



Special Meeting of Council

Minutes

**29 July 2014 (adjourned)
31 July 2014 (resumed)**

MINUTES OF SPECIAL MEETING OF COUNCIL
HELD IN COUNCIL CHAMBERS ON 29 JULY 2014 (ADJOURNED)
AND 31 JULY 2014 (RESUMED)

Preface

When the Chief Executive Officer approves these Minutes for distribution they are in essence "Unconfirmed" until the following Ordinary Meeting of Council, where the Minutes will be confirmed subject to any amendments made by the Council.

The "Confirmed" Minutes are then signed off by the Presiding Person.

Attachments that formed part of the Agenda, in addition to those tabled at the Council Meeting are put together as an addendum to these Minutes with the exception of Confidential Items.

Confidential Items or attachments that are confidential are compiled as separate Confidential Minuted Agenda Items.

Unconfirmed Minutes

These minutes were approved for distribution on 1 August 2014.



Stan Scott
FOR
CHIEF EXECUTIVE OFFICER

Confirmed Minutes

These minutes were confirmed at a meeting held on 26 August 2014.

Signed: 

Note: The Presiding Member at the meeting at which the minutes were confirmed is the person who signs above.

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ADDENDUM *with separate index follows Item 11.*

Shire of Toodyay

SPECIAL MEETING – 29 JULY 2014

MINUTES

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Cr David Dow, Shire President declared the meeting open at 10.02 am.

2. RECORDS OF ATTENDANCE

Members

Cr D Dow	Shire President
Cr B Lloyd	Deputy Shire President
Cr P Greenway	
Cr A McCann	
Cr T Chitty	
Cr B Rayner	
Cr C Firms	<i>arrived at 10.25 am.</i>
Cr S Craddock	
Cr R Madacsi	

Staff

Ms A Bell	Manager Community Development
Ms C Delmage	Manager Corporate Services
Mr G Bissett	Manager Planning & Development
Mr L Vidovich	Manager Works and Services
Mr C Munson	Community Emergency Services Manager
Mrs M Rebane	Executive Assistant
Ms C Skinner	Administration Officer

Visitors

D Larkin
D Mustchin
B Ruthven

2.1 APOLOGIES

Nil.

3. DISCLOSURE OF INTERESTS

The Chief Executive Officer advised that no disclosures of interest in the form of a written notice had been received prior to the commencement of the meeting.

4. PUBLIC QUESTIONS

4.1 PUBLIC QUESTION TIME

D Larkin

Question One

The Morangup Progress Association wish to know if their letter requesting replacement of chairs was received by Council and if it was approved?

The Shire President replied that the letter was included in the community sponsorship requests being considered by Council during the 2014/2015 budget deliberations. No decision has been made as Council was awaiting the answer to a question they had asked on 24 July 2014 regarding ownership of the chairs.

Question Two

Is there an allocation for the chairs in the draft budget?

The Shire President advised that \$1,500 had been recommended but as yet no decision has been made until the ownership of the chairs is clarified.

5. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

5.1 PETITIONS

Nil.

5.2 DEPUTATIONS

Nil.

5.3 PRESENTATIONS

Nil.

5.4 SUBMISSIONS

At 10.09 am D Mustchin, on behalf of the Morangup Progress Association, tabled a submission and correspondence from the Morangup Progress Association.

D Larkin, on behalf of Morangup Progress Association, addressed Council regarding purchase of chairs for Morangup Community Centre.

6. PURPOSE OF MEETING

6.1 2014/2015 Annual Budget

Date of Report:	16 July 2014
Proponent:	Shire of Toodyay
File Ref:	FIN8
Author:	Cherie Delmage – Manager Corporate Services
Responsible Officer:	Cherie Delmage – Manager Corporate Services
Officer’s Disclosure of Interest:	Nil
Attachments:	<ol style="list-style-type: none"> 1. Draft 2014/2015 Annual Budget; 2. 2014/2015 Schedule of Fees & Charges; 3. Differential Rating Advertisement/s; 4. Submissions (nil); and 5. Supplementary Documentation/Information.
<i>Note: The attachments listed are provided as separate attachments to the Agenda.</i>	
Voting Requirements:	Absolute Majority

INTRODUCTION

Local Governments must prepare annual budgets in the format as prescribed in the *Local Government Act 1995* (the Act) and the *Local Government (Financial Management) Regulations 1996*. Council is requested to consider and adopt the attached 2014/2015 Annual Budget.

BACKGROUND

The Shire of Toodyay commenced the 2014/2015 budget process in February 2014.

Councillors and officers were requested to make submissions and recommendations for budget inclusions. This was to ensure that not only the standard functions of Council, but also other projects identified within strategic

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planning documents, would be appropriately included in the draft budget for Council consideration.

The draft budget was provided to Councillors on Friday 20 June 2014 for consideration. The 2014/2015 Draft Annual Budget was then discussed as follows:

- Council Forum - Wednesday 2 July 2014;
- Special Council Meeting – Tuesday 8 July 2014;
- Council Forum – Thursday 10 July 2014; and
- Council Forum/Special Council Meeting - Tuesday 15 July 2014.

Council will next meet to discuss the 2014/2015 Annual Budget on Thursday 24 July 2014.

Further to this, at its meeting held 24 June 2014, Council resolved:

That Council advertise its intention to adopt the following differential and minimum rates for the 2014-15 financial year:

<i>Category of Property</i>	<i>Rate in \$</i>	<i>Minimum Payment \$</i>
<i>General Rate - Gross Rental Value (GRV)</i>		
<i>Residential</i>	<i>11.4591</i>	<i>1,150.00</i>
<i>Commercial</i>	<i>13.6567</i>	<i>1,150.00</i>
<i>Industrial</i>	<i>12.5160</i>	<i>1,150.00</i>
<i>Rural</i>	<i>11.4591</i>	<i>1,150.00</i>
<i>General Rate - Unimproved Value (UV)</i>		
<i>General</i>	<i>0.8181</i>	<i>1,150.00</i>
<i>Morangup</i>	<i>0.8181</i>	<i>1,150.00</i>
<i>Rural</i>	<i>0.8181</i>	<i>1,150.00</i>

This advertising took place in the Avon Advocate (28 June 2014) and the Toodyay Herald (July 2014). At the close of submission period (4.30pm Friday 18 July 2014), no submissions had been received.

CONSULTATION

Consultation and discussion has occurred between Councillors and senior staff, accountant and the Rates/Finance Officer.

Community requests for donations and/or sponsorships have also been considered.

STATUTORY ENVIRONMENT

Part 6 of the *Local Government Act 1995* provides the legislative framework for financial management including preparation of the budget and the imposition of rates and service charges and other fees and charges.

The Act is supported by the *Local Government (Financial Management) Regulations 1996*. Regulations 22 to 33 (inclusive) relate to the Annual Budget. This report is consistent with legislative requirements.

POLICY IMPLICATIONS

This proposal does not contain any notable policy implications.

FINANCIAL IMPLICATIONS

This agenda item provides for the adoption of the 2014/2015 Annual Budget and the imposition of rates, fees and charges for the 2014/2015 financial year.

In the Shire of Toodyay Strategic Community Plan, the intention to increase rates by 10% per annum during the life of the plan was established. The introduction of differential rating will allow rate increases to be more equitably distributed between Commercial, Industrial, Residential and Vacant land.

STRATEGIC IMPLICATIONS

This budget provides financial strategies for the ensuing twelve months and in some cases beyond, based on Council's Strategic Plan.

ENVIRONMENTAL IMPLICATIONS

This proposal does not contain any notable environmental implications.

SOCIAL IMPLICATIONS

This proposal does not contain any notable social implications.

OFFICER'S COMMENT

This draft budget is presented to Council for consideration as the result of deliberations undertaken during Council Forums, Audit Committee meetings and increased requirements by the Department of Local Government and Communities in regards to Integrated Planning & Reporting and the ongoing implementation of Fair Value Accounting.

Council operating expenditure for 2014/2015 (\$8.9 million) has been maintained in line with 2013/2014 actuals (\$9 million) and budgeted operating revenue for 2014/2015 is up by \$3 million being predominantly, the carried forward

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expectation of receiving Royalties For Regions funding towards the AROC Aged Care Project.

Capital Expenditure of \$10.6million for 2013/2014 has been predominantly carried forward resulting in budget capital expenditure for 2014/2015 of \$8.4 million. These projects include:

- Completion of Cat Pound - \$30,000 - Carried Forward;
- Purchase of Land (Federation Square) - \$125,000 – offset by Reserve Transfer - Carried Forward;
- Recreation Precinct Plan - \$100,000 – offset by Reserve Transfer - Carried Forward;
- Duidgee Skate Park – Stage 2 - \$150,000 (grant funded to \$50,000) - Carried Forward;
- Shire of Toodyay Entry Statements - \$35,000 - Carried Forward;
- Shire of Toodyay Information Bay - \$75,000 (grant funded to \$58,405) - Carried Forward;
- Avon Regional of Councils (AROC) Aged Care Housing Initiative - \$4,400,000 funded as follows - Carried Forward:
 - CLGF/RFR Regional Grant - \$2,742,412;
 - Butterly Cottages - \$857,588;
 - Shire of Goomalling - \$200,000;
 - Shire of Victoria Plains - \$200,000; and
 - Shire of Toodyay - \$400,000 (grant funded to \$350,000).
- Administration Computer replacement schedule - \$15,000;
- Refurbishment/refit of front administration office - \$20,000;
- Refurbishment/refit of Council Chambers kitchen - \$5,000;
- Continuation of Shire of Toodyay Strategic Fire Access and Egress Project namely Stage 4 – Vernon Hills - \$200,000 and Stage 4A – Lozanda Heights - \$100,000;
- Fire Water Tanks – Parkland - \$10,000 & Sand Spring - \$15,000;
- CCTV additions/expansion - \$25,000 (fully grant funded);
- Toodyay Community Centre Air Conditioning – Stage 1 - \$9,900,
- Refurbish & repair of public tennis courts to tennis & ball courts with lighting - \$95,000;
- Duidgee seating, playground equipment & retaining walls - \$80,000;
- Showground Pavilion – security, storage & painting - \$21,500;
- Library Server Upgrade - \$12,000;

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- Continuing upgrade to Heritage Buildings - \$106,700 including:
 - Museum – fencing, paving, flooring - \$19,600;
 - Police Stables – drainage, gutters, fencing & painting - \$28,500;
 - Donegan’s Cottage – heritage style security grills - \$6,600; and
 - Connor’s Mill – flooring on 2nd & 3rd floors - \$7,000.
- Heritage/Museum IT Computer & Programs - \$23,500 (grant funded to \$15,000);
- Toodyay Town-site Upgrade – Street Tree Planting - \$20,000;
- Completion of remediation of Old Depot site (Harper Road) including tank removal - \$30,000;
- GL: 137253 - additional standpipe or water tank to existing stand pipe to alleviate wait times and pressure on Northam-Toodyay road standpipe - \$20,000;
- GL: 147256 - Upgrade to Unclassified Heritage Buildings - \$112,200 including:
 - Bendigo Bank - \$96,200;
 - Syred’s Cottage - \$10,000; and
 - Connor’s Cottage - \$6,000;
- GL: 133332 - Community Depot includes the following works:
 - Sheds x seven - \$150,000 (partially grant funded);
 - Ramp - \$20,000;
 - Toilet, Shelter & BBQ Facility - \$72,000; and
 - Driveway & car park - \$50,000.

Major Infrastructure Projects

Regional Road Group Projects – 2/3 Funded By MRWA

- \$57,863 – Morangup Road;
- \$112,152 – ANZAC Avenue; and
- \$232,776 – Hamersley Street.

Roads to Recovery Projects – funded by Federal Government

- \$97,930 – Toodyay West Road;
- \$39,443 – Drummond Street; and
- \$147,640 – Drummond Street East.

Footpaths – 50% funded by Department of Transport

- \$39,656 – Toodyay Goomalling; and
- \$43,520 - ANZAC Avenue.

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Own Funds Construction

- \$69,326 – Hoddy Well Road;
- \$29,210 – Library Car Park;
- \$75,900 – Louisa Circle;
- \$10,080 – Flexuosa Place;
- \$20,480 – Henry Street;
- \$40,861 – Seventh Road;
- \$90,796 – Church Gully Road;
- \$134,341 – Grandis Road; and
- \$104,465 – Salt Valley Road.

