



## ORDINARY COUNCIL MEETING MINUTES – 15 AUGUST 2018 WEST WIMMERA SHIRE COUNCIL

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**HELD:** Wednesday 15 August 2018

**LOCATION:** Kaniva Council Chamber

**COMMENCEMENT:** 7.00pm

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| IN ATTENDANCE:        |  |
|-----------------------|--|
| Councillors           | Senior Management Group                                      |
| Jodie Pretlove, Mayor | David Leahy<br>Chief Executive Officer                       |
| Trevor Domaschenz     |  |
| Richard Hicks         | Ashley Roberts<br>Director Corporate & Community Services    |
| Tom Houlihan          |  |
| Bruce Meyer           | Mark Marziale<br>Director Infrastructure Development & Works |

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***Vision Statement:***

*Our Wimmera Shire communities are healthy, thriving, diverse, harmonious,  
prosperous and self-sustaining, with regional and global connectivity*



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## ORDINARY COUNCIL MEETING MINUTES – 15 AUGUST 2018 WEST WIMMERA SHIRE COUNCIL

### 1.0 WELCOME

The Mayor welcomed everyone to the meeting

### 2.0 OPENING PRAYER

The CEO read the Opening Prayer

### 3.0 APOLOGIES, LEAVE OF ABSENCE, DECLARATION OF CONFLICT OF INTEREST

#### 3.1 APOLOGIES

Nil

#### 3.2 LEAVE OF ABSENCE

Nil

#### 3.3 DECLARATION OF CONFLICT OF INTEREST

*All councillors have a personal responsibility to ensure they are aware of the provisions mandated in the Local Government Act 1989 with regard Conflict of Interest disclosures. The Conflict of Interest – A Guide for Councillors (October 2012) has been made available to all Councillors in hard copy form and is available via Docs On Tap.*

None declared

### 4.0 QUESTIONS FROM THE GALLERY (maximum of 30 minutes)

#### 4.1 WRITTEN QUESTIONS ON NOTICE

Nil

#### 4.2 VERBAL QUESTIONS WITHOUT NOTICE

*Time permitting, this section of the Agenda allows members of gallery to ask verbal questions of Councillors, through the Mayor. At all other times during the meeting, members of the gallery are required to be silent, pursuant to West Wimmera Shire Council Local Law No.7, 2017.*



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### **Robert Close – Harrow Recreation Reserve Upgrade Project**

- Thinking they had extra money but don't. Asked about the status of the \$150,000 previously allocated to the Harrow Recreation Reserve Project from the Drought Communities Fund.

Cr Hicks: The Steering Committee contains representatives of all of the groups associated with the project and the Shire. At the previous meeting it was explained that the allocations from the Drought Communities Fund were not on a list that was fixed. The Council has taken no money, as no decision or firm allocation had been resolved.

Mayor Pretlove: The role of the Councillors is to look after the allocations and money. Council has tried to be fair to the whole Shire in making decisions across the Council and decisions, such as these allocations, are not taken lightly.

### **Lynette Powell**

- On behalf of the Probus Club, the Kaniva town clock has not worked for some time now and the face has been turned around. Can this be looked into to repair if possible?
- Who is responsible for the posts and railing at the Kaniva Caravan Park? They need fixing or replacing.

Mayor Pretlove: Asked that questions be taken on notice and staff will follow up

- It was disappointing to see that the lemon scented gum has been cut down at 6 Commercial Street.
- A special thanks to Sarah Ellis for all her hard work so far.

### **Adrian Schmidt**

- How is the Council going to keep the community within the Shire and keep the population from declining?
- Disappointed that the Edenhope Mechanics Hall has been cancelled.



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Cr Domaschenz: Disappointed the Harrow project has leapt to the top and it has come before Council. Has looked through halls in various places and the Council represents five communities.

- The decision on drought funding, does it support the changes of the future?

CEO: Councillors need to debate this matter later on in tonight's Agenda.

### **Ian Maddern**

- The Drought Relief finance was allocated for the northern part of the Little Desert and should be spent in that area, why isn't it?

CEO: \$1.5million was allocated to community infrastructure across the entire municipality of West Wimmera, not just the northern part. Declaration of drought affected areas is by municipal boundaries, not by location within a Shire.

### **David Hobbs**

- What has happened to the \$150,000 allocated to the Harrow Recreation Reserve Upgrade two years ago?
- \$110,000 for foreshore – was this ever included in Shire Budget?
- \$40,000 for Harrow Johnny Mullagh Centre – was this included in the Shire Budget?

Mayor: Allocations to many projects are included in the Shire Budget. Parts of these were itemised in the budget.

- If these were in budget is the Shire not taking this money for themselves?

Cr Hicks: The Shire has lists of jobs and to prioritise is important.

Cr Houlihan: The grant was not put in by the Football/Netball Club, this was applied for by the Harrow & District Recreation Reserve Committee.



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### **Toni Domaschenz**

- This is a distressing project for a lot of people, better communication is needed by Council, and people feel they are betrayed.
- Two years on, people would like to say a thank you to Andrew Broad for the money but feel they can't. Do we have a plan?

Mayor Pretlove: The allocation of the money was before her time as a Councillor but money also should be raised by the communities.

Cr Domaschenz: The decisions that are made are not always correct. There were a lot of prolonged disagreements some time ago but are sitting more comfortable today.

