SHIRE OF WILLIAMS

MINUTES

ORDINARY COUNCIL MEETING
WEDNESDAY 16 September 2026

CERTIFICATION OF MINUTES

CERTIFIED THAT THESE MINUTES PAGES 1- 32 ARE AN ACCURATE RECORD OF PROCEEDINGS AND WERE CONFIRMED ON 21/10/26

CHAIRMAN .....

SHIRE COUNCIL CHAMBERS
9 BROOKING STREET
WILLIAMS WA 6391

SHIRE OF WILLIAMS STRATEGIC COMMUNITY PLAN 2022-32

VALUES / VISION

Williams is an independent, growing and vibrant community, achieved by maintaining a balanced and caring approach to its people and environment.

- Community connectedness and great lifestyle.
- Support the young and care for the elderly.
- Ideal Location (proximity to regional centres and metropolitan areas)
- Relevant and well maintained facilities.
- Recognition of the need to care for the environment in a balanced approach.
- Effective communication and cooperation.

ECONOMIC

To support industry and business development of sustainable infrastructure and investment opportunities.

E1. Develop infrastructure and investment that is sustainable and an ongoing legacy to the Shire.

E2. To have appropriate levels of housing to cater for population retention and growth.

SOCIAL & CULTURAL

To be a safe and welcoming community where everyone is valued and has the opportunity to contribute and belong.

SC1. To provide community infrastructure and facilities that meet the needs of the population.

SC2. To support a safe and healthy community with a strong sense of community pride.

SC3. To recognise the vibrant history of the Shire and its rich, varied cultural heritage and natural environment is valued, respected, promoted and celebrated.

LAND USE AND ENVIRONMENT

To have a balanced respect for our natural assets and built environment, retaining our lifestyle values and community spirit

LUE1. To enhance, promote, rehabilitate and leverage the natural environment so it continues to be an asset to the community

LUE2. Natural assets and public open spaces are accessible, well utilised and managed.

LUE3. To have safe and well maintained transport network that supports local economy.

LUE4. Recognising and implementing sustainability measures.



INNOVATION, LEADERSHIP & GOVERNANCE

To have a shire council that is an innovative, responsive partner to the community with strong civic leadership engaging in effective partnerships which reflect the aspirations of the community as a whole.

ILG1. The Shire is efficient in its operations; actively listens to the community and anticipates and responds to the community needs

ILG2. The revenue needs of the Shire are managed in an equitable, proactive and sustainable manner.

ILG3. Effective collaboration and shared services with other relevant Local, State and Federal Government agencies, industry and community organisations

ILG4. A strategically focused, unified Council functioning effectively ensuring compliance within the regulatory framework

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1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Presiding Member, President Logie, opened the meeting at 4:00pm.

2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Elected Members
Cr Jarrad Logie – President
Cr Bernie Panizza – Deputy President
Cr Christine Cowcher
Cr Simon Harding
Cr John Macnamara
Cr Tracey Price

Staff
Peter Stubbs – Chief Executive Officer
Gemma Boyce – Executive Manager of Corporate Services

Visitors – Nil

Apologies - Nil

Leave of Absence - Cr Heidi Cowcher

3. PUBLIC QUESTION TIME

4. PETITIONS / DEPUTATIONS / PRESENTATIONS

5. DECLARATIONS OF INTEREST

DECLARATION OF INTEREST	
Name / Position	Cr Jarrad Logie
Item No. / Subject	8.1.3 – Industrial Subdivision
Type of Interest	Proximity Interest

DECLARATION OF INTEREST	
Name / Position	Cr Tracey Price
Item No. / Subject	8.1.3 – Industrial Subdivision
Type of Interest	Financial Interest

6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

6.1 ORDINARY COUNCIL MEETING HELD 12 AUGUST 2026

OFFICERS RECOMMENDATION AND COUNILC RESOLUTION

Moved: Cr Price **Seconded:** Cr Cowcher

That the Minutes of the Ordinary Council Meeting held 12 August 2026 as previously circulated, be confirmed as a true and accurate record.

For: Cr T Price, Cr C Cowcher, Cr J McNamara, Cr B Panizza, Cr S Harding, Cr J Logie

Against: Nil **Carried:** 6/0 **Resolution:** 278/26

6.2 SPECIAL COUNCIL MEETING HELD 25 AUGUST 2026

OFFICERS RECOMMENDATION AND COUNCIL RESOLUTION

Moved: Cr Panizza **Seconded:** Cr McNamara

That the Minutes of the Special Council Meeting held 25 August 2026 as previously circulated, be confirmed as a true and accurate record.

For: Cr T Price, Cr C Cowcher, Cr J McNamara, Cr B Panizza, Cr S Harding, Cr J Logie

Against: Nil **Carried:** 6/0 **Resolution:** 279/26

6.3 AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING HELD 8 SEPTEMBER 2026

OFFICERS RECOMMENDATION AND COUNCIL RESOLUTION

Moved: Cr Harding **Seconded:** Cr Panizza

That the Minutes of the Audit Risk and Improvement Committee held 8 September 2026 as previously circulated, be received with Council noting the Compliance Audit Report presented for 2025 and Committee recommendations.

For: Cr T Price, Cr C Cowcher, Cr J McNamara, Cr B Panizza, Cr S Harding, Cr J Logie

Against: Nil **Carried:** 6/0 **Resolution:** 280/26

7. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Congratulations to Williams sporting teams- football, netball, and hockey that have competed in their respective finals campaigns this month. It is a great result for our community. Williams had

- Two football teams in finals with one winning their grand final.

- Men's and women's hockey teams winning their grand finals and junior Hockey finishing on top for their competition. Netball teams A1, A2, and A3, will play off in their grand finals this coming weekend at Pingelly.

8. OFFICER REPORTS

8.1 CORPORATE AND COMMUNTIY SERVICES

8.1.1 PAYMENT LISTING

File Reference	4.23.15
Statutory Reference	Local Government (Financial Management) Regulations 1996
Author	Gemma Boyce, Executive Manager of Corporate Services
Date	10 September 2026
Voting Requirements	Simple Majority
Disclosure of Interest	The Author and Authorising Officer have no Impartiality, Financial or Proximity Interests that require disclosure
Attachments	Att 8.1.1 Payments Report August 2026

Background
Council has delegated to the Chief Executive Officer, the exercise of its power to make payments from the Shire's municipal or trust account. In exercising their authority, and in accordance with the Local Government (Financial Management) Regulation, it is a requirement to produce a list of payments made from Councils Municipal Fund and Trust Fund bank accounts to be presented to Council in the following month.

Statutory Implications
Regulation 13 of the *Local Government (Financial Management) Regulations 1995* states:

> ***13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.***
> *(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —*
> *(a) the payee's name; and*
> *(b) the amount of the payment; and*
> *(c) the date of the payment; and*
> *(d) sufficient information to identify the transaction.*

Comment
The list of accounts for payment is an attachment included in this agenda.

Strategic Implications

This item aligns with the community's vision and aspirations as contained in the Shire of Williams Strategic Community Plan 2022 to 2032. Specifically, it relates to the following strategy(s):

ILG 2.2 Maintain accountability, transparency, and financial responsibility.

