



SHIRE OF MT MARSHALL

MINUTES

Notice is hereby given that an Ordinary Meeting of Council was held on Tuesday 20 October 2020, in Council Chambers, 71 Monger St, Bencubbin, commencing at 3:00pm.

Cr ARC Sachse

President

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intentionally**

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John Nuttall
Chief Executive Officer

Chairperson Initial

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1.0 Declaration of Opening / Announcement of Visitors

The Presiding Member declared the meeting open at 3.00pm and welcomed all those present.

2.0 Record of Attendance / Apologies / Approved Leave of Absence

In Attendance

Cr ARC Sachse	President
Cr NR Gillett	Deputy President
Cr LN Gobbart	Councillor
Cr TM Gibson	Councillor
Cr IC Sanders	Councillor
Cr SR Putt	Councillor
Mr John Nuttall	Chief Executive Officer
Ms Nadine Richmond	Executive Assistant
Ms Tanika McLennan	Finance and Administration Manager
Mr Cliff Simpson	Road Safety Advisor (Wheatbelt North), WALGA
	3.00 – 3.43pm
Mr Len Cargeeg	Member of the Public

Apologies

Nil

3.0 Standing Orders

2020/10-001 COUNCIL DECISION:

That Standing Order number 9.2 - Limitation of Number of Speeches be suspended for the duration of the meeting to allow for greater debate on items in the agenda.

Moved Cr TM Gibson

Seconded Cr NR Gillett

Carried 6/0

4.0 Public Questions

4.1 Response to Public Questions Taken on Notice

Nil

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4.2 Public Question Time

The Presiding Member declared public question time open at 3.01pm

The following questions were received prior to the meeting.

4.2.1 Summary of question from Mr Len Cargeeg:

A masonry brick wall existed between the Shire Chambers building and the Silver Chain, from 1965 to 2020. This wall was recently demolished. A Colorbond Neta Screen metal fence was erected in its place.

a. Why was the brick wall demolished?

Summary of response from the Presiding Member:

There are a couple of reasons why this work was undertaken. To allow for easier access to power and generator infrastructure and because the wall was cracked and in need of something being done.

b. Who authorised the wall to be demolished?

Summary of response from the Presiding Member:

Council authorised this work when they adopted the budget at the Special Council Meeting held 31 July 2020

c. How much did this project cost?

Summary of response from the Presiding Member:

The total cost of the project was \$3475

d. Who inspected the final job?

Summary of response from the Presiding Member:

As with all work that is done for the Shire the work was checked to ensure that it was done in line with the purchasing directions provided. However, we do not routinely pay for a second contractor to 'inspect' the work of a chosen contractor. The expense of that would be extensive and completely unnecessary.

e. What were the qualifications of those who inspected the completed job?

Summary of response from the Presiding Member:

See previous answer

f. Was the person who issued the purchase order different from the person who authorised the payment?

Summary of response from the Presiding Member:

No, again that would not make sense. It is clearly necessary for the person who issues the purchase order (and therefore knows what they are purchasing) to authorise payment which is done once they confirm the work is completed. This will only be different in circumstances where their purchasing authority amount is not sufficient.

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g. Was there any consideration given to stabilising the brick wall?

Summary of response from the Presiding Member:

No

4.2.2 Summary of question from Mr Len Cargeeg:

A suggestion was made to take funds from the proposed war memorial to cover the cost of tiling the new swimming pool. What War Memorial?

Summary of response from the Presiding Member:

Firstly there has been no budget variation taken back to Council so I am unsure what 'suggestion' you are referring to. However, the war memorial is the relocation of the current Bencubbin War Memorial to an area close to the Bencubbin CRC. This was consulted on and met with overwhelming support from those who responded.

The Presiding Member declared public question time closed at 3.04pm.

5.0 Applications for Leave of Absence

Nil

6.0 Declarations of Interest

Cr TM Gibson declared an impartiality interest in item number 11.1.1 being that she is a member of Beacon Central and Beacon Country Club.

Cr NR Gillett declared an impartiality interest in item number 11.1.1 being that he is a member of Lake McDermott Catchment Group.

Cr ARC Sachse declared an impartiality interest in item number 11.1.1 being that he is a member of the Lake McDermott Catchment Group.

Cr SR Putt declared an impartiality interest in item number 11.1.1 being that he is a member of the Lake McDermott Catchment Group.

7.0 Confirmation of Minutes of Previous Meetings

7.1 Minutes of the Ordinary Meeting held on Tuesday 15 September 2020

2020/10-002 OFFICER RECOMMENDATION/COUNCIL DECISION:

That the Minutes of the Ordinary Meeting of Council held on Tuesday 15 September 2020 be confirmed as a true and correct record of proceedings.

Moved Cr SR Putt

Seconded Cr LN Gobbart

Carried 6/0

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8.0 Announcements by Presiding Person Without Discussion

The Shire of Mt Marshall would like to thank past Councillor Brendan Geraghty for serving as an Elected Member during 2019 and 2020. We totally respect his decision to retire his position and wish him all the best for the future.

As the 2020 harvest period commences, we encourage everyone to be careful at this busy time. There will be an increase in heavy vehicle movements at this time, where extra vigilance and patience is encouraged.

With regard to lighting a fire, the Restricted Burning Times and a need to obtain a permit are currently in place, and the Prohibited Burning Period commences on the 1st November 2020. We encourage everyone to closely watch and monitor Bureau of Meteorology forecasts, and Department of Fire and Emergency Services warnings and bans. There is also a requirement to monitor the Shire of Mt Marshall "Harvest and Movement of Machinery in Paddocks Ban" announcements. All of these are necessary in keeping our communities safe, both in terms of personal safety and property damage.

We would also like to thank all the current volunteers within the Shire of Mt Marshall, and especially those involved with emergency management.

Congratulations to all those who are receiving Volunteer Bush Fire Medals and Medallions at a ceremony later today. Your volunteer commitment and service over many years is greatly appreciated by our residents.

9.0 Report's of Councillors

9.1 President's Report

Purpose:

This report is prepared by the President to provide Council and the community of Mt Marshall with information about activities undertaken.

Comment:

The President represented the Shire at the following meetings and training opportunities from 16 September to 20 October 2020.

- 17/09/2020 Wheatbelt Human Service Managers Forum, Electronic Video.
- 22/09/2020 Great Eastern Country Zone (GECZ) Executive Special Meeting, Teleconference.
- 24/09/2020 North Eastern Wheatbelt Organisation of Councils (NEWROC) Dinner, Perth with CEO John Nuttall.
- 25/09/2020 WALGA Breakfast, Perth, with CEO John Nuttall.
WALGA Political Forum, Perth, with CEO John Nuttall.
WALGA Awards Presentation and AGM, Perth, with CEO John Nuttall
- 29/09/2020 Operational Area Support Group (OASG) Wheatbelt, COVID-19 State of Emergency Meeting, Zoom.

