

SHIRE OF QUAIRADING
MINUTES OF THE ORDINARY MEETING OF COUNCIL
HELD ON WEDNESDAY 24TH APRIL 2013
COMMENCING AT 2.00PM

ITEM 1 ATTENDANCE AND APOLOGIES

Cr D C Richards	Shire President
Cr G W Anderson	Deputy Shire President
Cr C M Cousins	
Cr WMF Davies	
Cr T C Andrews	
Cr B K Caporn	
Cr J A Bavin	
Cr R C Hawkley	
Mr G A Fardon	Chief Executive Officer
Mrs J L Clemens	Chief Executive Officer's Secretary
Mr T J Newick	Manager of Works and Services (2.00pm to 3.07pm)
Mr R M Bleakley	Economic Development Project Officer (4.08pm to 5.56pm)
Mr M Coombes	(2.03pm to 2.10pm)
Mr N Marrett	(2.03pm to 5.56pm)
Mrs P Marrett	(2.03pm to 5.56pm)

ITEM 2 ANNOUNCEMENTS BY THE SHIRE PRESIDENT

The Shire President welcomed Councillors and Staff to the April 2013 Council Meeting.

Council was advised that there were some Members of the Public present for this Meeting.

The Shire President advised that the Afternoon Tea break would be taken at 3.30pm to allow for several Medical Appointments.

Council was advised that Dinner would be held at the Quairading Roadhouse following the Meeting.

ITEM 2.1 PUBLIC QUESTION TIME

2.03pm

The Shire President welcomed Mr Coombes, Mr Marrett and Mrs Marrett to the Council Meeting.

Mr Coombes

Mr Michael Coombes of Dangin provided information sheets to all Councillors in regard to a drainage problem adjacent to his property in Dangin Terrace.

Mr Coombes advised that there had been a problem with the drainage following rainfall for over 4 years.

Mr Coombes further advised that he had sought advice from a Government Department who had recommended he make presentation to Council.

Mr Coombes stated that he had sent correspondence by Registered Mail six (6) weeks ago and had received no response from the Chief Executive Officer.

The Shire President requested that the Manager of Works and Service provide information to Mr Coombes and Council on the issue.

The Manager of Works and Services advised that he had previously met Mr Coombes on site.

Mr Coombes advised of works needed.

The Manager of Works and Services reported on the need to replace a pipe under the roadway to increase capacity during rainfall events. The Manager of Works and Services advised that the pipe replacement had been listed in the Works Programme but timing was subject to programming of the major Work Construction jobs.

The Chief Executive Officer apologised to Mr Coombes for not sending an acknowledgement letter while the issue was being further investigated.

2.10pm

Mr Coombes left the Council Meeting.

The Chief Executive Officer advised Council that he and the Manager of Works and Services had met separately with Mr Coombes on several occasions on this issue.

Mr Marrett

Mr Marrett advised Council that the Quairading Vintage Club had requested Waste and Recycling Bins for the property in Parker Street.

The Shire President advised that Council encourages all Recycling and the Chief Executive Officer confirmed that the bins would be delivered.

Mrs Marrett

Nil

Mr and Mrs Marrett accepted the Shire President's invitation to remain in the Meeting.

ITEM 2.2 DEPUTATIONS

Nil

ITEM 3 DECLARATIONS OF INTEREST

Cr Bavin declared an interest in any item in relation to the Quairading Agricultural Society Inc.

ITEM 4.1 BUSINESS ARISING AND CONFIRMATION OF MINUTES OF MEETING HELD ON 28TH MARCH 2013

Business Arising

Government Housing – 10 Avon Street

Cr Anderson reported that the Government Housing at 10 Avon Street, Quairading is now occupied.

Item 10.1.2 National General Assembly

Cr Hawksley thanked Council for the opportunity to attend the National General Assembly in Canberra in June 2013.

Item 10.1.3 Local Government Climate Change Declaration

The Chief Executive Officer informed Council that the Local Government Climate Change Declaration had been referred back to Council's Environment Officers.

Item 10.1.4 Correspondence – Mindax Energy Pty Ltd

The Chief Executive Officer advised that he had recently met with representatives of Mindax and that he had emailed Company information to all Councillors. Council was advised that at this time the Company's main area of interest is the Mukinbudin area however further drilling will be undertaken in the Quairading District.

Item 10.1.5 South West Settlement of Native Title Claims

Cr Richards queried whether the adjoining Landowners of Lot 25740 had been written to. The Chief Executive Officer reported that he would be writing to landowners adjoining Lot 25740 off Old Beverley Road and Lot Nos 35 and 36 Badjaling – Yoting Road.

Confirmation of Minutes

190-12/13 MOVED Cr Davies seconded Cr Andrews that the minutes of the Ordinary Meeting of Council held on 28th March 2013 be confirmed as a true and correct record of that meeting.

CARRIED 8/0

ITEM 4.2 MATTERS PENDING / ACTION SHEET

Council Residence – 14 Reid Street

The Manager of Works and Services reported that the reticulation at 14 Reid Street is complete with minor drainage works to be undertaken and the purchase of plants by the Town Gardener required to complete the project.

Sale of "Old School Block"

Cr Cousins requested an update on the "Old School".

The Chief Executive Officer provided information in regard to Old School Building being utilised in the future as a Community Cultural Centre under Mr David Collard's Noongar Natural Resource Management Pathway Proposal. Council noted that the Building is not fit for use and would require a Conservation Plan prior to any works being undertaken.

Council was advised that Mr David Collard was instigating links with CY O'Connor College of TAFE and Landcare Stakeholders, however there is slow progress at this stage.

Geographic Names Committee

The Chief Executive Officer reported that he was awaiting information on the Winmar family from Mr David Collard to progress the naming of a street after the family.

Encroachment on Road Reserve – Mawson

Cr Hawksley queried progress on the Encroachment of the Road Reserve at Mawson. The Chief Executive Officer reported that there had been a change of owner of the property. The Chief Executive Officer further reported that he had spoken to the new owner that advised that the fence is to be erected on the correct alignment.

Brick Area Bylaw

Cr Davies queried whether publicity of the Brick Area Bylaw had been undertaken. The Chief Executive Officer advised that it had not been publicised as yet and that the item would be included in the next Shire Newsletter.