Financial Implications

As listed in the recommendation below.

OFFICERS RECOMMENDATION AND COUNCIL RESOLUTION

Moved: Cr Harding **Seconded:** Cr Price

That Municipal Fund EFT, Bpay, Direct Debits and Cheques totalling $420989.30 approved by the Chief Executive Officer during the month of August 2026, be endorsed.

For: Cr T Price, Cr C Cowcher, Cr J McNamara, Cr B Panizza, Cr S Harding, Cr J Logie

Against: Nil **Carried:** 6/0 **Resolution:** 281/26

8.1.2 FINANCIAL STATEMENTS

File Reference	4.23.15
Statutory Reference	Local Government (Financial Management) Regulations 1996
Author	Gemma Boyce, Executive Manager of Corporate Services
Date	10 September 2026
Voting Requirements	Simple Majority
Disclosure of Interest	The Author and Authorising Officer have no Impartiality, Financial or Proximity Interests that require disclosure
Attachments	Att 8.1.2 Monthly-Financial-Report- SOW - AUGUST 2026

Background

In accordance with the *Local Government Act 1995*, a statement of financial activity must be presented at an Ordinary Meeting of Council. This is required to be presented within two months, after the end of the month, to which the statement relates.

The statement of financial activity is to report on the revenue and expenditure as set out in the annual budget for the month, including explanations of any variances. *Regulation 34*, from the *Local Government (Financial Management) Regulations 1996* sets out the detail that is required to be included in the reports.

Statutory Implications

Local Government (Financial Management) Regulations 1996 – Regulation 34.

Comment

The attached monthly financial statements and supporting information have been compiled to meet compliance with the Local Government Act 1995 and associated Regulations.

Strategic Implications

This item aligns with the community's vision and aspirations as contained in the Shire of Williams Strategic Community Plan 2022 to 2032. Specifically, it relates to the following strategy(s):
ILG 2.2 Maintain accountability, transparency, and financial responsibility.

Financial Implications

As disclosed in the financial statements.

OFFICERS RECOMMENDATION AND COUNILC RESOLUTION

Moved: Cr Cowcher **Seconded:** Cr McNamara

That financial statements presented for the period ending 30 August 2026, be received.

For: Cr T Price, Cr C Cowcher, Cr J McNamara, Cr B Panizza, Cr S Harding, Cr J Logie

Against: Nil **Carried:** 6/0 **Resolution:** 282/26

CHIEF EXECUTIVE OFFICER'S REPORT

8.1.3 5 MARJIDIN WAY- PLANNING APPLICATION

File Reference	10.60.15
Statutory Reference	Planning and Development Act 2005 Planning and Development (Local Planning Schemes) Regulations 2015 Shire of Williams Town Planning Scheme #2
Author	Peter Stubbs, Chief Executive Officer
Date	7 September 2026
Voting Requirements	Absolute Majority
Disclosure of Interest	Cr Tracey Price- Financial Interest Cr Jarrad Logie - Proximity Interest
Attachments	Nil

- Cr Logie and Cr Price declared interests and left the meeting room at 4.06 pm.

Background

The owners of 5 Marjidin Way, Williams, Ryan and Natalie Pearce Super Fund and Yeeramukadoo Pty Ltd have applied for planning approval for an additional storage shed on the property.

The matter is before Council because a reduced rear setback is requested, which requires Council consideration and public advertising.

The proposal seeks a rear setback variation of 6.5m in lieu of the 16.5m deemed-to-comply setback required under the Shire of Williams Town Planning Scheme #2 (Scheme).

Proposal details:

Construction of a steel framed, open front, Colourbond shed, with a floor area of 432m² is proposed at the rear of the site. The intended use of the shed is for the storage of seed, fertiliser and chemicals associated with the existing agricultural farm supply business on site.

Grey coloured Colourbond is proposed to match in with the existing shed on the property.

Storm water is proposed to be directed into an existing open storm water drain on the rear of the property boundary.

A maximum shed height of 4.5m proposed.

Proposed Setbacks:

- Front setback of 60m
- Rear setback of 6.5m
- Side (north) lot boundary setback of 6m
- Side (south) lot boundary setback of 8m

At maximum storage manifest periods are proposed to be March to -July each year with a peak volumed of 50,000ML.

Key chemicals proposed to be stored are

- Class 6.1 Paraquat and Bromoxynil
- Class 9 Trifluralin, Glyphosate, MCPA LVE and Prosulfocarb
- Soil Wetters

The floor of the shed will be concrete with a 4,000L chemical spillage sump, and bunded capacity of 25% of the manifest maximum.

