



ATTACHMENTS TO COUNCIL ITEMS

Part 3 – Council Committee Minutes

ORDINARY COUNCIL MEETING

22 August 2017

ATTACHMENT:9.2.1

Minutes of Tidy Towns Sustainable Committee from 18 July 2017



TIDY TOWNS SUSTAINABLE COMMITTEE MINUTES OF MEETING

Held at the Shire Administration,
11-13 Waldeck St, Dongara on

18 July 2017 COMMENCING AT 3.00PM

It should be noted that recommendations made by this Committee are not final and will be subject to adoption (or otherwise) at a future meeting of Council.

PRESENT: Members Cr Bronwen Scott (Chairperson)
Mary Yewers
Kylie Bessen
Yvette Robb

GUESTS: Sarah Samulkieqicz
Vanessa McGuinness
Jayne Rolinson

APOLOGIES:

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Chairperson declared the meeting open at 3pm and welcomed everyone.

2 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

No official apologies were received.

Doug Fotheringham resigned from the Shire of Irwin on Monday 17 July and is having a travelling holiday. We would like to acknowledge and thank Doug for all his work on the Tidy Towns Sustainable Committee, the Green Infrastructure projects and many other projects he has worked on while at the Shire of Irwin, we greatly appreciate all his efforts.

3 CONFIRMATION OF MINUTES

MINUTES OF THE TIDY TOWNS SUSTAINABLE COMMITTEE MEETING HELD ON 11 MAY 2017

A copy of the Minutes of the Shire of Irwin Tidy Towns Sustainable Committee Meeting held on 11 May 2017 has been provided to all Committee Members under separate cover.

TIDY TOWNS SUSTAINABLE COMMITTEE DECISION:

MOVED: Mary Yewers

SECONDED: Cr Bronwen Scott

That the Minutes of the Shire of Irwin Tidy Towns Sustainable Committee Meeting, held on 11 May 2017, be confirmed as a true and accurate recording of that meeting.

4 BUSINESS ARISING FROM PREVIOUS MINUTES

4.1 Nil

5 NACC (Sarah & Vanessa)

5.1 Boxthorn Brigade – participants met near the bridge at Clarkson Street on 11th June 2017, approximately 10 people attended. NACC supplied information to initially identify Boxthorn plants and explained that herbicide is required as hand pulling will cause re-sprouting if roots are left in the ground.

5.2 Coastal Community Grants

Coastal Community Grants are now available for funding projects up to \$10,000. NACC would like to hear of any potential projects for 2017-2018. Vanessa is our contact point. Grants close on 25th August at 5pm.

- Sand trap fencing for Seaspray beach areas?

Action:

- **Add advertisement to Brilliant Blend Bulletin regarding information on herbicide paste and kits - Yvette**
- **NACC to investigate holding more community events with BBQ or sausage sizzle**
- **Bronwen, Mary and Jayne to drive down to Seaspray to review the area**
- **Vanessa to send through grant application – Bronwen to review**

6 COASTAL COMMUNITY GRANT: VEGETATION PROJECT

6.1 Arrangements were confirmed for river re-vegetation planting day on Saturday 22 July 2017.

6.2 Bronwen and Doug met with three Wattandee Elders, who are very excited to come along and give a 'Welcome to Country' on the planting day.

6.3 Bronwen will be away for this event and tabled her apologies for same.

Action:

- **Bronwen will arrange for a Councillor or TTSC member to greet the Elders on planting day.**
- **Kylie will coordinate the event and take some photos**
- **Mark to deliver 500 seedlings to area at 8am**
- **Sarah to locate a post hole digger and NACC to bring extra diggers**
- **Morning tea will be provided by members; Kylie = muffins, Yvette = fruit, Mary = sausage rolls**
- **Mark to look at getting a smaller machine to rip the remaining area**
- **Yvette to look for registration forms**
- **Sarah will try and arrange a business planting for next Friday 28th July, perhaps approach the school**

7 VERGE PLANTING UPDATE

7.1 Progress report on verge planting program

Action:

- **Cars reversing through the tree beds near the recreational boat ramp parking area. Bronwen to speak to Mark regarding planting low shrubs i.e. pig face in the newly mulched areas.**

8 ENTRY TO TIDY TOWN'S SUSTAINABLE COMMITTEE STATEWIDE COMPETITION

5.3 Submission was completed and Bronwen and Doug met with the judging panel in person on 27 June 2017. Wait and see for results

9 CANOE PROJECT

5.4 Works on the initial canoe launch site at Retreat Boulevard have commenced. Gravel looks good although area is flooded at the moment

5.5 A feasibility study into a canoe launch site at the corner of Waldeck Street and Hunts Road was recommended. It is envisaged that this will be undertaken this financial year.

