



**Minutes**  
of the  
**Shire of Irwin Local Emergency  
Management Committee (LEMC) Meeting**  
held  
**Tuesday 1 September 2020**

in the  
**Council Chambers**  
11-13 Waldeck Street, Dongara

I certify that this copy of the Minutes is a  
true and correct record of the meeting  
held on  
1 September 2020

Signed:.....  
Mark Teale – Chairperson

Date:.....

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

The meeting was declared open by the Mark Teale at 2.00pm.

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

**Members**

Fran McAllen  
Karen Kennedy  
Brett Cassidy  
Keith Shaw  
Jim Butcher  
Cr Andrew Gillam  
Josh Gardner  
Peter Herbert

Dongara Volunteer Fire & Rescue Service  
Dongara Eneabba Mingenew Health Service (DEMHS)  
Dongara Police  
Department of Communities  
Dongara Town Volunteer Bushfire Brigade  
Irwin Volunteer Bush Fire Brigade  
DFES District Emergency Management Advisor  
MRWA

**Staff**

Mr S Ivers  
Mr M Teale  
Mr P Manners  
Mrs K Haug

Chief Executive Officer  
Community Emergency Services Manager  
Community Ranger  
Customer Service Officer

**Apologies**

Cr Mike Smith  
Freda Chandler  
Murray Butcher  
Cr Grant Eva  
Janine Calver  
Jessica Henriques  
Simon Prins  
John Simpson  
Trish Pavelka

Shire of Irwin President & Presiding Member  
Dongara Lions Club  
Dongara Town Volunteer Bushfire Brigade  
Shire Councillor  
Dongara District High School Principal  
DBCA  
DBCA  
Western Power  
WACHS

### 3 DECLARATION OF INTERESTS

Nil.

### 4 ANNOUNCEMENT BY PERSON PRESIDING

Nil.

### 5 BUSINESS ARISING

#### 5.1 Confirmation of prior meeting minutes – 4 March & 7 April 2020

<b>COMMITTEE DECISION 010920:</b>
<b>MOVED: Shane Ivers</b>
<b>SECONDED: Cr Andrew Gillam</b>
<b>That the Minutes of the 4 March 2020 and the 7 April 2020, as previously circulated, be adopted as true and accurate recording of that meeting.</b>

#### 5.2 Business arising

A/I hydrant letter of support from DFES - Leaving it until further notice.

### 6 CORRESPONDENCE IN

- SRCU COVID-19 List of Government Support 5/5/20
- DFES DEMA – Aboriginal Comms Update COVID-19 18/5/20
- DEMC Meeting Minutes 10 June 2020 14/8/20
- DEMA – LEMC Meeting Requirements 27/4/20
- DEMC Meeting Minutes 11 March 2020 7/4/20

### 7 CORRESPONDENCE OUT

- Irwin LEMC Minutes sent to District Emergency Management Advisor for tabling at DEMC

### 8 GENERAL BUSINESS

#### 8.1 Upcoming Community Events

Shane Ivers, Shire of Irwin Chief Executive Officer advised that most community events have been cancelled or postponed to 2021.

#### 8.2 Amendments to LEMA/Contact Details

Mark Teale – Community Emergency Services Manager introduced himself and discussed changes to the LEMA/Contact details made by Kyle Pollitt. Mark reiterated that members keep contact details up to date.

Also to keep an eye out for potential new members in the community to join the LEMC.

### 8.3 Agency Updates

#### **Josh Gardener – DEFS**

- Bushfire risk briefing will occur late mid-October to brief on fire season ahead. All district level participants will be invited to participate. Video will be available to all brigades, marine and rescue. DFES is all business as usual.

#### **Brett Cassidy – Dongara Police**

- Business as usual.
- COVID 19 –Still doing curfew checks on people who need to self-quarantine.
- Advised of road crash on the weekend. Driver pulled in front of a truck and is recovering. Thank you to the Local Fire Brigade for road management.

#### **Peter Herbert – Main Roads WA.**

- Business as usual.

#### **Keith Shaw – Department of Communities**

- Provided a brief description of what the Department of Communities provide: accommodation, food, etc during emergency situations.
- COVID 19 has been busy with providing accommodation and meals for people in quarantine.
- Queried whether the Rec Centre is set up for a COVID-19 situation or any emergency. Shane Ivers assured everyone that it's all set up and ready to go if and when required.