Other significant projects are:

- Completion (second seal) of Dumbarton Road (funded from road contribution);
- Completion of Mountain Park Subdivision (funded from road contribution); and
- Completion of entire Charcoal Lane Car Park & Charcoal Lane Project as follows:
 - \$150,968 - Charcoal Lane Car Park Stage 2 (lower section) – Carried Forward;
 - \$175,000 - Charcoal Lane Car Park Stage 3 (upper section); and
 - \$47,000 - Charcoal Lane Car Park landscaping, steps etc.

Charcoal Lane Car Park Stage 2 has a grant allocation of \$100,000 from the Royalties for Regions Country Local Government Fund.

The completion of this Project will be an excellent achievement/accomplishment for the Shire of Toodyay and the townsite and provide great benefits to the residents and visitors.

The draft budget proposes to raise overall rates revenue by 10% as per Council adopted Shire of Toodyay Corporate Business Plan.

Valuation schedules for 2014/2015 were received from the Valuer Generals Office (VGO) for Unimproved Value land (UV), Rural Unimproved Value land (RUV) and Gross Rental Value land (GRV).

All UV and RUV land values are updated every year by the VGO. For the 2014/2015 year, the UV increases are negligible so that the objective rate increase can be achieved by simply increasing the rate in the dollar by 10%.

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GRV were updated this year as part of the regular five year cycle. Changes in valuations have not been consistent between different types of properties. The 2014/2015 financial year valuations for both UV Land and RUV land is negligible however, the GRV valuations increased significantly (37.93% overall).

To maintain relativity between residential, commercial and industrial rates compared to last year it is necessary to apply different rates in the dollar to different types of property.

This is referred to in the Act as differential rating. The intention to impose a differential rate must be advertised (copy of advertisement attached).

This advertising took place in the Avon Advocate (28 June 2014) and the Toodyay Herald (July 2014). At the close of submission period (4.30pm Friday 18 July 2014), no submissions had been received.

Other rating information to note is:

- Minimum rate remains at \$1,150;
- Cost of tip passes (\$35.00) each and number of tip passes (ten) to remain the same; and
- Waste Transfer Station Rate of \$80.00 per rateable property remains the same.

The formal motions associated with the adoption of Council's budget for 2014/2015 are listed below in the Officer's Recommendations.

OFFICER'S RECOMMENDATION

That Council, in accordance with Section 6.46 of the *Local Government Act 1995*:

1. Contribute \$500 towards a Rates Incentive Scheme which provides the following prizes to be determined by a draw for ratepayers whose rate notices are paid in full by the due date; and
2. Acknowledge the contributions made by businesses donating prizes for the Rates Incentive Prize as follows:
 - First Prize - \$1,000 cash (\$500 donated by Shire of Toodyay & \$500 donated by Bendigo Bank);
 - Second Prize - Stihl MS170 Chainsaw valued at \$299 donated by Toodyay Home Hardware;
 - Third Prize - Three Months Gym Membership valued at \$220 donated by Full Circle Gym;
 - Fourth Prize - Fourth Prize – wine tasting & lunch for two plus one dozen Plain Jane classic wines (red & white mix) valued at \$200 donated by Jane Brook

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	Estate Wines;
• Fifth Prize	- Cheque valued at \$200 donated by LJ Hooker Toodyay;
• Sixth Prize	- One night accommodation for two adults including full breakfast valued at \$200 donated by Julimar Cottage B&B;
• Seventh & Eighth Prize	- Double passes valued at \$170 donated by WA Symphony Orchestra (WASO);
• Ninth Prize	- Overnight stay with breakfast and use of all facilities valued at \$140 donated by Ipswich View B&B;
• Tenth Prize	- Two adult passes for Penguin & Sea Lion Boat Cruise valued at \$73 donated by Rockingham Wild Encounters;
• Eleventh Prize	- Gift Voucher valued at \$50 donated by Down Under Cellars;
• Twelfth Prize	- Gift Voucher valued at \$50 donated by Toodyay Post Office.
• Thirteenth Prize	- Half price voucher for one night accommodation valued at \$50 donated by Foxburrow;
• Fourteenth to Nineteenth Prize	- Six family passes (2 adults/2 kids) to the 2014 Toodyay Agricultural Show valued at \$40 each donated by the Toodyay Agricultural Society; and
• Twentieth Prize	- Gift Voucher valued at \$25 to spend at Toodyay Bakery donated by Toodyay Bakery.

OFFICER'S RECOMMENDATION

That Council, in accordance with the provisions of Section 6.13 of the *Local Government Act 1995*, Council resolves to charge interest on monies owed to Council (other than rates and service charges) at the rate of 11% per annum calculated daily, upon the monies having been owed for a period of thirty five (35) days or longer.

OFFICER'S RECOMMENDATION

That Council set the following fees for Rubbish and/or Recycling Removal/Collection:

Residential/Rural Living/Rural

First Mobile Garbage Bin – weekly collection		
- includes cost of recycle bin – fortnightly collection	230.00	GST exempt
Additional Recycle Bin	80.00	GST exempt
Additional Mobile Garbage Bin	80.00	GST exempt

Commercial/Light Industrial/Mixed Business

First Mobile Garbage Bin – weekly collection		
- includes cost of recycle bin – fortnightly collection	250.00	GST exempt
Additional Recycle Bin Collection	100.00	GST exempt
Additional Mobile Garbage Bins	100.00	GST exempt

OFFICER'S RECOMMENDATION

That Council, in accordance with the Fire & Emergency Services Act 1998 and the provisions of the Local Government Act 1995, imposes an Emergency Service Levy as notified from time to time by the Department Fire & Emergency Services.

OFFICER'S RECOMMENDATION

That Council:

1. In accordance with Section 6.51 of the *Local Government Act 1995*, impose interest at the rate of 11% per annum calculated daily, on all rates and service charges that remain unpaid after they become due and payable.
2. In accordance with Section 6.45 of the *Local Government Act 1995*, allow rates to be paid by instalments as follows and impose interest at the rate of 5.5% per annum calculated daily, on all instalment payments and a cost recovery charge of \$7.50 per instalment notice:

1 st Instalment date	2 September 2014
2 nd Instalment date	4 November 2014
3 rd Instalment date	6 January 2015
4 th Instalment date	10 March 2015

OFFICER'S RECOMMENDATION

That Council adopt and apply the following differential and minimum rates to Shire of Toodyay properties as part of the 2014/2015 Annual Budget process:

General Rate – Gross Rental Value (GRV)

GRV – Residential	11.4591 cents in the dollar
GRV – Commercial	13.6567 cents in the dollar
GRV – Industrial	12.5160 cents in the dollar
GRV – Rural	11.4591 cents in the dollar

General Rate – Unimproved Value (UV)

UV – General	0.8181 cents in the dollar
UV – Morangup	0.8181 cents in the dollar
UV – Rural	0.8181 cents in the dollar

Minimum Rates

GRV – Residential	\$1,150 per lot
GRV – Commercial	\$1,150 per lot
GRV – Industrial	\$1,150 per lot
GRV – Rural	\$1,150 per lot
UV – General	\$1,150 per assessment
UV – Morangup	\$1,150 per assessment
UV – Rural	\$1,150 per assessment

OFFICER'S RECOMMENDATION

That Council adopt the 2014/2015 Schedule of Fees & Charges as attached.

OFFICER'S RECOMMENDATION

That Council, in accordance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, adopt the following for reporting material variances in assessing statements of financial activity for the 2014/2015 financial year:

1. Expenditure in excess of 10% of (monthly) budget, to a minimum of \$5,000; and
2. Income less than 90% of (monthly) budget, to a minimum of \$5,000.

OFFICER'S RECOMMENDATION

That Council adopts the Budget under the *Local Government Act 1995* Section 6.2 for the Shire of Toodyay for the year ending 30 June 2015 incorporating:

1. Statement of Comprehensive Income;
2. Statement of Cash Flows
3. Rate Setting Statement;
4. Notes to and Forming Part of the Budget; and
5. Other Supporting Documents and Schedules.

OFFICER'S RECOMMENDATION

That Council, in accordance with Section 66 of the *Waste Avoidance & Resource Recovery Act 2007* adopts the following waste services rates and minimum payment to fund the operations of the Waste Transfer Station:

1. GRV based rate \$0.000042;
2. UV based rate \$0.000017; and a
3. Minimum payment of \$80 to apply to both GRV and UV rated land.

SUMMARY

The Shire President requested Council resolve to include a member of the Audit Committee be involved in this Special Meeting of Council.

COUNCIL RESOLUTION NO 212/07/14

MOVED Cr Chitty

That B Ruthven be permitted to be part of this Special Meeting of Council and permitted to stay during any confidential discussion.

MOTION CARRIED 8/0

Cr Rayner departed Council Chambers at 10.14 am.

At 10.17 am the Manager Works and Services provided clarification in relation to the roads program, and in particular Hoddywell Road and Salt Valley Road.

Cr Rayner returned to Council Chambers at 10.18 am.

COUNCIL RESOLUTION NO 213/07/14

MOVED Cr McCann

That Standing Order 7.9 be suspended to the extent that it will allow free and open discussion on this matter and for Members to address the Council more than once

MOTION CARRIED 9/0

Standing Order 7.9 was suspended at 10.19 am.

Cr McCann moved a motion as follows:

That before the re-roofing of the hall proceeds that the roof structure be assessed to ensure that solar panels can be placed onto the roof.

Cr Craddock moved an amendment to the motion as follows:

That the words “energy generating devices” replace the words “solar panels”

Cr McCann accepted the amendment.

Clarification was sought.

Cr Craddock moved an amendment to the motion as follows:

That a new sentence be added to read as follows:

“The suggestion of geothermal power generation in the car parks part, any combination of 2 or 3 a comment be sought by the Heritage Adviser on that.”

Cr McCann did not accept the amendment.

The amendment was lost for want of a seconder.

The motion was put.

COUNCIL RESOLUTION NO 214/07/14

MOVED Cr McCann

That before the re-roofing of the hall proceeds that the roof structure be assessed to ensure that energy generating devices can be placed onto the roof.

MOTION CARRIED 9/0

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Cr Craddock moved a motion as follows:

That the Morangup Progress Association be given \$6,000 towards the cost of the replacement of chairs.

Clarification was sought.

The Community Emergency Services Manager entered Council Chambers at 11.00 am.

Cr Craddock moved an amended motion to read as follows:

That \$6,000 be allocated towards the replacement of chairs at the Morangup Community Centre.

At 11.08 am the Community Emergency Services Manager provided clarification to Council in relation to an MOU (regarding AWARE funding). Council informally requested that the draft MOU be provided to Council.

Cr Lloyd objected to the motion.

Cr Greenway seconded the motion.

Debate commenced.

Cr Lloyd foreshadowed a motion as follows:

That the contribution to the Morangup Progress Association be less

The motion was put.

COUNCIL RESOLUTION NO 215/07/14

MOVED Cr Craddock

SECONDED Cr Greenway

That \$6,000 be allocated towards the replacement of chairs at the Morangup Community Centre.

MOTION CARRIED 6/3

The Community Emergency Services Manager departed Council Chambers at 11.29 am.

The Shire President adjourned the meeting at 11.33 am.

The Shire President resumed the meeting at 11.55 am.

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At 11.56 am documentation was tabled as follows:

- 1. The minutes of 24 July 2014; and*
- 2. The draft MOU between the Shire of Toodyay and the Morangup Progress Association.*

Cr Firms moved a motion as follows:

That Council approve for the next draft budget borrowings (term limited to five years) for the projects at the Tennis Courts and the works in relation to the Toodyay Community Bank.

Clarification was sought.

The motion was put.

COUNCIL RESOLUTION NO 216/07/14

MOVED Cr Firms

That Council approve for the next draft budget borrowings (term limited to five years) for the projects at the Tennis Courts and the works in relation to the Toodyay Community Bank.

MOTION CARRIED 9/0

Cr Craddock moved a motion as follows:

That \$20,000 remain in the draft budget for the purpose of planting street trees.

Cr McCann moved an amendment to the motion as follows:

That a sentence be added to read as follows:

“That a study be done on tree plant species and bought to Council before purchase of the street trees.”

Cr Lloyd raised a point of order in that the discussion was not about the budget.

Cr Craddock objected to the amendment.

Cr Firms seconded the amendment.

Debate commenced.

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Cr Craddock moved an amendment to the amendment as follows:

That this study come to the August Council meeting

Cr McCann objected to the amendment.

The amendment to the amendment was lost for want of a seconder.

Debate in relation to the amendment continued.

Cr Craddock foreshadowed a motion as follows:

That trees be purchased and planted sooner in 2014

Debate continued.

The amendment was put.

AMENDMENT

MOVED Cr McCann

SECONDED Cr Firns

That a study be done on tree plant species and bought to Council before purchase of the street trees.

