

# Shire of Denmark Minutes



## **BUSH FIRE ADVISORY COMMITTEE - AGM**

HELD IN COUNCILS RECEPTION ROOM,  
953 SOUTH COAST HIGHWAY, DENMARK,  
THURSDAY, 20<sup>th</sup> JUNE 2019.

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## DISCLAIMER

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

In absence of the Chair and Council Representatives the committee accepted Cr Gearon as the Presiding Person for this meeting. Cr Gearon opened the meeting at 6.18pm.

**2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE**MEMBERS: (Voting)

Mr Lez Baines	C.B.F.C.O
Mr Bryce Edwards	D.C.B.F.C.O
Mr Peter Winch	Harewood Proxy
Mr Craig Lilley	Kordabup FCO
Mr Joe Baker	Ocean Beach FCO
Mr Ivars Sulcs	Peaceful Bay FCO
Mr Sid Marshall	Scotsdale FCO
Mr Callum Baxter	Somerset Hill FCO
Mr Alex Williams	Hazelvale FCO
Mr Brian Vigus	Tingledale FCO
Mr Kevin Hard	Parryville FCO
Mr Lee Shelley	VFRS Captain
Mr Adrian Kranendonk	Fire Weather Officer
Mr Simon Coppock	William Bay FCO
Mr Craig Hughes	Carmarthen FCO
Mr Carl Wesley	Mt Shadforth FCO
Mr Graham Thallon	Auxillary FCO
Mr Patrick McConigley	East Denmark Proxy and Nomination

MEMBERS:

	(Non-Voting)
Mr Wes Bailye	DFES Area Officer
Mr Tristan Farmer	DFES Area Officer

STAFF:

	(Non-Voting)
Mr David Schober	Manager of Community Services
Mrs Charmaine Shelley	Senior Ranger
Ms Melanie Haymont	Bushfire Risk Planning Coordinator

VISITORS:

Cr Ceinwen Gearon	Shire President/Acting Chair
Mr Marcus Owen	Ocean Beach FCO Nomination
Mr Paul Harbron	Denmark VFRS FCO Nomination
Mr Geoff Bowley	Scotsdale/Shadforth BFB
Mr Richard Stanley	Denmark Support

APOLOGIES:

Cr Mark Allen	Chair, BFAC
Mr Roger Seeney	Council Delegate
Mr Scott Medhurst	CESM
Mr Mike Hills	Harewood FCO
Mr Murray Brooker	Mt Lindesay FCO

ABSENT:

Mr Paul Ashton	Australian Bluegum Plantations
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**DECLARATIONS OF INTEREST:**

Nil

**3. ELECTION OF OFFICERS – CHAIRMAN AND DEPUTY CHAIRMAN**

Section 67.(2) of the Bush Fires Act 1954 states that the Bush Fire Advisory Committee shall elect one of their member to be Chairman. The following Council Policy relates.

*“P040235 - Presiding Members of Council Committees*

**Objectives**

- *To maximise the adherence of Council Committees and Working Groups to adopted policies and procedures;*
- *To maximise the likelihood of Council Committees and Working Groups having continuity of a Presiding Person for the duration of its term; and*
- *To maximise the efficiency and effectiveness of Committees and Working Groups by ensuring that the Chairperson has the appropriate training and support.*

**Policy**

*Wherever there is one or more Elected Members appointed to a Council Committee or Working Group, then it is Council Policy that the members of the Committee should elect one of those Elected Members to the role of Presiding Person.*

*A Presiding Person, and if required a Deputy, is to be elected using the same method as detailed in Section 5.12 of the Local Government Act 1995.*

*A deputy of a member of a Committee or Working Group may perform the functions of the member when the member is unable to do so by reason of illness, absence or other cause and a deputy of a member of a Committee or Working Group, while acting as a member, has all the functions of and all the protection given to a member (Section 5.11A of the Local Government Act 1995).”*

Clause 8.6 of the Bush Fire Advisory Committee Charter allows for a Deputy Chairman also.

Councillor Roger Seeney advised the Committee that he did not wish to stand for the position of BFAC Chairman.

Mr Les Baines put forward the motion for Councillor Mark Allen to be elected as BFAC Chairman.

<b>COMMITTEE RECOMMENDATION</b>	ITEM 3.0
MOVED: LEZ BAINES	SECONDED: ALEX WILLIAMS
That Cr Mark Allen be elected as Chairman of Bush Fire Advisory Committee for the 2019/2020 financial year.	
CARRIED UNANIMOUSLY: 19/0	

Deputy Chairman to be confirmed at the next Bush Fire Advisory Committee meeting.

**4. ANNOUNCEMENTS BY THE PERSON PRESIDING**

Cr Gearon thanked the Bush Fire Advisory Committee and congratulated all Brigades on the past fire season, particularly the Chief Lez Baines and Deputy Chief Bryce Edwards.

