

## **SHIRE OF WILLIAMS**

### **MINUTES OF THE ORDINARY MEETING HELD IN THE COUNCIL CHAMBERS ON WEDNESDAY 15<sup>TH</sup> APRIL 2009**

#### **1.0 OPENING**

##### **1.1 DECLARATION OF OPENING**

The President declared the meeting open at 1.10pm

##### **1.2 ANNOUNCEMENT OF VISITORS**

Nil

#### **2.0 RECORD OF ATTENDANCE**

##### **2.1 PRESENT**

Cr John Cowcher	President
Cr David Earnshaw	Deputy President
Cr Greg Cavanagh	
Cr Richard Johnstone	
Cr Moya Carne	
Cr Graham Prowse	
Cr Gilbert Medlen	

Ryan Duff	Chief Executive Officer
Ian Ball	Deputy Chief Executive Officer
Heidi Cowcher	Community Development Officer (1.15pm – 1.45pm)
Tony Kett	Works Supervisor (1.45pm – 2.00pm)
Steve Friend	Environmental Health Officer/Building Surveyor (3.40pm – 4.05pm)

##### **2.2 APOLOGIES**

Cr Ashley Stone – Leave of Absence

#### **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**

***Medlen/Carne***

That the minutes of the Ordinary Meeting held in the Council Chambers on Wednesday 18<sup>th</sup> March 2009, as circulated, be confirmed as a true and correct record of proceedings.

**Carried 7/0  
Resolution 211/09**

**6.2 AUDIT COMMITTEE MINUTES**

***Johnstone/Earnshaw***

That the minutes of the Audit Committee Meeting held on Wednesday 18<sup>th</sup> March 2009, as circulated, be received and that the budget review and recommendations submitted by the Audit Committee be adopted.

**Carried 7/0  
Resolution 212/09**

**6.3 LEMC MINUTES**

***Earnshaw/Cavanagh***

That the minutes of the Local Emergency Management Committee Meeting held on Monday 23<sup>rd</sup> March 2009, as circulated, be received.

**Carried 7/0  
Resolution 213/09**

**6.4 PRIDE IN YOUR TOWN MEETING MINUTES**

***Johnstone/Medlen***

That the minutes of the Williams Pride in Your Town Meeting held on Tuesday 24<sup>th</sup> March 2009, as circulated, be received.

**Carried 7/0  
Resolution 214/09**

**6.5 SPECIAL MEETING MINUTES**

***Johnstone/Cavanagh***

That the minutes of the Special Meeting held in the Council Chambers on Tuesday 31<sup>st</sup> March 2009, as circulated, be confirmed as a true and correct record of proceedings.

**Carried 7/0  
Resolution 215/09**

**7.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

Nil

**8.0 REPORTS OF COMMITTEES/OFFICERS AND COUNCILLORS**

**Community Development Officer Heidi Cowcher attended the meeting at 1.15pm to discuss her report.**

**8.1 COMMUNITY DEVELOPMENT OFFICER'S REPORT****Williams Swimming Pool**

With the announcement of the \$140,550 from Department of Sport and Recreation's CSRFF, the Shire has been able to progress the redevelopment project at the Williams Swimming Pool. The Shire had previously secured \$100,000 from RLCIP (Federal funding), and has now committed \$209,450 from R4R Country Local Government Fund. Council has also made an application for \$100,000 from R4R Regional Grants Scheme (of which we will know the outcome in June).

Council staff and representatives met with Franco Carozzi (Architect) to finalise arrangements on the architectural plans to be determined prior to calling for tenders. Franco has now been given direction, and will draw up plans for our consideration and approval. Feature and geotechnical surveys have been arranged as a precursor to architectural drawings being drafted, and will be completed in the next few weeks.

With funding that has been approved, and in an effort to ensure deadlines for expenditure of the funds are met, quotes have been requested for the pool cover and the heartstart machine that were included in the original project budget.

We have received advice that 4 rollers may be better than 3 to reduce user fatigue and potential OHS ramifications. In addition, if blankets are to be used during the day, then bubble is the best as it heats the water as well as retaining heat; as opposed to thermal blankets that are designed to only be used at night, retaining heat only and not heating. Based on the usage and opening times of our pool, it would be pertinent to purchase bubble blankets that heat and retain warmth.

The following quotes (CDO Appendix 1) have been received:

<b>Daisy</b>	4 x AT152D rollers (white powder coated roller)	4 x ST152D rollers (stainless steel roller)
Foam blanket (thermal)	\$16,583.64	\$17,161.82
Bubble blanket	\$15,106.91	\$15,488.69
<b>Elite</b>	(3 rollers - anodised tube)	
Thermal	\$23,760	
Bubble	\$21,910	
Installation	\$1360	
<b>Laerdal Heartstart</b>	(excl GST)	
Heartstart machine	\$5490	
Paediatric pads	\$208	
Semi-rigid carry case	\$355	
<b>TOTAL</b>	<b>\$6053.00</b>	

***Recommendation:***

***For Council consideration***

***Johnstone/Cavanagh***

That a Daisy bubble blanket with 4 x ST152D stainless steel rollers - \$15,488.69 and a Laerdal Heartstart machine with paediatric pads and semi-rigid carry case - \$6,053.00 be purchased for the swimming pool.

