



MINUTES

**Ordinary Council Meeting
Wednesday, 10 February 2021**

**MINUTES OF COONAMBLE SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE SHIRE CHAMBER, COONAMBLE
ON WEDNESDAY, 10 FEBRUARY 2021 AT 10.00AM**

PRESENT: Cr Ahmad Karanouh (Mayor), Cr Paul Wheelhouse (Deputy Mayor), Cr Pat Cullen, Cr Barbara Deans, Cr Bill Fisher, Cr Robert Thomas

IN ATTENDANCE: Hein Basson (General Manager), Bruce Quarmby (Executive Leader Corporate and Sustainability), Kookie Atkins (Executive Leader Infrastructure), Noreen Vu (Executive Leader Environment, Strategic Planning & Community), Pip Goldsmith (Manager Economic Development & Growth), Marina Colwell (Executive Support Officer), Jill Moorehouse (Executive Assistant)

1 OPENING MEETING

The Mayor opened the meeting at 10.00 am, advising the attendees of the following:

- The meeting is being livestreamed and/or recorded for on-demand viewing via Council's website and a person's image and/or voice may be broadcast;
- Attendance at the meeting is to be taken as consent by a person to their image and /or voice being webcast (time will be allowed by the Chairperson for people to leave the meeting before it starts);
- All speakers should refrain from making any defamatory comments or releasing any personal information about another individual without their consent;
- Council accepts no liability for any damage that may result from defamatory comments made by persons attending the meetings – all liability will rest with the individual who made the comments;
- The recording will be available on Council's website for a minimum of 12 months and retained as a council record;
- Individuals acting in a disorderly manner can be asked by the Chairperson to leave the meeting under the Council's Code of Meeting Practice;
- The meeting must not be recorded by others without the prior written consent of the Council in accordance with the Council's Code of Meeting Practice.

2 ACKNOWLEDGEMENT OF COUNTRY

We acknowledge the traditional custodians of this land on which we meet today, the Wailwan people and the Gamilaroi people and recognise their continuing connection to land, water and culture. We pay our respects to Elders past, present and emerging.

3 COMMUNITY CONSULTATION

Nil.

4 APOLOGIES/APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS**APOLOGY****RESOLUTION 2021/1**

Moved: Cr Paul Wheelhouse

Seconded: Cr Barbara Deans

That the apology from Cr Karen Churchill be noted and approved.

CARRIED

5 DEPUTATION/DELEGATIONS

Nil.

6 CONFIRMATION OF MINUTES**RESOLUTION 2021/2**

Moved: Cr Pat Cullen

Seconded: Cr Bill Fisher

That the minutes of the Ordinary Meeting of the Coonamble Shire Council held on Wednesday, 9 December 2020 be confirmed as a correct record of the proceedings of the meeting.

CARRIED

7 DISCLOSURES OF CONFLICTS OF INTEREST

Cr Deans informed the meeting that she has a non-pecuniary conflict of interest in Item 12.6 Economic Development & Growth – Progress Report regarding the Inland Rail Project. Cr Deans stated that her farming business is involved with grain production and her property is potentially affected by the proposed route of the Inland Rail Project. She indicated that she will remain in the room, partaking in the discussions and voting on the item.

8 RESOLUTION BOOK

Nil.

9 MAYORAL MINUTE

The Mayor asks the meeting to acknowledge the passing with a minutes silence of the Late Lilliane Brady Mayor of Cobar Shire Council.

He delivered a verbal report of his activities during the month; reporting that he had communications with local organisations in relation to the current mouse plague and he would like the message to be forwarded to the community of the potential danger to persons using the treated wheat products (also known as “black wheat”) to bring the rodents under control.

The Mayor also reported on attending a meeting with representatives from NSW Western District Health Service and being informed of the extent of services that will be made available by Ochre Health within Coonamble.

He also attended, with the Executive Leader Corporate and Sustainability and the General Manager, a Rural Fire Service meeting on Tuesday 9 February discussing, amongst other things, the reformation of the fire trails in the Pilliga Forrest and reducing the fire hazard within other areas within the region.

The Mayor reported that four (4) defibrilators have arrived and are ready for placement in Coonamble, Gulargambone and Quambone. He requested that the Councillors assist him in identifying suitable locations for these life saving apparatus to be installed. After discussion, the following locations were identified as possibilities:

- Coonamble – Chemist and IGA Supermarket
- Quambone – Hotel or General Store
- Gulargambone – Spar Supermarket or Hotel

The Mayor also suggested for stickers to be designed and printed for affixing on other businesses windows directing public to the location of the defibrilators.

RESOLUTION 2021/3

Moved: Cr Ahmad Karanouh

Seconded: Cr Pat Cullen

That Council notes the information contained in this report.

CARRIED

10 PRECIS OF CORRESPONDENCE

Nil.

SECTION A - MATTERS FOR CONSIDERATION BY COUNCIL

Nil.

SECTION B - MATTERS FOR INFORMATION ONLY

Nil.

