

ORDINARY MEETING

MINUTES

THURSDAY 23RD APRIL 2020

Minutes of the Ordinary Meeting of Council held Electronically via the Lifesize app on Thursday 23rd April 2020 commencing at 8:32 am

Present:

COUNCILLORS MJ Quigley Chair

KR Irving HJ Druce

BD Williamson

SJ Derrett RJ Higgins KL Walker AJ Brewer P Serdity

STAFF MEMBERS G Wilcox General Manager (GM)

D Arthur Divisional Manager Finance & Administration (DMFA)

R Lawford Divisional Manager Engineering Services (DMES)

M Stephens Manager Health & Development Services (MHD)

J Burtenshaw Executive Assistant (EA)

APOLOGIES

Apologies was tendered on behalf of Councillor Taylor and Councillor Beach who were absent due to external commitments, and it was **MOVED** Derrett/Higgins that the apologies be accepted and a leave of absence for the members concerned be granted.

Carried 59.4.20

CONFIRMATION OF MINUTES

MOVED Derrett/Druce that the Minutes of the Ordinary Meeting of Council held on Thursday, 26th March 2020 be adopted as a true and correct record of that Meeting, noting the corrections of:

- 1. Councillor Williamson Disclosure of Interest, deletion of the words "report of the";
- 2. 14th April 2020 Manex Meeting Minutes, correction to the name of the Black Spot Program in Item 10 General Business Without Notice point 3; and
- 3. The Divisional Manager Finance and Administration Reports, Item 1 heading delete "November 2019" and insert "February 2020".

Carried 60.4.20

DISCLOSURES OF INTERESTS

Councillor Quigley and Councillor Brewer declared an interest in the Section of the Divisional Manager Finance & Administration, Report Item 3 – Rental Adjustment Request – Totally Smiles Pty Ltd.

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MAYORAL MINUTE(S)

The Mayor addressed the following areas:

- Orana Joint Organisation Update The next Board Meeting will be held on Friday, 24th April 2020 at midday. The Mayor advised of the past motion to dissolve the Orana Joint Organisation. By legislation a Joint Organisation can not wind itself up. The Mayor advised of the Notice of Motion to allow Councils to leave the Organisation and that investigations into how the Orana Joint Organisation can operate better. The Mayor asked Councillors opinion on remaining in the Orana Joint Organisation.
- 2. Request by Councillor Walker to support a Motion.

MOVED Quigley/Walker that Council send a letter to Federal and State politicians including the Member for Parkes, Mark Coulton MP, Federal Minister for Agriculture, David Littleproud MP, Prime Minister Scott Morrison, NSW Farmers and NSW Minister for Agriculture and Western NSW, Adam Marshall expressing Council's concerns regarding the following:

- Immediately address the inequity that exists between the drought response and those
 of crisis.
- 2. Government actions reflect the importance of the regions and value them accordingly.
- 3. Shift focus on primary criteria and actions to those that relate to loss of income and protecting people when most vulnerable.
- 4. Safeguard and protect our resources and food security vital to all Australians.

Carried 61.4.20

3. The Mayor advised Councillors that at the end of the meeting he will be raising one (1) item under Section 10 Confidential Matters and will be asking to exclude the press, members of the public and anyone else who might be with you in viewing this public meeting, that they be at least out of hearing of the meeting and out of the room when we discuss the confidential matter as what would normally be the case.

REPORTS OF COMMITTEES

Plant Committee (C14-3.8)

MOVED Brewer/Higgins that the Minutes of the Plant Committee meeting held on Thursday, 2nd April 2020 be received and noted with the following recommendations:

Item 1 Plant Replacement Programs Tender ET01 - Front End Loader Replacement (P2-5.38/02)

- Council accept the supply and delivery offer from WesTrac Pty Ltd of 8 Purvis Street, Dubbo for a Caterpillar 950M Front End Loader (Quote No.64822) in the amount of \$325,000 (ex. GST);
- 2. Council note the budget for replacement was \$350,000 (ex. GST);
- 3. Council note this is \$25,000 (ex GST) below budget; and
- 4. Council note that Plant 12 Hitachi Front End Loader is to be auctioned.

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REPORTS OF COMMITTEES

CONTINUED

Plant Committee Continued

Item 2 Plant Replacement Programs – Tender ET02 - Two (2) Tractors (P2-5.38/03)

- Council accept the supply and delivery offer of two (2) John Deere 6140M Tractors from Chesterfield Australia – Warren of 11 Zora Street, Warren NSW at \$136,761.36 (ex. GST) each with a total cost of \$273,522.72 (ex. GST);
- Council note the budget for replacement was \$220,000 (ex. GST);
- 3. Council note this is \$53,522.72 (ex. GST) over budget and that the shortfall will be funded from the Heavy Plant Replacement Reserve; and
- 4. Council note that Plant 13 Case IH Tractor is to be auctioned.

