

SHIRE OF WILLIAMS

**MINUTES OF THE ORDINARY MEETING HELD IN THE COUNCIL CHAMBERS ON
WEDNESDAY 15TH DECEMBER 2004**

1.0 OPENING

1.1 DECLARATION OF OPENING

The President declared the meeting open at 1.02pm

1.2 ANNOUNCEMENT OF VISITORS

Nil

2.0 RECORD OF ATTENDANCE

2.1 PRESENT

Cr John Cowcher	President
Cr Robert Rose	Deputy President
Cr Gary Cowcher	
Cr Ashley Stone	
Cr Robert Bowden	
Cr Graham Harding	
Cr Moya Carne	
Cr Jo Fowler	
Cr Christine Higham	
V Epiro	Chief Executive Officer
IR Ball	Deputy Chief Executive Officer
MR Willcocks	Works Supervisor (5.28pm – 5.50pm)
Mrs L Ryan	Observer (1.02pm – 5.25pm)

2.2 APOLOGIES

Nil

3.0 PUBLIC QUESTION TIME

Nil

4.0 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

5.0 PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

6.0 CONFIRMATION OF PREVIOUS MINUTES

6.1 ORDINARY MEETING MINUTES

G Cowcher/Stone

That the minutes of the Ordinary Meeting held in the Council Chambers on Wednesday 17th November 2004, as circulated, be confirmed as a true and correct record of proceedings subject to the following amendments:

Alter:

Item 6.1

Cane to Carne

Include:

Item 8.1.14 Faxed Correspondence addressed to the Annual Electors Meeting requesting retention of the old Infant Health Centre/Telecentre building on the present site.

The Chief Executive Officer advised he had received faxes from: Mrs J Harding, Mrs A Fowler and Mrs G Coroneos seeking retention of the old Infant Health Centre/Telecentre Building and as no correspondence is dealt with at the Annual Electors Meeting, he discussed the faxes with the President, and they were being tabled for Council's consideration.

The President asked Council if they wished to have the above correspondence read.

Cr Harding requested that the correspondence be read which was duly carried out by the Chief Executive Officer.

No further action was taken in regard to the correspondence.

**Carried 9/0
Resolution 125/05**

6.2 ANNUAL ELECTORS MEETING MINUTES

Minutes received at the Special Meeting held on 24th November 2004

Refuse Site

Rose/Bowden

That the refuse site be opened on every day of the week.

**Carried 9/0
Resolution 126/05**

6.3 WILLIAMS COMMUNITY RESOURCE CENTRE COMMITTEE MEETING MINUTES

Stone/Fowler

That the minutes of the Williams Community Resource Centre Committee Meeting held in the Council Chambers on Monday 22nd November 2004 be received.

**Carried 9/0
Resolution 127/05**

6.4 SPECIAL MEETING MINUTES

Stone/Carne

That the minutes of the Special Meeting held in the Council Chambers on Wednesday 24th November 2004 be received.

**Carried 9/0
Resolution 128/05**

7.0 ANNOUCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

The President advised that he will be presenting the two Council awards to the recipients at the Williams Primary School presentations tonight.

A Community Board Game developed by the Department of Local Government has been forwarded to the President. It was agreed that the game be given to the Williams Primary School.

8.0 REPORTS OF COMMITTEES/OFFICERS AND COUNCILLORS

8.1 CHIEF EXECUTIVE OFFICER'S REPORT

8.1.1 COMMUNITY SECRETARY / TREASURER SERVICE

Results of Survey of Community Organisations

File Reference: 4.20.15
Author & Date: V. Epiro 2nd December 2004

Background:

At the October 2004 meeting Council considered a proposal from Mr Charles Cowcher for the creation of a Community Secretary / Treasurer to assist local organisations who were having difficulties in appointing office bearers. It was resolved that all local organisations be circularised regarding the proposal, which resulted in seventeen (17) responses being received.

The circular, forwarded with an explanatory letter, asked the organisations to respond to the following;

“Our organisation would be interested in the services of a Community Secretary/ Treasurer:
YES NO”

There were 14 no responses and 3 yes responses with the comment that this service may be required in the future and the Williams Trotting Club indicating an interest in a secretarial service now.