Figure 1- Bunded Floor details

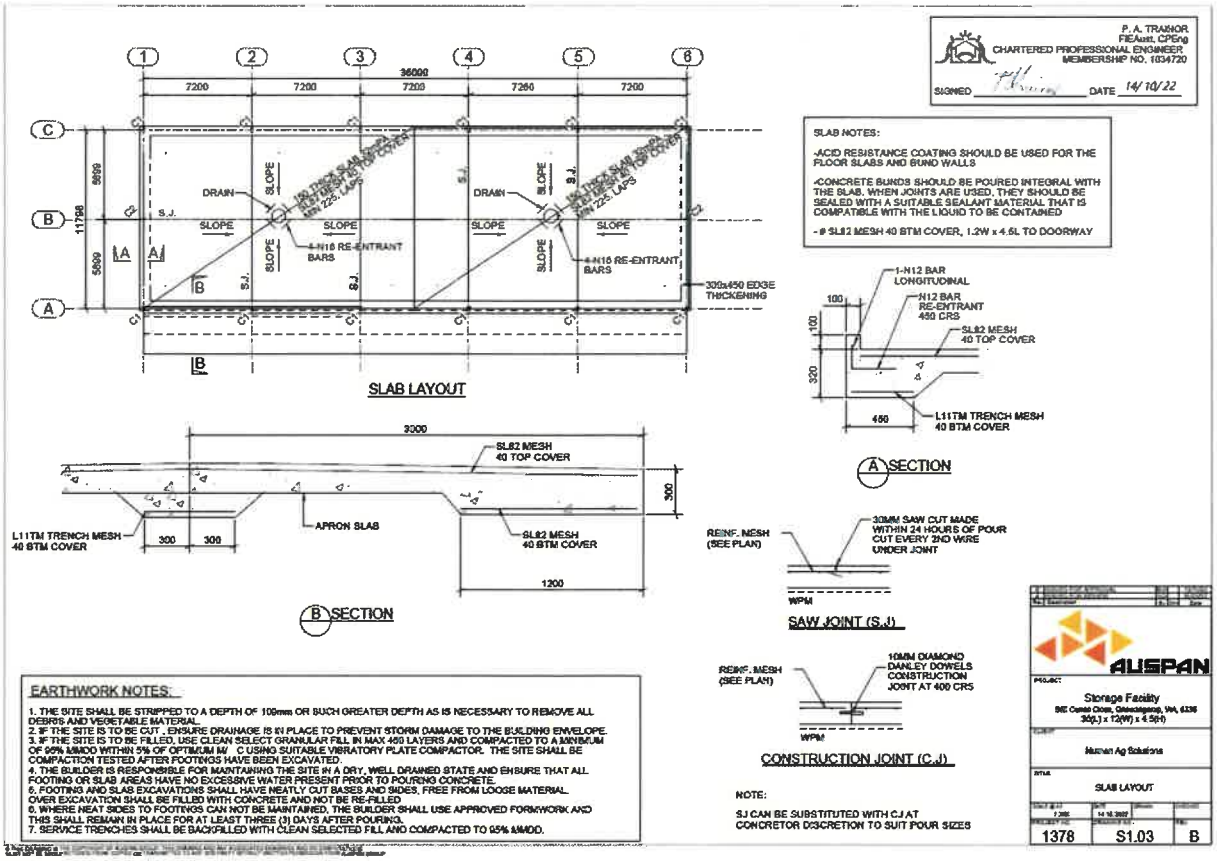


Figure 2- Site Plan layout showing proposed setbacks

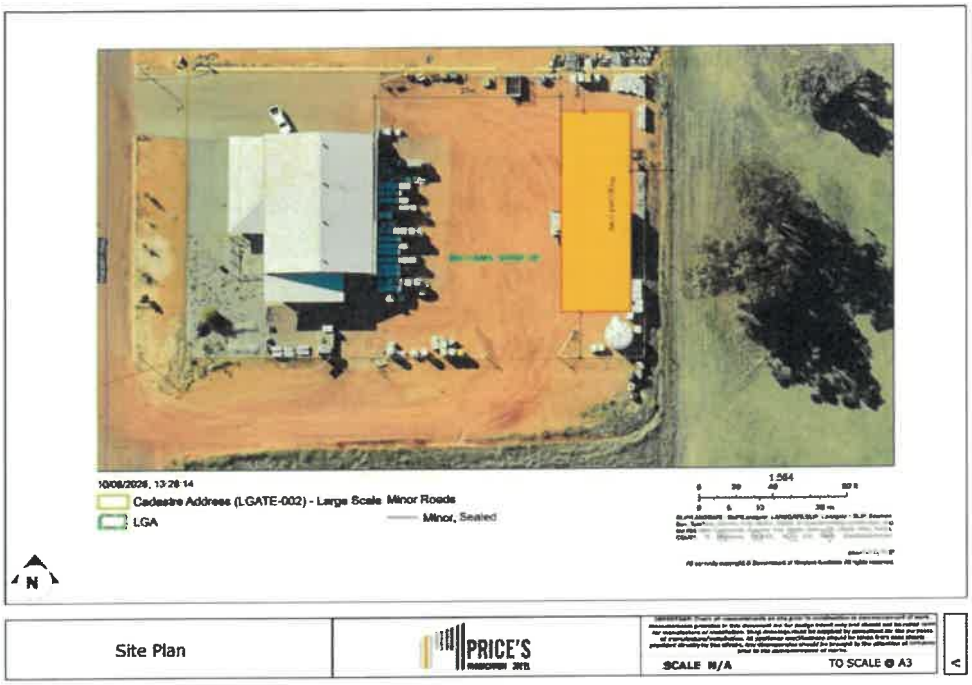


Figure 3- Floor Plan for the proposed shed

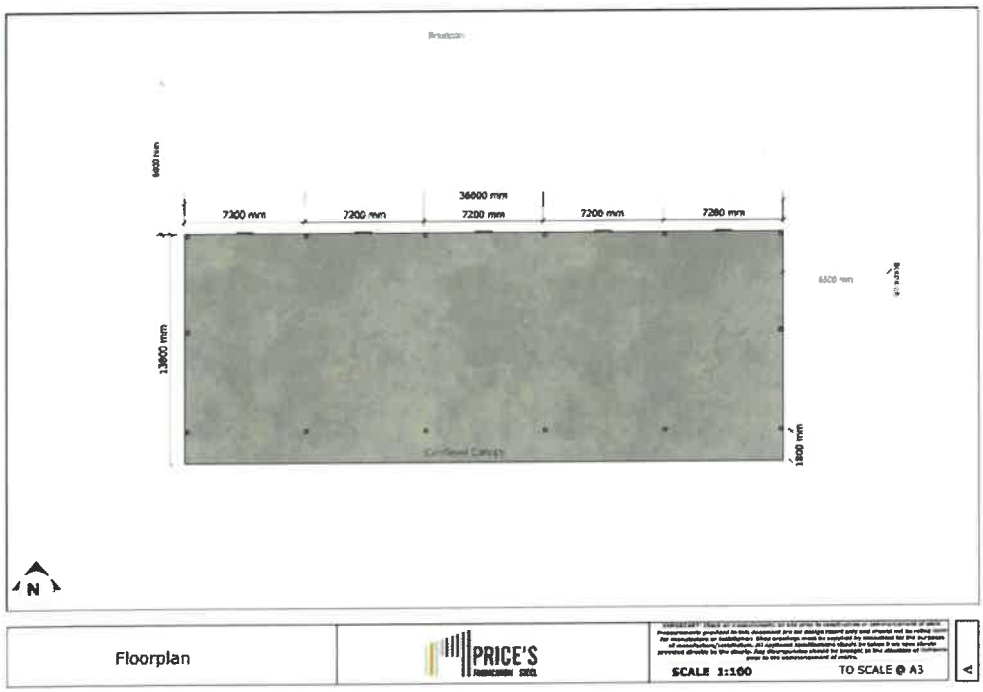
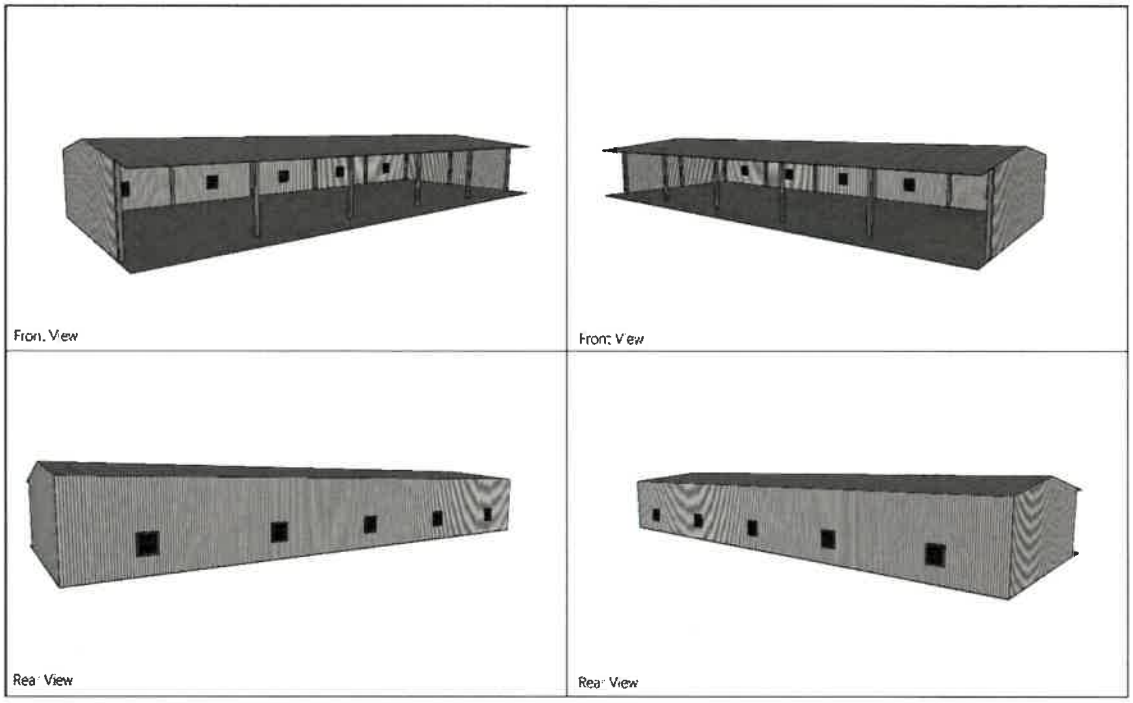
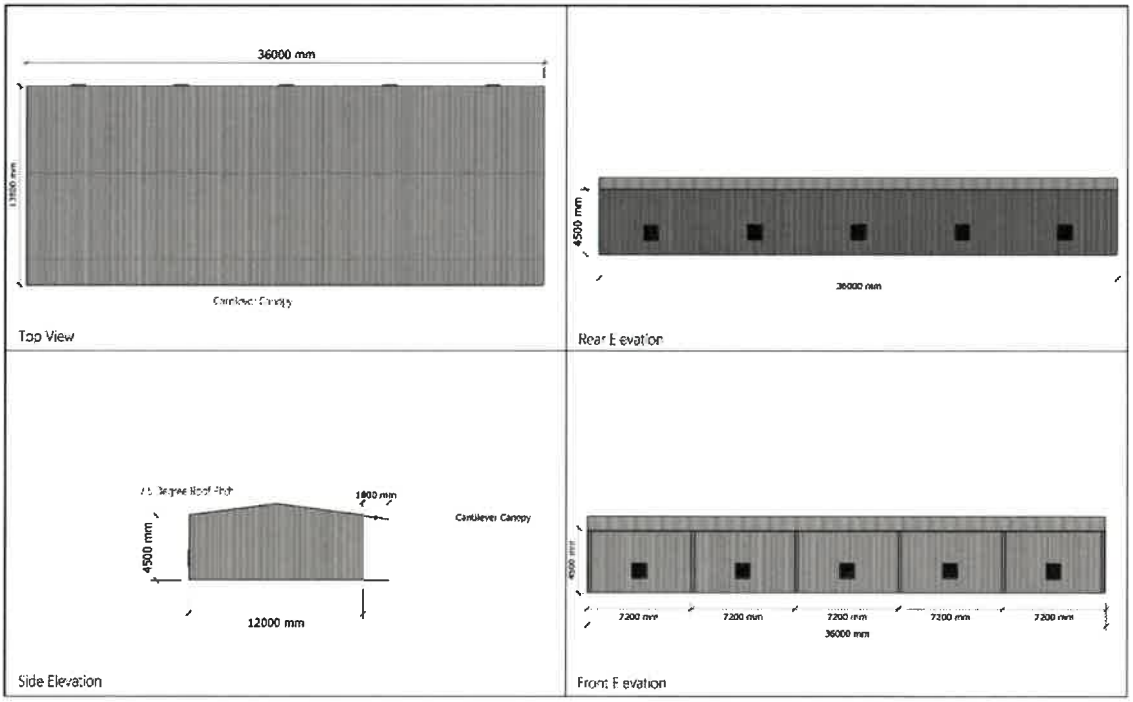


Figure 4 & 5- 3D and elevation plans



3D Perspectives	PRICE'S FABRICATION STEEL	SCALE N/A TO SCALE @ A3	A 01



Elevations	PRICE'S FABRICATION STEEL	SCALE 1:200 TO SCALE @ A3	A 02

Local Planning Scheme No.2

Land use permissibility

The shed is deemed to fit the definition of 'warehouse/storage.'

The scheme does not have a land use permissibility for 'warehouse/storage.' The land use is therefore assessed as a use not listed under the Planning and Development (Local Planning Schemes) Regulations 2015.

The proposal is not a change in land use, and what is proposed is assessed to be consistent with the current approved land use and business operations.

Requirements - Town Planning Scheme #2 Clause 4.5 – Industrial	**Comment**
The minimum building setbacks are to be 16.5 metres front and rear. Side and rear setbacks shall be to the discretion of Council having regard for the need for visual buffers to adjacent residential or rural uses.	Proposed shed does not meet the 16.5m rear setback – variation.
The first 5 metres of the front setback area shall be landscaped to the satisfaction of the local government. Council may require additional landscaping to Albany Highway, adjacent residential or rural uses, or to screen a development where it is desirable to maintain a rural vista from major roads.	N/A
Council may impose conditions on development requiring installation of a landscaped buffer as part of any new development.	A condition potentially required for a landscaped buffer from the side and rear boundaries.
No materials, buns or open storage shall be permitted in front setback area, unless it has been granted specific planning approval, is screened from view and Council is satisfied that it will not negatively impact on amenity.	N/A – shed is proposed at the rear of the site and will be outside of the front setback area.
