

MINUTES

Ordinary Council Meeting

Held in Council Chambers Corner King & Barrack Street's, Merredin Wednesday 19 April 2017



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Common Acronyms Used in this Document		
WEROC	Wheatbelt East Regional Organisation of Councils	
GECZ	Great Eastern Country Zone	
WALGA	Western Australian Local Government Association	
CEACA	Central East Aged Care Alliance	
CEO	Chief Executive Officer	
DCEO	Deputy CEO	
EMDS	Executive Manager of Development Services	
EMES	Executive Manager of Engineering Services	
EMCS	Executive Manager of Corporate Services	
EA	Executive Assistant to CEO	
LPS	Local Planning Scheme	
LGIS	Local Government Insurance Services	
SRP	Strategic Resource Plan	
СВР	Corporate Business Plan	
CSP	Community Strategic Plan	
MRCLC	Merredin Regional Community and Leisure Centre	
CWVC	Central Wheatbelt Visitors Centre	
MoU	Memorandum of Understanding	

Shire of Merredin Ordinary Council Meeting Wednesday 19 April 2017



1. Official Opening

The President welcomed all those in attendance and declared the meeting open at 3.02pm.

2. Record of Attendance / Apologies and Leave of Absence

Councillors:

Cr KA Hooper President

Cr RM Crees Deputy President

Cr BJ Anderson

Cr CA Blakers

Cr JP Flockart

Cr MD Willis

Cr ML Young

Staff:

G Powell CEO

R McCall Deputy CEO

P Zenni EMDS (until 3.18pm)

V Green EA to CEO

Members of the Public: G Beck (until 3.31pm)

Apologies: Cr MA Crisafio

Approved Leave of Absence: Cr LN Boehme (CMRef 81917)

3. Public Question Time

Nil

4. Disclosure of Interest

Nil

5. Applications for Leave of Absence

Nil

6. Petitions and Presentations

Nil

Confirmation of Minutes of the Previous Meeting 7. Ordinary Council Meeting held on 21 March 2017 7.1 Attachment 7.1A **Voting Requirements** Simple Majority **Absolute Majority** Officer's Recommendation / Resolution Moved: Cr Young Seconded: Cr Crees That the Minutes of the Ordinary Council Meeting held on 21 March 81954 2017 be confirmed as a true and accurate record of proceedings. CARRIED 7/o 8. Announcements by the Person Presiding without discussion The President advised that work had been stepped up to progress the CEACA Inc project throughout the region. Matters for which the Meeting may be closed to the public 9. Tender T2017086 - Sale of Vacant Land in Whitfield Way Stage 2 and 19.1 Caridi Close, Merredin – Determination of Tender Submissions Refer to Page 28 for the resolution of this Item. Tender 2017107 - 2016/17 Footpath Program - Determination of Tender 19.2 Submissions Refer to Page 29 for the resolution of this Item. **Receipt of Minutes of Committee Meetings** 10. Wheatbelt North Regional Road Group Meeting held on 27 February 2017 10.1 Attachment 10.1A Wheatbelt North Regional Road Group Kellerberrin Sub-Group Meeting 10.2 held on 28 February 2017 Attachment 10.2A Bush Fire Brigades Annual General Meeting held on 8 March 2017 10.3 Attachment 10.3A Great Eastern District Operations Advisory Committee Meeting held on 13 10.4 March 2017 Attachment 10.4A CEACA Inc Committee Meeting held on 22 March 2017 10.5 Attachment 10.5A 10.6 WEROC Council Meeting held on 29 March 2017 Attachment 10.6A

Simple Majority Absolute Majority		Voting Requirements	
	Simple	Majority	Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Blakers Seconded: Cr Young

That the Minutes of the Wheatbelt North Regional Road Group Meeting held on 27 February 2017, the Wheatbelt North Regional Road Group Kellerberrin Sub-Group Meeting held on 28 February 2017, the Bush Fire Brigades Annual General Meeting held on 8 March 2017, the Great Eastern District Operations Advisory Committee Meeting held on 13 March 2017, the CEACA Inc Committee Meeting held on 22 March 2017 and the WEROC Council Meeting held on 29 March 2017 be received.

