



# MINUTES

**Ordinary Meeting held on 28 June 2016**



## SHIRE OF CHRISTMAS ISLAND MEETING MINUTES CERTIFICATION

**Minutes of the Ordinary meeting of the Shire of Christmas Island Council held at the George Fam Chambers at 7.00pm on Tuesday 28 June 2016**

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## **CONFIRMED MINUTES**

**Ordinary Meeting of the Shire of Christmas Island held at the George Fam Chambers at 7.00pm on Tuesday 28 June 2016**

### **1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

Shire President declared the meeting open at 7.10pm

### **2 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE/ DECLARATIONS OF FINANCIAL INTEREST**

#### **2.1 Record of Attendance**

Shire President  
Councillors

Cr Gordon **THOMSON**  
Cr Kee Heng **FOO**  
Cr Azmi **YON**  
Cr Hafiz **MASLI**  
Cr Kelvin **LEE**  
Cr Philip **WOO**  
Cr Rosnah **PAL**  
Cr Vincent **SAW**

Chief Executive Officer  
Manager Finance and Admin  
Manager Works and Services  
Manager Community Services  
Manager Recreation Services and Training Officer  
Governance, Research, Policy & Grants Officer

Kelvin **MATTHEWS**  
So Hon **GAN**  
Terry **CLARKE**  
Boon Beng **CHEW**  
Oliver **LINES**  
Chris **SU**

Minute Taker

Shikin **MOHD HASINUDIN**

#### **2.2 Leave of Absence**

Cr Nora KOH

#### **2.3 Apologies**

#### **2.4 Declarations of Financial/Impartiality/Proximity Interest**

### **3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

### **4 PUBLIC QUESTION TIME**

- 4.1 Cr YON asked if an employee of Council can be released from work for a period of time to perform the duties of the Imam?

The Shire President replied that Council can consider doing a policy regarding this matter. The CEO and Manager Works and Services said that they don't have any problems with the employee taking time off work to perform these community services duties.

### **5 APPLICATIONS FOR LEAVE OF ABSENCE**

### **6 PETITIONS/DEPUTATIONS/PRESENTATIONS**

### **7 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS/BUSINESS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS**

### 7.1 Minutes of Ordinary Council Meeting held on 24 May 2016

Members considered the unconfirmed minutes.

#### Council Resolution

Moved: Cr YON

Seconded: Cr WOO

Res. No: 63/16

That Council adopt the unconfirmed minutes of the 24 May 2016 Council Meeting.

Carried: 8/0

### 7.2 Minutes of Special Council Meeting held on 31 May 2016

Members considered the unconfirmed minutes.

#### Council Resolution

Moved: Cr YON

Seconded: Cr LEE

Res. No: 64/16

That Council adopt the unconfirmed minutes of the 31 May 2016 Council Meeting.

Carried: 8/0

### 7.3 Minutes of Special Council Meeting held on 13 June 2016

Members considered the unconfirmed minutes.

#### Council Resolution

Moved: Cr YON

Seconded: Cr PAL

Res. No: 65/16

That Council adopt the unconfirmed minutes of the 13 June 2016 Council Meeting.

Carried: 8/0

### 7.4 Business Arising from the Minutes of Previous Meetings

### 8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

The Shire President announced that Cr Nora KOH is being awarded the Order of Australia Medal. Cr KOH is currently on holidays and the Shire President advised Council that he has spoken to Cr KOH and has congratulated her.

Councillors declare their hearty congratulations on the fantastic contributions Cr KOH has made to the community.

### 9 REPORTS OF COMMITTEES

#### 9.1 Minutes of Transport, Land and Communications Committee Meeting

#### Council Resolution

Moved: Cr YON

Seconded: Cr WOO

Res. No: 66/16

That the Confirmed Minutes of the Transport, Land and Communications Committee Ordinary meeting held on 23 March 2016 and 26 April 2016 be received.

Carried: 8/0

#### 9.2 Minutes of Community Consultative Committee Meeting 1 June 2016

#### Council Resolution

Moved: Cr YON

Seconded: Cr SAW

Res. No: 67/16

That Council review the motions passed in the CCC Meeting of 1 June 2016.

5.1.3 The CCC to write a letter to the Department of Premier and Cabinet from the Shire requesting information about what stage the SDAs are at for DFES and Housing.

5.1.7 The Shire writes to the Minister requesting that so much of the regulations and the Fisheries Act (WA) (CI) to be set aside as to permit residents and visitors to take fish caught by them to restaurants, bars, cafes and the like to be cooked for them.

