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with access to modern services and infrastructure,
in a unique part of the world*

SUMMARY MINUTES

of the

Ordinary Meeting of Council

held

WEDNESDAY 19th JUNE 2019

Shire of Cuballing
Council Chambers
Campbell Street, Cuballing

COUNCIL MEETING PROCEDURES

1. All Council meetings are open to the public, except for matters raised by Council under “confidential items”.
2. Members of the public may ask a question at an ordinary Council meeting at “Public Question Time”.
3. Members of the public who are unfamiliar with meeting procedures are invited to seek advice at the meeting. If unsure about proceedings, just raise your hand when the Presiding Member announces Public Question Time.
4. All other arrangements are in accordance with the Council’s standing orders, policies and decisions of the town.

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In particular, and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of the Shire of Cuballing during the course of any meeting is not intended to be and is not taken as notice or approval from the Shire of Cuballing. The Shire of Cuballing warns that anyone who has an application lodged with the Shire of Cuballing must obtain and only should rely on WRITTEN CONFIRMATION of the outcome of that application and any conditions attaching to the decision made by the Shire of Cuballing in respect of the application.

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1. DECLARATION OF OPENING:

The Shire President, Cr Conley, declared the meeting open at 2.03pm.

2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE:

2.1.1 Attendance

Cr Mark Conley	President
Cr Eliza Dowling	Deputy President
Cr Scott Ballantyne	(entered at 2.09pm)
Cr Roger Newman	
Cr Tim Haslam	
Cr Dawson Bradford	

Mr Gary Sherry	Chief Executive Officer
Ms Bronwyn Dew	Deputy Chief Executive Officer
Mr Bruce Brennan	Manager of Works and Services

Mr Paul Lewis
Mr John Robertson
Ms Helen Elliott
Ms Barbara Smith
Ms Donna Morgan
Mr Peter Culpit

2.1.2 Apologies

Nil

2.1.3 Leave of Absence

Nil

3. STANDING ORDERS:

COUNCIL DECISION – 2019/48:

That Standing Orders be suspended for the duration of the meeting to allow for greater debate on items.

Moved: Cr Dowling

Seconded: Cr Haslam

Carried 5/0

4. PUBLIC QUESTION TIME:

4.1 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE:

Nil

4.2 WRITTEN QUESTIONS PROVIDED IN ADVANCE:

Nil

4.3 PUBLIC QUESTIONS FROM THE GALLERY:

4.3.1 Cuballing War Memorial Redevelopment

Mr John Robertson asked what time during the meeting would the Cuballing War Memorial Redevelopment be debated.

The Shire President, Cr Conley, advised that he intended to bring forward debate on the Cuballing War Memorial Redevelopment to after the presentation to Council.

4.3.2 Cuballing War Memorial Redevelopment

Mr John Robertson detailed the process of his design and support for a structure on the Cuballing War Memorial Park and desire for improved drainage on the site that commenced at the Shire of Cuballing Annual Electors Meeting in 2016. Mr Robertson has offered his services to construct a cruciform structure on the site with the Shire of Cuballing to provide the materials and unskilled labour to assist. Mr Robertson has also mapped the drainage requirements for the site and believes that the drainage can be easily piped to remove the open drain. Now the Shire of Cuballing has released a draft scope of works for the site that doesn't include either the cruciform structure or the improved drainage. Mr Robertson asked why this was the case.

Cr Ballantyne entered the meeting at 2.09pm

The Shire President, Cr Conley, advised that Council had not dismissed any idea at this time. Further while he supported the idea of structure on the site, Council did wish to ensure that the siting of a structure on the Cuballing War Memorial site and Council did not wish to detract from the existing war memorial.

4.3.4 Postal Voting Election

Mr Paul Lewis noted Council's consideration later in the meeting of conducting a Postal Voting election. Mr Lewis believed that the cost of holding such an election was greater than any benefit provided.