Grain Freight and York – Merredin Road

The Chief Executive Officer reported that correspondence signed by the Chief Executive Officers of the Shires of Beverley, Quairading and York had been forwarded to Hon Jim Chown seeking Council input on the Roadworks Upgrades proposed for the Quairading to York section of the York – Merredin Road.

Reconciliation Action Plan (RAP)

The Chief Executive Officer reported that a well attended meeting had been held on 18th April 2013. Cr Cousins advised that she had not received an agenda for this meeting.

Council was advised that it had been a productive meeting. The Meeting had reviewed the Plan Template drafted at the previous meeting.

The Chief Executive Officer advised that this was the first meeting with Council's newly employed Community Youth Officer Mary Brennan in attendance and that Ms Brennan had initiated a Noongar Newsletter to improve communication and invite feedback from the Noongar Community.

Council was advised that Noongar Elders had recommended that each family have a representative on a Working Group under the main Reconciliation Action Plan Committee to enable Community events to be planned and conducted.

Fixed Seating – Undercover GSG / Changerooms

Council was advised that the Manager of Works and Services was trying to locate an Australian Supplier of suitable Seating.

Horsing Around Group

Council was advised that the Horsing Around Group were having difficulty obtaining Council's preferred Contractor to relocate the Pens from the Saleyards to the Old Recycling Centre at this time.

The Meeting noted that an alternative Contractor will be sourced after Seeding.

It was questioned whether Council would pay for the relocation costs. The Chief Executive Officer advised that Council had previously resolved that Council would pay for the Contractor and the Horsing Around Group will provide volunteers to assist.

The Chief Executive Officer advised that correspondence had been received from Mrs Janine Anderson of GW & E Anderson and Son seeking an extension of time for removal of the Saleyards.

Cr Anderson declared an interest in this item.

2.35pm

Cr Anderson left the Council Chambers.

Council was advised that due to family work commitments, the complete removal of the Saleyards had not occurred and that the Tenderer was seeking a time extension to the 30th June 2013.

191-12/13 MOVED Cr Davies seconded Cr Bavin that Council grant an extension to 30th June 2013 for Tenderers GW & E Anderson and Son to complete the removal of the Saleyard Structures.

CARRIED 7/0

2.36pm

Cr Anderson returned to the Council Chambers.

Kevill's Lake – Regional Project

The Chief Executive Officer advised that the Shire of Tammin has emailed its support in principle. The Shire of Cunderdin had written advising of that Council's acceptance of the regional aspect of the Ski Lake however Cunderdin Shire are not in a position to contribute or participate due to other priorities. The Shire of Kellerberrin had informed that they have the Management of Lake Baandee within its District and therefore did not wish to participate.

Untidy Property – 85 Heal Street

Cr Davies queried whether the Manager of Health and Building Services had provided an update in regard to the Untidy Property at 85 Heal Street.

The Chief Executive Officer undertook to again raise this issue with the Manager of Health and Building Services.

Cr Richards commented that the property is an eyesore on the entrance to Town.

Justice of the Peace Succession

Cr Richards queried information in regard to the Justice of the Peace Succession Meeting. The Chief Executive Officer advised that all current JPs had supported the Interest Meeting with a suitable date to be arranged. Cr Davies suggested a brief meeting over Council Dinner.

192-12/13 MOVED Cr Hawksley seconded Cr Bavin that Council remove the following Items from the Matters Pending Action Sheet: -

- **Item 2 – Volunteer Training Day and Fire Truck Delivery;**
- **Item 23 – Music Student Programme;**
- **Item 32 – AWARE Emergency Management Project; and**
- **Item 40 – Government Housing – 10 Avon Street.**

CARRIED 8/0

ITEM 5 WORKS

Item 5.1 Works Committee Meeting held on 16th April 2013

Camping at “The Groves” (W24-12/13)

193-12/13 MOVED Cr Hawksley seconded Cr Caporn that Council adopt Works Committee recommendation W23-12/13 that the following conditions be placed on “The Groves” area: -

- 1. No Long Term Camping be allowed in “The Groves” Area of the Quairading Community Nature Reserve;**
- 2. A Fire Management Plan be implemented;**
- 3. An overall Management Plan be implemented; and**
- 4. Camping in “The Groves” Area be allowed for no longer than 3 days pursuant the Caravan and Camping Act.**

Cr Davies queried what powers Council has to stop the current long term camping.

The Chief Executive Officer advised of research through the Health Act and Council’s Property Law. Longer term view is joint management of “The Groves” with the Noongar Members of the Community. Length of stays under Camping and Caravan Acts is three (3) days in 28 days on Private Property however the Camping is occurring on a Council Reserve.

The Chief Executive Officer advised that the Shire of York Contract Rangers have now been gazetted as Authorised Officers under Council’s Local Laws. Council was advised that there would be a Public Health inspection very soon.

The Chief Executive Officer commented that the first stage of SWALSC land is on Reserves. Long term result is that “The Groves” may be excised from the Quairading Community Nature Reserve under a separate Management Order.

Cr Andrews queried whether there was a current Fire Management Plan in place? The Chief Executive Officer advised that a Draft Fire Management Plan had been prepared but not yet adopted.

Cr Cousins queried the definition of short term camping. The Chief Executive Officer advised the time limits within the Caravan and Camping Act, however Council to have determination on a Council Reserve.

Council noted the previous Covenant on the Quairading Community Nature Reserve which stated no permanent structures and the discussions with National Trust of Australia and the Noongar Elders on a “Camping Zone” in “The Groves” area for visitors returning to Quairading for weekends etc. The Chief Executive Officer informed the Meeting that the Stakeholders all supported “Short Term” style of camping.

Cr Caporn queried whether CBH would be responsible for boundary fencing in the vicinity. Cr Richards suggested that Council contribute half of the fencing cost as it is not CBH’s fault of increased pedestrian / vehicle traffic in the area. Cr Caporn commented that the fencing should be undertaken sooner rather than later for the dual purpose of managing risk and providing safety to all.

The Chief Executive Officer reported that Motor Vehicle Access to the area has been provided to the South of the CBH Paddock and School Dam.

