



Chittering Bush Fire Advisory Committee Meeting Minutes

Thursday 11 July 2019

Council Chambers, 6177 Great Northern Highway, Bindoon

Commencement: 6:38pm

Closure: 8:00pm

MEMBERSHIP

Membership as at 11 July 2019 (to be endorsed by Council):

Members	Deputies
Shire of Chittering Councillor Cr Peter Osborn	Shire of Chittering Councillor Cr Carmel Ross
Chief Executive Officer Matthew Gilfellon	
Community Emergency Services Manager / Chief Bush Fire Control Officer David Carroll	
Deputy Chief Bush Fire Control Officer - Northern Region Kim Haeusler	
Deputy Chief Bush Fire Control Officer - Central Region Phillip Humphry	
Deputy Chief Bush Fire Control Officer - Southern Region David Wilson	
Muchea Brigade representative Shelly Pannell	Muchea Brigade representative Shane Robertson
Lower Chittering Brigade representative Graham Furlong	Lower Chittering Brigade representative Max Brown
Upper Chittering Brigade representative Aaron Cover	Upper Chittering Brigade representative Gordon Carter
Bindoon Brigade representative Peter Watterston	Bindoon Brigade representative Scott Ormsby
Wannamal Brigade representative Richard Rose	Wannamal Brigade representative Clayton Smith
Incident Support Brigade representative Peter Hall	Incident Support Brigade representative Sam Murray-Whelan

Tenure of Membership

Shall be in accordance with the *Local Government Act 1995, Section 5.11.*

ATTENDANCE BY GOVERNMENT AGENCIES

The following are invited (non-voting) to attend meetings of the CBFAC:

- (a) DFES Fire Services Manager Perth North Coastal
- (b) DEC Conservation and Land Management Officer

DELEGATED AUTHORITY

Nil

Preface

When the Chief Executive Officer approves these Minutes for distribution they are in essence "Unconfirmed" until the following Chittering Bushfire Advisory Committee (CBFAC) Meeting, where the minutes will be confirmed subject to any amendments.

The "Confirmed" Minutes are then signed off by the Chairperson. Attachments that formed part of the agenda, in addition to those tabled at the CBFAC Meeting are put together as an addendum to these Minutes.

Unconfirmed Minutes

These minutes were approved for distribution on Thursday 18 July 2019



Matthew Giffellon
Chief Executive Officer

Confirmed Minutes

These minutes will be confirmed at a meeting to be held on Tuesday 8 October 2019

Signed

Note: The Chairperson at the meeting at which the minutes were confirmed is the person who signs above.

TABLE OF CONTENTS

1.	DECLARATION OF OPENING OF MEETING ANNOUNCEMENTS OF VISITORS	1
2.	RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE	1
2.1	Attendance	1
2.2	Apologies	1
2.3	Approved leave of absence	1
3.	DISCLOSURE OF INTEREST	2
4.	CONFIRMATION OF PREVIOUS MINUTES	2
4.1	Chittering Bushfire Advisory Committee Meeting: 12 March 2019	2
5.	NOMINATIONS FOR POSITIONS.....	3
6.	ANNOUNCEMENTS WITHOUT DISCUSSION	22
6.1	Community Emergency Services Manager / Chief Bushfire Control Officer	22
6.2	Chief Executive Officer	24
6.3	Chittering Fire Services Training Coordinator	24
6.4	Department of Biodiversity, Conservation & Attractions/Parks and Wildlife Service	25
7.	BRIGADE REPORTS.....	26
7.1	Bindoon Volunteer Bush Fire Brigade	26
7.2	Lower Chittering Volunteer Bush Fire Brigade	27
7.3	Muchea Volunteer Bush Fire Brigade.....	28
7.4	Upper Chittering Volunteer Bush Fire Brigade.....	30
7.5	Wannamal Volunteer Bush Fire Brigade	32
7.6	Chittering Incident Support Brigade.....	33
8.	CHITTERING BUSHFIRE ADVISORY COMMITTEE ACTION LIST AND COMMITTEE RECOMMENDATIONS	35
8.1	Outstanding actions and recommendations	35
8.2	Ongoing Action - Reimbursement of Volunteers for Damaged Personal Equipment.....	36
9.	GENERAL BUSINESS	37
9.1	Membership of the Chittering Bush Fire Advisory Committee	37
9.2	Broadacre Agricultural Properties Burning Under Permit.....	40
9.3	Access to Heavy Machinery from Shire Fleet	40
9.4	Chittering Bush Fire Ready Group	41
10.	NEXT MEETING	41
11.	CLOSURE	41



1. DECLARATION OF OPENING OF MEETING ANNOUNCEMENTS OF VISITORS

The Chairperson to declare the meeting open at 6:38PM

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

2.1 Attendance

Members:

Cr Carmel Ross	Council Deputy (Chairperson)
Matthew Gilfellow	Chief Executive Officer
David Wilson	Acting Chief Bush Fire Control Officer
Kim Haeusler	Deputy Chief Bush Fire Control Officer - North
Phill Humphry	Deputy Chief Bush Fire Control Officer - Central
Peter Watterston	Bindoon Volunteer Bush Fire Brigade
Graham Furlong	Lower Chittering Volunteer Bush Fire Brigade
Aaron Cover	Upper Chittering Volunteer Bush Fire Brigade
Richard Rose	Wannamal Volunteer Bush Fire Brigade
Shelly Pannell	Muchea Volunteer Bush Fire Brigade
Paul Groves	Chittering Incident Support Brigade

Observers:

Cr Peter Osborn	Council Delegate
Emma Clingan	Parks and Wildlife Service (DBCA)
Aimee Gomm	Parks and Wildlife Service (DBCA)
Will Lee	Upper Chittering Volunteer Bush Fire Brigade
Gordon Carter	Upper Chittering Volunteer Bush Fire Brigade
Natasha Mossman	Executive Assistant to the CEO (Minute Secretary)
Jodie Connell	Development Services Support Officer (Minute Secretary)

2.2 Apologies

David Carroll	Chief Bush Fire Control Officer
Murray McBride	Department of Fire and Emergency Services
Scott Ormsby	Bindoon Volunteer Bush Fire Brigade
Johann Rossouw	Lower Chittering Volunteer Bush Fire Brigade
Peter Hall	Chittering Incident Support Brigade
Gary Choney	Parks and Wildlife Service (DBCA)

2.3 Approved leave of absence

Nil



3. DISCLOSURE OF INTEREST

Nil

4. CONFIRMATION OF PREVIOUS MINUTES

4.1 Chittering Bushfire Advisory Committee Meeting: 12 March 2019

4.1 OFFICER RECOMMENDATION

Moved Peter Watterston/ Seconded David Wilson

That the minutes of the Chittering Bushfire Advisory Committee meeting held on Tuesday, 12 March 2019 be confirmed as a true and accurate record of proceedings.

