



SHIRE OF MT MARSHALL

**Minutes of Meeting held on
Tuesday 24 September 2013, in
Council Chambers, Bencubbin
commencing at 3:04pm.**

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SHIRE OF MT MARSHALL

**These Minutes were confirmed
by Council at the Ordinary
Meeting of Council held on
15 October 2013**

Cr PA Gillett

President

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Minutes of the Ordinary Meeting of Council held on Tuesday 24 September 2013

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Minutes of the Ordinary Meeting of Council held on Tuesday 24 September 2013

1.0 Declaration of Opening / Announcement of Visitors

The Presiding Member declared the meeting open at 3:04pm and welcomed everyone to the meeting.

2.0 Record of Attendance / Apologies / Approved Leave of Absence

In Attendance

Cr PA Gillett	President / Presiding Member	
Cr RN Breakell	Deputy President	
Cr MP Hogan	Councillor	3:48pm – 4:58pm
Cr DA Miguel	Councillor	
Cr CJ Kirby	Councillor	
Cr WJ Beagley	Councillor	
Cr IC Sanders	Councillor	

Mr Matthew Gilfellon	Chief Executive Officer	
Mrs Lauren Grylls	Executive Administrator	
Mr Jon Tranter	Works Supervisor	3:04pm – 3:24pm

Apologies

Cr CJ Kirby Councillor (Approved Leave of Absence)

Mrs Lauren Grylls left the meeting at 3:10pm.

Mrs Lauren Grylls returned to the meeting at 3:12pm.

Mr Jon Tranter left the meeting at 3:24pm.

3.0 Standing Orders

2013/123 COUNCIL DECISION:

That Standing Orders be suspended for the duration of the meeting to allow for greater debate on items in the agenda.

Moved Cr IC Sanders Seconded Cr WJ Beagley Carried 5/0

4.0 Public Questions

4.1 Response to Public Questions Taken on Notice

Nil

4.2 Public Question Time

Nil

Minutes of the Ordinary Meeting of Council held on Tuesday 24 September 2013

5.0 Applications for Leave Of Absence

2013/124 COUNCIL DECISION:

That Cr DA Miguel be approved leave from the October 2013 Ordinary Meeting of Council.

Moved Cr PA Gillett

Seconded Cr WJ Beagley

Carried 5/0

6.0 Declarations of Interest

Nil

7.0 Confirmation of Minutes of Previous Meetings

7.1 Minutes of the Ordinary Meeting held on Tuesday 20 August 2013

2013/125 COUNCIL DECISION / OFFICER RECOMMENDATION:

That the Minutes of the Ordinary Meeting of Council held on Tuesday 20 August 2013 be confirmed as a true and correct record of proceedings.

Moved Cr DA Miguel

Seconded Cr RN Breakell

Carried 5/0

8.0 Announcements by Presiding Person Without Discussion

Nil

9.0 Petitions / Deputations / Presentations / Submissions

Nil

Minutes of the Ordinary Meeting of Council held on Tuesday 24 September 2013

10.0 Reports of Committees

10.1 Local Emergency Management Committee

10.1.1 Minutes of Local Emergency Management Committee Meeting held 13 August 2013

LOCATION/ADDRESS: Mt Marshall District
NAME OF APPLICANT: N/A
FILE REFERENCE: A6/38
AUTHOR: Lauren Grylls – Executive Administrator
DISCLOSURE OF INTEREST: Nil
DATE: 4 September 2013
ATTACHMENT NUMBER: 10.1.1 – Minutes of LEMC Meeting 13 August 2013
CONSULTATION: Nil
STATUTORY ENVIRONMENT: Nil
POLICY IMPLICATIONS: Nil
FINANCIAL IMPLICATIONS: Nil
STRATEGIC IMPLICATIONS: Nil
VOTING REQUIREMENT: Simple Majority

2013/126 COUNCIL DECISION / OFFICER RECOMMENDATION:

That the minutes of the Mt Marshall Local Emergency Management Committee meeting (as attached) held on Tuesday 13 August 2013 be received.

Moved Cr RN Breakell

Seconded Cr DA Miguel

Carried 5/0

BACKGROUND:

Nil

COMMENT:

The minutes of the Mt Marshall Local Emergency Management Committee meeting held on Tuesday 13 August 2013 are submitted for council information.

Minutes of the Ordinary Meeting of Council held on Tuesday 24 September 2013

10.2 NEWROC Council

10.2.1 Minutes of NEWROC Council Meeting held 27 August 2013

LOCATION/ADDRESS: NEWROC District
NAME OF APPLICANT: N/A
FILE REFERENCE: A5/16
AUTHOR: Lauren Grylls – Executive Administrator
DISCLOSURE OF INTEREST: Nil
DATE: 4 September 2013
ATTACHMENT NUMBER: 10.2.1 – Minutes of NEWROC Council Meeting held 27 August 2013
CONSULTATION: Nil
STATUTORY ENVIRONMENT: Nil
POLICY IMPLICATIONS: Nil
FINANCIAL IMPLICATIONS: Nil
STRATEGIC IMPLICATIONS: Nil
VOTING REQUIREMENT: Simple Majority

2013/127 COUNCIL DECISION / OFFICER RECOMMENDATION:

That the information be received.

Moved Cr IC Sanders

Seconded Cr PA Gillett

Carried 5/0

BACKGROUND:

The Shire of Mt Marshall is a member of the North Eastern Wheatbelt Regional Organisation of Councils (NEWROC). NEWROC is not a formal organisation but was formed for the purpose of collaboration and joint initiatives between the Shires Koorda, Mt Marshall, Mukinbudin, Nungarin, Trayning and Wyalkatchem, and is governed by a Memorandum of Understanding (MOU) between these Shires.

NEWROC Council and NEWROC Executive meetings alternate on a bi-monthly basis.

