



MINUTES

ORDINARY COUNCIL MEETING

HELD IN THE COUNCIL CHAMBERS, MEEKATHARRA

ON

MONDAY 23 OCTOBER 2023

COMMENCED AT 5.00 PM

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In accordance with Local Government Act, Schedule 2.3 (3), the Chief Executive Officer is to preside at the meeting until the office of Shire President has been filled.

Nominations for the office of President and Deputy Shire President are to be given to the CEO in writing before the meeting or during the meeting before the close of nominations.

NOTE: ALL APPOINTMENTS TO COMMITTEES MUST BE BY ABSOLUTE MAJORITY – LOCAL GOVERNMENT ACT 1995 SECTION 5.10 (1) (A)

1. DECLARATION OF OPENING/ ANNOUNCEMENT OF VISITORS

The Chief Executive Officer Dr Kelvin Matthews, declared the meeting open at 5.00pm.

2. DISCLAIMER READING

No responsibility whatsoever is implied or accepted by the Shire of Meekatharra for any act, omission or statement or intimation occurring during this Meeting.

It is strongly advised that persons do not act on what is heard at this Meeting and should only rely on written confirmation of council's decision, which will be provided within fourteen (14) days of this Meeting.

3. RECORD OF ATTENDANCE/ APOLOGIES/ APPROVED LEAVE OF ABSENCE

Members

Cr JC Holden

Cr MR Hall

Members Elect

HJ Nichols

BM Day

WJ Ward

DK Hodder

MJ Smith

Staff

Kelvin Matthews

Chief Executive Officer

Peter Dittrich

Deputy Chief Executive Officer

Felicity Anderson

Executive Assistant

Apologies

Svenja Clare

Community Development & Services Officer

Approved Leave of Absence

Nil

Observers

Nil

4. SWEARING IN OF NEWLY ELECTED COUNCILLORS

Newly elected Councillors were sworn into office, making a declaration in the prescribed form before the Shire Chief Executive Officer. The declaration was made by Cr HJ Nichols, Cr BM Day, Cr WJ Ward, Cr MJ Smith, and Cr DK Hodder.

4.1 ELECTION AND SWEARING IN OF SHIRE PRESIDENT

The CEO announced that 1 valid nomination had been received for the office of Shire President. Cr HJ Nichols accepted the nomination. The CEO declared Cr HJ Nichols elected as Shire President for a term of 2 years.

Council Resolution:

Moved: Cr BM Day
Seconded: Cr MJ Smith

That Cr HJ Nichols be nominated for the position of Shire President.

RESOLUTION 2023/24-082

CARRIED 6/1

For: Cr HJ Nichols, Cr MJ Smith, CR BM Day, Cr MR Hall, Cr DK Hodder and Cr WJ Ward

Against: Cr JC Holden

Cr HJ Nichols then made a declaration in the prescribed form for the office of Shire President before the Shire CEO. Cr HJ Nichols then resumed the chair.

4.2 ELECTION AND SWEARING IN OF DEPUTY SHIRE PRESIDENT

The Shire President announced that 1 nomination had been received for the office of Deputy Shire President. Cr MJ Smith accepted the nomination. The Shire President declared Cr MJ Smith elected unopposed as Deputy Shire President for a term of 2 years.

Council Resolution:

Moved: Cr HJ Nichols
Seconded: Cr MR Hall

That Cr MJ Smith be nominated for the position of Deputy Shire President.

RESOLUTION 2023/24-083

CARRIED 7/0

For: Cr HJ Nichols, Cr MJ Smith, CR BM Day, Cr MR Hall, Cr JC Holden, Cr DK Hodder and Cr WJ Ward

Against: Nil

Cr MJ Smith then made a declaration in the prescribed form for the office of Deputy Shire President before the Shire CEO.

Seating arrangements were finalised.

4.3 APPOINTMENT TO AUDIT COMMITTEE

(STAFF RECOMMENDATION: APPOINT WHOLE COUNCIL)

CURRENT – FULL COUNCIL

Council Resolution:

Moved: Cr MR Hall

Seconded: Cr BM Day

That all Councillors be appointed to the Audit Committee.