Council may require screening in the form of fencing and / or landscaping of any storage in an open area (contained outside of a building) to protect the visual amenity of neighbouring nonindustrial properties.	A condition potentially required
All unloading and loading of materials, parking, and the operation of the industry is to be within the boundaries of the lot. Any industry subject to buffer separation distances to sensitive land uses in accordance with Environmental Protection Area guidelines must demonstrate compliance with the applicable buffers, or lodgement of a site-specific environmental analysis demonstrating that the use will not	N/A – no sensitive land uses within the surrounding area. The subject site abuts Industrial and rural zoned sites.

negatively impact on the amenity of sensitive land uses to the satisfaction of the Council. In assessing any proposal which does not comply with generic buffer guidelines, Council has discretion to refer to application to the EPA for comment.	
The use of Zincalume or reflective materials is not permitted for construction of new industrial buildings.	N/A- shed is to be grey Colourbond
In determining any application for planning approval Council may have regard for matters such as suitable areas for on-site effluent disposal, the appearance and standard of development, the existing streetscape and character of surrounds, adequate on-site turnaround areas for truck movements, landscaping, and parking.	Matters to be considered as part of assessment of proposed development.

Building Setbacks

Under Clause 4.6 (4)(a) for the Scheme a minimum setback of 16.5 metres applies to the front and rear lot boundary for any lot in the Industrial zone. The application proposes a setback variation of 6.5m from the rear boundary.

Council (or the CEO under delegation) has discretion to waive a provision of the Scheme however under Clause 2.11 this has to be advertised. Clause 2.11 states that:

'Where the Council considers application of any provision of Parts 4 and 5 of the Scheme would result in undue hardship or be contrary to the interests of the area it may, after giving notice (14 days) of its intention in accordance with Clause 2.6, waive the requirements of the provision except that the Council shall not waive the requirements of either Table 1 or Clause 5.6'.