CARRIED UNANIMOUSLY



5. NOMINATIONS FOR POSITIONS

Report date	11 July 2019
Applicant	Shire of Chittering
File ref	09/02/4
Prepared by	Development Services Support Officer
Disclosure of interest	Nil
Voting requirements	Simple Majority
Attachments	Annual General Meeting Minutes – Upper Chittering Annual General Meeting Minutes – Incident Support Annual General Meeting Minutes – Muchea Annual General Meeting Minutes – Lower Chittering Annual General Meeting Minutes – Wannamal

Executive Summary

The Committee is requested to endorse the membership of the Chittering Bush Fire Advisory Committee for the coming 2019/2020 financial year.

Background

The Shire's volunteer bush fire brigades conduct their Annual General Meetings during the month of May each year. At the Annual General Meeting, each brigade member(s) are to be nominated to the Chittering Bush Fire Advisory Committee to serve as Fire Control Officers for their brigade until their next Annual General Meeting.

At the time of distribution of the Agenda Upper Chittering Volunteer Bush Fire Brigade, Chittering Incident Support Brigade and Muchea Volunteer Fire Brigade have forwarded the outcome from their respective Annual General Meetings. Subsequent to the Committee meeting held on 11 July 2019, Lower Chittering Volunteer Bush Fire Brigade and Wannamal Volunteer Bush Fire Brigade also forwarded their respective AGM minutes.

Consultation

Local

Upper Chittering Volunteer Bush Fire Brigade
Chittering Incident Support Brigade
Muchea Volunteer Bush Fire Brigade
Lower Chittering Volunteer Bush Fire Brigade
Wannamal Volunteer Bush Fire Brigade

State

Nil

Statutory Environment

Local

- Bush Fire Brigades Local Law 2013

3.6 Holding of annual general meeting

A bush fire brigade is to hold its annual general meeting during the month of May each year.



MINUTES FOR THE CHITTERING BUSHFIRE ADVISORY COMMITTEE
THURSDAY 11 JULY 2019

- 3.7 Nomination of bush fire control officers to Bush Fire Advisory Committee**
At the annual general meeting of a bush fire brigade, brigade member/s are to be nominated to the Bush Fire Advisory Committee to serve as the bush fire control officer for the brigade until the next brigade annual general meeting.
- 3.8 Minutes to be tabled before the Bush Fire Advisory Committee**
- (1) *The brigade Secretary is to forward a copy of the minutes of the annual general meeting of a bush fire brigade to the Chief Bush Fire Control Officer within one month after the meeting.*
 - (2) *The Chief Bush Fire Control Officer is to table the minutes of the bush fire brigade's annual general meeting at the next meet of the—*
 - (a) *Bush Fire Advisory Committee; or*
 - (b) *Council, if there is no Bush Fire Advisory Committee.**following their receipt under subclause (1)*
- 3.9 Functions of Advisory Committee**
The Bush Fire Advisory Committee is to have the functions set out in section 67 of the Act and is to include such number of nominees of the bush fire brigades as determined by the local government.
- 3.10 Advisory Committee to nominate bush fire control officers**
As soon as practicable after the annual general meeting of each bush fire brigade in the district, the Bush Fire Advisory Committee is to nominate to the local government from the persons nominated by each bush fire brigade a person for the position of a bush fire control officer for the brigade area.
- 3.11 Local government to have regard to nominees**
When considering persons for the position of a bush fire control officer, the local government is to have regard to those persons nominated by the Bush Fire Advisory Committee, but is not bound to appoint the persons nominated.
- 3.12 Advisory Committee to consider bush fire brigade motions**
The Bush Fire Advisory Committee is to make recommendations to the local government on all motions received by the Bush Fire Advisory Committee from bush fire brigades.

State

- Bush Fire Act 1954
- 43. Election and duties of officers of bush fire brigades**
A local government which establishes a bush fire brigade shall by its local laws provide for the appointment or election of a captain, a first lieutenant, a second lieutenant, and such additional lieutenants as may be necessary as officers of the bush fire brigade, and prescribe their respective duties.

[Section 43 amended by No.51 of 1979 s.5; No.14 of 1996 s.4.]

Policy Implications

State

Nil

Local

Nil



Financial Implications

There will be costs incurred for the advertising of the appointed Fire Control Officers, which has been allowed for in the Shire's draft 2019/2020 Annual Budget.

Strategic Implications

Local

- Strategic Community Plan 2017-2027
 - Focus area: Our community
 - Objective: S1.2 Strong sense of community
 - Strategy: S1.2.1 Actively support community, volunteer groups and networks
 - Objective: S1.3 A safe and healthy community
 - Strategy: S1.3.1 Improve the safety of our community
 - Focus area: Our natural environment
 - Objective: S2.3 Protection of life and property
 - Strategy: S2.3.1 Improve Bush Fire preparedness and recovery

State

Nil

Site Inspection

Not applicable

Triple Bottom Line Assessment

Economic implications

There are no known significant economic implications associated with this proposal.

Social implications

There are no known significant social implications associated with this proposal.

Environmental implications

There are no known significant environmental implications associated with this proposal.

Officer Comment/Details

The Chittering Bush Fire Advisory Committee is to consider the nominations that have been presented from each Brigades Annual General Meeting for the position of Fire Control Officer. The position of Chief Bush Fire Control Officer is filled by the Shire's Community Emergency Services Manager.

All Fire Control Officer positions from each Brigade become vacant annually in May, and it is the responsibility of each Brigade to provide their nominations to the Chittering Bush Fire Advisory Committee Secretary following their Annual General Meeting.



The Officer Recommendations are reflective of the information provided from the Chief Bush Fire Control Officer in an email dated 4 July 2019.

5.1 OFFICER / COMMITTEE RECOMMENDATION

Moved Shelly Pannell/ Seconded Phill Humphry

That the Chittering Volunteer Bush Fire Brigade recommends to Council the following appointments:

1. Fire Control Officer:

- a. Shelly Pannell and Shane Robertson representing Muchea Volunteer Bush Fire Brigade.
- b. Max Brown and Graham Furlong representing Lower Chittering Volunteer Bush Fire Brigade.
- c. Aaron Cover and Gordon Carter representing Upper Chittering Volunteer Bush Fire Brigade.
- d. Scott Ormsby and Nic Walter representing Bindoon Volunteer Bush Fire Brigade.
- e. Kim Haeusler and Clayton Smith representing Wannamal Volunteer Bush Fire Brigade.
- f. Matthew Johns and Mark Smith representing the Shire of Chittering.

CARRIED UNANIMOUSLY

5.2 OFFICER / COMMITTEE RECOMMENDATION

Moved Peter Watterston/ Seconded Graham Furlong

That the Chittering Volunteer Bush Fire Brigade recommends to Council the following appointments:

1. Captain/FCO

- a. Peter Watterston, Captain Bindoon Volunteer Bush Fire Brigade.
- b. Richard Rose, Captain Wannamal Volunteer Bush Fire Brigade.

CARRIED UNANIMOUSLY

5.3 OFFICER / COMMITTEE RECOMMENDATION

Moved Peter Watterston/ Seconded Aaron Cover

That the Chittering Volunteer Bush Fire Brigade recommends to Council the following appointments:

1. Deputy Chief Bush Fire Control Officer:

- a. David Wilson representing the South region.
- b. Phil Humphry representing the Central region.
- c. Kim Haeusler representing the North Region.

