



# **SHIRE OF MT MARSHALL**

**Minutes of Meeting held on  
Tuesday 15 October 2013, in  
Council Chambers, Bencubbin  
commencing at 3:48pm.**

This page has  
been left blank intentionally



# **SHIRE OF MT MARSHALL**

**These Minutes were confirmed  
by Council at the Ordinary  
Meeting of Council held on  
19 November 2013**

---

Cr PA Gillett

President

This page has  
been left blank intentionally

---

# **DISCLAIMER**

## **MEMBERS OF THE PUBLIC ARE REQUESTED TO READ THROUGH AND FAMILIARISE THEMSELVES WITH THE DISCLAIMER**

No responsibility whatsoever is implied or accepted by the Shire of Mt Marshall for any act, omission or statement or intimation occurring during Council or Committee meetings. The Shire of Mt Marshall disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee meetings. Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee meeting does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by a member or officer of the Shire of Mt Marshall during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Mt Marshall. The Shire of Mt Marshall warns that anyone who has an application lodged with the Shire of Mt Marshall must obtain and should only rely on written confirmation of the outcome of the application, and any conditions attaching to the decision made by the Shire of Mt Marshall in respect of the application.

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 15 October 2013**

**TABLE OF CONTENTS**

1. Declaration of Opening / Announcement of Visitors
2. Record of Attendance / Apologies / Approved Leave of Absence
3. Standing Orders
4. Public Questions
  - 4.1 Response to Previous Public Questions Taken On Notice
  - 4.2 Public Question Time
5. Applications for Leave of Absence
  - 5.1 Cr DA Miguel – approved leave of absence by resolution 2013/124
6. Declarations of Interest
7. Confirmation of Minutes of Previous Meetings
  - 7.1 Minutes of the Ordinary Meeting held on Tuesday 24 September 2013
8. (deferred) Announcements by Presiding Person Without Discussion
9. Petitions / Deputations / Presentations / Submissions
10. Reports of Committees  
Nil
11. Reports of Officers
  - 11.1 Environmental Health Officer/Building Surveyor  
Nil
  - 11.2 Community & Recreation Development Officer  
Nil
  - 11.3 Natural Resource Management Officer  
Nil
  - 11.4 Senior Finance Officer
    - 11.4.22 Statement of Financial Activity
    - 11.4.23 Accounts Paid
  - 11.5 Engineering Administration Officer
    - 11.5.7 New Grader Quotations
  - 11.6 Chief Executive Officer  
(deferred) CONFIDENTIAL ITEM
    - 11.6.36 Accountant  
(deferred) CONFIDENTIAL ITEM
    - 11.6.37 Lots 25 and 27 Monger St, Bencubbin
  - 11.7 Administration Officer  
Nil
  - 11.8 Executive Administrator
    - 11.8.10 Selection Panel for Recruitment of CEO
    - 11.8.11 Special Meeting of Council
12. Reports of Elected Members

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 15 October 2013**

- 11.6 Chief Executive Officer  
CONFIDENTIAL ITEM
- 11.6.36 Accountant  
CONFIDENTIAL ITEM
- 11.6.37 Lots 25 and 27 Monger St, Bencubbin

- 13. Elected Members' Motions of Which Previous Notice Has Been Given
- 14. New Business of an Urgent Nature Introduced by Decision of the Meeting
- 15. Next Meeting – Tuesday 19 November 2013 commencing at 6:45pm in Council Chambers, Monger St, Bencubbin
- 8.0 Announcements by Presiding Person Without Discussion
- 16. Closure of Meeting

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 15 October 2013**

**1.0 Declaration of Opening / Announcement of Visitors**

The Presiding Member declared the meeting open at 3:48pm apologising for the delay in commencement due to the over-run of a prior meeting. He welcomed the members of the public present in the gallery, and directed their attention to the disclaimer.

The Presiding Member made a special welcome to Mr Michael Keeble who was attending his first meeting in his role as Acting Chief Executive Officer

**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	
Cr CJ Kirby	Councillor	
Cr WJ Beagley	Councillor	
Cr IC Sanders	Councillor	
Mr Michael Keeble	Acting Chief Executive Officer	
Mrs Lauren Grylls	Executive Administrator	
Mr Jon Tranter	Works Supervisor	3:48pm - 3:57pm
Terry Gobbart	Public	
Leeanne Gobbart	Public	

**Apologies**

Cr DA Miguel	Councillor (Approved Leave of Absence by resolution 2013/124)
--------------	---

**3.0 Standing Orders**

**2013/143 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 MP Hogan                      Carried 6/0**

**4.0 Public Questions**

**4.1 Response to Public Questions Taken on Notice**

Nil



**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 15 October 2013**

**4.2 Public Question Time**

Public Question Time opened at 3:50pm.  
There were no questions from the public.  
Public Question time closed at 3:51pm.