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- 30/09/2020 CEO Shire of Nungarin, Adam Majid's Farewell, Nungarin, with CEO John Nuttall.
- 1/10/2020 NEW Health Scheme Meeting, Council Chambers, with CEO John Nuttall.
- 2/10/2020 Rural Water Council (Inc) Executive Committee Meeting, Zoom Electronic.
Bushfire Advisory Meeting, Beacon Country Club, with RO Jack Walker.
- 13/10/2020 Economic Grant Fund Committee Meeting, with Deputy President Cr Nick Gillet, Cr Tanya Gibson, CEO John Nuttall and EDO Sarah Moug.
- 14/10/2020 Corporate Information Session, Council Chambers, with Deputy President Cr Nick Gillett, Cr Tanya Gibson, Cr Leanne Gobbart, Cr Stuart Putt, Cr Ian Sanders and CEO John Nuttall.
- 16/10/2020 Rural Water Council (Inc) Meeting, Zoom Electronic, with Cr Tanya Gibson
Citizenship Ceremony, Council Chambers, with Staff and Members of the Public.

9.2 Councillors

Cr SR Putt 1/10/2020 EWBG AGM in Merredin

10.0 Petitions / Deputations / Presentations / Submissions

Mr Cliff Simpson, Road Safety Advisor (Wheatbelt North), WALGA presented to Council on road crashes on local roads.

Mr Cliff Simpson left the meeting at 3.43pm.

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11.0 Reports of Committees

11.1 Economic Development Grant Fund Committee

Cr TM Gibson declared an impartiality interest in item number 11.1.1 being that she is a member of Beacon Central and the Beacon Country Club.

Cr NR Gillett declared an impartiality interest in item number 11.1.1 being that he is a member of the Lake McDermott Catchment Group.

Cr ARC Sachse declared an impartiality interest in item number 11.1.1 being that he is a member of the Lake McDermott Catchment Group.

Cr SR Putt declared an impartiality interest in item number 11.1.1 being that he is a member of the Lake McDermott Catchment Group.

11.1.1 Economic Development Grant Fund Applications Round 1 – 2020/21 Financial Year & Minutes of Economic Development Grant Fund Committee Meeting held Tuesday 13 October 2020

File No:	4.0300
Location/Address:	N/A
Name of Applicant:	Various
Name of Owner:	N/A
Author:	John Nuttall – Chief Executive Officer
Attachments:	11.1.1a – Minutes of Economic Development Grant Fund Committee Meeting held Tuesday 13 October 2020
	11.1.1b – CS.3.2 Economic Development Grant Fund Policy
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

As part of the Mt Marshall annual budget for 2020/2021, Council continued the Economic Development Fund (EDF) with a total allocation of \$40,000.00. The fund is open twice annually for Community Groups and Businesses to make applications for funding of projects which benefit the community and promote economic development within the Shire of Mt Marshall. The first round saw 7 applications received totalling \$17,912.63. It should be noted that \$9945.22 of this financial year's \$40,000 allocation has been committed to Bencubbin Truck and Autos from the previous financial year funding round.

A Council appointed committee met on Tuesday 13 October 2020 to assess the applications. This item presents the applications, and the committee recommendation relating to each application. Also presented with this report are the minutes from the committee meeting.

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As the applications contain both financial and sensitive business information it is not appropriate that they are presented as attachments to this item as they would then be open for public inspection. However, Councillors are able to view any and all of the documents in advance of the Council meeting.

Consultation:

Nil

Statutory Environment:

Nil

Relevant Plans and Policy:

Council adopted Policy CS3.2 (copy attached) relating to this funding.

Financial Implications:

This year Council set aside \$40,000 to the fund, to be awarded over two rounds. \$9945.22 of this financial year's \$40,000 allocation has been committed to Bencubbin Truck and Autos from the previous financial year funding round.

Risk Assessment:

There is a risk that if this funding were not available Council would be requested to fund projects without the necessary scrutiny and need for formal application, assessment and acquittal.

Community & Strategic Objectives:

Outcome 2.1 Actively support and develop local and new business

2.1.6 Support opportunities for all businesses

Outcome 4.1 Collaborative and transparent leadership

4.1.3 Engage the community in decision making and shared responsibility in achieving our goals

Outcome 4.3 A local government that is highly respected, professional, trustworthy and accountable

4.3.5 Use resources efficiently and effectively

4.3.6 Operate in a financially sustainable manner

Comment:

The Economic Development Fund Committee met on 13 October 2020 and discussed all seven applications at length. The minutes of the meeting are at **attachment 11.1.1a**. It is important to note that it will be a requirement for all grant money recipients to properly acquit the grant funding, and an amount less than awarded may be provided subject to the provision of receipts.

Listed below is information relating to each application and reasons for the committee recommendation.

Beacon Central Community Resource Centre – Wildflower Tours

Great tourism project

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Seasonal product with great attendance numbers this year – hope it continues to flourish
Potential for no interstate travel again next year makes this type of offering more important

Run by volunteers who need to be supported
Promotes local spending by tourists
Fits with Shire community and economic planning

Hands-on Therapeutic Massage – Launch Event for Gift Range

Expansion of existing business supported
Event will encourage visitors – already a large client base from Mt Marshall and surrounding Shires
Opportunity for other businesses close by to tap into the visitors and gain exposure
New offering in the Shire – hopefully prevent people from shopping out of the area
Promotion of business a key area for the fund
Using other local businesses to assist and promote the launch a positive

Beacon Country Club – Shade Sail

Club has only sought the cost of the shade sail itself
Offer sun protection for patrons
May encourage additional visitors
More aesthetically pleasing
Advantage to community of expanded facility
Not necessarily a great amount of ‘Economic Development’ but certainly significant community benefit
Note the committee, in line with updated guidelines, determined the Beacon Country Club to fall into the commercial rater than community stream and therefore recommends an award at the \$1/\$2 rate

Lake McDermott Catchment Group – Shade Structure

Large structure with community support (local business and Better Bencubbin)
Significant community and tourist visitation this year
Tourists may stay longer and hopefully shop locally
Questioned what will happen when the lake does not have water?
Strong community project, and although limited economic development supported on the basis of the significant community benefit

Beacon Co-operative – Computer

Two applications were lodged – previously determined by Council that it was to be classed in the commercial stream therefore that application presented to Committee
Application not granted – minimum request to be \$500 and request was for less than that.

Merits of the application not assessed but should a valid application be lodged in a future round it may be successful.

Foley Admin Services – Bubbles and Brew

New business for town to be encouraged as significant Economic Development opportunity.
Concern over, and consideration given to competition with existing sports club.
However, application clearly shows different opening times (daytime hours) and catering

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11.2 Bushfire Advisory Committee

11.2.1 Minutes of the Bushfire Advisory Committee Meeting held 2 October 2020

File No:	4.0117
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author:	Nadine Richmond – Executive Assistant
Attachments:	11.2.1 – Minutes of the Bushfire Advisory Committee Meeting held 2 October 2020
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	N/A

Background:

Nil

Consultation:

Nil

Statutory Environment:

Local Government Act (1995)

Section 5.8: Establishment of Committees

A local government may establish committees of three (3) or more persons to assist the Council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.

Relevant Plans and Policy:

Various Bushfire Policies

Financial Implications:

Nil

Risk Assessment:

Emergency Management is a core responsibility of local government and failure to comply with the legislation would find it in breach of the Local Government Act 1995.

Community & Strategic Objectives:

CIVIC LEADERSHIP – provide accountable and transparent leadership:

- C1.1 Enhance open and interactive communication between Council and the community
- C1.2 Promote and support community members' participation in the Shires' governance

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SOCIAL - Provide services and processes to enhance public safety:

S 3.1 Support provision of emergency services such as bush fire brigades, ambulance and LEMC

Comment:

The minutes of the Bushfire Advisory Committee meeting held on Friday 2 October 2020 are submitted for Council endorsement.