2. David Carroll as the Chief Bush Fire Control Officer.

CARRIED UNANIMOUSLY



UPPER CHITTERING VOLUNTEER BUSH FIRE BRIGADE

ANNUAL GENERAL MEETING
Saturday, 25 May 2019 - Commencing at 2:00PM

AGENDA

1. Open Meeting	9. Safety Report
2. Previous Minutes	10. Equipment Report
3. President's Report	11. Callout Report
4. Secretary's Report	12. Social Report
5. Treasurer's Report	13. Maintenance Report
6. Captain's Report	14. Election of Office Bearers
7. Fire Control Officer Report(s)	15. General Business
8. Training Report	16. Close Meeting

MINUTES

1. OPEN MEETING

The President opened the meeting at 2:15PM

Attendance – Aaron Cover, Will Lee, Gordon Carter, Juanita Lee, Alex Mackie, David Carroll, Mark Roughton, Scott Thackrah, Paul Arrowsmith, Phill Humphrey, Lachlan Evans, Graeme Mackenzie, Sue Buchanan, Kember Lamb, David Wilson, Allan Cox, Peter Messer, Jodie Connell.

Apologies– Don Buchanan, Gregor Buchanan.

2. PREVIOUS MINUTES

The minutes of previous AGM held 30 June 2018 were accepted as a true and correct record.

Moved Gordon Carter, seconded Sue Buchanan

3. PRESIDENT'S REPORT - PETER MESSER

- Another successful year had.
- Thanks was given to Will and the team. Will has always ensured that every appliance was operational, and every member was well trained.
- All members can be proud of how the year has been conducted and congratulations was given to all the new members on joining.
- Thanks was given to new secretary, Jodie, who has ensured the transition from Kath's departure was seamless.
- Today the brigade will remember Reg Redmond; a long-standing member of the brigade, Reg has recently passed. Reg always had a smile on his face. Reg had a strong presence in the brigade, and he will be greatly missed.

Moved Allan Cox, seconded Lachlan Evans



4. SECRETARY'S REPORT – JODIE CONNELL

None

5. TREASURER'S REPORT - JUANITA LEE

- Books are currently being audited by the Shire of Chittering. A full report will be provided with the minutes of this meeting.

Moved Alex Mackie, seconded Aaron Cover

6. CAPTAIN'S REPORT - WILL LEE

- Thanks was given to everyone for another solid year. The brigade was able to have members attend every incident that UCVBFB was called out to this year.

Moved Mark Roughton, seconded Phill Humphry

7. FIRE CONTROL OFFICER REPORT(S) – GORDON CARTER & AARON COVER

- Restricted period forecasted to be extended and to be discussed by David Carroll in General Business. Conditions are still very dry.

Moved Scott Thackrah, seconded David Wilson

8. TRAINING REPORT - WILL LEE

- Attendance has been consistent throughout the year. Future attendance will hopefully continue to be high and consistent.

Moved Alex Mackie, seconded Juanita Lee

9. SAFETY REPORT - WILL LEE

None

10. EQUIPMENT REPORT - AARON COVER

- Appliances in good working order.
- The portable pump on the 2.4 needs replacing. Excessive heat and smoke has been witnessed during it's operation. Consider replacement through insurance or use pumps on the appliances.

Moved Paul Arrowsmith, seconded Gordon Carter

11. CALLOUT REPORT - WILL LEE

- All incidents have had attendance.

Moved David Wilson, seconded Allan Cox

12. SOCIAL REPORT – JODIE CONNELL

None



MINUTES FOR THE CHITTERING BUSHFIRE ADVISORY COMMITTEE
THURSDAY 11 JULY 2019



13. MAINTENANCE REPORT - PETER MESSER

None

14. ELECTION OF OFFICE BEARERS

The President stepped down and the Captain undertook the election of office bearers for 2019/2020

Position	Candidate	Nominated by	Seconded by	Vote
President	Peter Messer	Aaron Cover	Alex Mackie	UNANIMOUS
Vice President	Don Buchanan	Phill Humphry	Sue Buchanan	UNANIMOUS
Secretary	Jodie Connell	Will Lee	Lachlan Evans	UNANIMOUS
Treasurer	Kemba Lamb	Juanita Lee	Allan Cox	UNANIMOUS
Captain	Will Lee	Peter Messer	Gordon Carter	UNANIMOUS
First Lieutenant	Brendan Kavanagh	Mark Roughton	Paul Arrowsmith	UNANIMOUS
Second Lieutenant	Don Buchanan	David Wilson	Aaron Cover	UNANIMOUS
Training Officer	Don Buchanan	Scott Thackrah	Juanita Lee	UNANIMOUS
Safety Officer	Will Lee	Gordon Carter	Allan Cox	UNANIMOUS
	Jodie Connell	Peter Messer	Lachlan Evans	UNANIMOUS
Equipment Officer	Don Buchanan	Alex Mackie	Phill Humphry	UNANIMOUS
	Aaron Cover	Sue Buchanan	David Wilson	UNANIMOUS
Publicity Officer	Jodie Connell	Peter Messer	Will Lee	UNANIMOUS
Callout Officer	Lachlan Evans	Will Lee	Mark Roughton	UNANIMOUS
Maintenance Officer	Peter Messer	Phill Humphry	Paul Arrowsmith	UNANIMOUS
Fire Control Officers	Aaron Cover	David Wilson	Alex Mackie	UNANIMOUS
	Gordon Carter	Allan Cox	Scott Thackrah	UNANIMOUS

At the completion of the elections the President resumed the chair.

15. GENERAL BUSINESS

David Carroll:

- Congratulations to all the new office bearers; thanks given to Will and the team; thanks given to Jodie for taking on UCVBFB as well as Incident Support Brigade; thanks to David Wilson who continues to be a pillar of the community
- A new pump is in the 2019/20 budget. The review of the budget is still underway at the Shire of Chittering.
- Seasonally, the soil dryness index is way too high – which is safe for those who have the knowledge how to burn, but not for those who don't. Restricted season will be extended by two weeks.
- Condolences given to the brigade in the loss of Reg Redmond. For those who are experiencing any grief or wish to speak to someone, there are resources available to help you. Information brochures are available at the station or speak to Will who also has information.



Gordon Carter:

- Concern was raised about the recent actions of a member from a neighbouring Shire's brigade on Social Media (aimed at Chittering Fire Services).
RESPONSE FROM DAVE WILSON: Gingin South have apologised for their comments online – this will be addressed in the next BFAC in Gingin. Dave has spoken to all parties including the Gingin CESM.
- Suggestion to begin a UCVFB honour roll to include Reg. There will be a requirement to talk to old members and get more members added.

Will Lee:

- The passing of Reg Redmond: There will be a private funeral for the family only. Peter is currently organising a plaque to be made in Reg's memory.
- A Memorial Day (open to the public) to be held at the station in Reg's memory. The station will officially be closed for the occasion with Bindoon to cover.