**5.0 Applications for Leave Of Absence**

Nil

**6.0 Declarations of Interest**

Nil

**7.0 Confirmation of Minutes of Previous Meetings**

**7.1 Minutes of the Ordinary Meeting held on Tuesday 24 September 2013**

**2013/144 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That the Minutes of the Ordinary Meeting of Council held on Tuesday 24 September 2013 be confirmed as a true and correct record of proceedings.**

**Moved Cr RN Breakell**

**Seconded Cr WJ Beagley**

**Carried 6/0**

**8.0 Announcements by Presiding Person Without Discussion**

The Presiding Member declared a change in the order of business to defer item 8.0 until later in the meeting.

**9.0 Petitions / Deputations / Presentations / Submissions**

Mr Jon Tranter, Works Supervisor addressed the Council recommending the purchase of the Volvo Grader, the matter of which Council would consider in item 11.5.7.

Mr Jon Tranter left the meeting at 3:57pm.

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 15 October 2013**

**10.0 Reports of Committees**

Nil

**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. Statement of Financial Activity**

<b>LOCATION/ADDRESS:</b>	N/A
<b>NAME OF APPLICANT:</b>	N/A
<b>FILE REFERENCE:</b>	F1/4
<b>AUTHOR:</b>	Nancy Collins – Senior Finance Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	4 October 2013
<b>ATTACHMENT NUMBER:</b>	11.4.22a – Statement of Financial Activity 11.4.22b – Municipal Fund Statement 11.4.22c – Trust Fund Statement 11.4.22d – Municipal Term Deposit Statement 11.4.22e – Reserve Term Deposit Statement
<b>CONSULTATION:</b>	Nil
<b>STATUTORY ENVIRONMENT:</b>	Local Government Act 1995 and Local Government (Financial Management) Regulations 1996
<b>POLICY IMPLICATIONS:</b>	Nil
<b>FINANCIAL IMPLICATIONS:</b>	Nil
<b>STRATEGIC IMPLICATIONS:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 15 October 2013**

**2013/145 COUNCIL DECISION /OFFICER RECOMMENDATION:**

**That Council endorse the Statement of Financial Activity for the month ending 30 September 2013, with corrections to be made as follows:**

- 1. The two line items missing from page 8 of the Statement; Beacon Barracks Replacement Reserve, and Economic Development Reserve be inserted; and**
- 2. The Industrial Shed Reserve on page 8 of the Statement with a balance transferred of \$40,000, be corrected as that balance should have been transferred to Beacon Barracks Reserve.**

**Moved Cr MP Hogan**

**Seconded Cr CJ Kirby**

**Carried 6/0**

**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. 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.

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 15 October 2013**

**11.4.23 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:** 8 October 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

**2013/146 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That the Accounts Listed**

<b>Municipal Fund</b>	<b>\$</b>	<b>255347.74</b>
<b>Trust Fund</b>	<b>\$</b>	<b>19931.73</b>
<b>Mastercard</b>	<b>\$</b>	<b>5538.26</b>

**Be endorsed.**

**Moved Cr MP Hogan**

**Seconded Cr IC Sanders**

**Carried 6/0**

**Note:** The enquiry regarding the purchase of a seed box pulley system from Chatfield's for \$176 in the list of accounts paid submitted to the September Ordinary Meeting of Council has been resolved. The purchase was made through funding received from Wheatbelt NRM (SCIP) for a Native Perennial Forage Shrub Trials project.

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 15 October 2013**

**BACKGROUND:**

Following is a List of Accounts submitted to Council on Tuesday 15 October 2013 for the Municipal Fund, Trust Fund and Mastercard.

**1. Municipal Fund**

<b>CHQ/EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT7707	17/09/2013	COVS	METRIC BOLT SET	125.77
EFT7708	17/09/2013	BENCUBBIN COMMUNITY RECREATION COUNCIL	HIRE OF ACTIVITIES ROOM - OFF-ROAD RACE WORKING GROUP MEETING	20.00
EFT7709	17/09/2013	BOC GASES	CYLINDER HIRE - AUGUST 2013	67.00
EFT7710	17/09/2013	TWO DOGS HOME HARDWARE	PHOTOELECTRIC SMOKE ALARMS	328.05
EFT7711	17/09/2013	CJD EQUIPMENT PTY LTD	FILLER CAP - GRADER	31.87
EFT7712	17/09/2013	COURIER AUSTRALIA	FREIGHT	31.60
EFT7713	17/09/2013	STATE LIBRARY OF WA	DAMAGED LIBRARY BOOK	2.20
EFT7714	17/09/2013	JASON SIGNMAKERS	ROAD NAME BLADES	1003.20
EFT7715	17/09/2013	BENCUBBIN NEWS & POST	NEWSPAPERS - AUGUST 2013	116.30
EFT7716	17/09/2013	BEACON CENTRAL COMMUNITY RESOURCE CENTRE	CARAVAN PARK VOUCHER	10.00
EFT7717	17/09/2013	BEACON PROGRESS ASSOCIATION INC.	RURAL SUPPORT GRANT FOR BEACON COMMUNITY EVENT	5500.00
EFT7718	17/09/2013	WA TREASURY CORPORATION	LOAN NO. 119 FIXED COMPONENT - LOAN TO BENNYMART - REPAID IN LEASE PAYM	979.96
EFT7719	17/09/2013	BEACON CO-OPERATIVE LTD	CARAVAN PARK VOUCHERS	170.00
EFT7720	17/09/2013	STAPLES AUSTRALIA	NOTICE BOARD, PIN-UP AND WHITE BOARDS FOR NEW OFFICES, MONITOR STANDS	1136.22
EFT7721	17/09/2013	STAR TRACK EXPRESS	FREIGHT	1051.35
EFT7722	17/09/2013	RELIANCE PETROLEUM	FUEL CARD PURCHASES - AUGUST 2013	703.60
EFT7723	17/09/2013	ALL-WAYS FOODS	SANITARY ITEMS	395.12
EFT7724	17/09/2013	BENCUBBIN COMMUNITY RESOURCE CENTRE	HIRE OF MEETING ROOM	141.20
EFT7725	17/09/2013	HITACHI CONSTRUCTION MACHINERY (AUST) P/L	WIRING HARNESS, FLOODLAMPS, TURN SIGNALS	928.47