The Meeting noted that Mr David Collard was working with Authorities on the reinstatement of the access across the railway line opposite Weir Road.

CARRIED 8/0

194-12/13 MOVED Cr Caporn seconded Cr Davies:

- 1. That Council write to the Avon District Office of CBH requesting fencing of the Western boundary of the Quairading CBH Facility; and**
- 2. That Council offer to contribute 50% of the fencing cost.**

CARRIED 8/0

Quairading Tennis Club – Tree Roots Causing Damage (W25-12/13)

195-12/13 MOVED Cr Hawksley seconded Cr Cousins that Council adopt Works Committee recommendation W25-12/13 that Council remove the two (2) large trees on the South Eastern side of the Tennis Courts to prevent further damage to Court 6 and that suitable replacement plants be planted in suitable alternative areas as per Council’s Tree Replacement Policy.

CARRIED 8/0

Cr Caporn recommended that the replacement trees be planted in the Borefield.

Quairading Agricultural Society Inc – Use of Oval and Basketball Courts (W26-12/13)

Cr Bavin declared an interest in this Item.

196-12/13 MOVED Cr Hawksley seconded Cr Andrews that Cr Bavin remain in the Council Chambers but refrain from discussing or voting on this matter.

CARRIED 7/0

197-12/13 MOVED Cr Hawksley seconded Cr Davies that Council adopt Works Committee recommendation W26-12/13 that Council support the Quairading Agricultural Society Inc with the use of the Oval and Basketball Courts for the display of Vehicles and Model Road Trains at this year’s Agricultural Show to be held on Saturday 12th October 2013.

Cr Davies advised of the misconception that the Agricultural Society had over many years that the Oval could not be used for Show Day.

The Manager of Works and Services reported that the Oval is currently in its best condition and Council should be mindful of any event that may be detrimental to its excellent condition. The Manager of Works and Services commented that hot vehicle tyres should be cooled off prior to parking on the Oval.

The Meeting noted that the Motor Vehicles would be inspected for fuel and oil leaks before being allowed on the Oval.

Cr Caporn queried the marking of the reticulation? The Chief Executive Officer advised that the normal procedure is to mark the reticulation system to minimise damage by vehicles.

CARRIED 7/0

Quairading District High School Quotation (W27-12/13)

Cr Hawksley requested that the Chief Executive Officer provide information to the Meeting on this issue.

The Chief Executive Officer and the Manager of Works and Services advised that some of the requested work is carryover from a recent Building Programme at the School. Council was advised that the entire works could be undertaken during the Heggarty Street works.

198-12/13 MOVED Cr Hawksley seconded Cr Andrews that Council adopt Works Committee recommendation W27-12/13 that:

- 1. Council support the undertaking of asphalt works at a maximum Project Cost of \$18,052 as quoted by the Manager of Works and Services;**
- 2. This maximum financial commitment by Council is subject to the outcome of any funding applications submitted by the Quairading District High School for these works; and**
- 3. The works be undertaken in conjunction with the Heggarty Street works.**

Council was advised that the works would be included in this year's Works Construction Programme.

Cr Richards stated that he supported the works but we have to get back to the core of Council's business to ensure budgeted Works Programme and Projects are completed.

Cr Hawksley commented that there were identified savings in the Works Programme to undertake this work.

CARRIED 8/0

Item 5.2 Other Works Matters

Cr Davies queried whether the Manager of Works and Services had met with Mr Adamson in regard to scouring along the Creekline within the Townsite. Cr Davies also queried whether a small section could be graded? The Manager of Works and Services advised that grading could be undertaken when time was available.

The Manager of Works and Services provided an update on the Junction Road works and that new employee Mr Dave Griffiths was doing a good job. The Works Team had constructed a culvert, carted gravel and redirected drainage. The installation of the headwalls was booked for Monday 29th April 2013.

Cr Anderson raised concern in regard to the drop off on Cunderdin Road near Gimbel Road and queried whether safety railing would be installed. The Manager of Works and Services advised that normal white posts would be erected. Council was advised that there is a 2.5m drop off.

The Manager of Works and Services advised that he would raise the Councillor's concern with Main Roads, however he advised Council was working within the constraints of the Grain Freight funding provided.

3.07pm

The Manager of Works and Services left the Council Meeting.

ITEM 6 INFORMATION SESSION / PERFORMANCE REVIEW

Item 6.1 Shire of Quairading / City of Melville Partnership

The Chief Executive Officer reported that correspondence on behalf of Council would be forwarded to the Mayor of the City of Melville inviting representatives of the City to visit Quairading in late September 2013.

Item 6.2 South East Avon Regional Transition Group (SEARTG)

Council discussion ensued in regard to the SEARTG Board Meeting held on 5th April 2013.

Cr Caporn advised that some of his comments were credited to Cr R Scott and should be corrected in the Minutes.

Cr Andrews commented that a lot of time seemed to be wasted on small issues. Cr Richards concurred with Cr Andrews' view.

Cr Cousins raised concern in regard to talk of uncertainty about future grants. Cr Richards advised that the Board was focussing on current issues and did not want to jump too far ahead.

Council discussion ensued in regard to the email circulated by Shire of Cunderdin Chief Executive Officer Mr Peter Naylor. Cr Caporn commented on uncertainty on Structural Reform until the Government comes out and provides its true position. Cr Caporn provided information in relation to the poll provision and the results of the Shire of Cuballing Amalgamation Poll.

Cr Caporn advised that the Community have to be informed and to understand where our future monies come from and the Projects that require funding. Comment was made on the large Asset Management Funds Gap identified.

Cr Richards requested that Councillors email the Chief Executive Officer with issues and key messages to the Community.

Cr Bavin reported that additional funding from the Department of Regional Development for Community Resource Centres had been cancelled as of today and that Government Funding was tightening up.

The Chief Executive Officer advised that an article for the Banksia Bulletin had been published and he requested Councillor input / feedback for future articles.

Cr Anderson stated that he believed Council would be unable to access Transitional Funding in the future if the current Amalgamation Proposal does not proceed as there is no further monies in the State Government Budget.

3.25pm

The Chief Executive Officer left the meeting.

Cr Caporn commented that it was a good idea to get Councillors to submit items on paper.

