated policies.*
- *Safety strategy – New round of Blackspot Funding is out.*
- *Next meeting in November TBC.*

8.1.6 Roadwise – Cr Wyatt/Cr Warner

Last meeting held 9th April 2019.

- *Minutes will be presented at next Ordinary Meeting of Council.*
- *Discussed upcoming Blessing of the Roads event.*
- *This event was held on 11th April 2019 and was well attended by the school, police, fire brigade and community.*
- *Guest speakers including James Schultz (Ngadju Blessing of the Roads), Pastor Tucker's Blessing of the Roads with his anointing oils and Deputy Chair of Roadwise Committee, Leon Cuso.*

9 Announcements by Presiding Member without Discussion.

President met today with one representative from the Department of the Attorney General and one from the Department of Police, in relation to the lack of court services in Norseman.

- *The Norseman court has been made a Police Registry.*
- *The aim was to enable persons to be able to pay fines at Police Station, however at present, the station does not have the capacity to do this.*
- *Both representatives were going back to their respective departments to get further clarification on how the Police Registry should work.*
- *Negotiations will be ongoing with the Minister for Mines in relation to re-opening the Norseman Mining Registrar's office so the Police Registry is hopefully only a temporary fix.*

10 Reports of Officers.

10.1 Planning, Development, Health and Building

Agenda Reference and Subject	
10.1.1 – Stakeholder Notification - L9029/2017/1 Application for a Licence - Decision to Grant	
Location / Address	Shire of Dundas
File Reference	RV.VA.2
Author	CEO
Date of Report	8 th April 2019
Disclosure of Interest	Nil

Summary

For the Council of the Shire of Dundas to consider an objection to the application for a Works Approval and Licence under the Environmental Protection Act 1986 (W6028/2017/1)

Background

The Department of Water and Environmental Regulation (DWER) wrote a letter to the Shire dated 10th March 2017, relating to the application submitted by Avoca Mining Pty Ltd at the Mt Henry Project, Higginsville for mine dewatering.

DWER has now granted the licence under the *Environmental Protection Act 1986* (EP Act). DWER will advertise the decision on its website, www.dwer.wa.gov.au with the licence conditions.

In accordance with section 102(3) of the *Environmental Protection Act 1986*, if the Shire of Dundas have any concerns about the conditions, or if we want to object to the specification of any of the conditions in the licence we can lodge an appeal with the Minister for Environment within 21 days from the date on which the decision is made.

Statutory Environment

Division 3, Part V of the Environmental Protection Act 1986.

Policy Implications

Nil

Financial Implications

Possible future impacts on the tourism potential of this area.

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

Councillors, Executive Staff.

Comment

The letter was dated on the 29th March 2019, this will give Council until the 19th April 2019 to submit an objection, with the Ordinary Council Meeting on the 16th April 2019.

At the time, the Shire of Dundas was not aware of the possible impact dewatering of a Salt Lake could have on its surrounding area. We have since looked at this application and what it means to the Shire of Dundas and this area is already identified in our Visitor Site Development Plan.

Many of the lakes around our region have been subjected to dewatering and we can now see how Lake Cowan was impacted by removing the saltwater from below and pumping it out onto the surface using *Google Earth Historical Images Timeline*. I have attached images as *attachment 2, 3, 4, 5 in papers relating*. This clearly shows what effect this type of activity has on the lakes system and as you are aware that the Mining Companies responsible for this are currently in care and maintenance with no pressure from the Department, or anyone, to resolve these issues.

This brings us back to the area relating to L9029. Apart from our concern regarding the dewatering, this is also an area of significance in our Visitor Site Development Plan. The Lone Grave Site is situated in this area, coordinates are as follows (*Latitude: -32.388106° Longitude: 121.788502°*) and I have attached photos as *attachment 1 in papers relating*.

This type of activity will severely impact this site and we cannot see how this significant tourist attraction will form part of a Mining Development over this area, and how it will not be affected by this proposed dewatering process.

There are more studies and conversations required to prove that this will not impact the surrounding area in the future as tourism will be all that remains after Mining has left this area, and we have not received any notification on how this significant tourist attraction will be safeguarded by future mining exploration.

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas advise the Department of Water and Environmental Regulation (DWER) that we object to the granting of the licence to dewater for the Mt Henry Project Lot M63/515. L63/64 and G63/7 Higginsville, and delegate the CEO to write to the Minister for Environment through the Office of the Appeals Convenor to withdraw this Licence.

Moved Cr: Wyatt
Seconded Cr: Patupis

Resolution

That the Council of the Shire of Dundas advise the Department of Water and Environmental Regulation (DWER) that we object to the granting of the licence to dewater for the Mt Henry Project Lot M63/515. L63/64 and G63/7 Higginsville, and delegate the CEO to write to the Minister for Environment through the Office of the Appeals Convenor to withdraw this Licence.

Carried by: Simple Majority For: 4 Against: 1

Cr Hogan is recorded as against the Motion.

10.2 Engineering and Works

Agenda Reference & Subject	
10.2.1 – Review of Asbestos Management Plan	
Location / Address	Shire of Dundas
File Reference	PE.OH.3
Author	Manager Works and Services
Date of Report	10 April 2019
Disclosure of Interest	None

Summary

For Council to consider Adopting the revised Asbestos Management Plan as contained in the papers relating.

Background

The current Asbestos Management Plan was last reviewed in November 2013.

Statutory Environment

Local Government Act 1995

Occupational Safety and Health Act 1984

Occupational Safety and Health Regulations 1996

Code of Practice for the Management and Control of Asbestos in Workplaces[NOHSC: 2018(2015)]

Policy Implications

Shire of Dundas Asbestos Management Policy

Financial Implications

Some minor financial impact may be forthcoming as a result of the Adoption of this review but they will be contained within the current Budget.

Strategic Implications

Will ensure that the Shire of Dundas is meeting its obligations in the provision of monitoring asbestos hazards in the workplace and public areas.

Consultation

CEO, Projects Manager, Health Building officer – Shire of Dundas

Comment

The Asbestos Management Policy was Adopted in November 2013 and was due for review in November 2016, however due to a number of factors, this review did not take place

The Policy has recently been reviewed by Management and is now presented to Council for Adoption. No significant changes have been made to the original document but the responsibilities for the relevant officers has been clearly established and will be managed accordingly in the future

Voting Requirements

Simple Majority

Officer Recommendation

That Council Adopt the updated Asbestos Management Policy as contained in the papers relating.

Council Recommendation

That Council lay the item on the table until next Ordinary meeting of Council on 21st May 2019, in order to address issues that have been raised within the plan.

Moved Cr: Patupis

Seconded Cr: Warner

Resolution

That Council lay the item on the table until next Ordinary meeting of Council on 21st May 2019, in order to address issues that have been raised within the plan.

Carried by: Simple Majority

For: 5

Against: 0

The reason for the amendment is so Council can further review and discuss the Asbestos Management Plan.

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	28 th March 2019
Disclosure of Interest	Nil

Summary

For Council to consider receiving the Information Bulletin for the period ending 28th March 2019.

Background

The Councillors' Information Bulletin for the period ending 28th March 2019 was completed and circulated to Councillors.

Statutory Environment

Local Government Act 1995

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

Policy Implications

Council has no policies in relation to this matter.

Financial Implications

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

Strategic Implications

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

Consultation

Nil.

Comment

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

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

Voting Requirements

Simple Majority

Officer Recommendation

That Council receive the April Councillors' Information Bulletin for the period ending 28th March 2019, as included in confidential papers relating.