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 15 October 2013**

<b>CHQ/EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT7726	17/09/2013	PAUL SACHSE	LEASE - BENCUBBIN REFUSE SITE	3069.00
EFT7727	17/09/2013	FUJI XEROX AUSTRALIA PTY LTD	PHOTOCOPIER SUPPORT SERVICE AGREEMENT - AUGUST 2013	452.29
EFT7728	17/09/2013	PACIFIC BRANDS WORKWEAR	STAFF UNIFORM - P POOLE	184.54
EFT7729	17/09/2013	BENCUBBIN TRUCK N AUTO'S	REPAIR PUNCTURE - NRMO UTILITY	25.70
EFT7730	17/09/2013	D & D TRANSPORT	FORKLIFT HIRE - JULY 2013	70.40
EFT7731	17/09/2013	HILLVALE BUS CONTRACTORS	SUPPLY OF BUSES AND DRIVERS FOR TREE PLANTING DAY	440.17
EFT7732	17/09/2013	KOORDA FARM TREES	TREE SEEDINGS - SCHOOL TREE PLANTING DAY	742.50
EFT7733	17/09/2013	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	INTRODUCTION TO SUPERVISION - L GRYLLS	869.00
EFT7734	17/09/2013	BENCUBBIN AG SUPPLIES	CEMENT, GLYPHOSATE, BOOTS, SUNDRY HARDWARE ITEMS	1814.59
EFT7735	17/09/2013	ROAD SIGNS AUSTRALIA	ROAD SIGNS - CURVE, REDUCE SPEED	1212.20
EFT7736	17/09/2013	5RIVERS PLUMBING AND GAS	REPLACE SPOUT IN BATHROOM	223.38
EFT7737	17/09/2013	BENNY MART	CARAVAN PARK VOUCHERS	111.79
EFT7738	17/09/2013	JENNI BUNCE - CLEANING	BEACON CONTRACT CLEANING 1.8 - 28.8.13	2655.00
EFT7739	17/09/2013	TUTT BRYANT EQUIPMENT	HYDRAULIC OIL ELEMENTS	432.50
EFT7741	17/09/2013	TRACE'S PLACE	CATERING FOR COUNCIL MEETING - JULY 2013	394.00
EFT7743	17/09/2013	GREAT SOUTHERN FUELS	BULK DIESEL - BENCUBBIN DEPOT \$13722, BEACON \$6273, CONSTRUCTION TANKER \$3306, FUEL CARDS \$4757	28058.20
EFT7744	17/09/2013	WEST COAST SYNTHETIC SURFACES	SUPPLY OF GOAL POST PADDING - BEACON NETBALL COURT	660.00
EFT7745	17/09/2013	AMPAC DEBT RECOVERY PTY LTD	DEBT RECOVERY COSTS	611.77
EFT7746	17/09/2013	EI & MH AITKEN & SONS	RATES REFUND FOR ASSESSMENT A6250 AITKEN RD WELBUNGIN 6478	961.95
EFT7747	17/09/2013	AUSTRALIAN TAXATION OFFICE	BAS - AUGUST 2013	12595.00