Moved Gordon Carter, seconded Mark Roughton

CLOSE MEETING

There being no further business the President closed the meeting at 2:50PM

Next General Meeting: Sunday, 30 June 2019





Chittering Fire Services
Incident Support

MINUTES OF ANNUAL GENERAL MEETING HELD
Saturday 8 June 2019 following General Meeting
9.00am at Bindoon

Meeting opened at: 9.35AM

Attendance: David Carroll, Cr Peter Osborn, Debra Wilson, Andrew Bates, Paulette Embling, Anne Hopkins, Peter Hall, Jodie Connell, Kat Schofield, Raylene Groves, Sam Murray-Whelan, John Williams, Sue Tough, Brenda Riley

Apologies: Greg and Heather Salter, Trish McArthur

Previous Minutes

- Minutes of meeting held 9 June 2018 to be confirmed
Moved: Peter Hall. Seconded: Debra Wilson. Carried

Correspondence:

No correspondence relation to the AGM was received. Noted

Captains Report:

Paul Groves (See attached)

Other matters raised by Paul:

- DFES have appointed a dedicated ICV Officer
- Paul is not seeking Captaincy again

Training Report:

Heather Salter (See attached)

It was noted that an MR License was required to drive the ICV.

Andrew Bates advised he had obtained his Learners Permit and Peter has offered to assist with driver training.

Treasurers Report:

John Williams (See attached)

All office bearers to stand down. David Carroll took the Chair.

Election of Officer Positions:

Nominations were submitted and unanimously accepted for positions as follows:

Captain	Nominee	Position vacant
Lieutenant	Nominee Accepted Proposer 1 and 2	Peter Hall (2 year) Yes Sam Murray-Whelan/Brenda Riley
2 nd Lieutenant	Nominee Accepted Proposer 1 and 2	Sam Murray-Whelan (1 year) Yes Brenda Riley/Peter Hall (The chair accepted a late nomination for this position)



MINUTES FOR THE CHITTERING BUSHFIRE ADVISORY COMMITTEE
THURSDAY 11 JULY 2019

Training Officer	Nominee Accepted Proposer 1 and 2	Heather Salter (2 Year) Yes Sam Murray-Whelan/ Peter Hall
Equip/Mtce Officer	Nominee Accepted Proposer 1 and 2	Andrew Bates Yes Heather Salter/John Williams
Treasurer	Nominee Accepted Proposer 1 and 2	John Williams Yes Peter Hall/Debra Wilson
Secretary	Nominee Accepted Proposer 1 and 2	Brenda Riley Yes Heather Salter/John Williams

Debra Wilson advised that she was taking a 12 month absence but would still be involved in DFES matters as she will assist her husband David Wilson in his role. Sincere thanks to Deb for her contribution over the past 6 or so years.

David Carroll will discuss the role of Acting Captain with Peter Hall.

Expressions of Interest:

Crew Leaders Paul Groves Sam Whelan
There may be a need to train more crew leaders.

Uniforms Raylene Groves
Paulette Embling indicated a willingness to learn this role with the Potential for taking task on in the future.

Drivers Paul Groves Heather Salter
Greg Salter Peter Hall
John Williams advised he is only available on weekends.

First Aid Officer Sam Murray-Whelan

General Business:

Fuel Card – John Williams will be available following the meeting for those needing fuel

ISB Members – Cr Osborn and Dave Carroll our DO extended their thanks to members on behalf of the Shire of Chittering

Presentation to Peter Hall – Cr Osborn presented Peter Hall with a 20 year service medal on behalf of DFES. Peter has held many roles and was one of the first members of ISB, as well as being a long serving member of Muchea Bush Fire Brigade. He has come full circle and is now one of us again.

There being no further business the meeting concluded at 10am followed by a morning tea kindly prepared by Raylene Groves.



MINUTES FOR THE CHITTERING BUSHFIRE ADVISORY COMMITTEE
THURSDAY 11 JULY 2019

Attachment 1.

CAPTAINS REPORT – Chittering ISB AGM 8th June 2019

Thank you to those who could attend the 2019 AGM. The following is my report for the 2018/19 year. Again we have had a quiet year with 5 incidents. Those incidents were

1. Inc 424090 26/2/19 Fire call to Boonanaring Rd Beermullah. Unable to attend due to tyre problems on ICV
2. Inc 425519 13/03/19 Call to Fire in Dalwallinu. Stood down soon after call
3. Inc 427716 4/04/19 Fire call to Mogumber Aboriginal mission farm. Unable to raise crew.
4. Inc 430102 23/04/19 Fire call to Billys Farm Chittering Rd
5. Inc 435499 19/05/19 Fire call to Tea Tree Rd

Of the 5 incidents the where the ISB was called we attended only 2 due to either no crew available or in 1 instance a problem with the ICV (1 tyre flat and 1 with slight damage).

The issue with the tyre damage was probably 2 fold in the damage was not identified at the time or when I as Equipment Officer did not pick up the issues. These are both issues that shouldn't happen. It is hoped that in the coming year we can get more members involved in the Officer roles to spread the load.

Again we have had issues over the year with the equipment in the ICV mainly related to the power inverter and on board generator. These issues have been discussed regularly with our CESM (Dave Carroll) but we have had problems in having any one in DFES taking responsibility to arrange repair for problems that have been apparent since the vehicle was delivered. I understand that DFES have now assigned a District Officer with responsibility for managing the ICV problems and arranging repair.

I extend my thanks to all members who have offered their service over the past year. In particular Sam Murray-Whelan – Lieutenant and Deputy Captain, Deb Wilson - Lieutenant, Brenda Riley - Secretary, Heather Salter - Training Officer and John Williams as Treasurer Thank you. A special mention to Heather for taking on the Training Officer role after Deb Wilson. It hasn't been easy for Heather with her position in Wheatbelt Health also placing a heavy demand on her time - well done. It would also be remiss of me, and possibly grounds for divorce, if I didn't mention my wife Raylene who assists with uniform management and also has had to suffer my frustrations in dealing with ICV issues.

As you are aware I have had a few health issues in the past 6-8 months that have impacted on my ability to fill the Captains role but with the support of Sam and Deb covering for me over 2 months while I was having fun travelling around WA and SA. I indicated earlier this year that I would not be seeking renomination as Captain of the ISB or in any officer role in the foreseeable future. I will continue as a member of the ISB and provide support when and where I can for those who take on the officer roles.

I have had in mind to meet with Dave Carroll and the CESM from Gingin – Phil Barret – to discuss a proposal to establish a Chittering / Gingin ISB along similar lines to the Chittering/Gingin St Johns ambulance. This may give us the opportunity to build our membership base and to also be involved in more incidents over the year. There may be 'political' issues to manage with this proposal as Chittering and Gingin shires are in different DFES management groups. I personally don't think it is impossible but ...

If the incoming committee feel it is worth following up on I will offer to assist in this proposal. We need to build our membership and to also ensure DFES know we exist and use the ICV and member skills we have in the ISB.

(I now ask Sam Murray-Whelan and Deb Wilson to add anything to the annual Captains report for the period they filled as Captain)

I now ask the Treasurer to provide you with his report for the financial year followed by the Training Officer with her report

Thank you all.

Paul Groves Captain Chittering ISB

**Attachment 2.****Training Officers Report**

Our newest members have begun with a flying start Andrew and Paulette successfully completed their ICV ops and intro to Firefighting last month. The feedback from the course was positive including the best welfare ever!!