COMMENT:

The Minutes of the NEWROC Council meeting held on 27 August are submitted (attachment 10.2.1) in order to keep all Members abreast of the activities of the NEWROC Council.

The next meeting of the NEWROC Council is scheduled to be held on Tuesday 22 October 2013 at the Shire of Trayning.

Minutes of the Ordinary Meeting of Council held on Tuesday 24 September 2013

11.0 Reports of Officers

11.1 Environmental Health Officer / Building Surveyor

Nil

11.2 Community and Recreation Development Officer

Nil

11.3 Natural Resource Management Officer

Nil

11.4 Senior Finance Officer

11.4.20 Statement of Financial Activity

LOCATION/ADDRESS:	N/A
NAME OF APPLICANT:	N/A
FILE REFERENCE:	F1/4
AUTHOR:	Nancy Collins – Senior Finance Officer
DISCLOSURE OF INTEREST:	Nil
DATE:	9 September 2013
ATTACHMENT NUMBER:	11.4.20a – Statement of Financial Activity 11.4.20b – Municipal Fund Statement 11.4.20c – Trust Fund Statement 11.4.20d – Municipal Term Deposit Statement 11.4.20e – Reserve Term Deposit Statement
CONSULTATION:	Nil
STATUTORY ENVIRONMENT:	Local Government Act 1995 and Local Government (Financial Management) Regulations 1996
POLICY IMPLICATIONS:	Nil
FINANCIAL IMPLICATIONS:	Nil
STRATEGIC IMPLICATIONS:	Nil
VOTING REQUIREMENT:	Simple Majority

2013/128 COUNCIL DECISION / OFFICER RECOMMENDATION:

That Council endorse the Statement of Financial Activity for the month ending 31 August 2013.

Moved Cr IC Sanders

Seconded Cr WJ Beagley

Carried 5/0

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.

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11.4.21 Accounts Paid

LOCATION/ADDRESS: N/A
NAME OF APPLICANT: N/A
FILE REFERENCE: F1/4
AUTHOR: Nancy Collins – Senior Finance Officer
DISCLOSURE OF INTEREST: Nil
DATE: 4 September 2013
CONSULTATION: Nil
STATUTORY ENVIRONMENT: Financial Management Regulations and the Local Government Act 1995
POLICY IMPLICATIONS: Nil
FINANCIAL IMPLICATIONS: Nil
STRATEGIC IMPLICATIONS: Nil
VOTING REQUIREMENT: Simple Majority

2013/129 COUNCIL DECISION / OFFICER RECOMMENDATION:

That the Accounts Listed

Municipal Fund	\$	965792.38
Trust Fund	\$	22032.10
Mastercard	\$	850.11

Be endorsed.

Moved Cr PA Gillett

Seconded Cr RN Breakell

Carried 5/0

BACKGROUND:

Following is a List of Accounts submitted to Council on Tuesday 17 September 2013 for the Municipal Fund, Trust Fund and Mastercard.

Minutes of the Ordinary Meeting of Council held on Tuesday 24 September 2013

1. Municipal Fund

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT7619	06/08/2013	ICS CARPENTRY	FIRST PROGRESS PAYMENT(PART) - OFFICE EXTENSIONS	55000.00
EFT7620	08/08/2013	ICS CARPENTRY	FIRST PROGRESS PAYMENT (BALANCE) - OFFICE EXTENSIONS	51326.00
EFT7621	19/08/2013	COVS	LED INSPECTION LAMP	189.22
EFT7622	19/08/2013	CJD EQUIPMENT PTY LTD	ARM REST KIT - GRADER	180.22
EFT7623	19/08/2013	COURIER AUSTRALIA	FREIGHT - STAPLES	29.95
EFT7624	19/08/2013	BEACON BULLETIN	ANNUAL ADVERTISING/SUBSCRIPTIONS	1500.00
EFT7625	19/08/2013	KTY ELECTRICAL SERVICES	REPLACE LIGHT AT BEACON OVAL, REPLACE RETICULATION CONTROLLER	1788.86
EFT7626	19/08/2013	BENCUBBIN NEWS & POST	POSTAGE - RATES	233.25
EFT7627	19/08/2013	WA TREASURY CORPORATION	LOAN NO. 111 INTEREST PAYMENT - 229 MURRAY STREET HOUSE	9518.08
EFT7628	19/08/2013	BEACON CO-OPERATIVE LTD	POSTAGE - BEACON LIBRARY	43.45
EFT7629	19/08/2013	BENCUBBIN BULK HAULIERS	HIRE OF SINGLE SIDE TIPPER AND ROADTRAIN	14388.00
EFT7630	19/08/2013	STAPLES AUSTRALIA	COFFEE; TUBECLIP BARS	83.28
EFT7631	19/08/2013	ICS CARPENTRY	FIT NEW DOOR LOCK AND PLANE DOORS - 156 BROWN STREET	385.00
EFT7632	19/08/2013	RELIANCE PETROLEUM	FUEL CARD PURCHASES - JULY 2013	352.91
EFT7633	19/08/2013	BENCUBBIN COMMUNITY RESOURCE CENTRE	PURCHASE ORDER BOOKS	335.00
EFT7634	19/08/2013	HITACHI CONSTRUCTION MACHINERY (AUST) P/L	ALTERNATOR	1873.05
EFT7635	19/08/2013	FUJI XEROX AUSTRALIA PTY LTD	PHOTOCOPIER SUPPORT SERVICE AGREEMENT - JULY 2013	235.59
EFT7636	19/08/2013	BENCUBBIN SMASH REPAIRS	JOCKEY WHEEL	75.59
EFT7637	19/08/2013	BENCUBBIN TRUCK N AUTO'S	REIMBURSEMENT FOR FENCE MATERIALS AND ERECTION - LOT 224 BAXTER STREET	4185.80
EFT7638	19/08/2013	BENCUBBIN AG SUPPLIES	SUCTION HOSE, SEWER PIPE, NUTS, BOLTS, SUNDRY HARDWARE ITEMS	2292.71