It would seem that there is no great demand for such a service at present; however the future will depend on the willingness of residents to take on voluntary office bearer positions in community organisations.

Recommendation:

That the information be noted.

8.1.2 AUSTRALIA DAY

Citizen of the Year Breakfast – 26th January 2005

File Reference: 4.11.30
Author & Date: V. Epiro 2nd December 2004

Background:

In recent years Council has hosted an Australia Day Breakfast for residents at Cullen Park. This has been held in conjunction with the presentation of the Lions Citizen of the Year Award and the Premier's Australia Day Active Citizen Award. In addition to the above Council also agreed to an informal opening of the half court basketball / skate facility at the same function.

I am assuming that Council wishes to again host the Australia Day Breakfast and if so the following recommendation will need to be adopted.

Recommendation:

That Council host the 2005 Australia Day Breakfast and Citizen of the Year Awards in conjunction with the opening of the half court basketball / skate facility.

Bowden/Rose

That Council host the 2005 Australia Day Breakfast and Citizen of the Year Awards in conjunction with the opening of the half court basketball / skate facility.

**Carried 9/0
Resolution 129/05**

8.1.3 ORDINARY MEETING – JANUARY 2005

File Reference: 4.1.20
Author & Date: V. Epiro 2nd December 2004

Background:

Council has dispensed with the Ordinary Meeting in January for some years now. It is suggested that there be no Ordinary Meeting held in January 2005 and the President, Deputy President and Chief Executive Officer be authorised to make payment of outstanding accounts.

Recommendation:

That there be no Ordinary Meeting held in January and the President, Deputy President and Chief Executive Officer be authorised to make payment of outstanding accounts.

Harding/Higham

That there be no Ordinary Meeting held in January and the President, Deputy President and Chief Executive Officer be authorised to make payment of outstanding accounts.

**Carried 9/0
Resolution 130/05**

8.1.4 WILLIAMS BOWLING CLUB

Sewerage Rates

File Reference: 11.70.30
Author & Date: V. Epiro 2nd December 2004

Background:

The Williams Bowling Club is bringing to Council's attention the situation that has arisen with being levied for sewerage rates (\$400 - \$500) since the Water Corporations takeover. This in effect has created an anomaly in regard to the annual rental paid by Clubs for the Recreation Ground as other Clubs have benefited from the sewerage connection without any change to their annual ground rental.

Currently the Bowling Club pays \$155 per annum and Council provides an annual subsidy of \$2,000 towards the water charges. It is suggested that this issue be considered when Council conducts an annual review of fees and charges in May/June.

Recommendation:

That Council consider the Williams Bowling Club rental fee in conjunction with other rentals at the annual review of fees and charges.

Cr Carne advised the meeting that as she was Secretary of the Williams Bowling Club she considered that there was an interest and therefore would refrain from discussion and voting.

Bowden/Stone

That Council consider the Williams Bowling Club rental fee in conjunction with other rentals at the annual review of fees and charges.

**Carried 8/0
Resolution 131/05**

8.1.5 WA LOCAL GOVERNMENT ASSOCIATION

Review of Representational and Structural Effectiveness of WALGA Zones (See Appendix 1)

File Reference: 4.12.00
Author & Date: V. Epiro 2nd December 2004

Background:

WALGA is acting on a resolution carried at the Annual General Meeting which was as follows;

“That the current grouping of Councils together into geographical zones be reviewed to ensure that sufficient commonalities of interest exist between member Councils and to reduce the potential conflict of interest between member Councils”

This motion was proposed by the Town of Narrogin and supported mostly by other regional towns (Northam, Bunbury, Geraldton etc) as they considered being somewhat disenfranchised since the formation of WALGA from the three previous bodies; Local Government Association, Country Shire Councils Association and Country Urban Councils Association.

The Association is seeking comment from Councils on five (5) questions (see appendix) which mainly centres on membership and effectiveness of the zone which in Williams' case is the Central Zone.

From my perspective I believe Williams has more in common with eastern and southern neighbours rather than western Councils (ie; Collie, Boddington). The effectiveness of the Zone is entirely dependant on input from member Councils and still remains the most appropriate forum for initiating support from Local Government for broader issues. However Councillors may have different views on the questions raised and this should be relayed to WALGA as comment.

