



# MINUTES

## For the Ordinary Council Meeting

Held on the 25<sup>th</sup> January 2023



**John Read**

*ACTING CHIEF EXECUTIVE OFFICER*

25<sup>th</sup> January 2023

**Disclaimer:**

The Shire of Yalgoo gives notice to members of the public that any decisions made at the meeting, can be revoked, pursuant to the Local Government Act 1995. Therefore members of the public should not rely on any decisions until formal notification in writing by Council has been received. Any plans or documents in agendas and minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material.

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## Minutes – Ordinary Council Meeting – Wednesday 25<sup>th</sup> January 2023

### 1 **DECLARATION OF OPENING**

The Shire President welcomed those in attendance and declared the meeting open at 10.20am.

### 2 **ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**

In accordance with section 14 of the Local Government (Administration) Regulations 1996 “Meetings held by electronic means in public health emergency or state of emergency (Act s. 5.25(1)(ba))”, the President to declare that this Meeting may take place via instantaneous communication. All Councillors and staff are to be available either via telephone (teleconference) or in person.

**Shire President**

Cr Gregory Payne

**Councillors**

Cr Gail Simpson-joined the meeting 10.48am

Cr Tamisha Hodder

Cr Raul Valenzuela

Cr Stanley Willock

**Acting Chief Executive Officer** John Read

**Deputy CEO** Thomas Gorman

**Executive Assistant** Diane Hodder

**APOLOGIES**

Cr Gail Trenfield

**LEAVE OF ABSENCE**

### 3 **DISCLOSURE OF INTERESTS**

Councillors and Officers are reminded of the requirements of s5.65 of the Local Government Act 1995, to verbally disclose any interest during the meeting before the matter is discussed or to provide in writing the nature of the interest to the CEO before the meeting.

NIL

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**4 PUBLIC QUESTION TIME**

NIL

**REPONSES TO QUESTIONS TAKEN ON NOTICE**

NIL

**QUESTIONS TAKEN WITHOUT NOTICE**

NIL

**5 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

NIL

**6 NOTICE OF MATTERS TO BE DISCUSSED BEHIND CLOSED DOORS**

NIL

**7 APPLICATIONS FOR LEAVE OF ABSENCE**

President Cr Gregory Payne advised council that he will be taking 3 months leave of absence from 25 January 2023.

**8 ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED**

NIL

**9 CONFIRMATION OF MINUTES**

9.1 MINUTES OF THE ORDINARY COUNCIL MEETING – 16<sup>TH</sup> December 2022

**RECOMMENDATION**

That the minutes of the Council Meeting held on the 16<sup>th</sup> December 2022 as attached be confirmed as a true and correct record.

**COUNCIL RESOLUTION – 2023-01-01**

Moved: Cr Raul Valenzuela

Seconded: Cr Stanley Willock

That the minutes of the Council Meeting held on the 16<sup>th</sup> December 2023 as attached be confirmed as a true and correct record.

**CARRIED: 4/0**

**10 MINUTES OF COMMITTEE MEETINGS**

NIL

**10.1 REPORTS OF COMMITTEE MEETINGS**

NIL

**11 TECHNICAL REPORTS**

**11.1 CAPITAL PROGRESS REPORT**

Applicant:	Shire of Yalgoo
Date:	2 January 2023
Reporting Officer:	Dominic Carbone
Disclosure of Interest:	NIL
Attachments:	NIL

**SUMMARY**

To receive the Progress Report on the 2022/23 Capital Works Program.

**BACKGROUND**

The Shire in its 2022-23 Annual Budget has allocated the sum of \$4,386,844 for the acquisition of capital assets and the undertaking of infrastructure works.

**COMMENT**

The Capital Projects detailed below are projects incorporated in the 2022-23 Annual Budget.

**STATUTORY ENVIRONMENT**

NIL

**POLICY/FINANCIAL IMPLCATIONS**

To deliver the Capital Works Program within budgeted allocations.

**VOTING REQUIREMENT**

Simple Majority

**OFFICERS RECOMMENDATION**

That Council receive the Progress Report on the Capital Works Program as at 31<sup>st</sup> December 2022.

COUNCIL RESOLUTION – 2023-01-02

Moved: Cr Stanley Willock

Seconded: Cr Raul Valenzuela

That Council receive the Progress Report on the Capital Works Program as at 31<sup>st</sup> December 2022.

CARRIED: 4/0

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### CAPITAL WORKS PROGRAMME

The following assets and works are budgeted to be acquired or undertaken during the year:

		2022-23 ANNUAL BUDGET	2022-23 DECEMBER ACTUAL	VARIANCE FAV (UNFAV)	COMMENTS
		\$	YTD \$	\$	
<b><u>By Program</u></b>					The CEO to provide a verbal update on the status of the capital projects as at 31 December 2022
<b>Governance</b>					
000000-Admin Computers Hardware, System Upgrade and Telephone Replacement	F & E	10,000	3,878	6,122	In progress
000000-External Monitor Display	F & E	21,602		21,602	
000000-Tables and Chairs	F & E	5,000		5,000	
000000-Landscape - Admin Office	Other	40,000		40,000	
<b>Law Order Public Safety</b>					
<b>Housing</b>					
000000-Other Housing - Nurse Accommodation	L & B	420,000	23,700	396,300	In progress
<b>Communities Amenties</b>					
<b>Recreation and Culture</b>					
000000 - Community Hall Renovations	L & B	350,000	5,110	344,890	In progress
000000-Core Stadium Exercise Equipment, Seating and BBQ area improvements	F & E	22,000		22,000	
000000- Community Heritage Buildings Renewals - LRCI Grant 2022-23	L & B	227,220	43,935	183,285	In progress
000000- Resurface Rage Cage, Tennis and Basketball Courts	L & B	98,000		98,000	
000000- Stadium Relocate Fence	Recreation	47,077		47,077	
Mower	P & E	35,000		35,000	

