



# MINUTES

## *HEALTH BUILDING & TOWN PLANNING COMMITTEE MEETING*

*HELD IN THE COUNCIL CHAMBERS, MEEKATHARRA*

*on*

*SATURDAY 16 SEPTEMBER 2023*

*COMMENCED AT 8.30 AM*



## **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 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 JC Holden	
Cr BM Day	

### **Staff**

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

### **Apologies**

Cr M Anderson

### **Approved Leave of Absence**

Cr MR Hall

### 3. APPLICATIONS FOR LEAVE OF ABSENCE

**Committee Resolution:**

**Moved:** Cr MJ Smith  
**Seconded:** Cr JC Holden

**That Cr Anderson be granted Leave of Absence for the 14 October 2023 Health Building & Town Planning Meeting.**

**CARRIED 4/0**

For: Cr HJ Nichols; Cr MJ Smith; Cr JC Holden; Cr BM Day  
Against: Nil

### 4. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

**Committee Resolution:**

**Moved:** Cr BM Day  
**Seconded:** Cr JC Holden

**That the minutes from the Health, Building & Town Planning Meeting held on 19 August 2023 be confirmed.**

**CARRIED 4/0**

For: Cr HJ Nichols; Cr MJ Smith; Cr JC Holden; Cr BM Day  
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 PRINCIPAL ENVIRONMENTAL OFFICER / BUILDING SURVEYOR'S REPORT AUGUST 2023

Prepared by Shire of East Pilbara  
On Date 8 September 2023

In accordance with the shared services agreement, this report provides a summary of building, planning and environmental health matters for August 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 a several email and telephone enquiries in regard to Building requirements, all of which were dealt with in a timely manner.

## **Planning**

Planning information and advice was provided to the Shire of Meekatharra during August. This included advice to the Shire on proposed vegetation clearing within the Great Northern Highway road reserve as well as advice to a customer regarding the proposed placement of a sea container on a residential property. Planning input was also provided to the Shire regarding development within Lions Park as well as proposed third party advertising signage.

## **Environmental Health**

The EHO attended the Shire of Meekatharra for a two night visit between Tuesday 29<sup>th</sup> and Thursday 31<sup>st</sup> August. During this visit –

- A further inspection was conducted of the Meekatharra Caravan Park. Some further works have been undertaken since last visit and a plan for future works will be developed.
- Speedway buildings were inspected with the Community Development & Services Manager to determine suitability for current and future use. It was deemed that the buildings are not currently suitable for use. If it was to be considered to use the buildings again in the future it is recommended to engage an appropriately qualified Building or Engineering professional to determine what would be required to repair the buildings to a structurally sound condition.
- An overflow from the Waste Water Treatment Plant (WWTP) servicing the Kumarina Roadhouse was reported to the Shire of Meekatharra by a traveller just prior to the EHO visit. The EHO called in to the Kumarina Roadhouse twice on this trip. A pump had failed in the WWTP and the treated water was unable to be pumped to the irrigation area. This resulted in an overflow of treated wastewater to the creek passing through the property. The pump is still in the process of being replaced due to delays experienced in trades people and correct pumps at the time of writing this report. The incident has also been reported to the Department of Water and Environmental Regulation (DWER).
- A site inspection was conducted of the excavation for the leach drains at 41 and 43 McCleary St Meekatharra. The excavation for the leach drains was looking suitable after some problems experienced encountering hard rock layers. After some levelling the leach drains will be installed and back filled with blue metal and local materials.
- A pre-installation inspection was conducted at 32 Hill St for the new waste water treatment systems and flat-bed leach drains to service the Department of Communities units.
- An inspection of the renovation works at the Meekatharra Community Pool was undertaken with the Community Development & Services Manager. The works are improving the condition of the pool(s) surface. Depth markers surrounding the pools will need a re-paint prior to re-opening of the pools.
- The Community Development & Services Manager and EHO revisited 75 Oliver St to follow-up on the concern previously raised by Fiduciary Administration Services (FAS) on behalf of the Yugunya-Nya People's Trust.
- While at Yugunya-Nya People's Trust on Oliver St an overflow was observed from a waste water treatment plant from within the complex. This was referred to FAS who engaged plumber and electrician to resolve the issue. It was found that the power supply to the pump had been turned off. FAS will be investigating methods to prevent this occurring again.
- The Community Development & Services Manager and EHO met with Environmental Health Workers from Yulella Aboriginal Corporation based in Meekatharra. The meeting was to investigate how the Shire and Yulella may be able to work together on Environmental Health matters in Meekatharra. Discussions will be ongoing.