The Shire President, Cr Conley, noted that the Shire of Cuballing had historically held Voting In Person elections.

4.3.3 Cuballing War Memorial Redevelopment

Mr Paul Lewis noted Council's consideration later in the meeting of conducting a Cuballing War Memorial Redevelopment. Mr Lewis believed that in completing the works on the site, that the scrubby trees around the Memorial need to be removed as part of the works.

The Shire President, Cr Conley, noted Mr Lewis's opinion.

4.3.5 74 Austral Street – Future Development

Ms Barbara Smith noted the Shire of Cuballing's recently released plans for the 74 Austral Street site that again included a commercial industrial site. Ms Smith believed that the Council had previously scrapped this idea after community pressure. The new proposal does include residential blocks, however these are located beside the commercial industrial site. The only change from the previous plan appears to be the inclusion of an access from Austral Street.

The Shire President, Cr Conley, noted Ms Smith's opinion and advised that The Austral Street connection was included in the plan to allow utility services to be connected to the lot fronting Alton Street at some time in the future. Any vehicle access to the site would be from Alton Street.

4.3.6 74 Austral Street – Future Development

Mr John Robertson noted Council's unwillingness to listen to community comment on the previous plans for 74 Austral Street site. Mr Robertson believed Council does not listen to the community. Mr Robertson questioned the size of the industrial lots, believing that Cuballing residential properties required much larger lots. Mr Robertson believes that Council should be focused on bring families to Cuballing first and business will follow.

The Shire President, Cr Conley, believed that the Council should listen to the entire community and this is what the Council is doing. Cr Conley noted that the loudest community voices may not be the majority.

4.3.3 Cuballing War Memorial Redevelopment

Ms Barbara Smith believed that a shade structure at the Cuballing War Memorial site would not detract from the memorial itself.

The Shire President, Cr Conley, noted Ms Smith's opinion.

4.3.7 Youth Week Bus Shelter Project

Ms Helen Elliott asked if the Youth Week grant had been acquitted? Ms Elliott asked if the finishing of the painting was required to be completed by youth?

The Chief Executive Officer, Mr Sherry, advised that the he believed the grant to be acquitted given the majority of the work had been completed. Mr Sherry advised that the completion of

the painting on the external walls of one bus shelter did not need to be completed by youth and the Shire would schedule this to be done.

4.3.8 Tourism Brochure

Ms Helen Elliott asked about the Shire completing the tourism brochure featuring the built heritage of the Cuballing.

The Chief Executive Officer, Mr Sherry, advised that the Shire was completing a tourist brochure for the environmental heritage at Yornaning Dam with a desire to complete further brochures. In completing a brochure for the built heritage, Mr Sherry wasn't sure what tourist activity would be promoted, given that on any day very few of the unique heritage buildings could actually be accessed by tourists.

5. **APPLICATIONS FOR LEAVE OF ABSENCE:**

Nil

6. **CONFIRMATION OF MINUTES:**

6.1.1 Ordinary Meeting of Council held on Wednesday 15th May 2019

COUNCIL DECISION – 2019/49:

That the minutes of the Ordinary Meeting of Council held on Wednesday 15th May 2019 be confirmed as a true record of proceedings.

Moved: Cr Dowling

Seconded: Cr Bradford

Carried 6/0

7. **PETITIONS/DEPUTATIONS/PRESENTATIONS/ SUBMISSIONS:**

7.1.1 Bushfire Risk Management Planning

Ms Donna Morgan, DFES Upper Great Southern Region's Bushfire Risk Management Planning Officer, and Mr Peter Cupitt, Bushfire Risk Management Planning Officer currently employed by the Shire Boddington, made a presentation on the upcoming preparation of a Bushfire Risk Management Plan for the Shire of Cuballing.