Item 3 Plant Replacement Programs – Tender ET03 – Four Wheel Drive Backhoe (P2-5.38/04)

- 1. Council accept the supply and delivery offer from WesTrac Pty Ltd of 8 Purvis Street, Dubbo for a Caterpillar 432-F2 Backhoe in the amount of \$167,469.17 (ex. GST);
- 2. Council note the budget for replacement was \$150,000 (ex. GST); and
- 3. Council note this is \$17,469.17 (ex. GST) over budget and that the shortfall will be funded from the Heavy Plant Replacement Reserve.

Carried 62.4.20

Manex (C14-3.4)

MOVED Irving/Williamson that the Minutes of the Manex Meeting held on Tuesday, 14th April 2020 be received and noted.

Carried 63.4.20

Council Chambers Development Sunset Committee

(C14-3.25)

MOVED Quigley/Walker that the Minutes of the Council Chambers Development Sunset Committee held on Monday, 20th April 2020 be received and noted and the following recommendations be adopted:

Item 1 External Façade of Council's Administration Building (S1-1.15/1)

The Committee met onsite and discussed changes to the ramp to comply with accessible grading and the requirement for stairs to the front entry.

That the Committee recommend to Council that:

The Architect be requested to amend the front façade of the existing Administration Building
to extend the landing across the window and entrance doorway, install stairs from the new
landing parallel to the building frontage, make adjustments to the awning to cover the
extended area and provide detail as to new windows and doors to the front façade of the
building;

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REPORTS OF COMMITTEES

CONTINUED

Council Chambers Development Sunset Committee

Continued

- Complete drawings of the changes made to the front façade of the Council Chambers as approved by Council in March 2020; and
- 3. That Council note the proposed addition of the stairs will cost approximately \$25,000 above the ramp and awning costs.

Request to Call for Quotations for a New Council Chambers and Extension of the Administration Building (\$1-1.15/1)

It was noted in the report that the original budget was \$1.4 million and the present budget has approximately \$1.2 million available since the demolition of the old building, sealing of the site and development of plans, engineering and tender documents.

- 1. The Committee recommend to Council that it commence the construction of the extension to Council's Administration Building and Council Chambers by quotation from local and regional construction companies and trades;
- 2. Council appoint contractors through the Vendor Panel process as required to undertake construction and finish works;
- 3. Council allocate \$300,000 from the infrastructure reserve funds to cover the construction excluding the rear administration section fit out; and
- 4. Council note that the rear administration building will be built from lightweight materials to lock up stage.

Councillor Irving requested that her vote against this item be formally recorded.

Carried 64.4.20

DELEGATES REPORTS

Item 1 Outback Arts Inc. Annual General Meeting and General Board Meeting (C17-2)

MOVED Serdity/Druce the information be received and noted.

Carried 65.4.20

Item 2 "Thresholds of Resilience in Regional Communities" Stakeholder Webinar held on Thursday 2nd April 2020 (C14-9)

MOVED Derrett/Irving that the information be received and noted.

Carried 66.4.20

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GENERAL MANAGER'S REPORTS

Item 1 Outstanding Reports Checklist

(C14-7.4)

EA-N **MOVED** Williamson/Serdity that the information be received and noted and that following items be deleted 26.3.20 - 54.3.20; 5.12.19 - 269.12.19; 5.12.19 - 271.12.19; and 26.3.20 - 55.3.20.

Carried 67.4.20

Item 2 Committee/Delegates Meetings

(C14-2)

EA-N **MOVED** Serdity/Walker that the information be received and noted and that the Outback Arts Board Meeting scheduled for the 25th May 2020 be added to the schedule and the Council Chambers Development Committee be noted that it was onsite and not held electronically.

Carried 68.4.20

Item 3 Airport Lot 2 DP 1259706 Hanger 2 Site Sale Agreement

(A2-12.2)

MOVED Williamson/Derrett that:

GM-A Chk Lst

- Council approve the purchase of Lot 2 DP 1259706 Hanger 2 at Warren Airport and allow the purchasers to pay a deposit of one (1) quarter of the \$16,000 (ex GST) price with the remainder paid by three (3) equal instalments;
- 2. The contract requires the purchasers to pay all future land costs; and
- Council allow future hanger lot purchases to be undertaken through payment plans on the same basis.

Carried 69.4.20

Item 4 Streetlight Upgrade to High Efficiency LED Technology

(S17-1)

MOVED Serdity/Druce to suspend standing orders to allow discussion of the report.