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CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT7639	19/08/2013	BENNY MART	SAUSAGE SIZZLE - SCHOOL TREE PLANTING DAY	262.84
EFT7640	19/08/2013	JENNI BUNCE - CLEANING	BEACON CONTRACT CLEANING 18.7 - 31.7.13	1657.50
EFT7641	19/08/2013	H BREAKELL & CO	RATES REFUND FOR ASSESSMENT A6793 HISCOX RD GABBIN 6476	1193.82
EFT7642	19/08/2013	TRACE'S PLACE	CARAVAN PARK VOUCHERS	20.00
EFT7643	19/08/2013	GREAT SOUTHERN FUELS	BULK DIESEL	22262.23
EFT7644	19/08/2013	JARED BEAGLEY	REFUND OF OVERPAYMENT OF SUNDRY DEBTOR	35.69
EFT7645	19/08/2013	CHARISSE'S HAIR DESIGN	PPMV - M ROWLING	100.00
EFT7646	26/08/2013	COVS	MAGNETIC PARTS TRAY	28.58
EFT7647	26/08/2013	AVON WASTE	RUBBISH COLLECTION - JULY 2013	5298.18
EFT7648	26/08/2013	BOC GASES	CYLINDER RENTAL - JULY 2013	67.00
EFT7649	26/08/2013	TWO DOGS HOME HARDWARE	TAPERED GARDEN POTS	359.82
EFT7650	26/08/2013	COURIER AUSTRALIA	FREIGHT	44.56
EFT7651	26/08/2013	MUKA TYRE MART	SUPPLY AND FIT DOUBLE COIN GRADER TYRES	8328.00
EFT7652	26/08/2013	NINGHAN SPRAYING SERVICE	CARAVAN PARK VOUCHERS	94.71
EFT7653	26/08/2013	KTY ELECTRICAL SERVICES	CHANGE BALLAST AT BEACON FOOTBALL OVAL TO REPAIR LIGHTS	996.88
EFT7654	26/08/2013	JASON SIGNMAKERS	ROAD SIGNS	5185.40
EFT7655	26/08/2013	BEACON CENTRAL COMMUNITY RESOURCE CENTRE	CORPORATE MEMBERSHIP; KEY CUTTING; PHOTOCOPYING	98.75
EFT7656	26/08/2013	TOTAL EDEN PTY LTD	HUNTER SPRINKLERS	838.69
EFT7657	26/08/2013	MERREDIN TELEPHONE SERVICES	CONNECT TEMPORARY LINES FOR OFFICE RENOVATIONS	335.50
EFT7658	26/08/2013	LOCAL GOVERNMENT MANAGERS AUSTRALIA - WA	AFFILIATE MEMBERSHIP 2013/14 - N COLLINS	320.00
EFT7659	26/08/2013	KENNETH LAMBLEY & CO	LETTERHEADS AND ENVELOPES	353.65
EFT7660	26/08/2013	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	773.10
EFT7661	26/08/2013	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	48.88
EFT7662	26/08/2013	LGRCEU	PAYROLL DEDUCTIONS	38.80

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CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT7663	26/08/2013	WALGS PLAN	SUPERANNUATION CONTRIBUTIONS	12853.37
EFT7664	26/08/2013	ICS CARPENTRY	ERECT PATIOS - LOTS 37 AND 38 ROWLANDS STREET BEACON	10136.50
EFT7665	26/08/2013	STAR TRACK EXPRESS	FREIGHT	615.60
EFT7666	26/08/2013	CR PA GILLETT	MEETING FEES AND ALLOWANCES - AUGUST 2013	1436.40
EFT7667	26/08/2013	REBECCA WATSON	REIMBURSEMENT FOR KITCHEN ITEMS - BEACON CAMPERS KITCHEN	80.44
EFT7668	26/08/2013	BENCUBBIN SMASH REPAIRS	CARRY OUT REPAIRS AS PER QUOTE - MITSUBISHI TRITON	1684.52
EFT7669	26/08/2013	PACIFIC BRANDS WORKWEAR	STAFF UNIFORM - L GRYLLES	107.80
EFT7670	26/08/2013	BENCUBBIN TRUCK N AUTO'S	OIL, OIL FILTERS, TUBE, SPARK PLUGS	194.90
EFT7671	26/08/2013	CR DA MIGUEL	MEETING FEES AND ALLOWANCES - AUGUST 2013	481.95
EFT7672	26/08/2013	LANDGATE	RURAL UV INTERIM VALUATION	75.10
EFT7673	26/08/2013	ADINA APARTMENT HOTEL	ACCOMMODATION - LG CONVENTION - CEO AND COUNCILLORS	8075.15
EFT7674	26/08/2013	CR MP HOGAN	MEETING FEES AND ALLOWANCES - AUGUST 2013	367.29
EFT7675	26/08/2013	BENCUBBIN AG SUPPLIES	BAILEYS LAWN FERTILISER	7810.00
EFT7676	26/08/2013	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	303.26
EFT7677	26/08/2013	TOLLARZO BUILDING	REPLACE ROOF FLASHING AND EXHAUST FAN	287.10
EFT7678	26/08/2013	BENNY MART	CARAVAN PARK VOUCHERS	40.00
EFT7679	26/08/2013	COOPER WALKER FARMS	SUPPLY, PUSH UP, LOAD AND CART GRAVEL	12603.36
EFT7680	26/08/2013	OCLC (UK) LTD	AMLIB ANNUAL MAINTENANCE	1720.59
EFT7681	26/08/2013	CR CJ KIRBY	MEETING FEES AND ALLOWANCES - AUGUST 2013	396.41
EFT7682	26/08/2013	CR WJ BEAGLEY	MEETING FEES AND ALLOWANCES - AUGUST 2013	374.57
EFT7683	26/08/2013	CR IC SANDERS	MEETING FEES AND ALLOWANCES - AUGUST 2013	401.54
EFT7684	26/08/2013	AMPAC DEBT RECOVERY PTY LTD	DEBT RECOVERY COSTS	166.61
EFT7685	26/08/2013	A2K TECHNOLOGIES	AUTODESK AUTOCAD AND COMMERCIAL SUBSCRIPTION	2260.50