**Carried 7/0  
Resolution 216/09**

**Williams Bike Paths – Fry & Piesse Streets**

Pathway has been completed. Acquittal report has been completed. Funding of \$24,000 (+GST) is to be refunded to the Shire.

**Williams Recreation Ground**

New recreation ground entry signs have been ordered from Sign-A-Rama in Mandurah, and are expected to be ready in approximately two weeks.

‘Driver Reviver’ sign has been ordered from Sunny Signs for the Community Information Board.

Mike Deveson from West Coast Shade (company that installed the shade structures at the Pool) visited on 1<sup>st</sup> April to discuss shade proposal for the recreation ground. Consideration needed to be given to not obstructing the view of the finishing line and the oval from the Grandstand as well as maximising shade adjacent to the outside bar area. In addition, he was requested to consider shade options for the playground (stage 2). He has noted that should shade be considered for the playground, the removal of the existing trees may need to be an option to ensure damage to the shade does not occur by the trees.

The following quote has been received (CDO Attachment 2) (exclusive of GST):

Sportsground grassed area	\$30,820
Sportsground playground	\$15,640 (if completed at same time as grassed area)
<b>TOTAL</b>	<b>\$46,460</b>

Additional costs to consider are the site preparation (holes, concrete, locating services etc).

Under the R4R Country Local Government Fund, Council has allocated \$50,000 to the shade at the Recreation ground. An additional source of funding is also available from LGIS, where we have access to funding of up to \$3874 for projects associated with the management of risk. Therefore, based on the above quote for shade, with the allocation of the \$3874 (LGIS), \$42,586 of the R4R Country Local Government Fund would be required, and the balance could be allocated to other projects at the Recreation ground.

***Recommendation:***

***For Council’s consideration***

***Prowse/Earnshaw***

That the quotation of \$46,460.00 from West Coast Shade to erect shade sails at the Recreation Ground grassed area and playground be accepted.

**Carried 7/0  
Resolution 217/09**

### **Local Emergency Management Committee (LEMC)**

As per LEMC minutes included in the agenda elsewhere, the Williams LEMC have agreed to undertake a comprehensive review of the current emergency management arrangements, and anticipate funding assistance to assist with offsetting the costs associated with community consultation. The Shire has made an application to the AWARE (All West Australians Reducing Emergencies) program for \$3600. The outcome of this should be known in the next 3-4 months.

Council has taken delivery of the Speed Alert Mobile (SAM) trailer that was funded by Roadwise for the Shires of Williams, Narrogin, West Arthur and the Town of Narrogin. The trailer is to be used for the first time over the Easter long weekend on the Albany Highway. The trailer is designed to alert speeding motorists to slow down and make our roads safer. They can also be programmed with messages to alert motorists as to a major incident such as fire, traffic accident, where slowing traffic is a consideration. The Shire of Williams retains ownership of the trailer, and will be responsible for the insurance and maintenance, as well as maintaining a log book of usage for quarterly reports to be presented to Roadwise.

### **Community Safety and Crime Prevention – Designing Out Crime funding**

As per Council direction at the February meeting these have been designed and finalised by Sign-A-Rama in Mandurah, and it is anticipated that these will be ready in approximately two weeks. These will replace the current signs on our boundaries on Albany Highway (north and south), Quindanning Road, Narrogin Road, Collie Road, Darkan Road, York Williams Road and Clayton Road.

The total cost of these signs is \$3120 (excl GST), which will leave \$4266.38 remaining unspent.

The original funding was approved for signage and installation of traffic calming devices (in Brooking St precinct). Council needs to determine if they are going to consider traffic calming options for Brooking St or return the unexpended funds to the Office of Crime Prevention.

#### ***Recommendation:***

#### ***For Council consideration***

Lighting options around the Town Hall are to be investigated.

### **Tarwonga Tennis Club**

Tarwonga Tennis Club has been successful in receiving \$60,000 as part contribution to their resurfacing project from the R4R Country Local Government Fund.

In addition to this, I have prepared an application to the R4R Regional Grants Scheme for \$57,340. The outcome of this application will be known in June 2009. Should the application not be successful, the tennis club will need to determine if they are going to apply for Department of Sport and Recreation's CSRFF or alternatively seek a loan for the balance. It is the Club's preference not to have to do either, however in the event that R4R Regional Grants Scheme funding is unsuccessful, to complete the project between playing seasons as they desire, the Club may have no option.