Moved Cr: Wyatt
Seconded Cr: Hogan

Resolution

That Council receive the April Councillors' Information Bulletin for the period ending 28th March 2019, as included in confidential papers relating.

Carried by: Simple Majority For: 5 Against: 0

Agenda Reference & Subject	
10.3.2 – Proposed Drug and Alcohol Policy and C.1 Aged Accommodation Policy	
Location / Address	Norseman
File Reference	CM.PO.1
Author	Gihan Kohobange
Date of Report	4 April 2019
Disclosure of Interest	Nil

Summary

For Council to consider and approve the proposed policy on Drug and Alcohol and the amendment proposed for conditions of eligibility for accommodation at pensioner units located at 100 Prinsep Street Norseman.

Background

It is crucial for the Shire to have right policies in place to ensure that interests of the community are considered in making decisions and to provide all employees, elected members, volunteers, contractors and visitors with a safe and healthy working environment.

Statutory Environment

Local Government Act 1995

Policy Implications

New policy and an amendment to an existing policy

Financial Implications

The Shire may have to incur cost in conducting drug and alcohol tests.

Strategic Implications

Theme 1: A vibrant, active, healthy and socially connected community. Goal 1.1 (d) Ensure the provision of adequate aged care facilities in the community, including aged accommodation.

Consultation

Councillors, CEO and the Senior staff.

Comment**Proposed Drug and Alcohol Policy**

The policy on Staff Recruitment and Selection (HR.14) requires new employees to undergo a drug and alcohol test but a policy is currently not in place to cover existing employees, elected members, volunteers, contractors and visitors. This proposed policy will further cement the Shire's commitment for a safe and healthy working environment for everyone, ensuring a drug and alcohol-free workplace.

C.1 Aged Accommodation Policy

The Shire is having an aging population. As per 2016 census statistics, median age of the Shire's population is 47 years. Currently there is an increase demand from long term residents of the Shire for aged accommodations. However, aged accommodation within the Shire is currently limited only for four units.

It is not a condition of eligibility as per the current policy, to be a long-term resident of the Shire to apply for a vacant unit. However, in the absence of any direct grant funding, the Shire has been using rate payer's money to build and maintain these accommodation units. The long-term residents of the Shire will be at a severe disadvantage if these units are not reserved for their use and not given the highest priority in allocating any vacant unit.

Hence, it is suggested to amend current criteria of eligibility to include the following, "Be a long-term resident (have been living in the Shire for more than 3 years in a rented or owned property) or a close family member of a long term resident of the Shire".

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas,

- 1. approve the proposed policy on Drug and Alcohol-Free Environment, given in papers relating, and**
- 2. amend "Conditions of Eligibility" mentioned in the policy "C.1 Aged Accommodation" to include the following,
"Be a long-term resident (have been living in the Shire for more than 3 years in a rented or owned property) or a close family member of a long-term resident of the Shire".**

Council Recommendation

That the Council of the Shire of Dundas,

- 1. approve the proposed policy on Drug and Alcohol-Free Environment, given in papers relating, and**
- 2. amend "Conditions of Eligibility" mentioned in the policy "C.1 Aged Accommodation" to include the following,
"Be a long-term resident (have been living in the Shire for more than 3 years in a rented property, or have owned property)".**

Moved Cr: Warner
Seconded Cr: Hogan

Resolution

That the Council of the Shire of Dundas,

1. approve the proposed policy on Drug and Alcohol-Free Environment, given in papers relating, and
2. amend “Conditions of Eligibility” mentioned in the policy “C.1 Aged Accommodation” to include the following,
 “Be a long-term resident (have been living in the Shire for more than 3 years in a rented property, or have owned property)”.

Carried by: Simple Majority

For: 5

Against: 0

The reason for the amendment is to make clearer Council’s definition of a “long-term” resident.

Agenda Reference and Subject	
10.3.3 – Resignation of Councillor Barry Bayley	
Location / Address	Norseman
File Reference	GV.CO.1
Author	Peter Fitchat
Date of Report	8 th April 2019
Disclosure of Interest	Nil

Summary

For the Council of the Shire of Dundas to note that Cr. Barry Bayley has resigned as a councillor of the Shire of Dundas effective the 28th March 2019.

Background

The CEO received an email from Cr. Barry Bayley on the 25th March 2019, advising the Shire of Dundas of his intention to resign as Councillor and had advised the Electoral Commissioner of this event. Cr. Barry Bayley was a year and four months into his four-year term.

Statutory Environment

Local Government Act 1995 S2.17
 Local Government Act 1995 S4.6
 Local Government Act 1995 S4.16 (4)
 Table to section 2.28

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Consultation

Electoral Commissioner, Councillors, Senior staff

Comment

As discussed at the workshop on the 2nd April 2019, the CEO sought advice from the Electoral Commissioner regarding the election requirement of the vacant Councillor position, and if it meets all requirements to have the position vacant until the Elections in October 2019. The CEO has discussed the resignation of Cr. Bayley with the Electoral Commissioner.

The Shire has been advised that it can operate with 5 councillors, including the Shire President, until this vacancy, together with the other Elected Members positions due for re-election, will be filled at elections in October 2019.

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas:

1. note and accept the resignation of Cr. Bayley, and;
2. follow the direction of the Electoral Commissioner as presented in Papers Relating permitting the Shire of Dundas Council to operate with five Elected Members including the Shire President until the local government elections in October 2019.

Moved Cr: Wyatt
Seconded Cr: Hogan

Resolution

That the Council of the Shire of Dundas:

1. note and accept the resignation of Cr. Bayley, and;
2. follow the direction of the Electoral Commissioner as presented in Papers Relating permitting the Shire of Dundas Council to operate with five Elected Members including the Shire President until the local government elections in October 2019.

Carried by: Simple Majority For: 5 Against: 0

Agenda Reference & Subject	
10.3.4 – Appointment of Authorised Officers	
Location / Address	Shire of Dundas
File Reference	PE.AU
Author	Manager Works and Services
Date of Report	28 March 2019
Disclosure of Interest	Nil

Summary

For the Council to appoint the relevant authorised officer in relation to the various Acts, Regulations and Local Laws as required for good governance.

Background

Local Government is bound to enforce certain legislation and as a result is required that officers be authorised to undertake the various roles and responsibilities in relation to the legislation.

As existing officer's roles change and new officers are employed, it is essential that these officers are properly authorised under the appropriate legislation to undertake their duties on behalf of the Shire.

Statutory Environment

- Building Act 2011
- Bush Fires Act 1954
- Caravan Parks and Camping Grounds Act 1995
- Cat Act 2011
- Control of Off Road Vehicles (Off Road Areas) Act 1978
- Dog Act 1976
- Food Act 2008
- Health Act 1911
- Litter Act 1979
- Local Government Act 1995
- Local Government (Miscellaneous Provisions) Act 1960
- Public Health Act 2016
- Shire of Dundas Local Laws

Policy Implications

There are various Council policies that relate to operational processes however these are not generally associated with "authorised persons"

Financial Implications

Some Shire local laws have prescribed penalties that apply to infringements that may be exercised by an authorised officer or person.

Strategic Implications

Legislation is in place to ensure the proper operation of the Shire and to meet its goals and aspirations as outlined in the Strategic plan

Consultation

CEO & DCEO – Shire of Dundas

Comment

Some of the officers have already been appointed in previous years to undertake their roles pursuant to the different legislation. With the imminent replacement of the Manager Works and Services, it is a requirement to have the new officer formerly authorised by Council.