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CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT7686	26/08/2013	ANALYTICAL REFERENCE LABORATORY	DETERMINATION OF ASBESTOS MATERIAL	121.00
EFT7687	26/08/2013	GUARDALL SECURITY - WA	TRAVEL TO SITE AND REPAIR STRONGROOM LOCK	1000.00
EFT7688	26/08/2013	EDITH COWAN UNIVERSITY	OSH COURSE - W MILLAR	946.00
EFT7689	26/08/2013	AIR IMAGES	DEPOSIT ON AERIAL PHOTOGRAPHY	1600.00
EFT7690	29/08/2013	BENCUBBIN COMMUNITY RECREATION COUNCIL	HIRE OF KITCHEN - TREE PLANTING DAY	20.00
EFT7691	29/08/2013	CJD EQUIPMENT PTY LTD	RADIAL TYRE ON RIM	2200.00
EFT7692	29/08/2013	BENCUBBIN NEWS & POST	STATIONERY - JULY 2013	397.90
EFT7693	29/08/2013	WA HINO SALES & SERVICE	RADIO ANTENNA	49.82
EFT7694	29/08/2013	DEPARTMENT OF FIRE & EMERGENCY SERVICES	ESLB QUARTER 1	8856.00
EFT7695	29/08/2013	D I TOMAS CONTRACTING	CARTAGE OF GRAVEL	4965.13
EFT7696	29/08/2013	CR RN BREAKELL	MEETING FEES AND ALLOWANCES - AUGUST 2013	493.20
EFT7697	29/08/2013	LANDGATE	CONSOLIDATED MINING TENEMENT ROLL	142.00
EFT7698	29/08/2013	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	LOCAL GOVERNMENT CONVENTION	11033.00
EFT7699	29/08/2013	ADVANCED AUTOLOGIC PTY LTD	GREASE AND RAGS	178.00
EFT7700	29/08/2013	CHATFIELD'S	SEED BOX PULLEY SYSTEM	176.00
EFT7701	29/08/2013	T-QUIP	BLADES FOR MOWER	315.50
EFT7702	29/08/2013	A.D. ENGINEERING INTERNATIONAL PTY LTD	TRAILER FOR TRANSPORTABLE RADAR SPEED DISPLAY	8250.00
EFT7703	29/08/2013	MW GRANT	PUSH UP AND STOCKPILE GRAVEL	4757.50
EFT7704	29/08/2013	WALLIS COMPUTER SOLUTIONS	COMPUTER BACK-UP SOFTWARE AND MANAGED SERVICE DELIVERY	7199.25
EFT7705	29/08/2013	RUSTED SOLUTIONS	CONCENTRATE RUST REMOVER	132.00
20259	02/08/2013	R N R CONTRACTING	BITUMEN SEALING	603593.37
20260	08/08/2013	SHIRE OF MT MARSHALL	CASH PAYMENTS 07.08.2013	3430.00
20261	08/08/2013	SHIRE OF MT MARSHALL	PETTY CASH RECOUP - JULY 2013	50.30
20262	19/08/2013	BEACON THEATRE ARTS CLUB	ANNUAL CONTRIBUTION TOWARDS BTA PRODUCTION	2000.00
20263	19/08/2013	SYNERGY	STEETLIGHTS - 25.6 - 24.7.13	1595.70

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CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
20264	19/08/2013	THE GIMLET NEWSPAPER INC	ANNUAL ADVERTISING/SUBSCRIPTIONS	1500.00
20265	20/08/2013	SYNERGY	ELECTRICITY 8.6 - 5.8.13	8969.20
20266	22/08/2013	SHIRE OF MT MARSHALL	CASH PAYMENTS 21.08.2013	3400.00
20267	26/08/2013	SHIRE OF MT MARSHALL	RENEW LICENCE	26.30
20268	26/08/2013	STIHL SHOP REDCLIFFE	TRANSMISSION BELT, POWER RATED BELT	132.00
20269	26/08/2013	WESTNET PTY LTD	EMAIL VIRUS SCANNING 31.7.13 - 31.7.2014	99.00
20270	26/08/2013	PLANWEST (WA) PTY LTD	SCHEME AND STRATEGY MODIFICATIONS	1320.00
20272	27/08/2013	SHIRE OF MT MARSHALL	RATES AND RUBBISH	29155.79
20273	29/08/2013	TELSTRA	TELEPHONE - AUGUST 2013	2456.92
				965792.38

2. Trust

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT7618	01/08/2013	DEPARTMENT OF PLANNING & INFRASTRUCTURE	RECOUP LICENSING - JULY 2013	22032.10
				22032.10

3. Mastercard

DETAILS	AMOUNT
CLEARING PERMIT	200.00
PPE - OFFICE EXTENSIONS	116.05
TAXI - M GILFELLON	11.88
CLEARING PERMIT	100.00
TAXI - M GILFELLON	14.43
PAINT SAMPLES - OFFICE EXTENSIONS	144.75
PILLOWS - BENCUBBIN CABINS	38.00
BATTERY - MOBILE PHONE	55.00
LICENCE TRAILER	40.00
REFRIGERATION LICENCE - W GRACIE	130.00
	850.11

Minutes of the Ordinary Meeting of Council held on Tuesday 24 September 2013

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 **24 September 2013**. 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).