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The following assets and works are budgeted to be acquired or undertaken during the year:

				2022-23 ANNUAL BUDGET	2022-23 DECEMBER ACTUAL	VARIANCE FAV (UNFAV)	COMMENTS
				\$	YTD \$	\$	
<b><u>By Program</u></b>							The CEO to provide a verbal update on the status of the capital projects as at 31 December 2022
<b>Law Order &amp; Public Safety</b>							
000000- Light Tanker	P & E		239,000			239,000	
<b>Transport</b>							
000000- Machinery Shed Depot Concrete Floor Bays	L & B		27,000			27,000	
000000- Storage Shed Depot	L & B		16,000			16,000	
000000-Skidsteer	P & E		86,000			86,000	
000000- Multi Tyre Roller	P & E		220,000	176,000		44,000	Complete
000000- Genset	P & E		20,000			20,000	
000000- Dual Cab Utility	P & E		40,000			40,000	
000000-Works Foreman Utility	P & E		75,000			75,000	
000000-Traffic Light Pair	P & E		32,000	33,525		(1,525)	Complete
000000- Prime Mover	P & E		325,000	9,091		315,909	In progress
000000- Works Forklift	P & E		50,000	25,338		24,662	Complete
000000- Trailer Side Tipper	P & E		240,000	9,091		230,909	In progress
000000-Utility	P & E		32,000			32,000	
000000-Utility Work Crew	P & E		40,000			40,000	
000000-Satelite Phones and Vehicle Tracking	P & E		10,000			10,000	
000000- Street Lighting	Other		22,000			22,000	
000000- Paynes Find Entry Statements	Other		18,652			18,652	
<b>ROADS TO RECOVERY GRANTS</b>							
000000- Yalgoo/Ninghan Road - Seal to width 4m	Roads		377,293			377,293	
<b>RRG SPECIAL GRANT RD WORKS</b>							
000000- Yalgoo/Ninghan Road - Seal to width 4m LRCI \$446,000 RRG \$300,000	Roads		746,000			746,000	



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The following assets and works are budgeted to be acquired or undertaken during the year:

		2022-23 ANNUAL BUDGET	2022-23 DECEMBER ACTUAL	VARIANCE FAV (UNFAV)	COMMENTS
		\$	YTD \$	\$	
<b><u>By Program</u></b>					The CEO to provide a verbal update on the status of the capital projects as at 31 December 2022
<b>MUNICIPAL FUND</b>					
000000- Morawa Yalgoo Road Culvert, Floodway and Shoulder	Roads	80,000		80,000	
000000-Tourism Projects as per Plan	Roads	35,000		35,000	
000000-Floodway Stabalisation and Flood Mitigation	Roads	100,000		100,000	
000000- Fixed Road and Wayfinding Signage LRCI Grant 2022-23	Roads	15,000		15,000	
000000- Jokers Tunnel Sealed Floodway and Impoved Access LRCI Grant 2022-23	Roads	80,000		80,000	
000000- Sealing Outside primary School LRCI Grant 2022-23	Roads	40,000		40,000	
000000- Sealing Paynes Find Poineer Cemetery LRCI Grant 2022-23	Roads	10,000		10,000	
<b>Economic Services</b>					
000000-Caravan Park - 2 Self Contained Accommodation Units	L & B	25,000	23,644	1,356	In progress
000000-Caravan Park - Commercial Washing Machine and Dryer	F & E	40,000		40,000	
000000-Caravan Park -Awning over BBQ Facility	L & B	10,000		10,000	
<b>Other Property and Services</b>					
000000-Solar Panel - Shire Buildings	L & B	60,000		60,000	
		<b>4,386,844</b>	<b>353,312</b>	<b>4,033,532</b>	

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## 11.2 TECHNICAL SERVICES REPORT AS OF 20<sup>TH</sup> JANUARY 2023

Applicant:	Shire of Yalgoo
Date:	9 December 2022
Reporting Officer:	Craig Holland Works Manager
Disclosure of Interest:	NIL
Attachments:	NIL

### **SUMMARY**

That Council receive the Technical Services Report as at the 20<sup>th</sup> January 2023

### **COMMENT**

#### **Road Construction and Capital**

- NIL: report

#### **Road Maintenance**

- Maintenance grading done on Yalgoo Ninghan Road, Ninghan Road, Pindathuna Road.

#### **Plant and other infrastructure maintenance**

- YA 329 - Service.
- YA 840 – Service.
- YA 860 – Major service done.

#### **Parks, Reserves and Properties**

##### ***4.1 Art & Culture Centre***

General gardening maintenance carried out.

##### ***4.2 Community Town Oval***

General gardening maintenance and fertilizing conducted to the oval and core stadium gardens, oval was verti cut and air rated and fertilized.

##### ***4.3 Community Park, Gibbons Street***

General gardening maintenance conducted on a weekly bases mowing, pruning and watering, fertilized.

##### ***4.4 Community Park, Shamrock Street***

General gardening maintenance conducted on a weekly bases mowing, pruning and watering, fertilized.

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### **4.5 Water Park**

General gardening maintenance conducted.

### **4.6 Yalgoo Caravan Park**

General gardening maintenance is done every two weeks.

### **4.7 Paynes Find**

### **4.8 Railway Station**

General gardening maintenance conducted on a weekly basis mowing, pruning and watering.

### **4.9 Yalgoo Nursing Post**

No changes or additions to the nursing post.

### **4.10 Staff Housing**

Some repairs done to air conditioning.

### **4.11 Yalgoo Rubbish Tip**

Tip head pushed over on a weekly basis.

### **4.12 Yalgoo & Paynes Find Airstrip**

Paynes Find Airstrip – checked and all good.

Yalgoo Airstrip – checked and all good

## **STATUTORY ENVIRONMENT**

NIL

## **POLICY/FINANCIAL IMPLCATIONS**

To deliver the Capital Works Program within budgeted allocations.