## **5.0 DELEGATES REPORTS (FOR INFORMATION ONLY) AS LISTED IN THE COUNCIL KEPT COUNCILLOR DIARY**

### **5.1 COUNCILLOR JODIE PRETLOVE (MAYOR)**

|            |   |
|------------|---|
| 24/07/2018 | Edenhope Community Hub Project                    |
| 24/07/2018 | CEO David Leahy                                   |
| 26/07/2018 | Wimmera Primary Care Partnership                  |
| 27/07/2018 | Wimmera Mayoral Gathering Lunch                   |
| 30/07/2018 | CEO David Leahy                                   |
| 30/07/2018 | Event with Emma Kealy MP & Peter Walsh MP         |
| 31/07/2018 | Edenhope Community Hub Project with Emma Kealy MP |
| 31/07/2018 | Regional Telecommunications Review, Hamilton      |
| 01/08/2018 | Councillor Forum, Edenhope                        |
| 06/08/2018 | Edenhope Community Hub Project                    |
| 06/08/2018 | Special Meeting of Council, Edenhope              |
| 06/08/2018 | CEO David Leahy                                   |
| 13/08/2018 | CEO David Leahy                                   |
| 14/08/2018 | Presentation at Adult Day Centre, Kaniva Hospital |
| 15/08/2018 | Ordinary Council Meeting, Kaniva                  |

### **5.2 COUNCILLOR TREVOR DOMASCHENZ**

|            |   |
|------------|---|
| 24/07/2018 | Edenhope Community Hub Project                    |
| 30/07/2018 | Event with Emma Kealy MP & Peter Walsh MP         |
| 31/07/2018 | Edenhope Community Hub Project with Emma Kealy MP |
| 01/08/2018 | Councillor Forum, Edenhope                        |
| 06/08/2018 | Edenhope Community Hub Project                    |
| 06/08/2018 | Special Meeting of Council, Edenhope              |
| 14/08/2018 | Wimmera Mallee Sustainability Alliance Meeting    |



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14/08/2018 Wimmera Development Association Board Meeting  
15/08/2018 Ordinary Council Meeting, Kaniva

### 5.3 COUNCILLOR RICHARD HICKS

23/07/2018 Harrow Recreation Reserve Upgrade Project Steering Committee  
24/07/2018 Edenhope Community Hub Project  
30/07/2018 Harrow Recreation Reserve Upgrade Project Steering Committee  
31/07/2018 Edenhope Community Hub Project with Emma Kealy MP  
01/08/2018 Councillor Forum, Edenhope  
06/08/2018 Edenhope Community Hub Project  
06/08/2018 Special Meeting of Council, Edenhope  
13/08/2018 RoadSafe Wimmera AGM, Horsham  
15/08/2018 Ordinary Council Meeting, Kaniva

### 5.4 COUNCILLOR TOM HOULIHAN

24/07/2018 Edenhope Community Hub Project  
26/07/2018 Combined Municipal Emergency Management Planning Meeting  
01/08/2018 Councillor Forum, Edenhope  
06/08/2018 Edenhope Community Hub Project  
06/08/2018 Special Meeting of Council, Edenhope  
07/08/2018 Dorodong Public Hall Reserve Committee – Public Meeting  
14/08/2018 Kaniva Community Sporting Complex Committee  
15/08/2018 Ordinary Council Meeting, Kaniva

### 5.5 COUNCILLOR BRUCE MEYER

24/07/2018 Edenhope Community Hub Project  
25/07/2018 Kaniva Museum Committee Meeting  
31/07/2018 Edenhope Community Hub Project with Emma Kealy MP  
01/08/2018 Councillor Forum, Edenhope  
06/08/2018 Edenhope Community Hub Project  
06/08/2018 Special Meeting of Council, Edenhope  
14/08/2018 Kaniva Community Sporting Complex Committee  
15/08/2018 Ordinary Council Meeting, Kaniva

### 5.6 DAVID LEAHY (CHIEF EXECUTIVE OFFICER)

19/07/2018 *Annual Leave*  
20/07/2018 *Annual Leave*  
23/07/2018 Senior Management Group  
23/07/2018 Harrow Recreation Reserve Upgrade Project Steering Committee  
24/07/2018 Post-Council Staff Meeting





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|            |  |
|------------|--|
| 24/07/2018 | Edenhope Community Hub Project                               |
| 24/07/2018 | Mayor Jodie Pretlove   |
| 26/07/2018 | Wimmera CoRE Community of Practice, Horsham                  |
| 27/07/2018 | Worked in Kaniva   |
| 27/07/2018 | Shared Services Meeting, Horsham                             |
| 30/07/2018 | Senior Management Group                                      |
| 30/07/2018 | Mayor Jodie Pretlove   |
| 30/07/2018 | Harrow Recreation Reserve Upgrade Project Steering Committee |
| 31/07/2018 | Edenhope Community Hub Project with Emma Kealy MP            |
| 01/08/2018 | Councillor Forum, Edenhope                                   |
| 02/08/2018 | Wimmera Southern Mallee Regional Partnerships                |
| 02/08/2018 | Armistice Day Anniversary Committee                          |
| 03/08/2018 | Worked in Kaniva   |
| 06/08/2018 | Senior Management Group                                      |
| 06/08/2018 | Special Meeting of Council, Edenhope                         |
| 06/08/2018 | Mayor Jodie Pretlove   |
| 09/08/2018 | Wimmera Regional CEO Meeting, Horsham                        |
| 10/08/2018 | Worked in Kaniva   |
| 13/08/2018 | Mayor Jodie Pretlove   |
| 14/08/2018 | Senior Management Group & Managers Meeting                   |
| 14/08/2018 | Wimmera Development Association Board Meeting                |
| 15/08/2018 | Worked in Kaniva   |
| 15/08/2018 | Ordinary Council Meeting, Kaniva                             |

### **5.7 GENERAL DELEGATES REPORTS**

Councillors to provide delegates reports to Council meeting in relation to meetings attended in last month for which they have been appointed as Council representative. Verbal or written delegates' reports.

