

SHIRE OF CUBALLING

COUNCIL MEETING THURSDAY 24 OCTOBER 2013

MINUTES

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1. OPENING - ANNOUNCEMENT OF VISITORS

The Chief Executive Officer (CEO) opened the meeting at 3.03pm and called for Nominations for President.

A written nomination had been received from Cr M Conley.
There being no further nomination, Cr Conley was elected unanimously as President and made the Declaration.

The President requested that the CEO conduct the election for Deputy President.

A written nomination had been received from Cr R Newman
There being no further nomination, Cr Newman was elected unanimously as Deputy President and made the Declaration.

The President assumed the Chair.

2. ATTENDANCE AND APOLOGIES

Cr M Conley President
Cr R Newman Deputy President
Cr T Haslam
Cr E Dowling
Cr S Ballantyne
Cr D Bradford
Mrs E Haydon CEO
Ms Clarissa Flores
Miss Criscielle Flores
Mr Nelson Flores
Mr Ian Flores
Mrs Welma Flores

3. PUBLIC QUESTION TIME

No members of the public were present

4. STANDING ORDERS

COUNCIL DECISION

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

Moved Cr Haslam

Seconded Cr Newman

Carried 6/0

4. **LEAVE OF ABSENCE:**

Nil

6. **MINUTES**

6.1 CONFIRMATION OF 19 SEPTEMBER 2013 ORDINARY MEETING OF COUNCIL

COUNCIL DECISION

That the minutes (as circulated) of the ordinary meeting of the Shire of Cuballing held in the Council Chambers on 19 September 2013 be confirmed.

Moved: Cr Newman

Seconded: Cr Haslam

7. **PETITIONS, DEPUTATIONS, PRESENTATIONS & DECLARATIONS**

Nil

8. **DISCLOSURES OF INTEREST**

Councillors' and Employees' Disclosures of Interest.

8.1 DISCLOSURE OF FINANCIAL INTEREST AND PROXIMITY INTEREST

Members must disclose the nature of their interest in matters to be discussed at the meeting.

Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting.

8.2 DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY

Members and staff must disclose their interest in matters to be discussed at the meeting in respect of which the Member or employee has given or will give advice

9.1 REPORTS – FINANCE AND ADMINISTRATION

9.1.44 LIST OF ACCOUNTS SUBMITTED FOR COUNCIL APPROVAL AND PAYMENT – JULY 2013

Location/Address: Not applicable
Date: 18 October 2013
Reporting Officer: Nichole Gould, Administration Officer
Enabling Legislation: Local Government (Financial Management) Regulations 1996
Council Policy: Register Delegated Authority
Budget Implications: Nil
File Reference: CMR 7
Voting Requirements: Simple Majority

Background

Council is supplied with a list of payments for consideration.

Comment

A copy of the list of payments made from each of Council's bank accounts is attached to this item.

COUNCIL DECISION:

That Council:

Approve for payment the list of Creditors paid from the Municipal fund, as detailed below, totalling: \$161,598.78

Electronic Fund Transfers/Chq: \$162,893.44

Credit Card: \$1294.66

Trust

Electronic Funds Transfers \$17,594.90

Moved: Cr Newman Seconded Cr Dowling

Carried 6/0

9.1.45 STATEMENT OF FINANCIAL ACTIVITY

Location/Address: Not applicable
Date: 18 October 2013
Reporting Officer: Clare Thomson
Enabling Legislation: Local Government (Financial Management) Regulations 1996
Council Policy: Nil
Budget Implications: Nil
File Reference: CMR 7
Voting Requirements: **Simple majority**

Background

Local Government (Financial Management) Regulations 1996, section 34, provides for monthly financial reporting requirements for local government.

Comment

Nil

COUNCIL DECISION:

That the Statement of Financial Activity, as circulated, for the Shire of Cuballing for period ending 30 September 2013, be received.

Moved Cr Newman Seconded Cr Ballantyne
Carried 6/0

9.2.82 SHIRE OF CUBALLING ORDINARY COUNCIL MEETING DATES 2013-2014

Submission to: Ordinary Meeting of Council
Location/Address: Nil
Reporting Officer: Eva Haydon CEO
Enabling Legislation: Local Government Act 1995
Local Government (Administration) Regulations 1996
Date: 19 October 2013
Council Policy: Nil
Budget Implications: Nil
File Reference: Council Meetings 5
Voting Requirements: Simple Majority

Background

Council is required under legislation, to advertise its Ordinary meeting dates, time and place, once a year.

Meeting dates for Ordinary Council meetings have historically been on the third Thursday of each month, except January when no meeting is held.

Comment

For the 2013/14 Calendar Year the following Ordinary Council meeting dates follow the traditional third Thursday in the month.