- The EHO inspected the town creek for the presence of mosquito larvae. There were no larvae observed at the time of the inspection. The Community Development & Services Manager and EHO discussed future monitoring and treatment of potential mosquito breeding sites in and surrounding Meekatharra.
- The EHO completed the Public Health Act 2016 and Food Act 2008 annual reporting for 2022/23 on behalf of the Shire of Meekatharra and was submitted to the Department of Health with CEO approval.

Remote assistance was provided on other Health matters during August –

- Review of food business renewal of registrations.
- Review of caravan park renewal of registrations.
- Trading application for a mobile vendor.
- Review of former Meekatharra Power station as a contaminated site is ongoing.

**Officers Recommendation / Committee Resolution:**

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

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

**CARRIED 4/0**

For: Cr HJ Nichols; Cr MJ Smith; Cr JC Holden; Cr BM Day  
Against: Nil

## 7.1.2 COMMUNITY DEVELOPMENT & SERVICES MANAGERS REPORT AUGUST 2023

### • BUDGETED PROJECTS & BUSINESS FROM PREVIOUS MEETING

#### 1. Entry Statements

Footings have been installed, monuments are being mounted early September. Local mining company has banded iron formation rocks we can use; arranging pick-up and rock wall cladding in due course.

Community feedback to social media post has been super positive, see **Attachment 1**. Promotion via radio has also taken place. Celebration event with community and MDHS students being planned, including placement of a time capsule to commemorate the process leading to this Entry Statement.

#### 2. Local Planning Scheme & Strategy

Liaising with planning consultant Paul Bashall to work through proposed changes. Once a “clean” draft copy is available with all the straight forward amendments made, Council will have an opportunity to discuss the more significant changes with Paul.

#### 3. Lions Park

Earth works to commence in-house. Purchase order for security fencing for site has been issued. Cracker dust for compacted paths has been purchased.

Quotes for shelters were presented to the Works Group and will be ordered in due course.

Met with Lotterywest to discuss proposed staging plan. Lotterywest prefer a 2-year schedule (as opposed to 3-year) and need a definitive schedule and plan forward.

#### 4. Swimming Pool Basin + Toddler Pool Works

Works are underway and are approximately 90% complete, on schedule. The main pool is due to be refilled early September so that the water chemistry can be balanced and samples sent away for laboratory testing pre-season start up. The toddler pool requires some finishing touches (finalising grouting, installation of remaining splash toys) and will also be re-filled in time for the season start on 1st October.

A community celebration event is planned for 2nd October.

#### 5. Median Strip – ‘Meekatharra’s Streetscape Art Project’

##### Sign and Art Wall:

- Interpretive signage for median murals has been installed.
- Interpretive signage for Youth Focus mural is in transit.
- A0 frames for simple changeable outdoor gallery have been installed and filled with posters and look great
- ‘Yarn Bombing’ activity has been running weekly, crocheting/knitting yarn squares as community activity to then decorate the new street furniture at Lloyds on 9<sup>th</sup> September ready for the launch event on 22<sup>nd</sup> September.
- Artwork design stickers for drinking water fountain (replicating median murals) underway

Street Furniture:

- Bike racks have been installed
- Bench has been installed

Launch Event:

- Yarn Bombing installation scheduled for 9<sup>th</sup> September to create colour and excitement in lead up to Festival
- Will be held as part of Meeka Outback Festival in September
- Yarn Bombing activity will also dress the Kurrajong tree outside the Post Office in blue which will feature as part of the Walk for Suicide Awareness in October

**6. Lloyd's Signage**

Great Northern Highway signage design was again amended based on Main Roads feedback but required further changes. Liaison between designer and Main Roads continuing.

