



***SHIRE***

***Of***

***MEEKATHARRA***

MINUTES

Of

HEALTH, BUILDING & TOWN PLANNING MEETING

Held

AT THE COUNCIL CHAMBERS, MEEKATHARRA

On

SATURDAY 15 JUNE 2013

COMMENCING AT 08.30AM



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

***1.1 DECLARATION OF OPENING***

**The Chairperson, Cr NL Trenfield, declared the meeting opened at 08.30am.**

***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, Cr NL Trenfield, read the disclaimer out loud.**

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

**Members**

<b>Cr NL Trenfield</b>	<b>Chairperson</b>
<b>Cr TR Hutchinson</b>	<b>Deputy Chairperson</b>
<b>Cr AG Burrows</b>	
<b>Cr PS Clancy</b>	

**Staff**

<b>Samantha Tarling</b>	<b>Acting/Community Development and Services Manager</b>
<b>Bill Atyeo</b>	<b>Principle Environmental Health Officer/Building Surveyor</b>

**Apologies**

Nil

**Approved Leave of Absence**

Nil

**Observers**

Cr HJ Nichols

**3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

**4. PUBLIC QUESTION TIME**

Nil

**5. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

**6.1 HEALTH, BUILDING AND TOWN PLANNING COMMITTEE MEETING HELD  
18 MAY, 2013.**

**Committee Resolution:**

**Moved: Cr PS Clancy**

**Seconded: Cr TR Hutchison**

**That the minutes from the Health, Building and Town Planning Committee held  
Saturday 18 May, 2013 be confirmed.**

**Carried 4/0**

**7. PETITION/ DEPUTATIONS/ PRESENTATION/ SUBMISSIONS**

Nil

**8. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION**

Nil

**9. REPORTS OF COMMITTEES AND OFFICERS**

**9.1 OFFICERS MONTHLY REPORTS**

**9.1.1 PRINCIPAL ENVIRONMENTAL OFFICER/BUILDING SURVEYOR'S  
REPORT**

I was in attendance at the Shire from the 4 to 10 7 June 2013.

**BUILDING PERMITS:**

There were Nil (0) Building Permits issued during this time.

**Building Permit Statistics:**

The statistics as required by the ABS and WorkSafe, and others were dispatched accordingly within the required framework as laid down by WorkSafe. Monthly reporting is required.

**DEMOLITION PERMITS:**

There were nil (0) Demolition License issued during this time.

Cr Nichols left the meeting at 08.35am.

Cr Nichols returned to the meeting at 08.37am.

**OTHER MATTERS:**

**PROPOSED DEVELOPMENT AT MEEKATHARRA AIRPORT:**

Further discussions have taken place between CDSM and the developers. The urgency to start the works before the permit is issued has meant that the application will follow as soon as the

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documents are finalised and a Certificate of Design Compliance is issued by an independent Building Surveyor Level 1 as required.

There were also inquiries in regards to power supply, metering etc. These issues have been addressed by the developer Air Services.

**DWELLING – LOTS 647 AND 648 QUEEN ROAD - MEEKATHARRA:**

Following the Committee's May meeting I sent the following letter to the owners of the house located on Lots 647 and 648 Queen Road.

*"The Health Building Town Planning Committee considered your request for extended time in order to finalise either the sale of the property as it is with the Health Notice still current, or the demolition of the house and clean-up of the property should the property not be sold within the three months you stated.*

*The conclusion of the Committee was that the compliance date is extended by 90 days from the time of your email which now makes the final compliance date the **2<sup>nd</sup> day of September 2013**. This means that if the land is sold, then the new owner would need to fully comply within 30 days of taking possession of the property. That is, the house would be demolished and the land cleared or significant renovations would need to have been commenced and the land cleared of all rubbish and refuse.*

*If the land is not sold within the timeframe, then the current owners will have the house demolished by the 2<sup>nd</sup> September 2013 and the Lot totally cleared of all refuse and rubbish to the satisfaction of the Committee. Failure to comply, then a recommendation will be presented to Council to cause the demolition of the house and the clearance of land, with all costs levied against the owners of the land."*

This situation will be closely monitored.

**SEWERAGE FLOWING – DWELLING LOT 194 HILL STREET - MEEKATHARRA:**

After much discussion with the owner of the property I concluded that there were extensive sewerage works to be completed and that it was not acceptable for people to be using the premises until major works have been undertaken. A contractor has made an attempt to address the overflow situation, but this is inadequate.

It now appears that the cost of such works is too expensive at this point in time, and it is noted that the occupants are not living in the house at this point in time. Discussions will continue with the owner but she has stated that the costs are prohibitive and that she cannot afford to upgrade the sewerage at this point.

This will be continued to be monitored.

**DOGGER – JUDAL PASTORAL COMPANY - Kevin Mahony:**

I have carried out the required inspection of the vehicle in line with the requirements of the Department of Health who issue the appropriate poisons license for strychnine and 1080.

The vehicle was found to be compliant and I have issued the relevant report to the Department.

**DATA TRANSFER – TO SHIRE SERVER:**

It has been an issue for some time now as to how I should transfer the Shire data I have on my laptop to the Shire's server as it is very important that the data I have is recorded and saved where it is accessible to officers as and when required.

After some time and many discussions, the Deputy CEO arranged for me to have direct access to the server through a remote link. The data I am pleased to say has now been transferred after a few little glitches. All that remains now is for me to copy relevant emails that I have in my account to the Shire for handling.

I am very pleased with this process.

**DWELLING – LOT 645 QUEEN ROAD - MEEKATHARRA:**

I have trouble locating the owner and the Notice that was issued on the owner has been returned in the post. The compliance date has passed and I am now researching how the Shire can carry out the demolition and removal of the house in a lawful and rightful way.

**MEEKATHARRA CARAVAN PARK – COMPLAINT:**

I have received a written complaint in regards to the flowing of effluent through the caravan park from the ablution facilities in the southern section of the park. This letter has been given to the manager of the Park and I will follow this up as a matter of urgency over the weekend.



**Principal Environmental Health Officer  
Building Surveyor**

**Committee Resolution:**

**Moved: Cr AG Burrows**

**Seconded: Cr PS Clancy**

**That the Principal Environmental Officer / Building Surveyor's Report be received.**

**Carried 4/0**

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

Nil

**11. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**12. CLOSURE OF MEETING**

The Chairperson, Cr NL Trenfield, declared the meeting closed at 8.43am.