Voting Requirements

Simple majority

Officer Recommendation

That the Council of the Shire of Dundas:

- 1 Appoint Joseph Hodges as an authorised person or delegated person pursuant to the following legislation:
 - Local Government Act 1995;
 - Local Government (Miscellaneous Provisions) Act 1960;
 - Litter Act 1979;
 - Bush Fires Act 1954;
 - Control of Off Road Vehicles (Off Road Areas) Act 1978;
 - Caravan Parks and Camping Grounds Act 1995;
 - Cat Act 2011;
 - Dog Act 1976;
 - Shire of Dundas Local Laws;
- 2 Cancel the previous appointment of Peter Crawford as an authorised or delegated person, and,
- 3 Advertise a notice of the appointment.

Moved Cr: Warner

Seconded Cr: Hogan

Resolution

That the Council of the Shire of Dundas:

1. Appoint Joseph Hodges as an authorised person or delegated person pursuant to the following legislation:
 - Local Government Act 1995;
 - Local Government (Miscellaneous Provisions) Act 1960;
 - Litter Act 1979;
 - Bush Fires Act 1954;
 - Control of Off Road Vehicles (Off Road Areas) Act 1978;
 - Caravan Parks and Camping Grounds Act 1995;
 - Cat Act 2011;
 - Dog Act 1976;
 - Shire of Dundas Local Laws;
2. Cancel the previous appointment of Peter Crawford as an authorised or delegated person, and,
3. Advertise a notice of the appointment.

Carried by: Simple Majority

For: 5

Against: 0

Agenda Reference & Subject	
10.3.5 – Approval for Use of the Common Seal	
Location / Address	Norseman CRC, 81 Roberts Street, Norseman WA 6443
File Reference	GV.AU.1
Author	Manager Community Development
Date of Report	9 th April 2019
Disclosure of Interest	Nil

Summary

For Council to approve the use of the Common Seal for the Norseman CRC Lease Agreement Variation

Background

The use of the Common Seal

Statutory Environment

Nil

Policy Implications

Shire of Dundas Policy A.7 Common Seal

That the Chief Executive Officer and the Shire President be jointly authorised to affix the Shire of Dundas common seal to documents for dealings initiated by a Council resolution.

In this regard, the Council resolution need not refer to the sealing action and may only express its wish for certain action which may, ultimately, require the affixing of the seal to a document to achieve the Council's intention.

Exceptions to the above are:

1 Council staff may take independent action in the use of the seal if, in the opinion of the Shire President and Chief Executive Officer that such action is necessary to protect the Council's interest; e.g. lodging of caveats and easements and being of the opinion that the protection is no longer necessary, the Shire President and Chief Executive Officer may jointly withdraw the protection.

2 The sale of Council real estate for which a Council resolution is required expressly stating that the final document be signed and sealed and the transaction finalised.

Financial Implications

Whilst there is no cost in using the Common Seal the variation of the lease sees a small increase in rental fees in line with CPI, this has been accounted for in the Norseman CRC budget.

Strategic Implications

Nil

Consultation

DCEO
CEO

Comment

Whilst current Shire Policy excludes the need for a Council resolution for the sale of Council real estate it is silent on the leasing agreements between Council and External Landlords. Therefore, with the signing of a variation to the Norseman CRC lease agreement and the Common Seal required to be used it is prudent that Council approve its use by formal resolution.

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas approve the use of the Common Seal by the Shire President and Chief Executive Officer for the signing of the Extension and Variation of Lease- 81 Roberts Street, being the Norseman Community Resource Centre location.

Moved Cr: Patupis
Seconded Cr: Hogan

Resolution

That the Council of the Shire of Dundas approve the use of the Common Seal by the Shire President and Chief Executive Officer for the signing of the Extension and Variation of Lease- 81 Roberts Street, being the Norseman Community Resource Centre location.

Carried by: Simple Majority

For: 5

Against: 0

10.4 Administration, Finance and Community Service

Agenda Reference & Subject	
10.4.1 – Accounts Paid 1/03/2019 to 31/03/2019	
Location / Address	Shire of Dundas
File Reference	FM.CR
Author	Accounts Payable Officer
Date of Report	09th
Disclosure of Interest	Nil

Trust Payments

Chq/EFT	Date	Name	Description	Amount
				0.00

Municipal Cheques

Cheque	Date	Name	Description	Amount
				0.00

Municipal Account EFT's

EFT	Date	Name	Description	Amount
EFT3526	15/03/2019	Zircodata Pty Ltd	Storage of Registers 26.12.2018 - 25.01.2019 \$160.24 Storage of Registers 26.01.2019 – 25.02.2019 \$160.24	320.48
EFT3527	15/03/2019	Officemax	Various stationery supplied	132.45
EFT3528	15/03/2019	BP Norseman	Diesel and Unleaded Fuel Sales for January 2019	513.81
EFT3529	15/03/2019	Bonza Constructions Pty Ltd	Remove and Replace access ramp at unit 1/100 Prinsep Street (aged care units) \$299.84 Replace shower washers at 124 Prinsep \$79.20	379.04
EFT3530	15/03/2019	Bunnings Warehouse Kalgoorlie	2 x sets of edger blades to suit a Victa Tornado Edger	51.26
EFT3531	15/03/2019	BAH Henneker Pty Ltd	Install new PCB boards and new motor to ducted refrigeration unit at 11 Roberts \$5714.50 Supply PCB boards, fan motor and capacitor for Admin A/C \$929.50	6644.00
EFT3532	15/03/2019	BOC Limited	Container Service Fee (29.01.2019 - 25.02.2019)	41.54
EFT3533	15/03/2019	Courier Australia	Freight (Pathwest, Precision laser and Online business) \$71.69 Freight – Precision Laser \$14.10 Freight – Westrac \$13.37	99.16
EFT3534	15/03/2019	Shire of Dundas Municipal Fund	Payroll deductions	475.00

EFT3535	15/03/2019	Dundas Fencing & Building Maintenance	Pump out septic tank - 13 Roberts street	625.35
EFT3536	15/03/2019	Elite Gym Hire	Hire of Treadmill (12.02.2019 - 12.03.2019) \$568.65 Hire of Weights (12.02.2019 - 12.03.2019) \$442.70	1011.35
EFT3537	15/03/2019	FULL MOON CAFE	Dinner & dessert for 8 people on Tuesday 19th February 2019 \$200.00 Catering – Special Council Meeting 29/01/2019 \$65.00	265.00
EFT3538	15/03/2019	Horizon Power	Various Power Usage 15.12.2018 - 14.02.2019	21061.55
EFT3539	15/03/2019	KBuilt Construction Pty Ltd	Eucla Community Hall - FINAL CLAIM as of 12th March 2019	14300.00
EFT3540	15/03/2019	LG Net	Advertising - Manager of Works & Services \$165.00 Advertising – Senior Administration Officer \$165.00	330.00
EFT3541	15/03/2019	Star Track Credit	Freight (Malcolm Thompson, Jason Signmakers) plus late payment charge \$529.17 Freight – Jason Signmakers \$781.99 Freight – Manual Handling Fee Jason Signmakers \$17.01 Freight – Late Payment Charge \$6.56 Freight – Jason Signmakers, Bunzl and Late payment charge \$232.60	1567.33
EFT3542	15/03/2019	Marketforce	Advertising - Manager of Works & Services (The West Australian 19/01/2019) \$681.53 Advertising – Property Local Law 2018 (WA 23.01.2019) \$280.98 Readvertising – Special Council Meeting 29.01.2019 (KM 18.01.2019) \$157.21 Advertising – Special Council Meeting 29.01.2019 (KM 16.01.2019) \$130.04 Advertising – Amended Fees and Charges Airport (KM 22.12.18) \$213.82 January 2019 – Early Settlement Discount - \$33.02	1430.56
EFT3543	15/03/2019	MARRAK GROUP SAFETY SUPPLIES AND APPAREL	Purchase Gloves, Ear Buds and Plugs and multi Wipes	234.99
EFT3544	15/03/2019	Norseman Eyre Motel	Accommodation for Richard Brookes on 14th February 2019	135.00
EFT3545	15/03/2019	Norseman Community Resource Centre	Printing of the Agenda and Papers Relating Council Meeting 19.02.2019	90.70
EFT3546	15/03/2019	Navman Wireless Australia Pty Ltd	Monthly satellite service (05.02.2019 - 04.03.2019)	65.89
EFT3547	15/03/2019	Online Business Equipment	Monthly Service Agreement No17649	71.50
EFT3548	15/03/2019	Perth Monumental Works	Purchase 1x Bronze plaque for the late Douglas Foster plus freight	277.20
EFT3549	15/03/2019	Phil Woolhouse Hydraulics	Consultancy fee for Eucla Community Centre, 100% Complete	440.00
EFT3550	15/03/2019	Initial Hygiene	3 x Sharps Disposal Containers (13.02.2019 - 30.06.2019)	657.71
EFT3551	15/03/2019	SEEK LIMITED	Advertising - Senior Administration Officer	308.00

