



shire of  
**meekatharra**  
*a golden prospect*

# MINUTES

***HEALTH BUILDING & TOWN PLANNING COMMITTEE  
MEETING***

***HELD IN THE COUNCIL CHAMBERS, MEEKATHARRA***

***ON***

***SATURDAY 27 JULY 2024***

***COMMENCED AT 8.30AM***



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

### **1.1 DECLARATION OF OPENING**

The chairperson declared the meeting open 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**

### **Member**

Cr HJ Nicols	Chairperson
Cr MJ Smith	Deputy Chairperson
Cr MR Hall	
Cr DK Hodder	
Cr WJ Ward	

### **Staff**

Nathan Cain	Acting Chief Executive Officer
Felicity Anderson	Executive Assistant

### **Apologies**

Kelvin Matthews	Chief Executive Officer
Cr BM Day	

### **Approved Leave of Absence**

Cr JC Holden

## **3. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

#### 4. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

##### **Committee Resolution:**

**Moved:** Cr DK Hodder

**Seconded:** Cr MJ Smith

**That the minutes from the Health, Building & Town Planning Meeting held on 15 June 2024 be confirmed.**

**CARRIED 5/0**

**For:** Cr HJ Nicols, Cr MJ Smith, Cr MR Hall, Cr WJ Ward, 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 JUNE 2024

**Prepared by:** Shire of East Pilbara

**On Date:** 9 July 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**

We have had only one (1) Building Permit Application for the Shire of Meekatharra for the month of June. The application is for a Carport owned by the Shire. We have requested further information in regard to Stormwater management, once the information is provided we will be able issue the Building Permit. We have only had a few enquiries in regard to Building Legislation and processes, all of which were answered in a timely manner.

##### **Planning**

No planning information or advice was requested by the Shire of Meekatharra during June.

### **Environmental Health**

Health staff visited Meekatharra in early June which was covered in monthly report for May. Health staff provided remote assistance during June –

- Received a query on submitting an application to install an apparatus for the treatment of sewage for 19 McCleary St Meekatharra. General advice was provided.
- Jack Cox has enquired about any required approvals to run a Station Stay at Kumarina Station homestead. Advice will be provided from Planning, Building and Health.
- Assisted with the food business list for the generation of invoices for the annual fees for food businesses.
- Referral of water quality issue at Meekatharra Airport. Ongoing.
- Dysfunctional wastewater disposal system at the Hill Street Pensioner Units as a result of a house fire and subsequent emergency response. Will liaise with Department of Communities as the land owner to have the system rectified and site cleaned up with respect to any potential spillage of waste water.
- Shire of Meekatharra Health Local Laws Amendment 2024 was referred to EHO. EHO provided some initial advice with respect to inclusion of Offensive Trades in the local law.

### **Officers Recommendation / Committee Resolution:**

**Moved: Cr MR Hall**

**Seconded: Cr WJ Ward**

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

**CARRIED 5/0**

**For: Cr HJ Nicols, Cr MJ Smith, Cr MR Hall, Cr WJ Ward, Cr DK Hodder**

**Against: Nil**

#### **7.1.2 COMMUNITY SERVICES MANAGERS REPORT JUNE 2024**

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 8.37am.

**11. CERTIFICATION BY CHAIRPERSON**

I certify these minutes to be those that were confirmed.

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**Cr HJ Nichols**

**Date: 17 August 2024**