## **VOTING REQUIREMENT**

Simple Majority

## **OFFICERS RECOMMENDATION**

That Council receive the Technical Services Report as of 20<sup>th</sup> January 2023.

### **COUNCIL RESOLUTION – 2023-01-03**

Moved: Cr Raul Valenzuela      Seconded: Cr Tamisha Hodder

That Council receive the Technical Services Report as of 20<sup>th</sup> January 2023.

**CARRIED: 4/0**

**12 DEVELOPMENT, PLANNING AND ENVIRONMENTAL HEALTH REPORTS**  
NIL

**13 FINANCIAL REPORTS**

**13.1 LIST OF ACCOUNTS**

Applicant:	Shire of Yalgoo
Date:	2 January 2023
Reporting Officer:	Dominic Carbone
Disclosure of Interest:	NIL
Attachments:	NIL

**SUMMARY**

Council approval is sought for the payments made in the period 1<sup>st</sup> December 2022 to 31<sup>st</sup> December 2022 as detailed in the List of Accounts below.

**COMMENT**

The Local Government Act 1995 and the Local Government (Financial Management) Regulations 1996 requires the Chief Executive Officer to present a list of accounts paid and/or payable to Council and to record those accounts in the minutes of the meeting.

**STATUTORY ENVIRONMENT**

Local Government Act 1995

6.10 Financial Management regulations

Regulations may provide for –

- a. The security and banking of money received by a local government' and
- b. The keeping of financial records by a local government; and
- c. The management by a local government of its assets, liabilities and revenue; and
- d. The general management of, and the authorisation of payments out of –
  - I. The municipal fund; and
  - II. The trust fund, of a local government.

Local Government (Financial Management) Regulations 1996

13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

1. If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared –
  - I. The payee's name; and
  - II. The amount of the payment; and
  - III. The date of the payment; and
  - IV. Sufficient information to identify the transaction.

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2. A list of accounts for approval to be paid is to be prepared each month showing –
  - a. For each account which requires council authorisation in that month –
    - I. The payee’s name; and
    - II. The amount of the payment; and
    - III. Sufficient information to identify the transaction; and
  - b. The date of the meeting of the council to which the list is to be presented.
3. A list prepared under subregulation (1) or (2) is to be –
  - a. Presented to the council at the next ordinary meeting of the council after the list is prepared; and
  - b. Recorded in the minutes of that meeting.

### **POLICY/FINANCIAL IMPLCATIONS**

NIL

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICERS RECOMMENDATION**

That Council approve the list of accounts paid for the period 1<sup>st</sup> December 2022 to 31<sup>st</sup> December 2022 amounting to \$611,755.32 and the list be recorded in the minutes.

**ATTENDANCE:** 10.48am Cr Gail Simpson joined the meeting

COUNCIL RESOLUTION – 2023-01-04

Moved: Cr Raul Valenzuela

Seconded: Cr Stanley Willock

That Council approve the list of accounts paid for the period 1<sup>st</sup> December 2022 to 31<sup>st</sup> December 2022 amounting to \$611,755.32 and the list be recorded in the minutes.

CARRIED: 5/0

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### Shire of Yalgoo List of Accounts Paid and Payable

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	Amount \$
<b>Cheque /EFT No</b>	<b>Date</b>	<b>Name</b>	<b>Invoice Description</b>	<b>Bank Code</b>	<b>Amount</b>
1 EFT528	01/12/2022	Integrated ICT	Monthly Wifi Network Maintenance - October 2022	1	7,262.20
2 EFT529	01/12/2022	E & Mj Rosher	Motor Vehicle Service	1	372.33
3 EFT530	01/12/2022	ATOM Supply	Caravan Park Supplies	1	3,239.87
4 EFT531	01/12/2022	Atyeo's Environmental Health Services PL	Consultancy Fees -Building & Environmental Services - December 2022	1	4,763.00
5 EFT532	01/12/2022	Beaurepaires	YA453 -Tyre	1	830.85
6 EFT533	01/12/2022	BOC Limited	Monthly Depot Container Service - October 2022	1	252.69
7 EFT534	01/12/2022	Bridged Group Pty Ltd	Monthly SOPHOS Service Fee - November 2022	1	346.50
8 EFT535	01/12/2022	Bunnings Building Supplies Pty Ltd	8x Dy Mark 500g White Line Marking Spray Paints	1	199.03
9 EFT536	01/12/2022	Canine Control	Contract Ranger Service	1	4,160.16
10 EFT537	01/12/2022	David Rocke	D Cell batteries for fire vehicle torch - Replacement and onhand	1	36.06

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### Shire of Yalgoo

#### List of Accounts Paid and Payable

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	Amount
11 EFT538	01/12/2022	Dominic Carbone & Associates	Consultant Fees -Financial and Administration	1	6,792.50
12 EFT539	01/12/2022	Gail Trenfield	Council Meeting Fees and Allowances	1	777.67
13 EFT540	01/12/2022	Geraldton Mower & Repair Specialist	Brushcutter Honda 35CC Bike Handle	1	1,507.00
14 EFT541	01/12/2022	Geraldton Party Hire	Shade Cover Hire for Athletics Sports Festival	1	880.00
15 EFT542	01/12/2022	Geraldton Toyota	Motor Vehicle Service	1	769.87
16 EFT543	01/12/2022	GG Pumps & Electrical Pty Ltd	Assemble pump and motor. Splice cable onto motor and test operation	1	3,918.20
17 EFT544	01/12/2022	Great Northern Rural Services.	Reticulation parts - solenoid valves , coupling cat7 pvc 25mm/40mm and HRPR wire connector	1	806.47
18 EFT545	01/12/2022	Jason Signmakers	Braille Unisex Toilet Signs	1	120.89
19 EFT546	01/12/2022	LGISWA	Public Liability Insurance Premium - 2nd Installment (2022-2023 Renewal)	1	154,217.25