2020/10-004 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

That the minutes of the Bush Fire Advisory Committee meeting held on Friday 2 October 2020 be endorsed.

Moved Cr IC Sanders

Seconded Cr SR Putt

Carried 6/0

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12.0 Reports of Officers

12.1 Chief Executive Officer

12.1.27 WALGA Quarterly Report

File No:	N/A
Location/Address:	N/A
Name of Applicant:	WALGA
Name of Owner:	N/A
Author:	John Nuttall – Chief Executive Officer 12.1.27a – WALGA Quarterly Report 3 rd Quarter 2020
Attachments:	12.1.27b - WALGA Preferred Supplier Program Report
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

WALGA produce every quarter a personalised document for each Local Government relating to services that they have provided to that Council in the last quarter. This document is provided to the Chief Executive Officer, with a request that it is formally presented to Council. Accordingly, attached to this item is a copy of the most recent quarterly report.

Consultation:

Nil

Statutory Environment:

Nil

Relevant Plans and Policy:

Nil

Financial Implications:

Nil

Risk Assessment:

Nil, but WALGA request that the whole Council receives a copy of the document each time it is produced.

Community & Strategic Objectives:

Outcome 4.3 A local government that is highly respected, professional, trustworthy and accountable

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4.3.1 Promote and support elected members and staff participation in training, education and professional development.

Comment:

WALGA will provide information each quarter detailing which of their services have been utilised in the previous quarter.

2020/10-005 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

That Council:

- 1. Receive the attached WALGA quarterly report, relating to quarter 3 2020;***
and
- 2. Receive the annual Preferred Supplier Program Report***

Moved Cr NR Gillett

Seconded Cr SR Putt

Carried 6/0

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12.1.28 Resignation of Brendan Geraghty

File No:	3.0131
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author:	John Nuttall – Chief Executive Officer
Attachments:	Nil
Declaration of Interest:	Nil
Voting Requirements:	Recommendation 1: Simple Majority Recommendation 2: Absolute Majority
Previously Considered:	Nil

Background:

On Monday 12 October the Chief Executive Officer received email correspondence from Cr Brendan Geraghty that he was tendering his resignation from his position as a Councillor effective immediately.

The Chief Executive Officer subsequently informed the Department of Local Government, Sports & Cultural Industries (DLGSC) of this resignation and also had several discussions with the Western Australian Electoral Commission (WAEC).

Consultation:

Discussions have taken place with the WAEC regarding the requirement to conduct an election to fill the vacated role.

Statutory Environment:

Local Government Act 1995

2.32. How extraordinary vacancies occur in offices elected by electors

The office of a member of a council as an elector mayor or president or as a councillor becomes vacant if the member —

- (a) dies; or*
- (b) resigns from the office; or*
- (c) does not make the declaration required by section 2.29(1) within 2 months after being declared elected to the office; or*
- (d) advises or accepts under section 2.27 that he or she is disqualified, or is declared to be disqualified by the State Administrative Tribunal acting on an application under section 2.27; or*
- (da) is disqualified by an order under section 5.113, 5.117 or 5.119 from holding office as a member of a council; or*
- (db) is dismissed under section 8.15L or 8.25(2); or*
- (e) becomes the holder of any office or position in the employment of the local government; or*

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- (f) *having been elected to an office of councillor, is elected by the electors to the office of mayor or president of the council.*

4.8. Extraordinary elections

- (1) *If the office of a councillor or of an elector mayor or president becomes vacant under section 2.32 an election to fill the office is to be held.*
- (2) *An election is also to be held under this section if section 4.57 or 4.58 so requires.*
- (3) *An election under this section is called an **extraordinary election**.*
[Section 4.8 amended: No. 2 of 2012 s. 10.]

4.9. Election day for extraordinary election

- (1) *Any poll needed for an extraordinary election is to be held on a day decided on and fixed —*
- (a) *by the mayor or president, in writing, if a day has not already been fixed under paragraph (b); or*
- (b) *by the council at a meeting held within one month after the vacancy occurs, if a day has not already been fixed under paragraph (a).*
- (2) *The election day fixed for an extraordinary election is to be a day that allows enough time for the electoral requirements to be complied with but, unless the Electoral Commissioner approves or section 4.10(b) applies, it cannot be later than 4 months after the vacancy occurs.*
- (3) *If at the end of one month after the vacancy occurs an election day has not been fixed, the CEO is to notify the Electoral Commissioner and the Electoral Commissioner is to —*
- (a) *fix a day for the holding of the poll that allows enough time for the electoral requirements to be complied with; and*
- (b) *advise the CEO of the day fixed.*

4.16. Postponement of elections to allow consolidation

- (1) *This section modifies the operation of sections 4.8, 4.9 and 4.10 in relation to the holding of extraordinary elections.*
- (2) *If a member's office becomes vacant under section 2.32 (otherwise than by resignation) on or after the third Saturday in July in an election year and long enough before the ordinary elections day in that year to allow the electoral requirements to be complied with, any poll needed for the extraordinary election to fill the vacancy is to be held on that ordinary elections day.*
- (3) *In the case of a member's office becoming vacant under section 2.32 by resignation, if —*
- (a) *the resignation takes effect, or is to take effect, on or after the third Saturday in July in an election year but not later than one month after the ordinary elections day in that year; and*

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- (b) *the CEO receives notice of the resignation long enough before that ordinary elections day to allow the electoral requirements to be complied with,*

any poll needed for the extraordinary election to fill the vacancy is to be held on that ordinary elections day.

- (4) *If a member's office becomes vacant under section 2.32 —*
(a) *after the third Saturday in January in an election year; but*
(b) *before the third Saturday in July in that election year,*

the council may, with the approval of the Electoral Commissioner, fix the ordinary elections day in that election year as the day for holding any poll needed for the extraordinary election to fill that vacancy.

[Section 4.16 amended: No. 66 of 2006 s. 7; No. 2 of 2012 s. 11.]

4.17. Cases in which vacant offices can remain unfilled

- (1) *If a member's office becomes vacant under section 2.32 on or after the third Saturday in July in the election year in which the term of the office would have ended under the Table to section 2.28, the vacancy is to remain unfilled and the term of the member who held the office is to be regarded in section 4.6 as ending on the day on which it would have ended if the vacancy had not occurred.*

- (2) *If a member's office becomes vacant under section 2.32 —*
(a) *after the third Saturday in January in the election year in which the term of the office would have ended under the Table to section 2.28; but*
(b) *before the third Saturday in July in that election year,*

the council may, with the approval of the Electoral Commissioner, allow the vacancy to remain unfilled and, in that case, the term of the member who held the office is to be regarded in section 4.6 as ending on the day on which it would have ended if the vacancy had not occurred.

- (3) *If a councillor's office becomes vacant under section 2.32 and under subsection (4A) this subsection applies, the council may, with the approval of the Electoral Commissioner, allow* the vacancy to remain unfilled and, subject to subsection (4), in that case, the term of the member who held the office is to be regarded in section 4.6 as ending on the day on which it would have ended if the vacancy had not occurred.*

** Absolute majority required.*

- (4A) *Subsection (3) applies —*
(a) *if —*
(i) *the office is for a district that has no wards; and*
(ii) *at least 80% of the number of offices of member of the council in the district are still filled;*

or

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(b) if —

- (i) the office is for a ward for which there are 5 or more offices of councillor; and
- (ii) at least 80% of the number of offices of councillor for the ward are still filled.