### **6.0 CONDOLENCES**

Nil

### **7.0 CONFIRMATION OF MINUTES FROM PREVIOUS MEETING**

#### **RECOMMENDATION:**

**That the Minutes of the Ordinary Meeting of Council held on Wednesday 18 July 2018, be taken as an accurate record and confirmed.**



## ORDINARY COUNCIL MEETING MINUTES – 15 AUGUST 2018 WEST WIMMERA SHIRE COUNCIL

**Moved:** Cr Richard Hicks

**Seconded:** Cr Trevor Domaschenz

**That the Minutes of the Ordinary Meeting of Council held on Wednesday 18 July 2018, subject to one minor typographical error being corrected, be taken as an accurate record and confirmed.**

**Carried (5/0)**

### **8.0 BUSINESS ARISING FROM PREVIOUS MINUTES**

In Notices of Motion 9.0, the resolution wording should be amended to:

That the Council appoint a Councillor representative to attend steering committee meetings for all major projects involving West Wimmera Shire Council and that all meetings be noted in the Councillor Diary

### **9.0 NOTICES OF MOTION**

Nil

### **10.0 SPECIAL MEETING MINUTES & ASSEMBLY OF COUNCILLORS RECORD**

#### **10.1 SPECIAL MEETING MINUTES – 21 JUNE 2018**

##### **RECOMMENDATION:**

**That the Minutes of the Special Meeting of Council held on Thursday 21 June 2018, be taken as an accurate record and confirmed.**

**Moved:** Cr Richard Hicks

**Seconded:** Cr Bruce Meyer

**That the Minutes of the Special Meeting of Council held on Thursday 21 June 2018 be taken as an accurate record and confirmed.**

**Carried (5/0)**



## **ORDINARY COUNCIL MEETING MINUTES – 15 AUGUST 2018 WEST WIMMERA SHIRE COUNCIL**

### **10.2 ASSEMBLY OF COUNCILLORS RECORD – 1 AUGUST 2018**

#### **RECOMMENDATION:**

**That the Assembly of Councillors Record for the Councillor Forum held Wednesday 1 August 2018 be received and noted.**

**Moved: Cr Richard Hicks**

**Seconded: Cr Bruce Meyer**

**That the Assembly of Councillors Record for the Councillor Forum held Wednesday 1 August 2018 be received and noted.**

**Carried (5/0)**

### **10.3 SPECIAL MEETING MINUTES – 6 AUGUST 2018**

#### **RECOMMENDATION:**

**That the Minutes of the Special Meeting of Council held on Monday 6 August 2018, be taken as an accurate record and confirmed.**

**Moved: Cr Richard Hicks**

**Seconded: Cr Bruce Meyer**

**That the Minutes of the Special Meeting of Council held on Monday 6 August 2018 be taken as an accurate record and confirmed.**

**Carried (5/0)**

### **11.0 DEPUTATIONS AND PETITIONS**

**Nil**



## ORDINARY COUNCIL MEETING MINUTES – 15 AUGUST 2018 WEST WIMMERA SHIRE COUNCIL

### 12.0 CHIEF EXECUTIVE OFFICER AND GOVERNANCE

#### 12.1 MOVING OCTOBER 2018 COUNCIL MEETING DATE

**FILE NUMBER: AD0183**

**REPORT AUTHOR: ELIZABETH MATUSCHKA, GOVERNANCE OFFICER**

#### FOR DECISION

##### Introduction

This report is provided to enable Councillors to alter the date and time for the October 2018 Council Meeting and Community Forum, which is currently scheduled for Wednesday 17 October 2018 at the Charam Hall.

##### Declaration of Interests

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

##### Background

The Wednesday 17 October 2018 Council Meeting and Community Forum now clash with the following series of events in Melbourne:

|                                      |  |
|--------------------------------------|--|
| Wednesday 17 October 2018 from 10am: | Rural Councils Victoria Forum & AGM<br>All Councillors and CEO are invited                 |
| Thursday 18 October 2018 from 9am:   | MAV Annual Conference<br>All Councillors and CEO are invited                               |
| Friday 19 October 2018 from 9am:     | MAV State Council<br>Mayor to attend and vote<br>CEO and remaining Councillors are invited |

Alternate options for the October 2018 Council Meeting include holding the meeting on:

- Monday 15 October 2018 at 2:00pm (the week the meeting is scheduled),
- Tuesday 16 October 2018 at 10:00am (the week the meeting is scheduled).
- Wednesday 24 October 2018 at 4:00pm (the following week).
- Wednesday 10 October 2018 at 4:00pm (the previous week).



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The preferred option is to hold the meeting during the week that it is currently scheduled, as this provides for reasonable spacing between meetings (Assembly of Councillors and Ordinary Council) to prepare informed reports.

It is not practical to delay the decision until the September 2018 Council Meeting, as this will not allow adequate time for arrangements to be made with the Charam Hall Committee regarding catering and the use of the Hall. More lead time is also required to invite local residents and receive RSVPs for the community meal.

### Risk Management Implications

From a governance perspective, moving the meeting date removes the risk associated with the lack of a quorum.

### Legislative Implications

Council is required to advertise any change of Council Meeting date.