Clause 2.6 Advertising of the Application:

Where in the opinion of the Council proposed development of the type referred to in Clause 4.3 of this Scheme as "AA" is reasonable and may be approved, the Council may before giving final consideration to the proposal:

(1) require the applicant to give notice of the proposed development by displaying in a prominent position on the site proposed for such development, a notice of not less than 1 sqm in the form contained in Schedule 3, for a period of not less than one calendar month;
(2) advertise such proposal in a newspaper circulating locally, for two successive weeks;
(3) notify in writing adjoining owners and all parties in the vicinity which Council considers to be likely to be affected by the proposed development. All parties notified shall be given not less than one calendar month taken from the time of notification to reply to Council;

(4) The Council shall not give final consideration to any such application until the expiration of 14 days after the dates referred to in (1) and (3) above and when doing so shall have regard to any representations made for or against such application.

Planning and Development (Local Planning Schemes) Regulations 2015

The Regulations include 'deemed provisions' which automatically apply to the Shire, without the need to amend the Shire's Scheme.

Clause 67 of the deemed provisions outlines 'matters to be considered by Council' including but not limited to orderly and proper planning, the compatibility of the development with its setting including the relationship to development on adjoining land, the amenity of the locality, the adequacy of proposed means of access to and from the site, the amount of traffic to be generated by the development, and any submission received.

Clause 82(1) gives Council the ability to delegate its powers to the Chief Executive Officer. Clause 82(2) requires any delegation to be by Absolute Majority.

Landscaping

Under Clause 4.6(4)(b) there is a provision requiring a 5-metre landscaping area.

Council (or the CEO under delegation) has discretion to waive the landscaping provision of the Scheme however under Clause 2.11 it must be advertised

Fire

The property is identified to be in the mapped fire risk area as shown in the image below (ref: https://maps.slip.wa.gov.au/landgate/bushfireprone/).

A Bushfire assessment level is not considered necessary given the nature of what is proposed is consistent with the existing land use, presence of an existing fire hydrant at the front of the property and installation of fire extinguishers.



Comment
No further comment

Strategic Implications

This item aligns with the community's vision and aspirations documented in the Shire of Williams Strategic Community Plan 2022 to 2032. Specifically, it relates to the following strategy(s):

E1. Develop infrastructure and investment that is sustainable and an ongoing legacy to the Shire.
ED1.1 Develop and promote the Marjidin Way industrial estate

Council has a strategic interest in encouraging investment in the Williams district, and in growing the industrial area at Marjidin Way. Council has a strategic goal to support industry and business development through the development of sustainable infrastructure and investment opportunities.

Financial Implications

Statutory Planning are applicable an estimated $800.00

Voting

Absolute Majority

OFFICERS RECOMMENDATION

That Council,

1. give in principle support for planning approval for the proposed storage shed for Lot 404 (No 5) Marjidin Way, Williams, as requested including a proposed setback of 6.5m from the rear (eastern side property boundary), subject to and the following conditions:

a. the storage shed be grey Colourbond to match in the existing shed on the property.

b. the shed floor be bunded with sumps to Australian Standards to contain any spillage.

c. that dedicated chemical spill kits be maintained for spill containment inside or immediately adjacent to the shed.

d. an approved dangerous good Licence for the shed be obtained and supplied to the Shire of Williams.

e. clear Hazchem warning diamonds, "No Smoking, No Ignition Sources" signs, and emergency contact details to be displayed on the front exterior of the shed.

f. appropriate portable fire extinguishers for heavy industrial or chemical spill risks with superior Class B performance be installed.

g. the required advertising for public comment being undertaken by the Chief Executive Officer, given the proposed reduced rear boundary setback from 16.5 m to 6.5 m for the storage shed and waiver of landscaping requirements.

2. pursuant to Clause 82(1) and 82(2) of the Planning and Development (Local Planning Schemes) Regulations 2015 grant (by Absolute Majority) delegated authority to the Chief

Executive Officer to determine the development application for the storage shed at Lot 404 (No 5) Marjidin Way, Williams, after consideration of public comments.

COUNCIL RESOLUTION

Moved: Cr Harding **Seconded:** Cr McNamara

That Council,

1. give in principle support for planning approval for the proposed storage shed for Lot 404 (No 5) Marjidin Way, Williams, as requested including a proposed setback of 6.5m from the rear (eastern side property boundary), subject to and the following conditions:

a. the storage shed be grey Colourbond to match in the existing shed on the property.

b. the shed floor be bunded with sumps to Australian Standards to contain any spillage.

c. that dedicated chemical spill kits be maintained for spill containment inside or immediately adjacent to the shed.

d. an approved dangerous good Licence for the shed be obtained and supplied to the Shire of Williams.

e. clear Hazchem warning diamonds, "No Smoking, No Ignition Sources" signs, and emergency contact details to be displayed on the front exterior of the shed.

f. appropriate portable fire extinguishers for heavy industrial or chemical spill risks with superior Class B performance be installed.

g. the required advertising for public comment being undertaken by the Chief Executive Officer, given the proposed reduced rear boundary setback from 16.5 m to 6.5 m for the storage shed and waiver of landscaping requirements.

2. The CEO undertake the required public advertising and present public comments to the Council meeting 21 October 2026.

For: Cr C Cowcher, Cr J McNamara, Cr B Panizza, Cr S Harding

Against: Nil **Carried**: 4/0 **Resolution:** 283/26

- The Council decision differed from the Officer recommendation, because Council was mindful of the declared interest in the matter.

8.1.4 SEWER PUMP REPLACEMENTS

File Reference	11.30.45
Statutory Reference	Local Government Act 1995 Section 6. 8 Local Government (Financial Management) Regulations 1996
Author	Peter Stubbs, Chief Executive Officer
Date	8 September 2026
Voting Requirements	Absolute Majority
Disclosure of Interest	Nil
Attachments	Nil

Background

1. The two sewer pumps that service the recreation precinct (Pavillion, swimming pool, Bowling Club) failed in August 2026.
2. One pump was installed in November 2021 and the other in October 2023.
3. The pumps were tested by Allied Pumps in April 2025 and passed the test regime at the time.
4. Pumps records show they have worked approximately 3,500 hours each over the past 3 years.
5. Material flushed down toilets over time built up causing blockages and damage to pump seals & performance
6. The pumps were tested by Ballantyne Systems. One pump was not working at all and other performing at less than 15% performance when tested and then it failed too
7. To retrieve the pumps a septic pump out was required.
8. Gate & check valves are also worn and required replacement.
9. Two new pumps & new gate & check valves are recommended.
10. Ballantyne Systems who know the Williams sewer pump set up were asked to quote on new pumps & new gate & check valves. The quote was $21, 584.89 (inclusive of GST). After discussion with the Shire President and his concurrence the CEO authorised the pump replacement to get the sewer facility operational.
11. The pumps installed will be able to handle the load from the Indoor Court.
12. The only option to keep the system going until new pumps were installed was regular pumping, and this could consume a funds relatively quickly.
13. Ballantyne Systems were asked to quote on servicing the pumps and system in March and September each year for a 24-month period ahead. The quote for that is $1,800.55 (inclusive of GST) and that service arrangement has been agreed to.
14. It will not be easy to source another company to rectify the issue, especially one that understands the requirements or is available

The two new pumps, and new gate and check valves were installed on the 8 September 2026.