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 15 October 2013**

<b>CHQ/EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT7748	20/09/2013	DANTERR	KNEELING BOARDS	93.50
EFT7749	20/09/2013	WARRICK L MILLAR	PAYMENT FOR OWN ACCOMMODATION - OSH COURSE W MILLAR	500.00
EFT7750	24/09/2013	ICS CARPENTRY	PART PROGRESS PAYMENT 2 - OFFICE EXTENSIONS	86326.00
EFT7751	26/09/2013	COVS	COMBINATION LAMPS	324.16
EFT7752	26/09/2013	AVON WASTE	RUBBISH COLLECTION - AUGUST 2013	4238.98
EFT7753	26/09/2013	COURIER AUSTRALIA	FREIGHT	44.14
EFT7754	26/09/2013	WESFARMERS KLEENHEAT GAS P/L	ANNUAL FACILITY FEE - LODGE	60.50
EFT7755	26/09/2013	NINGHAN SPRAYING SERVICE	CARAVAN PARK VOUCHERS	219.99
EFT7756	26/09/2013	KTY ELECTRICAL SERVICES	REPLACE GPO AND GLOBE - BEACON HALL	326.67
EFT7757	26/09/2013	BENCUBBIN SPORTS CLUB INC.	REFRESHMENTS	273.00
EFT7758	26/09/2013	SHIRE OF TRAYNING	25% SHARE OF MEDICAL PRACTICE EXPENSES TO 30.8.13	2771.68
EFT7759	26/09/2013	BENCUBBIN NEWS & POST	POSTAGE 9.9 - 13.9.13	39.95
EFT7760	26/09/2013	TOTAL EDEN PTY LTD	SPIKE GUIDE DRIPPERS	16.60
EFT7761	26/09/2013	BEACON CO-OPERATIVE LTD	CARAVAN PARK VOUCHERS	240.00
EFT7762	26/09/2013	STAPLES AUSTRALIA	FLOOR MATS, PIN-UP BOARDS, WHITEBOARDS	1740.70
EFT7763	26/09/2013	BURGESS RAWSON (WA) PTY LTD	WATER USAGE 8.7 - 9.9.13	77.81
EFT7764	26/09/2013	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	773.10
EFT7765	26/09/2013	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	48.88
EFT7766	26/09/2013	LGRCEU	PAYROLL DEDUCTIONS	38.80
EFT7767	26/09/2013	WALGS PLAN	SUPERANNUATION CONTRIBUTIONS	13003.68
EFT7768	26/09/2013	ICS CARPENTRY	BALANCE OF PAYMENT - SHIRE OFFICE EXTENSIONS	20000.00
EFT7769	26/09/2013	ALL-WAYS FOODS	CLEANING PRODUCTS	647.86
EFT7770	26/09/2013	CR PA GILLETT	MEETING FEES AND ALLOWANCES - SEPTEMBER 2013	1436.40
EFT7771	26/09/2013	HEMPFIELD SMALL MOTORS	CUTTING HEADS	270.60
EFT7772	26/09/2013	PACIFIC BRANDS WORKWEAR	STAFF UNIFORM - P POOLE	116.92

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 15 October 2013**

<b>CHQ/EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT7773	26/09/2013	KENYON & COMPANY PTY LTD	12V AND 24V GLOBES	377.19
EFT7774	26/09/2013	LEISURE INSTITUTE OF WA AQUATICS (INC)	LIWA AQUATICS MEMBERSHIP/ACCREDITATION - POOL OPERATORS	900.00
EFT7775	26/09/2013	D & D TRANSPORT	FREIGHT	94.60
EFT7776	26/09/2013	APOLLO BEARINGS & POWER TRANSMISSION	PULLEY	196.77
EFT7777	26/09/2013	JTAGZ	LIFETIME TAGS	258.50
EFT7778	26/09/2013	CR RN BREAKELL	MEETING FEES AND ALLOWANCES - SEPTEMBER 2013	493.20
EFT7779	26/09/2013	CR DA MIGUEL	MEETING FEES AND ALLOWANCES - SEPTEMBER 2013	618.45
EFT7780	26/09/2013	AUSTRALASIAN PERFORMING RIGHT ASSOCIATION LTD	LICENCE TO PLAY COPYRIGHT MUSIC	65.71
EFT7781	26/09/2013	CR MP HOGAN	MEETING FEES AND ALLOWANCES - SEPTEMBER 2013	401.87
EFT7782	26/09/2013	BENCUBBIN AG SUPPLIES	MOSQUITO FOGGER AND SPRAY	7765.45
EFT7783	26/09/2013	MTAA SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	303.26
EFT7784	26/09/2013	TOLLARZO BUILDING	CARRY OUT REPAIRS TO DAMAGED GATE - 37 ROWLANDS ST BEACON	769.45
EFT7785	26/09/2013	BENNY MART	ICE	53.87
EFT7786	26/09/2013	TELSTRA DAMAGE COST RECOVERY & MANAGEMENT	DAMAGE TO LINE NEAR CARAVAN PARK	2795.53
EFT7787	26/09/2013	JENNI BUNCE - CLEANING	BEACON CONTRACT CLEANING 29.8 - 11.9.13	1800.00
EFT7788	26/09/2013	CR CJ KIRBY	MEETING FEES AND ALLOWANCES - SEPTEMBER 2013	354.55
EFT7789	26/09/2013	PUBLIC LIBRARIES WA INC	PLWA MEMBERSHIP 2013/14	102.50
EFT7790	26/09/2013	CR WJ BEAGLEY	MEETING FEES AND ALLOWANCES - SEPTEMBER 2013	461.93
EFT7791	26/09/2013	A.D. ENGINEERING INTERNATIONAL PTY LTD	DELIVERY AND DEMONSTRATION OF SAM; SUPPLY USB/SERIAL CONVERTER	1177.00
EFT7792	26/09/2013	TRACE'S PLACE	CATERING - OPENING OF OFFICE EXTENSIONS	448.55
EFT7793	26/09/2013	CR IC SANDERS	MEETING FEES AND ALLOWANCES - SEPTEMBER 2013	354.55