Ms Morgan and Mr Cupitt advised that:

- The Bushfire Risk Management Planning program has arisen from recent investigations into bush fires, commencing from the Kelty Report into the fire at Roleystone;

- The Bushfire Risk Management Planning program was being rolled out across the state. Ms Morgan and Mr Cupitt have completed Bushfire Risk Management Plans for Shire's including Boddington, Wagin, Woodanilling and Williams;
- The Bushfire Risk Management Planning program would complete plans for the Shires of Cuballing and Narrogin and then Pingelly and Brookton and Wickepin and Kondinin;
- Completing a Bushfire Risk Management Plan allows access to considerable grant funding to complete bushfire risk mitigation works identified in the plan. The Shire of Wagin recently obtained \$200,000 to complete mitigation works on Mount Latham;
- The program to complete the Bushfire Risk Management Plan would include
 - Identifying human settlement, economic, environmental and cultural assets in the Shire;
 - Mapping these assets;
 - Undertaking a tenure blind risk assessment of the assets;
 - Evaluating the bushfire risk and making decision on the priority of the risks and treatments required; and
 - Producing a Bushfire Risk Management Plan and having the plan endorse by Council;

Cr Bradford asked if participating in the Bushfire Risk Management Planning program would require ongoing cost to the Shire of Cuballing. Ms Morgan advised that although Producing a Bushfire Risk Management Plan does require an annual reporting process to the DFES, the Shire of Cuballing would be able to access funding for capital works to complete measures identified in the plan.

Cr Dowling asked if the Bushfire Risk Management Plan took account of the change in climate. Ms Morgan noted that the Bushfire Hazard Level Assessment system on which the plan would be based takes account of the vegetation present on a site which would include the impacts of climate change.

Ms Morgan and Mr Cupitt left the meeting at 2.58pm.

8. DISCLOSURE OF FINANCIAL INTEREST:

Mr Bruce Brennan declared a Direct Financial Interest in 9.2.5 in that this matter concerns his employment contract.

9. REPORTS OF OFFICERS AND COMMITTEES:

The Shire President, Cr Conley, requested a change in the order of business to consider 9.2.8 Cuballing War Memorial Redevelopment at this time.

9.2.8	Cuballing War Memorial Redevelopment
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OFFICER'S RECOMENDATION

That Council adopt the proposed schedule of works for the Memorial Park in Cuballing including:

1. Connecting electricity to the site;

2. Installing bollards to define the area;
3. Removing trip hazards and increase the lawn area;
4. Installing automatic lawn reticulation;
5. Expanding the paving around the memorial monuments;
6. Replacing the flag pole;
7. Install seating; and
8. installing artwork in conjunction with a hedge along the eastern side of the memorial.

COUNCIL DECISION – 2019/50:

That Council defer this matter to the July 2019 Ordinary Meeting of Council with a site meeting to be held at 12.30pm on Wednesday 26 June 2019.

Moved: Cr Haslam

Seconded: Cr Ballantyne

Carried 6/0

Mr Robertson, Ms Elliott and Ms Smith left the meeting at 3.37pm.

9.1 DEPUTY CHIEF EXECUTIVE OFFICER:

9.1.1 List of Accounts Submitted for Council Approval and Payment – May 2019

COUNCIL DECISION – 2019/51:

That Council receives the List of Accounts for May 2019 paid under delegated authority in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996 payments including payments from Council's:

1. Trust Fund in May 2019 totalling \$28,287.70 included at Attachment 9.1.1A; and
2. Municipal Fund in May 2019 totalling \$257,215.23 included at Attachment 9.1.1B.

Moved: Cr Haslam

Seconded: Cr Bradford

Carried 6/0

9.1.2 Statement of Financial Activity – Period ending 31st May 2019

COUNCIL DECISION – 2019/52:

That the Statement of Financial Activity, as included at Attachment 9.1.2A for the Shire of Cuballing for period ending 31st May 2019 be received.