Michael Keeble
A/Chief Executive Officer

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11.5 Engineering Administration Officer

11.5.4 Registration Fees for Cats and Dogs

LOCATION/ADDRESS:	Shire of Mt Marshall
NAME OF APPLICANT:	N/A
FILE REFERENCE:	A6/3c, A63/d
AUTHOR:	Jack Walker – Engineering Administration Officer
DISCLOSURE OF INTEREST:	Nil
DATE:	30 August 2013
ATTACHMENT NUMBER:	11.5.4a – Circular Nos 18-2013 & 25-2013 11.5.4b – Amended Fees and Charges Schedule
CONSULTATION:	George Ward – Central Wheatbelt Ranger Services Troy Hancock – Senior Legislation Officer, Dept of Local Govt and Communities
STATUTORY ENVIRONMENT:	Dog Act 1976 & Cat Act 2011
POLICY IMPLICATIONS:	Nil
FINANCIAL IMPLICATIONS:	Increase in Budgeted Revenue
STRATEGIC IMPLICATIONS:	Nil
VOTING REQUIREMENT:	Absolute Majority

2013/130 COUNCIL DECISION / OFFICER RECOMMENDATION:

That the Gazetted registration fees for dogs and cats be adopted and the fees and charges in the 2013/2014 budget be amended to reflect these changes.

**Moved Cr DA Miguel
Absolute Majority**

Seconded Cr IC Sanders

Carried 5/0

BACKGROUND:

New registration fees for cats and dogs have been approved and once adopted can be used from the commencement of the new registration period, being 1 November 2013.

COMMENT:

Provision for a 'Lifetime Registration Period' has been included in the Cat Act 2011, but not the Dog Act 1976. There are plans in progress to introduce a 'Lifetime Registration' for dogs but fees cannot be gazetted until the Dog Amendment Bill 2013 is passed by parliament. It is also intended to remove the fee for Inspection of the register and a certified copy of an entry in the register as these are not allowed for in the fees and charges for cats.

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Cr MP Hogan entered the meeting at 3:48pm.

11.5.5 Bituminous Surfacing Contract 2013/2014

LOCATION/ADDRESS:	N/A
NAME OF APPLICANT:	N/A
FILE REFERENCE:	W1/16
AUTHOR:	Jack Walker – Engineering Administration Officer
DISCLOSURE OF INTEREST:	Nil
DATE:	12 September 2013
ATTACHMENT NUMBER:	11.5.5a – Quote from RNR Contracting Pty Ltd 11.5.5b – Quote from Boral Asphalt 11.5.5c – Schedule of Works for 2013/14
CONSULTATION:	Matthew Gilfellow – Chief Executive Officer Jon Tranter – Works Supervisor
STATUTORY ENVIRONMENT:	Local Government Act 1995, Local Government(Financial Management) Regulations 1996
POLICY IMPLICATIONS:	R&V.1.5
FINANCIAL IMPLICATIONS:	Contractor rates affect road construction costs
STRATEGIC IMPLICATIONS:	Nil
VOTING REQUIREMENT:	Absolute Majority

OFFICER RECOMMENDATION:

That Boral Asphalt be appointed the bituminous surfacing contractor for the Shire of Mt Marshall for the 2013/14 financial year.

2013/131 COUNCIL DECISION:

That RNR Contracting Pty Ltd be appointed the bituminous surfacing contractor for the Shire of Mt Marshall for the 2013/14 financial year.

**Moved Cr PA Gillett
Absolute Majority**

Seconded Cr DA Miguel

Carried 6/0

Note: The officer recommendation was amended as Council wished to appoint RNR Contracting Pty Ltd the 2013/14 bituminous surfacing tender due to the quality of the work they have completed for the Shire in the past.

BACKGROUND:

This year the WALGA preferred suppliers list was used to find a bituminous surfacing contractor. This meant that a tender was not required, but as the purchase was over \$100,000.00 a Council decision is still required.

Two companies submitted a price schedule for the contract: RNR Contracting Pty Ltd and Boral Asphalt. The price schedules are attached.

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COMMENT:

For the past two years Council has used RNR Contracting for bituminous surfacing works. Prior to that Boral Asphalt was the preferred contractor in 2010/11, 2009/10, 2008/09 and 2007/08. The last two years RNR has submitted the lowest price, but this year Boral has submitted the lowest price. Both companies have considerable road building experience and based on the price factor my recommendation is that Boral Asphalt be awarded the contract for 2013/2014.

11.5.6. Waste and Recycling Contract

LOCATION/ADDRESS:	N/A
NAME OF APPLICANT:	Avon Waste
FILE REFERENCE:	H1/3, Agreements
AUTHOR:	Jack Walker – Engineering Administration Officer
DISCLOSURE OF INTEREST:	Nil
DATE:	10 September 2013
ATTACHMENT NUMBER:	11.5.6a – Avon Waste Quote 11.5.6b – Email regarding CPI Increase
CONSULTATION:	Nil
STATUTORY ENVIRONMENT:	Local Government Act 1995
POLICY IMPLICATIONS:	Nil
FINANCIAL IMPLICATIONS:	Binds the Shire to Avon Waste Services for the following five years
STRATEGIC IMPLICATIONS:	Nil
VOTING REQUIREMENT:	Absolute Majority

2013/132 OFFICER RECOMMENDATION:

That:

- 1. The contract with Avon Waste for the provision of waste and recycling services be extended to 30 September 2018, with a further 3 year extension option; and**
- 2. The President and CEO be authorised to affix Council’s common seal to the new contract.**

**Moved Cr RN Breakell
Absolute Majority**

Seconded Cr IC Sanders

Carried 6/0

BACKGROUND:

At the October 2012 meeting Council extended Avon Waste’s contract for the provision of waste and recycling services to 30 June 2013. As Council’s contract has expired council staff advertised through WALGA’s preferred supplier service for a new contract.