CARRIED 7/o

11. Recommendations from Committee Meetings for Council consideration

11.1 Wheatbelt North Regional Road Group Meeting held on 27 February 2017

Wheatbelt Freight Network – Regional Road Group's Resolution

Moved: Cr O'Connell Seconded: Cr Wallace

That possible funding sources be pursued to fund the business case for the Wheatbelt Freight Network, with all Wheatbelt North local governments making a budget allocation of approximately \$10,000 to \$20,000 should alternative funding sources not be available.

CARRIED 3/1

Officer's Comment

It should be noted that the vote against the motion was Councillor Crees, as the Kellerberrin Sub-Group's representative.

The matter was discussed during Council's briefing session with no resolution made at the meeting.

11.2 Bush Fire Brigades Annual General Meeting held on 8 March 2017

Election of Office Bearers – 2017/18 Fire Season – Brigade's Resolution

Chief Bush Fire Control Officer

Nominated: Stephen Crook

Moved: J Flockart Seconded: P McCrae

There being no further nominations Stephen Crook was elected to the position of

Chief Bush Fire Control Officer.

Deputy Chief Bush Fire Control Officer

Nominated: John Flockart

Moved: C Gethin Seconded: G Crees

Nominated: Glenn Crees

Moved: S Crook Seconded: K Friis

Glenn Crees declined the nomination. There being no further nominations John Flockart was elected to the position of Deputy Chief Bush Fire Control Officer.

Fire Control Officers

Moved: J Flockart Seconded: P McCrae

That the following people be appointed as Fire Control Officers of the Shire of Merredin for the 2017/18 fire season:

N Smith	Nukarni/Nokanning	C Barnett	Burracoppin
M Caughey Nukarni/Nokanning		S Higgins	Collgar
J Alvaro	Nukarni/Nokanning	G Crees	Collgar
J Goodier	Korbelka	D Beck	South Burracoppin
J Flockart	Korbelka	N Edgecombe	South Burracoppin
C Hooper	Korbelka	D Major	Muntadgin
C Gethin	Hines Hill	P Wanless	Muntadgin
C Miller	Hines Hill	K Friis	Merredin Area

CARRIED

Fire Weather Officers

Moved: J Flockart Seconded: S Crook

That the following people be appointed as Fire Weather Officers of the Shire of Merredin for the 2017/18 fire season:

North East	C Barnett	South West	C Hooper
South East	N Edgecombe	Central	S Crook
North	N Smith	South	P Wanless
West	C Gethin		

CARRIED

Dual Fire Control Officers

Moved: C Miller Seconded: C Gethin

That the following people be appointed as Dual Fire Control Officers for the 2017/18 fire season:

Bruce Rock	C Hooper and J Flockart
Kellerberrin	C Miller and C Gethin
Nungarin	M Caughey and N Smith

CARRIED

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Young **Seconded:** Cr Blakers

81956 That the appointments of the following people for the 2017/18 fire season be endorsed:

Chief Bush Fire Control Officer			Ste	ephen Crook	
Deputy Chief Bush Fire Control Officer			Jo	hn Flockart	
	Fire Control Officers				
N Smith	Nukarni/Nokanning	tt	Burracoppin		
M Caughey	Nukarni/Nokanning	/Nokanning S Higgins		Collgar	
J Alvaro	Nukarni/Nokanning	G Crees	}	Collgar	
J Goodier	Korbelka	D Beck		South Burracoppin	

J Flockart Ko		belka	N Edgecombe		outh urracoppin
C Hooper	Kor	belka	D Major	Ν	Nuntadgin
C Gethin	Hin	es Hill	P Wanless	Ν	Nuntadgin
C Miller	Hin	es Hill	K Friis	Ν	Nerredin Area
		Fire Weathe	r Officers		
North East		C Barnett	South West		C Hooper
South East		N Edgecombe	Central		S Crook
North		N Smith	South		P Wanless
West		C Gethin			
Dual Fire Control Officers					
Bruce Rock			C Hooper and J Flockart		
Kellerberrin			C Miller and C Gethin		hin
Nungarin			M Caughey and N Smith		

