



SPECIAL COUNCIL MEETING

MINUTES

Special Meeting of the Council held in the
Council Chambers, Lowood Road, Mount Barker
9.30am Friday 6 July 2007

SPECIAL BUSINESS

Budget Consideration, Commercial Waste Fees and Audit

**Rob Stewart
CHIEF EXECUTIVE OFFICER**

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1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Part 5 of Division 6 Subdivision 1 of the Local Government Act 1995 requires Council Members and Employees to disclose any direct or indirect financial interest or general interest in any matter listed in this Agenda.

The Act also requires the nature of the interest to be disclosed in writing before the meeting or immediately before the matter being discussed.

NB: A Council member who makes a disclosure must not preside or participate in, or be present during, any discussion or decision making procedure relating to the disclose matter unless the procedures set out in Sections 5.68 or 5.69 of the Act have been complied with.

2 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

Present

Cr D Williss	Deputy President / East Ward
Cr M Skinner	East Ward
Cr K Clements	Town Ward
Cr B Hollingworth	Town Ward
Cr J Mark	Town Ward
Cr J Moir	South Ward
Cr K Hart	Kendenup Town Ward
Mr J Fathers	Deputy Chief Executive Officer
Mr I Bartlett	Manager Works and Services
Mr P Duncan	Manager Development Services
Ms Nicole Selesnew	Manager Community Services
Mrs Kaye Skinner	Executive Secretary

Apologies

Cr K Forbes	Shire President – Rocky Gully / West Ward
Cr J Cameron	Rocky Gully / West Ward
Rob Stewart	Chief Executive Officer

3 REPORTS OF COMMITTEES & OFFICERS

3.1 BUDGET CONSIDERATION

Moved Cr K Clements, seconded Cr B Hollingworth:

That the following items be listed for consideration in the draft 2007 / 2008 Budget:

- (1) An additional financial contribution of \$29,928.04 towards the construction of the Home and Community Care building at Lot 48 Albany Highway.**
- (2) Any incidental costs that may be incurred during the construction of the Home and Community Care building at Lot 48 Albany Highway to a maximum of \$42,105.00.**
- (3) A reduction in its operating loss of the Plantagenet Child Care Centre to an estimate of \$38,052 by:**
 - (a) Reducing the Plantagenet Child Care Centre Manager's hours;**
 - (b) Reducing the hours for the Qualified Child Carer from 1FTE to a 0.75FTE;**
 - (c) Increasing the fees by 13% until the end of December 2007;**
 - (d) Increasing the fees again in January 2008 by \$2.00; and**
 - (3) An increase in the Sustainability Assistance Funding from \$32,137 to \$44,396.**

CARRIED (7/0)

No. 239/07

MOTION TO ADJOURN THE MEETING**Moved Cr M Skinner seconded Cr K Hart:****10.17am That the meeting be adjourned for ten (10) minutes.****CARRIED (7/0)****No. 240/07****RESUMPTION****10.27am The meeting resumed.****Attendance**

Cr D Williss	Deputy President / East Ward
Cr M Skinner	East Ward
Cr K Clements	Town Ward
Cr B Hollingworth	Town Ward
Cr J Mark	Town Ward
Cr J Moir	South Ward
Cr K Hart	Kendenup Town Ward
Mr J Fathers	Deputy Chief Executive Officer
Mr I Bartlett	Manager Works and Services
Mr P Duncan	Manager Development Services
Ms Nicole Selesnew	Manager Community Services
Mrs Kaye Skinner	Executive Secretary

3.2 WASTE MANAGEMENT – COMMERCIAL WASTE

3.2.1 WASTE MANAGEMENT FACILITIES - PAST COUNCIL DECISIONS

Location / Address:	N / A
Name of Applicant:	N / A
File Reference:	WM/151/5
Author:	Ian Bartlett - Manager Works and Services
Authorised By:	Rob Stewart - Chief Executive Officer
Date of Report:	3 July 2007

Purpose

The purpose of this report is to summarise past decisions adopted by the Council relating to Waste Management Facilities in the Shire of Plantagenet since November 2003.