Legislation

6.8. Expenditure from municipal fund not included in annual budget

(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —

(a) is incurred in a financial year before the adoption of the annual budget by the local government; or

(b) is authorised in advance by resolution; or*

(c) is authorised in advance by the mayor or president in an emergency.

** Absolute majority required.*

*(1a) In subsection (1) — **additional purpose** means a purpose for which no expenditure estimate is included in the local government's annual budget.*

(2) Where expenditure has been incurred by a local government —

(a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and

(b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.

Comment

Replacement of the two pumps done under emergency provisions, to get the sewer system operational as soon as possible is an unbudgeted item and requires reporting to Council.

Council need to consider how the pump replacement is reflected in the budget and for audit/compliance reasons.

The pumps should be checked and serviced every 6 months, and arrangement have been put in place to ensure this happens, and Shire staff operating procedures changes to that visual inspection is done every 2 months. That has not been occurring as regularly as it should, and this may have contributed to the issue. Over reliance has been placed on the red senor light indicating a problem.

It is recommended to Council it authorise funds be released from the Asset Renewal Reserve account to meet the cost of the new pumps and valves. The purpose of this Reserve is to *fund construction, refurbishments, acquisition of buildings & land.*

This Reserve had an opening balance of $321,321 at the 2026-27 budget adoption in August 2026, and the budget includes an allocation of $80,000 from this Reserve to support the Indoor Court project

Strategic Implications

This item aligns with the community's vision and aspirations documented in the Shire of Williams Strategic Community Plan 2022 to 2032. Specifically, it relates to the following strategy:

- To provide community infrastructure and facilities that meet the needs of the population

Financial Implications

$21,584.89 (inclusive of GST) and $1,800.00 for the 6 monthly servicing over the next 24 months

The service cost will be absorbed operationally.

Voting

Absolute Majority

OFFICERS RECOMMENDATION AND COUNCIL RESOLUTION

Moved: Cr Harding **Seconded:** Cr McNamara

That Council approve the allocation of $21,584.89 from the Asset Renewal Reserve Account to cover the cost of the two sewer pump replacements, gate and check valves which service the sewer system for the Williams Pavilion, Bowling Club, Swimming Pool, and Shire Recreation House.

For: Cr C Cowcher, Cr J McNamara, Cr B Panizza, Cr S Harding, Cr Price, Cr Logie

Against: Nil **Carried:** 6/0 **Resolution:** 284/26

8.1.5 RESIDENTIAL SUBDISVION- TENDER FOR CIVIL WORKS – CONFIDENTIAL ITEM

File Reference	9.20.95
Statutory Reference	Local Government Act 1995
Author	Peter Stubbs, Chief Executive Officer
Date	10 September 2026
Voting Requirements	Absolute Majority
Disclosure of Interest	Nil
Attachments	Att 8.1.5 Tender Assessment Report **(Confidential)**

Background

Tenders were called for the civil works (road, drainage, in ground services to deliver the 16 Lot residential subdivision at Hynes Court. Four tenders were received.

An assessment report of tenders received is attached under Confidential Cover as it contains information that has a commercial value.

Legislation

Local Government Act 1995 - Meetings generally open to the public 5.23.

(1) Subject to subsection (2), the following are to be open to members of the public

(a) all council meetings; and

(b) all meetings of any committee to which a local government power or duty has been delegated.

(2) If a meeting is being held by a council or by a committee referred to in subsection (1) (b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following

(a) a matter affecting an employee or employees;

(b) the personal affairs of any person;

(c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;

(d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;

(e) a matter that if disclosed, would reveal

(i) a trade secret;

(ii) information that has a commercial value to a person; or

(iii) information about the business, professional, commercial, or financial affairs of a person,

where the trade secret or information is held by, or is about, a person other than the local government;

(f) a matter that if disclosed, could be reasonably expected to

(i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating, or dealing with any contravention or possible contravention of the law;

(ii) endanger the security of the local government's property; or

(iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;

(g) information which is the subject of a direction given under section 23 (1a) of the Parliamentary Commissioner Act 1971; and

(h) such other matters as may be prescribed

Comment

The subdivision will create 16 residential Lots at R Code 12.5 and opportunity for additional house construction.

Lot sales will be considered at a later Council meeting once construction is well advanced.

Construction to meet subdivision conditions is forecast to take 12 weeks from commencement.

A construction commencement date is currently being considered for October 2026- yet to be determined.

Strategic Implications

This item aligns with the community's vision and aspirations documented in the Shire of Williams Strategic Community Plan 2022 to 2032. Specifically, it relates to the following strategy(s):

E1. Develop infrastructure and investment that is sustainable and an ongoing legacy to the Shire.
E2. To have appropriate levels of housing to cater for population retention and growth

Financial Implications

The Hynes Court residential subdivision is supported by an Australian Government Grant of $1,686,894.00.

There are no Council funds allocated to the project, and the aim is for all project costs to be within the allocated budget.

Discussions occurred on potential cost savings on the 11 September 2026, after the drafting of the Council Agenda and an update can be provided at the Council meeting.

The vacant englobo land Lot 9001 Hynes Court is currently not rateable. Once developed and Lots sold rates will apply. The minimum GRV rate for vacant town Lots is $1,240.00

Voting Majority

Absolute Majority (delegation)

OFFICERS RECOMMENDATION AND COUNIL RESOLUTION

Moved: Cr Cowcher **Seconded:** Cr Price

That Council

1. appoint Key Civil as the preferred tenderer and contractor for the civils works to be undertake for the 16 Lot residential subdivision at Hynes Court, Williams.

2. authorise the CEO and Shire President to execute contractual documents required.

For: Cr C Cowcher, Cr J McNamara, Cr B Panizza, Cr S Harding, Cr Price, Cr Logie

Against: Nil **Carried:** 6/0 **Resolution:** 285/26

8.1.6 FUNDING REQUEST-COMMUNITY CHEST- ARTS NARROGIN INCORPORATED

File Reference	11.60.30
Statutory Reference	Local Government Act 1995 and Regulations
Author	Peter Stubbs, Chief Executive Officer
Date	10 September 2026
Voting Requirements	Absolute Majority
Disclosure of Interest	Cr C Cowcher- Impartiality Interest (Member of Williams Repertory Club)
Attachments	8.1.6 Arts Narrogin Funding request 8.1.6 Arts Narrogin – Event Budget

Background

Arts Narrogin Incorporated have requested that Council consider a $2,500.00 sponsorship for an event it is planning to host at the Williams Town Hall on the 14 October 2026.