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### Shire of Yalgoo

#### List of Accounts Paid and Payable

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	Amount
20 EFT547	01/12/2022	IPEC Pty Ltd (Toll Global Express)	Freight Charges- 2x Pallets Asphalt	1	2,815.62
21 EFT548	01/12/2022	Department of Mines Industry	Building Permits	1	907.49
22 EFT549	01/12/2022	Harvey Norman Computer Superstore	Printer	1	600.00
23 EFT550	01/12/2022	Department of Fire and Emergency Services (DFES)	2022/2023 ESL Quarter 1 - Emergency Services Levy	1	6,657.40
24 EFT551	01/12/2022	Charmaine Simpson	Reimbursement Art Sales - Bookmark	1	21.00
25 EFT552	01/12/2022	Darren Long Consulting	Consultancy Fees - Financial Services	1	3,025.00
26 EFT553	01/12/2022	Midwest Turf Supplies	Turf Renovations to oval mobilisation/demobilisation , hard scarfy/verticut, sweep, hollow tyne core, low mow, test irrigation supply of pallet of custom blend fertiliser, half to be spread on oval half for town spread fertiliser	1	19,437.00
27 EFT554	01/12/2022	Incite Security	Security -Quarterly Monitoring Service Fees	1	294.00
28 EFT555	01/12/2022	Margaret Simpson	Reimbursement Art Sales - Bookmark	1	7.50



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### Shire of Yalgoo

#### List of Accounts Paid and Payable

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	Amount
29 EFT556	01/12/2022	Mcdonalds Wholesalers	Caravan Park - Goods for Resale and Supplies	1	4,105.71
30 EFT557	01/12/2022	Cleverpatch Pty Ltd	Art Materials - Halloween	1	421.68
31 EFT558	01/12/2022	Gail Simpson	Reimbursement -Travel Expenses Yalgoo to Cue 195.0k and return	1	1,166.80
32 EFT559	01/12/2022	Lo-Go Appointments	Employment Costs - Temporary Appointment Chief Executive	1	9,264.98
33 EFT560	01/12/2022	Luscombe Syndicate	Caravan Park- sundry items for sale and restock of cabin	1	698.10
34 EFT561	01/12/2022	Central Regional TAFE	Staff Training - Certificate 2 in Workplace Skills	1	1,085.00
35 EFT562	01/12/2022	Bai Communications Pty Ltd	Broadcast Licence - September 2022	1	369.18
36 EFT563	01/12/2022	Karl Monaghan Photography	Art Centre- 4x Art Photography	1	600.00
37 EFT564	01/12/2022	Itvision	SynergySoft Annual Licence Fees, 1 June 2022 - 30 June 2023	1	33,806.86
38 EFT565	01/12/2022	HOWARD PORTER	Supply (1) only New 2023 Bullmaster "B" Train - \$10,000.00 deposit	1	10,000.00

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### Shire of Yalgoo List of Accounts Paid and Payable

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	Amount
39 EFT566	01/12/2022	Kick Solutions	Stationery - 4 x boxes C4 envelopes with Shire of Yalgoo logo and address details	1	1,194.00
40 EFT567	01/12/2022	Kmart - Geraldton	Curtain Set 175cm-305cm	1	50.00
41 EFT568	01/12/2022	Cloud Payment Group	Debt Collection Service -Rates	1	2,022.35
42 EFT569	01/12/2022	Ian Holland	Reimbursement -kitchen items for Caravan Park	1	396.58
43 EFT570	01/12/2022	Midwest Safety & Training Pty Ltd	Staff training - Health and Safety Representatives Course	1	2,420.00
44 EFT571	01/12/2022	Mitchell & Brown Retravision	86L Vertical Freezer	1	598.00
45 EFT572	01/12/2022	Bartco Visual Information Systems	Portable traffic light system TL000BSM	1	36,877.50
46 EFT573	01/12/2022	Eleanor Simpson	Refund of Bond Hire	1	1,000.00
47 EFT574	02/12/2022	Red Dot Store Geraldton	Materials - 2022 Halloween	1	305.89
48 EFT575	02/12/2022	Refuel Australia	AUS Blue / AD Blue 15L	1	580.63
49 EFT576	02/12/2022	Paper Plus Office National	Printer- Cannon MB5160 Multifunction	1	319.80

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### Shire of Yalgoo

#### List of Accounts Paid and Payable

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	Amount
50 EFT577	02/12/2022	PaynesFind Road House & Tavern	Accomadation & Meals - Plant Operator	1	573.00
51 EFT578	02/12/2022	Pemco Diesel Pty Ltd	Carry out 130,000km Service and replaced UHF antenna and base	1	667.24
52 EFT580	02/12/2022	Pool & Spa Mart	Water Park Service	1	655.10
53 EFT581	02/12/2022	Raul. Valenzuela	Council Meeting Fees and Allowances	1	645.67
54 EFT582	02/12/2022	Spotlight P/L	Materials- 2022 Halloween	1	435.75
55 EFT583	02/12/2022	St John Ambulance Geraldton Sub	Yalgoo St John Sub Centre - 2 x volunteers with ambulance plus preparation and travel	1	885.50
56 EFT584	02/12/2022	Sun City Print	1000 Pamphlets - Shire of Yalgoo history sites	1	1,473.20
57 EFT585	02/12/2022	Truckline Geraldton	Parts- Globe long life H7 12V 55W PX26D Pair	1	28.34
58 EFT586	02/12/2022	WA Local Government Association	Seminar -heads of agencies breakfast - 6th May 2022	1	65.00
59 EFT587	02/12/2022	Westrac Equipment Pty Ltd	Vehicle Parts and Repairs	1	32,020.15