### Environmental Implications

Nil

### Financial and Budgetary Implications

Nil

### Policy Implications

This report is supported by the following West Wimmera Shire Council Policy:  
Communications Policy  
Councillor Code of Conduct Policy  
Media Relations Policy

### Council Plan Implications

This report supports the following section of the West Wimmera Shire Council Plan 2017-2021:

- Strategic Objective 1: A proactive, well governed, professional and financially sustainable organisation that encourages community participation.

### Communication Implications

Any proposed schedule changes for Council Meetings will be advertised to enable the public to attend or submit questions on notice.



## ORDINARY COUNCIL MEETING MINUTES – 15 AUGUST 2018 WEST WIMMERA SHIRE COUNCIL

### Conclusion

The rescheduling of the October 2018 Council Meeting and Community Forum is required, to accommodate Councillor and Chief Executive Officer attendance at Rural Councils Victoria (RCV) and Municipal Association of Victoria (MAV) meetings in Melbourne.

### **OFFICER RECOMMENDATION:**

**That Council resolves to alter the date of the October 2018 Council Meeting at the Charam Hall to Monday 15 October 2018, commencing at 2:00pm.**

**Moved: Cr Richard Hicks**

**Seconded: Cr Trevor Domaschenz**

**That Council resolves to alter the date of the October 2018 Council Meeting at the Charam Hall to Monday 15 October 2018, commencing at 2:00pm.**

**Carried (5/0)**

**Attachments: Nil**



## ORDINARY COUNCIL MEETING MINUTES – 15 AUGUST 2018 WEST WIMMERA SHIRE COUNCIL

### 12.2 STATUS REPORT – COUNCIL PLAN 2017-2021

**FILE NUMBER: AD0183**

**REPORT AUTHOR: DAVID LEAHY - CEO**

#### **FOR INFORMATION**

##### Introduction

The following report is provided in accordance with Chief Executive Officer KPI# 1 and as an update on the progress of actions contained within the West Wimmera Shire Council Plan 2017 – 2021.

Information provided within the report is derived from the projects listed within the resource plan, in the agreed format as presented to Councillors in November 2017.

The status report in spreadsheet form has been provided in hard copy to all Councillors as it is easier to follow in hard copy.

##### Declaration of Interests

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

##### Background

The West Wimmera Shire Council Plan commenced development in February 2017 and underwent a series of workshops and discussions prior to being opened up for public comment.

To enable the plan to be implemented where possible, a resource plan was also developed and presented to Councillors, along with an advocacy plan.

The purpose of the resource plan is to identify where external resources are required, to break-down the large aspirational objectives into smaller, manageable projects and to assign responsibility to certain staff and departments.

It also provided a suggested timeline for activities to occur and this has been further highlighted in the attached reporting format.



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The attached document provides a spreadsheet for each strategic objective. Each spreadsheet has the current volume of work completed per action (expressed as a percentage), any potential hurdles to completing the task and suggested completion dates.

The report is colour coded to enable areas of concern to be highlighted easily and information provided on the status has been provided by the nominated officer.

This report has been provided to Council Assemblies in May and August and changes have been made to the previous version at each presentation. The proposal for an outreach program and the successful attainment of up to \$200K (provided to the health provider) has been added in to the document and the status of a number of items has been updated along with supporting comments.

### Risk Management Implications

Not reporting on the status of the Council Plan presents a risk of not adhering to the agreed strategic direction of the organisation.

By not following the agreed strategic direction as set out in the Council Plan, a significant financial risk is faced by Council.

### Legislative Implications

Council is required to produce a Council Plan and present it to the Minister in accordance with the Local Government Act 1989.

This requirement will not change under the proposed new 2018 Local Government Act.

### Environmental Implications

Nil

### Financial and Budgetary Implications

As outlined in the Council Plan.

### Policy Implications

This report is supported by the following West Wimmera Shire Council Policy:

- Advocacy Policy
- Asset Capitalisation Policy
- Asset Management Policy
- Borrowings Policy
- Building Fee Refunds Policy
- Building Permit Information Policy
- Business Assistance Scheme Policy





## ORDINARY COUNCIL MEETING MINUTES – 15 AUGUST 2018 WEST WIMMERA SHIRE COUNCIL

Business Continuity Policy  
Communications Policy  
Community & Commercial Advertising on Council Buildings & Structures Policy  
Community Engagement Policy  
Community Halls Policy  
Community Support Fund Policy  
Corporate Credit Card and Purchase Cards Policy  
Council Grants Policy  
Council Major Hall Hire Policy (Kaniva & Edenhope)  
Councillor Code of Conduct Policy  
Councillor Expense Entitlement & Support Policy  
Customer Service Policy  
Domestic Firewood Collection Policy  
Election Period Policy  
Environmental Policy  
External Hire of Plant Policy  
Fraud Control Policy  
Guarantor Policy  
Human Rights Policy  
Investment Policy  
Media Relations Policy  
Onshore Unconventional Gas Exploration Policy  
Playground Management Policy  
Procurement Policy  
Protected Disclosures Policy  
Recreation Policy  
Reserve Risk Management Policy  
Road and Street Naming Policy  
Social Media Policy  
Street Tree Policy  
Support to Community Events Policy  
Support to Public Art Policy  
Temporary Street Closures Policy  
Tourism Policy  
Township Amenity Policy  
Tree Plantations on Unused Road Reserves Policy  
Tree Planting on WWSC Road Reserves Policy  
Works Unit Road Reserve Risk Management Policy

### Council Plan Implications

This report supports the following section/s of the West Wimmera Shire Council Plan 2017-2021:

- Strategic Objective 1: A proactive, well governed, professional and financially sustainable organisation that encourages community participation.