11 COMMITTEE REPORTS

Nil.

12 REPORTS TO COUNCIL**12.1 AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION****RESOLUTION 2021/4**

Moved: Cr Paul Wheelhouse

Seconded: Cr Barbara Deans

- 1. That Council notes the contents of this report.**
- 2. That Council submits a motion to the Australian Local Government Association's National General Assembly 2021, as follows:**

That the National Assembly considers whether the current policy of the Australian Local Government Association to lobby the Federal Government for one (1) per cent of annual Federal revenues to be tied to the Financial Assistance Grants (FAGs) is still a relevant and achievable objective to strive for or whether this policy needs to be revised, given the clear indication by the Hon Mark Coulton MP, Federal Minister for Regional Health, Regional Communications and Local Government, in a letter to the Coonamble Shire Council that it is not the intention of this sphere of Government to link the annual FAGs allocation as a fixed percentage to its yearly revenue raised.

CARRIED

12.2 LETTER OF ADVICE FROM OCHRE HEALTH**RESOLUTION 2021/5**

Moved: Cr Barbara Deans

Seconded: Cr Bill Fisher

- 1. That Council notes the contents of this report.**
- 2. That Council authorises the Mayor, Councillor Deans the General Manager, Executive Leader Corporate and Sustainability, and Executive Leader Environment, Strategic Planning and Community to represent Council in any further discussions with Ochre Health.**

CARRIED

12.3 2021 NSW LOCAL GOVERNMENT ELECTIONS - COUNCIL UDATE**RESOLUTION 2021/6**

Moved: Cr Bill Fisher

Seconded: Cr Barbara Deans

That Council notes the information contained in the circular from the NSW Electoral Commission.

CARRIED

12.4 WORKPLACE INJURY MANAGEMENT REPORT**RESOLUTION 2021/7**

Moved: Cr Robert Thomas

Seconded: Cr Pat Cullen

That Council notes the contents of the WHS Monthly Report for its information.

CARRIED

12.5 DRAFT VOLUNTEER POLICY**RESOLUTION 2021/8**

Moved: Cr Bill Fisher

Seconded: Cr Robert Thomas

- 1. That Council displays the Volunteer Policy, attached to this report, on public exhibition for a period of 28 days for the purpose of inviting submissions from the community.**
- 2. That Council requests the People, Risk and Improvement section to present a further report, together with submissions received, to Council at the conclusion of the public exhibition period for Council's further consideration and adoption of the Volunteer Policy (with or without changes) at a following Ordinary Meeting.**

CARRIED

12.6 ECONOMIC DEVELOPMENT & GROWTH - PROGRESS REPORT**RESOLUTION 2021/9**

Moved: Cr Barbara Deans

Seconded: Cr Robert Thomas

1. That Council notes the contents of this report.
2. That Council reallocates \$30,000 from Tourism Wages and Tourism Advertising and Promotion expenses to the CBD Carpark Power Upgrades to recognise the future strategic investment in electricity connection to the Skillman's Lane carpark site, as is detailed in the Quarterly Budget Review – December 2020.
3. That Council approves the design developments for the screens of the Coonamble CBD amenities as detailed in this report and requests a corresponding quotation for construction from the artist.
4. That the cabin charges for the Coonamble Riverside Holiday Park be removed from Council's List of Fees and Charges for the remainder of the 2020/21 Financial Year and not be included as part of the 2021/22 Operational Plan and Budget.

CARRIED

12.7 RATES AND CHARGES COLLECTIONS - JANUARY 2021**RESOLUTION 2021/10**

Moved: Cr Bill Fisher

Seconded: Cr Robert Thomas

That Council notes the information provided in the report.

CARRIED

12.8 STATUS OF INVESTMENTS - JANUARY 2021**RESOLUTION 2021/11**

Moved: Cr Robert Thomas

Seconded: Cr Bill Fisher

That Council notes the list of investments as at 31 January 2021 and that these investments comply with section 625(2) of the *Local Government Act 1993*, Clause 212 of the *Local Government (General) Regulation 2005* and Council's Investment Policy.

CARRIED

12.9 QUARTERLY BUDGET REVIEW - DECEMBER 2020**RESOLUTION 2021/12**

Moved: Cr Bill Fisher

Seconded: Cr Barbara Deans

- 1. That Council approves the variations to votes as listed in the budget review documents distributed under separate cover.**
- 2. That Council notes, in the opinion of the Responsible Accounting Officer based on the information as presented in the December Budget review; that Council will be in a satisfactory financial position as at 30 June 2021.**
- 3. That Council notes the position of Council's estimated restricted (reserve) funds as at 31 December 2020.**

CARRIED

12.10 URBAN SERVICES - WORKS IN PROGRESS**RESOLUTION 2021/13**

Moved: Cr Paul Wheelhouse

Seconded: Cr Barbara Deans

That Council notes the information in this report.

