



Western Australia

Agenda for the Ordinary Meeting of the Murchison Shire Council,  
To be held in the Council Chambers, Carnarvon Mullewa Road, Murchison,  
On Friday **17th August 2012**, commencing at 10.00 am.

At 9.30 am Mr Ant Schinkel CSIRO Officer will visit Council  
(An early visit to fit in with Mr Schinkel's 'rest of the day')

Mr Keros Keynes to attend the meeting at 3.30 pm to discuss the Murchison Freight  
Service he will be providing from 1<sup>st</sup> September, 2012

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

Mr Ant Schinkel – CSIRO- to visit Council at 9.30 am

Mr Keros Keynes – Freight Contractor from 1<sup>st</sup> September, 2012 – 3.30 pm to discuss his freight service operation. A community meeting with Mr Keynes has been arranged for 5.00pm 17<sup>th</sup> August at the Sports Club.

**2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**

No apologies expected

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

Nil.

**4. PUBLIC QUESTION TIME**

No members of the public expected at time of agenda preparation.

**4.1 Standing Orders**

**Moved: Councillor**

**Seconded: Councillor**

**That the following Local Law-Standing Orders 2001 be stood down:**

- 8.2 Limitation on the number of speeches
- 8.3 Duration of speeches

**CARRIED**

**5. NEXT MEETING**

The scheduled date for the next ordinary meeting is Friday 21<sup>st</sup> September, 2012.

**6. APPLICATIONS FOR LEAVE OF ABSENCE**

**7. NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS**

**8. CONFIRMATION OF MINUTES**

**8.1 Ordinary Council Meeting – 20<sup>th</sup> July 2012**

**Background:**

Minutes of the Ordinary Meeting of Council have previously been circulated to all Councillors.

**Voting Requirements:**

Simple majority

**COUNCIL DECISION/OFFICER'S RECOMMENDATION:**

**Moved: Councillor**

**Seconded: Councillor**

That the Minutes of the Ordinary Council meeting of 20<sup>th</sup> July, 2012 be confirmed as an accurate record of proceedings.

**CARRIED**

**9. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION****10. ACTION LIST**

No.	No.	Action	Action
1.	Emergency Management Plan	All info requested by Tex McPherson of FESA provided. Emergency Management Document in its final stage	Meeting was held 6 <sup>th</sup> August. Almost complete
2.	CEO Residence	Decorative front fence	Leave until input from CEO – commences 20 <sup>th</sup> August.
3.	Schedule of fees and charges	To be considered with 2012/12 budget	For 17 <sup>th</sup> August meeting
4.	Kalli Road roadworks Aboriginal Heritage Act	Letter sent to Aboriginal Corporation	As yet no reply
5.	Improve shade house south Of Road House	Council staff to do	Incomplete
6.	Low level wall Sports Club	Brick wall erected. Uprights in place Approval for funding Crosslands	Hope to have nearly complete for school sports 19 <sup>th</sup> September
7.	Concrete front of motel units	Council staff to do	Incomplete
8.	Retail fuel prices ex Road House	Develop methodology	For 17 <sup>th</sup> August meeting
9.	2011/12 Differential Rates	Follow complicated administrative procedure	Proceeding
10.	Shire 'slogan/tagline'	Develop blurb and competition for next Monologue.	Completed. In current Monologue
11.	Two-way Radio Communications	Considered July meeting of Council	On the draft budget

**From July Meeting of Council**

No.	No.	Action	Action
12.	Beringarra-Pindar Road New Road Agreement	Written to CSIRO	As yet no reply
13.	Application for Differential Rates 12/13	Ministerial Approval sought	Some problems- Council will be advised.
14.	CEO Elect Request for Shed	Decision advised.	Provision for shed upgrade on budget
15.	Murchison Freight Service	Successful and other tenderer advised	Completed
16.	Audit Services	Successful and other tenderers advised	Completed Contract signed
17.	Provision for open fires at Caravan Park	Investigate	Incomplete
18.	Investigate Replacement Patient transport Vehicle	Investigate	Incomplete
19.	Write Offs to Banking Adjustment account	Make adjustment in Accounting Records	Completed
20.	28 kms unsealed Carnarvon-Mullewa Rd	Letter written	Completed. Reply expected Sept Meeting.

**OFFICER'S RECOMMENDATION:**

That the Action List be accepted.