## 5. CONFIRMATION OF MINUTES

### 5.1 MINUTES OF ANNUAL GENERAL MEETING 26<sup>th</sup> JUNE 2018

#### COMMITTEE RECOMMENDATION

ITEM 5.1

MOVED: ADRIAN KRANENDONK

SECONDED: CRAIG HUGHES

That the minutes of the Bush Fire Advisory Committee Annual General Meeting held on the 26<sup>th</sup> June 2018 be confirmed as a true and correct record of the proceedings.

CARRIED UNANIMOUSLY: 19/0

## 6. REPORTS

### 6.1 APPOINTMENT OF FIRE CONTROL OFFICERS, CHIEF BUSH FIRE CONTROL OFFICER AND CHIEF DEPUTY BUSH FIRE CONTROL OFFICER

While the Captains, Lieutenants, Secretaries, Equipment Officers and the like are elected by Brigades it is the local government's role to appoint Fire Control Officers, a Chief Bush Fire Control Officer and a Deputy Chief Bush Fire Control Officer pursuant to section 38(1) of the Bush Fires Act 1954. This section reads as follows:

*"38. Local Government may appoint bush fire control officer*

*A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A(2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it."*

#### Other Comments:

Mr Williams asked that in future Officer Recommendations should not presume the Chief and Deputy Chief Bush Fire Control Officers.

#### COMMITTEE RECOMMENDATION

ITEM 6.1

MOVED: GRAEME THALLON

SECONDED: PETER WINCH

That, pursuant to Section 38 (1) of the Bush Fires Act 1954, Council appoint the following persons for the financial year 2018/2019 and that the appointments be advertised in the Denmark Bulletin and Council's Delegation (Appointments) D050109 be updated accordingly;

#### Bush Fire Control Officers authorised within the entire Shire of Denmark

Community Emergency Services Manager	Scott Medhurst
Fire Control Officer & Chief Fire Control Officer	Lez Baines
Fire Control Officer & Deputy Chief Fire Control Officer	Bryce Edwards
Senior Ranger	Charmaine Shelley
Ranger	Dave Lonie
Fire Control Officer	Melanie Haymont

#### Bush Fire Control Officers authorised within the entire Shire of Denmark area on behalf of their respective Brigades

Carmarthen Volunteer Bush Fire Brigade	Craig Hughes
Denmark East Volunteer Bush Fire Brigade	Patrick Mcconigley
Harewood Volunteer Bush Fire Brigade	Mike Hills
Hazelvale/Tingledale Volunteer Bush Fire Brigade	Alex Williams

Kordabup Volunteer Bush Fire Brigade	Brian Vigus
Owingup Volunteer Bush Fire Brigade	Craig Lilley
Mehniup Volunteer Bush Fire Brigade	Bryce Edwards
Mt Lindesay Volunteer Bush Fire Brigade	Vacant
Nornalup Volunteer Bush Fire Brigade	Murray Brooker
Ocean Beach Volunteer Bush Fire Brigade	Neville Brass
Parryville Volunteer Bush Fire Brigade	Marcus Owen
Peaceful Bay Volunteer Bush Fire Brigade	Kevin Hard
Scotsdale/Shadforth Volunteer Bush Fire Brigade	Ivars Sulcs
	Arthur (Sid) Marshall
	Carl Wesley
Somerset Hill Volunteer Bush Fire Brigade	Callum Baxter
William Bay Volunteer Bush Fire Brigade	Simon Coppock
<u>Bush Fire Control Officers authorised within the prescribed Denmark Fire &amp; Rescue Service Area Only</u>	
Denmark Fire & Rescue Service (Volunteer Brigade)	Lee Shelley
Denmark Fire & Rescue Service (Volunteer Brigade)	Paul Harbron
CARRIED UNANIMOUSLY: 19/0	

**6.2 APPOINTMENT OF FIRE WEATHER OFFICER**

Section 38 (8) of the Bush Fires Act 1954 provides Council with the authority to appoint to the office of Fire Weather Officer such number of senior bush fire control officers as it thinks necessary.

<b>COMMITTEE RECOMMENDATION</b>	ITEM 6.2
MOVED: LEZ BAINES	SECONDED: ALEX WILLIAMS
That, pursuant to Section 38 (8) of the Bush Fires Act 1954, Council appoint Adrian Kranendonk for the financial year 2019/2020 as a Fire Control Officer and Fire Weather Officer to be authorised within the entire Shire of Denmark.	
CARRIED UNANIMOUSLY: 19/0	

**7. NEXT MEETING**

It is recommended that the next AGM of the Bush Fire Advisory Committee be held on Thursday the 4<sup>th</sup> June 2020 at 6.00pm.

**8. CLOSURE OF MEETING**

There being no further business to discuss the Presiding Person closed the meeting at 6.16pm.

These minutes were confirmed at the meeting of the \_\_\_\_\_

Signed: \_\_\_\_\_

*(Presiding Person at the meeting at which the minutes were confirmed.)*