Carried

70.4.20

MOVED Serdity/Druce to reinstate standing orders.

Carried

71.4.20

GM-A Chk Lst **MOVED** Serdity/Druce that Council approve the bulk replacement of Council's 393 streetlights to LED technology with funding by Essential Energy. The only cost payable to Essential Energy is \$5,400 for residual capital and project contingency. With estimated NSW Government credits for energy savings of \$39,000 the net upfront gain to Council is \$33,600, plus ongoing annual savings in energy and maintenance of \$40,000.

Carried 72.4.20

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DIVISIONAL MANAGER FINANCE AND ADMINISTRATION'S REPORTS

Item 1 Reconciliation Certificate – March 2020

(B1-10.16)

MOVED Druce/Irving that the Statements of Bank and Investments Balances as at 31st March 2020 be received and noted.

Carried 73.4.20

In recognition of Warren being a healthy town and to keep awareness of a healthy lifestyle, Council will be standing while dealing with the following item of the business paper.

Item 2 Statement of Rates and Annual Charges

(R1-4)

MOVED Serdity/Derrett that the information be received and noted.

Carried 74.4.20

Item 3 Rental Adjustment Request – Totally Smiles Pty Ltd

(S1-1.18)

At this point in the meeting, the time being 10.10 am Councillor Quigley and Councillor Brewer declared an interest and left the meeting and were not in sight of or could hear the meeting. Councillor Williamson assumed the role of Chair.

DMFA-A Chk Lst

MOVED Irving/Higgins that:

- Council deny Totally Smiles Pty Ltd request to grant a 2 month rent free period for April and May 2020 and then a 50% rental reduction thereafter until patient numbers return to normal,
- Council advise Totally Smiles Pty Ltd it will defer request for payment of rent for April, May and June 2020 until 30th June 2020 in line with Council's Financial Hardship Policy offered to ratepayers.

Carried 75.4.20

At this point in the meeting the time being 10.12 am, Councillor Brewer returned to the meeting.

Item 4 March 2020 Quarterly Budget Review

(A1-5.38)

MOVED Brewer/Derrett to suspend standing orders to allow discussion of the report.

Carried

76.4.20

At this point in the meeting the time being 10.19 am, Councillor Quigley returned to the meeting and resumed the role of Chair.

MOVED Brewer/Derrett to reinstate standing orders.

Carried 77.4.20

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DIVISIONAL MANAGER FINANCE AND ADMINISTRATION'S REPORTS

CONTINUED

Item 4 March 2020 Quarterly Budget Review

(A1-5.38)

DMFA-N

MOVED Brewer/Derrett that amendments to the itemised budgets as listed in the March 2020 Quarterly Budget Review be authorised.

Carried 78.4.20

Item 5 Rates Waiver Request – Lager and Brew Pty Ltd

(H2-8.1 & R1-1.39)

MOVED Walker/Derrett to suspend standing orders to allow discussion of the report.

Carried

79.4.20

MOVED Walker/Derrett to reinstate standing orders.

Carried

80.4.20

MOVED Walker/Derrett that:

DMFA-A Chk Lst

- Council advise Lager and Brew Pty Ltd (trading as Club House Hotel Warren) that due to the COVID-19 pandemic, forced closure and the impact it is having on their business, Council will defer the payment of rates and annual charges outstanding, interest free until 31st December 2020 in line with Council's Financial Hardship Policy offered to ratepayers;
- 2. Any future applications received from Warren Shire business owners who have a reduced turnover of more than 60% as a result of COVID-19 restrictions be given the same relief subject to substantiation of their application on a case by case basis; and
- 3. Council lobby both Federal and State Governments to give more assistance to local businesses affected by COVID-19 through revised grant funding arrangements.

Carried

81.4.20

CONFIDENTIAL MATTERS

MOVED Druce/Serdity that:

- Council proceed into the Committee of the Whole, the time being 10.40 am to consider matters raised as to alleged contraventions of Council's Code of Conduct; and
- 2. A need to exclude members of the public and media from the Committee of the Whole.

Carried

82.4.20

RESUMPTION OF ORDINARY MEETING

MOVED Druce/Serdity that Council resume the Ordinary meeting of Council at 10.54 am.

Carried

83.4.20

The Mayor advised the public that no Motion was moved.

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There being no further business the meeting closed a	at 10.55 am.
THESE MINUTES WERE CONFIRMED AT THE ORDINARY MEETIN HELD ON THURSDAY, 28 TH M AY 2020 AS BEING A TRUE AND CORRECT RECORD.	
MINUTE No. 84.5.20	
GENERAL MANAGER	Mayor