CARRIED BY ABSOLUTE MAJORITY 7/o

12. Officer's Reports - Development Services

12.1 Lot 27 Oats Street, Merredin – Application for Development Approval - Transportable Accommodation Building

Development Services



Responsible Officer: Peter Zenni, EMDS

Author: As Above

Legislation: Shire of Merredin Town Planning Scheme No. 6

File Reference: A2506

Disclosure of Interest: Nil

Attachments: Attachment 12.1A – Application, associated plans

and specifications

Maps / Diagrams: Nil

Purpose of Report

Executive Decision

Legislative Requirement

Background

An application has been received for the placement of a transportable accommodation building and verandah at Lot 27 Oats Street, Merredin (Merredin Tourist Park).

Comment

The proposed transportable accommodation building will be located at Lot 27 Oats Street, Merredin which is zoned 'Highway Service' in accordance with the Shire of Merredin Town Planning Scheme No. 6 (LPS6).

The proposed transportable building will be used for accommodation purposes at the Merredin Tourist Park which is registered as a Caravan Park and a Lodging House by the Shire of Merredin, both of which are a "D" use under the LPS6 and as such the proposed development requires approval from Council.

In addition, Council has a local planning policy in place which controls movable buildings and which requires that an application for planning consent be lodged with Council.

Council has previously approved the use of transportable buildings for accommodation purposes within the Merredin townsite.

The lot is zoned Highway Service, the size of the lot in question and the fact that the proposed transportable building will be screened from view by other buildings and infrastructure already existing on the lot, as well as the perimeter fence, will limit its impact on the visual amenity of the surrounding area.

The operation of the Merredin Tourist Park is governed by provisions of the Caravan Parks and Camping Grounds Regulations 1997 and the Health (Miscellaneous Provisions) Act 1911.

The area where the proposed transportable accommodation building is proposed to be located currently incorporates powered caravan sites. The relevant legislation restricts the types of buildings that can be placed on a caravan site and accordingly the sites in question will need to be removed from the caravan park facility licence prior to the placement of the transportable accommodation building on site.

The use of the transportable accommodation building will be subject to compliance with registration and ongoing operation requirements of Lodging House provisions forming part of the *Health (Miscellaneous Provisions) Act 1911*.

A building permit will need to be obtained before the building can be placed on site and an occupancy permit obtained prior to the building being inhabited.

Policy Implications

Compliance with Shire of Merredin local planning policy on movable buildings.

Statutory Implications

Compliance with the LPS6.

Strategic Implications

Strategic Community Plan

Vision Element: Developing

Strategic Goal: The population and economic base is expanding sustainably

Key Priority: Economic Development

Corporate Business Plan

Strategy: SP.D1.3 – Promote new commercial and industrial development

through appropriate zoning of land, provision of suitable infrastructure and efficient and effective business approval

processes

Action #: 1

Action: Regular review of Merredin Town Planning Scheme No. 6

Directorate: Development Services

Timeline: Ongoing

Sustainability Implications Strategic Resource Plan Nil Workforce Plan Directorate: Nil Nil Activity: Current Staff: Nil Focus Area: Nil Nil Strategy Code: Nil Strategy: Nil Implications: **Risk Implications** Nil **Financial Implications** The relevant planning application fees have been paid. **Voting Requirements** Simple Majority Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Crees **Seconded:** Cr Blakers

81957

- 1. That development approval be granted to Mr Frank Delaporte on behalf of Delacorp Pty Ltd and Surisa Properties Pty Ltd (trading as the Merredin Tourist Park) for the placement of a transportable accommodation building and a verandah at Lot 27 Oats Street, Merredin as per the approved plans forming part of Attachment 12.1A.
- 2. That the applicant be advised of the following:
 - a. The Caravan Parks and Camping Grounds Regulations 1997 restrict the types of buildings that can be placed on a caravan site and accordingly the sites in question will need to be removed from the caravan park facility licence (and as such will no longer be able to be used to house caravans) prior to the placement of the transportable accommodation building on site;
 - b. The granting of planning approval does not constitute a building permit and that an application for a building permit must be submitted to the Shire of Merredin and be approved before any work can commence on site;

- c. That an application for an occupancy permit must be sought and obtained before the transportable accommodation building can be inhabited; and
- d. That the use of the transportable accommodation building will be subject to compliance with registration and ongoing operation requirements of the lodging house provisions forming part of the Health (Miscellaneous Provisions) Act 1911.