COMMENT:

Only one quote was received and this was from Avon Waste. Avon Waste commenced collecting refuse for the Shire of Northam in 1985 and has since grown to cover 31 councils in 2013. Avon Waste commenced collecting refuse in the Shire of Mt Marshall in 1993. The new contract is designed to commence on 1 October 2013. Please note that there will be CPI added to the price on 1 July each year. This has not been mentioned in the original quote, but was confirmed following an enquiry from this office.

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11.6 Chief Executive Officer

11.6.32 2013/14 State Government to Local Roads Funding Program

LOCATION/ADDRESS:	N/A
NAME OF APPLICANT:	N/A
FILE REFERENCE:	W1/6
AUTHOR:	Matthew Gilfellon – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE:	11 September 2013
ATTACHMENT NUMBER:	Nil
CONSULTATION:	Jon Tranter – Works Supervisor
STATUTORY ENVIRONMENT:	Nil
POLICY IMPLICATIONS:	Nil
FINANCIAL IMPLICATIONS:	Nil
STRATEGIC IMPLICATIONS:	Nil
VOTING REQUIREMENT:	Simple Majority

OFFICER RECOMMENDATION:

That the State Government to Local Roads Funded Road Program 2013/14 financial year, as tabulated within, be endorsed.

2013/133 COUNCIL DECISION

That the matter regarding the State Government to Local Roads Funded Road Program 2013/14 financial year, as tabulated within, lay on the table.

Moved Cr PA Gillett

Seconded Cr DA Miguel

Carried 6/0

Note: The officer recommendation was amended to allow the CEO to review and correct information provided in its submission for 2014/15 State Government to Local Roads Funding

BACKGROUND:

The State Government to Local Roads funding is allocated via the Wheatbelt North Regional Road Group (WN RRG) each year and is to be spent on '2025' roads only in order to bring these roads up to a specified standard.

The 2025 roads for the Shire of Mt Marshall are:

To 10m wide carriageway and 7m seal;

- Koorda-Bullfinch Road
- Kellerberrin-Bencubbin Road
- Bencubbin-Beacon Road
- Burakin-Wialki Road
- Wialki-Mukinbudin Road
- Bimbijiy Road
- Ingleton Road (from Beacon to Scotsman Road)

To gravel sheeting standard only;

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- Mouroubra Road
- Mandiga Road
- Mandiga-Marindo Road

Please note that from the 2015/2016 financial year, the State Government to Local Roads Funding Program will shift to '2030' roads.

COMMENT:

The table below summarises the submissions for 2014/15 State Government to Local Roads Funding should Council give their endorsement.

Road Name	Section	Project Description	MCA	Total Project Cost
Beacon-Bencubbin Rd	27.38-28.14	Reconstruction	84	\$166,919
Burakin-Wialki Rd	4.60-10.30	Final Seal/Reseal	101	\$210,195
Kellerberrin-Bencubbin Rd	0.00-5.90	Final Seal/Reseal	96	\$217,568
Beacon-Bencubbin Rd	39.48-42.63	Final Seal/Reseal	80	\$116,192
Koorda-Bullfinch Rd	31.47-33.50	Final Seal/Reseal	98	\$72,825
Total 2014/15 RRG Program Cost				\$ 833,699
Total of State Govt to Local Roads Funding (RRG) – 2/3 Funding				\$ 555,799
Total of Municipal Funds - 1/3 Funding				\$ 277,900

The Beacon-Bencubbin Reconstruction is for the area commonly known as 'the causeway'. This will leave only a few small sections of shoulder widening left on this road.

The Final Seal of the Burakin-Wialki Rd will commence where the sealing finished in the 2011/12 financial year and go through to the rail crossing. This section has been reconstructed in parts and the remaining shoulder widening will be completed this financial year. It will not cover all of the area that is to be shoulder widened this year as the section will be too long to seal in one year.

The Final Seal on the Kellerberrin-Bencubbin Rd will complete the widening works on the Kellerberrin-Bencubbin Rd from the Koorda/Bullfinch Rd turnoff through to the shire boundary.

The Final Seal on the Beacon-Bencubbin Rd was included in the 10 year road program. It will run from the Beacon townsite through to where a final seal was applied in the 2012/13 financial year. This will leave significant sealing still to be completed.

The Final Seal/Reseal on the Koorda-Bullfinch Rd will be a section near the Lake McDermott turnoff which is starting to pothole and strip quite badly.

Once Council has approved the submissions and they have been accepted by the Sub-Regional Road Group it will lock these works into Council's 2014-2015 Budget. Should amendments to the program be required, now is the best time to make them.

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11.6.33 Investment Policy

LOCATION/ADDRESS:	N/A
NAME OF APPLICANT:	N/A
FILE REFERENCE:	A2/24
AUTHOR:	Matthew Gilfellon – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE:	11 September 2013
ATTACHMENT NUMBER:	11.6.33 – F&R.2.6 Shire Of Mt Marshall Investment Policy
CONSULTATION:	Council
STATUTORY ENVIRONMENT:	Local Government Act 1995 Local Government (Financial Management) Regulations 1996
POLICY IMPLICATIONS:	Change of policy F&R.2.6 Shire of Mt Marshall Investment Policy
FINANCIAL IMPLICATIONS:	No financial implications for the officer recommendation. A change of the recommendation could potentially create financial implications.
STRATEGIC IMPLICATIONS:	Nil
VOTING REQUIREMENT:	Absolute Majority

2013/134 COUNCIL DECISION / OFFICER RECOMMENDATION:

That part “5. It is preferred that term deposits be made with local Bendigo Bank agencies provided that the interest rate is equal or better than that of equivalent authorised deposit taking institutions.” be inserted into the operational guidelines of Council Policy F&R.2.6 Shire of Mt Marshall Investment Policy.