Combined training:

We have has combined training with Bindoon and Lower brigades this year and have a planned combined training with Muchea later this month (23 June -8am Bindoon or 8.30 Muchea fire station) Please let me know if you haven't already if you are able to attend. Can you also confirm with me again by email if you need to come down in the ICV and also any dietary issues for breakfast. So far I have a few meeting down at Muchea and unsure how many leaving from Bindoon, could you please confirm again. BBQ bacon & egg Breakfast will be at 8.30 before the training. If we have no driver I will come up to Bindoon to collect ICV. I will confirm more details next week after speaking with Ray T.O .Muchea.

I am also looking at dates for combined training in July with Upper and August with Bindoon.

CPR and Defib training is being organised for July. David Wilson will be letting me know which dates other brigades are having. You can attend one of those or the one for ISB when I have confirmed dates. You will need to let me know which dates you are attending. I will send out an email confirming those dates soon. I am likely to be away for most of July in great southern – doing basic life support training for staff there.

Advance notice – refresher training will be staring in October this year. We will try to organise to have at the end of the general meeting and any that cannot attend will need to ensure they attend one of the other catch up sessions. Dates soon!

Thank you to all those involved in supporting me while having a double study load. I have completed my cert IV and have the certificate. I am also contracted to Time Critical which means that any first aid training or CPR training you do with me I can provide you with an official certificate.

Just to make you aware I have lost all my emails as office 2008 has crashed on my computer. This is a problem because there are a fair few emails saved in a file, so please excuse the need to ask you to reconfirm things that you may have already confirmed.



Muchea Volunteer Bush Fire Brigade

Minutes of the Annual General Meeting Held Thursday 6th June 2019 at the Muchea Fire Station at 7 pm.

Attendance

Simon Cox	Shane Johns	Martin French
Kelly Gange	Slade Healy	Joanne Johns
Ray Jordan	Shelly Pannell	Michael Simon
Rhys McGregor	Bruce Pannell	Thomas Hall
Nicola Green	Dave Wilson	Mark Smith

Visitors

James Marotta

Apologies

Dave Carrol, Tammy Foster, Dave Redpath, Janice, Stacey, Dave Taylor(new), Jarrod, Ian

Captains Report (Shelly Pannell):

*We have been through an exceptionally dry Autumn, where the soil dryness index was at a summer high. Conditions have not eased and we are waiting for substantial rain before we can go into unrestricted period.

*Over the past year we were busiest in the months of February, March and April. We attended 23 callouts in total – 4 incidents were out of Shire and one was a deployment to Esperance.

Out of these callouts, 3 were car fires – a rare occurrence once upon a time but, possibly, a sign of the future in our Shire. A number of our callouts were to verge fires on the highway where, despite the SlowMo Law now in place, motorists put our lives at risk with negligent driving.

Our training in the year ahead **must** include our safety protocols for vehicle fires and verge fires on busy roads.

*In the past twelve months we have lost a number of members, amongst them the following who made a substantial contribution to the Brigade and their community: Roger Panton and Thomas and Paula Hall. We thank them for their sterling efforts. They will be missed.

Happily, we have welcomed 8 new members, plus 2 who are awaiting their vollen numbers. I look forward to working with you all and being a part of your growth as bush firefighters and members of our “family”.

*As always, the Brigade participates in various community engagement events – attending Edgewater Primary School for their Bushfire Awareness Day; the Christmas Lolly Run; Taste of Chittering and Bullsbrook Fair, and the annual Anzac parade in Bindoon.



*Our fundraising came mainly from reduction burns (thank you, Muchea townsite!), firewood raffles and selling takeaway food at community events. The contribution you made as members of the Brigade at both fundraising and community engagement events is an important part of our Brigade identity and sense of teamship. Thank you for your commitment.

*Let us serve our community in the way we are trained to do and let us continue to make safety a priority.
I would like to thank our officers and management team for their hard work over the past year. It has been a privilege to work and play with you!*

Treasurer's Report (Joanne Johns): N/A

\$8263.21 in the bank

Money spent in the station on...

Spotlights out the front, roller doors + power blower, bbq area, shelving, boot scraper

Equipment Officers Report: Nil

FCO'S Report (Shelly)

Elderly people in Muchea that do not access social media in regards to fire restrictions.

Chittering websites and pamphlets are saying burning restrictions are no longer in place from 1st June... which has caused an issue with people lighting early.

Training Officers Report (Ray Jordan):

Thank you everyone for participating in training. We all work as a team and much appreciated.

Lieutenant's Report: Thank you everyone for participating in training. We all work as a team and much appreciated.

15th June controlled burn at Tronox 9am at station approx. 4 hours

23th June training with ISB

14th July CPR course

Dave Wilson:

Thank you for everyone and your time and ongoing commitment and to office bearers for the last 12 months and the next 12 months. This year hasn't been as busy as other years. 69 fires today with 2 towns evacuated which is a good indication that the season isn't finished yet. Everyone is keeping their training up. The next 12 months will peruse the



DFES applications. New challenges will be ahead with the new roads and highways. Welcome to the new members. We look forward to your contribution for next 12 months. We always put a fire out, safety needs to be paramount for safety of your crew and the public

General Business:

Bruce: Roller doors remember to take out the latch before raising!

Welcomed 2 babies, Johns' Grand Baby and Rhys's little girl

2 Prescribed burns at Tronox to be conducted

Closed the General meeting 7.34pm

Nominations:

Captains: Shelly

Lieutenants: Shane R, Shane J, Jarrod

President: Joanne Johns

Treasurer: Martin French

Secretary: Kelly

Equipment Officer: Simon

Training Co-Ordinator: Ray

Hazard Reduction Officer: FCO

Meeting closed 7.38pm

Next meeting is Thursday 4th July at the Muchea fire station, 7.00pm.



LOWER CHITTERING VOLUNTEER BUSH FIRE BRIGADE

AGM MEETING

WEDNESDAY 5th June 2019

COMMENCING AT 8.24PM

MINUTES

OPEN MEETING

The President opened the meeting at 8.24PM.

- i) **ATTENDANCE:** Johan Rossouw, Graham Furlong, Jeremy Tenant, Paul Jones, Grahame Beevors, Max Brown, Jenny Chadwick, , Tash Harry, Mick Harry, Gary Daley, Daniel Bates, Rebecca Hodge, Alison Brown, Alan Brown, Daniel Hearn, Simon Clifford, Mitchell Pearce, Ben Eggleston, Dan Eggleston, Tom Bauerle, Josh Harney, Chris Parsons, Leanne Bauerle,
- ii) **APOLOGIES:** David Carroll, Liam Spence, Perry Read. David Wilson, Pete Thompson, Ben Furlong, Mitch Williams
- iii) **L.O.A,** Tim Rix
- iv) **Non-Attendance:** Theo Bekkers, Erin Sorenson, John Aquilina, Peter Gunn, Alex Brown, Craig Chambers, Kerry Juner, Josh Bridge, Joshua Davis, , Alan Cornel, Tamara Southwick, Travis Russel, Oliver Brown, , Braden Walsh, Craig Browne,

President Report – Paul Jones

Its been a busy year; we've seen a few departures, plenty of newbies and held some constructive discussions about the Brigades future.

