

**Minutes of the Ordinary Meeting held in the
Council Chambers, Wandering
on Thursday 20 October 2011**

1. Declaration of Opening/Announcement of Visitors

11:00am – The CEO welcomed all present and declared the meeting open.

2. Record of Attendance/Apologies/Leave of Absence

Attendance:

BE Dowsett	Councillor
C Ferguson	Councillor
KJ Price	Councillor
JC Schorer	Councillor
JR Mcneil	Councillor
KJ Barge	Councillor
M Whitely	CEO
G Mathewson	Works Supervisor (3:30pm – close)

Apologies:

GG Kerr	Councillor
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Since there was an Election of Council Members on Saturday 15 October 2011, newly elected Councillors Chad Ferguson and Judith Price signed Form 7 – Declaration by Elected Member of Council. Councillor Kerr had previously signed and returned Form 7 to the CEO prior to the meeting.

The CEO declared all positions vacant and called for nominations for President.

Council were informed that Cr Graeme Kerr, who was an apology for the meeting, had provided in writing to the CEO that he wished to stand for the role of President. There were no further nominations for President and Cr Graeme Kerr was elected unopposed.

551:2011/12

Moved Cr McNeil, Seconded Cr Schorer that Cr Graeme Kerr be elected as President of the Shire of Wandering for a 2 year term.

CARRIED 6-0

As the newly elected President was not in attendance the CEO continued to chair the meeting and called for nominations for Deputy President. Bruce Dowsett was nominated for the position of Deputy President. There were no further nominations for Deputy President and Cr Bruce Dowsett was elected unopposed.

552:2011/12

Moved Cr Schorer, Seconded Cr Price that Cr Bruce Dowsett be elected as Deputy President of the Shire of Wandering for a 2 year term.

CARRIED 6-0

Deputy President Dowsett took over from the CEO and chaired the remainder of the meeting.

3. Public Question Time

Nil

4. Applications for Leave of Absence

Nil

5. Confirmation of Minutes of Previous Meetings

Shire of Wandering Ordinary Meeting held 15 September 2011

552:2011/12

Moved Cr McNeil, Seconded Cr Schorer that the minutes of the Shire of Wandering Ordinary Meeting held 15 September 2011 to be confirmed as a true and correct record.

CARRIED 6-0

The minutes were moved following an amendment to Item 7.3 and the correction to the date for the next meeting.

6. COUNCILLOR REPORTS

Deputy President Dowsett

Meetings Attended

WALGA Central Country Zone

Questions Without Notice

Read out a thank you letter from Kelvin Price
Blackboy Springs – Rubbish Removal system
Vintage Machinery Shed

Councillor Ferguson

Questions Without Notice

Road maintenance required on Ricks Rd, Codjatotone Hastings Rd and Sheoak Rd.
Culvert on Ricks Rd needs to be cleared

Councillor McNeil

Questions Without Notice

Guide Posts – Ricks Rd
North Wandering Rd – Tree Pruning
Pothole/Culvert – North Wandering Rd (near Ian Turton's)
Pothole/Culvert – Codjatotone Hastings Rd (Neil Schorer's)

Councillor Barge

Meetings Attended

Defibrillator Demonstration

Questions Without Notice

Letter of thanks from the Wandering Fair Committee

Councillor Price

Questions Without Notice

Reid Rd

Rural Numbering System – Blackboy Springs

Councillor Schorer

Questions Without Notice

Reid Rd - Gravel Sheeting and look at bituminising

7. MATTERS REQUIRING COUNCIL DECISION

7.1 Bitumen & Blue Metal Tenders

NAME OF APPLICANT: CEO
FILE REFERENCE: 33.1.6
AUTHOR: CEO

SUMMARY:

Tenders closed at 4.00pm on Friday 14 October for the supply of bitumen and blue metal for the 2011/12 works program. The following tenders were received and all pricing is GST Exclusive;

Supply of Bitumen & Aggregate

	Supply & Application of 98/2 (45,360m²)	Supply & Application of 90/10 (16,620m²)	TOTAL COST
RNR Contracting	\$3.85m ²	\$4.10m ²	\$242,778
Fulton Hogan	\$4.10m ²	\$4.08m ²	\$253,786
Boral	\$4.70m ²	\$4.49m ²	\$287,816

COMMENT:

Not all contractors have used the same application rates for the bitumen so for ease of comparison I will speak with all 3 contractors and request that all tender pricing be adjusted to reflect an application rate of 1.5 litres bitumen per m² for prime seals and 2 litres bitumen per m² for reseals.

