



# CONFIRMED MINUTES

**Ordinary Meeting held on 20 November 2018**



## 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 20 November 2018**

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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 20 November 2018**

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

The Shire President declared the meeting open at 7.05pm.

- 1.1 President **THOMSON** welcomed Susana **MATHEW**, Mary **MATHEW** and Ajit **VERGHESE** to Council Chambers. They have travelled on invite of the Shire to unveil the Occupation Memorial in the Post Office Padang as special guests on 20.11.18.

Susana **MATHEW** expressed her thanks to Council for the creation of the memorial acknowledging the war history of the island and specifically the story of the Island community and thanked the Shire for funding her trip.

Susana **MATHEW** presented President **THOMSON** a copy of her father's memoirs for the public library. President **THOMSON** received memoir and thanked the party for the donation; acknowledged the contribution of Shire staff member Chris **SU** in the conceptualisation, planning and execution of the Occupation Memorial project and spoke of the importance of Council being the custodians of local history as local government.

Chris **SU** invited to speak; thanked the Council for granting the funding for this project and their recognition of the importance of documenting and honouring island history.

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

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

Shire President  
Deputy President  
Councillors

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

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

David **PRICE**  
Rostyna **OH**  
**CHEW** Boon Beng  
Olivier **LINES**  
Chris **SU**

Minute Taker

Chris **SU**

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

##### **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 **MASLI** asked on behalf of a community member whether the cyclone lights had sirens and if not, could they be installed?

President **THOMSON** passed on that query to the Shire's Emergency Management Committee (EMC) representative CEO **PRICE** to follow up on.

- 4.2 Cr **KOH** raised that the topic of streetlights was discussed at the Council-Minister **LEY** meeting in October and that she recalled Minister **LEY** had encouraged Shire to apply for grant funding for the installation of streetlights. President **THOMSON** replied that DIRDC had the transport portfolio relocated to the island from Perth, and that they had installed several solar powered street lights on Murray Road.

Cr **KOH** expressed the need for more street lighting from the Airport to the Hospital and through down to Poon Saan.

President **THOMSON** proposed to establish a Committee for Street Lighting between the Commonwealth and Council to help program the installation of solar powered street lights in needed areas on the island.

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

- 5.1 Cr SAW – Leave of Absence

##### **Council Resolution**

**Moved: Cr FOO**

**Seconded: Cr YON**

**Res. No: 89/18**

That the leave of absence application submitted by Cr SAW (8/1/19 to 28/2/19) be approved.

**Carried: 9/0**

- 5.2 Cr KOH – Leave of Absence

##### **Council Resolution**

**Moved: Cr FOO**

**Seconded: Cr YON**

**Res. No: 90/18**

That the leave of absence applications submitted by Cr KOH (23/11/18 – 18/12/18 and 18/1/19-19/3/19) be approved.

**Carried: 9/0**

#### **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 23 October 2018**

Members considered the unconfirmed minutes.

##### **Council Resolution**

**Moved: Cr FOO**

**Seconded: Cr YON**

**Res. No: 91/18**

That Council adopt the unconfirmed minutes of the 23 October 2018 Council Meeting.

**Carried: 9/0**

- 7.2 **Business Arising from the Minutes of Previous Meetings**

#### **8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

#### **9 REPORTS OF COMMITTEES**

## 10 REPORTS OF OFFICERS

### 10.1 Chief Executive Officer

#### 10.1.1 Annual Report 2018

##### **Council Resolution**

**Moved: Cr FOO**

**Seconded: Cr YON**

**Res. No: 92/18**

1. The Shire of Christmas Island Annual Report for 2018 is accepted.
2. An Elector's General Meeting is held on Tuesday 11 December 2018 commencing at 6.30pm for the purpose prescribed by the Local Government Act 1995 (WA) (CI).
3. The Chief Executive Officer is to give notice of the Elector's Meeting and to ensure that statutory requirements regarding the acceptance of the Annual Report 2018 are met.