**11. DISCLOSURE OF INTEREST**

**12. REPORTS OF OFFICERS**

**12.1 Monthly Plant Report June 2012**

HEAVY PLANT			Start	End	Total		
Plant Item	Year	REGO	Hours	Hours/km	Total	Service	Ownership
Cat Grader 12H	2005	MU 141	8405	8423	18		
Cat Grader 12M	2008	MU 51	4488	4530	42		
Volvo L110 Loader	2006	MU 65	4276	4364	88		
Komatsu Dozer	1997		7820	7860	40		
Cat Vibrating Roller	2005	MU 177	564	661.1	97.10		
John Deere Grader	2011	MU 121	1390.5	1486	95.5		
Bomag M/Tyre Roller			324	371.6	47.6		
Cat 938G Loader			3196				
Iveco Prime Mover	2003	MU000	248103	250528	2425		
Nissan UD	2009	000 MU	113179	116746	3567		
Iveco Tipper	2004	MU 00	157625			Not used	
Generator 2-110kva	2011		2328.8	2797.0	468.2		
Generator 1-110kva	2011		3096.1	3349.0	252.9		
Maintenance Genset			17545	17626	81		
Construction Genset			6351.1	6733.4	382.3		
Mitsubishi Canter	2011	01 MU	50905	52048	1143		
Mitsubishi Canter	2004	MU 140	131890				
Toyota Prado	2010	MU0	51138	54100	2962		
Holden Rodeo	2008	MU 167	153505	154999	1494		
Isuzu DMAX	2009	MU 300	124013	125925	1912		
Toyota Hilux	2011	MU 1018	49735	51070	1335		
Isuzu T/Top	2005	MU1002		94910			
Toyota P/T Vehicle	1986	MU 1017	21100	21152			
Side Tipper	2001	MU 2010	2517	5157	2640		
Side Tipper – Evertran	2009	MU 662	46913	50343	3430		
Tri-Axle Low Loader	2008	MU 663	38224.2	38664	439.8		
No. 2 float	2001	MU2004	15227	15299	72		
30000lt Water Tank	2005	MU 2024	12582	13244			
Dog Fuel Trailer	1993	MU 658					
Dog Fuel Trailer	1972	MU 2005					
Dolly 1-Red	2001	MU 2003	12511				
Dolly 2-Black	2000	MU 2009					
New Holland Ford Tractor	2006	MU 380	1452	1463.8	11.8		
Forklift			11700.1	11709.4	9.3		
Caravans							
Various small plant							
Ride on Mower - JD			136	137.1	1.10		

## **12.2 Works Report – Works Supervisor**

### **Construction crew.**

Things are progressing well with the 7km construction and sealing job on the Carnarvon Mullewa road.

3/8/2012 - All bulk gravel has been carted in with just a few top ups to be carted. These top ups should be completed by 8<sup>th</sup> August 2012.

7/8/2012 - Water table and shoulders started with calcrete carted in to low areas for top ups finished on the 11<sup>th</sup> August 2012.

Floodway's - 7/8/2012 work began on the removal of calcrete in floodway's to a depth of 200mm to be replaced at a later date with gravel mixed with 3% cement. All floodway's will have 1% cross fall (towards river).

13/8/2012 - The remixing of gravel with the help of Paul Squires grader (polycom added to gravel) to commence. With the gravel being too wet (to add polycom with water) we have laid out the gravel then ripped up, lightly sprayed with water and spread out the polycom dry with a dry spreader supplied by Paul Bright from Polycom. Mix /add water when required and leave in wind-row for 12hrs then spread back out to leave and roll with hire vibe pad foot, vibe smooth roller and finish off with rubber tyre roller adding more water as required.

Hire in of 2 x road train side tippers (carting gravel and calcrete) to finish on 10/8/2012.

### **Maintenance Crew**

As can be seen on the Plant List, the maintenance graders have had a quiet month. We have had tyre problem/ break downs with the 12h -12m graders and Glen and John have both had time off, John with a bad back, Glen with the Flu and both with time off due to the sad loss of our mate Kaz.

At the moment John and Glen are both back on deck and working on Woodleigh Byro Road.

The 12 M has since broken down 9/8/2012 (possibly the fuel pump). Westrac have been called on this.

### **Plant**

Pemco have been contracted to do minor repairs to all plant (while Jox has a break).

The Gear box has been put back in the Iveco 6 wheeler truck

The No.1 and 2 generators at power house have been serviced.

New fan belt and sensor has been fitted to the 12H grader.

