



MINUTES

HEALTH, BUILDING & TOWN PLANNING COMMITTEE MEETING

HELD IN THE COUNCIL CHAMBERS, MEEKATHARRA

ON

SATURDAY 18 MAY 2024

COMMENCED AT 8.30 AM

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

1.1 DECLARATION OF OPENING

The Chairperson Cr HJ Nichols opened the meeting at 8.31am.

1.2 DISCLAIMER READING

No responsibility whatsoever is implied or accepted by the Shire of Meekatharra for any act, omission or statement or intimation occurring during this Meeting.

It is strongly advised that persons do not act on what is heard at this Meeting and should only rely on written confirmation of Council's decision, which will be provided within fourteen (14) days of this Meeting.

The Chairperson read the disclaimer out loud.

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

Members

Cr HJ Nichols	Shire President
Cr MJ Smith	Deputy Shire President
Cr BM Day	
Cr MR Hall	
Cr DK Hodder	

Staff

Nathan Cain	Deputy Chief Executive Officer
Felicity Anderson	Executive Assistant

Apologies

Cr JC Holden	
Kelvin Matthews	Chief Executive Officer
Cr WJ Ward	

Approved Leave of Absence

Nil

Observers

Nil

3. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Committee Resolution:

Moved: Cr MJ Smith
Seconded: Cr DK Hodder

That the minutes from the Health, Building & Town Planning Meeting held on 20 April 2024 be confirmed.

CARRIED 5/0

For: Cr HJ Nichols, Cr MJ Smith, Cr BM Day, Cr MR Hall, Cr DK Hodder
Against: Nil

5. PETITION/ DEPUTATIONS/ PRESENTATION/ SUBMISSIONS

Nil

6. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Nil

7. REPORTS OF COMMITTEES AND OFFICERS

7.1 OFFICERS MONTHLY REPORTS

7.1.1 BUILDING, PLANNING AND ENVIRONMENTAL HEALTH OFFICER'S REPORT APRIL 2024

Prepared by: Shire of East Pilbara
On Date: 6 May 2024

In accordance with the shared services agreement, this report provides a summary of building, planning and environmental health matters for February 2024. This includes all activities, the progress of ongoing situations and concerns related to the required services raised by the Shire of East Pilbara.

Building

No Building Permit Applications have been received this month. We have provided advice to Shire staff in regard to carports to be built on Shire of Meekatharra owned land.

Planning

Planning information and advice was provided to the Shire of Meekatharra during April. This mainly involved the provision of information relating to a proposed road widening south of Capricorn.

Environmental Health

Health staff provided remote assistance during April –

- A section 39 certificate was issued to Sodexo to extend the outdoor licensed area at Bluebird Mine Village.
- Internal discussion raised about the proposed timeframe for the construction of the ablution facilities located at the BP truck stop, Connaughton St, Meekatharra.
- The wastewater system has been installed at 32 Hill St Meekatharra. Photos of the installation and certificate of compliance have been received and a Permit to Use will be prepared.
- Responded to a query from Fiduciary Administration Services regarding provision of quarterly ATU maintenance service reports.
- Processed a food traders permit for Lahore on Wheels who traded from the 25th April to May 1st 2024.

Discussion

Council requested an update on firebreak notices that were issued to various properties around town.

Officers Recommendation / Committee Resolution:

Moved: Cr BM Day
Seconded: Cr MR Hall

That the Environmental Health / Building Officer's report be accepted.

CARRIED 5/0

For: Cr HJ Nichols, Cr MJ Smith, Cr BM Day, Cr MR Hall, Cr DK Hodder
Against: Nil

7.1.2 COMMUNITY DEVELOPMENT & SERVICES MANAGERS REPORT APRIL 2024

• BUDGETED PROJECTS & BUSINESS FROM PREVIOUS MEETING

1. Entry Statements

Entry Statements for north and south highway entrance(s) completed with design work planned for western and eastern entrance(s) and budget allocation in 2024/25 year.

2. Local Planning Scheme & Strategy

Final Version of the Local Planning Scheme and Strategy has been sent to the Department of Planning, Lands and Heriatge for consideration and for referral to the Minister.

3. Lions Park

- Seeds donated by West Gold have arrived and stored at the depot until final Lions Park design has identified their location.
- Large Water tank has been installed in the North East area of the park. Consultations and collaboration is ongoing regarding reticulation.

- Mid West Turf from Geraldton have been successful in the quote for 555m2 of Kikuyu turf. Delivery and installation has been postponed until the final Lions Park design has identified location.

4. Median Strip – ‘Meekatharra’s Streetscape Art Project’

Repair Works yet to be completed.

5. Lloyd’s Signage

Still awaiting Main Roads WA comments on the latest sign proposal.

6. Picture Gardens

Awaiting final report from Council Health Officer (Shire of East Pilbara) regarding asbestos issues in both buildings. Issues also exist around the emergency exits front and back regarding the proposal to only rebuild the toilet block.

Councils Building Officer (Shire of East Pilbara) has provided information on required works, permits and demolition including of asbestos.

Officers Recommendation / Committee Resolution:

Moved: Cr DK Hodder

Seconded: Cr MR Smith

That the Community Development & Services Manager’s report be accepted.

CARRIED 5/0

For: Cr HJ Nichols, Cr MJ Smith, Cr BM Day, Cr MR Hall, Cr DK Hodder

Against: Nil

8. NEW BUSINESS OF AN URGENT NATURE – INTRODUCED BY RESOLUTION OF THE MEETING

Nil

9. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

10. CLOSURE OF MEETING

The Chairperson, Cr HJ Nichols closed the meeting at 9.01am.

11. CERTIFICATION BY PRESIDENT

I certify these minutes to be those that were confirmed.

Cr HJ Nichols

Date: 15 June 2024