Background

(1) At its meeting held 11 November 2003, the Council resolved:

'THAT:

- (1) *Pursuant to Section 5.8 of the Local Government Act 1995, the Council establish the Shire of Plantagenet Waste Management Committee.*
- (2) *A Committee of Council Members, be appointed pursuant to subsection (2)(a) of Section 5.9, of the Act with the following Councillors being appointed:*
 - (a) *Cr K Hart;*
 - (b) *Cr L Farmer;*
 - (c) *Cr J Moir.*
- (3) *The role of the Committee shall be to advise the Council relating to waste management in the Shire of Plantagenet, including, but not limited to:*
 - (a) *The Council's role in the Great Southern Regional Council;*
 - (b) *Current technology / trends relating to waste management;*
 - (c) *Waste management techniques;*
 - (d) *Recycling.*
- (4) *The Committee be abolished on 29 April 2005 unless disbanded earlier by the Council.*

Reason For Change

Councillors included committee membership.'

- (2) A Waste Management Workshop was held on 25 March 2004 (See attached notes).

Waste Management – Commercial Waste**Waste Management Facilities – Past Council Decisions (Cont.)**

(3) At its meeting held 26 October 2004, the Council resolved:

‘THAT:

- (1) *The securing of the O’Neill Road landfill facility be progressed as a matter of priority by installing fencing and lockable gates up to a maximum cost of \$20,000.00 and be funded from Refuse Site Improvements – Account Number 1010.3.138 (available funds \$38,602.00).*
- (2) *The opening times of the O’Neill Road landfill facility be restricted to 8:00am to 6:00pm on Tuesdays, Thursdays, Saturdays, and Sundays.*
- (3) *The restricted opening times be implemented from 1 December 2004 with the changes to be advertised in the local print media and signs erected in appropriate locations to inform the public of the proposed changes to the O’Neill Road landfill facility.*
- (4) *Improved signage be installed within the Kendenup and O’Neill Road landfill sites to assist in the separation of the waste streams and be funded from Account Number 1010.3.138 – Refuse Site Improvements.’*

(4) At its meeting held 14 December 2004, the Council resolved:

‘THAT:

- (1) *That the north west corner of the O’Neill Road Waste Management Facility site be the preferred location for the development of a transfer station style facility.*
 - (2) *That the Kendenup landfill facility have improved fencing and signage installed immediately, and that the site be converted to a transfer station.*
 - (3) *Plans and cost estimates for the development of the O’Neill Road and Kendenup facility to be considered by the Waste Management Committee by February/March 2005.’*
- (5) On 16 December 2004, all Councillors received a copy of a Waste Management Report prepared by Ms Kate McCormack – Environmental Engineer who was, at the time an employee of the Shire of Plantagenet. A copy of this report is attached.

(6) At its meeting held 10 May 2005, the Council resolved:

‘THAT:

- (1) *The Waste Management Committee be reconstituted.*
- (2) *Cr J Moir, Cr K Hart and Cr K Clements be appointed as members.*
- (3) *The words ‘in the Great Southern Regional Council’ be deleted from the Committee’s duties and replaced with the words ‘with adjoining Councils relating to waste management.’*

(7) At its meeting held 16 August 2005, the Council resolved:

‘That with regard to waste management and the implementation of an effective waste management program:

Waste Management – Commercial Waste
Waste Management Facilities – Past Council Decisions (Cont.)

The Council will:

- (1) *Provide a cost effective, environmentally sustainable waste management service that will meet the needs of the Plantagenet community, now and into the future.*
 - (2) *Achieve the objective stated in (1), through the implementation of the following actions:*
 - (a) *New Landfill Site*
By August 2006, new landfill sites will be identified within the Shire of Plantagenet to ensure the continuation of a sustainable waste service.
 - (b) *Recycling*
Provision of an economically sustainable waste minimisation service for the community.
 - (c) *Transfer Station*
Investigate the construction of a transfer station facility which will provide a location for the long term disposal for drop off waste for the townsite of Mount Barker and surrounding rural areas, with utrescibles waste being transported to the new landfill site on closure of the O'Neill Road Landfill.
 - (d) *Kendenup*
Conversion of the Kendenup Landfill to a transfer station by August 2006 with waste transported to O'Neill Road in the short term and to the new landfill site in the future and the present landfill site being remediated. Page 19
 - (e) *Kamballup*
Closure of the Kamballup Landfill and the site remediated by the end of 2006.'
 - (8) *At its meeting held 13 December 2005, the Council resolved:*
'That notwithstanding the Council's resolution of 16 August 2005 which established an implementation plan for the Council's Waste Management objectives, the Chief Executive Officer be authorised to undertake public consultation with regard to the Council's Waste Management objectives prior to any further implementation of those objectives and a full report of the results of such public consultation be presented to the Council at its meeting to be held on 28 March 2006.'
 - (9) *The Council held a Waste Management Workshop on 23 May 2006 with the purpose being to identify policies, fees and charges for waste disposal sites and identify management strategies for the Shire of Plantagenet's waste disposal sites. A copy of the report provided by Mr Ian Bartlett - Manager Works and Services is attached.*
 - (10) *A report was received on 7 July 2006 from Green Skills. The Shire of Plantagenet contracted the services of Green Skills to prepare this report which was a Community Consultation Report relating to Waste Management in the Shire of Plantagenet. A copy of this report is attached.*
 - (11) *At its meeting held 11 July 2006, the Council resolved:*
-