(4) If an ordinary or an extraordinary election is to be held in a district then an election to fill any vacancy in the office of councillor in that district that was allowed to remain unfilled under subsection (3) is to be held on the same election day and Division 9 applies to those elections as if they were one election to fill all the offices of councillor for the district or ward that need to be filled.

Relevant Plans and Policy:

Nil

Financial Implications:

If there is to be an election there will be substantial costs (in both finance and time). Those financial costs have not yet been established.

Risk Assessment:

There is a risk of being without quorum should several councillors not be able to attend a specific meeting and there being an outstanding councillor vacancy.

Community & Strategic Objectives:

Outcome 4.1 Collaborative and transparent leadership

4.1.1 Enhance open and interactive communication between Council and the community

Outcome 4.3 A local government that is highly respected, professional, trustworthy and accountable

4.3.1 Promote and support elected members and staff participation in training, education and professional development

4.3.2 Provide sufficient resources to facilitate effective governance

4.3.3 Ensure compliance with all relevant legislation

Comment:

The legislation and conversation with the WAEC indicate that it may be possible to defer an election to fill the vacancy until October 2021 when the next Local Government Elections are listed to take place. This would represent a significant saving in time and money for the Shire. Additionally, given the timing of the resignation around harvest, Christmas and the January holidays it would mean that it would be unfeasible to hold an election until February 2021.

Given that there are currently six out of the seven positions filled and all current Councillors attend meetings regularly there does not appear to be a significant risk in leaving the position vacant until October 2021.

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On the basis of the above it is recommended that Council resolve to request the Electoral Commissioner to defer any election until October 2021.

2020/10-006 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

That Council:

- 1. Note the resignation of Cr Brendan Geraghty from his position as a councillor effective as of 12 October 2020; and***

- 2. Resolve, subject to sections 4.17 (3), 4.17 (4) and 4.17 (4A) Local Government Act 1995, to apply to the Electoral Commissioner for permission to allow the vacancy to be unfilled until the Local Government Elections to be held in October 2021***

Moved Cr SR Putt
Absolute Majority

Seconded Cr NR Gillett

Carried 5/1

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12.2 Works Supervisor

12.2.7 Works Report October 2020

File No:	N/A
Location/Address:	Mt Marshall District
Name of Applicant:	N/A
Name of Owner:	N/A
Author:	Aaron Wootton – Works Supervisor
Attachments:	Nil
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

In the interest of better communications the following report of activities and tasks carried out by the Shire's works department is provided to Council.

Consultation:

Nil

Statutory Environment:

Nil

Relevant Plans and Policy:

Nil

Financial Implications:

Nil

Risk Assessment:

Nil

Community & Strategic Objectives:

ECONOMIC - Provide an effective and efficient transportation network

E 3.2 Maintain an efficient, safe and quality local road network

CIVIC LEADERSHIP - Provide efficient and effective management

C 3.3 Provide reporting processes in a transparent, accountable and timely manner

Comment:

Roads/Streets

Scotsmans Rd - Works have been completed up to gravel stage and the road will need a quick trim before sealing, which will be done in early November.

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12.3 Executive Assistant

12.3.14 Status Report – September 2020

File No:	N/A
Location/Address:	N/A
Name of Applicant:	Nil
Name of Owner:	N/A
Author:	Nadine Richmond – Executive Assistant
Attachments:	12.3.14 – Status Report September 2020
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

The status report is a register of Council resolutions that are allocated to Shire staff for actioning. When staff have progressed or completed any action in relation to Council's decision, comments are provided until the process is completed or superseded by more recent Council resolutions.

Consultation:

Nil

Statutory Environment:

Nil

Relevant Plans and Policy:

Nil

Financial Implications:

Nil

Risk Assessment:

Nil

Community & Strategic Objectives:

CIVIC LEADERSHIP - Provide efficient and effective management

C 3.3 Provide reporting processes in a transparent, accountable and timely manner

Comment:

In the interest of increased transparency and communication with the community, the status report is provided for information.

Chairperson Initial

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2020/10-008 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

The Status Report for September 2020 be received.

Moved Cr SR Putt

Seconded Cr NR Gillett

Carried 6/0

Chairperson Initial

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12.3.15 Policy and Procedures Manual – Part 7 Fire Control

File No:	4.0203
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author:	Nadine Richmond – Executive Assistant
Attachments:	12.3.15 – Part 7 – Fire Control of Policy Manual 2020
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

A Policy & Procedures Manual is a way in which Council are able to guide the decision making of local government officers. It directs officers to know what decision Council would make if they were faced with the same decision.

The Shire's Regulatory Officer, Jack Walker is the local government authority representative in emergency situations and has reviewed Part 7 Fire Control of the Shire's Policy Manual. Most of the changes to the policies are simple terminology changes, for example the "Fire and Emergency Services Authority of WA" are now called "Department of Fire and Emergency Services".

Consultation:

Nil

Statutory Environment:

Nil

Relevant Plans and Policy:

This is a review of Part 7 of the Policy Manual

Financial Implications:

There are no financial implications from conducting this review.

Risk Assessment:

It would present a risk to Council to fail to review the policy manual.

Community & Strategic Objectives:

Outcome 4.1 Collaborative and transparent leadership

4.1.4 Promote a culture within the Shire that aligns actions with the values and aspirations of the Strategic Community Plan

Outcome 4.3 A local government that is highly respected, professional, trustworthy and accountable

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12.3.16 Christmas and New Year 2020/21 Office Hours

File No:	N/A
Location/Address:	Shire of Mt Marshall Administration Office
Name of Applicant:	Nil
Name of Owner:	N/A
Author:	Nadine Richmond – Executive Assistant
Attachments:	Nil
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

Shire office closure arrangements over the Christmas and New Year period have been varied depending on the CEO at the time and whether staff were leaving the area for holidays. The time of year is usually a quiet period for the administration and works department.

Consultation:

John Nuttall – Chief Executive Officer

Statutory Environment:

Nil

Relevant Plans and Policy:

Nil

Financial Implications:

Nil

Risk Assessment:

Nil

Community & Strategic Objectives:

Outcome 4.1 Collaborative and transparent leadership

4.1.2 Provide responsive high level customer service

Comment:

The author recommends the Shire office closing for the periods listed in the recommendation with the majority of administration staff wishing to go away over this period. Staff with insufficient leave may be offered to work over the period, provided there is work available or permitted to take leave without pay.

Advertising will take place to ensure all community members are made aware of the office closure and a senior staff member will be contactable during the shutdown period.