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### Shire of Yalgoo

#### List of Accounts Paid and Payable

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	Amount
60 EFT588	02/12/2022	Yalgoo Hotel Motel	Accommodation and Meals for the 2nd, 3rd, & 4th August 2022	1	627.00
61 EFT589	02/12/2022	Tamisha Hodder	Council Meeting Fee and Allowances	1	527.67
62 EFT590	02/12/2022	Wurth Australia Pty Ltd	Freight Charges - Tyre Inflater	1	406.43
63 EFT591	02/12/2022	Tyrepower Geraldton	4x Tyres Fitted	1	1,260.00
64 EFT592	02/12/2022	Seivy'S Mechanical Services	Fire Vehicle Service	1	1,059.30
65 EFT593	02/12/2022	OCLC (UK) LTD	Library Software System - Amlib Database Renewal 2022-23	1	1,768.69
66 EFT594	02/12/2022	Murchison Club Hotel	Cr Stanley Willock - Accommodation & Meals - 17 November 2022	1	572.00
67 EFT595	02/12/2022	Tyrepower Limited	4x Tyres fitted 1x Alignment	1	1,683.52
68 EFT596	02/12/2022	Stewart & Heaton Clothing Co Pty Ltd	Bushfire Uniform - Trousers x4	1	734.71
69 EFT597	02/12/2022	The Felting Pot	Paint & Upcycling Furniture Workshop	1	4,920.00

## Minutes – Ordinary Council Meeting – Wednesday 25<sup>th</sup> January 2023

### Shire of Yalgoo List of Accounts Paid and Payable

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	Amount
70 EFT598	02/12/2022	Southern Rangelands Pastoral Alliance	Contribution for project management support	1	13,000.00
71 EFT599	02/12/2022	Prompt Safety Solutions	Quarterly OSH Service 2022/2023	1	2,420.00
72 EFT600	02/12/2022	Noeletta Bell	Reimbursement Art Sales -Earrings and Polymer	1	15.00
73 EFT601	02/12/2022	Professional PC Support	Support Fees- Phone Service Monthly Installment - July 2022	1	470.80
74 EFT602	02/12/2022	Safe Roads WA	Lead Paveliner and Emulsion	1	7,447.00
75 EFT603	02/12/2022	Rosemary Adams	Reimbursement Art Sales - Face mask	1	60.75
76 EFT604	02/12/2022	Url Networks Pty Ltd	Administration Office Phone Bill	1	149.48
77 EFT605	02/12/2022	Thuroona Services	Intrusive Hazmat Survey	1	5,110.60
78 EFT606	02/12/2022	Stephanie Butler	Refund Caravan park Fees - 1 Night - Site 6	1	56.00
79 EFT607	02/12/2022	Western Outdoor World	Two outdoor chairs and tables for two new chalets Caravan Park	1	2,700.00
80 EFT608	02/12/2022	The Taylor Wanklyn Family Trust	1x Grader Tyre	1	150.00

## Minutes – Ordinary Council Meeting – Wednesday 25<sup>th</sup> January 2023

### Shire of Yalgoo List of Accounts Paid and Payable

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	Amount
81 EFT609	09/12/2022	Services Australia - Child Support	Payroll Deductions/Contributions	1	557.84
82 EFT614	13/12/2022	Services Australia - Child Support	Payroll Deductions/Contributions	1	278.92
83 EFT615	15/12/2022	Integrated ICT	Monthly Wifi Network Maintenance - November 2022	1	176.00
84 EFT616	15/12/2022	Red Dot Store Geraldton	Christmas Decorations - Shire Function	1	111.99
85 EFT618	15/12/2022	ATOM Supply	Eye Wash Portable Unit Gravity 55L	1	1,612.88
86 EFT619	15/12/2022	Australian Taxation Office	BAS for November 2022	1	33,790.00
87 EFT620	15/12/2022	Beaurepaire's	Loose Tyres Remington Fitting Truck Tyre Recycle/disposal - RecovTrk	1	999.03
88 EFT621	15/12/2022	Bridged Group Pty Ltd	Monthly SOPHOS Service Fee - December 2022	1	346.50
89 EFT622	15/12/2022	Bunnings Building Supplies Pty Ltd	Signs - Dalgara Road	1	30.38
90 EFT623	15/12/2022	Canine Control	Contract Ranger Service - December 2022	1	2,773.44

## Minutes – Ordinary Council Meeting – Wednesday 25<sup>th</sup> January 2023

### Shire of Yalgoo

#### List of Accounts Paid and Payable

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	Amount
91 EFT624	15/12/2022	Core Business Australia Pty Ltd	Project Management - DRFAWA Supervision March 2022 Claim 8 - November 2022 Flood Damage	1	5,997.86
92 EFT625	15/12/2022	David Roche	Clean Community Centre for RFDS clinic Concrete Airside gates - Paynes Find Community Centre	1	177.50
93 EFT626	15/12/2022	Dominic Carbone & Associates	Consultancy Fees - Financial and Administration	1	3,135.00
94 EFT627	15/12/2022	Five Star Business Equipment &	Toner for Photocopier - Konica Minolta	1	1,001.52
95 EFT628	15/12/2022	Gearing Butchers	Meals - Murdoch Vet Sterilisation Program	1	116.03
96 EFT629	15/12/2022	Refuel Australia	Fuel Charges	1	50,260.47
97 EFT630	15/12/2022	Geraldton Party Hire	Hire of Waterslide- 13 December 2022 - Yalgoo Community Christmas Lunch	1	1,660.00
98 EFT631	15/12/2022	Geraldton Toyota	6 months/10,000km service	1	549.37
99 EFT632	15/12/2022	Jason Signmakers	Guide Posts	1	6,708.91
100 EFT633	15/12/2022	K9 K10 Electrical Wa	Security Alarm Monitoring	1	170.32