Month	Meeting Date
November	Thursday 21 November 2013
December	Thursday 19 December 2013
January	No meeting
February	Thursday 20 February 2014
March	Thursday 20 March 2014
April	Thursday 17 April 2014
May	Thursday 15 May 2014
June	Thursday 19 June 2014
July	Thursday 17 July 2014
August	Thursday 21 August 2014
September	Thursday 18 September 2014
October	Thursday 16 October 2014
November	Thursday 20 November 2014
December	Thursday 18 December 2014

All meetings to commence at 3:00pm, with 15 minutes for public question time at the commencement of each meeting. Meetings to be held in the Council Chamber in the Shire Administration Office, Campbell Street, Cuballing.

OFFICERS RECOMMENDATION

For Council consideration.

COUNCIL DECISION:

That Council meetings for the remainder of 2013 and for 2014 calendar year held as follows:

Month	Meeting Date
November	Thursday 21 November 2013
December	Thursday 19 December 2013
January	No meeting
February	Thursday 20 February 2014
March	Thursday 20 March 2014
April	Thursday 17 April 2014
May	Thursday 15 May 2014
June	Thursday 19 June 2014
July	Thursday 17 July 2014
August	Thursday 21 August 2014
September	Thursday 18 September 2014
October	Thursday 16 October 2014
November	Thursday 20 November 2014
December	Thursday 18 December 2014

All meetings to commence at 3.00pm, with 15 minutes for public question time at the commencement of each meeting. Meetings to be held in the Council Chamber in the Shire Administration Office, Campbell Street, Cuballing.

Moved: Cr Bradford

Seconded: Cr Newman

Carried 6/0

9.2.83 SHIRE OF CUBALLING COMMITTEES AND COUNCILLOR DELEGATES TO COMMUNITY COMMITTEES AND/OR SERVICES

Location/Address: Whole of Shire
Reporting Officer: **Eva Haydon** Chief Executive Officer
Enabling Legislation: Local Government Act 1995
Council Policy: Nil
Date **19 October 2013**
Budget Implications Nil
File Reference: Members 6
Voting Requirements: **Absolute Majority**

Background

Every two years following the Local Government Elections, Council has elected representation to various Council Committees, namely Finance, Halls, Works and Housing, and elected a Councillor to a particular Portfolio in accordance with the Local Government Program titles.

Comment

Listed hereunder are details of Council Committees and Council representation on other groups.

Committee/Service	Delegate	Proxy /Delegate
Bush Fire Advisory		
Dryandra Regional Equestrian Park Management Committee		
Dryandra Voluntary Regional Organisation of Councils (DVROC)		
Education (School Awards, etc)		
Emergency Management		
Safety Committee		
Popanyinning Progress Association		
Regional Road Group		
Regional Waste Management		
Central Country Zone	President	Deputy President CEO
Audit Committee	All of Council	
Development Assessment Panel 2 delegates and 2 Deputy Delegates		

Many Councils appoint all Councillors to the Audit Committee as it generally only meets once or twice per year.

OFFICER RECOMMENDATION

For Council Consideration

Moved **Seconded**

COUNCIL DECISION

Committee/Service	Delegate	Proxy /Delegate
Bush Fire Advisory	Cr Haslam	Cr Newman
Dryandra Regional Equestrian Park Management Committee	Cr Haslam	Cr Newman
Dryandra Voluntary Regional Organisation of Councils (DVROC)	Cr Dowling	Cr Conley
Education (School Awards, etc)	Cr Bradford	Cr Dowling
Emergency Management 2 members	Cr Haslam	Cr Ballantyne A Mort Proxy
Safety Committee		
Popanyinning Progress Association	Cr Haslam	Cr Dowling
Regional Road Group	Cr Conley	Cr Newman
Regional Waste Management	Cr Conley	Cr Newman
Central Country Zone 2 members	President	Deputy President CEO - proxy
Audit Committee	All of Council	
Development Assessment Panel 2 delegates and 2 Deputy Delegates	Cr Conley Cr Bradford	Cr Ballantyne Cr Newman
Narrogin Healthy Lifestyles Committee	Cr Dowling	
Cuballing Progress Committee	Cr Ballantyne	Cr Newman
Plant Replacement Committee	Cr Bradford	Cr Newman

Moved: Cr Ballantyne

Seconded: Cr Dowling

Carried 6/0



WORKS MANAGERS REPORT 14th October 2013

MAINTENANCE GRADING

Maintenance grading is being undertaken on a rolling basis throughout the Shire. We are currently working with one grader in the east south east area. We have been using both graders up until earlier this month but have now reverted to the one unit.

REFUSE SITES

Both sites appear to be functioning well with very little input required but for the carting of cover material. Neither site appears to be having any problems in relation to persons not dumping rubbish correctly.