RESOLUTION 2023/24-084

CARRIED 7/0

For: Cr HJ Nichols, Cr MJ Smith, CR BM Day, Cr MR Hall, Cr JC Holden,
Cr DK Hodder and Cr WJ Ward

Against: Nil

4.4 APPOINTMENT TO HEALTH BUILDING & TOWN PLANNING COMMITTEE

CURRENT – FULL COUNCIL

Council Resolution:

Moved: Cr JC Holden

Seconded: Cr BM Day

That all Councillors be appointed to the Health Building & Town Planning Committee.

RESOLUTION 2023/24-085

CARRIED 7/0

For: Cr HJ Nichols, Cr MJ Smith, CR BM Day, Cr MR Hall, Cr JC Holden,
Cr DK Hodder and Cr WJ Ward

Against: Nil

4.5 APPOINTMENT TO WORKS GROUP

CURRENT – FULL COUNCIL

Council Resolution:

Moved: Cr DK Hodder

Seconded: Cr MR Hall

That all Councillors be appointed to the Works Group.

RESOLUTION 2023/24-086

CARRIED 7/0

For: Cr HJ Nichols, Cr MJ Smith, CR BM Day, Cr MR Hall, Cr JC Holden,
Cr DK Hodder and Cr WJ Ward

Against: Nil

NOTE: The Works Group is an informal group and not an established committee of Council for the purpose of section 5.8 of the Local Government Act 1995.

4.6 APPOINTMENT TO CEO PERFORMANCE REVIEW PANEL

CURRENT – SHIRE PRESIDENT AND DEPUTY PRESIDENT

Council Resolution:

Moved: Cr DK Hodder

Seconded: Cr MR Hall

That the Shire President & Deputy Shire President be appointed to the CEO Performance Review Panel.

RESOLUTION 2023/24-087

CARRIED 7/0

For: Cr HJ Nichols, Cr MJ Smith, CR BM Day, Cr MR Hall, Cr JC Holden,
Cr DK Hodder and Cr WJ Ward

Against: Nil

4.7 APPOINTMENT TO LOCAL EMERGENCY MANAGEMENT COMMITTEE

Local Emergency Management Committee Members:

Local Emergency Management Coordinator & Chair (OIC Meekatharra Police)

Shire CEO,

Shire CDSM (secretariat),

Meekatharra Airport Manager,

Chief Bush Fire Control Officer (CEO),

And a representative from each of the following agencies:

Department of Fire and Emergency Services,

St Johns Ambulance Service,

Meekatharra Fire and Rescue Service,

*Meekatharra SES Unit,
Department of Child Protection,
Meekatharra Hospital,
Royal Flying Doctor Service,
Plutonic Mine,
Sandfire Resource (Degrussa Mine)
Doray Minerals Ltd
Westgold Resources N, and
Abra Mining
Cr JC Holden.*

Recommendation/Council Resolution:

Moved: Cr MR Hall

Seconded: Cr BM Day

That the above members be appointed to the Local Emergency Management Committee.

RESOLUTION 2023/24-088

CARRIED 7/0

For: Cr HJ Nichols, Cr MJ Smith, Cr BM Day, Cr MR Hall, Cr JC Holden,
Cr DK Hodder and Cr WJ Ward

Against: Nil

NOTE: The Local Emergency Management Committee (LEMC) is an external committee to Council and not an established committee of Council for the purpose of section 5.8 of the Local Government Act 1995.

4.8 APPOINTMENT OF DELEGATES

- Murchison Zone of the WA Local Government Association (WALGA)
(2 delegates) – plus optional proxy
Current – Cr Nichols, CEO Kelvin Matthews, and Cr Smith (proxy).

Appointed at the last (November 2021) Council meeting; Shire President and CEO with Deputy Shire President as proxy.

Appointed: Shire President and CEO with Deputy Shire President as proxy.

- Regional Road Group & Murchison Sub Group (1 delegate and Staff Member)
Current – Cr Nichols and CEO Kelvin Matthews or his delegate.

Appointed: Shire President and Chief Executive Officer or his delegate

- Meekatharra/Mt Magnet Aviation Community Consultation Group
Current – Shire Chief Executive Officer and Airport Manager. DCEO proxy.

Appointed: Shire Chief Executive Officer and Airport Manager with DCEO as proxy.