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- Strategic Objective 2: Meaningful partnerships to support advocacy priorities and service provision.
- Strategic Objective 3: Quality sustainable community services and infrastructure.
- Strategic Objective 4: Building on our agricultural and business strengths and supporting economic development.
- Strategic Objective 5: Thriving, safe and diverse local communities.
- Strategic Objective 6: Participating in activities that address health and wellbeing issues.
- Strategic Objective 7: Providing access to and promoting the natural environment.

### Communication Implications

Status reports on the Council Plan can be communicated via media releases and newsletter articles etc.

### Conclusion

Council has the opportunity at any time to adjust sections of the Council Plan and readvertise it for public comment.

It is important to ensure that the overall Council Plan remains as a high level strategic document and that any adjustments are investigated for resource implications and timing implications.

All goals contained within the Council Plan must also align with the long term financial plan of Council.

### **OFFICER RECOMMENDATION:**

**That Council accept the report and offer any suggestions for inclusion prior to it being re-presented to the October 2018 meeting of Council.**

**Moved: Cr Richard Hicks**

**Seconded: Cr Trevor Domaschenz**

**That Council accept the report and offer any suggestions for inclusion prior to it being re-presented to the October 2018 meeting of Council.**

**Carried (5/0)**



## ORDINARY COUNCIL MEETING MINUTES – 15 AUGUST 2018 WEST WIMMERA SHIRE COUNCIL

### Attachments:

| No.    | Name  | RecFind Ref |
|--------|---|-------------|
| 12.2.1 | Council Plan 2017-2021 Status Report (as at 24 July 2018) | 18/002784   |



## ORDINARY COUNCIL MEETING MINUTES – 15 AUGUST 2018 WEST WIMMERA SHIRE COUNCIL

### 12.3 CAPITAL WORKS STATUS REPORT

**FILE NUMBER: AD0183**

**REPORT AUTHOR: DAVID LEAHY – CEO**

#### **FOR DECISION**

##### Introduction

The following report and attached document is provided in the agreed format as presented to Councillors in March 2018.

The information provided is in accordance with the CEO Key Performance Indicator No. 2

The information included in the report contains accurate comments and the financial information is accurate as at the end of the 2017 / 2018 financial year.

The next version of this report will contain the capital items and large operational items as contained in the 2018/19 financial year budget.

##### Declaration of Interests

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

##### Background

The status of capital works can fluctuate according to seasonal conditions, as most of the capital investment is undertaken to renew existing assets or to upgrade assets that are contained in public spaces.

A more stringent process of monitoring capital works has been implemented, which has enabled status reports on individual projects to be provided more frequently. An example of this is the upgrades at Lake Charlegrark.

The attached spreadsheet is provided as per the format that was agreed to in 2016 and again in 2018. It enables the volume of completed works to be displayed via a bar graph and also expressed as a percentage of completion.

A short status comment is provided and Councillors can seek clarification or further information at any time. The information provided is in addition to verbal updates provided at various meetings.



## ORDINARY COUNCIL MEETING MINUTES – 15 AUGUST 2018 WEST WIMMERA SHIRE COUNCIL

### Risk Management Implications

Ensuring that tight controls are in place for capital works, mitigates a degree of financial risk.

### Legislative Implications

Appropriate financial controls are essential for good governance and are required by the Local Government Act 1989

### Environmental Implications

Nil

### Financial and Budgetary Implications

Individual budget adjustments will be presented to Council as part of regular financial reporting

### Policy Implications

This report is supported by the following West Wimmera Shire Council Policy:

Asset Capitalisation Policy  
Asset Management Policy  
Borrowings Policy  
Building Fee Refunds Policy  
Building Permit Information Policy  
Business Assistance Scheme Policy  
Communications Policy  
Community Engagement Policy  
Community Halls Policy  
Community Support Fund Policy  
Corporate Credit Card and Purchase Cards Policy  
Council Grants Policy  
Council Major Hall Hire Policy (Kaniva & Edenhope)  
Councillor Code of Conduct Policy  
Fraud Control Policy  
Guarantor Policy  
Investment Policy  
Playground Management Policy  
Procurement Policy  
Support to Public Art Policy  
Tourism Policy  
Township Amenity Policy



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Tree Plantations on Unused Road Reserves Policy  
Tree Planting on WWSC Road Reserves Policy

### Council Plan Implications

This report supports the following section/s of the West Wimmera Shire Council Plan 2017-2021:

- Strategic Objective 1: A proactive, well governed, professional and financially sustainable organisation that encourages community participation.
- Strategic Objective 2: Meaningful partnerships to support advocacy priorities and service provision.
- Strategic Objective 3: Quality sustainable community services and infrastructure.
- Strategic Objective 6: Participating in activities that address health and wellbeing issues.

### Communication Implications

The status of individual projects, including timelines, are regularly reported via newsletters and some projects are reported directly to Council.

### Conclusion

Council successfully completed key components of the capital works program and was required to carry over works and budget commitments from a number of larger projects that have straddled the financial year.

The 2018 /2019 budget is taking a strong renewal approach to future investment and has targeted key asset areas such as road infrastructure and Council owned and managed buildings to invest in. This will greatly assist in improving the long term sustainable position of the Shire.

The attached document will be regularly updated and presented to Council at regular intervals.