RECOMMENDATION:

For Council discussion.

[Attachment 2](#)

553:2011/12

Moved Cr Barge, Seconded Cr McNeil that Council appoint RNR Contracting for the 2011/12 reseat and prime seal program.

CARRIED 6-0

7.2 Request for Funds – Rural Council of WA

NAME OF APPLICANT: Rural Water Council of WA Inc
FILE REFERENCE: 32.1.1
AUTHOR: CEO

SUMMARY:

The Rural Water Council of WA has written to Council inviting the Shire to join the Rural Water Council and support the group by way of a \$250 membership fee for the 2011/12 financial year.

COMMENT

Water supply is an obvious concern for communities in the Wheatbelt area and the Rural Water Council does much of the legwork in dealing with water related issues and bringing these issues to the attention of key stakeholders such as the Department of Water, Water Corporation and the Wheatbelt Development Commission.

Membership entitles the Shire to have 2 delegates at Rural Water Council meetings.

Last year the Shire was a member however the membership fee was only \$50. There is provision in the budget for Council to proceed with the membership.

RECOMMENDATION:

For Council discussion.

554:2011/12

Moved Cr Schorer, Seconded Cr McNeil that Council does not renew its membership with the Rural Water Council of WA for the 2011/12 financial year.

CARRIED 6-0

7.3 Application for Exploration License - Rocla Pty Ltd

NAME OF APPLICANT: Rocla Pty Ltd
FILE REFERENCE: 23.1.10
AUTHOR: CEO

SUMMARY:

Notification has been received from Rocla Pty Ltd of their intention to obtain an exploration license. Details of the mining tenement application are attached with the proposed area shown in the vicinity of the Mt Cooke region.

COMMENT:

Any objections to the proposed exploration license must be lodged with the Department of Mines and Petroleum by 17 October 2011.

RECOMMENDATION:

For Council information.

[Attachment 3](#)

554:2011/12

Moved Cr McNeil, Seconded Cr Barge that the information be received.

CARRIED 6-0

7.4 Application for Tavern License – Hotham Ridge Winery Pty Ltd

NAME OF APPLICANT: Hotham Ridge Winery Pty Ltd
FILE REFERENCE: A306
AUTHOR: CEO

SUMMARY:

At the August 2009 Ordinary Meeting Council resolved to support an application for a Special Facility Liquor License at the Hotham Ridge Winery Pty Ltd subject to a condition that any activity or further development of the Winery complies with Council's planning, health and building requirements.

On 18 May 2011, the Environmental Health Officer/Building Officer Peter Haas signed a Section 40 Certificate of Local Planning Authority for the Liquor Control Act 1988 which was submitted with Special Facility License.

A further Section 40 form was later signed by Peter Haas on 31 August 2011.

Subsequently an application for a Tavern License was lodged.

As part of the application process the Application for the Tavern License must be publicly advertised and this was done in September 2011. Any objections to the Application for the Tavern License must be lodged with the Department of Racing, Gaming and Liquor by Sunday 16 October 2011.

COMMENT:

The Wandering Tavern in particular has expressed their concern at the application which is justified as a second Tavern License is likely to impact heavily on their business.

After brief discussion with Council members I have lodged an objection with the Department of Racing, Gaming and Liquor on the basis that;

1. Council approved a Special Facilities License and a Tavern License has been sought, and

2. Under the Town Planning Scheme zoning table a Hotel is not a permitted use without the approval of Council

RECOMMENDATION:

For Council information.

[Attachment 4](#)

It was AGREED that Council wait until all formal objections have been responded to then the CEO is to liaise with the Hotham Ridge owners.