Waste Management – Commercial Waste**Waste Management Facilities – Past Council Decisions (Cont.)**

'That the proposed schedule of fees and charges as attached, be listed for consideration in the draft 2006 / 2007 Annual Budget.

PROCEDURAL MOTION

Motion to Adjourn Question

Moved Cr J Moir, seconded Cr M Skinner:

That the question be adjourned to allow the Waste Management Committee to make further recommendation to the Council.'

(12) At its meeting held 11 July 2006, the Council resolved:

'That pursuant to Clause 12 of the Council's Local Laws relating to the operation of the Shire of Plantagenet Landfill and Transfer Station facilities, the following hours of operation for landfill and transfer station facilities be adopted:

(1) *O'Neill Road Landfill Site*

- Tuesday from 1.00pm – 5.00pm*
- Wednesday from 8.00am – 12.00noon*
- Thursday from 1.00pm – 5.00pm*
- Friday from 8.00am – 12.00noon*
- Saturday from 1.00pm – 5.00pm*
- Sunday from 10.00am – 6.00pm*

Kendenup Landfill Site

- Tuesday from 8.00am – 3.00pm*
- Thursday from 8.00am – 3.00pm*
- Sunday from 10.00am – 4.00pm*

Kamballup Landfill Site

- Friday from 1.00pm – 5.00pm*

Porongurup Transfer Station

- Monday from 8.00am – 5.00pm*
- Thursday from 8.00am – 12.00noon*
- Saturday from 8.00am – 5.00pm*

Rocky Gully Transfer Station

- Wednesday from 1.00pm – 5.00pm*
- Saturday from 1.00pm – 5.00pm*

(2) *At the conclusion of a six (6) month trial, a further report be presented to the Committee to reconsider opening times.*

(3) *The above be advertised immediately throughout the Shire of Plantagenet.*

PROCEDURAL MOTION

Motion to Adjourn Question

Moved Cr M Skinner, seconded Cr B Hollingworth:

Waste Management – Commercial Waste**Waste Management Facilities – Past Council Decisions (Cont.)**

That the question be adjourned to allow the Waste Management Committee to make further recommendation to the Council relating to the Rocky Gully transfer station.'

(13) At its meeting held 25 July 2006, the Council resolved:

'That pursuant to Clause 12 of the Council's Local Laws relating to the operation of the Shire of Plantagenet Landfill and Transfer Station facilities the following hours of operation for landfill and transfer station facilities be adopted:

(1) *O'Neill Road Landfill Site*

- *Tuesday from 1.00pm – 5.00pm*
- *Wednesday from 8.00am – 12.00noon*
- *Thursday from 1.00pm – 5.00pm*
- *Friday from 8.00am – 12.00noon*
- *Saturday from 1.00pm – 5.00pm*
- *Sunday from 10.00am – 6.00pm*

Kendenup Landfill Site

- *Tuesday from 8.00am – 3.00pm*
- *Thursday from 8.00am – 3.00pm*
- *Sunday from 10.00am – 4.00pm*

Kamballup Landfill Site

- *Friday from 1.00pm – 5.00pm*

Porongurup Transfer Station

- *Monday from 8.00am – 5.00pm*
- *Thursday from 8.00am – 12.00noon*
- *Saturday from 8.00am – 5.00pm*

(2) *At the conclusion of a six (6) month trial, a further report be presented to the Committee to reconsider opening times.*

(3) *The issues raised in Points 1 and 2 above be advertised in conjunction with proposed fees and charges for implementation on 1 October 2006.'*