As described by the Arts Narrogin Incorporated the event is,

Dragged Through the Desert – A Priscilla Celebration is a live drag, music theatre and cabaret performance presented at Williams Memorial Hall on 14 October 2026. Part of a CircuitWest/Playing WA tour, the production is presented by award-winning Perth company Proud Entertainment Group. The performance celebrates Priscilla, Queen of the Desert through drag, dazzling costumes, music, and comedy. Alongside the performance, the production team will offer community engagement opportunities the day prior, providing additional ways for the community to participate and connect. The event will bring professional live entertainment to Williams and encourage visitation from surrounding communities.

As part of the justification for the request Arts Narrogin advise the following:

How will this project benefit the Williams community?

The event will provide Williams residents with an opportunity to enjoy a professional touring performance locally, reducing the need to travel to larger centres to access this type of entertainment.

The event will activate the Williams Memorial Hall and create a broader night out for the community. Patrons will be encouraged to make use of local hospitality options, including purchasing dinner locally before the performance.

We will also explore opportunities to bring audiences from surrounding towns to Williams by bus, increasing visitation and the potential economic benefit to local businesses. The Williams Repertory Club will operate the bar as a fundraising activity, ensuring a local community organisation also benefits directly.

The production team will offer community engagement opportunities alongside the performance, providing additional opportunities for participation, connection, and interaction.

Who will benefit from the project?

The primary beneficiaries will be Williams residents, particularly adults, young adults, women, and LGBTQIA+ community members who may be interested in the show's drag, cabaret, and music theatre format. The event is recommended for audiences aged 15 and over.

The wider Williams community will benefit through increased community activity, social connection, and access to professional live performance locally. Subsidised ticketing will help reduce cost as a barrier to participation and make the event more accessible to community members.

Local hospitality businesses will have the opportunity to benefit from increased visitation, while the Williams Repertory Club will raise funds through operating the event bar. Audiences travelling from surrounding towns will further broaden the event's reach and bring additional visitors into Williams.

Comment

Grants, donations, or sponsorship, in kind or monetary, above $500.00 must be recorded in the Shire public registry for such and be published on the Shire website. The current registry can be found on the Shire website at Grants_and_Sponsorships_Register_30072026.pdf

There is a risk that sponsorships are seen as a precedent, and expectations grow that future events will also attract similar funding support.

Council could consider no funding support, a lessor amount, or the funding requested.

Arts Narrogin Incorporated made a request to Council for annual sponsorship, and this was considered in the development of the Council 2026-27 but was not included in the budget.

Arts Narrogin Incorporated were advised that the preference was to consider events and support and a case-by-case basis.

Strategic Implications

This item aligns with the community's vision and aspirations documented in the Shire of Williams Strategic Community Plan 2022 to 2032. Specifically, it relates to the following strategy:

SC2 To support a safe and healthy community with a strong sense of community pride.

Financial Implications

$2,500.00

Council's fee and charges include a fee for $145.00 per day for the hire of the Williams Town Hall by a not-for-profit group.

Voting

Absolute Majority (unbudgeted expense)

OFFICERS RECOMMENDATION AND COUNIL RESOLUTION

Moved: Cr Harding **Seconded:** Cr McNamara

That Council provides the requested funding of $2,500.00 by Arts Narrogin Incorporated to support the theatre event *Dragged Through the Desert* scheduled to be held at the Williams Town Hall on the 14 October 2026, with funds to come from the Community Chest Reserve account.

For: Cr C Cowcher, Cr J McNamara, Cr B Panizza, Cr S Harding, Cr Price, Cr Logie

Against: Nil **Carried:** 6/0 **Resolution:** 286/26

9. USE OF COMMON SEAL AND DECISIONS UNDER DELEGATED AUTHORITY

File Reference	Various
Statutory Reference	Local Government Act 1996
Author	Peter Stubbs, Chief Executive Officer
Date	11 September 2026
Voting Requirements	Simple Majority
Disclosure of Interest	Nil
Attachments	Nil

Background

The purpose of this Agenda Item is to report to Council for endorsement, the use of the Common Seal and actions performed under delegated authority requiring referral to Council.

The *Local Government Act 1995* requires that the Delegations Register is reviewed annually by Council. A procedure included in the Delegations Register is to report to Council the activities or actions that have been performed under delegated authority. A report completed for Council at meetings identifies: (1) use of the Common Seal, and (2) actions performed under the delegated authority requiring referral to Council as per the Delegations Register.

Comment

The Common Seal was used on the following occasions since the last Ordinary Council meeting on 12 August 2026.

1. 8 September 2026 NAB bank letter of offer for Corporate Card facility

Decisions by the CEO using delegated authority are provided in the table below;

	Decision Type	Property	Date of Decision	Purpose
1	Fee waiver approx. $281.00	Hire of Pavillion & kitchen	12 August 2026	Support for the not-for-profit fund raiser for mental health- Dust and Dirt Run 17 October 2026
2	Building Permit	25 Hynes Court, Williams	10 August 2026	Construction of 4 x 2 residential dwelling (modular)
3	Building Permit	34 Hynes Court, Williams	19 August 2026	Patio enclosure
4	Building Permit	11 Rosselloty Street, Williams	21 August 2026	Residential Patio construction
5.	Waiver of Food Vendor fee $110.00	Happy Food Van, Williams Trotting Track	10 September 2026	Dirt & Dust Run 17 October 2026 (Car Rally)organised by Community Resource Centre. A fund-raising event for mental health in regional communities. Details can be found at, Dirt n Dust Run 2026 | East Meets West Charity Car Rally WA

Payment from the Municipal or Trust Funds – Delegation 1.1.19 Authority to make payments from the municipal or trust funds with the authority limited to making payments subject to annual budget limitations.
Action - Payments from the Municipal Fund and Trust Fund are as per the payments listing attached to this Agenda.

Strategic Implications

This item aligns with the community's vision and aspirations as contained in the Shire of Williams Strategic Community Plan 2022 to 2032. Specifically, it relates to the following strategy(s):

ILG 2.2 Maintain accountability, transparency, and financial responsibility.
ILG 4.4 Monitor and ensure compliance with regulatory framework for local government business.

Financial Implications
The standard approval Council fees were applied to the above decisions.

OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

Moved: Cr Price **Seconded:** Cr Cowcher

That Council accept the report "Use of Common Seal and Actions Performed under Delegated Authority" for the period 12 August 2026 to the 11 September 2026.

For: Cr C Cowcher, Cr J McNamara, Cr B Panizza, Cr S Harding, Cr Price, Cr Logie

Against: Nil **Carried:** 6/0 **Resolution:** 287/26

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

11. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

11.1.1 ELECTED MEMBERS

11.1.2 OFFICERS

11.1.3 GRADER REPLACEMENT (Confidential Attachments)

File Reference	12.37.00
Statutory Reference	Local Government Act 1995
Author	Peter Stubbs, Chief Executive Officer
Date	15 September 2026
Disclosure of Interest	The Author has no Impartiality, Financial or Proximity Interests.
Attachments **CONFIDENTIAL**	1. Quote - AGFRI Equipment for a John Deere grader 620GP (2025) 2. Quote WesTrac for a caterpillar 140-16 next gen grader 3. Quote -WesTrac for a caterpillar 140-14A (2025 model)

Background

Included in the Shire 2026/27 Budget is the replacement of one Shire grader. The grader proposed to be replaced is a 2014 Caterpillar model with approximately 9,500 hours work done.