### **Williams SJA Sub-Centre New Training Facility and Ambulance Garage**

Representatives from the Sub-Centre met with the architect, Franco Carozzi, on 31<sup>st</sup> March to finalise tender specifications prior to the calling for tenders for the construction of the facility. These have now been finalised and tenders are to be invited from registered builders in the next 3 weeks. Tenders close on Wednesday 29<sup>th</sup> April, with the Sub-Centre to meet and review submissions on Monday 4<sup>th</sup> May.

Once the Sub-Centre has reviewed the tenders, a recommendation is made the SJA State Board, who will consider the tenders and engage the builder. The endorsement of the project is made on the proviso that the sub-centre are able to prove that they have the funds available to undertake the project.

Based on the cost estimates the project has on hand, currently the project has 78% of its funds committed or in the bank however with three outstanding funding applications totalling \$170,000, and a corporate/community sponsorship shortfall of \$19,000, State Office would not support the project until it can be proven that the sub-centre can ensure financial security should the funding and/or sponsorship not be secured. The sub-centre has a commitment from the Shire of Williams that they will finance a self-supporting loan of \$100,000 should the need arise, which would cover a proportion of the current shortfall. To cover the balance, the sub-centre would need to determine if the SJA Board would provide a loan in the event of funding and/or sponsorship not be secured. All of this is to be determined once the tender prices have been submitted for consideration.

***Prowse/Earnshaw***

That the Community Development Officer's report be received.

**Carried 7/0  
Resolution 218/09**

**Ms Cowcher left the meeting at 1.45pm**

**Works Supervisor Tony Kett attended the meeting at 1.45pm to discuss his report.**

**8.2 WORKS SUPERVISOR'S REPORT**

**Maintenance Grading**

York-Williams Rd, Congelin-Narrogin Rd, Playle Rd, McKenzie Rd, Bates Rd, Cowcher Rd, Gillett Rd, Matthew Rd, English Rd

**Maintenance Works**

Installed four cross-over culverts in Piesse Street

**Construction**

Trees removed, spoil carted away and gravel carted in on Darkan-Quindanning Rd  
Water-binding for 2km on Darkan-Quindanning Rd  
Footpath near school finished  
Sealed 2km on Darkan-Quindanning Rd

**Mechanical Report**

Replaced air-conditioner belt on multi-roller  
Replaced pulley on small Toro mower  
Replaced key and barrel on John Deere tractor

**Private Works**

One load of water each to Darren Scahill, Gilbert Medlen and Vern Sattler

**Traffic Counts**

Vehicles per week:

Quindanning-Darkan Rd	385
Culbin-Boraning Rd	186

<b>Report Reference:</b>	<b>8.2.1</b>
<b>Subject:</b>	<b>Low Loader</b>
<b>File Reference:</b>	12.37.05
<b>Statutory Reference:</b>	Nil.
<b>Author &amp; Date:</b>	R.N Duff 1 <sup>st</sup> April 2009

**Background:**

Council purchased a tri-axle low loader in April 2007 from SFM Engineering for a price of \$81,400. The trailer was purpose built specifically but not exclusively to carrier Council's excavator. It has come to our attention that the Low Loader is too short to carry the excavator.

SFM provide a quote to extend the length of the low loader by 2,000mm behind the goose neck at a cost of **\$23,760 inc. GST**

An item presented to the March 2009 Council meeting authorised the Chief Executive Officer and Works Supervisor to arrange the modification of the low loader.

Further quotations were received from

Fisher's Welding	\$13,398
Boomerang Engineering	\$13,530
Park Motor Body Builders	\$15,840
All Road Motor Body Builders	\$12,000
Hoylake	\$21,610

The CEO has authorised Fisher's Welding of Williams to carry out the low loader extension.

**Recommendation:**

For Council's information

**Cavanagh/Medlen**

That the Works Supervisor's Report be received.

**Carried 7/0  
Resolution 219/09**

**Mr Kett left the meeting at 2.00pm**

**8.4 CHIEF EXECUTIVE OFFICER'S REPORT**

<b>Report Reference:</b>	<b>8.4.1</b>
<b>Subject:</b>	<b>Roads to Recovery Allocation 2009 - 2014</b>
<b>File Reference:</b>	12.15.30
<b>Statutory Reference:</b>	N/A
<b>Author &amp; Date:</b>	R.N. Duff 1 <sup>st</sup> April 2009

**Background:**

Over five years from 1 July 2009, \$1.75 billion will be available to local government authorities, and State and Territory governments responsible for unincorporated areas, for an extended 'Roads to Recovery' program.

The Federal Government considers local government best placed to make decisions on the road investment at the local level. The Roads to Recovery Program reflects this by giving councils the freedom to use the funds on their roads as they wish. Reporting requirements have been kept to a minimum to satisfy accountability and evaluation requirements.