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2020/10-010 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

That Council endorses the following office closure during the 2020/21 Christmas and New Year period:

<i>Wednesday 23 December -</i>	<i>9.00am to 4.00pm</i>	
<i>Thursday 24 December -</i>	<i>Closed – Christmas Eve</i>	
<i>Friday 25 December -</i>	<i>Closed – Christmas Day</i>	
<i>Monday 28 December -</i>	<i>Closed – Boxing Day Holiday</i>	
<i>Tuesday 29 December-</i>	<i>Closed</i>	
<i>Wednesday 30 December</i>	<i>Closed</i>	
<i>Thursday 31 December</i>	<i>Closed</i>	
<i>Friday 1 January</i>	<i>Closed – New Years Day</i>	
<i>Monday 4 January</i>	<i>9.00am to 4.00pm</i>	
<i>Moved Cr TM Gibson</i>	<i>Seconded Cr IC Sanders</i>	<i>Carried 6/0</i>

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12.4 Finance and Administration Manager

12.4.22 Accounts Paid to 30 September 2020

File No: 4.0294
Location/Address: N/A
Name of Applicant: Nil
Name of Owner: N/A
Author: Sandy Wyatt – Finance Officer
Attachments: Nil
Declaration of Interest: Nil
Voting Requirements: Simple Majority
Previously Considered: Nil

Background:

Following is a List of Accounts submitted to Council on Tuesday 20 October 2020 for the Municipal Fund, Trust Fund and Mastercard. Councillor questions regarding any payments can be directed to Finance and Administration Manager, Tanika McLennan, prior to the meeting.

1. Municipal Fund

Chq/EFT	Date	Name	Description	Amount
52	30/09/2020	BANK FEES - BANK FEES	BANK FEES	585.84
187	01/09/2020	TELSTRA	UTILITY CHARGES-JULY20	1395.13
188	17/09/2020	WATER CORPORATION	UTILITY CHARGES 7.7.20-8.9.20	16096.84
189	25/09/2020	WATER CORPORATION	PROPERTY RENTAL CHARGES	550.00
EFT16568	01/09/2020	PURE AIR FILTERS	DISPOSAL & ENVIRONMENTAL FEE-FILTERS	75.90
EFT16569	01/09/2020	NINGHAN SPRAYING & AG SERVICES	AUGUST SUPPLIES	2389.07
EFT16570	01/09/2020	KTY ELECTRICAL SERVICES	AUGUST REPAIRS	7288.71

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Chq/EFT	Date	Name	Description	Amount
EFT16571	01/09/2020	WHEATBELT SIGNS	SIGN	66.00
EFT16572	01/09/2020	JASON SIGNMAKERS	AUGUST SUPPLIES	1700.91
EFT16573	01/09/2020	BENCUBBIN SPORTS CLUB INC.	CARAVAN PARK VOUCHER	10.00
EFT16574	01/09/2020	SHIRE OF TRAYNING	DOCTORS HOUSE RENT 28.6.20-1.8.20	960.00
EFT16575	01/09/2020	THE GIMLET NEWSPAPER INC	ANNUAL ADVERTISING SUBSCRIPTION 2020/21	1700.00
EFT16576	01/09/2020	BENCUBBIN NEWS & POST	POSTAGE 17.8.20-21.8.20	54.90
EFT16577	01/09/2020	BEACON COUNTRY CLUB INC.	CARAVAN PARK VOUCHERS	710.00
EFT16578	01/09/2020	WINC AUSTRALIA PTY LTD	AUGUST SUPPLIES	242.43
EFT16579	01/09/2020	DEPARTMENT OF FIRE & EMERGENCY SERVICES	ESLB 1ST QTR CONTRIBUTION	12558.00
EFT16580	01/09/2020	ICS CARPENTRY	AUGUST REPAIRS	1424.50
EFT16581	01/09/2020	A & M MEDICAL SERVICES P/L	SERVICE OXYGEN EQUIPMENT	110.50
EFT16582	01/09/2020	PAUL ANTHONY SACHSE	BENCUBBIN REFUSE SITE LEASE 2020/21	11082.50
EFT16583	01/09/2020	BENCUBBIN TRUCK N AUTO'S	AUGUST REPAIRS	2538.05
EFT16584	01/09/2020	PLANWEST (WA) PTY LTD	PLANNING SERVICES	181.50
EFT16585	01/09/2020	JR & A HERSEY PTY LTD	AUGUST SUPPLIES	954.91
EFT16586	01/09/2020	CUTTING EDGES EQUIPMENT PARTS	AUGUST SUPPLIES	277.33
EFT16587	01/09/2020	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	ELEARNING ENROLMENT-CR SACHSE	390.00
EFT16588	01/09/2020	BENCUBBIN AG SUPPLIES	AUGUST SUPPLIES	579.12
EFT16589	01/09/2020	LOCAL PEST CONTROL	PEST CONTROL	988.50
EFT16590	01/09/2020	PUBLIC LIBRARIES WA INC	PLWA MEMBERSHIP 2020/21	110.00
EFT16591	01/09/2020	CR IC SANDERS	MEETING FEES & ALLOWANCES 22.7.20- 18.8.20	493.18
EFT16592	01/09/2020	GREAT SOUTHERN FUELS	FUEL-AUGUST20	11396.94
EFT16593	01/09/2020	MARTY GRANT BULLDOZING	CLEAR & STRIP TOP SOIL	6798.00
EFT16594	01/09/2020	KC SALES	CARAVAN PARK VOUCHERS	230.00
EFT16595	01/09/2020	SANDPRINTS	PHOTOS-LAKE MCDERMOTT	350.00
EFT16596	01/09/2020	PALM PLUMBING	AUGUST EPAIRS	960.23
EFT16597	01/09/2020	CR ARC SACHSE	MEETING FEES & ALLOWANCES 22.7.20- 18.8.20	1871.15

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Chq/EFT	Date	Name	Description	Amount
EFT16598	01/09/2020	WHEATBELT OFFICE & BUSINESS MACHINES	PHOTOCOPIER CHARGES	842.68
EFT16599	01/09/2020	CR NICK GILLETT	MEETING FEES & ALLOWANCES 31.7.20-18.8.20	721.40
EFT16600	01/09/2020	CR STUART PUTT	MEETING FEES & ALLOWANCES 22.7.20-18.8.20	493.18
EFT16601	01/09/2020	PETER TOBOSS	REIMBURSEMENT FOR PURCHASE-LAPTOP CHARGER	89.00
EFT16602	01/09/2020	JAMES BOYD	CLEANING & BOOKING AGENT FEE-JULY20	2617.00
EFT16603	01/09/2020	KOMATSU AUSTRALIA PTY LTD	AUGUST SUPPLIES	225.98
EFT16604	01/09/2020	TOLL TRANSPORT PTY LTD	FREIGHT-AUGUST20	80.47
EFT16605	01/09/2020	JP PROMOTION PTY LTD	POLO SHIRTS	404.59
EFT16606	01/09/2020	SCUD AG SUPPLIES	AUGUST SUPPLIES	243.82
EFT16607	01/09/2020	CR TM GIBSON	MEETING FEES & ALLOWANCES 22.7.20-18.8.20	1102.35
EFT16608	01/09/2020	CR B C GERAGHTY	MEETING FEES & ALLOWANCES 22.7.20-18.8.20	493.18
EFT16609	01/09/2020	DYNAMIC POOLS AUSTRALIA PTY LTD	MT MARSHALL AQUATIC CENTRE UPGRADE	325404.01
EFT16610	01/09/2020	MCKAY PLUMBING & GAS PTY LTD	RELOCATE UNDERGROUND MAINS	1864.50
EFT16611	01/09/2020	NAATRA PTY LTD TRADING AS ETCHCRAFT	AUGUST SUPPLIES	577.50
EFT16612	01/09/2020	ROB DUFFEY	REFUND OF KEY BOND	10.00
EFT16613	01/09/2020	SPECIALE SMASH REPAIRS	AUGUST REPAIRS	600.00
EFT16614	01/09/2020	BERRY BOWLING SYSTEMS PTY LTD	UPGRADE OF BENCUBBIN BOWLING GREEN	56010.24
Eft16615		AUGUST TRUST PAYMENT		
EFT16616	02/09/2020	LEEANNE NOLA GOBBART	MEETING FEES & ALLOWANCES 22.7.20-18.8.20	523.75
EFT16617	01/09/2020	SYNERGY	UTILITY CHARGES 8.7.20-11.8.20	1246.16
EFT16618	01/09/2020	CRISP WIRELESS PTY LTD	BUSINESS LITE SUBSCRIPTION-INTERNET ACCESS	328.90
EFT16619	11/09/2020	EASISALARY	PAYROLL DEDUCTIONS	396.17
EFT16620	08/09/2020	SYNERGY	UTILITY CHARGES 18.6.20-13.8.20	6484.22