Recommendation:

That Council consider providing comment on the questions raised in the WALGA survey on Zones.

Rose/Fowler

That the Chief Executive Officer respond to the questions as follows.

1. Does Council believe that determining the membership of Zones predominately on the basis of geographical alignment between Councils remain appropriate? YES
2. Does Council consider the to be sufficient commonality of interests between members of your Zone? If not, is there another Zone to which Council has greater strategic alignment? YES
3. Is there an alternative model that Council believes will provide the geographic relationships and/or commonality of interests required to accommodate the interests and needs of Member Local Governments? NO
4. In terms of the roles and functions presently undertaken by Zones, does Council consider that these are being performed efficiently and effectively? YES
5. Has Council identified any particular roles or functions that are not presently undertaken by Zones, but which should otherwise be undertaken? NO

**Carried 9/0
Resolution 132/05**

8.1.6 GRAVEL SUPPLIES

Payment of Royalties

File Reference: 14.55.20
Author & Date: V. Epiro 3rd December 2004

Background:

This issue was raised by Works Supervisor Mark Willcocks at the November meeting and relates to the payment of royalties for gravel from landowners. For some years now Council has carried out works in kind in exchange for gravel supplies, which not all affected landowners have availed themselves of. This arrangement can, and has, created problems where it is difficult to equate the value of works in kind to an agreed value for the gravel which can vary as the examples below confirm.

A survey of neighbouring Council reveals the following policies;

Cuballing:	Works in kind but considering royalties.
Narrogin Shire:	\$1/m ³
Wandering:	77c/m ³
West Arthur:	50c/m ³
Wickepin:	60c/m ³
Pingelly:	Works in kind but considering royalties.

Council currently pays a royalty of \$1/m³ for sand (A & R Duff) and strong consideration should be given to paying a royalty for gravel. Most of the major gravelling works for 2004/2005 have been completed, therefore it is anticipated that minimal gravel will be required in the next 6 months.

Recommendation:

That Council pay a gravel royalty of 80c/m³ (GST inc.) to landowners providing gravel as from 1st January 2005.

Stone/G Cowcher

That Council pay a gravel royalty of \$1.00 c/m (GST inc.), to landowners providing gravel as from 1st July 2005, and that rehabilitation of pit sites be carried out on completion of projects.

**Carried 9/0
Resolution 133/05**

8.1.7 ADMINISTRATION STAFF

Casual Staff

File Reference: 4.20.15
Author & Date: V. Epiro 3rd December 2004

Background:

In recent years the level of office activity particularly with licensing and customer enquiries has increased quite significantly. However, despite this the current office compliment of four (CEO, Deputy CEO and two Administration Officers) have been able to cope, excepting when one or more staff are away for a longer period than one day. This particularly impacts when either Sharon or Kelly are away on leave or training as Ian and myself have to answer phones and deal with customers (excepting licensing) which of course has an effect on our work. The situation will get worse with our commitment to the Resource Centre of 12 hours per week. During the past year the office staff took the following leave;

Annual Leave:	84 days
Sick Leave:	19 days
RDO's:	33 days
Training and Conferences:	40 days
Total:	176 days

There are approximately 251 working days in the year so that means that for 70% of the year only three staff were present. As at the end of December there will be the following outstanding leave;

	Annual Leave	Long Service Leave
CEO (Jim):	21.2 days	65 days
Deputy CEO (Ian):	24.6 days (26 RDO's)	48 days
Sharon:	14.5 days	20 days
Kelly:	20.1 days	nil

In the coming year Sharon, Kelly and myself will be taking excessive leave (overseas) amounting to around 14 weeks and it is essential that relief staff be employed for this period and at other times when one or more staff are away for more than one day.

What I am proposing is training a suitable person (particularly in licensing) who is prepared to be available to work when required during staff annual leave, sick leave or other extended leave. It is estimated that this will add around \$10,000 - \$12,000 per annum to the cost of administration salaries. Council support is sought for this proposal.

Recommendation:

That Council train a suitable person for casual employment during any extended absence of administration staff.

G Cowcher/Stone

That Council train a suitable person for casual employment during any extended absence of administration staff.