7.5 Boddington SuperTown

NAME OF APPLICANT: CEO
FILE REFERENCE: 12.1.9
AUTHOR: CEO

SUMMARY:

As Council would be aware Boddington was selected as one of the 9 SuperTowns in the south west region of WA. The SuperTowns program is a Royalties for Regions initiative to encourage selected regional communities to prepare for the expected population growth in Western Australian leading out to the year 2050.

Under the SuperTown framework the establishment of a Boddington SuperTown Community Reference Committee is required. The Committee will act as a sounding board for the project ideas and strategies, encourage participation in SuperTown activities and generally be a conduit for the broader community.

The makeup of the Committee will include the Boddington Shire President and Deputy Shire President and one representative from;

- Shire of Wandering
- Shire of Williams
- BHP Billiton Worsley Alumina & Newmont Boddington Gold
- Boddington District High School Council
- Boddington Health Service
- Boddington Community Resource Centre
- Boddington Playgroup
- Boddington Tidy Towns Committee

COMMENT:

The first of the SuperTown meetings was held in Boddington on Tuesday 27 September 2011. At that meeting it was agreed that tenders would go out for interested persons wanting to prepare the Boddington SuperTown Growth Plan. A draft copy of the tender document for this process has been tabled at **Attachment 5**.

RECOMMENDATION:

That Council appoint the CEO as the Shire of Wandering representative to the Boddington SuperTown Community Reference Committee.

[Attachment 5](#)

555:2011/12

Moved Cr Schorer, Seconded Cr Ferguson that Council appoint the CEO as the Shire of Wandering representative for the Boddington SuperTown Community Reference Committee.

CARRIED 6-0

556:2011/12

Moved Cr McNeil, Seconded Cr Price that Council adjourn for lunch at 12:30pm.

CARRIED 6-0

Council returned from lunch and commenced the meeting again at 2:00pm.

7.6 Subdivision – Lot 16 Pennington Road, Wandering

NAME OF APPLICANT: Western Australian Planning Commission
FILE REFERENCE: A213
AUTHOR: CEO

SUMMARY:

A letter has been received from the Western Australian Planning Commission (WAPC) advising they are prepared to endorse the above mentioned subdivision once the conditions outlined in their letter have been fulfilled. A copy of the letter from the WAPC is enclosed at **Attachment 6**.

COMMENT:

The conditions imposed by the WAPC that relate directly to the Local Government are Condition 3 which relates to building envelopes on all lots and Condition 4 which includes a covenant to be worded as follows, "No development is to take place outside the defined building envelope(s), unless otherwise approved by the local government."

RECOMMENDATION:

For Council information.

[Attachment 6](#)

557:2011/12

Moved Cr Schorer, Seconded Cr Ferguson that Council consider initiating a suitable amendment to Town Planning Scheme No.3 to rezone all land within the 'Pennington Road Rural Industry Precinct' as depicted on Map 2 of the Shire of Wandering Local Planning Strategy and that the CEO further investigate the steps required to implement a new Town Planning Scheme.

CARRIED 6-0

7.7 Subdivision – Lot 19784 Edwards Road, Wandering

NAME OF APPLICANT: Western Australian Planning Commission
FILE REFERENCE: A6
AUTHOR: CEO

SUMMARY:

A letter has been received from the Western Australian Planning Commission (WAPC) advising that a decision on the above mentioned subdivision has been deferred until 21 October 2011 to allow time for a revised Form 1A and Certificate of Title for Lot 7114 to be provided. A copy of the letter from the WAPC is enclosed at **Attachment 7**.

RECOMMENDATION:

For Council information.

[Attachment 7](#)

7.8 Request for Donation – Narrogin Agriculture College

NAME OF APPLICANT: Narrogin Agriculture College
FILE REFERENCE: 8.1.1
AUTHOR: CEO

SUMMARY:

A letter has been received from the Narrogin Agriculture College regarding the opportunity to sponsor an award at this year's Graduation Day which will be held on Friday 25 November 2011. Any sponsorship over \$300 entitles the sponsor to naming rights of the award.

COMMENT:

No provision was made in the budget for such a donation, however there are limited funds available should Council wish to contribute towards an award.

RECOMMENDATION:
For Council discussion.

[Attachment 8](#)

558:2011/12

Moved Cr McNeil, Seconded Cr Barge that Council do not sponsor the Narrogin Agriculture Graduation Day.