**Moved Cr MP Hogan
Absolute Majority**

Seconded Cr WJ Beagley

Carried 6/0

BACKGROUND:

The current investment policy allows for the investment of surplus funds into any authorised banking institution. Under legislation this is a minimum requirement.

It has been raised that by putting money in a local agency of a Bendigo Bank it would help to contribute to our community. While this is not precluded by our investment policy, it is not preference to do so.

COMMENT:

Under the officer recommendation, the shire will not be any worse off by investing in a local agency of the Bendigo Bank than it would be investing under any other authorised institution.

In order to take into account the community benefit when investing the wording would need to be changed to “...provided that the interest rate plus the commission rate is equal or better...”. By changing the wording to take into account the community benefit it would allow the situation where the shire would be worse off but the benefit for the shire and community would equal the shire benefit earned at a different authorised deposit taking institution.

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11.6.34 Bencubbin Community Recreation Council Inc. Request

LOCATION/ADDRESS:	Dampier Street, Bencubbin
NAME OF APPLICANT:	Bencubbin Community Recreation Council Inc.
FILE REFERENCE:	A4/26; F1/9
AUTHOR:	Matthew Gilfellon – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE:	10 September 2013
ATTACHMENT NUMBER:	11.6.34a – Letter from Bencubbin Community Recreation Council Inc. 11.6.34b – Extract from Memorandum of Understanding
CONSULTATION:	Nil
STATUTORY ENVIRONMENT:	Local Government Act 1995
POLICY IMPLICATIONS:	Nil
FINANCIAL IMPLICATIONS:	There is no budgeted expense. Financial implication will be in line with Council decision.
STRATEGIC IMPLICATIONS:	Nil
VOTING REQUIREMENT:	Absolute Majority

OFFICER RECOMMENDATION:

For Council Consideration.

2013/135 COUNCIL DECISION:

That a donation of \$1000 be granted to the Bencubbin Community Recreation Council for the clearing to ground level of the tennis and basketball court area.

**Moved Cr MP Hogan
Absolute Majority**

Seconded Cr WJ Beagley

Carried 6/0

BACKGROUND:

On 3 September 2013 a letter was received from the Bencubbin Community Recreation Council Inc. (Bencubbin CRC) requesting that the shire consider giving a small donation to the Bencubbin CRC for clearing the current tennis and basketball court area to ground level.

The Bencubbin CRC was set up to manage the sporting facilities owned by the shire. A Memorandum of Understanding (MOU) is held between the shire and Bencubbin CRC. Under the MOU the Bencubbin CRC is to 'Notify the Shire of Mt Marshall of any faults or maintenance requirements'. The shire is to 'Cover the cost of maintenance of courts, fences and lights'. The tennis courts are no longer used for the purpose of playing tennis; therefore do not need to be maintained to such standard.

COMMENT:

Within the shire there has been precedent both for the shire contributing to community groups either financially or through other means and community groups completing activities without compensation from the shire.

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11.6.35 Planning Approval – Western Australia Police

LOCATION/ADDRESS: Reserve 30081, Lot 252 On Plan 211153 (42 Padbury St, Bencubbin)
NAME OF APPLICANT: Western Australia Police
FILE REFERENCE: TP1/1
AUTHOR: Matthew Gilfellon – Chief Executive Officer
DISCLOSURE OF INTEREST: Nil
DATE: 12 September 2013
ATTACHMENT NUMBER: 11.6.35 – Planning Application & Information
CONSULTATION: Nil
STATUTORY ENVIRONMENT: Planning and Development Act 2005
POLICY IMPLICATIONS: Nil
FINANCIAL IMPLICATIONS: Unbudgeted Planning Income
STRATEGIC IMPLICATIONS: Nil
VOTING REQUIREMENT: Simple Majority

2013/136 COUNCIL DECISION / OFFICER RECOMMENDATION:

That planning consent be given to Western Australia Police for the purpose of installing antennas and RF Feeders on the Telstra mast and development of an equipment hut on Reserve 30081, Lot 252 on Deposited Plan 211153, 42 Padbury Street Bencubbin.

Moved Cr RN Breakell

Seconded Cr PA Gillett

Carried 6/0

BACKGROUND:

An Application for Planning Consent was received from Western Australia Police for the purpose of installing antennas and RF Feeders on the Telstra mast and development of an equipment hut on Reserve 30081, Lot 252 on Deposited Plan 211153, 42 Padbury Street Bencubbin.

As the application is for development of a reserve it comes under Part II of the Shire of Mt Marshall Town Planning Scheme No.2. Section 2.2 states that “Where an application for planning consent is made in respect to land within a reserve, the Council shall have regard to the ultimate purpose intended for the reserve and the Council shall, in the case of land reserved for the purposes of a public authority, confer with that authority before granting its consent”.

COMMENT:

Nil

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11.7 Administration Officer

Nil

11.8 Executive Administrator

11.8.9 Christmas Closing Period

LOCATION/ADDRESS: N/A
NAME OF APPLICANT: N/A
FILE REFERENCE: S1/14
AUTHOR: Lauren Grylls – Executive Administrator
DISCLOSURE OF INTEREST: Nil
DATE: 4 September 2013
ATTACHMENT NUMBER: Nil
CONSULTATION: Nil
STATUTORY ENVIRONMENT: Nil
POLICY IMPLICATIONS: Nil
FINANCIAL IMPLICATIONS: Nil
STRATEGIC IMPLICATIONS: Nil
VOTING REQUIREMENT: Simple Majority

2013/137 COUNCIL DECISION / OFFICER RECOMMENDATION:

That the shire office be closed to the public on Friday 27 December 2013.

Moved Cr IC Sanders

Seconded Cr DA Miguel

Carried 6/0

BACKGROUND:

In recent years the office has closed over the Christmas period. Last year it closed to the public with staff having the option to work over the period.