AMENDMENT LOST 4/5

Cr Craddock moved an amendment to the motion as follows:

That a new sentence be added to read as follows:

“This study come to Council within a timeframe that does not hold up planting in the winter/spring of 2014.”

Cr Lloyd raised a Point of Order in relation to the amendment.

Cr Craddock moved an amended motion as follows:

That:

- 1. \$20,000 remain in the draft budget for the purpose of planting street trees; and**
- 2. That Information be sought on suitable trees and that this information come to Council within a timeframe that does not hold up planting in the winter/spring of 2014.**

Cr Lloyd objected to the motion.

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The motion was lost for want of a seconder.

Cr Lloyd moved a motion as follows:

That we delete this item from the draft budget until a proper assessment of the street trees already planted has been prepared and brought to Council.

Clarification was sought.

Cr Craddock objected to the motion.

Cr Rayner seconded the motion.

Debate commenced.

Cr Craddock foreshadowed a motion as follows:

That \$20,000 remain in the draft budget for the purpose of planting street trees

Debate continued.

The motion was put.

COUNCIL RESOLUTION NO 217/07/14

MOVED Cr Lloyd

SECONDED Cr Rayner

That we delete this item from the draft budget until a proper assessment of the street trees already planted has been prepared and brought to Council.

MOTION CARRIED 8/1

The Shire President adjourned the meeting at 12.35 pm.

The Shire President resumed the meeting at 1.07 pm.

COUNCIL RESOLUTION NO 218/07/14

MOVED Cr Firms

That the next draft budget include an amount sufficient to undertake the works that were deferred from last year's budget (approx. \$90,000) regarding the Memorial Hall.

MOTION CARRIED 9/0

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AND 31 JULY 2014 (RESUMED)

Cr Firms moved a motion as follows:

That Council includes our own funds construction program as listed on page five and page six of the Special Meeting Agenda dated 24 July 2014, except for Hoddywell Rd and the Library Car Park.

Clarification was sought.

Cr McCann moved an amendment to the motion as follows:

That a new sentence be added to read as follows:

“That some remedial work be done on the Library car park driveway”

Cr Firms accepted the amendment.

Cr Madacsi moved an amendment to the motion as follows:

That the words “Henry Street” replace the words “Hoddywell Road”

Cr Firms objected to the amendment.

Cr McCann seconded the amendment.

Debate in respect to the amendment commenced.

The amendment was put.

AMENDMENT

MOVED Cr Madacsi

SECONDED Cr McCann

That the words “Henry Street” replace the words “Hoddywell Road”

AMENDMENT LOST 3/6

Cr Dow moved an amendment to the motion as follows:

That a new sentence be added to read as follows:

“That Hoddywell Road be included in the works program”

Cr Firms objected to the amendment.

Cr Chitty seconded the amendment.

Debate commenced.

MINUTES OF SPECIAL MEETING OF COUNCIL
HELD IN COUNCIL CHAMBERS ON 29 JULY 2014 (ADJOURNED)
AND 31 JULY 2014 (RESUMED)

Clarification was sought.

The amendment was put.

AMENDMENT/COUNCIL RESOLUTION NO 219/07/14

MOVED Cr Dow

SECONDED Cr Chitty

That a new sentence be added to read as follows:

“That Hoddywell Road be included in the works program.”

AMENDMENT CARRIED 5/4

Cr Firms moved an amendment to the motion as follows:

That Henry Street be included in the list of exclusions.

The substantive motion was put.

COUNCIL RESOLUTION NO 220/07/14

MOVED Cr Firms

That Council includes our own funds construction program as listed on page five and page six of the Special Meeting Agenda dated 24 July 2014, except for Henry Street and the Library Car Park;

That some remedial work be done on the Library car park driveway; and

That Hoddywell Road be included in the works program.

MOTION CARRIED 9/0

Cr Lloyd moved a motion as follows:

That GL133332 Community Depot \$72,000 be reduced to \$30,000 to cover the installation of the toilet.

Clarification sought.

MINUTES OF SPECIAL MEETING OF COUNCIL
HELD IN COUNCIL CHAMBERS ON 29 JULY 2014 (ADJOURNED)
AND 31 JULY 2014 (RESUMED)

COUNCIL RESOLUTION NO 221/07/14

MOVED Cr Lloyd

That GL133332 Community Depot \$72,000 be reduced to \$30,000 to cover the installation of the toilet.

MOTION CARRIED 9/0

Cr McCann departed Council Chambers at 2.10 pm.

Cr McCann returned to Council Chambers at 2.12 pm.

Cr Greenway moved a motion as follows:

That an amount of \$5,000 be allocated to Avon Tourism and an amount of \$5,000 be allocated to direct promotion of the Avon Link.

Clarification was sought.

The motion was put.

COUNCIL RESOLUTION NO 222/07/14

MOVED Cr Greenway

That an amount of \$5,000 be allocated to Avon Tourism and an amount of \$5,000 be allocated to direct promotion of the Avon Link.

MOTION CARRIED 9/0

Cr Firms moved a motion as follows:

That the savings identified in the budget process to date, if any, be transferred into the recreation reserve.

Clarification was sought.

Cr Craddock moved an amendment to the motion as follows:

That the words “in consideration of the principles and objectives outlined in Council Policy F16 Financial Governance” be inserted following the word “reserve”

Cr Firms accepted the amendment.

The motion was put.

COUNCIL RESOLUTION NO 223/07/14

MOVED Cr Firms

That the savings identified in the budget process to date, if any, be transferred into the recreation reserve in consideration of the principles and objectives outlined in Council Policy F16 Financial Governance.

MOTION CARRIED 9/0

Clarification was sought in relation to a Council resolution following the Parkerville Fires and a donation to the Lord Mayor's appeal. The Manager Corporate Services advised that the Council Resolution would be provided to Councillors in due course.

The Shire President adjourned the meeting at 2.47 pm.

The Shire President resumed the meeting at 3.15 pm.

The Shire President requested a motion be moved in accordance with Standing Order 5.2 (2) that the meeting be closed to the public.

COUNCIL RESOLUTION NO 224/07/14

MOVED Cr McCann

That Council move behind closed doors in accordance with Standing Order 5.2(2) order for confidential business to be discussed.

MOTION CARRIED 9/0

The meeting was closed to the public in accordance with Section 5.23(2) (a), (b) and (c) of the *Local Government Act 1995*.

All members of the public departed Council Chambers at 3.20 pm.

The Manager Works and Services departed Council Chambers at 3.21 pm.

The Manager Community Development departed Council Chambers at 3.21 pm.

The Administration Officer departed Council Chambers at 3.21 pm.

MINUTES OF SPECIAL MEETING OF COUNCIL
HELD IN COUNCIL CHAMBERS ON 29 JULY 2014 (ADJOURNED)
AND 31 JULY 2014 (RESUMED)

COUNCIL RESOLUTION NO 225/07/14

MOVED Cr Rayner

SECONDED Cr Lloyd

That Council:

1. Remove funds allocated in the draft 2014/2015 budget in relation to the FLMO position; and
2. Defer consideration of this item until the 2015/2016 budget so as to receive more clarification (as a matter of urgency) on the duties and the position of the FLMO prior to the 2015/2016 budget deliberations.

MOTION CARRIED 5/4

AMENDMENT/COUNCIL RESOLUTION NO 226/07/14

MOVED Cr Craddock

That the amendment be withdrawn in accordance with Standing Orders 9.15 (1).

MOTION CARRIED 9/0

COUNCIL RESOLUTION NO 227/07/14

MOVED Cr Firms

That:

1. The balance of savings associated with removal of the FLMO position from the draft 2014/2015 budget be transferred to a new reserve initially for the purpose of funding any requirement in relation to management or mitigation of bush fires; and
2. Any such expenditure from the new reserve be subject to Council approval.

MOTION CARRIED 9/0

The Shire President adjourned the meeting at 5.20 pm.

The Shire President resumed the meeting at 5.29 pm.

MINUTES OF SPECIAL MEETING OF COUNCIL
HELD IN COUNCIL CHAMBERS ON 29 JULY 2014 (ADJOURNED)
AND 31 JULY 2014 (RESUMED)

COUNCIL RESOLUTION NO 228/07/14

MOVED Cr Craddock

That the Council Meeting be allowed to continue for up to a further one (1) in accordance with the Standing Order 4.7.

MOTION CARRIED 9/0

COUNCIL RESOLUTION NO 229/07/14

MOVED Cr Craddock

That the Protection of the Environment allocation in the draft budget for 2014/2015 remain.

MOTION CARRIED 8/0

COUNCIL RESOLUTION NO 230/07/14

MOVED Cr Firms

That the Administration produce a draft budget based on the recommendations made and discussions during this and previous budget meetings for presentation to Council.

MOTION CARRIED 5/0

7. ADJOURNMENT OF MEETING

COUNCIL RESOLUTION NO 231/07/14

MOVED Cr Firms

That the meeting be adjourned in accordance with Standing Order 10.10(3) on 29 July 2014 at 6.33 pm to be resumed on Thursday 31 July 2014, commencing at 10.00am.

MOTION CARRIED 5/0

The Shire President declared the meeting adjourned at 6.33 pm.

Shire of Toodyay

SPECIAL MEETING – 31 JULY 2014 (RESUMED)

MINUTES

8. DECLARATION OF OPENING

Cr Dow, Shire President, declared the meeting resumed at 10.16 am.

9. RECORDS OF ATTENDANCE

Members

Cr D Dow	Shire President
Cr B Lloyd	Deputy Shire President
Cr P Greenway	
Cr A McCann	
Cr T Chitty	
Cr B Rayner	
Cr C Firns	
Cr S Craddock	<i>arrived at 10.58 am.</i>
Cr R Madacsi	

Staff

Ms C Delmage	Manager Corporate Services
Mrs M Rebane	Executive Assistant

Visitors

Nil

9.1 APOLOGIES

Cr T Chitty

10. BUSINESS FROM PREVIOUS MEETING (IF ADJOURNED)

The Shire President reminded Councillors that the purpose of the meeting is to provide staff with guidance in regard to the budget.

MINUTES OF SPECIAL MEETING OF COUNCIL
HELD IN COUNCIL CHAMBERS ON 29 JULY 2014 (ADJOURNED)
AND 31 JULY 2014 (RESUMED)

COUNCIL RESOLUTION NO 232/07/14

MOVED Cr Firms

That the Standing Order 4.7 be suspended in accordance with Standing Order 16.1 to permit the Special Council Meeting to continue.

MOTION CARRIED 7/0

Standing Order 4.7 was suspended at 10.30 am.

Cr Craddock entered Council Chambers at 10.58 am.

COUNCIL RESOLUTION NO 233/07/14

MOVED Cr Firms

That we include a \$2,000 donation to the Toodyay Race Club as part of community sponsorship.

MOTION CARRIED 8/0

Cr Rayner departed Council Chambers at 12.07 pm.

Cr Greenway departed Council Chambers at 12.07 pm.

Cr Rayner returned to Council Chambers at 12.08 pm.

The Shire President adjourned the meeting at 12.08 pm.

The Shire President resumed the meeting at 12.51 pm.

COUNCIL RESOLUTION NO 234/07/14

MOVED Cr Firms

That the motion be withdrawn in accordance with Standing Orders 9.15 (1) pending clarification from the Manager Corporate Services.

MOTION CARRIED 7/0

MINUTES OF SPECIAL MEETING OF COUNCIL
HELD IN COUNCIL CHAMBERS ON 29 JULY 2014 (ADJOURNED)
AND 31 JULY 2014 (RESUMED)

COUNCIL RESOLUTION NO 235/07/14

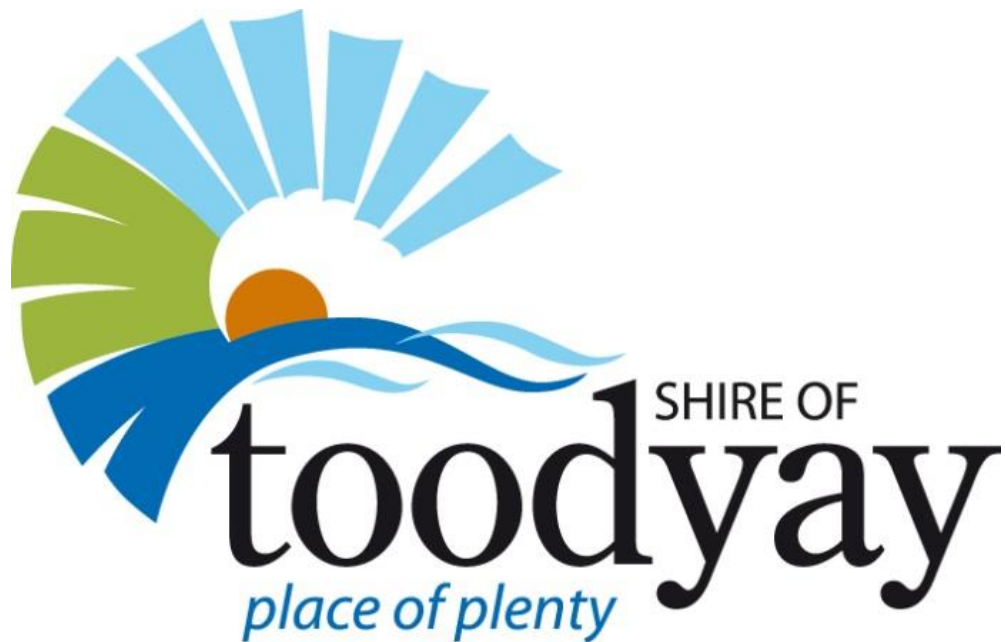
MOVED Cr Firms

That the Administration produce a draft budget based on the recommendations made and discussions during this and previous budget meetings for presentation to Council.