EFT3552	15/03/2019	South Coast Foodservice	Purchase 5x Ctns of paper and 50x 6 pack toilet paper \$516.73 Purchase 4x 5lt disinfectant and 2x Ctns of 120L garbage bags \$135.87	652.60
EFT3553	15/03/2019	Solutions IT (invoice S)	Agreement - Cloud Backup (February 2019) \$180.68 Agreement - Cloud Backup (March 2019) \$180.68	361.36
EFT3554	15/03/2019	Solutions IT (invoice A&B)	Office 365 Migration - Project Management and travel expenses \$4026.00 Monthly Billing for managed support - February 2019 \$1479.50 Monthly managed support for March 2019 \$1479.50	6985.00
EFT3555	15/03/2019	Wilson's Diesel & Auto Repairs	After hours call out to repair tyre and fit spare to DS16 Loader \$1298.80 After hours call out to carry out temporary repairs to damaged wiring and circuits to DS16 Loader \$832.20 Fit new tyre to rim for DS29 Hilux \$392.70	2523.70
EFT3556	15/03/2019	WesTrac Pty Ltd	Replace/Clean and Inspect Tilt Cylinder on Cat 910K Loader	6751.70
EFT3557	15/03/2019	Sharon Warner	Stand-In Pool Manager 16.02.2019	348.40
EFT3558	15/03/2019	Telstra Corporation Limited	Mobile Phone Usage 17.02.2019 - 16.03.2019 \$539.96 Satellite phone usage 16.02.2019 - 15.03.2019 \$140.00 Co-Location and Youth services 20.02.2019 - 19.03.2019 \$224.95 Home bundles for MOW and DCEO 26.01.2019 - 25.02.2019 \$198.00	1102.91
EFT3559	22/03/2019	Australian Taxation Office	BAS (February 2019)	37598.00
EFT3560	22/03/2019	BP Norseman	Catering for Norseman Airstrip Upgrade Event	1931.00
EFT3561	22/03/2019	Bonza Constructions Pty Ltd	Replace patio board at 11 Roberts St Norseman	141.90
EFT3562	22/03/2019	Bunnings Warehouse Kalgoorlie	Purchase 6x Water Filters	284.70
EFT3563	22/03/2019	Laurene Bonza	Claim (Council Meeting 19.02.2019, Audit 19.02.2019 and Workshop 05.02.2019)	443.00
EFT3564	22/03/2019	Barry Bayley	Claim (Council Meeting 19.02.2019, Audit 19.02.2019 and Workshop 05.02.2019)	320.00
EFT3565	22/03/2019	Shire of Dundas Municipal Fund	Payroll deductions	475.00
EFT3566	22/03/2019	Sonya Ellison	Utilities allowance claim as per letter 26.09.2013	1000.00
EFT3567	22/03/2019	Esperance Plumbing Service	Travel to Norseman - Investigate work at Community Hall and service leaking toilet, check job at Cemetery and Art Gallery	500.00
EFT3568	22/03/2019	Department of Fire & Emergency Services	ESL (February 2019)	3223.59
EFT3569	22/03/2019	Goldfields Image Works	Norseman Triathlon Media & Prize Package \$880.00	1969.00

			Photograph Norseman airstrip upgrade opening and provide Dundas stock images for Nullarbor Links \$594.00 Records and supply January and February 2019 Meetings \$495.00	
EFT3570	22/03/2019	Glen Flood Group Pty Ltd T/A GFG Consulting	Project Management Support for the Development of the Woodlands Centre 01.02.2019 - 28.02.2019	5415.95
EFT3571	22/03/2019	JEP Hogan	Claim (Council Meeting 19.02.2019, Audit 19.02.2019 and Workshop 05.02.2019)	320.00
EFT3572	22/03/2019	Jason Signmakers	Purchase 1x 4600X1200 Shire of Dundas Sign for Turf Club \$858.00 Purchase 24x Galvanised posts plus 24x post caps \$663.96 Purchase 2x 450x600 No Smoking Signs \$80.30	1602.26
EFT3573	22/03/2019	Landgate	Mining Tenement Schedule M2019/2 25.01.2019 - 13.02.2019	62.40
EFT3574	22/03/2019	Star Track Credit	Freight (Jason Signmakers)	107.82
EFT3575	22/03/2019	MRG Metals Limited	Rates refund for assessment A4052 \$2264.46 A4049 \$1067.53 A3820 \$544.48 A4050 \$220.87 A4051 \$549.94 A4064 \$220.87	4868.15
EFT3576	22/03/2019	Ngadju Native Title Aboriginal Corporation	50% upfront payment for heritage survey for Hyden Road	28478.75
EFT3577	22/03/2019	Norseman General Practice	Pre-employment medical and D&A testing for Leigh Morgan and Matthew Kay 07/03/2019	264.00
EFT3578	22/03/2019	Precision Laser Systems	Purchase 1x Leica Auto Level 24X	325.00
EFT3579	22/03/2019	Rasa Patupis	Claim (Council Meeting 19.02.2019 and Workshop 05.02.2019)	240.00
EFT3580	22/03/2019	Redcat.media	Norseman Triathlon 16th February 2019 Promotional Video	880.00
EFT3581	22/03/2019	Veronica Wyatt	Claim (Council Meeting 19.02.2019, Audit 19.02.2019 and Workshop 05.02.2019)	320.00
EFT3582	22/03/2019	Wilsons Diesel & Auto Repairs	Repair fuel system to DS3030 Triton - Incorrect Fuel Applied	578.20
EFT3583	22/03/2019	Sharon Warner	Stand-In Pool Manager 15,16,17 March 2019 \$914.55 Claim – Council Meeting 19.02.2019, Workshop 05.02.2019 and Audit 19.02.2019 \$320.00	1234.55
EFT3584	27/03/2019	RENEE PETERSEN	Rates refund for assessment A754 36 CORNELL STREET NORSEMAN 6443	200.00
EFT3585	29/03/2019	BE Stearne & Co Pty Ltd	Supply 4x 50mm PVC Valve Socket and 1x 236ml Purple Primer	32.90
EFT3586	29/03/2019	BP Norseman	Diesel and Unleaded Purchases for February 2019	550.13
EFT3587	29/03/2019	Bunnings Warehouse Kalgoorlie	Purchase 6x water filters and reticulation pieces	338.65