Both Cuballing and the Popanyinning refuse sites are being pushed and covered on a weekly basis.

PLANT AND EQUIPMENT

All items of plant and equipment are being serviced and maintained as required. Minor servicing and A services (250 Hrs) are generally being undertaken in house.

All Major plant servicing (500 and 1000 Hrs) are being carried by Diesel and Mechanical Services in Narrogin as required or by the original plant supplier service division.

As Council has budgeted for replacement Motor Graders this financial year works staff have been trialling different machines. We have had a Komatsu Grader demonstration and also kept the machine for a few extra days to better evaluate its performance.

We also travelled to the Narrogin Shire to operate their recently purchased John Deere Grader. Likewise we were able to undertake an assessment of the Shire of Wanderings Caterpillar 12M grader.

An email request has been forwarded to the three main suppliers asking for firm pricing and a trade valuation for each of our machines. It is expected that we will have prices before the end of October.

STAFF

Without any positive outcomes two staff members' possible return to work we are currently looking at employing an additional person on a casual basis to assist with the construction season and other tasks as required.

PRIVATE WORKS

Gravel and sand cartage is being carried out as required. Driveways are being graded as requested.

Bridge approaches on Pauley Rd have been completed as quoted private works for Roadswest Engineering.

Dryandra woodland grading works for DPaW have been completed.

GRAIN FREIGHT ROUTE

Reseal works are scheduled to commence 11th November.
It is proposed to full width second coat seal from approx Bullara St to Wardering Rd.

The balance of the widening works previously undertaken will be resealed as patches with a 500 mm longitudinal lap joint.

The outcome of our application for assisted funding of a pedestrian rail crossing at Campbell St is still to be determined. Main Roads have completed a pedestrian usage count. It is hoped we will have a positive outcome shortly.

RRG WORKS

Tree mulching has been completed along the section of road that we will be working on this year. Culvert works have commenced and are currently ongoing.

We are installing a couple of additional culverts as well as widening any that are narrow.

We are combining both the RRG and the Blackspot works as they adjoin and the type of works to be undertaken are very similar in nature

R2R

The widening of inside curves (Gaths Rd to Dixons Rd) along Stratherne Rd will be undertaken this year.

Reseals will be completed on Stratherne Rd from Dixons through to where works terminated last year.

Tanners Rd box culverts have been ordered and are currently being manufactured.

Council may also wish to consider what projects they would like to undertake in the next round of R2R funding. I would suggest that the Congelin-Narrogin Rd could be considered or a further option may be to continue the widening of the narrower sections of Popanyinning West Rd.

Other options could be considered as the funds are not locked to any specific road or area until the works are nominated and approved by R2R.

CLGF WORKS.

Clearing of Brundell St from Beeston to past the refuse site has been cleared and partly gravel sheeted. We have left that job today as the rubbish tip is open and we are currently carting base course for Carton Street.

Drainage structures have been installed on Gerrard St and also on Ingram and Carton Sts. Driveway pipes have been ordered and will be installed once delivered.

It is hoped to seal some of the above streets as soon as mid to late November.

OTHER WORKS

A large timber culvert on Reed Rd is in need of replacement. Working drawings have been issued to several parties in an endeavour to obtain quotations to carry out the required works.

The Shire of Cuballing has submitted applications for Run Off Road Crashes funding for two separate sections of the Wandering Narrogin Rd. These sections adjoin and the first round of applications appears to have been undersubscribed. Main Roads have therefore asked for further interest or to extend existing applications.

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Bob Walker
WORKS MANAGER.

10. ELECTED MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

11. OTHER URGENT BUSINESS

COUNCIL DECISION:

That the urgent business items 11.1.41, 11.1.42, 11.43 and 11.1.44 be considered.

Moved: Cr Ballantyne

Seconded: Cr Haslam

Carried 6/0

11.1.41 CUBALLING MEN'S SHED

Location/Address:	Whole of shire
Reporting Officer:	Eva Haydon – Chief Executive Officer
Enabling Legislation:	Local Government Act 1995as amended
Date:	22 October 2013
Attachment:	Letter from Chairman Cuballing Men's Shed
Council Policy:	Nil
Budget Implications:	Nil
File Reference:	
Voting Requirements:	Simple Majority

Background

Correspondence has been received from the Cuballing Men's Shed regarding applications for Lottery West grants.

A representative of the Men's Shed enquired about grant funding recently and was directed to a website which provided information on several grants available to Community Groups. He was also advised that as we did not have a grants officer, or community development officer, there was no capacity with the current staff to research and apply for small grants.