Cr Caporn stated that scare tactics are being used by the Government. Cr Caporn queried whether the Shire of Cunderdin had received any information back from the Department of Local Government on the Minister's stance.

Cr Richards informed Council that the new Minister for Local Government was still finding his feet and that the Metropolitan Councils Reform was his first priority. Cr Richards further stated that the Community elects Councillors with a view to those Councillors effectively governing the Local Authority and positioning Council and the Community for the future.

Cr Hawksley commented that the Metropolitan Councils have been told what to do as a Proposed Plan had been published.

Cr Richards agreed with Cr Anderson that there would be no future monies announced for Councils amalgamating.

Cr Andrews stated that he was against any proposal to get rid of the Poll Provision and that it should be Council's decision on amalgamations not the Government's. Cr Andrews further stated that the Government need to clearly state their intention for Country Local Governments in the future.

Cr Richards commented that the Government should not have used the term "Voluntary".

Cr Davies advised that he agreed with Cr Andrews views on Poll Provisions. Cr Davies also pointed out the de-amalgamation process occurring in Queensland.

Cr Davies stated that Council should be proactive and write to the Minister for Local Government expressing concern that the Government's stance on Amalgamation of Councils is not clear. Cr Davies advised that many people have an issue with Council amalgamating with the Shire of York with most people understanding the concept of amalgamation.

Cr Richards sought clarification whether the correspondence should be sent from the Shire of Quairading or from the SEARTG Board? Cr Davies felt that any correspondence should be from the Shire of Quairading only.

Cr Richards advised that he had spoken to Executive Officer Mr Domenic Carbone requesting a meeting with the Minister for Local Government and the 4 Councils' Shire Presidents.

Cr Bavin commented that Members of the other three Communities were encouraging the "Concerned Citizens Group" in their efforts to have a Poll conducted.

3.37pm

Cr Anderson left the Council Meeting.

Cr Cousins advised of wasted funding if the amalgamation was not to proceed and the need for Government to have a broader plan. Cr Cousins commented that a request for direction from the Minister and the State Government would be beneficial.

Cr Caporn suggested that the correspondence to the Minister for Local Government come from all 4 Shires. Cr Caporn also advised of the need for the Shire of York to be included in an amalgamation on their Population Base and impact on Grants Commission funding. Cr Caporn also agreed that Council representatives from the four (4) Shires should meet with the Minister.

Cr Richards concurred that correspondence should be sent from the Shire of Quairading and secondly, a face to face meeting be requested with the Minister.

The Meeting discussed Council writing to the new Minister for Local Government, Hon Tony Simpson, seeking clarification of the State Government's Stance / Position on the Amalgamation of Rural / Regional Councils in the future.

Cr Andrews requested that the other three Councils be included and that the Council letter be sent to other Councils requesting they provide their point of view and to send similar correspondence to the Minister.

Cr Hawksley requested that Council break for Afternoon Tea at this time to enable the Deputy Shire President and the Chief Executive Officer to be present in the forming up of the Council Resolution.

3.45pm

199-12/13 MOVED Cr Hawksley seconded Cr Bavin that Council suspend standing orders for Afternoon Tea.

CARRIED 7/0

4.08pm

200-12/13 MOVED Cr Bavin seconded Cr Andrews that standing orders resume.

CARRIED 8/0

The Economic Development Project Officer, Mr Richard Bleakley, was in attendance.

Item 6.2 South East Avon Regional Transition Group (SEARTG) (Cont)

The Shire President provided information to the Chief Executive Officer in regard to Council discussion during his absence and Cr Davies had proposed the following Motion:

201-12/13 MOVED Cr Davies seconded Cr Bavin that: -

- 1. Council write to the new Minister for Local Government expressing Council's concern at the lack of process and direction for Amalgamation of Rural / Regional Councils and request that the Minister and the State Government clearly state their position for the future; and**
- 2. Council circulate its correspondence to the SEARTG Member Councils requesting that the Member Councils also correspond their concerns to the Minister.**

CARRIED 8/0

The Chief Executive Officer reported that Mr Ross Earnshaw of the Local Government Advisory Board had advised that the Board would be considering the Formal Inquiry Process and Timetable in the very near future.

Item 6.3 Chief Executive Officer's Performance Review

Cr Anderson commented that he felt that the Chief Executive Officer should have acknowledged Mr Coombe's correspondence earlier.

The Chief Executive Officer accepted the criticism and confirmed that a letter will be sent to Mr Coombes.

ITEM 7 BUILDING AND TOWN PLANNING DEVELOPMENT COMMITTEE

Item 7.1 Building and Town Planning Development Committee Meeting held 9th April 2013

Golf Club Kitchen Upgrade (B38-12/13)

202-12/13 MOVED Cr Caporn seconded Cr Hawksley that Council adopt Building and Town Planning Development Committee recommendation B38-12/13 that Council deduct the amount of \$1,040 for the unforeseen costs for the removal of the asbestos floor tiles by a Licensed Contractor and that the Quairading Golf Club be invoiced for the balance of monies owing.

CARRIED 8/0

Swimming Pool Concept and Design Upgrade Plans (B39-12/13)

203-12/13 MOVED Cr Caporn seconded Cr Bavin that Council adopt Building and Town Planning Development Committee recommendation B39-12/13 that Mr Matt Mildwater of Contract Aquatic Services be provided with Concept Plans for the Quairading Memorial Swimming Pool Upgrade and invite him to a future Building and Town Planning Development Committee Meeting to assist Council on the Scope and Design of the Project.

CARRIED 8/0

Town Planning Services in the Future (B41-12/13)

204-12/13 MOVED Cr Caporn seconded Cr Anderson that Council adopt Building and Town Planning Development Committee recommendation B41-12/13 that Council accept the Shire of York's proposal to formalise the provision of Planning Services to the local governments of Cunderdin, Tammin, Quairading and York to provide certainty of costs and service delivery for all parties commencing the 1st July 2013.

Cr Davies queried whether Beverley Shire should be included in the Regional Planning Proposal.