CARRIED 7/o

P Zenni, EMDS, left the meeting at 3.18pm and did not return.

13. Officer's Reports - Engineering Services

Nil items to report

14. Officer's Reports – Corporate and Community Services

14.1 List of Accounts Paid

Corporate Services



Responsible Officer: Charlie Brown, EMCS

Author: As above

Legislation: Local Government Act 1995; Local Government

(Financial Management) Regulations 1996

File Reference: Nil

Disclosure of Interest: Nil

Attachment 14.1A - List of Accounts Paid

Maps / Diagrams: Nil

Purpose of Report

Executive Decision

Legislative Requirement

Background

The attached List of Accounts Paid during the month of March 2017 under Delegated Authority is provided for Council's information.

Comment

Nil

Policy Implications

As outlined in the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996.

Statutory Implications

As outlined in the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996.

Strategic Implications

> Strategic Community Plan

Vision Element: Developing

Strategic Goal: The population and economic base is expanding sustainably

Key Priority: Governance

Corporate Business Plan

Strategy: SP.D4.3 – Practice prudent management of financial resources

Action #: 1

Action: Deliver long term financial planning for asset replacement and

new capital projects

Action #: 2

Action: Continue to provide prudent financial controls and compliance

systems

Directorate: Corporate Services

Sustainability Implications

Strategic Resource Plan

Nil

Workforce Plan

Directorate: Nil
Activity: Nil
Current Staff: Nil
Focus Area: Nil
Strategy Code: Nil
Strategy: Nil
Implications: Nil

Risk Implications

Council would be contravening the *Local Government Act* 1995 and *Local Government (Financial Management) Regulations* 1996 if this item was not presented to Council.

Financial Implications

All liabilities settled have been in accordance with the Annual Budget provisions

	Voting Requirements			
Sir	mple Majority	Abso	lute Majority	
Officer's Recommendation / Resolution				
Moved:	Cr Blakers	Seconded:	Cr Flockart	
81958	That the schedule of account	s paid as list	ed, covering cheques, EFT's,	

That the schedule of accounts paid as listed, covering cheques, EFT's, bank charges, directly debited payments and wages, as numbered and totalling \$771,770.52 from Council's Municipal Fund Bank Account and \$550 from Council's Trust Account be received.

CARRIED 7/o

14.2 Statement of Financial Activity

Corporate Services



Responsible Officer: Charlie Brown, EMCS

Author: As above

Legislation: Local Government Act 1995; Local Government

(Financial Management) Regulations 1996

File Reference: Nil

Disclosure of Interest: Nil

Attachment 14.2A - Statement of Financial Activity,

Detailed Schedules and Investment Report

Maps / Diagrams: Nil

	Purpose of Report	
Execut	ive Decision	Legislative Requirement
	Background	

The Statement of Financial Activity is attached for Council's information.

Comment

Operating Income and Expenditure is mainly consistent with Council's YTD Budget, with Expenditure being 7% lower than expected for this period. A detailed report is attached for Council's consideration.

Operating Expenditure

All programs except Health, and Other Property & Services, are under expended and outside the allowable variance.

Operating Income

All programs are within the allowable variance with the exception of Transport for this period of time.

Capital Expenditure

A detailed look at capital expenditure can be found in Note 13.

Others

Councillors may note the discrepancies between Financial Activity (PR) and Note 3, and the Trust Bank Note 4 against the trust summary on Note 12.

These both currently show a \$416,102.69 variance and this relates to invoices raised on behalf of CEACA for site works on Stage I and Stage II. Once the invoices are paid this variance will not be reported.

Policy Implications

Nil

Statutory Implications

As outlined in the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996.