CARRIED 6-0

7.9 Christmas/New Year Office Hours

NAME OF APPLICANT: CEO
FILE REFERENCE: 1.2.2
AUTHOR: CEO

SUMMARY:

It is proposed that while the Shire Office remains open during the Christmas and New Year period, the majority of staff will be asked to take leave over this period. Mail will continue to operate during this period however the proposal is to close licensing and not to receive payments during the period from 24 December 2011 – 3 January 2012, which works out to be only four working days. With sufficient notification, the community will be able to make alternate arrangements for licensing and other payments and a skeleton works crew will still be on board during the break for any road maintenance.

COMMENT

Staff will be required to take leave either annual leave or RDO's during this period.

RECOMMENDATION:

That Council authorise the CEO to make the necessary staffing arrangements over the Christmas and New Year period.

559:2011/12

Moved Cr Schorer, Seconded Cr Barge that Council authorise the CEO to make the necessary staffing arrangements over the Christmas and New Year period.

CARRIED 6-0

7.10 Fuel Facility

NAME OF APPLICANT: CEO
FILE REFERENCE: 11.1.2
AUTHOR: CEO

SUMMARY:

After accepting the tender from Gilbarco in March 2011 to facilitate the installation of 24 hour fuel facilities in Wandering, Wickopin and Kulin numerous difficulties have been encountered, none more so than when the project manager in charge from Gilbarco failed to return from leave in August. Since then negotiations have been held with Peter Richards who is Gilbarco's National Sales Manager. We have recently established that the project is back on track and there will be only very minimal additional costs that have arisen as a result of the previous failed tender process.

In summary, the project cost of \$191,839 for Wandering includes the following scope of works

- Supply, delivery and installation of 55,000 litre tanks (40,000 Diesel / 15,000 ULP)
- Supply and installation of OPT terminals (EFTPOS / Card facility machines)
- Supply and installation of dual fuel dispensers (45 LPM for ULP and 80 LPM for Diesel)

MINUTES FOR THE MEETING HELD 20 OCTOBER 2011

- Completion of sites plans and Dangerous Goods License application
- Supervision and site layout for trenching
- Supply and install fuel lines, sumps and electrical conduits
- All relevant signage

Additional costs to be covered by the Shire are;

- Fuel separator (approx \$25k)
- Site works including cement pads, trenching, fencing, road works etc
- Electrical works for meter panel, lighting, etc
- Shelters, covers for fuel dispensers and other equipment if required

On acceptance of the original tender all parties were aware that the above costs were additional to the original price tendered.

COMMENT

Progression of the project is now as follows;

- Tanks have been ordered, with the first one arriving in mid December and the other two will arrive in January. The tank arriving in December will be installed in Wandering
- We are still waiting on prices for the separators.
- Fuel dispensers have been ordered
- Drawings have been completed and applications have been submitted to Department of Mines
- Site markings are to be completed in November with the installation of fuel lines, sumps and electrical conduits will follow shortly afterwards.

A copy of the modified site plans submitted for the Dangerous Goods License is attached.

RECOMMENDATION:

For Council information.

[Attachment 9](#)

7.11 Application to Clear Native Vegetation

NAME OF APPLICANT: CEO
FILE REFERENCE: 11.1.2
AUTHOR: CEO

SUMMARY:

The Department of Environment and Conservation has received an application from a Mr David Leyland to clear an area of approximately 4.9 hectares of native vegetation across 109 sites in crown land and unallocated land within the Shires of Wandering and Brookton for the purposes of apiary site maintenance.

COMMENT

The proposed area in the Shire of Wandering is located on Barrett Rd.

RECOMMENDATION:

That Council advise the Department of Environment and Conservation that the Shire of Wandering has no objection to the clearing of the native vegetation across the proposed sites.

[Attachment 10](#)

560:2011/12

Moved Cr McNeil, Seconded Cr Barge that Council advise the Department of Environment and Conservation that the Shire of Wandering has no objection to the clearing of the native vegetation across the proposed sites.