**Carried: 9/0**

#### 10.1.2 Dates for Ordinary Council Meetings 2019

##### **Council Resolution**

**Moved: Cr YON**

**Seconded: Cr LEE**

**Res. No: 93/18**

That Council adopts the following schedule of Ordinary Meetings for 2019 in accordance with section 5.25 (1) (g) of the Local Government Act (CI) 1995 and the Local Government Administration Regulations 1996 commencing at 7.00pm at the George Fam Centre Council Chambers on the fourth Tuesday of each month with the exceptions of:

- 12 February 2019 ordinary meeting due to the long period of no meetings between December 2018 and February 2019.
- 21 May 2019 ordinary meeting being 4 weeks after the 23 April meeting.
- 11 June 2019 ordinary meeting being 3 weeks after the 21 May 2018 ordinary meeting and brought forward to ensure Councillors can attend for the budget adoption as the National Local Government Conference is in Canberra later in June.
- 19 November 2019 Ordinary Meeting being the 3<sup>rd</sup> Tuesday 4 weeks after the October 2019 Ordinary Meeting and 3 weeks before the December 2019 Ordinary Meeting which is scheduled for the 10<sup>th</sup> December 2019 being the 2<sup>nd</sup> Tuesday due to the Christmas close down period in December 2019.

12 February 2019  
26 March 2019  
23 April 2019  
21 May 2019  
11 June 2019  
23 July 2019  
27 August 2019  
24 September 2019  
22 October 2019  
19 November 2019  
10 December 2019

**Carried: 9/0**

#### 10.1.3 Items Sale by Tender

##### **Council Resolution**

**Moved: Cr KOH**

**Seconded: Cr LEE**

**Res. No: 94/18**

Council endorses the CEOs action for the sale by tender on the following:

1. The acceptance by tender of \$3,500 from Sim Kiat Tan for the Case Skid Steer Loader (P60075)
2. The acceptance by tender of \$8,500 from Michael Robinson for the Caterpillar Skid Steer Loader (P60356)
3. The acceptance by tender \$5,000 from Peng Choon Ma for the Kubota Excavator KX121 (P0210)
4. The non-acceptance by tender of \$10 by Michael Robinson for 6x14.00 x 24 Grader Tyres

**Carried: 9/0**

## 10.2 Manager Finance & Administration

### 10.2.1 Schedule of Accounts – October 2018

#### Council Resolution

Moved: Cr SAW

Seconded: Cr PAL

Res. No: 95/18

That Council approves the expenditure as presented in October 2018 Schedule of Accounts.

Carried: 9/0

### 10.2.2 Financial Statements – October 2018

#### Council Resolution

Moved: Cr MASLI

Seconded: Cr FOO

Res. No: 96/18

That Council receives the Financial Statements of the October 2018 for the Municipal Fund.

Carried: 9/0

## 10.3 Manager Community Services

## 10.4 Manager Works & Services

## 10.5 Manager Recreation Services & Training Officer

## 10.6 Manager Governance, Research, Policy & Grants

### 10.6.1 Adoption of Regulation 17 Framework

#### Council Resolution

Moved: Cr LEE

Seconded: Cr FOO

Res. No: 97/18

That Council adopts the following documents to satisfy the compliance requirements for Regulation 17 under the WA Local Government (Audit) Regulations:

- Draft Legislative Compliance Management Framework
- Internal Controls Framework
- Risk Management Plan

Carried: 9/0

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

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

### 12.1 Motion to Accept New Business

#### Council Resolution

Moved: Cr YON

Seconded: Cr KOH

Res. No: 98/18

That Council accepts that new business admitted to the discussion being

- Draft letter to Christine DACEY, first assistant secretary at DIRDC
- Draft Shire of Christmas Island Economic and Land Development Charter

Carried: 9/0

### 12.2 Resolution on New Business

#### Council Resolution

Moved: Cr YON

Seconded: Cr KOH

Res. No: 99/18

That the letter to Christine DACEY of 20/11/18 be forwarded to DACEY, cc'd to Clive BROWN of PRL for his information.

Carried: 9/0

**13 BEHIND CLOSED DOORS**

**14 CLOSURE OF MEETING**

The Shire President closed the meeting at 9.15pm

**15 DATE OF NEXT MEETING:** 11 December 2018