**Carried 9/0
Resolution 134/05**

8.1.8 DRUM MUSTER

Proposal for State-wide Collection Dates

File Reference: 13.10.30
Author & Date: V. Epiro 3rd December 2004

Background:

Drum Muster is endeavouring to hold collections in Western Australia over two common periods;

15 – 30 March 2005
15 – 30 October 2005

They (Drum Muster) consider that this would provide for better administration and planning of resources. Williams has had their Drum Musters in March, therefore I consider the proposal would fit in with the district collection. As usual I am still awaiting the removal from the site of the last collection. In supporting the proposal Council needs to consider whether two collections (March and October) are warranted.

Recommendation:

That the Williams Drum Muster collection be held in March 2005 and also October 2005 if required.

Carne/Harding

That the 2005 Drum Muster be run in conjunction with the Williams Landcare farm clean up day and that Council support future drum musters being held in July and March each year.

**Carried 9/0
Resolution 135/05**

8.1.9 CORRUPTION AND CRIME COMMISSION

Notification Guidelines (See Appendix 2)

File Reference: 4.50.50
Author & Date: V. Epiro

Background:

The Corruption and Crime Commission of WA (CCC), which replaced the Anti Corruption Commission, was established by the Corruption and Crime Commission Act (2003) and began operations in early 2004. It's general role is to investigate misconduct in the WA public sector, to improve the integrity of the public sector and to reduce the incidence of misconduct and organised crime. Misconduct occurs when a public officer abuses their authority for personal gain or generally acts contrary to the public interest (refer to appendix for a detailed description of misconduct and public officers).

The Act places onerous responsibility on the Chief Executive Officer of a public authority to report any incidence of suspected misconduct. I recently attended a seminar conducted by the CCC where the duty to notify was reinforced and that a Chief Executive Officer could be liable if this duty is not carried out. It was stated that after the seminar Chief Executive Officers in attendance should make their organisations aware of the CCC and their responsibilities.

Recommendation:

That the information be noted.

8.1.10 WILLIAMS COMMUNITY RESOURCE CENTRE

Management Committee

File Reference: 4.20.40

Author & Date: V. Epiro 6th December 2004

Background:

In the Business Plan provision was made for a Management Committee comprising 2 Council representatives (1 staff and 1 Councillor), 2 Telecentre representatives, 2 Community representatives and 1 tenant representative. There was also a suggested role for the Committee as set out below;

“It is envisaged that the Shire employed administrative assistant would report to this Management Committee on issues pertaining to the administration of the proposed Community Resource Centre.

It is anticipated that the role of this Management Committee (on behalf of the Shire) would be to;

1. Ensure that the centre is administered efficiently
2. Develop policy and guidelines as appropriate to the day-to-day operation of the centre
3. Negotiate formal tenancy agreements with the proposed tenants as required
4. Mediate and settle any disputes arising from the use of the centre
5. Develop a marketing plan (in consultation with the Shire) for the centre
6. Provide quarterly reports to the Shire on the centre. All financials for the centre shall be handled by the Shire in accordance with the Local Government Act

The benefits of having a separate management committee, responsible to the Shire, are as follows;

- Shire retains direct ownership of its capital asset
- Reduces duplication of administrative costs (supported by the Shire administration staff)
- May reduce costs associated with auditing a separate legal entity
- Simplifies management structure and removes the need to the community to form another incorporated association
- Shire offers financial support given that the centre is a building vested in the Shire, therefore the Shire will be responsible for depreciation, ongoing repairs and maintenance, gardening etc.”

Whilst the above was required for the Business Plan it is suggested that a committee comprising five (5) persons would be sufficient with two Council representatives (1 Councillor, 1 staff), two tenant representatives (1 Telecentre, 1 The Williams) and one community representative. I would envisage the

committee meeting twice a year (or as required if there is an issue) and the minutes of the meeting being submitted to Council for endorsement (this would be instead of quarterly reports). However Council may have other views on the management structure and roles the committee should play notwithstanding the fact that the Resource Centre is an extension of Councils administration.

Recommendation:

That Council consider appointment of a suitable management committee for the Williams Community Resource Centre.

G Cowcher/Carne

That a Committee of five (5) persons comprising; 1 Councillor, 1 Council staff member, 1 Telecentre member, 1 The Williams member and 1 Community Landcare member be appointed to the management committee for the Williams Community Resource Centre.