MOTION CARRIED 7/0

11. CLOSURE OF MEETING

The Shire President declared the meeting closed at 1.24 pm.



ADDENDUM

Attachments to Minutes of the

SPECIAL MEETING OF COUNCIL

29 July 2014 (adjourned)

31 July 2014 (resumed)

ADDENDUM
ATTACHMENTS TO MINUTES OF SPECIAL MEETING OF COUNCIL
HELD IN COUNCIL CHAMBERS ON 24 JULY 2014

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MORANGUP PROGRESS ASSOCIATION (INC)

Toodyay Shire
Fiennes Street
Toodyay WA 6566

April 24, 2014

Dear Sir

The MPA is seeking assistance from you with financing the purchase of new chairs for the Morangup Community Hall.

The existing chairs which were manufactured in 1986 have become a problem with repairs becoming almost a full time requirement. They are the basic stackable metal frame with plastic seat, the screws holding the plastic seat to the frame are dropping out and the plastic is so old that they are difficult to repair in a manner that will last for very long. The Committee feels that it is best to look at replacement rather than continue to invest in short term repairs.

A quote has been obtained from the Innova group for stackable folding chairs and trolleys, which caused a few heart attacks at the cost. A copy of the initial quotes and data sheets are attached for your reference.

We have since been advised that they also have some chairs available that have a minor manufacturing mark in the material of the seat, the committee feels that this is a more attractive offer. A copy of the email offer and a photo of the actual item are also attached for your reference (my printer is not the best for photos sorry).


Financial assistance is sought for 150 chairs at \$35 + GST and 3 trolleys at \$763 + GST Total = \$8,292.90

The Committee is hopeful of a Contribution towards this cost from the Toodyay Shire as we are a community group running a community hall. We hold sausage sizzles at the Moondyne Festival and Toodyay Agricultural Show and also a Christmas in July function at the Morangup Hall.

We are also approaching the Bendigo Bank for a contribution towards the cost of chairs and trolleys.

Awaiting your reply

Dave Mustchin
President
Morangup Progress Association Inc.



Lot 3 Wallaby Way
MORANGUP WA 6083

President: Dave Mustchin
(08) 9572 9556

Shire of Toodyay - Special Budget Meeting

July 29, 2014

Morangup Progress Association Inc			Lot 3 Wallaby Way, Morangup
Dave Mustchin	President	(08) 9572 9556	164 McKnoe Drive, Morangup
Debbie Larkin	Speaker	(08) 9572 9458	665 McKnoe Drive, Morangup

Public Question Time

1. The Morangup Progress Association Inc wishes to know if our letter of April 24, 2014 requesting assistance with the purchase of replacement chairs for the Morangup Community Hall was received favourably by council.
2. If so we would like to know how much has been allocated in the draft budget for this purpose.

Submission

The Morangup Progress Association Inc. Is a volunteer community group with limited resources. In recent years we have undertaken a large number of projects to improve the Hall and its facilities as a result of this our finances are not as healthy as we would like.

A couple of years ago when we were in a better financial position the committee we replaced more than half of the trestle tables as it was no longer feasible to continue repairing them, age and usage had taken their toll.

Unfortunately at this time our finances preclude us from making a large purchase of chairs which is why we have taken the step of seeking assistance.

Age and usage is now a serious safety issue with regards to the chairs even more so than when we contacted you about this matter back in April.

The plastic moulded seats are no longer in a state that allows us to reattach them to the metal base. The chairs are in excess of twenty years old.

Almost every time the Hall is used we end up with more unrepairable chairs.

At a function held by the MPA on Saturday July 28, 2014 with approximately 150 attendees a total of 18 chairs broke and we are fortunate that no injuries were sustained in the process.

Unfortunately as a result of this the committee may have to limit the Hall usage due to a shortage of chairs which we do not wish to do as we have put considerable effort into increasing the Hall usage.

As almost all of the MPA's current funds are already committed elsewhere the only way we can replace the chairs is with your financial assistance.

The Morangup Community Hall and its facilities is a valuable shire asset that has been built and grown with very little shire financial assistance.

We urge council to fully support this request and thank its members for their time and attention.

MINUTES OF SPECIAL MEETING OF COUNCIL
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Shire of Toodyay

SPECIAL MEETING – 24 JULY 2014

MINUTES

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Cr David Dow, Shire President, declared the meeting open at 10.10 am.

2. RECORDS OF ATTENDANCE

Members

Cr D Dow	Shire President
Cr B Lloyd	Deputy Shire President
Cr P Greenway	
Cr A McCann	
Cr T Chitty	
Cr B Rayner	
Cr C Firns	
Cr S Craddock	
Cr R Madacsi	

Staff

Mr S Scott	Chief Executive Officer
Ms A Bell	Manager Community Development
Ms C Delmage	Manager Corporate Services
Mr G Bissett	Manager Planning & Development
Mr L Vidovich	Manager Works & Services
Mrs M Rebane	Executive Assistant

Visitors

Nil

2.1 APOLOGIES

Nil

MINUTES OF SPECIAL MEETING OF COUNCIL
HELD IN COUNCIL CHAMBERS ON 24 JULY 2014

3. DISCLOSURE OF INTERESTS

The Chief Executive Officer advised that the Manager Works and Services had submitted a disclosure of interest in the form of a written notice prior to the commencement of the meeting.

The Manager Works and Services declared a financial interest in Item 6.1 2014/2015 Annual Budget, as he is a property owner, who will potentially gain with the construction of a new fence in respect to Stage 4A of the construction of an egress track.

COUNCIL RESOLUTION NO 209/07/14

MOVED Cr McCann

That the Manager Works and Services be permitted to remain in the Council Chambers during discussions relative to firebreak egress tracks even though he has declared an interest.

MOTION CARRIED 9/0

4. PUBLIC QUESTIONS
(relating to the purpose of the meeting)

Nil

5. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS
(relating to the purpose of the meeting)

5.1 Petitions

Nil

5.2 Deputations

Nil

5.3 Presentations

Nil

5.4 Submissions

Nil

MINUTES OF SPECIAL MEETING OF COUNCIL
 HELD IN COUNCIL CHAMBERS ON 24 JULY 2014

6. PURPOSE OF MEETING

This Special Meeting of Council has been called by the Shire President, Cr David Dow for the purpose of providing guidance to staff on the preparation of a further draft budget.

6.1	2014/2015 Annual Budget
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Date of Report:	16 July 2013
Proponent:	Shire of Toodyay
File Ref:	FIN8
Author:	Cherie Delmage – Manager Corporate Services
Responsible Officer:	Cherie Delmage – Manager Corporate Services
Officer’s Disclosure of Interest:	Nil
Attachments: (As Separate Attachments)	1. Draft 2014/2015 Annual Budget; * 2. 2014/2015 Schedule of Fees & Charges; * 3. Differential Rating Advertisement/s; 4. Submissions (nil); and * 5. Supplementary Documentation/Information. *
Voting Requirements:	NB: * these attachments will be provided as separate attachments to the Agenda. Absolute Majority

INTRODUCTION

Local Governments must prepare annual budgets in the format as prescribed in the *Local Government Act 1995* (the Act) and the *Local Government (Financial Management) Regulations 1996*.

Council is requested to consider and adopt the attached 2014/2015 Annual Budget.

BACKGROUND

The Shire of Toodyay commenced the 2014/2015 budget process in February 2014.

Councillors and officers were requested to make submissions and recommendations for budget inclusions. This was to ensure that not only the standard functions of Council, but also other projects identified within strategic planning documents, would be appropriately included in the draft budget for Council consideration.

MINUTES OF SPECIAL MEETING OF COUNCIL
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The draft budget was provided to Councillors on Friday 20 June 2014 for consideration. The 2014/2015 Draft Annual Budget was then discussed as follows:

- Council Forum - Wednesday 2 July 2014;
- Special Council Meeting – Tuesday 8 July 2014;
- Council Forum – Thursday 10 July 2014; and
- Council Forum/Special Council Meeting - Tuesday 15 July 2014.

Council will next meet to discuss the 2014/2015 Annual Budget on Thursday 24 July 2014. Further to this, at its meeting held 24 June 2014, Council resolved:

That Council advertise its intention to adopt the following differential and minimum rates for the 2014-15 financial year:

<i>Category of Property</i>	<i>Rate in \$</i>	<i>Minimum Payment \$</i>
<i>General Rate - Gross Rental Value (GRV)</i>		
<i>Residential</i>	<i>11.4591</i>	<i>1,150.00</i>
<i>Commercial</i>	<i>13.6567</i>	<i>1,150.00</i>
<i>Industrial</i>	<i>12.5160</i>	<i>1,150.00</i>
<i>Rural</i>	<i>11.4591</i>	<i>1,150.00</i>
<i>General Rate - Unimproved Value (UV)</i>		
<i>General</i>	<i>0.8181</i>	<i>1,150.00</i>
<i>Morangup</i>	<i>0.8181</i>	<i>1,150.00</i>
<i>Rural</i>	<i>0.8181</i>	<i>1,150.00</i>

This advertising took place in the Avon Advocate (28 June 2014) and the Toodyay Herald (July 2014). At the close of submission period (4.30pm Friday 18 July 2014), no submissions had been received.

CONSULTATION

Consultation and discussion has occurred between Councillors and senior staff, accountant and the Rates/Finance Officer.

Community requests for donations and/or sponsorships have also been considered.

STATUTORY ENVIRONMENT

Part 6 of the *Local Government Act 1995* provides the legislative framework for financial management including preparation of the budget and the imposition of rates and service charges and other fees and charges.

MINUTES OF SPECIAL MEETING OF COUNCIL
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The Act is supported by the *Local Government (Financial Management) Regulations 1996*. Regulations 22 to 33 (inclusive) relate to the Annual Budget. This report is consistent with legislative requirements.

POLICY IMPLICATIONS

This proposal does not contain any notable policy implications.

FINANCIAL IMPLICATIONS

This agenda item provides for the adoption of the 2014/2015 Annual Budget and the imposition of rates, fees and charges for the 2014/2015 financial year.

In the Shire of Toodyay Strategic Community Plan, the intention to increase rates by 10% per annum during the life of the plan was established. The introduction of differential rating will allow rate increases to be more equitably distributed between Commercial, Industrial, Residential and Vacant land.

STRATEGIC IMPLICATIONS

This budget provides financial strategies for the ensuing twelve months and in some cases beyond, based on Council's Strategic Plan.

ENVIRONMENTAL IMPLICATIONS

This proposal does not contain any notable environmental implications.

SOCIAL IMPLICATIONS

This proposal does not contain any notable social implications.

OFFICER'S COMMENT

This draft budget is presented to Council for consideration as the result of deliberations undertaken during Council Forums, Audit Committee meetings and increased requirements by the Department of Local Government and Communities in regards to Integrated Planning & Reporting and the ongoing implementation of Fair Value Accounting.

Council operating expenditure for 2014/2015 (\$8.9 million) has been maintained in line with 2013/2014 actuals (\$9 million) and budgeted operating revenue for 2014/2015 is up by \$3 million being predominantly, the carried forward expectation of receiving Royalties For Regions funding towards the AROC Aged Care Project.