With the many new recruits joining us over the last year or so, who have rapidly been brought up to speed and have shown a lot of commitment to the



Brigade so far, joining the excellent team we already have, I believe we have the beginnings of great foundation for an exciting Brigade moving rapidly towards the next decade in the history of LCVBFB.

A fantastic job to the Brigade as an overall team effort is what was required and that has been shown. Thank you.

I would like to thank all Officers for the support this year and to all members.

Results of Elections

Captain	Graham Furlong
FCO	Max Brown
Crew Leader	Graham Beevors
	Daniel Bates
Lieutenant	Jeremy Tennant
	Johan Rossouw
Burns Coordinator	Johan Rossouw
Training Coordinator	Graham Beevors
President	Paul Jones
Secretary	Natasha Harry
Treasurer	Alison Brown
Equipment Officer	Chris Parsons
Logistical Officer	Michael Harry

There being no further business the President closed the meeting at 8:32 PM.



WANNAMAL VOLUNTEER BUSH FIRE BRIGADE

Minutes of the 2019 Annual General Meeting

Monday 24th June 2019 at 7.30pm

At the Wannamal Fire Station

1. OPENING

The President declared the meeting open at 7.36pm

2. RECORD OF ATTENDANCE/APOLOGIES

Attendance – Richard Rose, Jenni Harris, Dave Carroll, Max Smith, Kim Haeusler, Shayne Smith, Matthew Haeusler, Clayton Smith, Doug Fleetwood, Gail Smith, Kent Harris, Daniel Smith, Keith Cunningham.

Apologies – Simon and Donelle Martin

3. CONFIRMATION OF MINUTES OF THE PREVIOUS AGM

The Minutes of the Annual General Meeting held on the 11th October 2018 were accepted as a True and Correct record. *Incorrect closing time was noted.*

Moved M Haeusler Seconded G Smith

4. BUSINESS ARISING

Fire Station Roster was sent out for this year

5. PRESIDENTS REPORT

- Discussion was held regarding Burning times for the North of the Shire and the need for it to open earlier for Broadacre Farmers. Dave Carroll advised that changes will be coming into effect, that will allow the restricted season to open when it is supposed to and all burns including the 1 metre piles will require a permit.
- Discussion was held on the recent Harvest and Vehicle movement ban and that Famers in our district had to continue with their seeding and Livestock operations regardless.



- The Ongoing issue of the 2.4 Truck not starting is a real issue. Dave to book it into Major Motors this week to be looked at. Suggestion that an electric Fuel pump be fitted.
- The Fire Station Phone line is also not working.
- Look Into starting up a Brigade Facebook page as another avenue to distribute information to members.

6. CORRESPONDENCE

Current Fuel Card has been distributed. Apply for new one within few weeks

7. FINANCIAL REPORT

\$ 2 341.52 in the Statement Account

\$3 222. 09 on Term deposit

8. ELECTION OF OFFICE BEARERS

Captain – C Smith nominated Richard Rose. Seconded by S Smith Accepted

Secretary – G Smith Nominated Jenni Harris. Seconded by K Harris Accepted

Greg Cocking has stepped down from his position as FCO, Clayton Smith has volunteered to Replace Greg. Unanimous vote to nominate to The Shire of Chittering BFAC, Kim Haeusler and Clayton Smith as FCOs

Thankyou to Greg for his many years as FCO and Deputy Chief.

9. GENERAL BUSINESS

- Ladder and Microwave to be purchased for Fire Station
- Rat Bait Stations have been empty for some time. Chittering Pest and weed last visited in 2017. Dave to make a note for Shire to organise Pest and weed contractor to come.
- Doug Fleetwood discussed few occasions lately he has had with calling up Dfes communications when on the way to a fire. They would not accept over radio that he was going to the fire as no one had called it into triple 0. Dave advised that there has been operator issues down there but should now be rectified.
- Electric Roller doors have now been fitted to the Station
- Small discussion held regarding ID cards and may be something useful for brigade members to get.
- Trolley or Trailer to be purchased by the brigade for the pump.

10. CLOSE OF MEETING

There being no further business to discuss the meeting was declared closed at 9.20 pm



6. ANNOUNCEMENTS WITHOUT DISCUSSION

6.1 Community Emergency Services Manager / Chief Bushfire Control Officer

Report date	11 July 2019
Applicant	Chief Bush Fire Control Officer
File ref	09/02/4
Prepared by	Dave Carroll, Community Emergency Services Manager/CBFCO
Disclosure of interest	Nil
	Nil

Welcome to the new Chief Executive Officer, Matthew Gilfellon, new Captains and Fire Control Officers.

Current Situation:

- Now in the Unrestricted Burning Time until the 1st of October
- Soil dryness index for Pearce – 25, Badgingarra – 90 (04/07/19)
- Climate outlook overview (courtesy of Bureau of Metereology):
 - The mean January maximum temperature for Western Australia was the highest on record, while the mean minimum temperature ranked the equal fifth-highest for January on record.
 - Rainfall was below average for many areas, making it the driest January since 2005 when averaged across the State.
 - For Western Australia as a whole, rainfall was 41% below average and the driest January since 2005.
 - A drier than average three months is likely for Western and central WA.
 - July to September days and nights are likely to be warmer than average for most of Australia. The except for southern WA, where there is no shift towards either warmer or cooler than average days.
 - Dry soils and the forecast for drier than average conditions mean more cloud-free nights than average are likely, increasing the risk of frost in susceptible areas.

Deployments:

- Lower Chittering 3.4 was deployed over a week and a half as part of an RUI Task Force for the Esperance/Kalgoorlie complex of fires with Shelly Pannell, Arthur Blewitt and David Redpath from Muchea BFB, Theo Bekkers and Graham Beevors from Lower Chittering BFB providing their services for crewing.
- 26 January 2019 – City of Wanneroo for 3rd alarm RUI fire at Jandabup.
- 4 March 2019 – Avon Valley fire crews deployed from Muchea and Upper Chittering.
- CESM/CBFCO was deployed to Karratha, Burnie Tasmania and Lewena/Nannup fires.

Prevention:

- Shire Ranger private property fire hazard inspections commenced on 16 October with an increased level of examination being applied to Firebreak and Bush Fire Hazard Reduction Notice compliance for greater community protection, an emphasis on this work needing to be completed for the protection of the community, including asset protection zones.
- Prescribed burning and firebreak upgrade and installation was carried out on unallocated Crown land adjacent to the Wannamal town site. This was made possible through State



MINUTES FOR THE CHITTERING BUSHFIRE ADVISORY COMMITTEE
THURSDAY 11 JULY 2019

Government Mitigation Activity funding (MAF) made available through the DFES Bush Fire Risk Management program.

- Changes to the firebreak notice including the removal of the 1m pile due to widespread noncompliance, a Permit to Burn will be required for all burning activity in the Shire.