## Minutes – Ordinary Council Meeting – Wednesday 25<sup>th</sup> January 2023

### Shire of Yalgoo

#### List of Accounts Paid and Payable

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	Amount
101 EFT634	15/12/2022	Paper Plus Office National	Lead A/V HDMI Plg-Plg V2.0 BGn Screw M4X15mm phil 2m thin high speed HDMI with Ethernet Cable Lead Mains SAA PLG 2Pin PSU SMPS IEC 12VDC 5A 2.5MM	1	176.95
102 EFT635	15/12/2022	Pemco Diesel Pty Ltd	Service and replace air and fuel fliter	1	9,619.02
103 EFT636	15/12/2022	Raul. Valenzuela	Council Meeting Fee and Allowances	1	1,587.77
104 EFT637	15/12/2022	Sun City Print	20 x 25 Order BooksA4	1	283.00
105 EFT638	15/12/2022	ThinkWater Geraldton	Poly Bush 50 x 40mm Philmac Metric End Connector FI 50mm Philmac Metric End Connector MI 40mm	1	64.65
106 EFT639	15/12/2022	Truck Centre(WA) Pty Ltd	Parts - MK 6990-450215X1 Repair Kit	1	359.58
107 EFT640	15/12/2022	Truckline Geraldton	Chain Clevis Grab Hook 8mm 3800kg	1	174.63
108 EFT641	15/12/2022	Veolia Environmental Services	Rubbish Collection Fee	1	4,399.91
109 EFT642	15/12/2022	Westrac Equipment Pty Ltd	Parts	1	2,041.48



## Minutes – Ordinary Council Meeting – Wednesday 25<sup>th</sup> January 2023

### Shire of Yalgoo

#### List of Accounts Paid and Payable

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	Amount
110 EFT643	15/12/2022	Yalgoo Hotel Motel	Accommodation for Thoma Chabot Accommodation for Wilson Deyber Accommodation for Baphiste Doche 7/10/22 - 9/10/22	1	4,626.50
111 EFT644	15/12/2022	Diane Hodder	Reimbursement - Gift for Contract Health Surveyor & Childrens Christmas Party	1	110.00
112 EFT645	15/12/2022	Datacom Solutions (AU) Pty Ltd	Database access for old Payroll System	1	190.34
113 EFT646	15/12/2022	Tyrepower Geraldton	Computerised Wheel Balance - 2x new tyres	1	1,107.00
114 EFT647	15/12/2022	IPEC Pty Ltd (Toll Global Express)	Freight Charge - Jason Sign makers	1	1,339.94
115 EFT648	15/12/2022	Department of Mines Industry	Building Services Levy	1	490.76
116 EFT649	15/12/2022	Harvey Norman Electrics Geraldton	Monster Antenna to F-Type RG6Q Coax 3.6m	1	28.00
117 EFT650	15/12/2022	Seivy'S Mechanical Services	Repairs to Fire Tender including replacement of springs	1	3,693.80
118 EFT651	15/12/2022	Grants Empire	Consultancy Fees - On Country Grant	1	2,640.00
119 EFT652	15/12/2022	Patience Sandlands	Railway Station Building - Plasterers Sand	1	99.00

## Minutes – Ordinary Council Meeting – Wednesday 25<sup>th</sup> January 2023

### Shire of Yalgoo

#### List of Accounts Paid and Payable

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	Amount
120 EFT653	15/12/2022	Darren Long Consulting	Financial Consultancy Services	1	14,217.50
121 EFT654	15/12/2022	Murchison Club Hotel	Accommodation & Meals - 17 November 2022 - Cindy Collinson	1	143.00
122 EFT655	15/12/2022	Mcdonalds Wholesalers	Caravan Park Supplies	1	1,233.20
123 EFT656	15/12/2022	Midwest Lock & Safe	Caravan Park Supplies	1	85.09
124 EFT657	15/12/2022	Lo-Go Appointments	Temporary Appointment - Helen St George Cooper	1	3,157.57
125 EFT658	15/12/2022	Luscombe Syndicate	Goods for Resale -Cherry Ripe 48x55GM and Laundry Powder Biozyme -Caravan Park	1	184.18
126 EFT659	15/12/2022	Cekas Pest Management	Pest Control	1	1,218.21
127 EFT660	15/12/2022	Bai Communications Pty Ltd	Radio Broadcasting	1	178.76
128 EFT661	15/12/2022	Itvision	Rates & Property Implementation September/October Travel	1	2,765.84
129 EFT662	15/12/2022	The Felting Pot	Paint & Upcycling Furniture Workshop	1	1,490.90

## Minutes – Ordinary Council Meeting – Wednesday 25<sup>th</sup> January 2023

### Shire of Yalgoo

#### List of Accounts Paid and Payable

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	Amount
130 EFT663	15/12/2022	HOWARD PORTER	Parts - Ballrace Assy Unit	1	3,153.26
131 EFT664	15/12/2022	Infinity Skate	Skateboarding workshop - 30th Septmber 2022	1	975.00
132 EFT665	15/12/2022	Kmart - Geraldton	Chirdrens Christmas Party - Gifts	1	1,375.25
133 EFT666	15/12/2022	Cloud Payment Group	Debt Collection Fees	1	1,658.25
134 EFT667	15/12/2022	Mullewa Farm Supplies	1x 4Ltr Brillant White Paint 1x 4Ltr All purpose thinners 2x 500ml Jugs 5m Emery Paper 1x 1Ltr Acetone 2x Paint 38 2x Paint 25 4x JN50	1	289.46
135 EFT668	15/12/2022	Little Hotelier	Software licence- Little Hotelier +TheBookingButton Caravan Park	1	174.90
136 EFT669	15/12/2022	Nick Stevenson	Refurbish Stonework on Railway Station Building	1	9,350.00
137 EFT670	15/12/2022	Url Networks Pty Ltd	Administration Office Phone Bill	1	161.64