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Chq/EFT	Date	Name	Description	Amount
EFT16621		TRUST PAYMENT BELOW		
EFT16622		TRUST PAYMENT BELOW		
EFT16623	11/09/2020	GERAGHTYS ENG & AUTO ELECTRICS	JULY SUPPLIES	86.35
EFT16624	11/09/2020	SHIRE OF MT MARSHALL	NEW HEALTH RECOUP 31.8.20	4317.59
EFT16625	11/09/2020	AVON WASTE	RUBBISH COLLECTION	5806.44
EFT16626	11/09/2020	BOC GASES	GAS CYLINDERS	42.75
EFT16627	11/09/2020	CJD EQUIPMENT PTY LTD	AUGUST SUPPLIES	890.80
EFT16628	11/09/2020	CHADSON ENGINEERING PTY LTD	AUGUST SUPPLIES	159.50
EFT16629	11/09/2020	STATE LIBRARY OF WA	BETTER BEGINNINGS PROGRAM 2020/21	38.50
EFT16630	11/09/2020	NINGHAN SPRAYING & AG SERVICES	GAS BOTTLES	143.00
EFT16631	11/09/2020	KTY ELECTRICAL SERVICES	AUGUST REPAIRS	197.01
EFT16632	11/09/2020	BENCUBBIN SPORTS CLUB INC.	CARAVAN PARK VOUCHERS	20.00
EFT16633	11/09/2020	SHIRE OF TRAYNING	DOCTORS HOUSE RENT 2.8.20-29.8.20 & VEHICLE EXPENSES-AUGUST20	1793.94
EFT16634	11/09/2020	BENCUBBIN NEWS & POST	NEWSPAPERS-AUGUST20	87.13
EFT16635	11/09/2020	BEACON COUNTRY CLUB INC.	CARAVAN PARK VOUCHERS	240.00
EFT16636	11/09/2020	BEACON CO-OPERATIVE LTD	CARAVAN PARK VOUCHERS	760.00
EFT16637	11/09/2020	BENCUBBIN BULK HAULIERS	MOVE ROLLERS	445.50
EFT16638	11/09/2020	WA DISTRIBUTORS PTY LTD-ALL-WAYS FOODS	AUGUST SUPPLIES	197.55
EFT16639	11/09/2020	BENCUBBIN COMMUNITY RESOURCE CENTRE	CARAVAN PARK VOUCHER	10.00
EFT16640	11/09/2020	BENCUBBIN TRUCK N AUTO'S	AUGUST REPAIRS	2443.89
EFT16641	11/09/2020	IPLEX PIPELINES	AUGUST SUPPLIES	2466.55
EFT16642	11/09/2020	LANDGATE	RURAL UV'S CHARGEABLE 11.7.20-7.8.20	69.20
EFT16643	11/09/2020	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	UNDERSTANDING FINANCIAL REPORTS & BUDGETS-T.GIBSON 24.9.20	450.00
EFT16644	11/09/2020	BENCUBBIN AG SUPPLIES	AUGUST SUPPLIES	702.65
EFT16645	11/09/2020	REFUEL AUSTRALIA	FUEL-AUGUST20	194.47
EFT16646	11/09/2020	DEPARTMENT OF MINES,INDUSTRY REGULATION AND SAFETY (DMIRS)	BUILDING SERVICES LEVY	371.39
EFT16647	11/09/2020	ORBIT HEALTH & FITNESS SOLUTIONS	ONSITE SERVICE AND SAFETY AUDIT	608.85
EFT16648	11/09/2020	GREAT SOUTHERN FUELS	FUEL-AUGUST20	3181.83

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Chq/EFT	Date	Name	Description	Amount
EFT16649	11/09/2020	KC SALES	AUGUST SUPPLIES	36.00
EFT16650	11/09/2020	WA CONTRACT RANGER SERVICES	RANGER SERVICES 11.8.20-24.8.20	1215.50
EFT16651	11/09/2020	MARKET CREATIONS	COMPUTER SERVICES	13097.30
EFT16652	11/09/2020	MARKETFORCE PTY LTD	ADVERTISING-PLANT OPERATOR	220.00
EFT16653	11/09/2020	ASPHALT IN A BAG	AUGUST SUPPLIES	1718.75
EFT16654	11/09/2020	JAMES BOYD	CLEANING & BOOKING AGENT FEE- AUGUST20	3351.00
EFT16655	11/09/2020	AUSTRALIA POST	POSTAGE-BEACON LIBRARY	21.15
EFT16656	11/09/2020	TOLL TRANSPORT PTY LTD	FREIGHT-AUGUST20	47.30
EFT16657	11/09/2020	THE BENCUBBIN SHOP	AUGUST SUPPLIES	132.78
EFT16658	11/09/2020	SCUD AG SUPPLIES	AUGUST SUPPLIES	460.13
EFT16659	09/09/2020	PERKBOX AUSTRALIA	STANDARD L&W BUNDLE	198.00
EFT16660	09/09/2020	SYNERGY	UTILITY CHARGES 9.7.20-19.8.20	1413.81
EFT16661	14/09/2020	SYNERGY	UTILITY CHARGES 20.7.20-13.8.20	70.59
EFT16662	14/09/2020	BENDIGO BANK	AUGUST SUPPLIES	5905.81
EFT16663		TRUST PAYMENT BELOW		
EFT16664		TRUST PAYMENT BELOW		
EFT16665	17/09/2020	SHIRE OF MT MARSHALL	STAFF GYM MEMBERSHIPS	354.00
EFT16666	17/09/2020	STEWART & HEATON CLOTHING CO PTY LTD	PROTECTIVE CLOTHING	481.14
EFT16667	17/09/2020	KTY ELECTRICAL SERVICES	SEPTEMBER SUPPLIES	7334.10
EFT16668	17/09/2020	JASON SIGNMAKERS	SIGN	581.90
EFT16669	17/09/2020	SHIRE OF TRAYNING	ADVERTISING	20.00
EFT16670	17/09/2020	BENCUBBIN NEWS & POST	POSTAGE 31.8.20-4.9.20	50.78
EFT16671	17/09/2020	BEACON CENTRAL COMMUNITY RESOURCE CENTRE	CONTRIBUTION TOWARDS LADIES MENTAL HEALTH EVENT	600.00
EFT16672	17/09/2020	BEACON CO-OPERATIVE LTD	POSTAGE-FLYERS TO POST BOXES	5.13
EFT16673	17/09/2020	WINC AUSTRALIA PTY LTD	SEPTEMBER SUPPLIES	325.68
EFT16674	17/09/2020	ICS CARPENTRY	SEPTEMBER SUPPLIES	28978.40
EFT16675	17/09/2020	WA DISTRIBUTORS PTY LTD-ALL-WAYS FOODS	SEPTEMBER SUPPLIES	691.80
EFT16676	17/09/2020	DAVES TREE SERVICE	TRIMMING TREES	2860.00