**Carried 9/0
Resolution 136/05**

Stone/Harding

That the role of the Williams Community Resource Centre committee be as follows:

1. Ensure that the centre is administered efficiently
2. Develop policy and guidelines as appropriate to the day-to-day operation of the centre
3. Mediate and settle any disputes arising from the use of the centre
4. Develop a marketing plan (in consultation with the Shire) for the centre
5. Provide reports to the Shire as necessary on the centre. All financials for the centre shall be handled by the Shire in accordance with the Local Government Act

**Carried 9/0
Resolution 137/05**

8.1.11 WILLIAMS COMMUNITY RESOURCE CENTRE

Landscaping, Fencing, Window Treatments, Opening and Various Items (See Appendix 3)

File Reference: 4.20.40
Author & Date: V. Epiro 6th December 2004

Background:

Landscape plan – Reference to the Resource Centre Committee Minutes will reveal that the landscape plan in the appendix was adopted with gardener Leon Bertuola being authorised to complete sections not catered for in the plan. This requires endorsement by Council.

Fencing – With the fencing by the contractor now completed it has been brought to my attention that the retaining wall running parallel with the ROW has a 24 metre section which would pose a danger for small children unless fenced. A quote was obtained for a 1 metre steel mesh fence from Dura-Fenz which amounts to \$2,045(inc GST). Council should probably inspect the surrounds before giving the fence further consideration.

Window treatments – At the committee meeting Debbie Kemp (Telecentre) and Heidi Cowcher were authorised to purchase items as listed in the schedule attached to the funding submission and Council was to accept a quote for the window treatments. Two quotes were sought from Mr Tenni and Narrogin Carpets and Curtains, with only one quote (Narrogin Carpets and Curtains) being received at the time of writing. In the event of no quote being received from Mr Tenni it is recommended that Narrogin Carpets and Curtains quote of \$3,482 be accepted.

Other items – As would be expected there are various other items such as telephone, kitchen and cleaning equipment that will be required and will be funded from the Building Reserve Fund. The Williams and Telecentre are providing a refrigerator, microwave, urn, kettle for the kitchen). In addition to the above it has been suggested that consideration be given to purchase of paintings/prints and one or two outdoor settings for the back veranda.

Would Council give some consideration to these items notwithstanding that they are not required for the opening and operation of the Centre.

Opening 21st February 2005 – The Hon. Judi Moylan MP, Member for Pearce has confirmed that she will be opening the centre at 10am on Monday 21st February 2005. Protocol from the funding bodies demands that a host of other dignitaries be invited and it is suggested that Council extend an invitation to neighbouring Council Presidents and Chief Executive Officers. It is envisaged that the Opening will comprise unveiling of the plaque, short speeches by funding body representatives 2/3 songs by the Williams Primary School Choir followed by morning tea. If Council has any other thoughts on the opening it would be appreciated if these could be raised for consideration.

Recommendation:

That Council consider all of the above items in regard to the Williams Community Resource Centre.

Window Treatments

Bowden/Higham

That the quote of \$3,460.00 provided by M. Tenni to supply and install widow treatments be accepted.

**Carried 9/0
Resolution 138/05**

Opening, Invitation List & Plaque

The Chief Executive Officer provided the meeting with an invitation list and read out the wording to be engraved on the plaque.

G Cowcher/Harding

That the arrangements for the opening, the invitation list and plaque inscription be endorsed subject to confirmation on the positioning of the plaque.

**Carried 9/0
Resolution 139/05**

Afternoon Tea - Council adjourned for afternoon tea at 3.00pm and resumed the meeting at 3.30pm

8.1.12 WILLIAMS TELECENTRE (INFANT HEALTH CLINIC BUILDING)

Removal From Site

File Reference: 4.21.05
Author & Date: V. Epiro 7th December 2004

Background:

Following the resolution carried at the Special Meeting held on 24th November 2004 I have sought cost estimates associated with relocation of the building to another site. The funding bodies providing the grant of \$10,300

have advised that this amount could still be used on the roof and painting if the building is relocated. Relocation costs and maintenance are as follows;

- | | |
|---------------------------------------|---|
| 1. Country Wide Removals – Transport* | \$15,000 - \$20,000
(within town site) |
| 2. New roof and painting | est. \$10,000 |
| 3. Power and rewiring | \$1,500 if power supply present
\$3,000 if new power supply required |
| 4. Water and sewerage connection | \$3,000 - \$5,000
(depending on distance from connection) |
| 5. Disabled toilet (unisex) | \$7,000 - \$10,000 |

* Digital photos were emailed and a faxed plan with dimensions were sent to Countrywide for the estimation.