Preparedness:

- Brigades continue to carry out regular maintenance and DFES training
- Inter brigade exercising and inclusion of the ISB/ICV
- Shire wide communication exercise proposed as alternative to RUI exercise

Community Engagement / Education:

- Use of Shire website and Facebook page to disseminate Firebreak Notice compliance information, Total Fire Bans and Harvest & Vehicle Movement Bans (TFB, HVMB).
- Education campaigns:
 - SloMo for the safety of firefighters and Shire workers working on roads and verges.
 - Information/notification regarding changing autumn weather patterns and severe fire weather in the hours prior to the passage of a cold front and rain, necessitating application of DFES TFB and SoC HVMB, affecting farming operations
 - Conditions applicable to the use of Bee Smoking devices as per the section 39CA of the *Bush Fires Act 1954*

Response Capability:

- Incidents Membership Appliances: 30/06/2018 – 30/06/2019

Brigade	Total Incidents		Personnel	
	2018	2019	2018	2019
Muchea 6443	17	35	24	25
Lower Chittering 6387	22	39	35	45
Upper Chittering 6138	22	37	33	30
Bindoon 6055	20	44	37	39
Wannamal 6652	10	12	57	53
Incident Support 6975	1	5	24	24
			210	216

Appliances	Heavy Tankers	Light Tankers
	8	7
Muchea	2 – 2.4R, 1.4R	1
Lower Chittering	1 – 3.4U	2
Upper Chittering	1 – 2.4R	2
Bindoon	2 – 2.4R, 3.4U	1
Wannamal	1 – 2.4B	1
Incident Control Vehicle	1	
Fire Support Vehicle	1	
Incident Support Trailer, collar tank	1	Total: 18



Thank you to the following over the 2018/2019 Fire Season:

- Dave Wilson Deputy Chief and Training Coordinator.
- Deputy Chiefs Kim Haeusler and Phil Humphry for their leadership roles in the Shire.
- Greg Cocking Deputy Chief and BFCO for the past 16 years, from 2003.
- Clayton Smith for taking on the Wannamal FCO position
- All who have assisted over the past year with Shire of Chittering, Avon fires and Esperance deployment.
- Councillor Osborn and Ross for their support and interest in the Chittering Fire Services and volunteers.

6.2 Chief Executive Officer

Matthew Gilfellow addressed the meeting and spoke to the following:

- Matthew introduced himself and gave insight to his background. Matthew has been a Chief Executive Officer of two Shires and was personally involved with the Volunteer Bush Fire Brigade and Volunteer Fire and Rescue Service in Dumbleyung for the previous five years.
- Emergency services is an area that Matthew enjoys and looks forward to supporting the brigades.

6.3 Chittering Fire Services Training Coordinator

David Wilson addressed the meeting and spoke to the following:

- Welcome to Matthew Gilfellow.
- Probationary Firefighter Handbook revisions completed and if further revision is required in future, they can be updated at that time.
- 2019/20 Skills Refresher alternate version – target date end September
- Congratulations to Anne Maree Hagge for completing her Trainer Assessor, Heather Salter for completing her Cert IV and continuing/incoming Training Officers
- Implementation of Intro to Fire Fighting and Bushfire Fighting TRKs delayed. Release is now forecast for end of the year.
- New Prescription Burning Course is ready for trialling. David C and David W part of trial group and allocation of TRKs for local delivery.
- Discussions underway with Shire of Swan and Shire of Gingin on combining Calendars and collaborating on delivery of courses to hopefully improve attendance and reduce cancellations due to low numbers within individual Shires.
- New eAcademy Training Pathways remain in draft. Unclear of when they will be released. Meeting held with John Tilman from Centre of Excellence. Centre of Excellence will be taking on responsibility for a number of TRKs moving forward – will no longer be owned by eAcademy.
- Courses delivered:
 - Driving Under Operational Conditions -5
 - Operate 4x4 Vehicle - 4
 - IFF – 18 Participants
 - BFF – 12 Participants
 - Sector Commander – 5 Participants
- Upcoming courses:
 - Operate 4x4 drive vehicle (2.4/3.4) –July 21
 - Intro to Firefighting September 15



- Bushfire Fighting September 21/22
- Huw Davies Day moved to 2 November 2019 to support brigade hazard reduction burn activities delayed by the unseasonal conditions – all TO's advised. Will Lee will be in contact with Brigade Captains/Training Officers. Upper Chittering Volunteer Fire Brigade to host this year.
- David Carroll point of contact whilst David Wilson is on leave from 22 July 2019- Course Coordinator for September IFF/BFF

6.4 Department of Biodiversity, Conservation & Attractions/Parks and Wildlife Service

Emma Clingan addressed the meeting and spoke to the following:

- 162 burns have occurred in the Swan Coastal region
- It has been a long season with dry conditions
- Zero fires have occurred on Parks and Wildlife land in the Shire of Chittering
- Thanks was extended to the brigades for their support
- Autumn burning was only 10,000ha in May – it is normal for Autumn burn plans to be significantly smaller compared to Spring burn plans.
- Parks and Wildlife Service are currently working through their Spring burn plan, with 3 prescribed burns within the Shire of Chittering, projected to date.



7. BRIGADE REPORTS

7.1 Bindoon Volunteer Bush Fire Brigade

Peter Watterston addressed the meeting and spoke to the following:

Report date	11 July 2019
Applicant	Bindoon Volunteer Bush Fire Brigade
File ref	09/02/0001
Prepared by	Peter Watterston
Disclosure of interest	Nil
Attachments	Nil

New members

One new member

Member resignation

One member resignation

Brigade incidents

22 incidents since the last meeting

Brigade training

Weekly training is still held – including hydrant checks and associated catseyes markings.

Combined training session held with Wannamal Volunteer Bush Fire Brigade

Two cadet members have completed their IFF and BFF

Community engagement

Farmer's Markets (where possible)

Bindoon ANZAC Day Parade

Wear ya Wellies

Critical information

Nil



7.2 Lower Chittering Volunteer Bush Fire Brigade

Graham Furlong addressed the meeting and spoke to the following:

Report date	11 July 2019
Applicant	Lower Chittering Volunteer Bush Fire Brigade
File ref	09/02/0002
Prepared by	Graham Furlong
Disclosure of interest	Nil
Attachments	Nil

New members

3 new members from previous meeting with police clearances and volunteer numbers received last week. 1 member Daniel Bates moved to Active FF

Member resignation

Oliver Brown has left and joining the Defence Force.

Brigade incidents

Since last meeting period March – June turned out to 16 Incidents starting Long weekend in March multiple Bindoon fires, crews for mop up and patrolling over following days. 3.4 and 2 crew spent 2 weeks in Esperance with speedy repairs made upon return. Chittering Valley Road fire starting from beekeeper smoker on April 23rd and LC crews spent over 250 hours on this job. Great mop up training the following week for new members and significant support from CFS brigades and Shire. Utilised LCVBFB Station as Incident Control.

“Last day” of fire season Baldivis Incident was attended for 6 hours with one LT and crew

Brigade training

Averaging over 60 hours a month of training with focus in March – Fire Suppression, April – Backburning, May -Mopping Up and June – Structural.

Significant training hours for new members spent @ Chittering Valley Road fire in April.

7 members completed IFF and BFF now on Probationary training. 4 members also completed CFS driver training during June and 2 members completed structural firefighting at Mundaring.