**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 15 October 2013**

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT7794	26/09/2013	MERREDIN MOWER & CHAINSAW CENTRE	REPAIRS TO STIHL 009 CHAINSAW	140.50
EFT7795	26/09/2013	ECHELON AUSTRALIA PTY LTD	GREAT EASTERN REGIONAL RISK COORDINATION PROGRAMME - RISK COORDINATOR FEES	5572.03
EFT7796	26/09/2013	NEWTONS HOME FURNISHINGS	WHITE LAMP TABLE	172.00
EFT7797	26/09/2013	REEPAR ASSET PROTECTION	TRAFFIC MANAGEMENT - BURAKIN-WIALKI ROADWORKS	7370.00
20274	05/09/2013	SHIRE OF MT MARSHALL	CASH PAYMENTS 04.09.2013	3400.00
20275	17/09/2013	SHIRE OF MT MARSHALL	PETTY CASH RECOUP - AUGUST 2013	123.35
20276	17/09/2013	SYNERGY	STREETLIGHTS 25.7 - 24.8.13	1943.75
20277	17/09/2013	BEACON COUNTRY CLUB INC.	CARAVAN PARK VOUCHERS	70.00
20278	17/09/2013	AG IMPLEMENTS MUKINBUDIN	WINDSCREEN AND SEAL	1177.26
20279	19/09/2013	SHIRE OF MT MARSHALL	CASH PAYMENTS 18.09.2013	3400.00
20280	23/09/2013	WATER CORPORATION	WATER CONSUMPTION 3.7 - 5.9 AND SERVICE CHARGE 1.9 - 31.10.13	3058.70
20281	26/09/2013	TELSTRA	TELEPHONE ACCOUNT - SEPTEMBER 2013	2732.46
20282	26/09/2013	WATER CORPORATION	WATER CONSUMPTION 8.7 - 9.9.13	3536.65
20283	26/09/2013	STIHL SHOP REDCLIFFE	SHAFT ASSEMBLY	198.00
20284	26/09/2013	J JACK & SON	RATES REFUND FOR ASSESSMENT A6786 MANDIGA-MARINDO RD WELBUNGIN 6478	704.30
				255347.74

**2. Trust**

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
3403	26/09/2013	TRACY TRANTER	REFUND OF NOMINATION DEPOSIT	80.00
EFT7706	02/09/2013	DEPARTMENT OF PLANNING & INFRASTRUCTURE	RECOUP LICENSING - AUGUST 2013	19851.73
				19931.73

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 15 October 2013**

**3. Mastercard**

<b>Details</b>	<b>Amount</b>
Taxi - M Gilfellon	192.20
Clearing permit	100.00
Plants - office extensions	870.00
Furniture - office extensions	683.55
LGMA conference - L Grylls	795.00
Murray Hotel - L Grylls	189.00
Furniture - office extensions	184.00
Leaving gift - M Rowling	150.00
Furniture - office extensions	1654.86
Parmelia Hilton - L Grylls	563.33
Car Parking - L Grylls	100.60
Fuel	55.72
	5538.26

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 **15 October 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  
Acting Chief Executive Officer

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 15 October 2013**

**11.5 Engineering Administration Officer**

**11.5.7 New Grader Quotations**

<b>LOCATION/ADDRESS:</b>	N/A
<b>NAME OF APPLICANT:</b>	N/A
<b>FILE REFERENCE:</b>	W1/12
<b>AUTHOR:</b>	Jack Walker – Engineering Administration Officer
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	04 October 2013
<b>ATTACHMENT NUMBER:</b>	11.5.7a – Motor Grader Specifications 11.5.7b – Quote from Komatsu Australia Pty Ltd 11.5.7c – Quote from Hitachi Construction Machinery Pty Ltd 11.5.7d – Quote from Westrac Pty Ltd 11.5.7e – Quote from CJD Equipment
<b>CONSULTATION:</b>	Michael Keeble – Acting Chief Executive Officer Jon Tranter – Works Supervisor Bill Gracie – Plant Maintenance Officer
<b>STATUTORY ENVIRONMENT:</b>	Local Government Act 1995, Local Government(Financial Management ) Regulations 1996
<b>POLICY IMPLICATIONS:</b>	Nil
<b>FINANCIAL IMPLICATIONS:</b>	Allowed for in the Budget
<b>STRATEGIC IMPLICATIONS:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