Low loader MU663 - 3 x new axles (removed old disc brake axles and replaced with new drum brakes)

1,500hrs service on John Deere grader has been completed (serviced by Brian)

As mentioned above under Maintenance, 12M grader broke down on 09/08/2012. Friday 10/8/2012 - Westrac to come out to find fault. (grader just shut down while grading on Byro-Woodleigh road).

### **Staff**

This has been a hard month with the loss of our dear mate Kaz, with some of the crew having a few days off after the accident on the 17<sup>th</sup> and then again for the funeral.

It has also been a bad month with most of the staff having time off due to a particularly bad strain of flu going through the settlement.

Glen down 7 days Flu

John bad back 6 Flu 2

Trevor-Leanne 2 days flu.

Brian 2 days flu

I am happy to say Neil Combe returned to work on 9/8/2012. (light duties only around settlement for 3 days) Neil will operate a roller from the 14/8/2012 on the 7km construction job on the Carnarvon-Mullewa road. He will remain with the construction crew until his leg is fit enough for him to return to work on a grader, he will then join John as part of the maintenance crew.

Last report on Ross is he still very much down and is finding it hard just getting through day to day. He is staying in Carnarvon with his sister Suzanne.

ROADS GRADED JULY/AUG 2012--10/8/2012

NAME	Length of Road	√ SLK Graded this month	× ROAD MAINTENANCE REPAIRS Loader--truck	COMMENTS
Beringarra /Pindar	319.80km			
Erong	63.12km			
Beringarra/Byro	90.89km			
Twin-Peaks/Wooleen	47.65km			
Booldardy/kalli	57.30km			
Byro/Woodleigh	71.00km	0.00 - 40.00 = 40km		
New Forrest/Yallalong	16.36km			
M <sup>c</sup> Nabb/Twin-peaks	49.75km	0.00 - 49.75 = 49.75km		This road was graded by Paul Squires crew
Yallalong-West	16.72km			
Mileura/Nookawarra	49.08km			
Muggon	38.75km			
Manfred	34.55km			
Beringarra/Mt Gould	34.80km			
Tardie/Yuin	13.20km			
Innouendy	9.30km			
Booldardy Hsd	2.00km			
Yunda Hsd	32.80km			
Meeberrie Woolleen	25.22km			
Mt Wittenoorn	37.55km			
Woolleen/Mt wittenoorn	33.85km			
Beringarra Cue	109.82km			
Booldardy Wooleen	19.08km			
Kalli Cue East	21.87km			
Coodardy Noondie	19.92km			
Butchers Track	64.54km			
Butchers Muggon	23.80			
Murchison Settlement	2.00km			
Pinegrove Yallalong	-----			
Carnarvon-Mullewa	278.63km	66.00 - 98.00 =32km		
Woolgorong-South	15.00km			
Ebabiddy-Bluffy				
Air strip Graded				

Very low hours this month on maintenance graders due to both John and Glen being sick with the flu, John off with a bad back and also both with time off due to the loss of our good mate Kaz.

**OFFICER'S RECOMMENDATION:**

That the Work's Supervisor's report be accepted

**13. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

None expected

## **14. ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED**

### **14.1 Shire President**

### **14.2 Councillors**

## **15. REPORTS OF COMMITTEES**

### **15.1 LEMC (Emergency Management) Meeting held Monday 6<sup>th</sup> August, 2012.**

### **15.2 Finance Committee (2012/13 budget considerations) Wednesday 15<sup>th</sup> August, 2012**

## **16. FINANCE**

### **16.1 Financial Activity Statements 31<sup>st</sup> July, 2012**

File:

Author: Dianne Daniels – Deputy Chief Executive Officer

Interest Declared: No interest to disclose

Date: 13<sup>th</sup> August, 2012

Attachments: Financial Activity Statements for one month to 31<sup>st</sup> July, 2012

Balance Sheet

Income Statement Summary

Income Statement Detail

Income Statement by Nature & Type

#### **Matter for Consideration:**

Council to consider adopting the monthly financial statements for one month to 31<sup>st</sup> July, 2012.

#### **Background:**

The Local Government (Financial Management) Regulations 1996. Regulation 34 requires that local government report on a monthly basis and prescribes what is required to be reported.

#### **Statutory Environment:**

Local Government Act 1995

Section 6.4–Specifies that a local government is to prepare “such other financial reports” as is prescribed.

Local Government (Financial Management) Regulations 1996

Regulation 34 states:

(1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d) for that month in the following detail:

(a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);

(b) Budget estimates to the end of month to which the statement relates;

(c) Actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;

(d) Material variances between the comparable amounts referred to in paragraphs (b) and

(e) The net current assets at the end of the month to which the statement relates.