The asbestos sheeting would not need to be replaced unless it was damaged in transit. In assessing the above costs Council needs to consider a suitable site and also determine a use for the building.

Recommendation:

For Councils consideration.

Harding/

That Council preserve the old Infant Health Clinic Building by relocating it to a block adjacent to the Fire Station in a landscaped setting with a minimum setback distance of 8 meters with a plaque denoting the history of the building and that it be painted and made good including restoring the front veranda to its original design and also restoring the original Infant Health Centre sign with the project to start as soon as practicable after the keys are handed over after the opening of the Community Resource Centre and the project has been completed with renovation to be completed no later than 15th April 2005.

Crs Rose and Higham declared an interest in the motion and left the meeting at 4.03pm

Motion Withdrawn

Crs Rose and Higham returned to the meeting at 4.05pm

Bowden/Rose

That Council preserve the old Infant Health Clinic Building by relocating it to a suitable site under Council control as a public building in a landscaped setting with a minimum setback distance of 8 meters with a plaque denoting the history of the building and that it be painted and made good including restoring the front veranda to its original design and also restoring the original Infant Health Centre sign with the project to start as soon as practicable after the keys are handed over after the opening of the Community Resource Centre and the project has been completed with renovation to be completed no later than 15th April 2005.

**Carried 6/3
Resolution 140/05**

Crs J Cowcher and Carne recorded their votes against the motion.

Rose/Fowler

That the old Infant Health Clinic building be relocated to the old caravan park site in a position to be resolved by Council.

**Carried 5/4
Resolution 141/05**

Rose/Harding

That funds be sourced from the Building Reserve to cover the costs of relocating and renovating the old Infant Health Centre building.

**Carried 9/0
Resolution 142/05**

8.1.13 LOCAL BICYCLE PLAN 2005-2007

Submissions (See Appendix 4)

File Reference: 11.30.70
Author & Date: V. Epiro 8th December 2004

Background:

No submissions were received on the Local Bicycle Plan. As stated previously this will be used for future funding submissions in connection with extension of the dual use path in the Williams town site.

Recommendation:

That the Local Bicycle Plan 2005-2007 be adopted.

Stone/Carne

That the Local Bicycle Plan 2005 – 2007 be adopted.

**Carried 9/0
Resolution 143/05**

Mrs L. Ryan left the meeting at 5.28pm

Works Supervisor Mark Willcocks attended the meeting at 5.28pm to discuss his report

8.3 WORKS SUPERVISOR'S REPORT

Maintenance Grading

See attached road works report

Construction

Chapman and Culbin-Boraning Roads – Both have had sections sealed.

Fourteen Mile Brook Road – The last 5kms of this road have been sealed.

Hammond Road – 200m has been sealed with a contribution from the adjoining landowner to cover the costs of materials.

Skate Park – This has been concreted and lights have been installed. We are now waiting on an electrician to wire up the lights. The basketball hoop has been installed and now waiting on the skate ramps to arrive.

The playground equipment and rubber matting has also been installed.

Aged Homes – The backyards have been cleaned up, backfilled with sand and are currently waiting for brick paving to be completed.

Mechanical Report

Water Tank – A new pump has been purchased to replace the old one. In the near future the tank will need replacing as it has become rusty and is falling apart.

Pacific Roller – A leak has occurred around the motor area and the back brakes and axle need to be loosed as the brake drums are moving.

Cr Bowden left the meeting at 5.29pm

Higham/Fowler

That the Works Supervisor's Report be received.

**Carried 8/0
Resolution 144/05**

Cr Bowden returned to the meeting at 5.35pm

Carne/Rose

That Late Item 8.1.15 Main Roads be accepted as an urgent item for discussion.