CARRIED 6-0

7.12 Portable Traffic Lights

NAME OF APPLICANT: CEO
FILE REFERENCE: 22.1.1
AUTHOR: CEO

SUMMARY:

Council have previously discussed looking into purchasing some portable traffic lights to reduce the need on occasion for traffic management on specific road network programs. There are limited suppliers of such units but I have obtained some pricing from Data Signs Pty Ltd who are the preferred supplier for Main Roads and have supplied several other Shires in the area.

COMMENT

Only \$10,000 was allocated in the budget for the acquisition of portable traffic lights, however the savings in traffic management costs allocated in the road replacement program could substantiate the purchase of the traffic lights should Council want to proceed with the purchase.

RECOMMENDATION:

For Council discussion.

[Attachment 11](#)

561:2011/12

Moved Cr Schorer, Seconded Cr Ferguson that Council request Data Signs Pty Ltd to do a demonstration of the traffic lights and that the CEO investigate further for cheaper alternatives to the product supplied by Data Signs Pty Ltd.

CARRIED 6-0

7.13 List of Accounts – September 2011

NAME OF APPLICANT: Finance Officer
FILE REFERENCE: N/A
AUTHOR: Finance Officer

SUMMARY:

Attached is a list of accounts for Council consideration.

RECOMMENDATION:

That all Cheque, EFT, wages, transport payments, transfers to investments, credit card payments, creditor payments and other vouchers from the Municipal and Trust Fund totalling \$892,734.21 be passed for payment.

[Attachment 12](#)

562:2011/12

Moved Cr Ferguson, Seconded Cr Barge that all Cheque, EFT, wages, transport payments, transfers to investments, credit card payments, creditor payments and other vouchers from the Municipal and Trust Fund totalling \$892,734.21 be passed for payment.

CARRIED 6-0

7.14 Financial Reports – September 2011

NAME OF APPLICANT: CEO
FILE REFERENCE: N/A
AUTHOR: CEO

SUMMARY:

Separately attached are the monthly Financial Statements for the period ending 30 September 2011.

RECOMMENDATION:

That Council endorse the monthly Financial Statements for the period ending 30 September 2011.

[Attachment 13](#)

563:2011/12

Moved Cr Schorer, Seconded Cr McNeil that Council endorse the monthly Financial Statements for the period ending 30 September 2011.

CARRIED 6-0

8. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

8.1 Residence – Lot 6 Ferguson Way

NAME OF APPLICANT: Elzned P/L
FILE REFERENCE: A334
AUTHOR: EHO/BS

SUMMARY:

We have received an application for a residence/site office toilet [handicapped] & a 450m2 shed on Lot6 Ferguson Way in the Industrial Area. It is proposed that a “sand blasting & painting” business be established. A dome shelter is also included in the application.

The plans are in order but there is no Home Owners Warranty Insurance in place as there should be & this matter needs to be resolved. The Dwelling was bought at auction & the registered builder making the application does not wish to indemnify it as he did not build it .This could be rectified by the owner taking out the licence as an owner builder, in any event the matter needs addressing.

The value of the proposed works is \$237000

COMMENT

Council needs to consider the Planning aspect, the possible impact on neighbours. They may also wish to have the proposal accessed by the EPA. Obviously the owner is anxious to get things under way & as can be readily seen he has already commenced.

From my point of view the application is in order with the exception of the Home Owners Warranty.

Any relevant aspect of the Town planning Scheme also needs to be looked at.

RECOMMENDATION:

For Council Discussion.

Cr Schorer declared an interest in Agenda Item 8.1, was not asked to leave the meeting and was allowed to vote.

564:2011/12

Moved Cr Ferguson, Seconded Cr McNeil that Council approve the application for residence, site office and shed at 6 Ferguson Way, Wandering.

CARRIED 6-0

9. NEXT MEETING

Next Ordinary Council meeting to be held on Thursday 17 November 2011 at a time to be confirmed.

10. CLOSURE OF MEETING

There being no further business the meeting closed at 5:40pm

**These Minutes were confirmed by Council at the Ordinary Council Meeting
on Thursday 17 November 2011.**

CR B E DOWSETT, Chairman

11. NEXT MEETING

Next Ordinary Council meeting to be held on Thursday 17 November 2011 commencing at 11:00am

12. CLOSURE OF MEETING