### **OFFICER RECOMMENDATION:**

**That Council accepts the attached Capital Works Status Report.**

**Moved: Cr Trevor Domaschenz**

**Seconded: Cr Richard Hicks**

**That Council accepts the attached Capital Works Status Report.**

**Carried (5/0)**



## ORDINARY COUNCIL MEETING MINUTES – 15 AUGUST 2018 WEST WIMMERA SHIRE COUNCIL

### Attachments:

| No.    | Name                        | RecFind Ref |
|--------|-----------------------------|-------------|
| 12.3.1 | Capital works status report | 18/002784   |



## ORDINARY COUNCIL MEETING MINUTES – 15 AUGUST 2018 WEST WIMMERA SHIRE COUNCIL

### 12.4 DROUGHT COMMUNITIES PROGRAM PROJECT ALLOCATIONS

**FILE NUMBER: AD0183**

**REPORT AUTHOR: DAVID LEAHY – CEO**

#### **FOR DECISION**

##### Introduction

The following report is provided to enable the endorsement of the actions taken to nominate projects to receive the remaining Drought Communities Program funds.

West Wimmera Shire Council was granted access to funds of \$1.5m in 2016 and since the announcement, some modifications have been made to the list of projects that were notionally allocated funds.

##### Declaration of Interests

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

##### Background

West Wimmera Shire Council was provided with access to \$1.5m of funds as part of the Drought Communities Program via the Federal Government in 2016.

The funding was announced by the Member for Mallee, Hon Andrew Broad MP and a number of projects were put forward as suitable for an allocation. Council is still required to submit a formal proposal for each project and have it approved by the agency managing the fund.

With all funds to be acquitted by 30 June 2019, the various project proposals are required to be submitted by Friday 10 August.

This has required Council to provide direction to the officers on which projects the funds are to be nominated to. In order for the direction to be provided, Council was provided with a list of possible projects in the Council planning pipeline.

There was also considerable discussion regarding the possibility of completing the demolition and construction of the Edenhope Mechanics Hall and what the possibilities are for securing the funds to improve the site.





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The discussions also centred on the risk of Council facing a significant debt as a result of the project value exceeding expectation.

As a result of these discussions, Council provided direction to speak with the Drought Communities Program about the possibility of allocating the remaining funds in the program as follows;

- \$700K – Edenhope Mechanics Hall & Apsley Hall for restorations and where necessary upgrades to prolong their useful life.
- \$217K - For restorations works at the Kaniva Shire Hall
- \$110K – For works at the Lake Wallace Foreshore (retaining walls, accessible paths, jetty surface treatment)
- \$40K – Harrow Discovery Centre ( Painting of interior and exterior, re-roofing, improve egress and replace sections of termite damaged infrastructure)

All of the above mentioned projects have been discussed with the Drought Communities Program managers and applications lodged. Project scopes have been provided and are attached to this report for information.

### Risk Management Implications

Council is managing its risk against financial loss, by not committing to a new build of the Edenhope Mechanics Hall.

### Legislative Implications

Nil

### Environmental Implications

Part of the project at Apsley is replacing asbestos sheet roofing and removing a significant risk of environmental damage.

### Financial and Budgetary Implications

No matching funds are required

### Policy Implications

This report is supported by the following West Wimmera Shire Council Policy:

Advocacy Policy

Asset Capitalisation Policy

Asset Management Policy

Building Fee Refunds Policy

Building Permit Information Policy

Communications Policy



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Community Engagement Policy  
Community Halls Policy  
Community Support Fund Policy  
Council Major Hall Hire Policy (Kaniva & Edenhope)  
Procurement Policy  
Township Amenity Policy

### Council Plan Implications

This report supports the following section/s of the West Wimmera Shire Council Plan 2017-2021:

- Strategic Objective 1: A proactive, well governed, professional and financially sustainable organisation that encourages community participation.
- Strategic Objective 2: Meaningful partnerships to support advocacy priorities and service provision.
- Strategic Objective 3: Quality sustainable community services and infrastructure.
- Strategic Objective 5: Thriving, safe and diverse local communities.

### Communication Implications

Council should prepare media releases and be prepared to meet with various stakeholders, particularly on the Edenhope Mechanics Hall.

### Conclusion

The landscape has significantly changed since the announcement of the funds from the Drought Community Program in 2016. For example some of the projects initially nominated with a notional sum of allocation, have received funds from other external sources and the ability to complete other projects within the timeframe and financial constraints, has meant that a re-think of the proposed allocations was necessary.

Whilst the ultimate desire for the Edenhope Mechanics Hall is to construct an accessible community hub, the Council would be required to accept a significant risk of overrun and scope creep.



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### **OFFICER RECOMMENDATION:**

That Council endorse the actions taken under direction by Council Officers, to submit the following projects and project values to the Drought Communities Program for approval:

- Edenhope Mechanics Hall & Apsley Town Hall restorations \$700K
- Kaniva Shire Hall restorations \$217K
- Lake Wallace Foreshore Improvements \$110K
- Harrow Discovery Centre Improvements \$40K

**Moved:** Cr Tom Houlihan

**Seconded:** Cr Bruce Meyer

That this item lay on the table until the Council Meeting of 19 September 2018 in Edenhope, awaiting legal advice on proposed changes to allocations.