Comment

There is a considerable amount of grant funding available for Community Groups and several Councils employ a Community Development Officer for that purpose. The Shire of Cuballing does not currently employ such a person and as current staff are barely able to keep up with essential duties, they do not have enough time to take on additional tasks.

Community Groups are able to access funding from various sources through their organisation, however if the grant for which they are applying relates to improvements/additions on land or buildings owned by the Shire, they must have Council endorsement. If the grant is for equipment, they are able to apply in their own right.

OFFICER RECOMMENDATION:

That the Cuballing Men's Shed be advised Council is willing to endorse an application for funding if required by the grant organisation, however there is no capacity with current staff levels to apply on their behalf.

Moved Cr Ballantyne

Seconded Cr Haslam

Carried 6/0

11.1.42 PROPOSED AQUACULTURE FACILITY

Location/Address:	Whole of shire
Reporting Officer:	Eva Haydon – Chief Executive Officer
Enabling Legislation:	Local Government Act 1995as amended
Date:	21 October 2013
Attachment:	Nil
Council Policy:	Town Planning Scheme
Budget Implications:	Nil
File Reference:	
Voting Requirements:	Absolute Majority

Background

Mr Allan van Zijl has written to Council regarding the establishment of an aquaculture facility on Location 4377 Williams Road West Popanyinning. He proposes to have four above ground ponds similar in size to a child's swimming pool which will be possibly covered by shade cloth.

The species to be farmed would be trochus and tridacna. Tridacna is a genus of large saltwater clams, marine bivalve molluscs in the subfamily Tridacninae. They have heavy shells, fluted with 4–6 folds. Trochus is a genus of medium-sized to large, top-shaped sea snails with an operculum and a pearly inside to their shells, marine gastropod molluscs in the family Trochidae.

The applicant requires evidence of planning approval prior to being issued a license by the Department of Fisheries.

Comment

Council's Town Planning Scheme provides for discretionary approval under the definition "aquaculture" and a permitted use under the definition "agriculture intensive" which has a subheading for aquaculture, however where there is ambiguity generally the more specific use - "aquaculture" overrides the more general use - "intensive aquaculture"

COUNCIL DECISION:

That planning approval for the proposed aquaculture facility on land at Location 4377 Williams Road, be granted to Mr Allan van Zijl, subject to approval from the land owner and necessary licenses being issued by the Department of Fisheries Western Australia.

Moved Cr Newman

Seconded Cr Dowling

Carried 6/0

11.1.43 CUBALLING CWA RECREATION CENTRE HIRE CHARGE

Location/Address: Cuballing
Reporting Officer: Eva Haydon – Chief Executive Officer
Enabling Legislation: Local Government Act 1995as amended
Date: 23 October 2013
Attachment: Nil
Council Policy: Nil
Budget Implications: Minimal
File Reference:
Voting Requirements: **Absolute** Majority

Background

Cuballing CWA held a “Day Out” at the Cuballing Recreation Centre on 23 October. The guest speaker was Danielle England who is the 2013 RIRDC WA Rural Woman of the Year for her contribution to agriculture and rural Australia and now lives on a property near Narrogin.

The hourly rate for minor functions is \$27.50 per hour.

Comment

The CWA is still a strong community organisation in the Shire of Cuballing and is a not for profit organisation.

COUNCIL DECISION:

That the hourly charge for the hire of the Cuballing Recreation Centre be waived for the Cuballing CWA.

Moved Cr Newman

Seconded Cr Dowling

Carried 6/0

11.1.44. CUBALLING TRASH AND TREASURE PROCEEDS

Location/Address: Whole of shire
Reporting Officer: Eva Haydon – Chief Executive Officer
Enabling Legislation: Local Government Act 1995as amended
Date: 23 October 2013
Attachment: Nil
Council Policy: Nil
Budget Implications: Nil
File Reference:
Voting Requirements: **Absolute Majority**

Background

The Cuballing Community Progress Committee was established to provide community feedback to Council in February 2011 and re appointed with the same members following the 2011 Ordinary Election. The number of members appointed was 11.

Minutes from the Committees September meeting were received by Council at the September meeting and a Committee Recommendation was not adopted.

Comment

As there were only four members at the September meeting of the Cuballing Community Progress Committee, there was not a quorum, therefore the recommendations within the minutes could not be adopted. The intent of the Cuballing Community Progress meeting was to formally recommend that the proceeds from the Trash and Treasure be donated to the Cuballing Men's Shed.

COUNCIL DECISION:

That the proceeds of the 2013 Cuballing Trash and Treasure be donated to the Cuballing Men's Shed.

Moved Cr Newman

Seconded Cr Dowling

Carried 6/0

12. NEXT MEETING

Thursday 21 November 2013, 3.00pm

13. CLOSURE OF MEETING

There being no further business, the meeting closed at 4.55pm