



MINUTES

ANNUAL GENERAL MEETING OF THE BUSH FIRE ADVISORY COMMITTEE MEETING HELD IN THE TOWN HALL, ABEL STREET BOYUP BROOK ON TUESDAY 28 May 2019 AT 7.00pm

- 1 RECORD OF ATTENDANCE**
- Cr Graham Aird - Shire President
 - Stephen Carstairs - Acting/CEO
 - Daly Winter - Community Emergency and Regulation Manager
 - Maria Lane - Executive Assistant
 - David Inglis
 - Trevor Douglas
 - Tristan Mead
 - Wayne Girando
 - David Fortune
 - Ron Bingham
 - Chris Coole
 - Luke Harding
 - John Ritson
 - Darren Chapman
 - Brad Fairbrass
 - Glenn Mead
 - Luke Harding
 - Charles Caldwell
 - Michael Giles
 - Brad Skraha
 - Wayde Robertson
 - Nick Bagshaw
 - Rob Imrie
 - Marcus Gifford
 - Hayden Bock
 - Scott Nix
 - Colin Connop
 - Ben Creek
 - Laurie Shine
 - Jim Johnston

Apologies

Terry Ginnane
Brian Cailles
Jamie Forbes
David Muir
Ross Parker
John Imrie
Kate Turner

2. ELECTION OF PRESIDING MEMBER

5.12. Presiding members and deputies, election of

- (1) *The members of a committee are to elect a presiding member from amongst themselves in accordance with Schedule 2.3, Division 1 as if the references in that Schedule —*
 - (a) *to “office” were references to “office of presiding member”; and*
 - (b) *to “council” were references to “committee”; and*
 - (c) *to “councillors” were references to “committee members”.*
- (2) *The members of a committee may elect a deputy presiding member from amongst themselves but any such election is to be in accordance with Schedule 2.3, Division 2 as if the references in that Schedule —*
 - (a) *to “office” were references to “office of deputy presiding member”; and*
 - (b) *to “council” were references to “committee”; and*
 - (c) *to “councillors” were references to “committee members”; and*
 - (d) *to “mayor or president” were references to “presiding member”.*

2.1 ELECTION OF PRESIDING MEMBER

The Committee called for nominations

MOVED: David Inglis

SECONDED: Michael Giles

Cr Aird was declared elected Presiding Member.

CARRIED

2.2 ELECTION OF DEPUTY PRESIDING MEMBER

The Committee calls for nominations

MOVED: Michael Giles

SECONDED: David Inglis

Cr Walker was declared elected Deputy Presiding Member.

CARRIED

3 ELECTION OF OFFICERS/MEMBERS

Chief Fire Control Officer

MOVED: David Inglis

SECONDED: Michael Giles

Tristan Mead was declared elected Chief Fire Control Officer.

CARRIED

1st Deputy Chief Fire Control Officer (X-Ray 1)

MOVED: Tristan Mead

SECONDED: David Inglis

Ben Thompson was declared elected 1st Deputy Chief Fire Control.

CARRIED

2nd Deputy Chief Fire Control Officer (X-Ray 2)

MOVED: David Inglis

SECONDED: Tristan Mead

Ron Bingham was declared elected 2nd Deputy Chief Fire Control Officer.

CARRIED

Communications Officer (X-Ray 3)

MOVED: Tristan Mead

SECONDED: Ron Bingham

David Fortune was declared elected as Communications Officer.

CARRIED

Fire Weather Officer (X-Ray 4)

MOVED: Tristan Mead

SECONDED: David Inglis

Brad Fairbrass was declared elected as Fire Weather Officer.

Deputy Fire Weather Officer

MOVED: Tristan Mead

SECONDED: Ben Thompson

James Johnson was declared elected as Deputy Fire Weather Officer.

CARRIED

Training Officer

MOVED: Ron Bingham

SECONDED: Tristan Mead

Carly Muir was declared elected as Training Officer.

CARRIED

Two delegates from each Brigade

Darren Guazzelli and **David Inglis** were declared elected as delegates from the **Benjinup Brigade**.

Brooks Evans and **Anthony Hallett** were declared elected as delegates from the **Chowerup Brigade**.

Tristan Mead and **James Johnson** were declared elected as delegates from the **Dinninup Brigade**.

John Ritson and **James Fortune** were declared elected as delegates from the **East Boyup Brook Brigade**.

Michael Giles and **Paul Goerling** were declared elected as delegates from the **Gibbs Brigade**.

Brad Skraha and **N Bagshaw** were declared elected as delegates from the **Kenninup Brigade**.

Brad Fairbrass and **H Bock** were declared elected as delegates from the **Kulikup Brigade**.

Ben Creek and **Chris Coole** were declared elected as delegates from the **Mayanup Brigade**.

David Fortune and **Laurie Shine** were declared elected as delegates from the **McAlinden Brigade**.

Darren Chapman and **Jamie Forbes** were declared elected as delegates from the **Mickalarup/Dwalganup Brigade**.

Marcus Gifford and **Rob Introvigne** were declared elected as delegates from the **Nollajup Brigade**.

Charles Caldwell and **Wayne Robertson** were declared elected as delegates from the **Scotts Brook Brigade**.

David Turner and **Ron Tuckett** were declared elected as delegates from the **Tonebridge Brigade**.

Colin Connop and **David Muir** were declared elected as delegates from the **Tweed Brigade**.

Brian Cailles and **Ross Parker** were declared elected as delegates from the **West Boyup Brigade**.