**2013/147 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That:**

- 1. The quotation received from CJD Equipment for a new Volvo G930 grader fitted with a Horwood Bagshaw Free Roll roller for a nett price of \$367,386.00 plus GST be accepted; and**
- 2. Council's John Deere 670D (MM064) grader (without free roll roller) be traded to CJD Equipment for a nett price of \$102,000.00 plus GST, representing a total changeover price to Council of \$265,386.00 plus GST; and**
- 3. The surplus free roll roller be advertised for sale.**

**Moved Cr CJ Kirby**

**Seconded Cr WJ Beagley**

**Carried 6/0**

**BACKGROUND:**

This year the WALGA preferred suppliers list was used to source prices for a new grader. This meant that a tender was not required, but as the purchase was over \$100,000.00 a Council decision is still required.

Four companies submitted a price schedule for the contract. The price schedules are attached.

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 15 October 2013**

<b>Company</b>	<b>Make &amp; Model</b>	<b>Price (GST ex) Includes roller</b>	<b>Trade – in (GST ex)</b>	<b>Nett Price (GST ex)</b>
<b>CJD</b>	<b>Volvo G930</b>	<b>\$367,386.00</b>	<b>\$102,000.00</b>	<b>\$265,386.00</b>
<b>Westrac</b>	<b>Cat 12M</b>	<b>\$399,100.00</b>	<b>\$105,000.00</b>	<b>\$294,100.00</b>
<b>Hitachi</b>	<b>JDeere 670G</b>	<b>\$390,000.00</b>	<b>\$130,000.00</b>	<b>\$260,000.00</b>
<b>Komatsu</b>	<b>GD555_5</b>	<b>\$383,220.00</b>	<b>\$90,000.00</b>	<b>\$293,000.00</b>

**COMMENT:**

Council currently has 3 Volvo graders in its fleet of 4 graders, the acquisition of another Volvo will see some uniformity in Councils road plant as it also has a Volvo loader and Volvo backhoe.

All quotations are within Councils budget amount of \$347,725.00

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 15 October 2013**

**11.6 Chief Executive Officer**

**CONFIDENTIAL ITEM**

**11.6.36 Accountant**

The Presiding Member announced a change in the order of business, declaring that the confidential items 11.6.36 and 11.6.37 would be considered later in the meeting.

**11.7 Administration Officer**

Nil

**11.8 Executive Administrator**

**11.8.10 Committee of Council for Recruitment of Chief Executive Officer**

<b>LOCATION/ADDRESS:</b>	N/A
<b>NAME OF APPLICANT:</b>	N/A
<b>FILE REFERENCE:</b>	S1/2
<b>AUTHOR:</b>	Lauren Grylls – Executive Administrator
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	7 October 2013
<b>ATTACHMENT NUMBER:</b>	Nil
<b>CONSULTATION:</b>	Michael Keeble – A/Chief Executive Officer Paul Gillett – Shire President
<b>STATUTORY ENVIRONMENT:</b>	Local Government Act 1995, s5.8, s5.9(2)(d), s5.12 Local Government (Administration) Regulations 1996, s.18c
<b>POLICY IMPLICATIONS:</b>	Nil
<b>FINANCIAL IMPLICATIONS:</b>	Nil
<b>STRATEGIC IMPLICATIONS:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Absolute Majority – Local Government Act 1995, s1.4(a) – in relation to a council, means a majority comprising enough of the members for the time being of the council for their number to be more than 50% of the number of offices (whether vacant or not) of member of the council;

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 15 October 2013**

**OFFICER RECOMMENDATION:**

That:

1. A committee of 3 Elected Members plus Fitz Gerald Strategies be formed to recommend a suitable candidate to the Council for the position of Chief Executive Officer with the delegated authority to;
  - i) Set the Key Result Areas, conditions of employment, contractual terms and other requirements as necessary;
  - ii) Fitz Gerald Strategies advertise and recommend 3 (three) suitable candidates to the committee;
  - iii) The committee shall interview the 3 (three) shortlisted candidates and make a recommendation to Council on the appointment for the position of Chief Executive Officer;
  - iv) This committee does not have the authority to commit the Council to financial expenditure.
2. The committee to consist of:
  - 1.
  - 2.
  - 3.
  4. Mike Fitz Gerald of Fitz Gerald Strategies; and
3. This committee shall cease upon the appointment of a Chief Executive Officer.