Capital Expenditure of \$10.6million for 2013/2014 has been predominantly carried forward resulting in budget capital expenditure for 2014/2015 of \$8.4 million. These projects include:

- Completion of Cat Pound - \$30,000 - Carried Forward;

MINUTES OF SPECIAL MEETING OF COUNCIL
HELD IN COUNCIL CHAMBERS ON 24 JULY 2014

- Purchase of Land (Federation Square) - \$125,000 – offset by Reserve Transfer - Carried Forward;
- Recreation Precinct Plan - \$100,000 – offset by Reserve Transfer - Carried Forward;
- Duidgee Skate Park – Stage 2 - \$150,000 (grant funded to \$50,000) - Carried Forward;
- Shire of Toodyay Entry Statements - \$35,000 - Carried Forward;
- Shire of Toodyay Information Bay - \$75,000 (grant funded to \$58,405) - Carried Forward;
- Avon Regional of Councils (AROC) Aged Care Housing Initiative - \$4,400,000 funded as follows - Carried Forward:
 - CLGF/RFR Regional Grant - \$2,742,412;
 - Butterly Cottages - \$857,588;
 - Shire of Goomalling - \$200,000;
 - Shire of Victoria Plains - \$200,000; and
 - Shire of Toodyay - \$400,000 (grant funded to \$350,000).
- Administration Computer replacement schedule - \$15,000;
- Refurbishment/refit of front administration office - \$20,000;
- Refurbishment/refit of Council Chambers kitchen - \$5,000;
- Continuation of Shire of Toodyay Strategic Fire Access and Egress Project namely Stage 4 – Vernon Hills - \$200,000 and Stage 4A – Lozanda Heights - \$100,000;
- Fire Water Tanks – Parkland - \$10,000 & Sand Spring - \$15,000;
- CCTV additions/expansion - \$25,000 (fully grant funded);
- Toodyay Community Centre Air Conditioning – Stage 1 - \$9,900,
- Refurbish & repair of public tennis courts to tennis & ball courts with lighting - \$95,000;
- Duidgee seating, playground equipment & retaining walls - \$80,000;
- Showground Pavilion – security, storage & painting - \$21,500;
- Library Server Upgrade - \$12,000;
- Continuing upgrade to Heritage Buildings - \$106,700 including:
 - Museum – fencing, paving, flooring - \$19,600;
 - Police Stables – drainage, gutters, fencing & painting - \$28,500;
 - Donegan’s Cottage – heritage style security grills - \$6,600; and
 - Connor’s Mill – flooring on 2nd & 3rd floors - \$7,000.
- Heritage/Museum IT Computer & Programs - \$23,500 (grant funded to \$15,000);
- Toodyay Town-site Upgrade – Street Tree Planting - \$20,000;

MINUTES OF SPECIAL MEETING OF COUNCIL
HELD IN COUNCIL CHAMBERS ON 24 JULY 2014

- Completion of remediation of Old Depot site (Harper Road) including tank removal - \$30,000;
- GL: 137253 - additional standpipe or water tank to existing stand pipe to alleviate wait times and pressure on Northam-Toodyay road standpipe - \$20,000;
- GL: 147256 - Upgrade to Unclassified Heritage Buildings - \$112,200 including:
 - Bendigo Bank - \$96,200;
 - Syred's Cottage - \$10,000; and
 - Connor's Cottage - \$6,000;
- GL: 133332 - Community Depot includes the following works:
 - Sheds x seven - \$150,000 (partially grant funded);
 - Ramp - \$20,000;
 - Toilet, Shelter & BBQ Facility - \$72,000; and
 - Driveway & car park - \$50,000.

Major Infrastructure Projects

Regional Road Group Projects – 2/3 Funded By MRWA

- \$57,863 – Morangup Road;
- \$112,152 – ANZAC Avenue; and
- \$232,776 – Hamersley Street.

Roads to Recovery Projects – funded by Federal Government

- \$97,930 – Toodyay West Road;
- \$39,443 – Drummond Street; and
- \$147,640 – Drummond Street East.

Footpaths – 50% funded by Department of Transport

- \$39,656 – Toodyay Goomalling; and
- \$43,520 - ANZAC Avenue.

Own Funds Construction

- \$69,326 – Hoddy Well Road;
- \$29,210 – Library Car Park;
- \$75,900 – Louisa Circle;
- \$10,080 – Flexuosa Place;
- \$20,480 – Henry Street;
- \$40,861 – Seventh Road;

MINUTES OF SPECIAL MEETING OF COUNCIL
HELD IN COUNCIL CHAMBERS ON 24 JULY 2014

- \$90,796 – Church Gully Road;
- \$134,341 – Grandis Road; and
- \$104,465 – Salt Valley Road.

Other significant projects are:

- Completion (second seal) of Dumbarton Road (funded from road contribution);
- Completion of Mountain Park Subdivision (funded from road contribution); and
- Completion of entire Charcoal Lane Car Park & Charcoal Lane Project as follows:
 - \$150,968 - Charcoal Lane Car Park Stage 2 (lower section) – Carried Forward;
 - \$175,000 - Charcoal Lane Car Park Stage 3 (upper section); and
 - \$47,000 - Charcoal Lane Car Park landscaping, steps etc.

Charcoal Lane Car Park Stage 2 has a grant allocation of \$100,000 from the Royalties for Regions Country Local Government Fund.

The completion of this Project will be an excellent achievement/accomplishment for the Shire of Toodyay and the townsite and provide great benefits to the residents and visitors.

The draft budget proposes to raise overall rates revenue by 10% as per Council adopted Shire of Toodyay Corporate Business Plan.

Valuation schedules for 2014/2015 were received from the Valuer Generals Office (VGO) for Unimproved Value land (UV), Rural Unimproved Value land (RUV) and Gross Rental Value land (GRV).

All UV and RUV land values are updated every year by the VGO. For the 2014/2015 year, the UV increases are negligible so that the objective rate increase can be achieved by simply increasing the rate in the dollar by 10%.

GRV were updated this year as part of the regular five year cycle. Changes in valuations have not been consistent between different types of properties. The 2014/2015 financial year valuations for both UV Land and RUV land is negligible however, the GRV valuations increased significantly (37.93% overall).

To maintain relativity between residential, commercial and industrial rates compared to last year it is necessary to apply different rates in the dollar to different types of property.

This is referred to in the Act as differential rating. The intention to impose a differential rate must be advertised (copy of advertisement attached).

MINUTES OF SPECIAL MEETING OF COUNCIL
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This advertising took place in the Avon Advocate (28 June 2014) and the Toodyay Herald (July 2014). At the close of submission period (4.30pm Friday 18 July 2014), no submissions had been received.

Other rating information to note is:

- Minimum rate remains at \$1,150;
- Cost of tip passes (\$35.00) each and number of tip passes (ten) to remain the same; and
- Waste Transfer Station Rate of \$80.00 per rateable property remains the same.

The formal motions associated with the adoption of Council's budget for 2014/2015 are listed below in the Officer's Recommendations.

OFFICER'S RECOMMENDATION

That Council, in accordance with Section 6.46 of the *Local Government Act 1995*:

1. Contribute \$500 towards a Rates Incentive Scheme which provides the following prizes to be determined by a draw for ratepayers whose rate notices are paid in full by the due date; and
2. Acknowledge the contributions made by businesses donating prizes for the Rates Incentive Prize as follows:
 - First Prize - \$1,000 cash (\$500 donated by Shire of Toodyay & \$500 donated by Bendigo Bank);
 - Second Prize - Stihl MS170 Chainsaw valued at \$299 donated by Toodyay Home Hardware;
 - Third Prize - Three Months Gym Membership valued at \$220 donated by Full Circle Gym;
 - Fourth Prize - Fourth Prize – wine tasting & lunch for two plus one dozen Plain Jane classic wines (red & white mix) valued at \$200 donated by Jane Brook Estate Wines;
 - Fifth Prize - Cheque valued at \$200 donated by LJ Hooker Toodyay;
 - Sixth Prize - One night accommodation for two adults including full breakfast valued at \$200 donated by Julimar Cottage B&B;
 - Seventh & Eighth Prize - Double passes valued at \$170 donated by WA Symphony Orchestra (WASO);
 - Ninth Prize - Overnight stay with breakfast and use of all facilities valued at \$140 donated by Ipswich View B&B;

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- Tenth Prize - Two adult passes for Penguin & Sea Lion Boat Cruise valued at \$73 donated by Rockingham Wild Encounters;
- Eleventh Prize - Gift Voucher valued at \$50 donated by Down Under Cellars;
- Twelfth Prize - Gift Voucher valued at \$50 donated by Toodyay Post Office.
- Thirteenth Prize - Half price voucher for one night accommodation valued at \$50 donated by Foxburrow;
- Fourteenth to Nineteenth Prize - Six family passes (2 adults/2 kids) to the 2014 Toodyay Agricultural Show valued at \$40 each donated by the Toodyay Agricultural Society; and
- Twentieth Prize - Gift Voucher valued at \$25 to spend at Toodyay Bakery donated by Toodyay Bakery.

OFFICER'S RECOMMENDATION

That Council, in accordance with the provisions of Section 6.13 of the *Local Government Act 1995*, Council resolves to charge interest on monies owed to Council (other than rates and service charges) at the rate of 11% per annum calculated daily, upon the monies having been owed for a period of thirty five (35) days or longer.

OFFICER'S RECOMMENDATION

That Council set the following fees for Rubbish and/or Recycling Removal/Collection:

Residential/Rural Living/Rural

First Mobile Garbage Bin – weekly collection		
- includes cost of recycle bin – fortnightly collection	230.00	GST exempt
Additional Recycle Bin	80.00	GST exempt
Additional Mobile Garbage Bin	80.00	GST exempt

Commercial/Light Industrial/Mixed Business

First Mobile Garbage Bin – weekly collection		
- includes cost of recycle bin – fortnightly collection	250.00	GST exempt
Additional Recycle Bin Collection	100.00	GST exempt
Additional Mobile Garbage Bins	100.00	GST exempt

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OFFICER'S RECOMMENDATION

That Council, in accordance with the Fire & Emergency Services Act 1998 and the provisions of the Local Government Act 1995, imposes an Emergency Service Levy as notified from time to time by the Department Fire & Emergency Services.

OFFICER'S RECOMMENDATION

That Council:

1. In accordance with Section 6.51 of the *Local Government Act 1995*, impose interest at the rate of 11% per annum calculated daily, on all rates and service charges that remain unpaid after they become due and payable.
2. In accordance with Section 6.45 of the *Local Government Act 1995*, allow rates to be paid by instalments as follows and impose interest at the rate of 5.5% per annum calculated daily, on all instalment payments and a cost recovery charge of \$7.50 per instalment notice:

1 st Instalment date	2 September 2014
2 nd Instalment date	4 November 2014
3 rd Instalment date	6 January 2015
4 th Instalment date	10 March 2015

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OFFICER'S RECOMMENDATION

That Council adopt and apply the following differential and minimum rates to Shire of Toodyay properties as part of the 2014/2015 Annual Budget process:

General Rate – Gross Rental Value (GRV)

GRV – Residential	11.4591 cents in the dollar
GRV – Commercial	13.6567 cents in the dollar
GRV – Industrial	12.5160 cents in the dollar
GRV – Rural	11.4591 cents in the dollar

General Rate – Unimproved Value (UV)

UV – General	0.8181 cents in the dollar
UV – Morangup	0.8181 cents in the dollar
UV – Rural	0.8181 cents in the dollar

Minimum Rates

GRV – Residential	\$1,150 per lot
GRV – Commercial	\$1,150 per lot
GRV – Industrial	\$1,150 per lot
GRV – Rural	\$1,150 per lot
UV – General	\$1,150 per assessment
UV – Morangup	\$1,150 per assessment
UV – Rural	\$1,150 per assessment

OFFICER'S RECOMMENDATION

That Council adopt the 2014/2015 Schedule of Fees & Charges as attached.

OFFICER'S RECOMMENDATION

That Council, in accordance with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, adopt the following for reporting material variances in assessing statements of financial activity for the 2014/2015 financial year:

1. Expenditure in excess of 10% of (monthly) budget, to a minimum of \$5,000; and
2. Income less than 90% of (monthly) budget, to a minimum of \$5,000.

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OFFICER'S RECOMMENDATION

That Council adopts the Budget under the *Local Government Act 1995* Section 6.2 for the Shire of Toodyay for the year ending 30 June 2015 incorporating:

1. Statement of Comprehensive Income;
2. Statement of Cash Flows
3. Rate Setting Statement;
4. Notes to and Forming Part of the Budget; and
5. Other Supporting Documents and Schedules.

OFFICER'S RECOMMENDATION

That Council, in accordance with Section 66 of the *Waste Avoidance & Resource Recovery Act 2007* adopts the following waste services rates and minimum payment to fund the operations of the Waste Transfer Station:

1. GRV based rate \$0.000042;
2. UV based rate \$0.0000017; and a
3. Minimum payment of \$80 to apply to both GRV and UV rated land.