**Carried: 8/0**

## **10 REPORTS OF OFFICERS**

### **10.1 Chief Executive Officer**

#### 10.1.1 Australian Political Science Association Conference

##### **Council Resolution**

**Moved: Cr FOO**

**Seconded: Cr MASLI**

**Res. No: 68/16**

That Council approves the CEO to attend the Australian Political Science Association Conference to be held in Sydney then 26<sup>th</sup> of September 2016 to 28<sup>th</sup> of September 2016.

**Carried: 8/0**

#### 10.1.2 CEO Delegated Authority - Finance

##### **Council Resolution**

**Moved: Cr LEE**

**Seconded: Cr PAL**

**Res. No: 69/16**

In accordance with Section 5.42 (1) of the Local Government Act 1995 (WA) (CI) Council delegates the following authority to the Chief Executive Officer:

- To make payments on behalf of Council in accordance with Council Signatory/Authorization of EFT Procedure
- To sign cheques on behalf of council for an amount not exceeding \$100,000 s6.10 (d);
- To incur expenditure and to issue official orders not exceeding \$100,000 for non-capital expenditure s6.10 (d);
- To decide free of charge use of community facilities in accordance with CS2 – Use of Community Facilities Policy of Council;
- Power of entrance, etc. in relation to road works;
- To write off debts or rates incorrectly raised & other bad debts up to \$200;
- To approve budget variations/new budget items not exceeding \$100,000;
- To obtain reassessment of the value of ratable property in the event of property improvement or property subdivision;
- To invest money held by council not required for immediate use s6.14;
- To arrange appropriate insurance in respect of all council properties;
- To negotiate terms and conditions of property leases;
- To dispose of property with no book value;
- To reimburse to an owner or occupier where property is damaged through the performance of a function of the local government to the maximum amount of \$2,000;
- To give notice to an occupier and or owner requiring them to do something in relation to land specified in Schedule 3.1 – Powers Under Notices to Owners or Occupiers of Land of the Local Government Act (WA) (CI) 1995
- To arrange for works to be carried out where the owner or occupier does not carry out required action in relation to land, and to recover the costs as a debt;
- To issue certificates of the local government pursuant to section 23 of the Strata Titles Act 1985 (WA)(CI).
- To change leases for the cost of insurance cover in respect to leased properties;
- As the principal Accounting Officer of Council, to prepare the annual financial reports;
- To affix the common seal of the Shire of Christmas Island as required; and
- In relation to recurrent expenditure, to pay amounts above the \$100,000 limit for:
  - Wages and salaries
  - Pay As You Earn taxation
  - Fringe Benefits taxation
  - insurance premiums
  - Electricity charges
  - Lease payments
  - MRWA projects
  - Superannuation
- To contract works or capital projects that have been previously approved by a resolution of

Council

**Carried: 8/0**

## **10.2 Manager Finance & Administration**

### 10.2.1 Schedule of Accounts – May 2016

#### **Council Resolution**

**Moved: Cr FOO**

**Seconded: Cr YON**

**Res. No: 70/16**

That Council approves the expenditure as presented in May 2016 Schedule of Accounts

**Carried: 8/0**

### 10.2.2 Financial Statements - May 2016

#### **Council Resolution**

**Moved: Cr LEE**

**Seconded: Cr PAL**

**Res. No: 71/16**

That Council receives the Financial Statements of the 31 May 2016 for the Municipal Fund.

**Carried: 8/0**

### 10.2.3 Assets Write Off 2015/16

#### **Council Resolution**

**Moved: Cr FOO**

**Seconded: Cr WOO**

**Res. No: 72/16**

Council approves to write off the assets of 2015/16 as set out in the attachment to this report.

**Carried: 8/0**

## **10.3 Manager Community Services**

## **10.4 Manager Works & Services**

### 10.4.1 LIA Development Expenditure

#### **Council Resolution**

**Moved: Cr LEE**

**Seconded: Cr YON**

**Res. No: 73/16**

That Council approve the payment of \$40,000 to Gregory's Christmas Island Maintenance (GCIM) being payment GCIM have already expended to procure the required plumbing materials being pipes, joints, sewage inspection pits and lids to be installed within the services trench at the LIA Stage 1 development alongside Quarry Road.

**Carried: 8/0**

## **10.5 Manager Planning, Building & Health**

## **10.5 Manager Recreation Services**

### **11 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

### **12 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING**

### **13 BEHIND CLOSED DOORS**

### **14 CLOSURE OF MEETING**

The Shire President closed the meeting at 7.30pm.

### **15 DATE OF NEXT MEETING: 26 July 2016.**