- Development Assessment Panel for the Shire of Meekatharra (4 appointments)
Previous – Cr’s Nichols & Clancy with Cr’s Smith & Hall as proxies.

Appointed: Shire President Cr HJ Nichols, Deputy Shire President Cr MJ Smith and Cr MR Hall as proxy,

- Meekatharra Outback Festival/Events Reference Group (changed from “Management Committee”)
Previous – Cr’s Nichols, CDSM and CDO.

Appointed: Cr JC Holden, Community Development & Service Manager and Chief Executive Officer.

- Meekatharra Agency Leadership Group (MALG)
Currently attended by the CEO and CDSM as the appointed scribe for the group

Appointed: Chief Executive Officer and Community Development & Services Manager.

- Meekatharra Liquor Accord Group (when in operation)
Previous – Shire President and CEO.

Appointed: Shire President and Chief Executive Officer

- Doray Meekatharra Community Development Trust
Current – Shire President.

Appointed: Shire President

- Meekatharra Aboriginal Reference Group
Currently attended by CEO and CDSM.

Appointed: Chief Executive Officer and Community Development & Services Manager.

Council Resolution (Absolute Majority Required):

Moved: Cr MJ Smith

Seconded: Cr BM Day

That Council approves the above appointments of delegates to committees / organisations.

RESOLUTION 2023/24-089

**CARRIED 7/0
BY AN ABSOLUTE MAJORITY**

For: Cr HJ Nichols, Cr MJ Smith, CR BM Day, Cr MR Hall, Cr JC Holden,
Cr DK Hodder and Cr WJ Ward

Against: Nil

4.9 APPOINTMENT OF CHAIRMAN LOCAL RECOVERY COORDINATING COMMITTEE

Current – Shire President with Deputy President as proxy.

Recommendation / Council Resolution:

Moved: Cr DK Hodder

Seconded: Cr BM Day

That Council appoints the Shire President as Chairman of the Local Recovery Coordinating Committee, with the Deputy President as proxy.

RESOLUTION 2023/24-090

CARRIED 7/0

For: Cr HJ Nichols, Cr MJ Smith, CR BM Day, Cr MR Hall, Cr JC Holden,
Cr DK Hodder and Cr WJ Ward

Against: Nil

4.10 APPOINTMENT OF LOCAL RECOVERY COORDINATOR

Current – Shire CEO.

Recommendation / Council Resolution:

Moved: Cr MJ Smith

Seconded: Cr BM Day

That Council appoints the Shire CEO as the Local Recovery Coordinator.

RESOLUTION 2023/24-091

CARRIED 7/0

For: Cr HJ Nichols, Cr MJ Smith, CR BM Day, Cr MR Hall, Cr JC Holden,
Cr DK Hodder and Cr WJ Ward

Against: Nil

4.11 APPOINTMENT OF CHIEF BUSH FIRE CONTROL OFFICERS

Bush Fire Act 1954 Sect 38 (11) & Policy 5.2

Chief Bush Fire Control Officer (CBFCO), Deputy Bush Fire Control Officer (DCBFCO) and Bush Fire Control Officer (BFCO)

Current – CEO Kelvin Matthews (CBFCO), Cr Harvey Nichols (DCBFCO)

Officers Recommendation / Council Resolution:

Moved: Cr MJ Smith

Seconded: Cr MR Hall

That Council appoints the CEO, Kelvin Matthews as Chief Bush Fire Control Officer and Shire President as Deputy Chief Bush Fire Control Officer.

RESOLUTION 2023/24-092

CARRIED 7/0

For: Cr HJ Nichols, Cr MJ Smith, CR BM Day, Cr MR Hall, Cr JC Holden, Cr DK Hodder and Cr WJ Ward

Against: Nil

4.12 APPOINTMENT TO MURCHISON GEO REGION PROJECT WORKING GROUP

Current – Cr Holden with CDSM and CEO support.

Recommendation / Council Resolution:

Moved: Cr MJ Smith

Seconded: Cr DK Hodder

That Council appoints Cr Holden to the Murchison Geo Region Project Working Group.

RESOLUTION 2023/24-093

CARRIED 7/0

For: Cr HJ Nichols, Cr MJ Smith, CR BM Day, Cr MR Hall, Cr JC Holden, Cr DK Hodder and Cr WJ Ward

Against: Nil

NOTE: The Murchison Geo Region Project Working Groupe (MGRPWG) is an external regional working group to Council and not an established committee of Council for the purpose of section 5.8 of the Local Government Act 1995.