#### **Andrew Gillam – Irwin Volunteer Bushfire Brigade**

- Everything quiet so far and hoping for a quiet summer ahead.

#### **Peter Manners – Shire of Irwin Ranger**

- Firebreak notices have gone out. Will start next week with banners and advertising for firebreaks.
- Late growth has shown that it will be a high risk if firebreaks are not done.
- Mark Teale queried camping grounds. Peter advised that it has not been overly busy for this time of year but due to COVID-19, campgrounds have been used more for short term stop overs. As the weather changes, the Shire expects it will get busier.

#### **Shane Ivers – Shire of Irwin Chief Executive Officer**

- Increase in traffic along the Brand Hwy - approximately up to 4000-5000 vehicles per day. Our infrastructure is not geared up for that, however Stage 1 improvements near the BP Roadhouse has been deployed with line markings approved and implemented. Stage 2 is now in process for approval.
- The Shire has gone to a lot of effort to improve our roads.
- We now have a team of 8 staff members ready to assist.

#### **Fran McAllen- Volunteer Fire and Rescue & Brigade.**

- Although there is more traffic on the roads, the fire brigade have been attending less accidents on the road. There are less international traffic accidents. Better signage has helped as well as having WA borders closed.
- With fire season approaching the fire brigade usually have problems over the Christmas break not having enough volunteers available which Shane has advised that this should no longer be an issue.

#### **Jim Butcher – Vice Captain Volunteer Fire Bush and Fire Brigade**

- Reiterated Fran and mentioned there definitely has been less car crashes.
- Suggested that the Shire investigates putting a first and final notice for firebreaks to highlight the importance. City of Greater Geraldton currently do this.

**Karen Kennedy – DEMHS Community Coordinator**

- Still screening all their staff, limiting all visitors to patients. Still phoning all clients to screen their health before visiting.

**Mark Teale – DFES & Shire of Irwin**

- Bushfires and preparation are of high importance moving forward.
- Promoting that community members contact the Shire if they see anything that needs updating or addressed.
- River system needs to be discussed and the Shire will be engaging with the community regarding this.
- Burning at the Transfer Station will be in discussion and planning. Waiting on approval to burn and will be talking more with local volunteer fire brigade to get them involved also.
- New Chief Bushfire Control Officer, Geoffrey Crabb as Peter Summers is retiring.
- Would like to look at flood events and other risks that the LEMC could be preparing for.

**8.4 COVID-19 Discussion**

Do we need to expand on this any further? WA is doing very well at this stage but could just be a waiting period. No further comments on this.

**8.5 Local Mine Site Involvement**

Mark Teale advised that he is looking at working closer with the mine sites in the Irwin Area to potentially use their resources and/or involvement in emergencies.

Shane Ivers gave an update on Illuka trucks carrying radioactive material. This is of importance in case of an accident and needs a different approach to usual.

After much discussion it was agreed that Mark Teale will investigate further into involving mine sites in emergency planning and find out if they have existing plans in place for emergencies.

Desktop training for these high risk/ specialized emergencies is something that needs to be investigated further also. Josh Gardner (DFES manager) is going to have more information regarding training for the next LEMC meeting.

Josh Gardner (DFES Manager) – Need to know who is responsible to remove the hazardous material.

**8.6 Animal Evacuation**

Fran McAllen – Dongara Volunteer Fire & Rescue Service

Need to put more thought into animal evacuation as currently when people are evacuated and go to the evacuation centres, they are turned away if they have domestic animals.

Some options discussed around the room:

- Portable sheep yards
- Cages
- Building site fencing
- Speaking with other local Shires to get ideas for a plan

- City of Mandarah have a very comprehensive animal evacuation plan

Mark Teale advised that this will be an actioned item for review and planning going forward.

## **8.7 BEN Signs Presentation**

Marion Massam provided a presentation on the Beach Emergency Numbers (BEN) and explained in detail what, how and why they are implemented.

All public information can be found at [www.sharksmart.com.au](http://www.sharksmart.com.au) and the new mobile app. If there are any problems with any signs being named incorrectly, they can just re-sticker them rather than ordering a new sign.

## **9 CLOSURE**

There being no further business, Mark Teale thanked all in attendance and closed the meeting at 3.32pm.