



# MINUTES

## *HEALTH BUILDING & TOWN PLANNING COMMITTEE MEETING*

*HELD IN THE COUNCIL CHAMBERS, MEEKATHARRA*

*ON*

*SATURDAY 17 AUGUST 2024*

*COMMENCED AT 8.30 AM*



## **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**

### **Members**

Cr HJ Nichols	Chairperson
Cr MJ Smith	Deputy Chairperson
Cr MR Hall	
Cr DK Hodder	
Cr WJ Ward	
Cr BM Day	
Cr JC Holden	

### **Staff**

Kelvin Matthews	Chief Executive Officer
Nathan Cain	Deputy Chief Executive Officer
Felicity Anderson	Executive Assistant

### **Apologies**

Pema Chhunzom	Community Services Manager
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### **Approved Leave of Absence**

Nil

### **Observers**

Leeshelle Cuthbertson

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

#### **Committee Resolution:**

**Moved:** Cr BM Day  
**Seconded:** Cr MJ Smith

**That Cr Hall be granted Leave of Absence for the 21<sup>st</sup> of September 2024 & 19 October Health Building & Town Planning Meeting.**

**CARRIED 7/0**

**For:** Cr HJ Nichols, Cr MJ Smith, Cr MR Hall, Cr DK Hodder, Cr WJ Ward,  
Cr BM Day, Cr JC Holden

**Against:** 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 27 July 2024 be confirmed.**

**CARRIED 7/0**

**For:** Cr HJ Nichols, Cr MJ Smith, Cr MR Hall, Cr DK Hodder, Cr WJ Ward,  
Cr BM Day, Cr JC Holden

**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 August 2024**

In accordance with the shared services agreement, this report provides a summary of building, planning and environmental health matters for July 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 July. The application is for a Carport owned by the Shire. We have requested further information in regard to Stormwater management, once the information was received we were able to issue the Building Permit in a timely manner. We have had no other building enquiries this month.

### **Planning**

Planning input and advice was provided on the 135 Darlot Street development application approval as well as the proposed Westgold remote camp. Advice was also provided to a customer and the Shire regarding a proposed food truck at 65 Main Street, Meekatharra.

### **Environmental Health**

- The dysfunctional wastewater disposal system servicing the Hill St Pensioner Units was repaired by the original installer following the house fire at the complex. Following installation there may have been an overflow of wastewater potentially due to the power being switched off to the ATU. This was rectified by Department of Communities.
- Health, Building and Planning advice was provided on the 135 Darlot St development.
- Reviewed the ATU reports for the Yugunga-Nya People's Trust in Oliver Street Meekatharra.
- Query from Community Development Officer regarding any Health requirements for the Meekatharra Outback Festival – ongoing.
- Provided advice to the Shire regarding development of a mobile drilling camp at Peak Hill proposed by Westgold.
- Provided advice to Meeka Metals regarding submission of an application to install a wastewater disposal system. An application to install a wastewater disposal system for a mining accommodation camp has been received.
- Responded to query of potential wastewater overflow on corner of Railway Street and Connaughton Street Meekatharra. With onsite assistance from a local plumber it was believed that the water overflow was excess stormwater from rain the night before.
- Provided Health advice and referred Yulella Aboriginal Corporation for town planning advice regarding the operation of a food van in Meekatharra townsite.
- Received notification from Department of Health regarding a case of Ross River Virus with a potential exposure site at Capricorn Roadhouse.
- Provided advice to Shire regarding food business fees regarding change of catering company at some mine sites.
- Provided advice to new catering company at same mine sites referred above.

- Royal Flying Doctor Service (RFDS) made contact with EHO regarding water quality at RFDS base at Meekatharra Airport. Ongoing.
- Provided advice to Meeka Metals regarding registration of a food business at temporary camp kitchen and the permanent village.
- Provided advice to Shire on query regarding LGIS/RSLWA Pool Safety Assessment for 2024/25.

Ongoing matters –

- Kumarina station – conduct site inspection at next visit regarding camping.
- Waiting on contaminated site reclassification from DWER for former Meekatharra Power Station.

**Discussion Notes:**

**DCEO advised that 2 Building Permit Applications have been received.**

**DCEO advised council that the tip had been set on fire. There were 4 or 5 ignition points. The crew has currently blocked off access and opened a new cell with signage and barricades, which is being monitored.**

**Officers Recommendation / Committee Resolution:**

**Moved: Cr MJ Smith**  
**Seconded: Cr DK Hodder**

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

**CARRIED 7/0**

**For: Cr HJ Nichols, Cr MJ Smith, Cr MR Hall, Cr DK Hodder, Cr WJ Ward,  
 Cr BM Day, Cr JC Holden**

**Against: Nil**

**7.1.2 COMMUNITY SERVICES MANAGERS REPORT JULY 2024**

Included in Council agenda.

**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 closed the meeting at 8.41am.

**11. CERTIFICATION**

I certify these minutes to be those that were confirmed.

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Cr HJ Nichols

Date: 21 September 2024