**Comment:**

The Shire of Williams allocation is **\$715,296 or \$143,052** per year. The previous allocation for 2005-2009 was \$509,950 or \$127,487.

Roads to Recovery funding must be spent on Council owned roads.

### 1. Eligible and Ineligible Road Expenditure

Under the Act payments under the Program can only be used 'on the construction, upgrade or maintenance of roads'. In addition to the normal meaning, 'roads' can include:

- traffic signs and control equipment
- street lighting equipment
- vehicular ferries
- bridges or tunnels, including pedestrian bridges or tunnels
- bicycle paths

Purchase of road building plant or other capital equipment and training is not eligible for funding.

Between now and the end of May the Council Road Program will be developed; in this time Councillors are encouraged to bring forward any road projects that they see as a priority.

#### Road Inspection

Council have previously held annual road inspections. Prior to developing the 2009/10 Road Works Program Council would be advised to conduct an annual inspection of future road works.

#### **Financial Implications:**

Consideration on the 1<sup>st</sup> years funding will be made during the 2009/10 budget deliberations. A five year road program is currently being prepared; the 1<sup>st</sup> draft is attached at **APPENDIX 1** for Council comment.

#### **Voting Requirements:**

Simple Majority

#### ***Officers Recommendation:***

For Council's consideration.

<b>Report Reference:</b>	<b>8.4.2</b>
<b>Subject:</b>	<b>Review of Ward Boundaries &amp; Councillor Representation</b>
<b>File Reference:</b>	4.50.25
<b>Statutory Reference:</b>	<i>Local Government Act 1995, Schedule 2.2</i>
<b>Author &amp; Date:</b>	R.N Duff      3 <sup>rd</sup> April 2009

#### **Background:**

In March 2009 the Shire of Williams agreed to undertake a review that would explore the opportunities and alternatives for the Shire with regard to ward boundaries and Councillor representation, to achieve the most favorable option for future electoral purposes.

Schedule 2.2 clause 6(1) of the *Local Government Act 1995* (the Act) requires local governments, divided into wards, to carry out reviews of their ward boundaries and the number of Councillors for each ward from time to time so that not more than eight years elapse between successive reviews.

The Shire of Williams last undertook a review of ward representation and ward boundaries in March 2002, when it determined to abolish all ward boundaries and the number of Councillors to remain at nine (9).

#### **Comment:**

A discussion paper has been prepared and is attached at **APPENDIX 2** for Council approval. Once approved, the document will be advertised and the public submission period will open.

The review process involves a number of steps:

- The council resolves to undertake the review; **15<sup>th</sup> April 2009**
- Public submission period opens; **20<sup>th</sup> April 2009**
- Information provided to the community for discussion;

- Public submission period closes; **29<sup>th</sup> May 2009**
- Council considers all submissions and makes a decision; **17<sup>th</sup> June 2009**
- The Council submits a report to the Local Government Advisory Board (the Board) for its consideration; **30<sup>th</sup> June 2009** and
- (If a change is proposed) The Board submits a recommendation to the Minister for Local Government and Regional Development (the Minister). **October 2009 (If changes cannot be implemented by the LGAB) October 2011**

Within the document a number of options have been suggested and a community and Council survey have been developed to seek feedback.

## OPTIONS TO CONSIDER

<b>Option 1</b>	No wards with the current representation (9) Councillor/Elector ratio 1:78 Possible cost reduction Nil.
<b>Option 2</b>	No wards with reduced representation (8) Councillor/Elector ratio 1:88 Possible cost reduction \$3,722
<b>Option 3</b>	No wards with reduced representation (7) Councillor/Elector ratio 1:100 Possible cost reduction \$7,444
<b>Option 4</b>	No wards with reduced representation (6) Councillor/Elector ratio 1:117 Possible cost reduction \$11,166

### Financial Implications:

Advertising Costs with the West Australian Newspaper

### Voting Requirements:

Simple Majority

### Officers Recommendation:

That Council endorse the Review of Ward Boundaries & Councillor Representation discussion paper and advertise this document seeking public submissions closing 29<sup>th</sup> May 2009.

### Johnstone/Cavanagh

That Council endorse the Review of Ward Boundaries & Councillor Representation discussion paper and advertise this document seeking public submissions closing 29<sup>th</sup> May 2009.

**Carried 7/0  
Resolution 220/09**

<b>Report Reference:</b>	<b>8.4.3</b>
<b>Subject:</b>	<b>Adjustments to Shire boundaries – Shire of West Arthur</b>
<b>File Reference:</b>	4.50.25
<b>Statutory Reference:</b>	<i>Local Government Act 1995, Schedule 2.1</i>
<b>Author &amp; Date:</b>	R.N Duff 3 <sup>rd</sup> April 2009

### Background:

In 1994 an approach was made by the Shire of West Arthur to make boundary adjustment in the south of the Shire. The driving force behind this proposal was that many of the ratepayers in the south of the Williams Shire had their community of interest in the West Arthur Shire.