Action:

- **Can we put a seat in for spectators at Retreat Boulevard?**
- **Update on 5.5 next meeting**

10 CHURCH STREET PATH CLOSURE

10.1 LGIS assessed the area and from a public liability risk perspective offered the following options in order of priority:

1. Close, decommission and revegetate the area.
2. Remove steps and ensure that the remaining surface has a safe and consistent foothold, similar to that of e.g. a sand dune. Currently the surface is a mix of hard sand edges and rock combined with soft sand which when combined creates (foreseeable) slips, trips and falls hazards.
3. Repair and better maintain the current infrastructure, whilst ensuring to reduce slips, trips and falls hazards to an acceptable risk level.

Action:

- **Invite Mark to next meeting to provide an update on path closure**

11 CLEAN UP AUSTRALIA DAY

11.1 We held our Clean Up Australia Day on the 13th May 2017. We met at the Recreation Centre and completed the clean up around the Skate Park, Richardson Road, Hunts Road, Peterwangy and Pearse roads. We collected an estimated 46kg of rubbish including broken skateboards left in the park. We had 15 volunteers on the day, it was great to see all the children getting involved and they enjoyed the sausage sizzle afterward.

Action:

- **Jayne mentioned the amount of plastic accumulating in the river area from general area use, Jayne is going to encourage friends that have kayaks to pick up rubbish in the river as they see it**

12 WAKE UP TO PLASTICS – WAST GRANT AUTHORITY PROGRAM

12.1 We held our Wake up to Plastics children's workshop on the 13th July 2017. We held it in conjunction with the school holiday program at the Recreation Centre. The program for the day included a painting station that created a story mural, a station that allowed the children to design their own jute bag, a fitness based education station regarding recycling and a design station in which the children's designs will be reviewed and a few chosen to collaborate into a design to print on 1000 jute bags that will be distributed to our community shops.

12.2 Next steps – organise the artwork for printing onto the jute bags

Action:

- Jayne and Kellie to progress the design for the jute bags
- Create meeting for Friday for art work design for jute bags
- Yvette to follow up with Clair re advertising the program in the Rag and Facebook.

13 REDUCE WASTE/ONE OFF USE PLASTIC UPDATED

- 13.1 Bronwen provided an update on liaison with local businesses.
- 13.2 Councils decision on water fountains – fountains will be included in the foreshore works

Action:

- Certificates from the Shire recognising efforts of businesses to reduce one off use plastic
- Bronwen recommends doing another awareness raising market stall, Kylie suggested at the 'It's a Knockout' event scheduled for November for maximum impact
- Call St John Ambulance Centre (Irwin) to book a stall at It's a Knockout – Yvette
- Discuss not having water bottles, rather have 10L etc large bottles and BYO water bottles or have some cardboard cups to purchase on the day

14 CLIFFHEAD PLANTING IN JUNE

- 14.1 To confirm date and arrangements.

Action:

- Follow up with Nicole and Geoff regarding arrangements.

15 New Business

15.1 Email from Sue Lennard (see attached)

- a. No street sign for Kailis Drive
- b. Could a litter bin be provided on the Kailis Drive/Brand Hwy turn off
Response provided from the Shire of Irwin - In regards to the bins at the intersection of Brand Hwy and Kailis Drive, this is likely to require consultation with Main Roads WA and has been identified for future development as a key entrance to Port Denison.
- c. New/more poo bag stations on the river paths and south beach
Response provided from the Shire of Irwin – 'A number of new poo bag dispensers have been installed down the river and several other locations throughout town. As a more long term strategy the Shire's Community Rangers are liaising with operational staff to consider more environmentally friendly and hardy products/infrastructure for inclusion in any future works for the foreshore, parks etc'.
- d. Increase messages to local dog owners regarding poo removal
Response provided from the Shire of Irwin – 'You may have also seen the notice "Would You Like a \$40 Fine" in the 26 May issue of the Brilliant Blend Bulletin (that went in the 28 May Rag and on the Shire's website). We will be staging the release of this information and more over time to create further awareness'.

The correspondence was raised at the meeting and discussed. Bronwen acknowledged receipt of the initial letter and Erin Greaves replied via email. No further action required.

15.2 Management of Noxious Weeds

Community members have raised concerns about the prevalence of the noxious weed *Verbesina enceloides* (Golden crown beard) and ways to best control it. Some community members believe it is the Shire's responsibility to eradicate this pest plant. How can we best inform the local community of the following?

- It is a shared responsibility
- The range of strategies implemented (and ongoing) to address this problem
- Raise awareness of control treatment options and
- Resources available and how to access them

Action:

- **Write a summary of the Shire's actions to date, include in the rag, facebook and brilliant blend – Yvette to organise**
- **Recommence advertising program and advise when spraying is being coordinated – Yvette**
- **Kylie will speak to Sandy Craig regarding community interest with the control of the weed to a promote an independent community 'action group'.**

15.3 Signs for shops

Create signs for in front of the shops "Have you remembered your reusable bags"

Action:

- **Kylie to approach IGA, Foodworks and Port Store regarding permissions to put a signs up**

15.4 Jayne has expressed her interest in becoming a Tidy Towns Sustainable Committee member

TIDY TOWNS SUSTAINABLE COMMITTEE DECISION:

MOVED: Kylie Bessen

SECONDED: Mary Yewers

That Council appoints, by Absolute Majority, Jayne Rolinson as a member of the Tidy Towns Sustainable Committee.