**7. Pool BBQ**

BBQ has been installed, electrical connection underway. BBQ will be operational for pool season start on 1st October.

• **OTHER MATTERS**

**1. Speedway**

EHO and CDSM inspected the Speedway. The buildings are very run down and show signs of structural faults with cracks in brickwork. The toilet block may be able to be restored but should be assessed by a structural engineer. The canteen contains sheeting that may or may not be asbestos – EHO will test sample to confirm. The old train carriage will need structural assessment but may be of historical value. The other buildings may need to be demolished if structurally no longer sound. Go Kart meetings could still be held by the lessee utilising the sea containers and temporary structures.

See **Attachment 2** for photos.

**2. Lloyds 2nd Stage – Community Development & Services Centre**

The Works Group discussed potential uses for the disused space between the Pharmacy and the new Lloyds Plaza. 800m<sup>2</sup> of land is available to develop with Council having \$1.6M in reserves for this project.

It could quite comfortably house a 555m<sup>2</sup> new building which could accommodate the Shire's Community Development Services (events, building, planning, ranger, environmental health, culture, arts, recreation, youth, tourism, emergency services, general community development and meeting space) and could also incorporate the library and museum.

This may be an attractive new space for both residents and visitors right in the centre of town and would tie in well with the bakery, visitor centre and shops next door.

The current shire office would then have room for expansion for more office space, using the ~200m<sup>2</sup> currently occupied by the museum and library.

See **Attachment 3** for aerial views and measurements.



### 3. Events Update

Events held since last report:

- 26<sup>th</sup> August – Filming of Our Town – filmed Yarrabubba Stn and Barlangi Rock/Yarrabubba Crater as well as Peace Gorge for the Murchison GeoRegion
- 7<sup>th</sup> September – Circuitwest ‘Kalyakoorl, ngalak warangka’ (Forever, we Sing) Performance at Shire Hall – an amazing performance but only approx. 20 attendees

Planning undertaken for upcoming events:

- 9th September – Headstone Cleaning Workshop
- 9th September - Yarn Bombing space activation at Lloyds
- 9th September – Artists Professional Development and prep for Festival Art Exhibition
- 11th September – Cemeteries Community Engagement
- 22-24th September – Meeka Outback Festival
- 2nd October – Pool Re-opening Event
- 15th October - Walk for Suicide Awareness

### 4. Tourism Update

- Fortnightly radio segments on Radio Mama highlighting what Meekatharra has to offer for both locals and visitors

**Svenja Clare**

**Community Development & Services Manager**

**8/09/2023**

#### Discussion

- **Entry Statements** – A stonemason has been contacted who is reviewing his schedule to determine when he will install the rocks and provide a quote.
- **Local Planning Scheme & Strategy** – CDSM has met with Paul Bashall and suggested that once the draft is ready that Council meet with Paul Bashall via zoom
- **Lions Park** – Work has commenced. Lotterywest advised that they require a definitive schedule of works. They advised that they would prefer a 2 year plan and encourage Council to lay down turf. Lotterywest advised that they will fund 45% of the work up to a maximum of \$240,000.
- **Median Strip** – Decal artwork on water fountain has been ordered
- **Speedway** – Council advised that the Picture Gardens took priority over the Speedway however all structures should be made safe but Yullela should do a clean up.
- **Lloyds 2<sup>nd</sup> Stage** – Council suggested that a 2 storey building be built and an architect be engaged.