This year with Christmas Day falling on a Wednesday, and Boxing Day on the Thursday only one working day exists between the two public holidays and the weekend. The majority of administration/customer service staff have indicated that they wish to take leave on Friday 27th.

COMMENT:

In the event that the office would be closed to the public, it would still be open to staff members wanting to work on that day. Closing to the public though will alleviate the need to have the appropriately certified staff present to perform certain duties such as BankWest Agency, Department of Transport etc.

Advertising would take place to inform the public of the closure, and as this is a typically quiet time of year I don't believe a one day closure will cause any great disruption or inconvenience.

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12.0 Reports of Elected Members

Cr IC Sanders attended the following meetings / functions:

22 August 2013	Off-Road Rally Working Group	Bencubbin
23 September 2013	Shire Office Official Opening	Bencubbin
27 August 2013	Bencubbin Community Recreation Council Meeting	Bencubbin

Cr DA Miguel attended the following meetings / functions:

14 September 2013	Beacon Co-op Opening	Beacon
15 September 2013	Beacon Country Club AGM	Beacon
23 September 2013	Shire Office Opening	Bencubbin
23 September 2013	WNE SRRG Meeting	Mukinbudin

Cr MP Hogan attended the following meetings / functions:

Nil

Cr CJ Kirby attended the following meetings / functions:

Not Present

Cr WJ Beagley attended the following meetings / functions:

14 September 2013	Beacon Co-op Opening	Beacon
23 September 2013	Shire Office Official Opening	Bencubbin

Cr RN Breakell attended the following meetings / functions:

23 September 2013	Shire Office Official Opening	Bencubbin
27 August 2013	Bencubbin Community Recreation Council Meeting	Bencubbin
21 August 2013	Parakeelya Ram Sale	Beacon

Cr PA Gillett attended the following meetings / functions:

23 September 2013	Shire Office Official Opening	Bencubbin
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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

2013/138 COUNCIL DECISION:

That the late items 14.7 and 14.8 be considered as presented.

Moved Cr MP Hogan

Seconded Cr DA Miguel

Carried 6/0

14.7 CEO Recruitment

LOCATION/ADDRESS: N/A
NAME OF APPLICANT: N/A
FILE REFERENCE: S1/14
AUTHOR: Matthew Gilfellon – Chief Executive Officer
DISCLOSURE OF INTEREST: Nil
DATE: 24 September 2013
ATTACHMENT NUMBER: Nil
CONSULTATION: Paul Gillett - President
STATUTORY ENVIRONMENT: Local Government Act 1995
POLICY IMPLICATIONS: Nil
FINANCIAL IMPLICATIONS: Nil
STRATEGIC IMPLICATIONS: Nil
VOTING REQUIREMENT: Absolute Majority

OFFICER RECOMMENDATION:

Four Council Consideration.

2013/139 COUNCIL DECISION:

That:

- 1. Fitzgerald Consulting be engaged for the recruitment of a Chief Executive Officer; and**
- 2. The President and Deputy President be delegated the authority to appoint an Acting Chief Executive Officer.**

Moved Cr PA Gillett

Seconded Cr MP Hogan

Carried 6/0

BACKGROUND:

Under Section 18C of the Local Government (Administration) Regulations 1996, a local government is to approve a process to be used for the selection and appointment of a CEO for the local government before the position of CEO is to be advertised.

COMMENT:

Nil

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CONFIDENTIAL ITEM

2013/140 COUNCIL DECISION / OFFICER RECOMMENDATION:

That, in accordance with Section 5.23(2)(c), the meeting move behind closed doors to discuss a contract/s entered into.

Moved Cr PA Gillett

Seconded Cr IC Sanders

Carried 6/0

14.8 Bencubbin Smash Repairs

LOCATION/ADDRESS:	N/A
NAME OF APPLICANT:	Bencubbin Smash Repairs
FILE REFERENCE:	F1/20, Agreements
AUTHOR:	Matthew Gilfellon – Chief Executive Officer
DISCLOSURE OF INTEREST:	Nil
DATE:	24 September 2013
ATTACHMENT NUMBER:	14.7a – Correspondence from TH Rowling 14.7b – Lease Agreement – Shire of Mt Marshall and TH Rowling
CONSULTATION:	Nil
STATUTORY ENVIRONMENT:	Contract Between the Shire of Mt Marshall and Thomas Henry Rowling
POLICY IMPLICATIONS:	Nil
FINANCIAL IMPLICATIONS:	Approval will affect both debtor and expense accounts
STRATEGIC IMPLICATIONS:	Nil
VOTING REQUIREMENT:	Absolute Majority

OFFICER RECOMMENDATION:

For Council consideration.

2013/141 COUNCIL DECISION:

That further investigation into the financial position and suitability of the offer from TH Rowling regarding purchase of a spray booth, compressor, hoist and laser wheel alignment system, be undertaken.

Moved Cr MP Hogan

Seconded Cr IC Sanders

Carried 6/0

2013/142 COUNCIL DECISION:

That the meeting come out from behind closed doors at 4:55pm.

Moved Cr PA Gillett

Seconded Cr Beagley

Carried 6/0

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15.0 Next Meeting – Tuesday 15 October 2013 commencing at 3:00pm in Council Chambers, 80 Monger St, Bencubbin

16.0 Closure of Meeting

The Presiding Member, Cr Paul Gillett made a small presentation to CEO Matthew Gilfellon, this being Matthew's last Council meeting before he takes up his new position at Dumbleyung. Cr Gillett praised Matthew for his service to the Shire of Mt Marshall and wished him, and wife Amanda all the very best for the future.

The Presiding Member declared the meeting closed at 4:58pm.

These Minutes were confirmed by the Council at its Ordinary Meeting held on 15 October 2013.

Date

Cr PA Gillett

President