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Chq/EFT	Date	Name	Description	Amount
EFT16677	17/09/2020	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	WALGA AGM BREAKFAST-T.SACHSE	180.00
EFT16678	17/09/2020	ADVANCED AUTOLOGIC PTY LTD	SEPTEMBER SUPPLIES	152.00
EFT16679	17/09/2020	LOCAL PEST CONTROL	PEST CONTROL	1174.00
EFT16680	17/09/2020	ORBIT HEALTH & FITNESS SOLUTIONS	SEPTEMBER REPAIRS	2510.76
EFT16681	17/09/2020	CORSIGN WA PTY LTD	SIGNS	27.50
EFT16682	17/09/2020	CR IC SANDERS	MEETING FEES & ALLOWANCES 19.8.20-15.9.20	493.18
EFT16683	17/09/2020	GREAT SOUTHERN FUELS	FUEL-SEPTEMBER20	9037.25
EFT16684	17/09/2020	KC SALES	CARAVAN PARK VOUCHERS	494.50
EFT16685	17/09/2020	LOREN NORTHOVER	REFUND-OVERPAYMENT OF RENT	50.00
EFT16686	17/09/2020	SANDRA WYATT	REIMBURSEMENT-KEYS CUT	38.05
EFT16687	17/09/2020	ECOWATER SERVICES	MAINTENANCE-BIOMAX SYSTEM-229 MURRAY STREET	150.40
EFT16688	17/09/2020	PALM PLUMBING	INSTALL WATER TANK	9464.88
EFT16689	17/09/2020	ZARABAR FARMS PTY LTD	GRAVEL PURCHASED	1831.50
EFT16690	17/09/2020	CR ARC SACHSE	MEETING FEES & ALLOWANCES 19.8.20-15.9.20	1697.00
EFT16691	17/09/2020	HANDS ON THERAPEUTIC MASSAGE	CARAVAN PARK VOUCHER	10.00
EFT16692	17/09/2020	WHEATBELT OFFICE & BUSINESS MACHINES	PHOTOCOPIER CHARGES	331.94
EFT16693	17/09/2020	JOHN NUTTALL	REIMBURSEMENT-PARKING	18.00
EFT16694	17/09/2020	CR STUART PUTT	MEETING FEES & ALLOWANCES	493.18
EFT16695	17/09/2020	LEEANNE NOLA GOBBART	MEETING FEES & ALLOWANCES 19.8.20-15.9.20	605.92
EFT16696	17/09/2020	WHEATBELT LIQUID WASTE MANAGEMENT	SEPTIC PUMP OUT	792.00
EFT16697	17/09/2020	TOLL TRANSPORT PTY LTD	FREIGHT-SEPTEMBER20	141.27
EFT16698	17/09/2020	THE BENCUBBIN SHOP	CARAVAN PARK VOUCHERS	505.63
EFT16699	17/09/2020	PETER WALKER	REIMBURSEMENT-MEAL PURCHASE, TRUCK TO PERTH	18.60
EFT16700	17/09/2020	OAKS CIVIL CONSTRUCTION PTY LTD	TRAFFIC MANAGEMENT PLAN	1100.00
EFT16701	23/09/2020	AUSTRALIAN TAXATION OFFICE	BAS-AUGUST20	8863.00

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Chq/EFT	Date	Name	Description	Amount
EFT16702	23/09/2020	WJ & J BEAGLEY	RATES REFUND FOR ASSESSMENT A6198 LOT KOORDA-BULLFINCH RD BENCUBBIN 6477	355.07
EFT16703	23/09/2020	LAVENDALE FARM	DEPOSIT-MT MARSHALL SENIORS TRIP16- 20/11/20	400.00
EFT16704	22/09/2020	SYNERGY	STREETLIGHTS 25.7.20-24.8.20	1971.38
EFT16705	25/09/2020	EASISALARY	PAYROLL DEDUCTIONS	396.17
EFT16706		TRUST PAYMENT BELOW		
EFT16707	30/09/2020	CARDTRONICS AUSTRALASIA PTY LTD	ONGOING FEES FOR ATM-AUGUST20	41.47
EFT16708	30/09/2020	SYNERGY	UTILITY CHARGES 12.8.20-8.9.20	995.40
DD10182.1	09/09/2020	WALGS PLAN	PAYROLL DEDUCTIONS	7442.08
DD10182.2	09/09/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	781.78
DD10182.3	09/09/2020	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	208.56
DD10182.4	09/09/2020	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	256.15
DD10182.5	09/09/2020	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	87.23
DD10182.6	09/09/2020	LEGALSUPER	SUPERANNUATION CONTRIBUTIONS	584.60
DD10182.7	09/09/2020	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	191.71
DD10182.8	09/09/2020	ASGARD INFINITY EWRAP SUPER ACCOUNT	SUPERANNUATION CONTRIBUTIONS	111.59
DD10207.1	23/09/2020	WALGS PLAN	PAYROLL DEDUCTIONS	7521.95
DD10207.2	23/09/2020	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	780.97
DD10207.3	23/09/2020	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	209.35
DD10207.4	23/09/2020	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	256.15
DD10207.5	23/09/2020	ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	91.05
DD10207.6	23/09/2020	LEGALSUPER	SUPERANNUATION CONTRIBUTIONS	584.60
DD10207.7	23/09/2020	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	191.71
DD10207.8	23/09/2020	ASGARD INFINITY EWRAP SUPER ACCOUNT	SUPERANNUATION CONTRIBUTIONS	133.91
				647,548.62

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2. Trust

Chq/EFT	Date	Name	Description	Amount
EFT16621	11/09/2020	SHIRE OF MT MARSHALL	FUEL FOR BUS-SOCIAL CLUB OUTING 13.8.20-INV15643	60.05
EFT16622	11/09/2020	BENCUBBIN SPORTS CLUB INC.	SOCIAL CLUB PURCHASES-INV00000000143A	236.00
EFT16663	17/09/2020	DEBORAH JACOB	REFUND OF BOND	600.00
EFT16664	17/09/2020	PETRINA POOLE	REFUND OF GYM KEY DEPOSIT	10.00
EFT16706	30/09/2020	DEPARTMENT OF TRANSPORT	MMSO20200902	2313.70
				\$3,219.75

3. Mastercard

Details	Amount
Deposit-A3 printed brochure	272.50
Forks	8.67
Forks	8.67
Forks	8.66
Tv remote	17.20
Netball rings	68.00
Council snacks	31.75
Netball rings	-13.00
Snack bowls	34.95
Advertising-facebook	30.00
Councillor surface go's	756.74
Councillor surface go keyboards	304.89
Final pmt-A3 printed brochure	321.49
Advertising-facebook	30.00
Pool signs/rescue equip	1010.90
Toilet brushes	12.00
Toilet brush/bin	16.50
Toilet brush/bin	16.50

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Coffee pods	45.20
Bank fees	4.00
Little hotelier	81.95
Little hotelier	81.95
Advertising-facebook	3.00
Identity check-J.Nuttall/A.Sachse	98.00
Zoom	23.09
Bank fees	4.00
Batteries two way	455.00
Car hire-P.Toboss	700.00
Licensing	200.00
Bank fees	4.00
Postage-Beacon rates	69.30
Plants	79.90
Sit/stand desk riser	1116.00
Bank fees	4.00
	\$5905.81

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This List of Accounts Paid under Delegation 14 and covering vouchers and direct debits as above was submitted to each Member of the Council for the Ordinary Meeting of **20 October 2020**. All invoices, being the subject of payments made, have been duly certified as to the receipt of goods and services, and prices, computations and costings have been checked against the expenditure authority (i.e. budget, purchase order, delegation).