Moved: Cr Dowling

Seconded: Cr Ballantyne

Carried 6/0

9.2 CHIEF EXECUTIVE OFFICER:

9.2.1 2019 WAEC Election Postal Voting

COUNCIL DECISION – 2019/53:

That Council:

- 1. conducts a Voting in Person election in 2019;**
- 2. does not appoint the Western Australian Electoral Commission to conduct the October 2019 election on behalf of the Shire of Cuballing; and**
- 3. appoints the Chief Executive Officer, Mr Gary Sherry, as Returning Officer for the October 2019 election.**

Moved: Cr Ballantyne

Seconded: Cr Dowling

Carried 6/0

9.2.2 Memorandum of Understanding – Waste Transfer – Shire of Narrogin

COUNCIL DECISION – 2019/54:

That Council endorses the Memorandum of Understanding included as Attachment 9.2.2A with the Shire of Narrogin for the disposal of waste of the Shire of Cuballing at the Shire of Narrogin’s Waste Management Facility.

Moved: Cr Dowling

Seconded: Cr Ballantyne

Carried 6/0

9.2.3 Freedom of Information (FOI) Statement

COUNCIL DECISION – 2019/55:

That Council adopt the Draft Information Statement included at Attachment 9.2.3A.

Moved: Cr Ballantyne

Seconded: Cr Dowling

Carried 6/0

9.2.4 Draft Disability Access and Inclusion Plan 2019-2024

COUNCIL DECISION – 2019/56:

That Council approve:

- 1. the Shire of Cuballing Draft Disability Access and Inclusion Plan 2019-2024, included at Attachment 9.2.4A; and**
- 2. the Draft DAIP 2019-2024 Upgrade Program – June 2019 included at Attachment 9.2.4B.**

Moved: Cr Haslam

Seconded: Cr Dowling

Carried 6/0

Mr Bruce Brennan declared a Direct Financial Interest in 9.2.5 in that this matter concerns his employment contract and left the meeting at 4.03pm.

9.2.5 Manager Works and Services - New Employment Contract Discussions

COUNCIL DECISION – 2019/57:

That Council, whilst acknowledging that there is no compulsion on either the Council or the Manager Works & Services to agree to a new employment Contract, the Council shall seek to initiate discussions with the Manager Works & Services to enter into a new employment Contract.

Moved: Cr Ballantyne

Seconded: Cr Dowling

Carried 6/0

9.2.6 Delegating Council Authority – 2019/20

Mr Bruce Brennan entered the meeting at 4.06pm.

COUNCIL DECISION – 2019/58:

That Council endorses the draft Shire of Cuballing Delegations Register June 2019, included at Attachment 9.2.6A, as amended.

Moved: Cr Bradford

Seconded: Cr Newman

Carried 6/0

COUNCIL DECISION – 2019/59:

That Council:

1. Agree to participate in the Bushfire Risk Management Planning Program in conjunction with the Department of Fire and Emergency Services and the Shires Narrogin and Williams; and
2. endorse the actions of the Chief Executive Officer in signing the Bushfire Risk Management Planning Program Grant Agreement included at Attachment 9.2.7A.

Moved: Cr Ballantyne

Seconded: Cr Bradford

Carried 6/0

9.3 MANAGER OF WORKS AND SERVICES:

Nil

10. ELECTED MEMBERS' MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN:

Nil

11. URGENT BUSINESS WITHOUT NOTICE WITH THE APPROVAL OF THE PRESIDENT OR MEETING:

Nil

12. CONFIDENTIAL MATTERS:

Nil

13. NEXT MEETING

Special Council Meeting, 2.00pm, Wednesday 26th June 2019 at the Shire of Cuballing Council Chambers, Campbell Street, Cuballing.

Ordinary Council Meeting, 2.00pm, Wednesday 17th July 2019 at the Shire of Cuballing Council Chambers, Campbell Street, Cuballing.

14. CLOSURE OF MEETING:

There being no further business, the Shire President, Cr Conley, closed the meeting at 4.24pm.