(14) At its meeting held 23 January 2007, the Council resolved:

'That pursuant to Clause 12 of the Council's Local Laws relating to the operation of the Shire of Plantagenet Landfill and Transfer Station facilities, the opening hours relating to the Kendenup Landfill Site be amended as follows as of 1 February 2007:

- *Tuesday and Thursday 12.00noon – 4.00pm*
- *Saturday 12.00noon – 4.00pm*
- *Sunday 10.00am – 4.00pm'*

(15) On 31 May 2007, all Councillors received a copy of a report prepared by ATA Environmental relating to the Mount Barker Waste Management Facility – Future Landfill Opportunities. A copy of this report was also forwarded to the Department of Environment and Conservation and also the Department of Water for their comments.

 Waste Management – Commercial Waste
 Waste Management Facilities – Past Council Decisions (Cont.)

(16) At its meeting held 26 June 2007, the Council resolved:

'That the proposed fees and charges as follows:

Proposed Fees and Charges for Commercial Waste Disposal

Effective Monday 3 September 2007

Mount Barker Landfill Site

<i>Ute / 6x4 Trailer</i>	<i>\$ 10.00</i>
<i>Small Truck, Large Tandem Trailer (less than 4 tonne)</i>	<i>\$ 30.00</i>
<i>Medium Truck (4-6 tonne)</i>	<i>\$ 40.00</i>
<i>Truck (6-8 tonne)</i>	<i>\$ 60.00</i>
<i>Truck (8 plus tonne, single axle)</i>	<i>\$ 80.00</i>
<i>Truck (8 plus tonne, dual axle)</i>	<i>\$100.00</i>
<i>Truck (semi-trailer 20m³ capacity)</i>	<i>\$200.00</i>
<i>Bulk Bin (3m³ or less)</i>	<i>\$ 30.00</i>
<i>Bulk Bin (3m³ - 6m³)</i>	<i>\$ 40.00</i>
<i>Bulk Bin (6m³- 10m³)</i>	<i>\$ 60.00</i>
<i>Bulk Bin (exceeding 10m³)</i>	<i>\$100.00</i>
<i>Asbestos (per m³) – minimum charge</i>	<i>\$ 40.00</i>
<i>Clean Fill</i>	<i>Free</i>
<i>Green Waste (uncontaminated)</i>	<i>Free</i>

Green Waste (contaminated) – full charges apply

Kendenup Transfer Station

<i>Ute / 6x4 Trailer</i>	<i>\$ 10.00</i>
<i>Small Truck, Large Tandem Trailer (less than 4 tonne)</i>	<i>\$ 30.00</i>
<i>Bulk Bin (3m³ or less)</i>	<i>\$ 30.00</i>
<i>Green Waste (uncontaminated)</i>	<i>Free</i>

Green Waste (contaminated) – full charges apply

be considered for inclusion in the 2007 / 2008 Annual Budget.'

(17) At its meeting held 26 June 2007, the Council resolved:

'THAT:

- (1) The Council support cooperation with the Shire of Cranbrook and the Shire of Denmark in regard to the establishment of a new landfill site.*
- (2) The Council commit to the establishment of a new landfill site to service the long term needs of the Shire.*
- (3) An action plan on how this is going to be achieved and a schedule providing time frames be agreed with all relevant parties.*
- (4) A breakdown be provided to the Council of the estimated cost of establishing a new landfill site.*
- (5) Provision of an alternative septage disposal site be investigated and developed by 30 June 2008.'*

Waste Management – Commercial Waste
Waste Management Facilities – Past Council Decisions (Cont.)

Statutory Environment

Local Laws Relating to the Operation of the Shire of Plantagenet Landfill and Transfer Station Facilities 2004.

Consultation

Consultation has occurred between Mr Rob Stewart - Chief Executive Officer and Mr Mr Ian Bartlett - Manager Works and Services.

Mr Bartlett has also met with a representative from Cleanaway and has spoken with officers from Zero Waste, the Department of Environment and Conservation (DEC) and the City of Albany.

Policy Implications

There are no policy implications for this report.

Financial Implications

There are no financial implications for this report.

Strategic Implications

The Council's Strategic Plan Key Results Area 2 – Infrastructure provides as an aim to:

'Protect the community's health by managing waste in a timely, effective, economic and environmentally safe manner.'