#### **Strategic Implications:**

Nil.

#### **Policy Implications:**

Nil.



**Financial Implications:**

Reports showing year to date financial performance allow monitoring of actual expenditure, revenue and overall results against budget targets.

This information is prepared without any budgets as the budget is yet to be adopted.

**Consultation:**

UHY Haines Norton

**Comment:****Summary of Financial Results July 2012**

The Current Position at 31 July 2012 is a surplus of \$2,621,027 with little income of note and the major operating expenditure being the payment of the first instalment of the Insurance Premiums for the 12-13 year.

Capital expenditure for July includes the continuation of formwork in preparation for the new seal of SLK 199-206 and the purchase of an Isuzu Truck for the mechanic, complete with crane, which will be fitted out more extensively over the next couple of months.

The detailed draft budget has been prepared in readiness for the meeting of the Finance Committee on Wednesday 15<sup>th</sup> August 2012, commencing at 10 am. Once the detailed budget is in a form acceptable to all members of the Committee, it can be adopted in principal (see separate Agenda Item) in readiness for adoption of the Statutory Budget on or before 31 August 2012.

We are trialling a new format for the Monthly Financial Report this month which meets statutory requirements whilst delivering a great deal more information to Council in the form of tables and graphs.

The following are new initiatives:

- Program Variances as a % of Budget
- Graphical presentation of Actuals v Budget for both Operating and Capital Expenses and Revenue
- Graphical presentation of Net Current Position
- Budget Amendments detailed in table form
- Graphical presentation of Receivables
- Reserves Balances and Transfers in table form
- Details of Capital Disposals and Acquisitions in table form
- Details of Grants and Contributions in table form

Please note that the information presented for July doesn't include Budget figures as the Budget has yet to be adopted by Council.

**Voting Requirements:**

Simple majority.

**OFFICER'S RECOMMENDATION:**

That Council adopt the financial statements for the period ending 31st July, 2012

**16.2 Accounts Paid during the period since the last list was adopted/endorsed by Council**

File:

Author: Dianne Daniels Deputy Chief Executive Officer

Interest Declared: No interest to disclose

Date: 13<sup>th</sup> August ,2012

Attachments: EFT & Cheque Details for July, 2012

**Matter for Consideration:**

Authorisation of accounts paid during the month of July, 2012.

**Background:**

Accounts paid are required to be submitted each month.

**Statutory Environment:**

Local Government (Financial Management) Regulations 1996  
 Reg 13(1)–Requires that where the Chief Executive Officer has delegated power to make payments from the Municipal or Trust funds a list of accounts paid is to be prepared each month.

**Strategic Implications:**

None

**Policy Implications:**

None

**Financial Implications:**

Payment from Council’s Municipal Account

**Consultation:**

None

**Comment:**

Payments made during the month of July, 2012 as per attached schedule.

**Voting Requirements:**

Simple majority

**COUNCIL DECISION/OFFICER’S RECOMMENDATION:**

**Moved: Councillor**

**Seconded: Councillor**

That the accounts as per the attached Schedule presented to this meeting totalling \$691,779.13 be passed by Council.

**CARRIED**

**17. DEVELOPMENT**

**18. ADMINISTRATION**

**18.1 Murchison Freight Service – Mr Keros Keynes from 1<sup>st</sup> September, 2012.**

**Background:**

Mr Keynes has been advised he was the successful tenderer for the Murchison Freight Service from 1<sup>st</sup> September, 2012. Mr Keynes is geared up to commence this service and is available to meet Council at 3.30 pm this meeting day to discuss the service and iron out any matters where there might be any misunderstanding. Mr Keynes has raised the matter of, in the event of the Carnarvon-Mullewa Road being closed after a weather event he would be able to deliver to Murchison via Butchers Track (if this road was open) , this would entail an additional 200 km round trip at a cost of \$1.76/km = \$352. Although this alternative route may never be used, Mr Keynes believes the possibility should be recognised now and included in the ‘contracted arrangements’.

**Interest declared:**

Nil

**Statutory Environment:**

The freight service is well within Council’s legislative boundaries.

**Financial Implication:**

\$352 for each trip using this route. It would be unusual for this to be required more than an average of a couple of times/year.