SUMMARY

The CEO provided an overview of amendments that have been made including but not limited to the following:

- Proceed with Stage 4(A) in the Egress Tracks (providing a saving of \$200,000) and defer Stage 4;
- Reduction in amount Recreation Reserve from \$400,000 to \$300,000.
- FLMO – minor amendments to save \$8,000;
- EDP – amendments made - \$20,000 to nil;
- Local Laws Review (in-house) dropped from 15,000 to 5,000; and
- Admin Building – Council Kitchen and Office fit-out removed.

COUNCIL RESOLUTION NO 210/07/14

MOVED Cr McCann

That Standing Order 7.9 be suspended to the extent that it will allow free and open discussion on this matter and for Members to address the Council more than once

MOTION CARRIED 9/0

Standing Order 7.9 was suspended at 10.21 am.

The Executive Assistant departed Council Chambers at 10.33 am.

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The Executive Assistant returned to Council Chambers at 10.40 am.

The Executive Assistant tabled the agenda that had been distributed prior to the meeting, with the addition of page numbers at 10.41 am.

The Shire President ruled that the review of the Draft Budget for 2014/2015 would begin from the third paragraph of the Officer's Comment as follows:

<i>Questions</i>	<i>Clarification provided</i>
What asset preservation could occur, what road preservation could occur; that will be missed out if the rec reserve amount stays as is?	Council's highest priority is its Sport and Recreation Precinct. Council needs to demonstrate that it is doing its fair share and indicate budget commitment to develop the precinct (i.e. setting aside funds for doing that work).
• Tennis Court and Public Courts	
<i>When were the Tennis Courts resurfaced?</i>	<i>Quite some time ago however they were done cheaply. The new surface was laid over an unsuitable base. The Tennis Club paid for maintenance to surface of the Tennis Club Courts (not the public courts) recently.</i>
<i>Do the Public Courts require major structural repairs?</i>	<i>There are to be no major structural repairs. Just the surface need to be addressed.</i>
<i>How much funds have we put into the Tennis Club?</i>	<i>To the best of my knowledge no loan was taken out with the Shire of Toodyay by the Tennis Club to cover that. The Tennis Club arranges at their own cost court and garden maintenance. The Shire paid for the retaining wall but volunteer labour was used.</i>
<i>Does the Tennis Club plan to move to new Recreation Precinct when built?</i>	<i>The Tennis Club members realise they will move at some point in the future once there is a place to move to.</i>
<i>What is the status of the Public Court?</i>	<i>The inspection that took place – due to existing surface loose and coming away – he said until existing surface is removed he cannot do a thorough inspection.</i>
• Completion of Cat Pound - \$30,000 - Carried Forward;	
<i>Cat Pound – have we finished the work?</i>	<i>It has finished but it was not done at 30 June. We are waiting on invoices to be paid. The Official opening of the Cat Management Facility will be arranged in due course to acknowledge the grantor of the funding.</i>
• Purchase of Land (Federation Square) - \$125,000 – offset by Reserve Transfer - Carried Forward;	
<i>When will Federation Square Land purchase be completed?</i>	<i>MPD is in liaison with the Settlement Agent in regard to this.</i>

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<i>Questions</i>	<i>Clarification provided</i>
<ul style="list-style-type: none"> Recreation Precinct Plan - \$100,000 – offset by Reserve Transfer - Carried Forward; 	
<i>Why is this carried forward?</i>	<i>In last year's budget the amount was for development of a master plan. This has been c/fwd in entirety. The Consultant will invoice once the job is done. The \$100,000 is the same amount as allocated in 2013/2014 & has been carried forward – this amounts consists of: \$63,000 – Architect; \$15,000 Engineer & Hydrology investigations & remaining \$22,000 to allow for feasibility study and whole of life costing & other contingencies.</i>
<ul style="list-style-type: none"> Shire of Toodyay Entry Statements - \$35,000 - Carried Forward; 	
<i>Where is the Entry Statement?</i>	<i>On Toodyay Road coming in to town there will be a welcome to Toodyay structure. Information will come to Council. There is a Council Resolution in regards to this.</i>
<ul style="list-style-type: none"> Shire of Toodyay Information Bay - \$75,000 (grant funded to \$58,405) - Carried Forward; 	
<i>Where is this Info Bay?</i>	<i>This is the pull-in bay referred to as the Rail-Wagon area.</i>
<ul style="list-style-type: none"> Avon Regional of Councils (AROC) Aged Care Housing Initiative - \$4,400,000 funded as follows - Carried Forward: <ul style="list-style-type: none"> – CLGF/RFR Regional Grant - \$2,742,412; – Butterly Cottages - \$857,588; – Shire of Goomalling - \$200,000; – Shire of Victoria Plains - \$200,000; and – Shire of Toodyay - \$400,000 (grant funded to \$350,000). 	
<i>What is the progress?</i>	<i>CEO provided a verbal update.</i>
<ul style="list-style-type: none"> Administration Computer replacement schedule - \$15,000; 	
<i>Capital – Computer Replacement schedule</i>	<i>Replacement of hardware; Operating systems are required to be updated to keep up with use of synergy and other software that is used by staff;</i>
<ul style="list-style-type: none"> Refurbishment/refit of front administration office - \$20,000; Refurbishment/refit of Council Chambers kitchen - \$5,000; 	
<i>Refurbishment / refit front office</i>	<i>Removed from the budget</i>
<i>Refurb/refit council chambers kitchen</i>	<i>As requested, will keep in \$2,000 for a d/washer for the Council Kitchen.</i>

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<i>Questions</i>	<i>Clarification provided</i>
<p>• Continuation of Shire of Toodyay Strategic Fire Access and Egress Project namely Stage 4 – Vernon Hills - \$200,000 and Stage 4A – Lozanda Heights - \$100,000;</p>	
<i>What is the change to the Project?</i>	<i>Defer stage 4 and do stage 4A.</i>
<i>Which is the biggest fire risk?</i>	<i>Similar fire risk for both stages.</i>
<i>Is there an existing reserve for fire egress?</i>	<i>No. We do have a fire emergency reserve.</i>
<i>Can we use this reserve to put in a portion of stage 4 monies?</i>	<i>You are best to have a specific purpose reserve.</i>
<p>• Fire Water Tanks – Parkland - \$10,000 & Sand Spring - \$15,000;</p>	
<i>Fire Water Tanks – what is the reasoning of having a tank at Sand Spring Road now that they have done work to the windmill?</i>	<i>MCS brought to attention supporting documentation.</i>
<p>• CCTV additions/expansion - \$25,000 (fully grant funded);</p>	
<i>Can we have CCTV for around the Admin Building?</i>	<i>This is better to be discussed on another day as this funding is already allocated to a specific purpose.</i>
<p>• Toodyay Community Centre Air Conditioning – Stage 1 - \$9,900,</p>	
<i>Why is this being done?</i>	<i>Preventative maintenance. Mechanical services on public buildings need to be replaced.</i>
<p><i>Request from floor for:</i></p> <p><i>(a) a quieter system be put in the c/centre; and</i> <i>(b) air-conditioning in the passages because three people passed out in passageway while waiting during election time.</i></p>	
<i>Are we changing the air con systems for change sake?</i>	<i>The age of the building is 15 years. One system is breaking down and you cannot get parts for it. This is what started the process.</i>
<i>Do we have fusion policies for our buildings?</i>	<i>CEO will look into this. It is not new for old replacement. Information in regard to Insurance Policies and what is and is not covered will be provided in due course.</i>

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<i>Questions</i>	<i>Clarification provided</i>
<p>• Refurbish & repair of public tennis courts to tennis & ball courts with lighting - \$95,000;</p>	
<i>Income – loan funded. Do we have the capacity to borrow the funds?</i>	<i>Only can borrow against revenue. You would be spreading the expenditure over five years. Six monthly payments.</i>
<i>Is there a cost associated with setting up loans?</i>	<i>No - We have a Principal loan agreement with Western Australian Treasury Corporation – we do get special rates fixed for the term of the loan.</i>
<p><i>CEO advised that the Immediate effect of receiving loan funds to pay for a budgeted item is that the surplus increases as you are not using your own funds – the Council must then decide whether to retain the surplus or put the funds to a reserve account or other project.</i></p>	
<i>Investment policies – interest earned on those – Does it go back into general revenue or somewhere else?</i>	<i>Interest received on reserves is reallocated back to the relevant reserve account whilst Interest received from general funds including invested general funds, goes into general revenue.</i>
<i>Can investment monies go into the recreation reserve?</i>	<i>Interest earned on reserves is allocated to the particular reserve account earning the interest so each reserve account grows by the amount added as well as the interest it accrues.</i>
<p>• Duidgee seating, playground equipment & retaining walls - \$80,000;</p>	
<i>Retaining wall - what is it for?</i>	<i>Keeps sand in and grass out – all playground structures that are there at the present time as shown on the bus trip. Separation between sand and surrounding grass just a line. Retaining walls to keep sand in there, etcetera.</i>
<i>Is seating including tables?</i>	<i>Yes - seven tables & chairs that are wheelchair accessible are proposed.</i>
<i>In original program for W&S it was allocated cheaper. What is the exact cost?</i>	<i>\$15,000 contingency added to original W&S Program</i>
<i>Are there other sources of funding that might be available or a possibility to obtain alternate funding for this instead of doing it this year?</i>	<i>LotteryWest will sometimes fund playgrounds but rarely for local governments. They fund community groups but not local government because playgrounds are considered a local government core business and the playground is in a public park looked after by the local government.</i>

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<i>Questions</i>	<i>Clarification provided</i>
<i>Can we investigate creating a different boundary that includes rubber edging, or tyres?</i>	<i>There are Australian standards for Playgrounds. In respect to the question – rubber was not considered appropriate due to the existing look of the park – the proposed boundary/edging meets Australian standards & suits aesthetics.</i>
<i>The Shire President adjourned the meeting at 12.00 noon.</i>	
<i>The Shire President resumed the meeting at 12.48 pm</i>	
<i>Cr Craddock entered Council Chambers at 12.49 pm.</i>	
<p>• Showground Pavilion – security, storage & painting - \$21,500;</p>	
<i>What is this for?</i>	<i>Installing a shed for purposes of storage. Also improving security at pavilion.</i>
<i>What is status of brick-paving?</i>	<i>Pretty good now.</i>
<i>Can we have the shed made moveable and bolted down rather than in concrete?</i>	<i>Yes.</i>
<i>Is the shed value for money?</i>	<i>The concrete slab is expensive. The cost for the shed is what they cost.</i>
<i>Putting concrete pads down requires “sand, concrete, blue metal, etc. – how big is the shed? Where is the cost? You can put up a pre-fab unit for around \$20,000 so how come shed is so expensive? What is the labour component? Is the rate that the local government gets charged for higher than public rates?</i>	<p><i>It costs what it costs. The Local Government rate is not more expensive than what it costs the public.</i></p> <p><i>When we did costings for the depot the costs we did were no more expensive than what the community groups were getting quotes for.</i></p>
<i>Is there a plan for the shed? Will it come to Council prior to being undertaken? Have all users of the facility been consulted as to what they need and put it in right area?</i>	<p><i>We do not know if there has been consultation with the Agricultural Society. There has been consultation with sporting groups who have nowhere to store their equipment at the moment.</i></p> <p><i>This proposal is to solve an existing problem in the short-term. The Shed will be moveable to a new location later. We have consulted sufficiently to establish how much space we require.</i></p>

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<i>Questions</i>	<i>Clarification provided</i>
<ul style="list-style-type: none"> • Library Server Upgrade - \$12,000; 	
No further questions	<i>Covered above.</i>
<ul style="list-style-type: none"> • Continuing upgrade to Heritage Buildings - \$61,700 including: <ul style="list-style-type: none"> - Museum – fencing, paving, flooring - \$19,600; - Police Stables – drainage, gutters, fencing & painting - \$28,500; - Donegan’s Cottage – heritage style security grills - \$6,600; and - Connor’s Mill – flooring on 2nd & 3rd floors - \$7,000. 	
Is grant funding available for this?	<p><i>There is a LotteryWest grants program for heritage buildings.</i></p> <p><i>The requirement is you need to have up to date conservation plans. The task for the Heritage Advisor this year is to revise these plans to get the funding.</i></p> <p><i>You will not get funding for minimal works (e.g.: painting, paving, drainage etc.). Re-roofing memorial hall can be a project. Re-roofing the gaol (shingle roof) is more likely to be a project. The items listed in the budget will not qualify.</i></p>
Re-roofing Newcastle Gaol – can we have an update from the last Budget Meeting in regards to a Master Shingler being employed to fix the roof?	<p><i>The Manager Corporate Services advised that the CEO was not present for that discussion.</i></p> <p><i>The Manager Planning and Development advised that he is hoping to include in next year’s budget, the cost of engaging a master shingle tradesperson who can work with our Building Maintenance Officer who can then learn the trade and enable us to do similar future works in-house.</i></p>
	<p><i>The CEO advised that there a lot of similar buildings have installed corrugated iron over the top because they cannot be replaced like-for-like. Replacing the existing shingle with new shingle that is different.</i></p> <p><i>She-oak ones are labour intensive. Conversation will be needed with Heritage Advisor in 2014/2015. For each heritage building we work out what works are required and manage the cost over life; in a five year plan.</i></p>