The Shire of Williams agreed to this proposal subject to a reciprocal exchange of land and ratepayer coming from West Arthur to Williams in the Tarwonga locality. Some surveys of ratepayers in the Williams Shire were completed with the following results.

Electors Responded	35
No Response	7
<b>Total</b>	<b>42</b>

Electors in favour of change	29
Electors against	4
Undecided	2
No Response	7
<b>Total</b>	<b>42</b>

A survey of electors in the West Arthur Shire was inconclusive because of a lack of response.

The process was halted in July 1996 pending the implications of the Local Government Structural Reform Advisory Committee report. No further action was taken to address this issue.

**Comment:**

This issue was recently raised at a joint meeting of both the West Arthur and Williams Shire.

The boundary alteration process is as follows

- The council resolves to undertake boundary alterations; **15<sup>th</sup> April 2009**
- Identify effected landholders and draw up maps
- Write to effected Landholders seeking feedback
- Draft proposal for Council adoption; **20<sup>th</sup> May 2009**
- Public submission period closes; **10th June 2009**
- Council considers all submissions and makes a decision; **17th June 2009**
- The Council submits a report to the Local Government Advisory Board (the Board) for its consideration; **30th June 2009** and
- (If a change is proposed) The Board submits a recommendation to the Minister for Local Government and Regional Development (the Minister). **October 2009 (If changes cannot be implemented by the LGAB) October 2011**

A list of landholders which could possibly be exchanged between the two Shire's is attached at **APPENDIX 3** along with the proposed landholder letter and survey.

**Financial Implications:**

Significant staff resources will be required.

**Voting Requirements:**

Simple majority

**Officers Recommendation:**

For Council's consideration.

**Earnshaw/Medlen**

That the affected landholders be surveyed to ascertain their opinions regarding a reciprocal boundary adjustment with the Shire of West Arthur.

**Carried 7/0  
Resolution 221/09**

<b>Report Reference:</b>	<b>8.4.4</b>
<b>Subject:</b>	<b>LGIS 2009 Inter Municipal Golf Tournament</b>
<b>File Reference:</b>	4.1.30
<b>Statutory Reference:</b>	Nil.
<b>Author &amp; Date:</b>	R.N Duff 6 <sup>th</sup> April 2009

**Background:**

The Inter Municipal Golf Tournament is an annual event for Western Australian local governments. The winner of the previous year's tournament has the honour of hosting the event in their Shire. Hosting the event is an excellent fundraiser for the local golf club catering for up to 200+ people.

**Comment:**

This year's event will be held in Katanning on the 4<sup>th</sup> September 2009 with registrations closing on the 31<sup>st</sup> July. Each Council can submit one team of four players.

**Financial Implications:**

Team registrations.

**Voting Requirements:**

Simple majority

**Officers Recommendation:**

For Council's consideration.

<b>Report Reference:</b>	<b>8.4.5</b>
<b>Subject:</b>	<b>Plan for the Future – 2009/2010 to 2013/2014</b>
<b>File Reference:</b>	4.21.40
<b>Statutory Reference:</b>	Section 5.56 of the <i>Local Government Act 1995</i>
<b>Author &amp; Date:</b>	R.N Duff 3 <sup>rd</sup> April 2009

**Background:**

Council generally reviews the Plan for the Future in May of each year. Adoption of the plan must be advertised and residents given the opportunity to comment on the plan.

**Comment:**

Councillors are requested to forward any project ideas to the CEO prior to this meeting for inclusion in the Draft Plan for the Future.

**Financial Implications:**

Items included in the Plan for the future will be considered in the 2009/10 budget and future budgets.

**Voting Requirements:**

Simple Majority

**Officers Recommendation:**

For Council's consideration.

<b>Report Reference:</b>	<b>8.4.6</b>
<b>Subject:</b>	<b>Annual Review of Senior Employees (Chief Executive Officer, Deputy CEO and Works Supervisor)</b>
<b>File Reference:</b>	4.50.25
<b>Statutory Reference:</b>	Section 5.38 of the <i>Local Government Act 1995</i>
<b>Author &amp; Date:</b>	R.N Duff 3 <sup>rd</sup> April 2009

**Background:**

Council generally reviews the senior employees' performance in May of each year. Last year this was done in conjunction with the meeting held to review the Plan for the Future.

**Comment:**

Once the date is set, written notification is required to each officer advising of the review.

**Financial Implications:**

Salaries are included in the 2009/10 Budget

**Voting Requirements:**

Simple Majority

**Officers Recommendation:**

For Council's consideration.