EFT3588	29/03/2019	Laurene Bonza	President Allowance (Jan - March 2019) \$3000.00 Claim - Council Meeting 19.03.2019, Budget 27.02.2019 and briefing 13.03.2019 \$443.00	3443.00
EFT3589	29/03/2019	Barry Bayley	Claim (Council Meeting 19.03.2019 and Budget 27.02.2019)	240.00
EFT3590	29/03/2019	Caps Australia Pty Ltd	Carry out Compressor at Depot Inspection	1859.00
EFT3591	29/03/2019	Esperance Freight Lines	Freight (Sigma Chemicals) \$284.59 Freight – South east petroleum \$201.59	486.18
EFT3592	29/03/2019	FULL MOON CAFE	Catering for Airstrip opening (hot finger food platter) \$162.50 Catering for 15 people 15.03.2019 – Staff farewell \$120.00	282.50
EFT3593	29/03/2019	JEP Hogan	Claim (Council Meeting 19.03.2019, Budget 27.02.2019 and Briefing 13.03.2019)	320.00
EFT3594	29/03/2019	Jason Signmakers	Purchase 1x disabled parking sign and 1x disabled bay stencil	144.65
EFT3595	29/03/2019	Star Track Credit	Misc. Charge - Manual Handling	10.45
EFT3596	29/03/2019	Malcolm Thompson Pumps	Purchase 1x 150mm Wafer Duo Check Valve, DI Body, SS Plates, NBR Seat and 2x gaskets for plant pool maintenance	316.25
EFT3597	29/03/2019	Norseman IGA	IGA Purchases for February 2019	1168.30
EFT3598	29/03/2019	Navman Wireless Australia Pty Ltd	Monthly satellite service (05.03.19 - 04.04.2019)	65.89
EFT3599	29/03/2019	Rasa Patupis	Deputy President Allowance (Jan - March 2019)	750.00
EFT3600	29/03/2019	Veronica Wyatt	Claim (Council Meeting 19.03.2019, Budget 27.02.2019, Road wise 26.02.2019 and Briefing 13.03.2019)	400.00
EFT3601	29/03/2019	Norseman Hardware	Various hardware items (February 2019)	186.74
EFT3602	29/03/2019	WesTrac Pty Ltd	Replace bearings, motor and new brushes for P299 Loader \$7234.04 Purchase 9x scarifer tyne locking pins for P279 Grader \$171.67	7405.71
EFT3603	29/03/2019	Sharon Warner	Claim (Council Meeting 19.03.2019, Budget 27.02.2019, Road wise 26.02.2019, Briefing 13.03.2019 and GTNA 31.01.2019)	480.00
EFT3611	29/03/2019	Telstra Corporation Limited	Landline and Internet Usage 05.03.2019 - 04.04.2019 \$1479.35 Satellite phone usage and Late payment charge 16.03.2019 – 15.04.2019 \$159.74 Mobile Phone Usage 17.03.2019 – 16.04.2019 \$540.71	2179.80
PAY	05/03/2019	Payroll	Direct Debit of Net Pays	56239.46
5120	12/03/2019	Centrepay Fees	Fees for Centrepay Rates Payments – A629 & A698	1.98
5121	12/03/2019	Tracy Dixon	Meal Allowance for Records Management Training (Stuck in Kalgoorlie due to bushfires)	80.35
PAY	19/03/2019	Payroll	Direct Debit of Net Pays	65802.99
5138	27/03/2019	Centrepay Fees	Fees for Centrepay Rates Payments A629 & A698	1.98

				\$305'824.72
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Municipal Account Direct Debts

Chq/EFT	Date	Name	Description	Amount
5111	01/03/2019	ANZ	BPAY Transaction Fees	4.95
5111	01/03/2019	ANZ	Merchant Fees	123.65
5112	01/03/2019	Equipment Rents	Sharp Interactive Board	256.30
DD9893	19/03/2019	SuperChoice	Superannuation 20.02.2019 - 05.03.2019	12841.04
5125	14/03/2019	3E Advantage Pty Limited	CRC photocopier, Shire photocopier & Printer meter readings – February 2019	3149.23
				\$16'375.17

Municipal Account Credit Cards

Chq/EFT	Date	Name	Description	Amount
5128	18/03/2019	Deputy Chief Executive Officer	ANZ Credit Card Purchases 22/01/2019 – 21/02/2019	2457.19
	24/01/2019	Australian War Memorial	Flanders Poppies	220.00
	01/02/2019	DWER – Water Perth	Clearing Permit Application	200.00
	11/02/2019	Daphne Florist Kalgoorlie	Flowers for Snell Family	69.95
	12/02/2019	WOTIF.com	Accommodation for T Dixon (Records Training 20-22 Feb 2019)	505.00
	12/02/2019	Adobe	Adobe PDF Subscription for Manager of Community Development	22.65
	13/02/2019	Virgin Australia	Flights for T Dixon (Records Training 20 th & 23 rd Feb 2019)	494.33
	14/02/2019	Geodetic Supply and Repair	GSR Laser plus freight (Slope indicator P279 Grader)	157.30
	14/02/2019	Daphne Florist Kalgoorlie	Wreath for Service – T Snell	150.00
	18/02/2019	BCF Kalgoorlie	2x Oz Trail Gazebos and Weights	637.96
5128	18/03/2019	Chief Executive Officer	ANZ Credit Card Purchases 22/01/2019 – 21/02/2019	1593.86
	24/01/2019	Madura Pass	Meals for CEO	15.70
	24/01/2019	Eucla Motor Hotel	Meals for CEO	72.00
	24/01/2019	BP Balladonia	Meals for CEO	20.00
	25/01/2019	Madura Pass	Meals for CEO	20.60
	25/01/2019	BP Balladonia	Meals for CEO	18.70
	01/02/2019	Lenick Esperance	Meals for CEO (café)	23.75
	07/02/2019	Flight Centre	Flights for CEO (12 th & 14 th Feb 2019)	934.47
	12/02/2019	City of Kalgoorlie Boulder	Parking at Kalgoorlie Airport	10.00
	12/02/2019	CZESLAW Taxi	Taxi Fares for CEO	40.22
	12/02/2019	Hotel IBIS Perth	Accommodation for CEO (12 th & 13 th Feb 2019)	288.00
	12/02/2019	Hotel IBIS Perth	Meals for CEO	28.00
	13/02/2019	INGOGO Sydney	Perth Taxi Fares for CEO	25.72
	13/02/2019	Hotel IBIS Perth	Meals for CEO	36.00
	13/02/2019	Taxi EPAY	Taxi Fare for CEO	23.95
	14/02/2019	Cabfare Payments	Taxi Fare for CEO	36.75
5128			Total Credit Card Purchases for	4051.05

Summary of Account Totals

Trust EFT's / Cheques	0.00
Municipal Cheques	0.00
Municipal EFT's	\$305'824.72
Municipal Direct Debit's	\$16'375.17
Municipal Credit Cards	\$4'051.05
Grand Total for March 2019	\$326'250.94

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas monthly accounts paid from 1/03/2019 to 31/03/2019 be noted.

