



SHIRE OF YORK

**MINUTES OF THE
WORKS COMMITTEE MEETING
HELD ON 6 NOVEMBER, 2014
COMMENCING AT 5.04PM
IN COUNCIL CHAMBERS,
YORK TOWN HALL, YORK**

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SHIRE OF YORK

THE WORKS COMMITTEE MEETING OF THE COUNCIL HELD ON THURSDAY, 6 NOVEMBER, 2014, COMMENCING AT 5.04PM IN COUNCIL CHAMBERS, YORK TOWN HALL, YORK

The York Shire Council acknowledges the traditional owners of the land on which this meeting will be held.

1. OPENING

1.1 Declaration of Opening

Cr Matthew Reid, Shire President, declared the meeting open at 5.04pm.

1.2 Disclaimer

The Committee Chairperson advised the following:

"I wish to draw attention to the Disclaimer Notice contained within the agenda document and advise members of the public that any decisions made at the meeting today, can be revoked, pursuant to the Local Government Act 1995.

Therefore members of the public should not rely on any decisions until formal notification in writing by Council has been received. Any plans or documents in agendas and minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material."

1.3 Suspension of Standing Orders

Not Put

1.4 Announcement of Visitors –

Nil

1.5 Declarations of Interest that Might Cause a Conflict

Councillors/Staff are reminded of the requirements of s5.65 of the Local Government Act 1995, to disclose any interest during the meeting when the matter is discussed and also of the requirement to disclose an interest affecting impartiality under the Shire of York's Code of Conduct.

Financial Interests

Nil

Disclosure of Interest that May Affect Impartiality

Nil

2. ATTENDANCE

2.1 Committee Members

Cr Matthew Reid (Chair); Cr David Wallace; Cr Tony Boyle (entered the meeting at 5.10pm); Mike Gill; Ron MacKay; Ian Crombie; Don Randell

2.2 Staff

Gail Maziuk, Human Resources/Compliance; Helen D'Arcy-Walker, Executive Support Officer

2.3 Apologies

Michael Keeble, Chief Executive Officer; Keith Dickerson, Works Manager

2.4 Leave of Absence Previously Approved

Nil

2.5 Number of People in Gallery at Commencement of Meeting

There were no people in the Gallery at the commencement of the meeting.

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

4.1 Written Questions – Current Agenda

Nil

4.2 Public Question Time

Public Question Time Opened at 5.05pm and Closed at 5.05pm as there were no members of the public in the gallery

5. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6. PETITIONS / PRESENTATIONS / DEPUTATIONS

Nil

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Minutes of the Works Committee Meeting held October 2, 2014

Corrections – Mike Gill requested letter to be included in the Appendix from his presentation at the October 2014 Works Committee meeting.

Confirmation

RESOLUTION WC 011114

Moved: Mike Gill

Seconded: Ron MacKay

“That the minutes of the Works Committee Meeting held October 2, 2014 to be confirmed, with the above correction, as a correct record of proceedings.

CARRIED: 6/0

8. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION
9. REPORTS
10. MATTERS FOR DISCUSSION

9. EXECUTIVE MANAGEMENT REPORTS
9.1 ENGINEER – WORKS MANAGERS REPORT

FILE NO: OR.MTG.5
COUNCIL DATE: 6th November 2014
REPORT DATE: 31st October 2014
SENIOR OFFICER: Keith Dickerson, Consulting Works Manager
AUTHOR: Works Administrator, Leonie Kempin
APPENDICES: 1 - Vehicle Hours/kms Report July 2014
2 - Grading, Construction & Rural Rd Works
3 - Town Works
4 - Potholes, Guide Posts & Signs
5 - Private Works
6 - Plant Maint / Servicing - October 2014
7 - Plant Maint / Servicing - July 2012 to current

DOCUMENTS TABLED: MOU - Relocation & Maintenance of York DHS Totem Poles

REPORT APPROVED BY THE CEO: *Michael Keeble*

Cr Boyle entered the meeting at 5.10pm

**RESOLUTION
WC 021114**

Moved: Mike Gill

Seconded: Ron MacKay

"The Committee Recommends to Council:

To receive and note the September and October 2014 report prepared by the Consulting Works Manager."

Carried: 7/0

NEW MOTION

**RESOLUTION
WC 031114**

Moved: Mr Gill

Seconded: Cr Boyle

"The Committee Recommends to Council:

Prior to resealing of Goldfields & Quellington Roads that these sections of roads are to be checked for excess gravel in the drains and any excess gravel to be removed to clear drains and reused. To avoid damage to the new seal."

CARRIED: 7/0

NEW MOTION

**RESOLUTION
WC 041114**

Moved: Mr Randell

Seconded: Cr Wallace

“The Committee Recommends to Council:

That they develop a policy that requires all sub-contractors engaged by the Shire of York be required to carry out safety inductions and plant inspections in accordance with the relevant OH&S Act.”

CARRIED: 7/0

9.2 SHIRE OF YORK WATER REPORT

Report was tabled by Ian Crombie
Appendices Attached

NEW MOTION

RESOLUTION WC 051114

Moved: Mr Crombie

Seconded: Cr Wallace

"The Committee Resolves:

To revisit the watering of trees in Avon Terrace by automated process at the March 2015 Works Advisory Committee meeting.

CARRIED 7/0

9.3 PARKS & GARDENS REPORT

Report was tabled by Ian Crombie
Appendices Attached

NEW MOTION

RESOLUTION WC 061114

Moved: Mr Crombie

Seconded: Mr Randell

"The Committee Recommends To Council That Council:

Approach the operators of the York monthly markets to relocate to Avon Terrace between South Street and Macartney Streets."

CARRIED: 7/0

Cr Boyle left meeting at 6.30pm and returned to meeting at 6.33pm.

Discussion took place regarding pruning of trees on Spencers Brook Road. A photograph was tabled and is attached.

NEW MOTION

RESOLUTION WC 071114

Moved: Mr MacKay

Seconded: Mr Crombie

"The Committee Recommends to Council that Council:

Engage with Mr Ron MacKay of the Works Committee on a voluntary basis to research the Shire of Yorks road maintenance manual requirements and develop a list of the documentation required to achieve industry best practice and present the list to the Works Committee."

CARRIED: 7/0

9.4 MOU on Totum Poles

Report was a tabled document – Ian Crombie spoke to the MOU.

NEW MOTION

RESOLUTION WC 081114

Moved: Mr Crombie

Seconded Cr Boyle

“The Committee Recommends to Council that Council:

Approve the installation of Totum Poles from York District High Scholl to Candice Bateman Park as per the MOU.”

CARRIED: 7/0

11. OTHER BUSINESS

Nil

12. NEXT MEETING

RESOLUTION WC 091114

Moved: Mr MacKay

Seconded: Cr Wallace

“That the Committee:

hold the next Works Committee Meeting on December 4, 2014 at 5.00pm in Council Chambers, York Town Hall, York.”

CARRIED: 7/0

13. CLOSURE

Cr Reid thanked everyone for their attendance and declared the meeting closed at 6.42pm