16 NEXT MEETING

Next meeting: 3pm on Wednesday 13 September 2017.

17 CLOSURE

There being no further business, the Presiding Member declared the meeting closed at 4:35pm.

The next Shire of Irwin Tidy Towns Sustainable Committee Meeting is scheduled for 13 September 2017

ATTACHMENT:9.2.2

Minutes of Irwin Roadwise Committee from 24 July 2017



**MINUTES FOR THE IRWIN ROADWISE COMMITTEE MEETING
HELD AT THE SHIRE COUNCIL CHAMBERS
11-13 WALDECK ST, DONGARA
ON MONDAY, 24 JULY 2017 COMMENCING AT 2.00PM**

It should be noted that recommendations made by this Committee are not final and will be subject to adoption (or otherwise) at a future meeting of Council.

| | | | |
|-------------------|---------|-----------------------|--------------------------------|
| PRESENT: | Members | Cr M Smith | Shire of Irwin |
| | | Stacey Pratt-King | Shire of Irwin (Minute Taker) |
| | | Stephanie Clarkson | Shire of Irwin |
| | | Sergeant Grant Rosman | Dongara Police |
| | | Kate McConkey | SEDERA |
| APOLOGIES: | | Cr B C Scott | Shire of Irwin |
| | | Samantha Adams | Roadwise |
| | | Fran McAllen | Dongara Volunteer Fire Brigade |

1. **DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**
2. **RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**
3. **CONFIRMATION OF MINUTES**
- 3.1 **MINUTES OF THE IRWIN ROADWISE COMMITTEE MEETING HELD ON 24 MAY 2017**

A copy of the Minutes of the Irwin Roadwise Committee Meeting held on 24 May 2017 has been provided to all Committee Members under separate cover.

IRWIN ROADWISE COMMITTEE DECISION:
MOVED: Stephanie Clarkson **SECONDED:** Stacey Pratt-King

That the Minutes of the Irwin Roadwise Committee Meeting, held on 24 May 2017, be confirmed as a true and accurate recording of that meeting.

4. **BUSINESS ARISING FROM PREVIOUS MEETING**
 - 4.1 **Terms of Reference**

A copy of the endorsed Terms of Reference was provided to all members for information purposes.
5. **REPORTS**
 - 5.1 **Regional Project Updates**

Sergeant Grant Rosman – Wished to raise awareness of the industrial relations actions currently affecting some Police response times, Sergeant Rosman reiterated that Police presence would still be strong in the community during this period.

Kate McConkey – Advised that funding for her role after the next 6 months was unclear and may potentially impact the Committees Action Plan as a result.

6. GENERAL BUSINESS

To improve meeting procedures and efficiency, only items submitted 7 days prior to the meeting and agenda preparation, as listed should be discussed at the meeting. A decision of the Committee can only occur if a Committee Motion is moved at the meeting resulting from an item of General Business

6.1 Denison Foreshore Sprint

The Committee discussed options for hosting a Roadwise stall at the local Denison Foreshore Sprint scheduled for 24 September 2017. With all present agreeing on the below details:

Key Road Safety Message – Based on the target audience attending the event speeding and hoon behaviour would be an appropriate theme for the day.

Stall – To consist of Road safety display trailer and information brochures/giveaways. All present preferred not to provide beverages or food to minimise impact to other local fundraising groups.

Stacey & Steph to reconvene and develop an implementation plan for the day including a roster, promotional material, quizzes and giveaways.

It was noted that Cr Smith would be an apology along with the Emergency Services Personnel, who would be providing assistance on the day.

6.2 It's a Knock Out 2017

Due to limited numbers of Committee members present at the meeting the item would be included for further discussion on the September agenda. In the interim Stacey would respond to the invitation and arrange a tentative booking.

6.3 Quarterly Roadwise Article

Suggestion to target motorcycle use on footpaths and walk trails in the quarterly Roadwise Bulletin for inclusion in the RAG. Stephanie to review previous bulletins to see what information may be available.

8. URGENT BUSINESS APPROVED BY CHAIR OR BY COMMITTEE DECISION

To avoid adhoc discussion, matters raised must be considered urgent by the Chair or Committee. A decision of the Committee can only occur if a Committee Motion is moved at the meeting resulting from an item of General Business.

Nil

9. CLOSURE

There being no further business, the Presiding Member declared the meeting closed at 2.27pm.