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<i>Questions</i>	<i>Clarification provided</i>
When will we have the Conservation Plan updated?	<i>The Manager Planning and Development advised it will be done in the 2014/2015 year.</i> <i>A heritage team has been developed within the Shire around the Heritage Advisor to put more into Heritage matters. Information will come to Council in October or November.</i>
Syred's Cottage – concerned about it. Do we need to upgrade Conservation Plan before roofing on sheds can occur?	<i>The Manager Planning and Development advised we have identified a need to protect the building. Heritage Advisor has been out there.</i> <i>The restoration plan will address the cottage and outbuildings. The budget allocation is non-specific.</i>
Smoking shed at back beyond repair?	<i>Temporary roof isolated from walls. Back in 70s and 80s not very professional rendering work undertaken which has caused more erosion to the mud bricks.</i>
Weatherproofing of shed behind gaol as possible project?	<i>That arose for discussion in Wicklow Shearing shed. There are no costings for this. The intent was to make it weatherproofed but still be able to see the machinery.</i>
Can we put \$4,000 in the budget to add side walls to the shed?	<i>Yes.</i>
Can we have an update on the Wicklow shearing shed?	<i>Margie has identified someone to assist with cataloguing of the collection;</i>
Can there be an allocation of Wicklow Shearing Shed for display of Items.	<i>This was already removed from the budget during the Special Council Meeting.</i> <i>The Matter is no longer urgent. One of the potential uses before was for Anzac Breakfast. This will be an item for a future budget.</i>
<ul style="list-style-type: none"> Heritage/Museum IT Computer & Programs - \$23,500 (grant funded to \$15,000); 	
Is the item contingent on getting the grant?	<i>Yes.</i>
Camera equipment for museum included in the grant application?	<i>Yes. But also included as a separate item.</i>

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<i>Questions</i>	<i>Clarification provided</i>
<p>• Toodyay Town-site Upgrade – Street Tree Planting - \$20,000;</p>	
Can this be put off for one year?	<i>Yes it can be – but trees take a long time to establish & the feedback since installation has been extremely positive.</i>
Can this be put to landscaping of Charcoal Lane?	<i>There is already a separate item for landscaping at Charcoal Lane car park.</i>
What sort of trees will we plant? Can we avoid eucalyptus trees and high flammable trees? Where are we planning to put trees?	<p><i>The Manager Works and Services advised that the long term intent was to create an avenue of trees - trees planted last year were a mix of jacarandas and ornamental pears – planted in consultation with a landscape designer & some Councillors.</i></p> <p><i>No decision on the species has been made for this year but again, professional input would be sought to ensure appropriate plantings.</i></p>
Shouldn't Council resolve to authorise Cr Lloyd to do this?	<i>CEO stated Cr Lloyd is consulted not as a councillor but as a member of the community. The Seed Orchard work on local species and not ornamentals.</i>
Want to be informed about street tree process. Can we halve the amount?	<i>The trees cost \$1000 each (this includes the cost of removing pavement, digging large holes & filling with appropriate soil & watering tubes) – If you halve the amount in the budget you can then only plant ten trees.</i>
<p>• Completion of remediation of Old Depot site (Harper Road) including tank removal - \$30,000;</p>	
Can they be reused for water tanks for storage of water?	<i>Re-use of the tanks will need to be investigated once they have been removed to determine suitability for other uses.</i>
<p>• GL: 137253 - additional standpipe or water tank to existing stand pipe to alleviate wait times and pressure on Northam-Toodyay road standpipe - \$20,000;</p>	
Restrictors on standpipes	<i>Water Corp are still to provide advice in regard to solutions.</i>
Do we get a return on the money already spent there?	<i>The Manager Corporate Services advised we do not get infrastructure charges back. There is a bond on the key and usage fee. We charge \$4.50 per kl. We do charge more for water than we pay for it.</i>

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<i>Questions</i>	<i>Clarification provided</i>
<ul style="list-style-type: none"> • GL: 147256 - Upgrade to Unclassified Heritage Buildings - \$112,200 including: <ul style="list-style-type: none"> - Bendigo Bank - \$96,200; - Syred's Cottage - \$10,000; and - Connor's Cottage - \$6,000; 	
<p>Can funding for the Bendigo Bank Building be loan funded and have a return via the lease? Can it be eligible for Heritage building funding?</p>	<p><i>You would separate the loan you have for a specific purpose. Every time we borrow we have higher repayments.</i></p> <p><i>An inquiry regarding two separate loans i.e.: refurbishment of tennis courts & ball courts with lighting (\$95,000) and Bendigo Bank re-roof (\$96,200) will be made by the Manager Corporate Services and information provided to Council on Friday.</i></p>
<ul style="list-style-type: none"> • GL: 133332 - Community Depot includes the following works: <ul style="list-style-type: none"> - Sheds x seven - \$150,000 (partially grant funded); - Ramp - \$20,000; - Toilet, Shelter & BBQ Facility - \$72,000; and - Driveway & car park - \$50,000. 	
<p>If we did toilet this year and put \$10,000 towards a roof can we source material to put shelter in ourselves rather than buy a toilet and shelter complex? What component is for the toilet?</p>	<p><i>Cr Lloyd provided information to the Members as follows:</i></p> <p><i>Toilet only is \$21,000 plus \$7,000 to cover cost of installation.</i></p>
<p><i>CEO provided an overview of what the Grant Application included and gave advice that it is important for Council to also put money into the project, thus demonstrating commitment to the project and making it a useable facility.</i></p>	
<p>Toilet Shelter</p>	<p><i>Suggestion \$30,000 be allocated for the toilet. No consensus was given.</i></p>
<p>Sheds x seven – Is it really Operating Revenue?</p>	<p><i>Grant income for the Community Depot is \$125,000. It is always Operating Revenue until it is actually spent. Very little is capital income apart from sale of assets and reserve transfers.</i></p>
<p><i>CEO advised the project will not occur unless we have grant income to do it and when we put in grant application it includes plans for the entire project.</i></p>	

The Shire President departed Council Chambers at 2.16 pm.

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<i>Questions</i>	<i>Clarification provided</i>
<i>How much of the sheds are recouped from the community and how much picked up by the Shire?</i>	<i>Proposed grant is \$125,000. The balance of the cost of the project will be picked up by the Shire. Not looking at contributions from the groups. If you look at the wood turners for example, the stuff inside the shed will be found by the group themselves. The groups are responsible for doing the internal fit-out.</i>

The Shire President returned to Council Chambers at 2.19 pm.

<i>Questions</i>	<i>Clarification provided</i>
<i>Where is the ramp situated?</i>	<i>Next to the station building. There is a kitchen and common area in that building and second half of building as yet not allocated to a purpose. The intent of the ramp is to make the building wheelchair accessible.</i>
<i>Can that be deferred? Because nobody other than FM radio station in the building until we get the grant?</i>	<i>It needs to stay in the budget because it is substantial work on new building making it accessible in accordance with our Disability Access and Inclusion Plan.</i>

Cr Firms departed Council Chambers at 2.20 pm.

<i>Questions</i>	<i>Clarification provided</i>
<i>What about Art Acquisition?</i>	<i>We are discussing capital. Once we deal with all items and infrastructure we can deal with that.</i>

Cr Firms returned to Council Chambers at 2.25 pm.

<i>Questions</i>	<i>Clarification provided</i>
<i>Roads to Recovery Projects</i>	<i>Will not spend this money until the Federal Government confirms the existence of money.</i>
<i>Footpaths</i>	<i>The figure shown is the entire cost. Budget allocation will be half this amount because 50% (page 24) is grant funding.</i>

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Questions	Clarification provided
<i>Clarification was sought. The Manager Works and Services advised what the priorities were.</i>	
Own Funds Construction	
<ul style="list-style-type: none"> • \$69,326 – Hoddy Well Road; <i>many complaints from one resident/ratepayer over last few years</i> • \$29,210 – Library Car Park <i>staff request & part of finalising original project</i> • \$75,900 – Louisa Circle; <i>reseal – does need to be done (is stripping)</i> • \$10,080 – Flexuosa Place; <i>services four houses but needs to be done (is stripping)</i> • \$20,480 – Henry Street; <i>- can be removed if needed</i> • \$40,861 – Seventh Road; <i>gravel resheet – MWS had a project for each area (e.g. Morangup, Bejoording, etc. It evens it out – and he receives very few complaints there.</i> • \$90,796 – Church Gully Road; <i>- does qualify (75 vehicles a day) trucks are using it and he has received many emails from the community about it;</i> • \$134,341 – Grandis Road; <i>that seals right through to Dryandra which again qualifies (75 vehicles a day at least) and</i> • \$104,465 – Salt Valley Road – <i>identified through traffic counts – that it required to be sealed.</i> 	
<i>Possibilities for removal</i>	<ul style="list-style-type: none"> • \$69,326 – Hoddy Well Road; • \$29,210 – Library Car Park • \$20,480 – Henry Street;
<i>CEO advised re the Library Car Park.</i>	<i>The library car-park is not a roads project but part of asset improvement to existing infrastructure.</i>
<i>What is the cash component of stripping the road?</i>	<i>CEO noted that majority of seal work is done by contractors with preparation done by works staff. CEO advised that the Shire of Toodyay currently well exceeds in its obligations of own funds expenditure in relation to Roads To Recovery. CEO further advised that Shire of Toodyay own funds road expenditure is one of the highest in the region.</i>
<i>Cr Rayner departed Council Chambers at 2.44 pm.</i>	
<i>If the Hoddywell Road expenditure is in the budget to satisfy the complaint of one community member then we should be pulling it.</i>	<i>No clarification given.</i>

Cr Rayner returned to the Council Chambers at 2.46pm.

MINUTES OF SPECIAL MEETING OF COUNCIL
HELD IN COUNCIL CHAMBERS ON 24 JULY 2014

<i>Questions</i>	<i>Clarification provided</i>
<i>What two roads are not being done under Asset Preservation?</i>	<i>Balgalling Road removed – this was for gravel re-sheet.</i>
<p><i>The Manager Corporate Services advised that Council has a finite amount of money & that whilst having a Plan in place to renew & maintain assets is vital, no Council is able to renew & maintain to full optimal levels each year. Each year, Council must consider all plans & information given & then decide which priority projects proceed dependant on available resources.</i></p> <p><i>CEO advised that local government does not have sufficient funds to adequately preserve all their assets, particularly roads. Council has to contemplate its road assets.</i></p>	
<i>Can we use money for another road?</i>	<i>The CEO advised that road expenditure is not sacrosanct. Council when adopting its budget is not prevented from going through the roads budget to say what they want to spend keeping in mind the requirement to fully utilise staff and machinery. If you cut too much own works programs you have insufficient work to keep staff fully occupied though there is generally room to reduce the roads program if required.</i>
<p><i>CEO advised that one strong form of protection for local government in regards to risk management is both good plans and good budget process. It is legitimate for Council to say they cannot afford to do a road this year. We have a good understanding of what our road assets are like. We always give priority to roads that have a safety element related to its works.</i></p>	
<i>Is it acceptable to take money not spent on roads put it into the Rec Reserve?</i>	<i>It is acceptable for Council to spend (or allocate) money in the manner they most consider is the most effective & efficient use of resources using the information provided. Council is given as much information as possible to enable them to make the final decisions they can be comfortable with.</i>
<p><i>The Manager Corporate Services advised that Council has already made a decision to do the Recreation Facility as part of its Community Strategic Plan & as such, to receive external funding & support, we will need to show that we are doing as much as possible to provide & support the new project.</i></p>	
<i>What is the cost of the two roads identified in the Asset Preservation Plan not being done?</i>	<i>Balgalling - \$50,000 re-sheet. River Road is a road of regional significance & as such, is eligible for funding from Regional Road Group – it makes financial sense to seek external funding for such roads rather than spending Council own funds</i>