5. CONFIDENTIAL ITEMS

Officer Recommendation / Council Resolution:

Moved: Cr MJ Smith
Seconded: Cr MR Hall

That the meeting be closed to member of the public to allow Council to discuss item 5.1 and 5.2 which concern matters of a confidential nature.

RESOLUTION 2023/24-094

CARRIED 7/0



For: Cr HJ Nichols, Cr MJ Smith, CR BM Day, Cr MR Hall, Cr JC Holden, Cr DK Hodder and Cr WJ Ward

Against: Nil

CONFIDENTIAL ITEM

Deals with a contract entered into, or which may be entered into by the local government. Local Government Act 1995 Section 5.23 (2) (c)

5.1 REQUEST FOR TENDER VP379936 - GRADER

Applicant:	N/A	
File Ref:	CM.TE.010	
Disclosure of Interest:	Nil	
Date of Report:	17 October 2023	
Author:	Kelvin Matthews Chief Executive Officer	 <i>Signature of Author</i>
Senior Officer:	Kelvin Matthews Chief Executive Officer	 <i>Signature Senior Officer</i>

Officers Recommendation:

That Council accept the quotation from Westrac Pty Ltd Sales for the purchase of a new Caterpillar 150-T3 grader for road construction at a total amount of \$507,650 including GST and approve budget variation transfer from Plant Reserve of \$57,650.00.

Council Resolution:

Moved: Cr MR Hall
Seconded: Cr MJ Smith

That Council accept the quotation from Westrac Pty Ltd Sales for the purchase a new Caterpillar 150-T3 grader plus the below optional extras:

➤ Centre rear mounted tyre carrier with crane - \$11,442.66

➤ Ring feeder tow hitch - \$7,216.03
➤ Wheel & Tyre supply - \$4,196.74
for road construction at a total amount of \$586,355.43 including GST and approve budget variation transfer from Plant Reserve of \$110,000.00.

RESOLUTION 2023/24-095

CARRIED 7/0


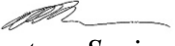
For: Cr HJ Nichols, Cr MJ Smith, CR BM Day, Cr MR Hall, Cr JC Holden, Cr DK Hodder and Cr WJ Ward

Against: Nil

CONFIDENTIAL ITEM

Deals with a contract entered into, or which may be entered into by the local government. Local Government Act 1995 Section 5.23 (2) (c)

5.2 REQUEST FOR TENDER VP383185 – SMOOTH DRUM ROLLER

Applicant:	N/A	
File Ref:	CM.TE.010	
Disclosure of Interest:	Nil	
Date of Report:	17 October 2023	
Author:	Kelvin Matthews Chief Executive Officer	 <i>Signature of Author</i>
Senior Officer:	Kelvin Matthews Chief Executive Officer	 <i>Signature Senior Officer</i>

Officers Recommendation / Council Resolution:

Moved: Cr MJ Smith
Seconded: Cr JC Holden

That Council accept the quotation from Westrac Pty Ltd Sales for the purchase of a new Caterpillar CS78B smooth drum roller for road construction at a total amount of \$240,790.62 including GST and approve budget variation transfer from Plant Reserve of \$70,790.00.

RESOLUTION 2023/24-096

CARRIED 7/0

For: Cr HJ Nichols, Cr MJ Smith, CR BM Day, Cr MR Hall, Cr JC Holden, Cr DK Hodder and Cr WJ Ward

Against: Nil

Officer Recommendation / Council Resolution:

Moved: Cr MJ Smith

Seconded: Cr BM Day

That the meeting be opened to the public.

RESOLUTION 2023/24-097

CARRIED 7/0

For: Cr HJ Nichols, Cr MJ Smith, CR BM Day, Cr MR Hall, Cr JC Holden, Cr DK Hodder and Cr WJ Ward

Against: Nil

6. CLOSURE OF MEETING

The Shire President closed the meeting at 5.45pm.

7. CERTIFICATION BY PRESIDENT

I certify these minutes to be those that were confirmed.

Shire President

Date: 18 November 2023