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## Shire of Yalgoo

### List of Accounts Paid and Payable

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	Amount
138 EFT671	15/12/2022	Flash Marketing	Additional Photos to complete Website Photostock	1	1,419.68
139 EFT672	15/12/2022	Rodney King	Wild Dog Bounty	1	800.00
140 EFT673	15/12/2022	Siteminder Limited	Caravan Park - Demand Plus Commission and Service Fee	1	120.90
141 EFT674	16/12/2022	Gail Trenfield	Council Meeting Fee and Allowances - 16 December 2022	1	777.67
142 EFT675	16/12/2022	Raul. Valenzuela	Council Meeting Fee and Allowances - 16 December 2022	1	527.67
143 EFT676	16/12/2022	Tamisha Hodder	Council Meeting Fee and Allowances - 16 December 2022	1	527.67
144 EFT677	16/12/2022	Gregory Arthur Payne	Council Meeting Fee and Allowances - 16 December 2022	1	4,434.02

## Minutes – Ordinary Council Meeting – Wednesday 25<sup>th</sup> January 2023

### Shire of Yalgoo

#### List of Accounts Paid and Payable

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	Amount
145 EFT678	16/12/2022	Stanley Willock	Council Meeting Fee and Allowances - 16 December 2022	1	527.67
146 EFT679	16/12/2022	Gail Simpson	Council Meeting Fee and Allowances - 16 December 2022	1	527.67
147 EFT680	16/12/2022	Ian Holland	Reimbursement - Supplies for Council Christmas Celebration	1	605.56
148 EFT681	31/12/2022	Garpen	Water Pump	1	1,300.00
<b>REPORT TOTALS</b>					<b>611,755.32</b>
<b>TOTAL</b>					
	1	<b>Bank Name</b>			<b>611,755.32</b>
	<b>TOTAL</b>		Municipal Bank		<b>611,755.32</b>

13.2 INVESTMENTS AS AT 31<sup>st</sup> DECEMBER 2022

Applicant:	Shire of Yalgoo
Date:	2 January 2023
Reporting Officer:	Dominic Carbone
Disclosure of Interest:	NIL
Attachments:	NIL

**SUMMARY**

That Council receive the investments report as at 31<sup>st</sup> December 2022.

**COMMENT**

Money held in the Municipal Fund of the Shire of Yalgoo that is not required for the time being may be invested under the Trustee Act 1962 Part III.

**STATUTORY ENVIRONMENT**

Local Government Act 1995

6.14 Power To Invest

Local Government (Financial Management) Regulations 1996

19 Investments, control procedures for

19C Investment of money, restrictions on (Act s6.14(2)(a))

Shire Delegated Authority

**POLICY/FINANCIAL IMPLCATIONS**

**VOTING REQUIREMENT**

Simple Majority

**OFFICERS RECOMMENDATION**

That the Investment Report as at 31<sup>st</sup> December 2022 be received.

COUNCIL RESOLUTION – 2023-01-05

Moved: Cr Raul Valenzuela

Seconded: Cr Gail Simpson

That the Investment Report as at 31<sup>st</sup> December 2022 be received.

CARRIED: 5/0

## Minutes – Ordinary Council Meeting – Wednesday 25<sup>th</sup> January 2023

This Worksheet details the investments held by the Shire as at 31<sup>st</sup> December 2022.

### SHIRE OF YALGOO CASH HOLDINGS AS AT 31<sup>ST</sup> DECEMBER 2022

INSTITUTIONS	SHORT TERM RATING	INVESTMENT TYPE	ACCOUNT N°	TERM	DATE OF TRANSACTION	DATE OF MATURITY	INTEREST RATE	PRINCIPAL
<b>MUNICIPAL FUND</b>								
Note Balance as per Bank Statement								
NAB	N/A	Operating a/c	50-832-4540	Ongoing	N/A	N/A	Variable	\$1,880,190.46
BENDIGO	N/A	Operating a/c	171336274	Ongoing	N/A	N/A	Variable	\$2,642,314.43
BENDIGO	N/A	Saving	171336282	Ongoing	N/A	N/A	Variable	\$25,158.86
NAB	N/A	Short Term Investment	24-831-4222	Ongoing	N/A	N/A	Variable	\$52,265.79
<b>TOTAL</b>								<b>\$4,599,929.54</b>

<b>RESERVE FUNDS</b>								
Bendigo	N/A	Term Deposit	4236181	90 days	22.12.2022	22.03.2023	3.55%	\$172,686.86
Bendigo	N/A	Term Deposit	4236184	90 days	22.12.2022	22.03.2023	3.55%	\$481,455.18
Bendigo	N/A	Term Deposit	4236180	90 days	22.12.2022	22.03.2023	3.55%	\$1,157,845.39
Bendigo	N/A	Term Deposit	4236179	90 days	22.12.2022	22.03.2023	3.55%	\$330,980.98
<b>TOTAL</b>								<b>\$2,142,968.41</b>

<b>INVESTMENT REGISTER</b>						
<b>01 DECEMBER 2022 TO 31 DECEMBER 2022</b>						
<b>NATIONAL AUSTRALIA BANK</b>						
ACCOUNT N°	DATE OF MATURITY	INTEREST RATE	OPENING BALANCE	INTEREST EARNT TO 31.12.2022	INVESTMENT TRANSFERS	CLOSING BALANCE 31.12.2022
171336282	Ongoing	Variable	\$25,086.22	\$72.64	0	\$25,158.86
24-831-4222	Ongoing	Variable	\$52,142.14	\$123.65	0	\$52,265.79
4236184	22.03.2023	3.55%	\$474,180.09	\$7,275.09	0	\$481,455.18
4236180	22.03.2023	3.55%	\$1,140,349.62	\$17,495.77	0	\$1,157,845.39
4236181	22.03.2023	3.55%	\$170,077.95	\$2,608.91	0	\$172,686.86
4236179	22.03.2023	3.55%	\$325,979.65	\$5,001.33	0	\$330,980.98

13.3 FINANCIAL ACTIVITY STATEMENT AS AT 31 DECEMBER 2022

Applicant:	Shire of Yalgoo
Date:	2 January 2023
Reporting Officer:	Dominic Carbone
Disclosure of Interest:	NIL
Attachments:	Statement of Comprehensive Income Financial Activity Statement Summary of Current Assets and Current Liabilities Statement of Current Financial Position Detailed Worksheet Supplementary Financial Reports – Reserve & Loan

**SUMMARY**

Adoption of the Monthly Financial Statements for the period 1<sup>st</sup> July 2022 to the 31<sup>st</sup> December 2022.