**Motion Lost (2/3)**

**Moved:** Cr Bruce Meyer

**Seconded:** Cr Richard Hicks

That Council negotiates with the Drought Communities Program to adjust the nominated projects and allocations to include the following:

- Edenhope Mechanics Hall Redevelopment \$700K
- Kaniva Shire Hall Restorations \$217K
- Harrow & District Recreation Reserve Amenities Upgrade \$150K

And that these three items be considered individually

**Carried (5/0)**

Cr Houlihan declared a conflict of interest and left the Chamber 8.13pm



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**Moved:** Cr Bruce Meyer

**Seconded:** Cr Jodie Pretlove

**That consideration be given to the allocation of \$700,000 Drought Communities Program funds to the rebuild of the Edenhope Mechanics Hall.**

Cr Houlihan re-entered the Chamber 8.31pm

Cr Domaschenz moved an amendment to the motion:

**Moved:** Cr Trevor Domaschenz

**Seconded:** Cr Jodie Pretlove

**That \$850,000 Drought Communities Program funds be allocated to the Edenhope Mechanics Hall.**

**Motion Lost (2/3)**

**Motion Lost**

**Returned to Substantive Motion**

**Moved:** Cr Bruce Meyer

**Seconded:** Cr Jodie Pretlove

**That consideration be given to the allocation of \$700,000 Drought Communities Program funds to the rebuild of the Edenhope Mechanics Hall.**

**Carried (5/0)**

**Moved:** Cr Bruce Meyer

**Seconded:** Cr Richard Hicks

**That Council negotiates with the Drought Communities Program to adjust the nominated projects and allocations to include the following:**

**Kaniva Shire Hall Restoration      \$217,000**



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Cr Hicks moved an amendment

**Moved: Cr Richard Hicks**

**Seconded: Cr Jodie Pretlove**

**That \$267,000 be allocated to the Kaniva Shire Hall Restoration Project.**

**Motion Lost (2/3)**

**Motion Lost**

**Returned to the Substantive Motion**

**Moved: Cr Bruce Meyer**

**Seconded: Cr Jodie Pretlove**

**That Council negotiates with the Drought Communities Program to adjust the nominated projects and allocations to include the following:**

**Kaniva Shire Hall Restoration      \$217,000**

**Carried (5/0)**

Cr Houlihan declared a conflict of interest and left the Council Chamber 8.43pm

**Moved: Cr Bruce Meyer**

**Seconded: Cr Jodie Pretlove**

**That the Harrow & District Recreation Reserve be allocated \$150,000 of Drought Communities Program funds.**

**Carried (2/2)**

**Carried on Casting Vote**

Cr Houlihan returned to the Council Chamber 8.45pm



## ORDINARY COUNCIL MEETING MINUTES – 15 AUGUST 2018 WEST WIMMERA SHIRE COUNCIL

### Attachments:

| No.    | Name  | RecFind Ref |
|--------|---|-------------|
| 12.4.1 | Project Scope, Shire Halls Restoration              | 18/002784   |
| 12.4.2 | Project Scope, Kaniva Shire Hall Restorations       | 18/002784   |
| 12.4.3 | Project Scope, Lake Wallace Foreshore Improvements  | 18/002784   |
| 12.4.4 | Project Scope, Harrow Discovery Centre Improvements | 18/002784   |



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**13.0 INFRASTRUCTURE DEVELOPMENT AND WORKS**



## ORDINARY COUNCIL MEETING MINUTES – 15 AUGUST 2018 WEST WIMMERA SHIRE COUNCIL

### 14.0 CORPORATE AND COMMUNITY SERVICES

#### 14.1 WEST WIMMERA RECREATIONAL TRAILS STRATEGY

**FILE NUMBER: PS0267**

**REPORT AUTHOR: SARAH ELLIS - MANAGER BUSINESS & ECONOMIC DEVELOPMENT**

#### **FOR DECISION**

##### Introduction

West Wimmera Shire Council (Council) engaged Tredwell Management Services to complete the West Wimmera Recreational Trails Strategy in October 2017.

The Draft Background Report & Strategy has now been completed and is ready for public review and feedback prior to the reporting being finalised.

As per the funding agreement this project is to be completed by December 2018,

Proposed Timeline for report review and signoff;

15<sup>th</sup> August – Council Meeting – Report approved for Community review & Feedback

20<sup>th</sup> August - 21<sup>th</sup> September – Community Review and Feedback

24<sup>th</sup> September – 8<sup>th</sup> October – Updates to Report & Finalisation of Priority Project Scoping

17<sup>th</sup> October – Council Meeting – Final Report Accepted

The Strategy is provided to Council for information with an intent that Council endorses the community engagement program at its next Ordinary Council Meeting.

##### Declaration of Interests

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

##### Background

In June 2017 Council successfully secured funding (\$30,000) from the Sport and Recreation Victoria (Community Sport and Infrastructure – Planning 2017-18 Fund) to go towards a project to 'Deliver a West Wimmera Recreational Trails Strategy to develop a consistent policy framework over a ten year period to guide decisions about the management of, and investment in, trails' as per the funding ratios Council is to contribute \$15,000 to the project.





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The aim of the West Wimmera Recreational Trails Strategy is to develop a consistent policy framework over a ten-year period to guide decisions about the management of, and investment in, trails and to provide a vision of what the trail network across West Wimmera will look like in the future.

Ultimately, the West Wimmera Recreational Trails Strategy will form part of a Municipal Sport and Recreation Strategy to guide broader sport and recreation infrastructure development and complement the Municipal Public Health and Wellbeing Plan with the broad mission, goals and priorities of local government to enable people living in the municipality to achieve maximum health and wellbeing. Achieving strategic alignment of these plans is critical to achieving health and wellbeing outcomes in our local communities.

The West Wimmera Recreational Trails Strategy will also look to the tourism and economic benefits that can be realised through a strategic approach to the development of tracks and trails infrastructure.

### Risk Management Implications

West Wimmera Shire Council have been engaged in the process through active project management and Project Control Group.