**Medlen/Johnstone**

That the annual road inspection, Plan for the Future Meeting and annual review of senior employees be held on Monday 20<sup>th</sup> April 2009 commencing at 1.00pm.

**Carried 7/0  
Resolution 222/09**

<b>Report Reference:</b>	<b>8.4.7</b>
<b>Subject:</b>	<b>Delegations Register Review</b>
<b>File Reference:</b>	4.22.00
<b>Statutory Reference:</b>	Section 5.46(2) of the <i>Local Government Act 1995</i>
<b>Author &amp; Date:</b>	R.N Duff 3 <sup>rd</sup> April 2009

**Background:**

Council needs to review the Delegations Register each year (Councillors should refer to their Policy Manual which contains the register). The last review was done in March 2008.

**Comment:**

No changes are being recommended unless Council has any change they wish to put forward.

**Financial Implications:**

Nil.

**Voting Requirements:**

Absolute Majority

**Recommendation:**

*That the Delegations Register be endorsed as presented.*

**Johnstone/Cavanagh**

That the Delegations Register be endorsed as presented.

**Carried 7/0  
Resolution 223/09**

<b>Report Reference:</b>	<b>8.4.8</b>
<b>Subject:</b>	<b>Review of Class 2/3 Restricted Access Vehicle Network</b>
<b>File Reference:</b>	12.15.36
<b>Statutory Reference:</b>	Nil.
<b>Author &amp; Date:</b>	R.N Duff 3 <sup>rd</sup> April 2009

**Background:**

A request was made by Main Roads at the March Council meeting to review our Class 2/3 RAV network prior to amendments to their website.

The letter requests the following

1. Approve the existing vehicle combinations permitted on the roads.
2. View issues that may affect inter-Shire RAV traffic movement.
3. The addition/modification/deletion of local conditions on certain roads/routes
4. Delete authorization for the future usage of existing roads/routes
5. Request Main Roads to make specific additions (after an assessment) of additional roads/routes. This may also include “closing gaps” in the existing networks.


A response is required before the 17<sup>th</sup> April.

**Comment:**


The Work Supervisor and the CEO have conducted a review of our network and have suggested the following alterations.

Road No.	Road Name	Current	Proposed Class			Speed km/hr
4300002	QUINDANNING - DARKAN RD	3	4	Low Vol	Type A	60
4300004	CONGELIN - NARROGIN RD	3	4	Low Vol	Type A	60
4300005	FOURTEEN MILE BROOK RD	3	4	Low Vol	Type A	60
4300009	DARDADINE RD	3	4	Low Vol	Type A	60
4300012	ZILKO RD	3	4	Low Vol	Type A	60
4300013	HURLEY RD	3	4	Low Vol	Type A	60
4300014	NARRAKINE RD	3	4	Low Vol	Type A	60
4300015	GLENFIELD RD	3	4	Low Vol	Type A	60
4300016	TARWONGA EAST RD	3	4	Low Vol	Type A	80
4300021	WESTMERE RD	3	4	Low Vol	Type A	60
4300023	WANGELING GULLY RD	3	4	Low Vol	Type A	60
4300026	MEDLEN RD	3	4	Low Vol	Type A	60
4300031	EXTRACTS RD	3	4	Low Vol	Type A	60
4300038	TAYLOR RD	3	4	Low Vol	Type A	60
4300121	CARNE RD	3	4	Low Vol	Type A	60

**Network 3 Vehicle**

Class2	March 2008						
	VEHICLE DESCRIPTION AND CONFIGURATION	AST	L (m)	MLM (t)	H (m)	SAG	AG
Cat. 3	 Prime-mover, semi-trailer towing a ≤5 axle	(A)	>19.0 ≤27.5	84.0	≤4.6 note (4)	Either	5

**Network 4 Vehicle**

Class <b>2</b>	<b>March 2008</b>						
	<b>VEHICLE DESCRIPTION AND CONFIGURATION</b>	AST	L (m)	MLM (t)	H (m)	SAG	AG
Cat. 4	 Prime-mover, semi-trailer	(A)	>19.0 ≤27.5	87.5	4.6 note (4)	Either	5

**Conditions for RAV use on roads**

Each of the General Category Roads has been given the conditions:

- CV7 "No RAV operation on unsealed segments when visibly wet" and
- CA07 "A current written approval from Local Government, permitting use of the road, must be carried and produced on demand"

Each of the Low Volume TYPE A Roads will automatically carry the Low Volume Conditions of:

- Operation during day light hours only.
- No operation on unsealed road segments when visibly wet.
- Headlights to be switched on at all times.
- Speed Restrictions to be observed
- Direct radio contact must be maintained with other RAV's to establish their position on or near the Road (Suggested UHF Ch 40).
- School Bus curfews - School Bus routes should be avoided where possible between the times of 7.30am and 9.00am and 3.00pm and 4.30pm on school days must be observed.
- Current written approval from the Shire of Williams to use the road must be carried in the vehicle and produced on demand.