**COMMENT**

Local Governments are required to prepare monthly reports.

**STATUTORY ENVIRONMENT**

Local Government Act 1995 - Section 6.4

Local Government (Financial Management) Regulations 1996 - Regulation 34

**POLICY/FINANCIAL IMPLCATIONS**

2.4 Material Variance

Provision of timely accounting information informs Council of the financial status and affairs of the local government.

**VOTING REQUIREMENT**

Simple Majority

**OFFICERS RECOMMENDATION**

That Council adopts the Financial Activity Statement for the period ended 31<sup>st</sup> December 2022.

**COUNCIL RESOLUTION – 2023-01-06**

Moved: Cr Raul Valenzuela

Seconded: Cr Stanley Willock

That Council adopts the Financial Activity Statement for the period ended 31<sup>st</sup> December 2022.

CARRIED: 5/0



## 14 ADMINISTRATION REPORTS

### 14.1 GENERAL REPORT – ACTING CEO

Applicant:	Shire of Yalgoo
Date:	6/1/2023
Reporting Officer:	Acting Chief Executive Officer – John Read
Disclosure of Interest:	NIL
Attachments:	NIL

### SUMMARY

That Council receive the Acting CEO's report.

### COMMENT

#### General

Firstly, it is good to be back in Yalgoo after an absence of two years working with the Shire of Yalgoo. It is pleasing to see that Ian Holland has settled into the position of CEO extremely well. I believe over the past two years, from my observations, Ian has proven himself a dedicated and efficient CEO for the Shire of Yalgoo. It is also pleasing to see that Craig Holland has settled into the Works Manager position very well and that the whole organisation from a Human Resource viewpoint continues to be very stable.

#### Financial Accounting

Adding a Deputy CEO in Tom Gorman to the administrative team to manage finance is considered a very good strategic move. One of the difficulties in being a small LGA in a remote area is being able to attract and retain staff who are capable and experienced at a senior level in local government accounting. One of the long-standing clear desirable goals of the Shire of Yalgoo is to carry out all accounting functions in-house. These include the preparation of monthly financial statements, list of accounts and financial investments report for Council agenda's, daily bank reconciliations and end of year annual statements reporting to the Department of Local Government. Lifting the competency and efficiency levels of existing accounting staff through training etc. also forms an integral part of achieving these goals.

For many years the Shire of Yalgoo has engaged the services of consultants Domonic Carbone and Darren Long to carry out the senior accounting functions. While this has been absolutely necessary and of benefit to the Shire, having this work, or at least most of it, completed in-house is the desired way forward. That is, providing Tom Gorman, who is a formal degreed qualified accountant with substantial private business accounting experience, can meet the challenges in full pertaining to local government accounting requirements. I am confident Tom will meet these challenges, which will significantly add to his level of support to the CEO and his contribution to the Shire of Yalgoo.

## Minutes – Ordinary Council Meeting – Wednesday 25<sup>th</sup> January 2023

### Outside Works

Considerable work has been achieved since I was here two years ago with widening of the Yalgoo Morawa Road, significant sealing of the Yalgoo Ningham Road, sealing of the Yalgoo Lookout Road and the section of Badja Woolshed Road to the Yalgoo Airstrip. Construction of the two self-contained rammed earth units at the Yalgoo Caravan Park has also been completed.

However, challenges exist in completing the significant Flood Damage Works (over \$5 million) yet to be undertaken. Challenges also exist in obtaining builders/tradespeople, etc. to carry out works such as the overdue refurbishment of the Yalgoo Community Hall due to effects of cyclone damage in the region and Covid. These problems are shared with other local governments and businesses in the region and given these constraints I believe the Shire of Yalgoo has managed things well, in difficult circumstances.

### The Critical Importance of Good Internal Relationships

From my 35 years professional experience in local government, it is very clear that where a positive mutual relationship exists between elected members and a Chief Executive Officer, strongly supporting each other, the local government will perform and progress well in a stable environment, overcoming future challenges and enjoying positive growth in the provision of amenities for its communities.

### **STATUTORY ENVIRONMENT**

Local Government Act 1995

### **POLICY/FINANCIAL IMPLICATIONS**

NIL

### **VOTING REQUIREMENT**

Simple Majority

### **OFFICERS RECOMMENDATION**

That Council receive the Acting CEO's General Report.

#### COUNCIL RESOLUTION – 2023-01-07

Moved: Cr Raul Valenzuela      Seconded: Cr Gail Simpson

That Council receive the Acting CEO's General Report.

CARRIED: 4/1

Cr Stanley Willock oppose.

## Minutes – Ordinary Council Meeting – Wednesday 25<sup>th</sup> January 2023

**15 NOTICE OF MOTIONS**

NIL

**16 URGENT BUSINESS**

NIL

**17 MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC**

NIL

**18 NEXT MEETING**

The next Ordinary Meeting of Council is due to be held in the Council Chambers, Gibbons Street Yalgoo on Friday 24<sup>th</sup> February 2023 commencing at 10.00am.

**19 MEETING CLOSURE**

There being no further business the Shire President declared the Ordinary Council Meeting closed at 11.19am.