MINUTES OF SPECIAL MEETING OF COUNCIL
HELD IN COUNCIL CHAMBERS ON 24 JULY 2014

<i>Questions</i>	<i>Clarification provided</i>
<i>Do we have the capacity to put \$50,000 in the budget to do Balgalling?</i>	<i>The Manager Works & Services (MWS) advised he is struggling to have enough projects within the program to keep the staff occupied if they take out Hoddywell Road, the library car park and Henry Street. Replacing these projects with Balgalling Road will assist.</i>
<i>Can a re-worked works program be provided to enable the MWS to have his crew fully utilised?</i>	<i>Does Council have any project/s identified for removal? There are a couple of reseals required due to stripping. The majority of expense in reseals is outsourced. Three major sealing projects. If we had to reduce one of those is there a candidate? Five projects are non-negotiable.</i>
<i>The Shire President adjourned the meeting at 3.03 pm.</i>	
<i>The Shire President resumed the meeting at 3.25 pm.</i>	
<i>CEO advised that in relation to the Royalties to Regions projects listed Council can choose which roads are included in this list (i.e. for eligible roads).</i>	
<i>If we do not do West Toodyay Road would that be a problem for next year?</i>	<i>MWS advised it could wait another year. We have to spend money on roads but we choose which project to spend money on. We can substitute a project.</i>
<i>Toodyay West Road – will re-doing the road make the road safer?</i>	<i>No – all the works planned are a re-seal – there is no widening or infrastructure improvement involved.</i>
<i>How do we get River Road on there?</i>	<i>River Road is a road of regional significance, qualified for funding under Regional Roads Grant Funding program. Applications close at the end of August 2014.</i>

Cr Firms moved a motion was follows:

That Charcoal Lane Car Park & Charcoal Lane Project in 2014/2015 Budget be as follows:

- **\$150,968 - Charcoal Lane Car Park Stage 2 (lower section) – Carried Forward; and**
- **\$47,000 - Charcoal Lane Car Park landscaping, steps etc.**

and any identified savings be decided upon.

MINUTES OF SPECIAL MEETING OF COUNCIL
HELD IN COUNCIL CHAMBERS ON 24 JULY 2014

Cr Craddock objected to the motion.

Cr McCann seconded the motion.

Debate commenced.

Clarification was sought.

Cr Lloyd foreshadowed that she would move a motion to keep what is in the budget.

The motion was put.

MOTION LOST

MOVED Cr Firms

SECONDED Cr McCann

That Charcoal Lane Car Park & Charcoal Lane Project in 2014/2015 Budget be as follows:

- \$150,968 - Charcoal Lane Car Park Stage 2 (lower section) – Carried Forward; and
- \$47,000 - Charcoal Lane Car Park landscaping, steps etc.

and any identified savings be decided upon.

MOTION LOST 4/5

In accordance with Section 5.21(4) (b) of the Local Government Act 1995, Councillor McCann requested that the vote of all members present be recorded. Cr McCann, Cr Madacsi, Cr Chitty and Cr Firms voted for the motion. Cr Dow, Cr Lloyd, Cr Greenway, Cr Rayner and Cr Craddock voted against the motion.

Cr Lloyd moved a motion was follows:

That Charcoal Lane Car Park & Charcoal Lane Project in 2014/2015 Budget be as follows:

- **\$150,968 - Charcoal Lane Car Park Stage 2 (lower section) – Carried Forward;**
- **\$175,000 - Charcoal Lane Car Park Stage 3 (upper section); and**
- **\$47,000 - Charcoal Lane Car Park landscaping, steps etc.**

be included in this year's budget

Cr Firms objected to the motion.

Cr Craddock seconded the motion.

MINUTES OF SPECIAL MEETING OF COUNCIL
HELD IN COUNCIL CHAMBERS ON 24 JULY 2014

Debate commenced.

Cr Firms moved an amendment to the motion as follows:

That a point 2 included to read as follows:

2. **That prior to the undertaking of the works that a brief enquiry or investigation into the cost and feasibility of providing energy producing infrastructure being installed under the car-park as part of the project.**

Cr Lloyd accepted the amendment.

Clarification was sought.

The substantive motion was put.

COUNCIL RESOLUTION NO 211/07/14

MOVED Cr Lloyd

SECONDED Cr Craddock

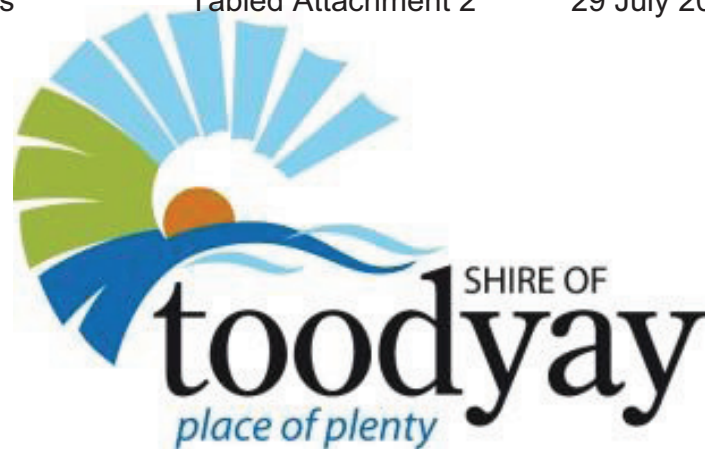
That:

1. Charcoal Lane Car Park & Charcoal Lane Project in 2014/2015 Budget be as follows:
 - \$150,968 - Charcoal Lane Car Park Stage 2 (lower section) – Carried Forward;
 - \$175,000 - Charcoal Lane Car Park Stage 3 (upper section); and
 - \$47,000 - Charcoal Lane Car Park landscaping, steps etc.be included in this year's budget.
2. That prior to the undertaking of the works that a brief enquiry or investigation into the cost and feasibility of providing energy producing infrastructure being installed under the car-park as part of the project.

MOTION CARRIED 6/3

7. CLOSURE OF MEETING

The Shire President declared the meeting closed at 4.04 pm.



MEMORANDUM OF UNDERSTANDING

Between the

Shire of Toodyay

and

The Morangup Progress Association

This Memorandum of Understanding (MOU) is made on 1 July 2014.

BETWEEN:

The SHIRE OF TOODYAY (the Shire) of 15 Fiennes Street, Toodyay, in the State of Western Australia of the one part, and

The MORANGUP PROGRESS ASSOCIATION (the MPA) of 3 Wallaby Way, Morangup, in the State of Western Australia, of the other part

Hereinafter referred to as "the parties"

BACKGROUND

The application for funding for this pilot program was completed and sourced through an AWARE grant application that is administered by the State Emergency Management Committee (SEMC) of Western Australia. This pilot program is an initiative for the community to better build resilience and promote community preparedness for potential impacts from natural disasters.

PURPOSE

The purpose of this MOU is to facilitate a collaborative cooperative approach between both parties in relation to a Community Disaster Awareness Pilot Program for the Morangup locality.

This MOU is between the Shire and the MPA for the delivery of educational and situational awareness of emergencies and disasters that may affect the Morangup community.

OBJECTIVES

The Shire will contract the MPA to develop this pilot program in accordance with the undertakings and performance milestones set out in this MOU.

The information gathered from the community during the pilot program shall be shared between the Shire and the MPA and made available to the SEMC to assist cross-promotion of AWARE programs or similar innovative trials by other Local Governments or Community Groups.

Where information provided to the MPA or the Shire through the pilot program is found to be sensitive or private the Shire shall use its discretion in regard to the releasing of such information to the public.

PERFORMANCE MILESTONES

The MPA is responsible for completing milestones as delineated below:

Prior to 10 September 2014:

- 1 Development of a process to gather information from the community (e.g. questionnaire);
- 2 Compiling in a timely and efficient manner the information that is gathered through a community consultative process;
- 3 Analysis of the information collected; and
- 4 Providing data in a usable format to the Shire;

Prior to 15 October 2014:

- 5 Workshop/s development to produce the required information and education that the community of Morangup require;

Note: *During this stage funds will be made available for the development of the educational training or information, the amount will be agreed upon by both parties. This option shall be discussed to decide if the MPA wish to continue or be involved in the delivery of the proposed training to the community.*

- 6 Plan and develop the most appropriate way to initiate the educational training or programs to the community.

Prior to the end of the term

- 7 Optional involvement from the MPA to be involved in the delivery of the training or community workshops.

SHIRE OF TOODYAY UNDERTAKINGS

The Shire will commit to the overall success of the pilot project by:

1. entering into an MOU with the MPA in regards to the Community Disaster Awareness Pilot Program for the Morangup locality;
2. being involved during the development of the pathway to gather the relevant information from the community;
3. providing administrative support to the MPA including, but not limited to the following:
 - (a) Overall Contract Management;
 - (b) Human Resource Requirements;
 - (c) Reviewing and Approval of all documentation;
 - (d) Graphic design of booklet and pamphlets;
 - (e) Mailing and administration costs;
 - (f) Acquittal of the overall project;
 - (g) Mapping and subdivision information; and
 - (h) Address information;
4. Providing specialist information for all natural disasters;
5. Liaison between Department of Fire and Emergency Services;
6. Sourcing specific training already available for the community;
7. Liaison between the SEMC Secretariat and the MPA in all aspects of the pilot program when providing the information required for acquittal and reporting functions;
8. Contributing to the development of educational material or training;
9. Delivering workshop style community training;
10. Providing and reporting of findings to the following:
 - (a) Local Emergency Management Committee
 - (b) District Emergency Management Committee
 - (c) State Emergency Management Committee

MORANGUP PROGRESS ASSOCIATION UNDERTAKINGS

1. The MPA shall appoint a Project Manager who shall
 - 1.1 keep the Community Emergency Services Manager fully informed at each step through appropriate means of communication; and
 - 1.2 ensure accurate records are kept including but not limited to receipts and all relevant information and ongoing cost regarding the MPAs input into the project. This information shall be provided to the Shire as requested for the project acquittal to the SEMC;

2. The MPA is responsible for following the steps of this pilot project which are set out below:
 - 2.1 Develop a suitable pathway to gather and understand the current level of knowledge and concerns amongst the community of Morangup in regards to natural disasters that are relevant to the Morangup locality.
 - 2.2 Disseminate the project information amongst the community and gather the required findings for analysis.
 - 2.3 Develop a register and map of known vulnerable persons throughout the Morangup Community.
 - 2.4 Workshop together with the Shire of Toodyay and the Morangup Progress Association to brain storm and review the findings of the information.
 - 2.5 Identify from the information gathered educational, training and potential ideas to better equip the community to prepare or to promote community resilience.
 - 2.6 Deliver the outcomes of the agreed education or training programs to the community in the most appropriate manner.
 - 2.7 Seek further funding for projects that may have been identified during the pilot program.

FURTHER TERM

If both parties wish to continue the partnership, dependent upon what remaining funds may be available the term may be extended for one (1) year for the purpose of (2.6) and (2.7) above.

FUNDING

Upon confirmation from the MPA, in writing, to the Shire of the appointment of a designated MPA Certified Accountant and signing of this MOU the Shire will forward an amount of \$10,000 to the MPA in relation to the development of this program.

CONFLICT RESOLUTION

Conflicts and complaints will be directed to the Chief Executive Officer (CEO) of the Shire and the Community Emergency Services Manager for resolution in the first instance. The Shire President is to be advised of all such issues.

If unable to be resolved at this level the CEO will advise the Shire President who, at his discretion may or may not seek advice from the Council, for resolution.

TERM

The term of this MOU is for four (4) months from the date of signing or until such time as the MPA achieves the performance milestones, whichever occurs first.

TERMINATION

The parties may terminate this MOU prior to the expiry of the term set out above by sending and delivering notice of such termination to the other party in writing. Termination is effective upon receipt of the notice by the other party.

DISCLAIMER

If the partnership is no longer viable then the Shire of Toodyay shall proceed to deliver the identified education and training requirements to the community of Morangup. It shall also be understood by both parties that the education and training requirements may not be feasible to be conducted at certain times of the year and may have to wait for the correct season.

AGREEMENT

The parties understand and agree that this Memorandum of Understanding is a clear statement that this program is to develop community resilience and better prepare the community in the event of a natural disaster. Further, both parties understand and agree that this MOU is based on a commitment to deliver the outcomes required in relation to the AWARE Pilot Program.

SIGNED for and behalf of the Shire of Toodyay by:

Stan Scott
Chief Executive Officer
Shire of Toodyay

DATE: __ / __ / ____

SIGNED for and behalf of the Morangup Progress Association by:

Dave Mustchin
President
Morangup Progress Association

DATE: __ / __ / ____

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