Moved Cr: Warner
 Seconded Cr: Hogan

Resolution

That the Shire of Dundas monthly accounts paid from 1/03/2019 to 31/03/2019 be noted.

Carried by: Simple Majority For: 5 Against: 0

Agenda Reference & Subject	
10.4.2 – Financial Statements for the Period Ending 31st March 2019	
Location / Address	Shire of Dundas
File Reference	FM.FI
Author	Deputy CEO
Date of Report	5 th April 2019
Disclosure of Interest	Nil

Officer Recommendation

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

Moved Cr: Hogan
 Seconded Cr: Wyatt

Resolution

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

Carried by: Simple Majority For: 5 Against: 0

Agenda Reference & Subject	
10.4.4 – Officers Reports	
Location / Address	Shire of Dundas
File Reference	CM.PL.1
Author	Chief Executive Officer
Date of Report	11 th April 2019
Disclosure of Interest	Nil

Summary

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

Background

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

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Consultation

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

Comment

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

Voting Requirements

Simple Majority

Officer Recommendation

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

Moved Cr: Wyatt
Seconded Cr: Hogan

Manager of Works and Services provided an update on the bitumen sealing of Mort Harslett Drive. Due to recent wet weather, the completion date for this will now be May 2019.

The CEO thanked Peter Crawford for his service at the Shire of Dundas.

Manager of Community Development congratulated the Manager of the Community Resource centre, Angie Hogan, for successfully completing her Cert III in Tourism.

Resolution

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

Carried by: Simple Majority

For: 5

Against: 0

Agenda Reference & Subject	
10.4.5 – New Capital Works 2019/2020 Draft Budget	
Location / Address	Shire of Dundas
File Reference	FM.BU
Author	Gihan Kohobange
Date of Report	3 rd April 2019
Disclosure of Interest	Nil

Summary

To provide Council with an overview of the proposed capital works for the 2019/2020 draft budget.

Background

Throughout the year, senior staff have sought comment and direction from the Council with regard to capital projects that could be included in future works programs. Comments were also received during the year from the Community on their needs/expectations of future capital projects.

Grant opportunities have also been examined throughout the year, and where practical, submissions have been forwarded for these projects. The outcome of these applications may not be known until closer to the date that the budget is adopted, but the projects been included in this report for information.

When developing works programs, reference is also made to the Shire's Integrated Planning documents which include the Strategic Community plan, Corporate Business plan and the Asset Management plan, Long Term Financial Plan and Forward Capital Programs. These plans contain information on plant replacement, building maintenance, road construction, road resealing, footpath replacement works and any applicable resolutions of Council throughout the year.

Statutory Environment

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

Policy Implications

Nil

Financial Implications

The budget will formulate the income and expenditure program for the Shire of Dundas for the next twelve months.

Strategic Implications

The budget that will be presented is consistent with the integrated Planning documents in that there will be a **commitment to maintain reserve funds** to meet the future demands upon the organisation for capital and infrastructure replacement.

Reference to the Integrated Planning documents also encourages better long-term financial planning, rather than a focus on an annual budget where only short-term goals are considered.

Consultation

Chief Executive Officer, Works Manager, Projects Manager, Community Development Manager, Senior Administration Officer

Comment

In view of estimated operating revenue (rates, fees, charges and operating grants) and operating expenses, it is expected that the Shire will only be able to spend approximately \$1,000,000 of operating surplus on capital projects in 2019/20. This surplus needs to be first utilised to cover the cost associated with the Shire's road crew and internal plant & machinery used in road construction (capital renewal) projects. In arriving at these estimates, the Shire has made the following assumptions.

- Rates revenue to be increased between 1.5% to 2%
- Operational expenses to be retained at the current level (savings elsewhere to setoff cost increases associated with CPI)
- No additional borrowings
- 95% of the rate revenue to be collected
- Reserve funds to be utilised for footpath replacement work

As per given details in papers relating, the Shire will have to draw out approximately \$50,000 to fund footpath replacement projects due to the insufficient amount of operating surplus available. A summary of the reserve movements in recent years is given below.

Movement in Reserve Funds (excluding unspent grant)				
	30/06/2019 (Estimated)	30/06/2018	30/06/2017	30/06/2016
Plant Reserve	794,633	775,710	758,133	738,162
Aerodrome Reserve	145,717	142,247	139,024	135,362
IT Reserve	95,628	93,351	91,236	88,833
Transport Reserve	1,786,124	1,743,591	1,704,082	1,659,193
Land Development Reserve	1,202,813	1,166,633	1,147,639	1,319,681
	4,024,916	3,921,532	3,840,114	3,941,231
Increase / (Decrease)	103,384	81,418	(101,117)	(82,525)

The projects that the Shire has undertaken and committed in the recent past is posing considerable stress on the financial resources of the Shire. The Shire is having the lowest rate base in the region and there is a significant dependency (closer to 45%) on one mining company in earning rates income. A summary of the key projects undertaken/committed in the recent past is given below.

Recent and Current Projects	Year	Actual / Estimated Cost	Grant Finding	Borrowings	Shire's Contribution
New doctor's house	2016/17	840,480	-	500,000	340,480
Norseman airstrip upgrade project	2016/17 - 2017/18	4,314,569	3,659,919	-	654,650
Eucla community hall	2018/19	906,506	742,000	-	164,506
Woodland centre	2018/19 - 2019/20	2,860,277	2,479,218	-	381,059
Eucla airstrip	2019/20 - 2020/21	3,000,000	3,000,000	-	-
		11,921,832	9,881,137	500,000	1,540,695

The Shire needs to be extremely cautious with new projects. There is no any room in the Shire's current budget to accommodate ongoing cost of more new projects. For such projects to be financially viable those need to be fully funded and self-supported.

A comparison of rate revenue against the same of neighbouring, but comparable shires are given below.

Rate Income 2018/19	Rate Income in \$	Population*
Dundas	2,341,455	770
Menzies	3,112,427	519
Laverton	4,567,472	1,237
Leonora	5,974,916	1,497
Coolgardie	6,980,226	3,663
* 2016 Census		

Since the Shire has involved/committed for a couple of significant projects in recent years, consolidating on current projects and closely assessing their impact on current service commitments may be the right strategy for the Shire at this point in time.

Details of the capital projects proposed for 2019/20 are included in the papers relating. The list is not exhaustive and is designed only to provide Councillors with an overview of major projects that will be submitted for consideration. It will also provide an opportunity to discuss the projects and to raise any question that Councillors may have.

Voting Requirements

Simple Majority

Officer Recommendation

That Council note the Capital Work Projects proposed for 2019/20 and endorse that the projects be included for consideration in the 2019/2020 draft budget.

Moved Cr: Wyatt
Seconded Cr: Hogan

Resolution

That Council note the Capital Work Projects proposed for 2019/20 and endorse that the projects be included for consideration in the 2019/2020 draft budget.

Carried by: Simple Majority

For: 5

Against: 0

Agenda Reference & Subject	
10.4.6 - Appointment of Chief Bush Fire Control Officer	
Location / Address	Shire of Dundas
File Reference	ES.SP
Author	Manager Works and Services
Date of Report	28 March 2019
Disclosure of Interest	Nil

Summary

For Council to consider the appointment of the Chief Bush Fire Control Officer

Background

It has been customary in the past for Council to appoint a senior member of staff to the position of Chief Bush Fire Control Officer.

This role normally is carried out by the Manager Works and Services.

Statutory Environment

Local Government Act 1995

Bush Fires Act 1954 • Section 38 - A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A(2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it.