Council may be exposed to reputational risk if this process is not followed through correctly and if there is no community engagement.

### Legislative Implications

All community consultation and engagement will be in accordance with the provision of the Local Government Act 1989.

### Environmental Implications

The contents of the strategy may lead to some level of environmental impact, this impact will need to be fully assessed at the implementation of any project arising from this strategy.

### Financial and Budgetary Implications

Funding (\$30,000) was received through the Sport and Recreation Victoria (Community Sport and Infrastructure – Planning 2017-18 Fund) to go towards the activity. Council is to contribute \$15,000, as per the funding ratios set out in the program guidelines.

\$27,000 has already been received from Department of Health and Human Services with the balance (\$3,000) due at the completion of the project in December 2018.



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\$35,736 has already been paid to Tredwell with the balance of \$8,934 due at the completion of the report. (total contract with Tredwell Management Services \$44,670 as per Council motion October 17, 2017 Council Meeting)

### Policy Implications

This report is supported by the following West Wimmera Shire Council Policy:

Asset Management Policy  
Communications Policy  
Community Engagement Policy  
Environmental Policy  
Recreation Policy  
Social Media Policy  
Township Amenity Policy

### Council Plan Implications

This report supports the following section/s of the West Wimmera Shire Council Plan 2017-2021:

- Strategic Objective 3: Quality sustainable community services and infrastructure.
- Strategic Objective 5: Thriving, safe and diverse local communities.
- Strategic Objective 6: Participating in activities that address health and wellbeing issues.
- Strategic Objective 7: Providing access to and promoting the natural environment.

### Communication Implications

To ensure that the community has sufficient time to review the report we will endeavour to make the report available to all members of the community as early as possible. In doing this we will have hard copies available to read at both of Council's Edenhope and Kaniva Customer Service Centres as well as available on Council's website.

We will use the online platform of 'OurSay' to receive feedback as well as an option for a hard copy printed form. The request for feedback will be advertised across media including print, social and notice boards.

### Conclusion

The West Wimmera Recreational Trails Strategy is a consistent policy framework over a ten-year period to guide decisions about the management of, and investment in, trails and to provide a vision of what the trail network across West Wimmera will look like in the future.



## ORDINARY COUNCIL MEETING MINUTES – 15 AUGUST 2018 WEST WIMMERA SHIRE COUNCIL

This framework will assist in guiding decisions and supporting funding applications to ensure that recreational trails across the West Wimmera can be maintained and improved to meet sport and recreational requirements as well as the flow on benefits of tourism and economic benefits to the Council area.

To ensure Council makes the most of the strategy and opportunities arising and also our communities desires it is important to undertake rigorous community engagement around the strategy.

### **OFFICER RECOMMENDATION:**

**That Council receives the report and authorises Public Consultation to commence 20 August 2018.**

**Moved: Cr Trevor Domaschenz**

**Seconded: Cr Tom Houlihan**

**That Council receives the report and authorises Public Consultation to commence 20 August 2018.**

**Carried (5/0)**

### **Attachments:**

| <b>No.</b> | <b>Name</b>  | <b>RecFind Ref</b> |
|------------|--|--------------------|
| 14.1.1     | Recreational Trails Strategy<br>Volume II Background | 18/002596          |
| 14.1.2     | Recreational Trails Strategy<br>Volume I Strategy    | 18/002596          |



## ORDINARY COUNCIL MEETING MINUTES – 15 AUGUST 2018 WEST WIMMERA SHIRE COUNCIL

### 15.0 LATE ITEMS OF BUSINESS

Pursuant to Local Law No.7 (2017), Meeting Procedure and Common Seal Local Law 2017, West Wimmera Shire Council:

#### 28. Urgent Business

*Business must not be admitted as urgent business unless it:*

- i. *Relates to or arises out of a matter which has arisen since distribution of the agenda; and*
- ii. *Cannot safely or conveniently be deferred until the next Ordinary Meeting.*

Cr Houlihan declared a conflict of interest and left the Council Chamber at 8.55pm

### 15.1 HARROW & DISTRICT RECREATION RESERVE PROJECT FUNDING

**Moved:** Cr Richard Hicks

**Seconded:** Cr Bruce Meyer

**That Council allows one late item of business being:**

**HARROW & DISTRICT RECREATION RESERVE PROJECT FUNDING  
and will consider it in a confidential session.**

**Carried (4/0)**

### 16.0 SEALING SCHEDULE

Nil

### 17.0 CONFIDENTIAL (PURSUANT TO SECTION 89 LGA 89)

**Moved:** Cr Bruce Meyer

**Seconded:** Cr Richard Hicks

**That Council pursuant to section 89(2) (d) Contractual Matters of the Local Government Act 1989 close the meeting to members of the public at 8.55pm to resolve on matters pertaining to the following items:**

**17.1 HARROW & DISTRICT RECREATION RESERVE PROJECT  
FUNDING**

**Carried (4/0)**



**ORDINARY COUNCIL MEETING MINUTES – 15 AUGUST 2018  
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**Moved: Cr Richard Hicks**

**Seconded: Cr Trevor Domaschenz**

**That the resolutions pertaining to Confidential / In-Camera items be adopted and remain In-camera, and that Council open the meeting to the public at 9.59pm.**

**Carried (4/0)**

**17.1 HARROW & DISTRICT RECREATION RESERVE PROJECT FUNDING**

Resolution remains In-Camera

**MEETING CONCLUDED: 10.00PM**

**NEXT MEETING: 19 SEPTEMBER 2018  
EDENHOPE COUNCIL CHAMBER**