Officer Comment

Further to the background information provided, it would seem that the Council has not been misled relating to previous and present decisions made relating to the Waste Management Facilities of the Shire of Plantagenet.

The matter of restricted opening times for the Shire's waste management sites was brought to the Council a number of times and has been adopted for the Kendenup and Mount Barker sites however, without adequate fencing it is not practical to implement the agreed opening times for the other sites at this stage. The Manager Works and Services has kept Councillors up to date with the progress of the fencing, which is still due to be completed.

In relation to fees and charges, these have also been brought to the Council on a number of occasions and it is hoped that the most recent attempt will be successful to commence charging at the Kendenup and Mount Barker sites for commercial waste. The plan from there, as Council will be aware, is to gradually implement charges for all waste at all sites (once they are fenced and there is adequate infrastructure to allow this to occur).

In relation to the Mount Barker Landfill site's lack of space, considerable effort has been made to provide the Council and other bodies such as the Department of Environment and Conservation and the Department of Water with information to allow for approval to extend the life of the site with hopes that this will allow the Council more time to find another site. It is understood that securing another site to service the long term needs of the Shire is important, however increasing the life of the current site is a priority as it will provide us with an idea of how long we have to find another site.

Waste Management – Commercial Waste**Waste Management Facilities – Past Council Decisions (Cont.)**

The Works and Services Department has been following the past direction provided by the Council and also the legislation put in place by the Federal Government in the way of preparing to develop a Zero Waste Management Plan and also increase recycling etc. The Works and Services Department has prepared and submitted a funding application for funds to help alleviate the cost of providing infrastructure to develop recycling facilities at the sites. This is still being evaluated however notification of successful submissions should occur soon. Also funding is being sought to help in completing phase one of the Zero Waste Plan Development Scheme.

Upon speaking with the Manager of Waste Management at the City of Albany, the Manager Works and Services was advised that it would cost approximately \$100,000.00 per annum for the City of Albany to accept waste from the Shire of Plantagenet. The City of Albany also indicated at the time that this would not be possible anyway as the City of Albany is also going to be looking for a new site in three to five years due to a lack of space.

The Manager Works and Services also recently met with a representative from Cleanaway to investigate the possibility of the Shire utilising their services for recycling. A quote has been obtained for the collection and processing of recyclables (ie: paper, cardboard, glass and plastics) at a price of approximately \$302.00 per month for bin rental and collection or \$3,624.00 per year. This will help to reduce the amount of waste entering land fill. Mr Jason McLennan - Cleanaway also advised the Manager Works and Services that should the Shire of Plantagenet accept one (1) semi trailer load of commercial waste from Cleanaway per week at no cost, the quote for the collection and processing of recyclables would be nil.

A response was received from the Department of Water on 29 June 2007 relating to previous correspondence the Shire of Plantagenet sent requesting comments on the report from ATA Environmental. A negative response was received in relation to changing the buffer zone from 100m to 50m. A copy of this letter is attached. A response was also received from the Department of Environment and Conservation on 5 July 2007. The Department of Environment and Conservation were also opposed to requests made in the letter relating to our current landfill site and noted that '*The Shire of Plantagenet needs to understand the seriousness of the situation and the need to find an alternative disposal site and / or alternative disposal options as soon as possible.*' A copy of this letter is also attached.

Voting Requirements

Simple Majority

Waste Management – Commercial Waste
Waste Management Facilities – Past Council Decisions (Cont.)

OFFICER’S RECOMMENDATION

That the Council provide further direction to the Manager Works and Services in relation to where they would like to see waste management facilities in the Shire of Plantagenet head in the future.

Moved Cr M Skinner, seconded Cr K Clements:

That the draft 2007 / 2008 Budget Items ‘ Tip Sites – Fencing and Other Infrastructure’ incorporate the fencing of the Kamballup Tip on a further three sides with six feet high steel posts, with ring lock and 2 strand barb wire.

CARRIED (7/0)

No. 241/07

3.3 AUDIT

Moved Cr K Clements, seconded Cr M Skinner:

**That the Minutes of the Audit Committee Meeting held on 27 June 2007
be received.**

CARRIED (7/0)

No. 242/07

4. CLOSURE OF MEETING

11.20am The Presiding Member declared the meeting closed.

CONFIRMED: PRESIDING MEMBER _____ DATE:...../...../.....