Policy Implications

Council has no Policies in relation to this matter

Financial Implications

There are no implications as a result of this recommendation

Strategic Implications

None

Consultation

CEO & DCEO – Shire of Dundas

Comment

With the departure of the current Manager Works and Services, Mr Peter Crawford, it is now incumbent on Council to consider appointing the new Manager Works and Services, Mr Joseph Hodges to that role.

Voting Requirements

Simple Majority

Officer Recommendation**That Council:**

1. **Appoint the new Manager Works and Services, Mr Joseph Hodges to the position of Chief Bush Fire Control Officer,**
2. **Cancel all previous appointment of Mr Peter Crawford to this role, and,**
3. **Advertise a notice of the appointment.**

Moved Cr: Hogan
Seconded Cr: Wyatt

Resolution**That Council:**

1. **Appoint the new Manager Works and Services, Mr Joseph Hodges to the position of Chief Bush Fire Control Officer,**
2. **Cancel all previous appointment of Mr Peter Crawford to this role, and,**
3. **Advertise a notice of the appointment.**

Carried by: Simple Majority For: 5 Against: 0

In accordance with Shire of Dundas Standing Orders Local Law 2018 (21.1), "a member may at any time move that the operation of one or more of the provisions of this local law be suspended".

Voting Requirements

Absolute Majority

Council Recommendation**That the council suspend Standing Orders to be able to openly discuss the following item.**

Moved Cr: Hogan
Seconded Cr: Warner

Resolution**That the council suspend Standing Orders to be able to openly discuss the following item.**

Carried by: Absolute Majority For: 5 Against: 0

Agenda Reference and Subject	
10.4.7 – Application for Community Grant – Ngadju & Community Family Day	
Location / Address	Norseman, WA 6443
File Reference	FM.SP.1
Author	Pania Turner
Date of Report	9 th April 2019
Disclosure of Interest	Nil

Summary

That the Shire of Dundas Council review and consider the Community Grant Application submitted by the Ngadju Native Title Aboriginal Corporation (NNTAC)

Background

NNTAC a similar event in 2018 which saw role model and mentor activities occur in the school, followed by a family afternoon at the Norseman Sports Oval and Complex which was well received by all those who attended.

Statutory Environment

Nil

Policy Implications

The application sits under the Policy C 6 Community Grants Program Category 2:

Event Grants

Grants of up to \$10,000 are available through two designated funding rounds each year. The following provides a definition of the three event types for which applicants can apply:

- **Iconic Event**
An event that is of regional significance, that can demonstrate through detailed planning or on past performance that it will generate significant tourism activity, stimulate large scale community interest and participation and is conducted annually at the same time of the year.
- **Community Event**
An event that has local or regional significance that stimulates place activation, community interest and participation.
- **Sporting Event**
A significant sporting event organised by a relevant sporting body that may attract the local community and those on a wider scale.

Financial Implications

Council have approved three community grant applications for the 2018/19 budget, of which one will not be claimed. The remaining amount available in the Community Grant allocation is: \$9,100.

The amount requested for this application is \$10,000.

Strategic Implications

Strategy 1.3: Engagement of the community

Goal 1.3: The Community are engaged in constructive activities that encourage social and Community development

Consultation

Community Development Manager
Deputy Chief Executive Officer
Chief Executive Officer
Norseman District High School

Comment

Cross-cultural events such as a Ngadju Family and Community Day offer good opportunity for encouraging connectedness, understanding and belonging in communities.

As per the Current Council policy, any community grant for an event is restricted to \$10,000. However, in the past the Council has managed In Kind requirements such as staff costs and venue hire.

Due to the Community Grant funds remaining, Council may like to offer an alternative amount in the funding application.

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas Council review the Community Grant Application submitted by Ngadju Native Title Aboriginal Corporation and approve the amount of \$_____ cash donation and up to an amount of \$_____ of in-kind support.

Cr Wyatt:

- These types of projects and events that happen in town are quite important.
- They bring the Community together.
- Helps create a bond between non-indigenous and indigenous people and we all come together as one in the community.

Cr Bonza:

Issues with application lacking required information:

- Part 5 – Finance and Project Budget: States that applications for funding have been submitted to other sources and are awaiting approval, but amount has not been specified.
- It is stated in the application, NNTAC has committed \$6,000 to the event, application to Council is \$10,000 and estimated cost of event is \$16,000. If other funding is secured, what will this be used for, or will they require a lesser amount from Council?
- Application is not clear on whether the event will be inclusive of all Community members.
- No date stated for event.
- Council need more information on,
 - a. How much funding has been applied for from other sources,
 - b. When they are likely to find out if these have been approved, and;
 - c. How this will impact on the amount they have requested from Council.
- The amount requested is more than the remaining amount of the budgeted Community Grant allocation for 2018/19.
- “Additional Information” section of application has not been submitted.

Cr Wyatt:

- Council should lay item on the table until required information is provided, to be raised at next Ordinary Meeting of Council.
- Has spoken with Yvonne, who assisted with filling out the application and has confirmed this is definitely a whole Community event, for indigenous and non-indigenous.

Due to a power failure, phone connection with Cr Patupis was lost and the Presiding member called an adjournment at 6:32pm.

All those present at the start of the meeting were present in the room after the adjournment. Cr Patupis was contacted via mobile phone and the Presiding member reconvened the meeting at 6:37pm.

Council Recommendation

That the Council resume Standing Orders.

Moved Cr: Wyatt
Seconded Cr: Hogan

Resolution

That the Council resume Standing Orders.

Carried by: Absolute Majority For: 5 Against: 0

Council Recommendation

That the Shire of Dundas Council;

- 1. Request from the Ngadju Native Title Aboriginal Corporation, further information in relation to all of their funding applications, and,**
- 2. That we bring the item back to the Ordinary Meeting of Council in May.**

Moved Cr: Bonza
Seconded Cr: Hogan

Resolution

That the Shire of Dundas Council;

- 1. Request that the Ngadju Native Title Aboriginal Corporation, provide more information in relation to their other funding applications for their event, and,**
- 2. Bring the item back to the Ordinary Meeting of Council in May.**

Carried by: Simple Majority For: 5 Against: 0

Agenda Reference & Subject:	
10.4.8 – Waiver of rent for 80 Prinsep Street, Norseman WA during Woodlands Centre Construction & Refurbishment Period	
Location / Address	80 Prinsep Street, Norseman WA 6443
File Reference	A38
Author	Pania Turner
Date of Report	11 th April 2019
Disclosure of Interest	Nil

Summary

For Council to consider the impact to a local business during the construction phase on the Woodlands Centre Project.

Background

L & S Webb operate a photographic gallery business out of one of the Shire of Dundas leased properties located at 80 Prinsep Street, Norseman WA. A key element and sale point of the business is a gallery atmosphere that should invite customers into a peaceful and relaxed environment as they view the imagery displayed.

The gallery is located next door to and partially onsite of the Shire of Dundas refurbishment project of the old Camel Café' and will be significantly impacted by noise and at times construction.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

No rental income from the property for the period of construction.

Strategic Implications

Nil

Consultation

DCEO
CEO
WALGA
L.Webb

Comment

The Gallery offers a and excellent marketing product for the Shire of Dundas as well as the Goldfields region, promoting the area to tourists and visitors. The shop will be impacted by the construction site with construction fencing along its boundaries and at times access to the customer parking will also be impacted.

There is another organisation on the site in question impacted by the construction with the Shire having to relocate this group to the Norseman Town Hall.