Strategic Implications

Strategic Community Plan

Vision Element: Developing

Strategic Goal: The population and economics base is expanding sustainably

Key Priority: Governance

Corporate Business Plan

Strategy: SP.D4.3 – Practice prudent management of financial resources

Action #:

Action: Deliver long term financial planning for asset replacement and

new capital projects

Action #: 2

Action: Continue to provide prudent financial controls and compliance

systems

Directorate: Corporate Services

Sustainability Implications

Strategic Resource Plan

Compliance with the *Local Government (Administration) Regulations 1996* and to give Council some direction in regards to its management of finance over an extended period of time.

Workforce Plan

Directorate: Nil
Activity: Nil
Current Staff: Nil
Focus Area: Nil
Strategy Code: Nil
Strategy: Nil
Implications: Nil

Risk Implications

Council would be contravening the *Local Government Act* 1995 and *Local Government (Financial Management) Regulations* 1996 if this item was not presented to Council.

Financial Implications

As outlined in Attachment 14.2A.

Voting Requirements

Simple Majority Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Young **Seconded:** Cr Blakers

That in accordance with Regulation 34 of the Local Government (Financial Management) Regulations 1996, the Statement of Financial Activity and the Investment Report for the period ending 31 March 2017 be received.

CARRIED BY ABSOLUTE MAJORITY 7/0

15. Officer's Reports – Administration

15.1 Wheatbelt Communities Inc – 2017/18 Budget

Administration



Responsible Officer: Greg Powell, CEO

Author: Vanessa Green, EA to CEO

Legislation: Local Government Act 1995

File Reference: CS/16/19

Disclosure of Interest: Nil

Attachments: <u>Attachment 15.1A</u> – Wheatbelt Communities Inc

Minutes Extract and Draft 2017/18 Budget

Maps / Diagrams: Nil

Purpose of Report Executive Decision Legislative Requirement Background

Wheatbelt Communities Inc. (WCI) is an independent body incorporated in April 2015 to promote, facilitate and implement measures to enhance the economic development of the Central Eastern Wheatbelt so that it is a thriving and prosperous region that is sensitive to the needs of residents, visitors, enterprise and the environment.

WCI's membership includes members from the 5 WEROC Councils, being the Shires of Bruce Rock, Kellerberrin, Merredin, Westonia and Yilgarn. The Shire of Merredin's representatives to WCI are Councillor Ken Hooper and Mr Greg Powell, with Councillor Mark Crees and Mrs Rebecca McCall the deputies.

At its March 2017 meeting WCI considered its draft 2017/18 Budget and in accordance with WCI's constitution each member can provide comment on the Budget prior to its adoption.

Comment

Attachment 15.1A provides background information on how the draft budget has been determined. Point 1 in the attachment should be noted, with the proposed annual subscription for members being \$2,000. This is in keeping with the 2016/17 member subscription.

Policy Implications

Nil

Statutory Implications

Nil

Strategic Implications

> Strategic Community Plan

Vision Element: Developing

Strategic Goal: The population and economic base is expanding sustainably Key Priority: Civic Leadership, Advocacy and Regional Collaboration

Corporate Business Plan

Strategy: SP.D3.1 – Collaborate with neighbouring Shires (and beyond) for the

benefit of the region as a whole

Action #: 1

Action: Continue to progress regional collaboration by participating in

Wheatbelt East Regional Organisation of Councils strategies and

similar regional partnerships

Directorate: Office of the CEO

Timeline: Ongoing

Sustainability Implications

Strategic Resource Plan

Nil

Workforce Plan

Directorate: Nil
Activity: Nil
Current Staff: Nil
Focus Area: Nil
Strategy Code: Nil
Strategy: Nil
Implications: Nil

Risk Implications

Without membership subscriptions the funds to continue WCI would not be available.

Financial Implications

An allocation of \$2,000 will be required in the Shire of Merredin's 2017/18 Budget (E041160).

Voting Requirements

Simple Majority

Absolute Majority

Officer's Recommendation / Resolution

Moved: Cr Blakers Seconded: Cr Willis

81960 That an amount of \$2,000 be allocated in the Shire of Merredin's 2017/18 Budget for its member subscription to Wheatbelt Communities Inc.