CARRIED

12.11 FINANCIAL HARDSHIP POLICY**RESOLUTION 2021/14**

Moved: Cr Paul Wheelhouse

Seconded: Cr Pat Cullen

- 1. That Council notes the information contained in this report.**
- 2. That Council adopts the revised Financial Hardship Policy, as attached to the report.**
- 3. That Council notes no submissions were received from the public in relation to this policy.**

CARRIED

12.12 REVIEW OF DEBT RECOVERY POLICY**RESOLUTION 2021/15**

Moved: Cr Barbara Deans

Seconded: Cr Pat Cullen

- 1. That Council places the draft Debt Recovery Policy, as attached to the report, on public exhibition for a period of 28 days for the purpose of inviting submissions from the community.**
- 2. That Council requests the Executive Leader Corporate and Sustainability to present a further report, together with all submissions received, to Council at the conclusion of the public exhibition period for Council's further consideration and adoption of the Debt Recovery Policy (with or without changes) at its April 2021 Ordinary Meeting.**
- 3. That Council notes the information provided in the format of the Payment Arrangement Form, Customer Contact Form and Flow Chart – Debt Recovery attached.**

CARRIED

12.13 COMMUNITY SERVICE PROGRESS REPORT**RESOLUTION 2021/16**

Moved: Cr Barbara Deans

Seconded: Cr Paul Wheelhouse

That Council notes the information contained in this report.

CARRIED

12.14 ENVIRONMENT AND STRATEGIC PLANNING PROGRESS REPORT**RESOLUTION 2021/17**

Moved: Cr Bill Fisher

Seconded: Cr Pat Cullen

- 1. That Council notes this report.**
- 2. That Council requests the Executive Leader Environment, Strategic Planning and Community to develop a draft Mobile Food Van Policy for consideration at its monthly meeting scheduled for 14 April 2021.**

CARRIED

12.15 SALEYARDS REPORT**RESOLUTION 2021/18**

Moved: Cr Barbara Deans
Seconded: Cr Paul Wheelhouse

That Council notes the information provided in this report.

CARRIED

12.16 INFRASTRUCTURE SERVICES - WORKS IN PROGRESS**RESOLUTION 2021/19**

Moved: Cr Pat Cullen
Seconded: Cr Barbara Deans

That Council notes the information in this report.

CARRIED

At this point of the meeting, the acting Manager Roads and Bridges Ian Dinham joined the meeting. The General Manager introduced Ian to the Councillors, after which he reported on the projects he has been concentrating on. He also conveyed his planning and time frames associated with a number of projects for the information of Councillors.

13 NOTICES OF MOTIONS/QUESTIONS WITH NOTICE/RESCISSION MOTIONS**13.1 NOTICE OF MOTION - EMPLOYMENT OF TEMPORARY STAFF****MOTION**

That Council puts on two (2) temporary staff for three (3) months to catch-up the backlog of mowing and tidying of streets in Coonamble or alternatively engage with a contractor to perform the work.

Following a written request from Cr Karen Churchill, the above motion was withdrawn to be presented at the March 2021 Ordinary Council Meeting.

14 CONFIDENTIAL MATTERS**RESOLUTION 2021/20**

Moved: Cr Barbara Deans
Seconded: Cr Paul Wheelhouse

That Council considers the confidential report(s) listed below in a meeting

closed to the public in accordance with Section 10A(2) of the Local Government Act 1993:

14.1 Proposals and quotations for the design and installation of exhibition and display at the Coonamble Visitor Information Centre.

This matter is considered to be confidential under Section 10A(2) - d(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

CARRIED

RESOLUTION 2021/21

Moved: Cr Barbara Deans

Seconded: Cr Paul Wheelhouse

- 1. That Council, subject to positive Financial Assessment and Referee Confirmation, accepts the proposal and quotation received from Armsign for the design and installation of interior exhibition and display areas at the new Coonamble Visitor Information Centre (VIC) – including furnishings and an interpretative installation.**
- 2. That referee confirmation be sought and properly documented to confirm Armsign’s successful delivery of projects of a comparable scale and scope.**
- 3. That a financial assessment be undertaken and properly documented of Armsign’s financial capacity to complete the delivery of the goods and services applicable to the project as described in the body of this report.**
- 4. That the General Manager be authorised to enter into a contractual agreement with Armsign for the design and installation of interior exhibition and display areas at the new Coonamble Visitor Information Centre (VIC) – including furnishings and an interpretative installation, following the appropriate positive responses being received as outcomes of the actions described in paragraphs two (2) and three (3) above.**

CARRIED

RESOLUTION 2021/22

Moved: Cr Barbara Deans

Seconded: Cr Paul Wheelhouse

That Council moves out of Closed Council into Open Council.

CARRIED

RESOLUTION 2021/23

Moved: Cr Barbara Deans
Seconded: Cr Paul Wheelhouse

That Council adopts in Open Council the resolution passed in Closed Session, (Resolution 2021/21).

CARRIED

15 CONCLUSION OF THE MEETING

The Meeting closed at 11.59am.

The minutes of this meeting were confirmed at the Council held on 10 March 2021.

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CHAIRPERSON