John Nuttall
Chief Executive Officer

Consultation:

Tanika McLennan – Finance and Administration Manager

Statutory Environment:

Financial Management Regulations and the Local Government Act 1995

Relevant Plans and Policy:

Nil

Financial Implications:

An appropriate allowance has been made in the current year's budget to fund and authorise expenditure.

Risk Assessment:

Nil

Community & Strategic Objectives:

CIVIC LEADERSHIP - Provide efficient and effective management

C 3.3 Provide reporting processes in a transparent, accountable and timely manner

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Comment:

Nil

2020/10-011 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

That the Accounts Listed

<i>Municipal Fund</i>	\$ 647,548.62
<i>Trust Fund</i>	\$ 3,219.75
<i>Mastercard</i>	\$ <u>5,905.81</u>
<i>Total</i>	\$ 656,674.18

Be endorsed.

Moved Cr SR Putt

Seconded Cr NR Gillett

Carried 6/0

Chairperson Initial

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12.4.23 Statement of Financial Activity to 30 September 2020

File No:	4.0294
Location/Address:	N/A
Name of Applicant:	Nil
Name of Owner:	N/A
Author:	Tanika McLennan – Finance & Admin Manager
Attachments:	12.4.23 – Statement of Financial Activity to 30 September 2020
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

Under Regulation 34 of the Local Government (Financial Management) Regulations 1996 a local government is to prepare each month a statement of financial activity which includes annual budget estimates, year to date budget estimates, actual amounts expenditure, revenue and income, material variances and net current assets.

Consultation:

Nil

Statutory Environment:

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

Relevant Plans and Policy:

Nil

Financial Implications:

The statement presented to Council is the most up to date information on its current financial position.

Risk Assessment:

Nil

Community & Strategic Objectives:

CIVIC LEADERSHIP - Provide efficient and effective management

C 3.3 Provide reporting processes in a transparent, accountable and timely manner

Comment:

Nil

Chairperson Initial

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2020/10-012 OFFICER'S RECOMMENDATION / COUNCIL DECISION:

The Statement of Financial Activity for the month ending 30 September 2020 be endorsed.

Moved Cr TM Gibson

Seconded Cr LN Gobbart

Carried 6/0

Chairperson Initial

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12.5 Community Development Officer

Nil

12.6 Regulatory Officer

12.6.5 Campfire and Cooking Fire Restrictions

File No:	4.0302
Location/Address:	N/A
Name of Applicant:	N/A
Name of Owner:	N/A
Author:	Jack Walker - Regulatory Officer
Attachments:	12.6.5a - Proposed Fire Break Order 12.6.5b - Proposed Signage for Campfire Prohibition
Declaration of Interest:	The author is a current Bush Fire Control Officer and Fire Weather Officer
Voting Requirements:	Simple Majority
Previously Considered:	Nil

Background:

At the Bush Fire Advisory Committee Meeting held on Friday 2 October 2020, a recommendation to install a sign 1200 x 400 at Billiburning Rock stating that campfires were prohibited during the period October to March was carried by the committee. In its current format the recommendation is not enforceable as the Bush Fires Act 1954 does not allow for individual sites to have restrictions placed on it. The authors understanding is that there is currently one (1) A4 size sign on the information board advising travellers that no campfires are allowed during the restricted burning time 1 November to 31 March. The origins of this sign are questionable as the author is not aware of any previous resolutions of Council to prohibit cooking or campfires. This item recommends Council provides clear direction in relation to campfires and cooking fires in the Shire.

Consultation:

Bush Fire Advisory Committee
Mr John Nuttall – Chief Executive Officer
Mr Philip Hay– District Officer DFES Northam
Tanya Rampori – A/Senior Regulation & Compliance Officer – DFES

Statutory Environment:

Bush Fires Act (1954)

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25. No fire to be lit in open air unless certain precautions taken

(1) Subject to subsection (1aa) and section 25A, during the restricted burning times or during the prohibited burning times a person shall not light or use a fire in the open air for a purpose not specifically mentioned or provided for in this Act, save and except in accordance with and subject to the following provisions —

(a) a fire for the purpose of camping or cooking shall not be lit within 3 m of a log or stump and unless and until a space of ground around the site of the fire having a radius of at least 3 m from the site as the centre, is cleared of all bush and other inflammable material, and when for any day, or any period of a day, the fire danger forecast by the Bureau of Meteorology in Perth in respect of the locality wherein it is desired to light or use a fire for such purpose is “catastrophic”, “extreme”, “severe” or “very high”, such fire shall not be lit on that day or during that period unless and until the approval in writing of the local government for that locality has been obtained so to do;

(f) where a fire is lit for any purpose mentioned in this subsection, except for the purpose mentioned in paragraph (b), the person who lit the fire, or the person left in attendance on the fire as required by this subsection, as the case may be, shall completely extinguish the fire by the application of water or earth before he leaves it;

(1a) Notwithstanding anything contained in subsection (1) a local government may, by notice published in the *Gazette* and in a newspaper circulating in its district, prohibit the lighting of fires in the open air in its district for the purpose of camping or cooking for such period during the prohibited burning times as is specified in the notice.

(1b) A notice published under subsection (1a) may be cancelled or varied by a subsequent notice so published.

(1c) During any period for which the lighting of fires for the purpose of camping or cooking is prohibited in the district of a local government by a notice published under subsection (1a) a person shall not light a fire in the open air in that district for either of those purposes unless the fire is lit —

(a) in a place specified in the notice as being set aside for the lighting of camping and cooking fires; or

(b) with the approval in writing of the local government.

(1d) The provisions of subsection (1)(a) and (f) shall be complied with in relation to a fire lit pursuant to subsection (1c).

(2) A person who contravenes a provision of this section is guilty of an offence.
Penalty: \$3 000.

Relevant Plans and Policy:

The Shire has various bushfire policies.

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12.7 Development

Nil

12.8 Environmental Health Officer

Nil

13.0 Elected Members' Motions of Which Previous Notice Has Been Given

Nil

14.0 New Business of an Urgent Nature Introduced by Decision of the Meeting

Nil

15.0 Next Meeting – Tuesday 17 November 2020 commencing at 4:00pm at the Beacon Country Club, Shemeld St, Beacon

16.0 Closure of Meeting

The Presiding Member thanked everyone for attending and declared the meeting closed at 4.31pm.

These Minutes were confirmed by Council at its Ordinary Meeting held on

Date

Cr ARC Sachse President