**Financial Implications:**

Nil.

**Voting Requirements:**

Simple Majority

***Recommendation:***

*That Council endorses the alterations to the Class 2/3 RAV network included in the above table.*

***Medlen/Cavanagh***

That Council endorses the alterations to the Class 2/3 RAV network included in the above table.

**Carried 7/0  
Resolution 224/09**

<b>Report Reference:</b>	<b>8.4.9</b>
<b>Subject:</b>	<b>Structural Reform Checklist</b>
<b>File Reference:</b>	3.3.1
<b>Statutory Reference:</b>	Nil.
<b>Author &amp; Date:</b>	R.N Duff 9 <sup>th</sup> April 2009

**Background:**

The Minister has requested that each local government complete and return the Local Government Reform Checklist from the Guidelines, to the Steering Committee for its information by Thursday **30 April 2009**.

**MINUTES OF THE ORDINARY MEETING HELD IN THE COUNCIL CHAMBERS ON  
WEDNESDAY 15<sup>TH</sup> APRIL 2009**

**Comment:**

The Checklist document is in the process of being completed and forwarded to the Minister by the due date.

**Financial Implications:**

Nil.

**Voting Requirements:**

Simple Majority

**Recommendation:**

*For Council discussion*

**Cavanagh/Johnstone**

That Council engage Access Economics to prepare an economic sustainability report on the Shire of Williams.

**Carried 7/0  
Resolution 225/09**

<b>Report Reference:</b>	<b>8.4.10</b>
<b>Subject:</b>	<b>2009 WALGA Local Government Convention</b>
<b>File Reference:</b>	4.1.30
<b>Statutory Reference:</b>	Nil.
<b>Author &amp; Date:</b>	R.N Duff 7 <sup>th</sup> April 2009

**Background:**

The Western Australian Local Government Association holds an annual conference including their Annual General Meeting in Perth. The Shire of Williams has sent delegates to the conference in previous years.

**Comment:**

This year's conference is being held from Thursday 6<sup>th</sup> August to Saturday 8<sup>th</sup> August 2009. A conference program is available from the CEO for interested Councillors. Registrations close on the 1<sup>st</sup> July 2009, but in order to secure places on certain tours etc the earlier the registration the better.

4 Rooms have been pre-booked at the Medina Apartments for the conference.

**Financial Implications:**

An amount of \$5,000 was included in the 2008/09 budget.

**Voting Requirements:**

Simple Majority

**Recommendation:**

*That Councillors register their interest in attending the 2009 WALGA Local Government Convention.*

**8.4 CHIEF EXECUTIVE OFFICER'S REPORT – LATE ITEMS**

**Cavanagh/Prowse**

That the following late item be accepted as urgent for discussion.

**Carried 7/0  
Resolution 226/09**

<b>Reference:</b>	<b>8.4.11</b>
<b>Subject:</b>	<b>Dust Complaint – 429 Zilko Rd Quindanning</b>
<b>File Reference:</b>	12.15.36
<b>Statutory Reference:</b>	<i>Nil.</i>
<b>Author &amp; Date:</b>	R.N Duff 15 <sup>th</sup> April 2009

**Background:**

A letter (Attached) has been received from the owners of 429 Zilko Rd complaining at the amount of dust and stones being thrown up by passing vehicles.

**Comment:**

The house is only metres away from the road verge and the owners are asking Council to consider sealing the section of road in front of the house.

If Council were to agree to this request at least 50m each side of the house would have to be sealed to minimise dust. Similar requests in the past

**Policy Implications:**

**8.5 Upgrading of existing roads**

Policy: Where users request sections of a road to be upgraded to a standard higher than Council considers is warranted, Council may enter into an agreement to upgrade the road to the desired standard.

As a general principle, the landowner or user will be required to fund the cost of all materials required for the upgrading above the standard considered adequate by Council, and Council will fund all labour costs and materials required to meet the warranted standard.

Written agreement is to be made prior to any work commencing.

**Financial Implications:**

Current full construction costs including plant, labour and materials is \$75,000 per km

To seal and widen 100m -  $\$75,000/10 = \$7,500$

**Materials Cost**

Gravel

$100\text{m} \times 7\text{m} \times 100\text{mm} \times \$1.10 = \$770$

Bitumen

$1^{\text{st}} \text{ coat} = 100\text{m} \times 7\text{m} \times 1.2\text{lt} \times \$1.25 = \$1,050$

$2^{\text{nd}} \text{ coat} = 100\text{m} \times 7\text{m} \times 1.5\text{lt} \times \$0.97 = \$1,018.50$

Metal

$1^{\text{st}} \text{ coat} = 100\text{m} \times 7\text{m} / 70 \times 1.5 = 15 \text{ tonne} \times \$40 = \$600$

$2^{\text{nd}} \text{ coat} = 100\text{m} \times 7\text{m} / 80 \times 1.5 = 13 \text{ tonne} \times \$40 = \$520$

Signage

$2 \times \$150 = \$300$

**Total Materials Cost = \$4,258.50**

**Voting Requirements:**

Simple Majority

***Recommendation:***

**That Council agrees to seal 100m in front of 429 Zilko Rd, subject to the owners agreeing to pay the cost of materials.**

***Earnshaw/Medlen***

That Council agrees to seal 100m in front of 429 Zilko Rd, subject to the owners agreeing to pay the cost of materials.