**Carried 8/0
Resolution 145/05**

Cr Harding declared an interest in this item and left the meeting at 5.37pm

8.1.15 MAIN ROADS

Black Spot Funding of \$49,367 for Sealing of Narrakine Road

File Reference: 12.15.30

Author & Date: V. Epiro 13th December 2004

Background:

In September 2003 a submission was made to the Black Spot Funding Program to seal a 1km section from the Albany Highway to the hay plant on location 14985, at an estimated cost of \$74,050. The submission was unsuccessful however the project was retained on the Main Roads Black Spot list for future funding.

In November 2004 an email was received advising that there was an amount of \$67,045 in additional funding if Council was interested in making application to do the project prior to 30th June 2005. Main Roads was advised that this was possible and a response was received last week indicating that funding of \$49,367 has been approved.

Council needs to endorse this project for completion prior to 30th June 2005 subject to funding of \$30,000 (plant and labour costs) and suitable gravel being sourced.

Recommendation:

That Council consider the Narrakine Road Black Spot Project for completion prior to 30th June 2005, subject to matching funding of \$30,000 and suitable gravel supplies being available.

Carne/Bowden

That Council accept the Narrakine Road Black Spot Project funding for completion prior to 30th June 2005, including matching funding of \$30,000 subject to suitable gravel supplies being available.

**Carried 8/0
Resolution 146/05**

Cr Harding returned to the meeting at 5.45pm

Mr Willcocks left the meeting at 5.50pm

8.1 CHIEF EXECUTIVE OFFICER’S REPORT CONTINUED

8.1.14 MR G WARREN

Comments on the Resource Centre Project and other Issues (See Appendix 5)

File Reference: 4.20.40
Author & Date: V. Epiro 8th December 2004

Background:

Mr Warren has made many assertions and comments regarding the Resource Centre and other issues. As he is suggesting that due process was not followed on the many issues he raised, it is considered that Mr Warren should be advised to pursue his concerns with the Department of Local Government and Regional Development for investigation.

Recommendation:

For Councils consideration.

Council discussed the issues raised in Mr Warren’s letter at length and it was considered that some issues needed clarifying. The President and Chief Executive Officer were directed to draft a reply and forward a copy to all Councillors for comment prior to forwarding a response to Mr Warren.

Rose/Higham

That Mr Warren’s letter be acknowledged and he be advised that a detailed reply will be forwarded in due course.

**Carried 9/0
Resolution 147/05**

8.1 CHIEF EXECUTIVE OFFICER’S REPORT – LATE ITEMS

8.1.15 MAIN ROADS

Black Spot Funding of \$49,367 for Sealing of Narrakine Road

File Reference: 12.15.30
Author & Date: V. Epiro 13th December 2004

Background:

In September 2003 a submission was made to the Black Spot Funding Program to seal a 1km section from the Albany Highway to the hay plant on location 14985, at an estimated cost of \$74,050. The submission was unsuccessful however the project was retained on the Main Roads Black Spot list for future funding.

In November 2004 an email was received advising that there was an amount of \$67,045 in additional funding if Council was interested in making application to do the project prior to 30th June 2005. Main Roads was advised that this was possible and a response was received last week indicating that funding of \$49,367 has been approved.

Council needs to endorse this project for completion prior to 30th June 2005 subject to funding of \$30,000 (plant and labour costs) and suitable gravel being sourced.

Recommendation:

That Council consider the Narrakine Road Black Spot Project for completion prior to 30th June 2005, subject to matching funding of \$30,000 and suitable gravel supplies being available.

This matter was dealt with in conjunction with the Works Supervisor’s Report

Stone/Rose

That the following items be accepted as urgent items for discussion.

**Carried 9/0
Resolution 148/05**

8.1.16 WATER CORPORATION

Williams Sewerage and Re-use Scheme

File Reference: 10.30.20
Author & Date: V. Epiro 13th December 2004

Background:

In late November I met with five officers from the Water Corporation regarding the proposed upgrade of the Williams Sewerage Scheme and water re-use for the Williams oval. The Water Corporation is currently investigating upgrade options for the sewerage scheme and expects to have a report completed in January/February 2005. However it is not expected that any works will be carried out in 2004/2005 therefore Council will need to seek a deferment of the Community Sporting Facilities Fund Grant of \$60,000 to 2005/2006.