CARRIED 8/0

Item 7.2 Special Meeting of the Building and Town Planning Development Committee held on 16th April 2013

Tender No 03-12/13: Construction of Shire Residence (B42-12/13)

Council noted the Minutes of the Special Meeting of the Building and Town Planning Development Committee held on Tuesday 16th April 2013 at which the Tender for the New Council House was determined under Delegated Authority from Council.

Council was advised that the Economic Development Project Officer had written to the successful Tenderer, WA Country Builders, requesting the preparation of Design Papers and Contract for the construction of the Residence at Lot 322 Edwards Way, Quairading.

The Economic Development Project Officer reported that the residence would fit the criteria for leasing to Government Regional Officer Housing (GROH) for Police Officer accommodation.

Tender No 05-12/13: Hall Kitchen Upgrade

Council noted the information provided by the Economic Development Project Officer in regard to the Hall Kitchen Upgrade.

Item 7.3 Other Building Matters

Cr Bavin reported that Mrs Beryl Stacey had requested that a lamp be purchased for the Town Hall to be placed on the Piano.

The Chief Executive Officer recommended that this be purchased in 2012/2013 under Hall Maintenance Budget.

Hospital Auxiliary Op Shop

The Chief Executive Officer provided information that the Hospital Auxiliary Op Shop had been requested to vacate their current premises at 65 Heal Street due to building safety concerns.

The Chief Executive Officer proposed to Council that the Auxiliary had be granted use of Council's Factory Unit at 83 Heal Street as it had recently been vacated by the Tenant. The Chief Executive Officer further advised that the Auxiliary had been made aware that should Council engage a Tenant for the Factory Unit, the Auxiliary would have to vacate the premises.

Council resolved to support the occupancy of the Factory Unit at 83 Heal Street by the Quairading Hospital Auxiliary Op Shop free of Rent as an interim assistance measure.

ITEM 8 FINANCE

Item 9.1 Finance and Audit Committee Meeting held on 17th April 2013

205-12/13 MOVED Cr Bavin seconded Cr Andrews that Council adopt Finance and Audit Committee recommendations F51-12/13 to F54-12/13: -

Accounts for Payment – March 2013 (F51-12/13)

- 1. That Schedule of Accounts covering Municipal Vouchers 21139 to 21229 & EFT510 to EFT514 totalling \$235,689.75 be received; The balance of all other outstanding Sundry Creditors to the 31/03/2013 total \$40,310.47; and**
- 2. That Payroll payments for the month March 2013 totalling \$171,345.95 be received; and**
- 3. That Police Licensing payments for the month of March 2013 totalling \$52,370.90 be received; and**

4. That Motor Charge Ltd Payment for the month of March 2013 totalling \$180.41 be received; and
5. That fund transfers from Trust account to Municipal account for March 2013 totalling \$1,168.00 be received.
6. That fund transfers to Corporate Credit Card for March 2013 totalling \$704.02 be received.
7. That WestNet payments for the month of March 2013 totalling \$69.95 be received.
8. That the Canon Finance Lease 1st year payment for \$2,835.00 (GST Inc) be received.

Fund Balances Report – March 2013 (F52-12/13)

The Fund Balances for the period ending 31st March 2013, as presented to Council be adopted.

<u>Account</u>	<u>Statement Balance</u>	<u>Reconciliation Balance</u>
Municipal A/c	\$ 139,747.77	\$ 2,599,049.80
At Call - Invest.	\$ 600,000.00	
Childcare Centre	\$ 5,868.10	
Medical A/c	\$ 42,815.19	
T/Deposit 3 Mth	\$ 501,726.03	
T/Deposit 3 Mth	\$ 300,000.00	
T/Deposit 3 Mth	\$ 300,000.00	
T/Deposit 3 Mth	\$ 200,000.00	
T/Deposit 3 Mth	\$ 200,000.00	
T/Deposit 3 Mth	\$ 300,000.00	
Total Municipal	\$ 2,590,157.09	
Trust A/c	\$ 6,566.19	\$ 6,970.19
Police Licensing	\$ 4,649.60	\$ 4,649.60
At Call - Reserve	\$ 351,015.34	
T/Deposit-Reserve	\$ 511,801.97	\$ 2,058,198.22
T/Deposit-Reserve	\$ 1,195,380.91	

Financial Information – Statements of Income and Expenditure for the Period Ending 31st March 2013 (F53-12/13)

The Financial Statements for the period ending 31st March 2013, as presented to Council be adopted.

Financial Statement – Variation to Budget by Percentage or Value – March 2013 (F54-12/13)

The Variation to Budget by Percentage and Value noted on the Financial Statements and reported on for the ending 31st March 2013, be adopted.

CARRIED 8/0

Schedule of Fees and Charges – Community Bus Hire Concession (F55-12/13)

206-12/13 MOVED Cr Bavin seconded Cr Davies that Council adopt Finance and Audit Committee recommendation F55-12/13 that: -

1. Council agree to provide a Community Bus Concession of 600 Kilometres to the Quairading District High School in the 2012 / 2013 Fees and Charges to the 30/06/2013.
2. Future assistance be part of the 2013 / 2014 Draft Budget and any assistance in the future would be subject of a separate application and assessment (including State Funding).
3. Quairading District High School Staff to supervise all events for Insurance purposes.
4. A Qualified Driver to be provided by the School and at no Cost to Council.
5. Community Bus Bond to be part of current agreement with School.
6. Quairading District High School Staff be requested to investigate Internet Options to deliver lectures on Campus to minimise the cost to Council and the Community.

Council Discussion

Cr Anderson commented that he was concerned that Council was taking over a State Government responsibility.

Cr Richards advised that this was a case of “Cost Shifting” but he was supportive of the efforts to retain students at the Quairading District High School and to provide quality Education to all students.