**Carried 7/0  
Resolution 227/09**

**Afternoon Tea**

Council adjourned for afternoon tea at 3.05pm and resumed the meeting at 3.40pm

Environmental Health Officer/Building Surveyor Steve friend attended the meeting at 3.40pm to discuss his report.

**8.3 ENVIRONMENTAL HEALTH OFFICER/BUILDING SURVEYOR'S REPORT**

**Building Permits**

#237	G & M Welch	Lot 44 Fry Street, Williams	Zinc clad patio
#238	N Goodridge	Lot 332 Richardson Street, Williams	Zinc patio
#239	G Mills & C Matthews	Lot 129 Richmond Street, Williams	Hardiplank & zinc dwelling
#240	Plunkett Homes P/L	Lot 2 Growse Street	D/brick & tile house

Building inspections ongoing.

**Food Premises Inspection**

Shell Roadhouse – Very cleanly maintained. There is an existing problem with the ceiling which has been addressed with the owners.

BP Roadhouse – Cleanly maintained. There is a problem with the floor in the kitchen that needs addressing and a problem with mould in the male ablutions. Both have been brought to the attention of management.

**Environmental Health Inspection**

Williams Motel – All rooms clean.

Williams Caravan Park – Park well maintained. No outstanding issues.

**Development Application**

Nil

**Water Samples**

Water samples taken from Kievi Lodge. Sample results were good.

**Other Business**

Quindanning Inne – Waste water disposal. A lot of time has been spent with the owners and various contractors trying to work out the best scenario to dispose of the waste water. At the point of writing this report there is still no clear solution to the problem although the building is almost finished.

***Carne/Prowse***

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

**Carried 7/0  
Resolution 228/09**

***Medlen/Carne***

That the following late item be accepted as urgent for discussion.

**Carried 7/0  
Resolution 229/09**

### **Keeping Roosters in Town**

A complaint has been received regarding the keeping of roosters in the town with a request that Council enforce the Local Health Bylaws in this regard.

A notice is to be placed in The Williams advising that under Council's Local Health Bylaws the keeping of roosters in town is not permitted.

Mr Friend left the meeting at 4.05pm

## **8.5 DEPUTY CHIEF EXECUTIVE OFFICER'S REPORT**

### **8.5.1 ACCOUNTS FOR PAYMENT**

That Municipal Fund cheques 102273 – 102286 and direct debits totalling \$106,398.36 and Trust Fund cheques 1105 – 1108 totalling \$596.00 approved for payment by the Chief Executive Officer be endorsed and that Municipal Fund cheques 102287 - 102328 totalling \$70,101.93 be approved for payment.

**Carried 7/0  
Resolution 230/09**

### **8.5.2 FINANCIAL STATEMENTS**

#### ***Earnshaw/Johnstone***

That the financial statements presented for the period ending 31<sup>st</sup> March 2009 be received.

**Carried 7/0  
Resolution 231/09**

## **8.6 COUNCILLORS**

### **8.6.1 Pavilion PA System**

Cr Cavanagh advised that following the receipt of an initial quotation to install a fixed PA System in the Pavilion that was considered to be excessive another quote has been received from Morrison's Public Address and Professional Audio for a portable PA System that will be more than adequate for use in the Pavilion and also can be used outside. The quoted price of \$7,390.50 including GST is under the budget estimate.

## **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**

#### ***Carne/Earnshaw***

That discussion on the appearance of the Williams Medical Centre be accepted as urgent business for discussion.

**Carried 7/0  
Resolution 232/09**

**10.1.1 WILLIAMS MEDICAL CENTRE**

Cr Prowse advised that a preliminary attempt has been made to clean up the surrounds of the Williams Medical Centre, however no ongoing effort has been made to maintain the gardens.

***Prowse/Earnshaw***

That another letter be forwarded to the Manager, Primary Health in Narrogin expressing disappointment with the lack of effort put into the maintenance of the Williams Medical Centre surrounds.

**Carried 7/0  
Resolution 233/09**

**10.2 STAFF**

Nil

**11.0 INFORMATION SESSION**

**12.0 MEETING CLOSURE**

There being no further business for discussion the President declared the meeting closed at 5.25pm.