



SHIRE

Of

MEEKATHARRA

MINUTES

of

HEALTH, BUILDING & TOWN PLANNING MEETING

Held

AT THE COUNCIL CHAMBERS, MEEKATHARRA

on

SATURDAY 22 July 2023

COMMENCING AT 8.30AM

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

1.1 DECLARATION OF OPENING

The Chairperson Cr HJ Nichols declared the meeting open at 8.30am.

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 Shire President 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 JC Holden	
Cr M Anderson	
Cr BM Day	

Staff

Peter Dittrich	Deputy Chief Executive Officer
Svenja Clare	Community Development & Services Manager (via Zoom)
Felicity Anderson	Executive Assistant

Apologies

Kelvin Matthews	Chief Executive Officer
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Approved Leave of Absence

Nil

3. APPLICATIONS FOR LEAVE OF ABSENCE

Committee Resolution:

Moved: Cr M Anderson

Seconded: Cr JC Holden

That Cr Hall and Cr Day be granted Leave of Absence for the September and October 2023 Health Building & Town Planning Meeting.

CARRIED 6/0

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Committee Resolution:

Moved: Cr MR Hall

Seconded: Cr M Anderson

That the minutes from the Health, Building & Town Planning Meeting held on 24 June 2023 be confirmed.

CARIED 6/0

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 PRINCIPAL ENVIRONMENTAL OFFICER / BUILDING SURVEYOR'S REPORT JUNE 2023

Prepared by Shire of East Pilbara

On Date 11 July 2023

In accordance with the shared services agreement, this report provides a summary of building, planning and environmental health matters for June 2023. 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 had several queries and provided advice on the following items:

- Renovating a Shire owned Building.
- Demolition Permits & Unauthorised Demolitions.
- Antenna Modifications.
- Dilapidated buildings.

Planning

Planning information and advice was provided to the Shire of Meekatharra including general advice on mobile telecommunications upgrades as well as leasing queries.

Advice was provided to the Shire regarding a potential third party signage application as well as confirming that no development application would be required for the Royal Flying Doctors proposal.

Environmental Health

Environmental Health staff provided remote services during the month of June.

Environmental Health staff assisted with matters that were raised or occurred in June including:

- Shire was advised that the use of the common building at Yugunga-Nya Village was resolved.
- Wastewater application for Road Construction Village at Kumarina Roadhouse is ongoing pending further information requested.
- Food business renewals have begun to be received and assessed.
- The food business registration certificate and annual fee payment process may be reviewed to reduce administrative burden and align with legislative requirements.
- Account Enquiry and Advice of Sale (O&R) received for 114 Darlot St Meekatharra.
- Request for assessment of the structures at Meekatharra Speedway (Health/Building).
- DWER Stakeholder Notification – Abra Mining Pty Ltd.
- Additional complaint received regarding Meekatharra Caravan Park with respect to maintenance and hygiene issues. Shire staff will continue to work with the park operators.
- Change of food business owners for Capricorn Hotel.
- Caravan Park renewals begun to be received.
- Wastewater application received for 32 Hill St Meekatharra.
- Query on registration of food business for a mobile food van in Meekatharra.
- Wastewater approvals issued for Lot 41 & 43 McCleary St Meekatharra.
- Ongoing review of Detailed Site Investigation for former Meekatharra Power Station.

Officers Recommendation / Committee Resolution:

Moved: Cr MJ Smith

Seconded: Cr MR Hall

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

CARRIED 6/0

7.1.2 COMMUNITY DEVELOPMENT & SERVICES MANAGERS REPORT JUNE 2023

• BUDGETED PROJECTS & BUSINESS FROM PREVIOUS MEETING

1. Entry Statements

Entry statement signs have arrived and are stored at the depot.

Wall build and installation sent to concrete panel members for quoting.

2. Local Planning Scheme & Strategy

Department assessing documents. Followed up with Department who advised package for review for Shire would be available prior to Council meeting. This will allow the Shire to review and discuss prior to the documents being sent to the minister.

3. Lions Park

Tenders weren't accepted at 24 June 2023 Ordinary Council Meeting. Staff have prepared a staged approach in liaison with the Works Group.

4. Swimming Pool Basin + Toddler Pool Works

Works have commenced and are approximately 20% complete, on schedule.

5. Median Strip – 'Meekatharra's Streetscape Art Project'

Funding: Reporting and liaison with RAC ongoing to ensure satisfaction of funding agreement.