CARRIED BY ABSOLUTE MAJORITY 7/o

15.2 Voting Delegates to the 2017 WALGA Annual General Meeting

Administration



Reporting Officer: Greg Powell, CEO

Author: Vanessa Green, EA to CEO

Legislation: Nil

File Reference: GR/17/11

Disclosure of Interest: Nil

Attachments: Nil

Maps / Diagrams: Nil

Purpose of Report

Executive Decision

Legislative Requirement

Background

All Member Councils are entitled to be represented by 2 voting delegates at the Annual General Meeting (AGM) of WALGA. The AGM is held during the Local Government Conference in the first week of August 2017.

WALGA have called for registrations for the voting delegates and proxy voting delegates. Only registered delegates or proxy registered delegates are permitted to exercise voting entitlements on behalf of Member Councils.

Comment

Traditionally the voting delegates for the Shire of Merredin have been the representatives on the WALGA Great Eastern Country Zone, in this case Councillor Ken Hooper and Councillor Mal Willis.

The program for the Local Government Conference is yet to be released, and as registrations for the Conference as a whole are therefore yet to be submitted Council may wish to nominate other Councillors as its voting delegates and proxy voting delegates.

Policy Implications

	Statutory Implications			
Nil				
	Strategic Implications			
Strate	gic Community Plan			
Vision Eleme	nt: Nil			
Strategic Go				
Key Priority:	Nil			
L	rate Business Plan			
Strategy: Action #:	Nil Nil			
Action #.	Nil			
Directorate:				
Timeline:	Nil			
	Sustainability Implications			
Strate	gic Resource Plan			
Nil				
> Workfo	orce Plan			
Directorate:	Nil			
Activity:	Nil			
Current Staff	: Nil			
Focus Area:	Nil			
Strategy Cod				
Strategy:	Nil			
Implications:	Nil			
	Risk Implications			
Nil				
	Financial Implications			
Nil				
	Voting Requirements			
Simple	Majority Absolute Majority			
Officer's Recommendation / Resolution				
Moved: Cr	Young Seconded: Cr Anderson			
94064 Th	at Councillors Hooper and Croos as he nominated as voting delegates			

That Councillors Hooper and Crees as be nominated as voting delegates, and Councillors Anderson and Blakers as proxy voting delegates, at the 2017 Annual General Meeting of the WA Local Government Association and those registrations be submitted accordingly.

16. Motions of which Previous Notice has been given

Nil

17. Questions by Members of which Due Notice has been given

Nil

18. Urgent Business Approved by the Person Presiding or by Decision

Nil

19. Matters Behind Closed Doors

In accordance with Section 5.23(2)(e)(ii) and Section 5.23(2)(c)of the *Local Government Act 1995* Council went Behind Closed Doors to discuss matters that if disclosed would reveal information which has a commercial value to a person, and a contract entered into, or which may be entered into, by the local government.

Resolution

Moved: Cr Young **Seconded:** Cr Blakers

81962 That Council move Behind Closed Doors at 3.31pm.

CARRIED 7/o

G Beck left the meeting at 3.31pm and did not return.

Resolution

Moved: Cr Flockart Seconded: Cr Anderson

81963 That Council return from Behind Closed Doors at 3.49pm.

CARRIED 7/0

19.1 Tender T2017086 - Sale of Vacant Land at Whitfield Way Stage 2 and Caridi Close, Merredin - Determination of Tender Submissions

Officer's Recommendation / Resolution

Moved: Cr Anderson **Seconded:** Cr Blakers

That Council accept the tender from Renee and Brad Manning for Lot 102 Maiolo Way, Merredin from Tender T2017086 and all other tenders be declined.

19.2 Tender T2017107 - 2016/17 Footpath Program – Determination of Tender Submissions

Submissions			
	Voting Requirements		
S	imple Majority	Absolute Majority	
	1 3 3		
	's Recommendation / Resolutio		

That Tender T2017107 - 2016/17 Footpath Program for the provision of reinforced concrete footpaths be awarded to Gearing Construction.

CARRIED 7/o

20. Closure

There being no further business the President thanked all those in attendance and declared the meeting closed at 4.03pm.