**2013/148 COUNCIL DECISION:**

That:

1. **A committee consisting of all Elected Members plus Fitz Gerald Strategies be formed to recommend a suitable candidate to the Council for the position of Chief Executive Officer with the delegated authority to;**
  - i) Set the Key Result Areas, conditions of employment, contractual terms and other requirements as necessary;**
  - ii) Fitz Gerald Strategies advertise and recommend up to 5 (five) suitable candidates to the committee;**
  - iii) The committee shall interview up to 5 (five) of the shortlisted candidates and make a recommendation to Council on the appointment for the position of Chief Executive Officer;**
  - iv) This committee does not have the authority to commit the Council to financial expenditure.**
2. **This committee shall cease upon the appointment of a Chief Executive Officer.**

**Moved Cr IC Sanders**  
**Absolute Majority**

**Seconded Cr MP Hogan**

**Carried 6/0**

**Note:**

Council's resolution differed from the Officer recommendation in that:

1. The committee would consist of all Elected Members rather than three;

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 15 October 2013**

2. Fitz Gerald Strategies would recommend up to five suitable candidates, rather than three.
3. The committee would interview up to five of the shortlisted candidates;
4. Part 2 of the Officer recommendation was removed, it no longer being necessary as the committee to consist of all Elected Members plus Fitz Gerald Strategies; and
5. Part 3 of the Officer recommendation became part 2 of Council's resolution.

**BACKGROUND:**

At the July 2013 Ordinary Meeting of Council, Chief Executive Officer Matthew Gilfellon's resignation was accepted. Also at the July meeting Council resolved to let the matter regarding the recruitment of a new CEO lay on the table.

At Council's August Ordinary Meeting the President and Deputy President were given authority to appoint a human resources consultant with regard to the recruitment of a Chief Executive Officer, and at its September Ordinary Meeting Council resolved to appoint Fitz Gerald Strategies to undertake the process for recruitment of a Chief Executive Officer.

**COMMENT:**

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.

It is recommended that a committee be formed rather than a panel due to the importance of the matter. The committee would liaise with and provide direction to the appointed HR consultant Fitz Gerald Strategies.

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 15 October 2013**

**11.8.11 Special Meeting of Council**

<b>LOCATION/ADDRESS:</b>	Mt Marshall District
<b>NAME OF APPLICANT:</b>	N/A
<b>FILE REFERENCE:</b>	A1/3, A1/4
<b>AUTHOR:</b>	Lauren Grylls – Executive Administrator
<b>DISCLOSURE OF INTEREST:</b>	Nil
<b>DATE:</b>	8 October 2013
<b>ATTACHMENT NUMBER:</b>	11.8.11a – s5.4, Local Govt Act 1995 11.8.11b – Correspondence from GECZ 11.8.11c – Committee Booklet
<b>CONSULTATION:</b>	Michael Keeble – A/ Chief Executive Officer
<b>STATUTORY ENVIRONMENT:</b>	Local Government Act 1995, s5.4
<b>POLICY IMPLICATIONS:</b>	Nil
<b>FINANCIAL IMPLICATIONS:</b>	Councillor travel fees
<b>STRATEGIC IMPLICATIONS:</b>	Nil
<b>VOTING REQUIREMENT:</b>	Simple Majority

**OFFICER RECOMMENDATION:**

That a special meeting be held on Tuesday 22 October 2013, commencing at 3:00pm for the purpose of:

1. Declaration of Office of newly Elected Members;
2. Election of Shire President (and declaration of office);
3. Election of Deputy Shire President (and declaration of office); and
4. Appointment of Elected Members to committees, working groups and external organisations.

**2013/149 COUNCIL DECISION:**

**That a special meeting be held on Monday 21 October 2013, commencing at 5:00pm for the purpose of:**

- 1. Declaration of Office of newly Elected Members;**
- 2. Election of Shire President (and declaration of office);**
- 3. Election of Deputy Shire President (and declaration of office); and**
- 4. Appointment of Elected Members to committees, working groups and external organisations.**

**Moved Cr WJ Beagley**

**Seconded Cr PA Gillett**

**Carried 6/0**

**Note:** <sup>1</sup> The Officer recommendation was amended by changing the proposed date and time for the Special meeting from Tuesday 22 October commencing at 3:00pm, to Monday 21 October commencing at 5:00pm.

<sup>2</sup> All candidates for election to be notified of the special meeting.



**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 15 October 2013**

**BACKGROUND:**

On Saturday 19 October 2013 the Local Government Elections will be held. As a result of the elections newly elected Members are required to make their declaration of office and an election will be required to appoint a Shire President and Deputy Shire President.

Correspondence (attachment 11.8.11b) has also been received from Great Eastern Country Zone Executive Officer Helen Westcott advising that nominations for positions on various Zone Committees will be called later this month.

**COMMENT:**

Once newly Elected Members have made their declarations, and a President and Deputy President have been elected, it will be possible to appoint Members to Council's various committees and working groups as well as to external committees and organisations such as the Great Eastern Country Zone.

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 15 October 2013**

<b>12.0</b>	<b>Reports of Elected Members</b>
-------------	-----------------------------------

**Cr IC Sanders attended the following meetings / functions:**

Nil

**Cr DA Miguel attended the following meetings / functions:**

Not present

**Cr MP Hogan attended the following meetings / functions:**

Nil

**Cr CJ Kirby attended the following meetings / functions:**

8 – 29 September 2013	Visit to Feedlot	China
-----------------------	------------------	-------

**Cr WJ Beagley attended the following meetings / functions:**

Nil

**Cr RN Breakell attended the following meetings / functions:**

Nil

**Cr PA Gillett attended the following meetings / functions:**

Nil

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 15 October 2013**

The Presiding Member declared that the confidential items 11.6.36 and 11.6.37 deferred earlier in the meeting would now be considered.