A letter is being forwarded from the Water Corporation stating that the project will not be undertaken in 2004/2005.

Recommendation:

That following receipt of a letter from the Water Corporation the Department of Sport and Recreation be requested to defer, until 2005/2006, the funding of \$60,000 from the Community Sporting and Recreation Facilities Fund for the oval water re-use project.

G Cowcher/Bowden

That following receipt of a letter from the Water Corporation the Department of Sport and Recreation be requested to defer, until 2005/2006, the funding of \$60,000 from the Community Sporting and Recreation Facilities Fund for the oval water re-use project.

**Carried 9/0
Resolution 149/05**

8.1.17 COUNCIL SEDAN CHANGEOVER

File Reference: 4.25.50
Author & Date: V. Epiro 13th December 2004

Background:

In the 2004/2005 Budget provision was made for changeover of the Council sedan and an amount of \$5000 set aside. The car has now clocked 35,000kms and advice received from motor vehicle dealers suggest that the optimum time to changeover is prior to the vehicle completing 40,000kms. The estimated cost of changeover is expected to be around \$7,000 - \$10,000.

Would Council please give a direction as to changeover or retention of the Council sedan.

Recommendation:

For Councils consideration.

G Cowcher/Rose

That the Chief Executive Officer be authorised to obtain and accept the best quote to change over the Council Sedan if the amount is under \$10,000.00.

**Carried 9/0
Resolution 150/05**

8.2 DEPUTY CHIEF EXECUTIVE OFFICER'S REPORT

8.2.1 ACCOUNTS FOR PAYMENT

Bowden/Stone

That Municipal Fund cheques 1537 – 1522 totaling \$148,688.88 approved for payment by the Chief Executive Officer be endorsed and the Municipal Fund cheques 1553 – 1617 totaling \$97,766.21 be approved for payment.

**Carried 9/0
Resolution 151/05**

8.2.2 FINANCIAL STATEMENTS

Fowler/G Cowcher

That the financial statements presented for the period ending 30th November 2004 be received.

**Carried 9/0
Resolution 152/05**

8.4 ENVIRONMENTAL HEALTH OFFICER / BUILDING SURVEYOR'S REPORT

Building Permits

#121	Harrison & Bushby	Lot 10 Pinjarra-Williams Rd	Colorbond shed & carport
#122	R & C Baker	Lot 18 Milbrook Pl	Colorbond shed

Building inspections are ongoing at premises issued with a building permit.

Water Samples

Spring Hills Farm Stay – good result

Williams Public Pool – Results not yet available

Food Premises Inspections

Williams Hotel – disappointing level of cleanliness at time of inspection, owners advised to lift standard of cleanliness.

Williams District Club – cleanly maintained, suggest upgrading of floor behind bar.

Williams Motel & Caravan Park – Motel clean and ablutions in caravan park well maintained.

Bowden/Rose

That the Environmental Health Officer/Building Surveyor's Report be received.

**Carried 9/0
Resolution 153/05**

8.5 COUNCILLORS

Nil

9.0 ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

Nil

10.0 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

10.1 ELECTED MEMBERS

G Cowcher/Harding

That a new air conditioner be installed in the Council Chambers.

**Carried 9/0
Resolution 154/05**

10.2 STAFF

Nil

11.0 INFORMATION SESSION

Budget Accommodation

Cr Higham advised that budget accommodation needs further consideration by Council now that Munthoola has burned down, limiting this type of accommodation in the district.

The Chief Executive Officer is to pursue this issue with the Williams Motel/Caravan Park.

Newsagency Verandah

Nothing further has been heard from the Proprietors regarding the replacement of the verandah.

Plumber

The Chief Executive Officer advised that two verbal replies have been received to the advertisement expressing an interest in setting up business in Williams. One actually visited Williams and spoke to Kevin Armstrong had a look at the house, however neither people have pursued the matter. Another advertisement will need to be placed.

Resource Centre Landscaping

Council agreed to meet with town gardener Leon Bertuola at 6.00pm prior to the Christmas windup to discuss the proposed design and plant varieties.

12.0 MEETING CLOSURE

There being no further business for discussion the President declared the meeting closed at 6.51pm