CARRIED 8/0

Loan No. 117 Quairading Golf Club (F56-12/13)

207-12/13 MOVED Cr Bavin seconded Cr Andrews that Council adopt Finance and Audit Committee recommendation F56-12/13 that: -

1. Council acknowledge receipt of the Quairading Golf Club email dated 15th April 2013 at which a Special Meeting of the Quairading Golf Club resolved to apply to Council for a \$15,000 Self Supporting Loan with a 10 year Loan Repayment commitment;
2. Council endorse the actions of the Chief Executive Officer in accepting the “Formal Loan Quotation” for the amount of \$15,000 over 10 years from WA Treasury Corporation at a Fixed Interest Rate of 4.08%.
3. Council Authorise the Shire President and Chief Executive Officer to Sign and Affix Council’s Seal to the Formal Loan Document for Loan 117 to be Raised on the 8th May 2013.
4. That the Loan Liability be included in the 2012 / 2013 Financial Statement and Repayment Commitment be included in Council’s Financial Statements commencing in the 2013/14 Financial Year;
5. Council note that the Remaining Cash Balance for the Kitchen Upgrade totalling \$957.91 (exc GST) be repaid to Council by the Quairading Golf Club as a Sundry Debtor.

CARRIED 8/0

Fees and Charges – Little Rainmakers Childcare Centre (F58-12/13)

208-12/13 MOVED Cr Bavin seconded Cr Hawksley that Council adopt Finance and Audit Committee recommendation F58-12/13 that pursuant to Section 6.19 of the Local Government Act, that Council formally adopt the following Child Care Centre Charges:-

**Full day - \$60.00 (gst free)
Half day - \$45.00 (gst free).**

CARRIED 8/0

Item 8.2 Other Finance Matters

Building Caveats

Cr Andrews declared an interest in this Item.

209-12/13 MOVED Cr Davies seconded Cr Bavin that Cr Andrews remain in the meeting but refrain from discussion or voting on this matter.

CARRIED 7/0

Discussion ensued with Cr Caporn believing that the Caveat Clauses should be removed at this Meeting.

The Meeting noted that Council's Property Lawyer was still to finalise his advice to Council on the remaining Caveats.

210-12/13 MOVED Cr Hawksley seconded Cr Davies that Council grant Delegated Authority to the Building and Town Planning Development Committee to consider Building Caveat Clauses on Council's Residential Lots.

CARRIED 7/0

ITEM 9 OTHER MEETINGS

Item 9.1 Fire Control Officers' Meeting held on 10th April 2013

211-12/13 MOVED Cr Hawksley seconded Cr Anderson that Council adopt Fire Control Officers' recommendation FCO12-12/13 that the Community Emergency Services Manager (Mr B Slater) and Mr M Whyte be appointed as Fire Control Officers.

CARRIED 8/0

Cr Hawksley reported that all Fire Control Officers are now fully trained.

Cr Hawksley reported that three (3) new Fire Appliances had been delivered to the District in the past few months.

ITEM 10 REPORTS

Item 10.1 Chief Executive Officer's Report – April 2013

10.1.1 Application to Keep Three (3) Dogs – 28 McLennan Street, Quairading

REPORTING OFFICER

Graeme A Fardon – Chief Executive Officer Date 27th March 2013
 Daniel Birleson – Community Ranger

DISCLOSURE OF INTEREST – Nil

APPLICANT – Ms Estelle Gom, 28 McLennan Street, Quairading

MATTER FOR CONSIDERATION – Application to Keep Three (3) Dogs

APPLICANT'S SUBMISSION – Written request received by Ranger Services

DOCUMENTS TABLED:

- Photographs of Property
- Letter from Adjoining Landowner

BACKGROUND – The Quairading Shire Council's Dogs Local Law (2004) states that the maximum number of dogs that can be kept on a premise within a townsite is two unless an exemption is granted by Council under the provisions of section 26(3) of the Dog Act 1976 (as Amended).

Council has approved similar applications in the past where all adjoining neighbours have agreed to the request and the Shire Ranger or other authorised Council Officer has considered that there are no valid reasons for withholding such approval.

CONSULTATION – The Shire Ranger has liaised with: -

1. Ms Estelle Gom – 28 McLennan Street, Quairading
 2. Mr Rob Traynor – 30 McLennan Street, Quairading
- (There are no other neighbours)

STATUTORY ENVIRONMENT

Dog Act 1976 (As Amended)
 Quairading Shire Council Dogs Local Law (2004)

POLICY IMPLICATIONS – N/A

FINANCIAL IMPLICATIONS – N/A

STRATEGIC IMPLICATIONS – N/A

SITE INSPECTION: The Shire Ranger inspected the property on the 21st of March 2013 and has advised that there are no reasons to withhold the granting of an exemption to keep three dogs at the property.

COMMENT

Zoning

The subject land is zoned 'Farming' under the Scheme.

The objectives of the Farming zone under Clause 4.14.1 are:

- '(a) To ensure the continuation of broad-hectare agriculture in the District encouraging where appropriate the retention and expansion of agricultural activities.*
- (b) To provide for intensive agricultural use in suitable areas.*
- (c) To consider non-rural uses where they can be shown to be of benefit to the District and non detrimental to the natural resources or the environment.*
- (d) To allow for facilities for tourists and travellers, and for recreation uses.*
- (e) To have regard to the use of adjoining land at the interface of the Farming zone with other zones to avoid adverse effects on local amenities.'*

The proposed ancillary accommodation allows for the accommodation of family members and has no impact on the land being continued to be used for agriculture.

Proposed Development

The ancillary accommodation will have a floor area of approximately 106m² (excluding a deck), and consist of 3 bedrooms, a lounge, kitchen area (with sink) and bathroom. The accommodation will be connected to the main house and is self sufficient with the exception that no separate laundry is proposed.

The owners (Mr & Mrs Brown) live in the main house and their children will live in the ancillary accommodation. The applicant has confirmed that the work will consist of all new building materials and will be constructed on site.

Residential Design Codes & Options Available for Council

Gray & Lewis has examined the plans and considers that Council has two options in dealing with the application as follows:

Option 1: Process as a Building Extension

The proposed accommodation contains bedrooms, living areas, an area that will function as a kitchen, a dining room and bathroom independent of the main house.

The accommodation does not however contain its own laundry so is dependent on use of the laundry in the main house. A laundry can be readily added given only a washing machine area is required.

Council may form the view that the proposed development is simply an extension to the existing house given the accommodation does not contain a laundry so is not 100% self sufficient.

Processing the development as a building extension will set a precedent for similar development in residential and farming areas.

Option 2: Process as Ancillary Accommodation

The Residential Design Codes contain a definition for “Ancillary Accommodation” which means “*self contained living accommodation on the same lot as a single house that may be attached or detached from the single house occupied by members of the same family as the occupiers of the main dwelling*”.