Quotes were sought from suppliers on the WALGA preferred supplier program for this item, as an alternative to tender. Vendors were asked to quote on a Caterpillar 140 grader or equivalent.

Quotes have been received from,

1. AGFRI Equipment for a John Deere grader 620GP (2025)
2. WesTrac for a caterpillar 140-16 next gen grader
3. WesTrac for a caterpillar 140-14A (2025 model)

The approved budget for the purchase is,

$255,000 municipal funds, general revenue 2026-27
$100,000 from the Plant Reserve Fund
$120,000 from the sale of the existing grader (trade in)
$475,000 total estimated cost.

The budgeted change over price was forecast to be $355,000.

One quote is $6,457.29 over the budget changeover estimate (includes GST)
One quote is $631.50 over the budget changeover estimate. (includes GST)
One quote is $5,000 below the budget changeover estimate (includes GST)

Legislation

In accordance with Section 5.23(2)(c) of the Local Government Act 1995 the meeting may be closed to members of the public where the matter to be dealt with involves a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.

Comment

During the process to adopt the 2026-27 budget Council showed a preference for a Caterpillar Grader, and keeping a consistent fleet of heavy plant if possible.

Maintenance and construction of the Williams district road network is a key function of the Shire requiring graders. The Shire has approximately 330 km of unsealed roads and 232 km of sealed roads. Quality of the road network is a safety issue and supports business and the community.

1. The WesTrac caterpillar 140-16 next gen grader is the latest technology in this class of grader, with an advised 9L per hour fuel efficiency saving, and extended full-service periods.

2. The WesTrac caterpillar 140-14A (2025 model) is essentially the same technology as the current grader to be traded and has become available because a sale fell through with a buyer opting for a caterpillar 140-16 next gen grader instead.

3. The John Deere grader 620GP (2025) is considered close in specification to the caterpillar 140-14A (2025 model).

Strategic Implications

This item aligns with the community's vision and aspirations as contained in the Shire of Williams Strategic Community Plan 2017 to 2032. Specifically, it relates to the following strategy(s):

SC1.	To provide community infrastructure and facilities that meet the needs of the population.
CL 4.4	Monitor and ensure compliance with regulatory framework for local government business.

Financial Implications

As stated in the background of the report.

Voting Requirements

Absolute Majority.

Officers Recommendation

1. That Council accept the quote from WesTrac for a Caterpillar 140-16 Next Gen grader, including the trade as part of the quote, to replace the current 2014 model grader the Shire has.
2. Decline the quote from AGFRI Equipment for a John Deere grader 620GP (2025).
3. Fund any over budget expense from the Plant Reserve Fund.

COUNCIL RESOLUTION

Moved: Cr Panizza **Seconded:** Cr Harding

1. The Council request the CEO to investigate with WesTrac the option of the purchase of Caterpillar 140-16 Next Gen grader, as per the quote, with Council selling its current grader by open tender, and if there is no material benefit then to proceed with the quote and trade of the current grader with WesTrac.

2. That Council accept the quote from WesTrac for a Caterpillar 140-16 Next Gen grader, , to replace the current 2014 model grader the Shire has, subject to (1) above.

3. Decline the quote from AGFRI Equipment for a John Deere grader 620GP (2025).

4. Fund any over budget expense from the Plant Reserve Fund.

For: Cr C Cowcher, Cr J McNamara, Cr B Panizza, Cr S Harding, Cr Price, Cr Logie

Against: Nil **Carried:** 6/0 **Resolution:** 288/26

- The Council resolution differed from the Officer recommendation as Council wanted to test if there were further cost advantages from disposal for the current Shire grader by open tender.

11.1.4 COMMUNITY RESOURCE CENTRE- REQUEST FOR FUNDING-"WILLIAMS ICONS" PROJECT

File Reference	40.20.40
Statutory Reference	Local Government Act 1995
Author	Peter Stubbs, Chief Executive Officer
Date	15 September 2026
Disclosure of Interest	The Author has no Impartiality, Financial or Proximity Interests.
Attachments	Nil

Background

The Community Resource Centre (CRC) have requested that Council consider a request for financial support for a project described below with the following justification,

1. Collaboration between the Expo, CRC, Year 6 students, seniors, the Shire and the National KAB Awards, to create "Williams Icons" displays as a community project.
2. The images below explain the concept.





3. The intent is that these productions be made as part of the Year 6 Intergenerational Day, which is usually held during Term 3, with students and seniors working together to create the displays using family and historical photographs, bringing the stories behind each icon to life.
4. The completed pieces would then be used for the Expo 2027 and Keep Australia Beautiful, National Tidy Towns Award displays and, have a life beyond those events. They could eventually be placed at points of interest throughout our community, such as the CRC, Shire, Post Office, shops, or other appropriate locations.
5. Local production cost estimate is approximately $140 per icon for the MDF cutting and supplier expertise.
6. Each production to be approximately 1 m-high , with layered elements to add dimension.
7. The 2027 Expo theme is **"Our People, Our Stories"** and this project aligns with that theme.

Comment

The request from the CRC for support for the Williams Icons project has good linkages to

- The 2027 Expo event
- The National Tidy Towns to be hosted in May 2027
- Intergeneration collaboration between children and seniors.

It is recommended that Council support the request.

Strategic Implications

This item aligns with the community's vision and aspirations as contained in the Shire of Williams Strategic Community Plan 2017 to 2032. Specifically, it relates to the following strategy(s):

SC2. To support a safe and healthy community with a strong sense of community pride.

SC3. To recognise the vibrant history of the Shire and its rich, varied cultural heritage and natural environment is valued, respected, promoted and celebrated.

Financial Implications

The CRC has requested $1,250.00 for the materials. Labour would be in-kind from CRC, school children, and senior citizens.

Voting Requirements

Absolute Majority (unbudgeted funds)

OFFICER RECOMMEDNATION AND COUNCIL RESOLUTION

Moved: Cr Harding **Seconded:** Cr Cowcher

That Council approve an allocation of $1,250.00 from the Community Chest Fund to support the Community Resource Centre for the proposed "Williams Icon" project that has linkages to the 2027 Williams Expo, and the 2027 National Tidy Towns Event to be hosted in Williams.

For: Cr C Cowcher, Cr J McNamara, Cr B Panizza, Cr S Harding, Cr Price, Cr Logie

Against: Nil **Carried:** 6/0 **Resolution:** 289/26

12. APPLICATION FOR LEAVE OF ABSENCE

13. CLOSURE OF MEETING

The Shire President close the meeting at 4.46 pm.

CERTIFICATION OF MINUTES
CERTIFIED THAT THESE MINUTES PAGES 1- 32 ARE AN ACCURATE RECORD OF PROCEEDINGS AND WERE CONFIRMED ON 21/10/26.

CHAIRMAN .....