4 PRESENTATIONS

Nil

5 CONFIRMATION OF MINUTES

5.1 Bush Fire Advisory AGM - 19 June 2019

MOVED: Ron Bingham

SECONDED: Tristan Mead

That the minutes of the Bush Fire Advisory AGM held on the 19 June 2018 be confirmed as an accurate record.

CARRIED

Minutes of the meeting are attached.

6 BUSINESS ARISING

6.1 Kevin Henderson Memorial Award

The inaugural Kevin Henderson Memorial Award was presented at the 2019 Australia Day Awards ceremony. The recipient was Mrs Elizabeth (Libby) Marshall for her service to the St John Ambulance Boyup Brook.

6.2 2019-20 Mitigation Activity Funding Planning

The following Brigades submitted their Mitigation priorities to the Shire:

- Tweed
- Tonebridge
- Chowerup
- Mickalarup/Dwalganup
- Gibbs

These brigade priority mitigation lists will be reviewed and where possible the Shire will included them into our next mitigation activity funding application. Where these areas are controlled by other Government Departments/entities the Shire will liaise with these Department/entities to see if these areas can be added into planned works in the future.

7 REPORTS

7.1 Chief Bush Fire Control Officer 2018/2019 Report

David Inglis advised the Committee that it has been a quiet season with only 3 fire incidents to report.

- On 27th November a fire (1/2 acre) started out at Doug Corker's property, 3 units turned up.
- On 14th December a fire was deliberately lit by a young adult, it took 1 hour to contain the fire. The Police got involved and charged the offender.
- In January 2019 a fire (25 acres) started out at Ian Parker's property, 25 units turned up and a bulldozer was used which was at the next property.

David advised the Committee that he has been in this position for 4 years and it is time to step down. David said he has received a broad range of experience since he has been in the position and would like to thank the Brigade's for the help and support they have provided him with.

David mentioned that we need to control what we do within our Shire and keep control of our destination.

David thanked Tristan Mead for being Deputy for the last 4 years, also thanked Brad Fairbrass for being the Fire Weather Officer and thanked Ben Creek and David Fortune.

7.2 Training Officer Report:

Ron Bingham reported the following:

- No fire fighting training this year.
- Held an information day for new residents at the Fire Station, only 6 people attended.
- Bush Fire training will be held this year at some stage.

7.3 Other Reports:

7.4 Brigade autumn 2019 AGM Minutes as tabled by the Chief Bush Fire Control Officer

7.4.1 Brigade Meeting Minutes

MOTION

MOVED: Michael Giles

SECONDED: Charles Caldwell

That the AGM Minutes of the McAlinden, Mayanup, Gibbs, Kulikup, Dinninup and Mickalarup/Dwanganup, East and Scotts Brook Brigades be received.

CARRIED

8 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

8.1 Request from Kulikup Brigade

MOTION

MOVED: Brad Fairbrass

SECONDED: Tristan Mead

"When land owners are due to replace fences on roadside verges, that they contact Boyup Brook Shire to assist in cleaning the verge."

CARRIED

9 GENERAL BUSINESS

9.1 Appoint K Hales & D Mackie as duel fire control officers

MOTION

MOVED: David Inglis

SECONDED: Tristan Mead

That the request from the Shire of West Arthur to appoint Kim Hales and David Mackie as duel fire control officers in the Shire of Boyup Brook is supported by the BFAC representatives present.

CARRIED

MOVED INTO COMMITTEE

MOVED: Graham Aird

SECONDED: David Inglis

That the Bush Fire Advisory move into a committee of the whole under clause 15.6 of the Standing Orders, Local Law No.1.to allow members free discussion on the matter.

CARRIED

MOVED OUT OF COMMITTEE

MOVED: Graham Aird

SECONDED: Michael Giles

That the Bush Fire Advisory moves out of committee of the whole under clause 15.6 of the Standing Orders, Local Law No.1.

CARRIED

9.2 MOU - Mutual Support in Planning and Responding to Bushfires within or Near Plantation Estates and Other Bushfire as Required (*please refer to attachment*)

The purpose of this MOU is to establish emergency response capability arrangements for bushfire within or near plantation estates and for bushfires where plantation resources maybe used to support the local bushfire fighting response. It addresses overarching arrangements for bushfire response between plantation Managers, State fire agencies and bush fire brigades.

Local governments play a critical role in bushfire response and capability through their turn out of the bush fire brigades particularly in regional areas. The Shire Boyup Brook has been identified as having a plantation estate/s within its boundaries. As such, the participation of the Shire of Boyup Brook in this MOU would be beneficial for and will strengthen the local bushfire fighting response.

Brigade representatives were given the opportunity to review the documentation and the Memorandum of Understanding so that a so that they could discuss the proposal and formulate a recommendation to Council on this matter.

9.2.1 MOU -Mutual support in planning and responding to bushfires within or near plantation estates and other bushfire as required

MOTION

MOVED: Tristan Mead

SECONDED: Ben Creek

That the Bush Fire Advisory Committee recommends to Council that they consider not supporting the proposal and not become a signatory to the MOU because the shire already has fire management plans in place.

CARRIED

9.3 Draft Fire Notification Procedure to be discussed (*Please refer to attachment*)

MOTION

MOVED: Michael Giles

SECONDED: David Inglis

The Bush Fire Advisory Committee recommend to Council to seek legal advice and get an opinion from Dave Gossage (President of the Association of Bush Fire Brigade) before signing the Fire Notification Procedure Policy.

CARRIED

MOTION

MOVED: Michael Giles

SECONDED: Brad Skraha

The Bush Fire Advisory Committee recommends to Council that it adopts a policy for the permanent provision of traffic management services for roadside controlled burning.

CARRIED

10 CLOSURE

There being no further business the Presiding Member declared the meeting closed at 9.00pm