Gray & Lewis recommends that the development be processed as ‘ancillary accommodation’ as it has been purposely designed as separate accommodation specifically for the occupation by members of the same family as the occupiers of the main dwelling, complying with the ‘ancillary accommodation definition’.

Ancillary accommodation provides the highest level of flexibility for the owners, and is consistent with what they have applied for on the planning application.

SUMMARY – The proposed development is generally supported and is not contrary to the objectives of the Farming Zone. It is recommended that approval be granted for the development as ‘ancillary accommodation’.

OFFICER RECOMMENDATION

213-12/13 MOVED Cr Davies seconded Cr Andrews that Council: -

- 1. Approve the application lodged by TT Building Surveyors Pty Ltd on behalf of Mr & Mrs Brown for ‘ancillary accommodation to the main house’ on Lot 19271 (No. 77) Brown Road, Quairading subject to the following conditions:**
 - (i) The ancillary accommodation is to be occupied by members of the same family as the occupiers of the main dwelling.**
 - (ii) The plans lodged with this application shall form part of this planning approval. All development shall be in accordance with the approved plans unless otherwise approved in writing by the Chief Executive Officer.**
- 2. Include the following footnote/ advisory notes on the approval:**
 - (a) A planning consent is not an approval to commence any site works or clearing. A building permit must be obtained for all works.**
 - (b) The owners are advised that ancillary accommodation can also include its own laundry if desired.**

CARRIED 8/0

10.1.3 Local Government Advisory Board

REPORTING OFFICER

Graeme A Fardon – Chief Executive Officer

Date 22nd April 2013

DISCLOSURE OF INTEREST – Nil

OWNER/APPLICANT – Cr Mel Congerton, Chair of the Local Government Advisory Board

MATTER FOR CONSIDERATION – Correspondence to be formally noted by Council

APPLICANT’S SUBMISSION – Correspondence attached to Report

BACKGROUND – Council has received correspondence from the WA Local Government Advisory Board advising that the Board has resolved to conduct a formal Inquiry into the proposal to amalgamate the Shires of Cunderdin, Quairading, Tammin and York.

The Board also advises that it is currently developing a timeline for the Inquiry which will include the dates for meetings with the affected Councils, Public Hearings and Calling for Submissions from interested persons.

STATUTORY ENVIRONMENT – Schedule 2.1 of the Local Government Act 1995

POLICY IMPLICATIONS – Nil

FINANCIAL IMPLICATIONS – Nil

STRATEGIC IMPLICATIONS – N/A

COMMUNITY CONSULTATION – Amalgamation Public Meetings held over several years with last Meeting held on the 11th April 2013.

WA Local Government Advisory Board will convene Public Hearings during the Inquiry Period.

COMMENT – Whilst the publicity of the Public Hearings and Submission Period is the responsibility of the Advisory Board, Council and its Staff will publicise the Board’s timeline and arrangements locally and on Council’s Website.

The Board’s timeline has not been released as at 22nd April 2013.

Councillors will be notified as soon as possible when the proposed date for the Board to meet with Council and Senior Staff is known.

OFFICER RECOMMENDATION

214-12/13 MOVED Cr Hawksley seconded Cr Bavin: -

- 1. That Council formally acknowledge receipt of the WA Local Government Advisory Board correspondence dated 5th April 2013.**
- 2. Council note that the WA Local Government Advisory Board has resolved to conduct a Formal Inquiry into the Proposal to Amalgamate the Shires of Cunderdin, Quairading, Tammin and York.**
- 3. When published, Council publicise both the Advisory Board’s timeline and Public Hearing Dates.**
- 4. Council meet with the Advisory Board on the Board’s preferred Day / Date.**

CARRIED 8/0

10.1.4 Western Australian Local Government Association (WALGA) – Notice of Annual General Meeting
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REPORTING OFFICER

Graeme A Fardon – Chief Executive Officer Date 22nd April 2013

DISCLOSURE OF INTEREST – Nil

OWNER/APPLICANT – Ms Ricky Burges, Chief Executive Officer of WALGA

MATTER FOR CONSIDERATION – Notice of Annual General Meeting and Calling for Motions from Member Councils

APPLICANT'S SUBMISSION – Copy attached

BACKGROUND – Council is advised that the Annual General Meeting of the Association will be held on Wednesday 7th August 2013 as part of the Local Government Convention.

The Association is also calling for the Submission of Motions from Member Councils and Zones.

The deadline for Non Constitutional Motions is Monday 10th June 2013.

STATUTORY ENVIRONMENT – N/A

POLICY IMPLICATIONS – Nil

FINANCIAL IMPLICATIONS – N/A

STRATEGIC IMPLICATIONS – N/A

COMMUNITY CONSULTATION – N/A

COMMENT – Council is requested to consider any Motions that Council may wish to submit for Debate at the Annual General Meeting.

Council may wish to defer this item for further consideration at the May 2013 Council Meeting but respectfully suggest consideration of any Issues / Topics prior to the May 2013 Meeting.

OFFICER RECOMMENDATION – Nil

Submitted for Council Consideration.

Council resolved to hold this matter over for one (1) month.

10.1.5 Forward Capital Works Plan 2012/2013 to 2016/2017

REPORTING OFFICER

Graeme A Fardon – Chief Executive Officer Date 22nd April 2013

DISCLOSURE OF INTEREST – Nil

OWNER/APPLICANT – N/A

MATTER FOR CONSIDERATION – Council to consider and endorse the Forward Capital Works Plan

APPLICANT’S SUBMISSION – 5 Year Forward Capital Works Plan attached as a Pdf document

BACKGROUND – Council’s Chief Executive Officer and Economic Development Project Officer in conjunction with Council’s Consultant Mr Darren Long of DL Consulting have review the previous Forward Capital Works Plan and prepared the Plan for the five (5) Year Period 2012/2013 to 2016/2017.

Council is required to review its 5 Year Forward Capital Works Plan and endorse the Plan.

The Plan is then submitted to the Department of Regional Development for assessment before any 2012/2013 Country Local Government Fund monies are released.