**CONFIDENTIAL ITEM**

**2013/150 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That, in accordance with Section 5.23(2)(a)(c), the gallery is cleared of the press and the public with staff members to remain to discuss matters relating to staff, and a contract entered into.**

**Moved Cr IC Sanders**

**Seconded Cr RN Breakell**

**Carried 6/0**

**Note:** Mr Terry Gobbart and Mrs Leeanne left at 4:16pm.

**11.6 Chief Executive Officer**

**11.6.36 Accountant**

**2013/151 COUNCIL DECISION:**

**That the Council does not approve the appointment of a part-time Accountant in a shared position with the Shire of Trayning on a commencement salary of \$90,000/yr of which the Shire of Mt Marshall is responsible for 50% plus on-costs, be noted because:**

- 1. This position is not specifically included in the Budget;**
- 2. This position was not considered by Council prior to it being advertised;**
- 3. This Position is not specifically in Council's Workforce Plan; and**
- 4. The position of Deputy CEO is under active consideration, pending the appointment of a new Chief Executive Officer.**

**Moved Cr PA Gillett**  
**Absolute Majority**

**Seconded Cr RN Breakell**

**Carried 5/1**

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 15 October 2013**

**CONFIDENTIAL ITEM**

**11.6.37 Lease of 25 & 27 Monger Street, Bencubbin – Bencubbin Smash Repairs**

**2013/152 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That Council notes this report on the action undertaken with regard to Lots 25 & 27 Monger Street, Bencubbin and approves that the actions undertaken by the Acting Chief Executive Office, Michael Keeble.**

**Moved Cr MP Hogan**

**Seconded Cr WJ Beagley**

**Carried 6/0**

**2013/153 COUNCIL DECISION / OFFICER RECOMMENDATION:**

**That the meeting come out from behind closed doors at 4:58pm and the press and public be invited back into the meeting.**

**Moved Cr RN Breakell**

**Seconded Cr PA Gillett**

**Carried 6/0**

**Note:** Mr Terry Gobbart and Mrs Leeanne Gobbart returned to the meeting at 4:59pm.

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 15 October 2013**

**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 –**
- 1. Special Meeting to be held Monday 21 October 2013 commencing at 5:00pm in Council Chambers, 80 Monger St, Bencubbin; and**
  - 2. Ordinary Meeting to be held Tuesday 19 November 2013 commencing at 6:45pm in Council Chambers, 80 Monger St, Bencubbin.**

The Presiding Member declared that item 8.0 deferred earlier in the meeting would now be considered.

**8.0 Announcements by Presiding Person Without Discussion**

The Presiding Member, Cr Paul Gillett made a presentation to retiring Councillors Michael Hogan and Chris Kirby. Cr Gillett spoke highly of each Councillor's commitment to serve the people of the Shire of Mt Marshall. Councillors Hogan and Kirby, familiarly dubbed 'the accountants' would be especially missed for their particular attention to the financial matters of the Shire.

Cr Chris Kirby responded with gratitude to his fellow Elected Members for their support and stating it was a difficult decision not to re-nominate for election. He did not rule out nominating again in future as he had enjoyed his time serving the community as an Elected Member of Council.

Cr Michael Hogan responded also acknowledging his fellow Elected Members, both past and present. Cr Hogan is proud of what the Council had achieved throughout his eight years on Council.

Councillor Cr Gillett extended his thanks to each of the Elected Members for the support given him in his role as Councillor and President. He was keen to share that in his role he could only be as good as the Council as a whole, the staff and the ratepayer, and that his strengths had lain in these people. He thanked the Council and the staff for their commitment to serve the Mt Marshall community. Cr Gillett reminisced about times spent and projects accomplished with the current Elected Members and those past. He is proud to be part of this shire.

Lastly, The Deputy Presiding Member, Cr Robert Breakell thanked Cr Paul Gillett for his ten years of dedicated service to the people of the Shire of Mt Marshall. Cr Breakell told Cr Gillett that he had taken shire to new level of respect through his very able leadership. He said Cr Gillett had served as mentor for himself and other Members and lead the shire to be as strong as it is today. For this he should be extremely proud.

**Minutes of the Ordinary Meeting of Council**  
**held on Tuesday 15 October 2013**

<b>16.0</b>	<b>Closure of Meeting</b>
-------------	---------------------------

The Presiding Member declared the meeting closed at 5:09pm.

These Minutes were confirmed by the Council at its Ordinary Meeting held on 19 November 2013.

\_\_\_\_\_

Date

\_\_\_\_\_

Cr PA Gillett

President