Surface Treatment: Discussions with Main Roads as yet unsuccessful about reducing or avoiding the rubber tyre marks left by oversize/overmass vehicles on the surface. Surface can be pressure washed with CT18 water-based truck degreaser/cleaner which may need to be done periodically or before significant events (e.g. festival).

Sign and Art Wall:

- Mural at Youth Focus building was completed and revealed as part of NAIDOC week.
- Interpretive signage for median murals has been ordered.
- A0 frames for simple changeable outdoor gallery have arrived, pending installation.
- Canvas print replications of median murals have been ordered (to be displayed at Visitor Centre with signage explaining Meekatharra's heritage).
- 'Yarn Bombing' activity commencing 15th July to run weekly until September, crocheting/knitting yarn squares as community activity to then decorate the new street furniture at Lloyds for the launch event.

Street Furniture: Bike racks have arrived. Seating has been ordered with dispatch date 4th August 2023. Drinking water fountain has been ordered, to be installed outside Youth Focus building.

Launch Event: Will be held as part of Meeka Outback Festival in September.

6. Lloyd's Signage

Great Northern Highway signage design being amended in accordance with Main Roads suggestions. Signage designers have provided quote for \$4.3k including new poles (total).

7. Pool BBQ

Installation in progress.

- **OTHER MATTERS**

1. **Events Update**

Events held since last report:

- 2nd to 9th July – NAIDOC week – in conjunction with Yulella and other agencies – successful week with a variety of events each day, good attendance throughout.

Planning undertaken for upcoming events:

- 15th July and then weekly – Yarn Bombing Crochet/Knitting get-together.
- 7th August – Friendship Day at Kidzone.
- 7th September – Circuitwest ‘Kalyakoorl, ngalak warangka’ (Together, we Sing) Performance.
- 9th September – Headstone Cleaning Workshop.
- 22-24th September – Meeka Outback Festival.

2. **Tourism Update**

- New tourism brochure has arrived
- Storytowns marketing package sponsored by RDAMWG (Regional Development Australia Mid West Gascoyne) has launched

Svenja Clare
Community Development & Services Manager
12/07/2023

Discussion

- **Entry Statements** – contractor trying to source rocks which is holding up the process.
- **Local Planning Scheme & Strategy** – Documentation has been received and will be presented to Council at the August Ordinary meeting.
- **Lions Park** – CDSM presented the Master plan broken down into stages along with costings. Council were concerned about water would be directed to the park as well as the cost of watering another lawn. Council agreed that stage 1 should be commenced immediately with stage 2 to be discussed further. Council also suggested that the shaded area should contain a solid roof with at least 2 tables and a cement pad. The CDSM advised she had sourced a shade structure with inbuilt solar lighting.
- **Events**
 - 26/08/23 – Our Towns film crew will be in town filming for the Murchison GeoRegion.
 - 16/09/2023 – Cemetery clean up day.
 - October – walk for suicide.

Officers Recommendation / Committee Resolution:

Moved: Cr JC Holden
Seconded: Cr MR Hall

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

CARRIED 6/0

LANDSCAPE MASTERPLAN



ITEM	DESCRIPTION	QTY	UNIT	STAGES	OPC	AVERAGE TENDERS	IN HOUSE ALTERNATIVE
1.00	PRELIMINARY, SITE WORKS & DEMOLITIONS						
1.01	Preliminaries	1	item	1	\$38,769	\$88,066	\$10,000
1.02	Earthworks/demolition	1	item	1	\$32,500	\$43,224	\$30,000
1.03	Rock excavation		m3	1		\$18,378	\$8,000
1.04	Fine grading		m2	1	\$12,675	\$16,248	\$10,000
				TOTAL	\$83,944	\$165,916	\$58,000
2.00	HARDWORKS - SURFACE TREATMENTS						
2.01	(P-CP) Paving - 100mm thick grey concrete		m2	1	\$63,798	\$143,295	\$10,000
2.02	(P-G) Paving - 100mm compacted crushed gravel paths		m2	1	\$5,460	\$22,737	\$30,000
2.03	(P-SS) Paving - 150mm softfall sand to toddler play area	95	m2	2	\$3,705	\$8,085	\$4,500
2.04	(P-TG) Paving - tactile ground indicators	6	m2	1	\$1,560	\$4,199	\$4,000
2.05	(E-C) Edge - Concrete mowing kerb to turf		linm	1	\$6,598	\$21,097	
2.06	(E-M) Edge - Metal edging		linm	2	\$16,965	\$23,366	\$20,000
2.07	(R-P) Rock pitching		m2	1	\$7,800	\$24,869	\$10,000
2.08	(R-P) Rock edge to toddler play area	16	m2	2	\$2,080	\$3,948	\$2,500
2.09	Flush kerb (RV access)		linm	3		\$1,876	\$3,000
				TOTAL	\$107,965	\$252,156	\$84,000
3.00	HARDWORKS						
3.01	(F-BR) Bike rack	2	each	2	\$2,613	\$2,280	\$2,500
3.02	(F-SP) Scooter rack	1	each	2		\$2,354	\$2,500
3.03	(F-BQ) BBQ	1	each	2	\$19,500	\$21,263	\$15,000
3.04	(F-DF) Drinking fountain	1	each	2	\$10,400	\$21,492	\$10,000
3.05	(F-HR) HDG steel handrails to steps	7	linm	1	\$6,370	\$12,005	\$5,000
3.06	(F-PS) Picnic setting	5	each	1	\$20,800	\$22,546	\$2,000
3.07	(F-SB) Bin enclosure	2	each	1	\$7,280	\$7,269	\$7,200
3.08	(F-S) Log seating posts		each	2	\$8,450	\$17,926	\$9,500
3.09	(S-1) Shade structure (large) - 8m x 6m	1	each	2	\$26,000	\$30,406	\$30,000
3.10	(S-2) Shade structure (small) - 8m x 5m	1	each	1	\$23,400	\$28,624	\$15,000
3.11	(W-LS) Limestone seat wall	18	linm	2	\$6,552	\$14,497	\$8,500
3.12	(PE-S) Slide	1	PS	3	\$13,000	\$25,000	\$18,000
3.13	(PE-L) Timber logs - Play item/seating	8	each	3	\$4,160	\$19,062	\$12,000
3.14	(PE-TS) Timber log steppers - Play item		each	2	\$8,775	\$19,072	\$9,000
3.15	(PE-O5) Balance log post and beams - Play item	1	each	2	\$1,950	\$5,708	\$2,000
3.16	(R-B) Rock boulders (from site/locally sourced)	1	item	1	\$13,000	\$8,941	\$9,000
3.17	Lighting -lighting poles, floodlights, electrical cabinet and setup	1	item	3	\$45,500	\$137,508	\$100,000
3.18	Signage for playground and bushtucker area			3			\$10,000
3.19	Artwork installation			3			\$15,000
				TOTAL	\$217,750	\$395,953	\$282,200
4.00	SOFTWORKS						
4.01	Planting - tubestock		each	3	\$33,755	\$76,076	\$40,000
4.02	Trees - 11L Bag - incl Tree Stakes		each	2	\$1,300	\$6,134	\$1,000
4.03	Trees - 45L Bag - incl Tree Stakes		each	2	\$9,945	\$19,017	\$7,500
4.04	Soil Conditioner - 25mm thick		m2	2	\$10,608	\$18,909	\$10,000
4.05	Mulch		m2	2	\$23,036	\$41,354	\$23,000
4.06	Roll on turf	555	m2	2	\$8,658	\$15,450	\$12,832
				TOTAL	\$87,302	\$176,940	\$94,332
5.00	IRRIGATION						
5.01	Spray irrigation - turf	555	m2	2	\$10,823	\$44,262	\$25,000
5.02	Irrigation to trees	1	item	2	\$13,000	\$14,269	\$14,000
5.03	Irrigation controller, set up etc.	1	item	2	\$2,600	\$5,259	\$4,000
				TOTAL	\$26,423	\$64,604	\$43,000
					\$523,383	\$1,055,568	\$561,532
					\$52,338	\$105,557	\$56,153
					\$575,721	\$1,161,125	\$617,686

		based on OPC	based on avg tender	based on alternative solution	
earthworks, rock excavation & pitching, concrete pads, gravel paths, 1st shade structure, 2x seats, hand rails, TGIs	by Nov 2023 (23/24)	Stage 1	\$240,009	\$461,497	\$150,200
turf, trees, irrigation, 2nd shade structure, 3x seats, BBQ, drinking water, racks, toddler area, yarn circle, mulch	by Oct 2024 (24/25)	Stage 2	\$186,960	\$335,051	\$213,332
slide, tubestock planting, bush tucker/medicine area, lighting, signage, art	by Sep 2025 (25/26)	Stage 3	\$96,415	\$259,522	\$198,000
		Total	\$523,383	\$1,056,070	\$561,532

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 declared the meeting closed at 9.02am.

11. CERTIFICATION BY PRESIDENT

I certify these minutes to be those that were confirmed.

Cr HJ Nichols

Date: 19 August 2023