STATUTORY ENVIRONMENT – A current and Revised Forward Capital Works Plan is a condition of the Country Local Government Fund under the Royalties for Regions Programme.

POLICY IMPLICATIONS – Nil

FINANCIAL IMPLICATIONS – 5 Year Capital Works Plan will be integrated into the 10 Year Long Term Financial Plan being developed by Council Staff.

STRATEGIC IMPLICATIONS

COMMUNITY CONSULTATION – Nil to this time.

COMMENT – Council is advised that all Capital Expenditure Projects from the 2012/2013 Adopted Budget are included.

Works in the following four (4) years have been developed and programmed in accordance with matching relevant External Funding with available Reserve Funds and Rate Revenue.

It is highlighted that Provisional Loan Funds are provided for in the Plan as follows: -

2014/2015 Year	
Swimming Pool Refurbishment	\$500,000
Works Depot Upgrade	\$300,000

Council is advised that the Forward Capital Works Plan is to be reviewed Annually to enable “fine tuning” of Project Costs and funding available.

It is further highlighted that the Plan is based on the assumption of the Continuation of the Local Component of the Country Local Government Fund beyond the 2013/2014 Year, being \$364,739 per Year.

OFFICER RECOMMENDATION

215-12/13 MOVED Cr Anderson seconded Cr Bavin: -

- 1. That Council adopt the Forward Capital Works Plan as prepared and presented for the Period 2012/2013 to 2016/2017.**

2. That Council forward the Adopted Plan to the Department of Regional Development for Assessment and Approval to enable Funding in the 2012/2013 Year to be progressed.

CARRIED 8/0

The Economic Development Project Officer reported that the Forward Capital Works Plan incorporates the Asset Management Plan items for the same Period.

Item 10.2 Manager of Health and Building Services' Report

Council noted the Building Licences issued for the month of March 2013.

Item 10.3 Environment Officer's Report

Council noted that this report was provided for information only.

Item 10.4 Community Emergency Services Manager's Report

Council noted that this report was provided for information only.

Cr Davies queried the Weather Station Project referred to in the Report. The Chief Executive Officer advised that the Community Emergency Services Manager was carrying out investigations only at this stage.

Discussion ensued in regard to any proposed Weather Station providing official results.

Cr Anderson commented in regard to income able to be received from the Bureau of Meteorology if a Weather Station is situated on private property.

Cr Hawksley reported that Mr Brad Slater is doing an excellent job as the Community Emergency Services Manager.

Cr Davies expressed gratitude for the inclusion of the Officer's Report in the Council Meeting Agenda.

ITEM 11 INWARD CORRESPONDENCE

11.1 WALGA – Notice of Annual General Meeting

11.2 Quairading Tourist and Tidy Town Committee – Minutes of Meeting held 25th March 2013

ITEM 12 LATE ITEMS

Nil

ITEM 13 TABLED ITEMS

Nil

ITEM 14 COUNCILLORS' REPORTS / BUSINESS**Cr Hawksley**

Nil

Cr Bavin

Cr Bavin advised that a "No Parking" sign had been requested in the vicinity of the Ambulance Hall as people were parking in front of the Ambulance Garage Doors.

The Chief Executive Officer advised that Council has no "Parking Bylaws" but advisory signage could be erected.

Cr Davies advised that he would request the St John Ambulance Sub Branch Committee to write to Council requesting signage and appropriate Road Markings.

Cr Caporn

Nil

Cr Andrews

Nil

Cr Davies

Cr Davies queried progress of the replacement of Street Rubbish Bins in the Main Street. Matter to be raised at the next Works Committee Meeting.

Cr Davies requested that consideration be given for a Gazebo at the "Pink Lake". Council was advised that this was a popular Tourist / Photo Stop. Matter to be referred to the Building and Town Planning Development Committee for consideration.

Cr Cousins commented that this is a road safety issue.

The Meeting noted that this proposal would have to be discussed with and approved by Main Roads WA.

Cr Davies reported that he and the Economic Development Project Officer had attended the Wheatbelt Conference in Merredin.

Council was advised that the Conference was very beneficial along with an informative Tour of Merredin conducted prior to the Conference.

Cr Davies reported that fourteen (14) farmers from Quairading had attended a 1,000 strong Crisis Meeting in Merredin on Monday 15th April 2013.

Cr Cousins

Nil

Cr Anderson

Cr Anderson advised that he would be unable to attend the Local Government Conference in Perth in August.

Cr Caporn advised that he may be able to attend as Council's Second Elected Member representative.

216-12/13 MOVED Cr Hawksley seconded Cr Cousins that Council support Cr Caporn's registration to the Local Government Conference and nominate Cr Caporn as Council's second Voting Delegate at the 2013 Local Government Conference.

CARRIED 8/0

Chief Executive Officer's Secretary

Nil

Chief Executive Officer

Nil

Mr Neil Marrett

Mr Marrett thanked Council for the opportunity to attend the Council Meeting.

Mr Marrett made comment that Council should have a bigger Public Gallery.

Mr Marrett stated that Council has a lot going on and was looking forward to attending the next Council Meeting as an Observer.

Cr Richards thanked Mr Marrett for his comments.

Cr Richards

Cr Richards lead discussion in regard to holding a Council Meeting in the Shire Hall. It was resolved to discuss this at the next Meeting of Council foreshadowing that the September Meeting be conducted in the Shire Hall.

Cr Richards reported attending the WALGA Central Country Zone Meeting in Kulin where lengthy discussed ensued on the lack of clarity of the WANDRA Emergency Funding.

Cr Richards advised that an inspection of the new Kulin Swimming Pool Centre had been conducted while in Kulin. Council was advised that the Centre was very impressive.

ITEM 15 NEXT ORDINARY MEETING

Thursday 30th May 2013 commencing at 2.00pm.

The Chief Executive Officer reported that Mr Darren Long would be making Presentation commencing at 12.00 noon.

Council was advised that a "Working Lunch" would be provided.

ITEM 16 CLOSURE

There being no further business to discuss, the Chairman declared the meeting closed at 5.56pm.

I certify the Minutes of the Ordinary Meeting of Council held on 24th April 2013 were confirmed on 30th May 2013 as recorded on resolution no. _____

Presiding Member