#### Officers Recommendation / Committee Resolution:

**Moved: Cr MJ Smith**

**Seconded: Cr BM Day**

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

**CARRIED 4/0**

For: Cr HJ Nichols; Cr MJ Smith; Cr JC Holden; Cr BM Day

Against: Nil

# Attachment 1: Entry Statement Social Media Reactions

Home Flag Document Megaphone

**Meekatharra Dust**  
Published by Svenja Clare · Yesterday at 12:25 · 🌐

**TOWN ENTRY STATEMENT**

A year ago, Meeka folk voted for their favourite type of design that would make a good entry statement for Meekatharra. One thing came through loud and clear: You asked for something big and bold and unique, and that's exactly what we've been working on! 🙌


Together with a community focus group and Council, we fine tuned the design and incorporated amazing artwork from the [Meekatharra District High School](#) students which, combined with our Pastoral and Mining industries and local flora and fauna, beautifully showcases Meeka and its people and landscape.

We've worked tirelessly to get the design approved by Main Roads, scouted out possible locations, got the monuments manufactured and shipped to Meeka, got contractors for the installation, .... and now the wait is almost over!

The footings are in, the monuments are due to be installed in a few days and then the final touch is to adorn the wall with local rocks that connect us to our beautiful Outback surroundings.


Woohoo!


... delivered! Miss Jackie and her students are certainly very talented. They absolutely blew expectations out of the water with their diligently created and carefully considered design. It wasn't an easy task as they had a limited colour palette to work with but they did a beautiful job. It's beautiful, it's meaningful, it's Meekatharra. This is now off to the designers to be incorporated into the entry statement concept. The original painting will be proudly displayed at the new visitor centre once the CRC have moved into the Lloyd's building and will continue to tell the story to the many visitors who can then learn about Meekatharra. Thank you so much Meekatharra District High School!





See Insights and Ads Boost post


👍❤️ 102 28 comments 20 shares


 **Shana Dean**  
 This is amazing 🤩  
 Like Reply Hide [Send message](#) 22 h


 **Mandy May Dean**  
 Jackie Essie Awesome !!! Looks fantastic!!! Great team effort, well done to everyone that was involved.  
 Like Reply Hide [Send message](#) 21 h


↳  Jackie Essie replied · 1 reply


 **Raelene Hall**  
 Going to look amazing  
 Like Reply Hide [Send message](#) 1 d


 **Sophie Wilson**  
 Beautiful!  
 Like Reply Hide [Send message](#) 22 h


 **Charliamark Simpson**  
 Looks awesome 🙌🙌 Good job all involved  
 Like Reply Hide [Send message](#) 1 d


 **Marcella Fielding**  
 Awesome 🤩  
 Looks great 🙌  
 Like Reply Hide [Send message](#) 1 d


 **Lynise Goldsworthy**  
 Wow 🤩 amazing!  
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 **Vierdelle Gilla**  
**Tilly Kyanga-Gilla**  
 Like Reply Hide [Send message](#) 1 d


↳  Tilly Kyanga-Gilla replied · 1 reply


 **Sorcha O Riain**  
 That looks great!  
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
 **Joan Day**  
 Looks great  
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 **Shell Bett**  
 Looks great!  
 Like Reply Hide [Send message](#) 1 d


 **Patty Skeeter Councillor**  
 Solid  
 Great work all involved  
 Like Reply Hide [Send message](#) 1 d


 **Rachael Clifford**  
 Very exciting! Look forwarding to driving past it 😊  
 Like Reply Hide [Send message](#) 19 h


 **Natalie Carrijo**  
 Jackie Essie - LOVE and ADMIRE you so much. 🤩  
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↳  Jackie Essie replied · 2 replies


 **Jackie Essie**  
**Tiffany Elizabeth Mark Carton Catherine Carton**  
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 **Anthea Burkenhagen Mitchell**  
 FANTASTIC  
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 **Christine Boase**  
 Brilliant!  
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 **Brenden Ah-Kim**  
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 **Brittany Hoare**  
**Zodiak GillespieClinton Pearce Alkira HoareZahlia Scott-Callow**  
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**Attachment 2: Speedway Photos**

















**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 9.12am

**11. CERTIFICATION BY PRESIDENT**

I certify these minutes to be those that were confirmed.

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**Cr HJ Nichols**

**Date: 14 October 2023**