Voting Requirements

Simple Majority

Officer Recommendation

That the Shire of Dundas Council approve the waiver of rental fees as per the current lease agreement for 80 Prinsep Street, Norseman WA 6443 until the construction and refurbishment period for Woodlands Cultural, Community and Visitor Centre is complete. The lessee will still be responsible for utility costs as per the lease agreement.

Council Recommendation

That the Shire of Dundas Council enter into a variation of lease agreement with the Gallery of Splendid Isolation to expire on the current lease date of September 2020 where the Council agrees to exchange the monthly rent received, a rental value of \$11,700, for the existing gallery fittings as itemised in the costings submitted, a value of \$11,820, and the lessee will still be responsible for utility costs as per the lease agreement.

Moved Cr: Warner
Seconded Cr: Wyatt

Resolution

That the Shire of Dundas Council enter into a variation of lease agreement with the Gallery of Splendid Isolation to expire on the current lease date of September 2020 where the Council agrees to exchange the monthly rent received, a rental value of \$11,700, for the existing gallery fittings as itemised in the costings submitted, a value of \$11,820, and the lessee will still be responsible for utility costs as per the lease agreement.

Carried by: Simple Majority For: 5 Against: 0

The Presiding member brought forward Item 12.

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 agree to the introduction of the following late item for decision.

Moved Cr: Hogan
Seconded Cr: Warner

Resolution

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

Carried by: Simple Majority For: 5 Against: 0

Agenda Reference & Subject	
12.1 – Late Item - Development Application – Car Wash Facility	
Location / Address	Lot 84 (82) Roberts Street Norseman
File Reference	A76
Author	Richard Brookes
Date of Report	8 th April 2019
Disclosure of Interest	Nil

Summary

For the Council to consider a development application to operate a car wash and detailing facility from Lot 84 (82) Roberts Street

Background

The Shire has received a development application from James Hughes to operate a car wash and detailing business from No 82 cnr Roberts and Ramsay Street in Norseman. The subject lot is 674m² in area and zoned Town Centre pursuant to the town planning scheme.

The Council at its ordinary meeting held on the 17th July 2018 resolved

That the Council of the Shire of Dundas approve the application by James Hughes to operate a tyre repair and fitting business from L84 (82) Roberts st Norseman subject to the following conditions:

- 1. All tyre repairs and fitting is to be undertaken within the confines of the building;*
- 2. No noise is to emanate outside the property from machinery and compressors; and*
- 3. All signage for the business is to be approved by the Shire before installation.*

The town planning scheme is somewhat vague in relation to the proposed use as a car wash and detailing facility. The TPS describes "Motor Vehicle Wash Station" as meaning land and buildings where vehicles are washed and cleaned by or primarily by mechanical means.

A Motor Vehicle Wash Station is an IP use meaning that it is a use that is not permitted unless such use is incidental to the predominant use as decided and approved by Council

Statutory Environment

Shire of Dundas Town Planning Scheme No 2

Policy Implications

N/A

Financial Implications

There are no financial implications for the Shire

Strategic Implications

The proposed development meets a number of objectives of the Community Strategic Plan as follows:

Theme 2 – A thriving local economy and economic base			
A strong, diversified economy with a number of commercial businesses and industries providing new and varied employment opportunities for all age groups.			
Strategy 2	Goal	Measure	Priority
2.1 Opportunity for Economic Diversification	A vibrant economy that includes opportunities for mining, industry, tourism, shopping and business.	The level and diversity of businesses, including mining, industry, tourism and commercial activity is increasing.	Medium
2.2 Attracting new businesses	New businesses are attracted to the area and existing ones encouraged		

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

Consultation

James Hughes, CEO

Comment

The proposed use as a car wash and detailing facility has been carried out on the site a number of years ago, however does not appear to have been referred to the Council for determination or approval in the past.

Whilst the town planning scheme is not specific in describing a car wash and detailing facility, the Council could reasonably determine that the proposed use falls within the interpretation of a Motor Vehicle Wash Station.

A Motor Vehicle Wash Station is able to be permitted as an incidental use to the predominant / primary use as decided and approved by the Council

Mr Hughes has made the development application to include the use as part of and ancillary to his business as a tyre shop.

If the Council supports the proposal it would be necessary to include a number of conditions to ensure that the business has minimal impact on adjoining properties.

The EPA's broad principles for the management of water (EPA Environmental guidance for planning and development – guidance statement 33 – 2008) are as follows:

Total water cycle management

The EPA favours the application of a total water cycle management approach that recognises that water supply, stormwater and wastewater management are interrelated components of surface water and groundwater catchment systems

Whilst this is only a small-scale development it may be appropriate to include some conditions relating the use of, treatment and recycling of wastewater generated from the car washing facility

Voting Requirements

Simple Majority

Officer Recommendation

That the Council of the Shire of Dundas approve the development application by James Hughes to operate a car wash and detailing facility at Lot (82A) Roberts Street subject to the following conditions:

1. the car wash and detailing is an incidental use to the predominant use of the premises as a tyre shop;
2. all waste water from the operation of the car wash is to be retained on site;
3. soaps and detergents used in the car washing facility are to be readily biodegradable;
4. waste water is to be filtered and recycled where practicable; and
5. all car wash and detailing activities are to be carried out within the confines of the site.

Moved Cr: Wyatt
Seconded Cr: Warner

Resolution

That the Council of the Shire of Dundas approve the development application by James Hughes to operate a car wash and detailing facility at Lot (82A) Roberts Street subject to the following conditions:

1. the car wash and detailing is an incidental use to the predominant use of the premises as a tyre shop;
2. all waste water from the operation of the car wash is to be retained on site;
3. soaps and detergents used in the car washing facility are to be readily biodegradable;
4. waste water is to be filtered and recycled where practicable; and
5. all car wash and detailing activities are to be carried out within the confines of the site.

Carried by: Simple Majority For: 5 Against: 0

As the following items refer to staff issues it is recommended that the meeting proceed behind closed doors

Moved Cr: Hogan
Seconded Cr: Wyatt

Resolution

That the meeting proceed behind closed doors

Carried by: Simple Majority For: 5 Against: 0

Peter Fitchat, Tracy Dixon, Pete Miller, Peter Crawford, Pania Turner and Sharon Webb exited the Council Chambers at 6:43pm.

Agenda Reference and Subject	
10.4.9 – Confidential Item - Interim Performance Appraisal - CEO	
Location / Address	Shire of Dundas
File Reference	Personal File DCS
Author	Gihan Kohobange
Date of Report	9 th April 2019
Disclosure of Interest	N/A

Council Resolution

That the Council come from behind closed doors.

Moved Cr: Hogan
Seconded Cr: Patupis

Carried by: Simple Majority For: 5 Against: 0

Peter Fitchat, Tracy Dixon, Pete Miller, Peter Crawford and Pania Turner re-entered the Council Chambers at 6:45pm.

Council Resolution

That the Council of the Shire of Dundas:

1. Notes the satisfactory performance of the CEO through the qualifying period,
2. Endorses the updated key result areas and actions for the 2019 annual appraisal as summarised in the confidential schedule of information, and
3. Schedules the next review of the CEO's performance to be completed prior to 2 September 2019.

Moved Cr: Wyatt
Seconded Cr: Hogan

Carried by: Simple Majority For: 5 Against: 0

11 Elected Members Motions of Which Previous Notice Has Been Given

Nil

13 Next Meeting

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

14 Closure of Meeting

There being no further business the Shire President thanked all those in attendance and declared the meeting closed at 6:46pm.