**Voting:**

Simple majority

**OFFICER'S RECOMMENDATION:**

That the contract with KL & HS Keynes for the Murchison Freight Service include provision for the weekly freight service to use Butchers Track in the event that the Carnarvon-Mullewa Road is closed but Butchers Track is open at an additional cost of \$352 per each weekly trip. (being 200 additional kms @ \$1.76/km = \$352).

**18.2                    Revise WA – Request for Donation**

**Background:**

Letter from Lyn Beaton Secretary Revise WA seeking a donation.

Most Murchison folk would know of this organisation and the assistance it provides through volunteer retired teachers assisting school of the air children/families. Letter attached to the agenda

The suggested donation is in the region of \$200.

**Interest Declared:**

Nil

**Statutory Environment:**

Assistance to education via School of the Air/Revise is well within Council's legislative boundaries.

**Financial Implications:**

A donation of maybe \$200.

**Voting Requirements:**

Simple majority

**OFFICER'S RECOMMENDATION:**

That a donation of \$200.00 be made to Revise WA to assist that organisation to continue to provide help and respite to outback parents who are educating their children through School of the Air or Distance Education.

**18.3                    Premiere Productions – TV programme – 'Tracks of Ernie Dingo'**

**Background:**

Letter from Peter Woods of Premiere Productions seeking sponsorship for the Murchison TV programme, 'Tracks of Ernie Dingo' to be filmed in the Murchison region.

Starting in Cue and travelling along the Murchison River to Kalbarri, Ernie will share some stories from his life and culture. He'll speak about the progress in the area and highlight modern day projects, employment, and life in the region.

The completed work will receive extensive exposure on TV, in magazines and in tourist literature.

Mr Woods has rung me on this as well as sending the letter.

There has been interest in Council in grasping publicity/area promotion opportunities.

**Interest Declared:**

Nil

**Statutory Environment:**

Area promotion is well within Council's legislative boundaries.

**Financial Implications:**

Funds have been provided in the budget for various area promotion initiatives. An amount of \$1,000 for this could be accommodated.

**Voting Requirements:**

Simple Majority

**OFFICER'S RECOMMENDATION:**

That, on a clear understanding/ advice from Premiere Promotions, that the TV programme 'Tracks of Ernie Dingo' is to proceed, Council sponsor the production with a contribution of \$1,000 and this be coupled with a request that Murchison Shire receive reasonable coverage i.e. Murchison River, pastoral stations, Murchison Settlement, Bullardoo (Ernie's birthplace) in the programme.

**19. NOTICE OF MOTION****19.1 Councillor Seaman has given notice of her intension to move the following motion at this meeting.****CSIRO TENDER PROCESS****Background:**

Recently, the announcement was made that Australia and South Africa will host the development of the SKA project. The shire of Murchison will be the home of the SKA and is the home of the MRO.

This could bring more opportunities to the Murchison Community if they were kept informed of prospective work available.

Currently, for smaller works, CSIRO utilize a "select tender" process whereby CSIRO contact 3 providers and request them to supply a quote for work that is available.

This selection process is unfair to the wider Murchison community, as they should also be given the opportunity to quote on any jobs.....or at least be informed of work that may be available in the area. Also, where larger Tenders are advertised in the press, many members of the community are unable to receive these publications in a timely manner.

Currently, the Shire of Murchison is unable to determine or keep historical data about the social benefits that the SKA is providing to the community.

If the Shire of Murchison were made aware of all tenders available, then the shire would be able to indicate, if asked, the potential benefit that the SKA project could bring to the Murchison community.

This will keep the process more open and transparent and all members of the community, not just a few selected by CSIRO, are able to tender on work available.

**Motion:**

That-

1. The Shire of Murchison write to CSIRO and request that they provide timely notification to the Shire of Murchison of all upcoming Tenders or works, regardless of the amount.
2. The shire of Murchison provide CSIRO a list of 'Capabilities' so that they are aware of potential suppliers within the community.

**20. CEO ACTIVITY REPORT**

<b>Date</b>	<b>Activity</b>
1 <sup>st</sup> to the 3 <sup>rd</sup> August	Attended Local Government Week 2012 with Murchison Shire delegation.
6 <sup>th</sup> August	LEMC Meeting in the Council Chambers. This documentation is almost complete. The document has to be reviewed at at least annual intervals
	Over the past few weeks the Deputy CEO and Acting CEO have spent a lot of time on the budget preparation.

**OFFICER'S RECOMMENDATION:**

That the CEO's Activity Report be accepted.

**21. URGENT BUSINESS**

**22. ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS**

**23. MEETING CLOSURE**