Community engagement

We are collaborating with Shire and CFS Brigades to join together for local burns.

Face to Face FCO inspections to give guidance for permits over restricted period so we can be seen in a positive way in the community and talk people out of unnecessary burning.

Anzac Day parade attended by 5 members.

Current requests to participate in Targa West Rally and Taste of Chittering.

Critical information

We need more members to grow and be Bushfire Ready, would like to ask Shire for continued promotion of volunteering for CFS.



7.3 Muceha Volunteer Bush Fire Brigade

Shelly Pannell addressed the meeting and spoke to the following:

Report date	11 July 2019
Applicant	Muceha Volunteer Bush Fire Brigade
File ref	09/02/0003
Prepared by	Shelly Pannell
Disclosure of interest	Nil
Attachments	List of Office Bearers as at 6 June 2019

New members

Michael Simon, James Marotta, David Taylor, Myke Lowe, John O'Shea, Janice Billen (some awaiting vollen number). A few experienced members have returned which has been an advantage to the brigade.

Member resignation

Danny Whittaker, Allen Cullen, Tom Hall, Martin Frowen, Sean Pope

Brigade incidents

April – Mogumber, Toy Rd, Muceha (rubbish fire), Timaru Rd, Billie's Farm in Lower Chittering
May – Lower Chittering (vehicle fire), Muceha (rubbish fires x 2), Teatree Rd

Brigade training

Fortnightly in conjunction with reduction burns
Joint training with Chittering Incident Support Brigade in June

Community engagement

Bindoon ANZAC Parade, Bullsbrook Fair

Critical information

Nil



ITEM 7.3 ATTACHMENT:

Muchea VBFB Office Bearers as at June 6 2019

Captain: Shelly Pannell

Treasurer: Martin French

Secretary: Kelly Gange

President: Jo Johns

Lieutenants: Shane Robertson, Shane Johns, Jarrod McCulloch

Equipment Officer: Simon Cox

Training Co-ordinator: Ray Jordan

FCO: Shelly Pannell



7.4 Upper Chittering Volunteer Bush Fire Brigade

Aaron Cover addressed the meeting and spoke to the following:

Report date	11 July 2019
Applicant	Upper Chittering Volunteer Bush Fire Brigade
File ref	09/02/0004
Prepared by	Aaron Cover
Disclosure of interest	Nil
Attachments	Nil

New members

Five New members completed IFF / BFF

Member resignations

Reg Redmond – Life member passed away

Brigade Incidents

Upper Chittering station responded to 15 incidents since the last BFAC meeting on the 12th of March 2019

Brigade Training

Training is continuing on the last Sunday of the month with good attendance

New members in regular attendance

Critical information

25 May 2019 Annual General Meeting:

Senior Officers:

Captain	Will Lee
1st Lieutenant	Brendan Kavanagh
2nd Lieutenant	Donald Buchanan
Fire Control Officer	Aaron Cover
Fire Control Officer	Gordon Carter

Discussions raised regarding Captains / FCO's not being easily identifiable to residents when conducting Chittering Fire Services business (permits, illegal burns, etc.). There have been several incidents over the years where residents have displayed aggressive and or threatening behaviour towards members legitimately entering their properties.

As it is not always practical to wear PPE, I would like to raise the idea of supplying Captains and FCO's with a high visibility vest clearly embroidered or printed identifying them. Also possibly supplying magnetic signage for their private vehicles for members to use when conducting Chittering Fire Services business. The consensus is we need to do more to reduce the risk aggression and threats of violence towards our members out in the community when acting on behalf of Chittering Fire Services.

In addition to this, the Firebreak Notice's information and Shire website is outdated. The Fire Permit templates should provide a breakdown for the burning of garden refuse on the back.

Community engagement

17/4 Annual Perth CBD street appeal – tin rattle



- 20/4 Easter egg hunt
- 25/4 Anzac Day guard of honour
- 26/5 Wear Ya Wellies
- 8/6 Reg Redmond memorial service

ACTION

The Shire to look at obtaining high visibility vests (embroidered or printed) and magnetic signage for their private vehicles for the purpose of identifying Fire Control Officers when on site conducting Chittering Fire Services duties.

ACTION

The Shire to review the website content, Firebreak Notice and content on the back of Fire Permits to include more up to date information and a breakdown of the burning of garden refuse.



7.5 Wannamal Volunteer Bush Fire Brigade

Richard Rose addressed the meeting and spoke to the following:

Report date	11 July 2019
Applicant	Wannamal Volunteer Bush Fire Brigade
File ref	09/02/0005
Prepared by	Richard Rose
Disclosure of interest	Nil
Attachments	Nil

New members

No new members. Richard projects that there may some new members in near future.

Member resignation

A former FCO John Rose passed away in 2018.

Brigade incidents

Responded to 10 incidents in the last year.

Brigade Training

Attended a training night with Bindoon brigade March 2019

Community engagement

2018 Wannamal Christmas Tree.

Critical information

AGM held 24 June 2019.

Senior Officers:

Fire control officer - Kim Haeusler

Fire control officer - Clayton Smith

Captain - Richard Rose

Secretary - Jenny Haeusler



7.6 Chittering Incident Support Brigade

Paul Groves addressed the meeting and spoke to the following:

Report date	11 July 2019
Applicant	Chittering Incident Support Brigade
File ref	09/02/5
Prepared by	Paul Groves
Disclosure of interest	Nil
Attachments	Nil

New members

Nil

Member resignation

1 member taking 12 month leave of absence unfortunately the member is a very experienced person and further reduces the number of experienced personnel available for initial call out.

Brigade incidents

Nil

Brigade training

The ISB has been undertaking joint training with other Chittering brigades. This training is very much appreciated by our members and we hope to continue with this joint training as much as possible. Radio testing is still being planned for the Shire but once we have a schedule all brigades will be advised and welcome to participate if they wish.

Community engagement

Wear ya Wellies day at Bindoon in May
ANZAC Day

Comments

After the recent AGM of the Chittering ISB (8th June 2019) we unfortunately had no nominations for the position of Captain and as such the brigade is currently being managed by the 1st Lieut – Peter Hall and the CISM. Paul Groves is providing support for the elected officers with background information on the ICV operations and the faults with the ICV. A list of office bearers for 2019/20 is listed below

Captain Nominee	Position vacant	
Lieutenant	Nominee	Peter Hall (2 year)
	Accepted	Yes
	Proposer 1 and 2	Sam Murray-Whelan//Brenda Riley
2nd Lieutenant	Nominee	Sam Murray-Whelan (1 year)
	Accepted	Yes
	Proposer 1 and 2	Brenda Riley/Peter Hall
	(The chair accepted a late nomination for this position)	
Training Officer	Nominee	Heather Salter (2 Year)
	Accepted	Yes
	Proposer 1 and 2	Sam Murray-Whelan/ Peter Hall



MINUTES FOR THE CHITTERING BUSHFIRE ADVISORY COMMITTEE
THURSDAY 11 JULY 2019

Equip/Mtce Officer	Nominee Accepted Proposer 1 and 2	Andrew Bates Yes Heather Salter/John Williams
Treasurer	Nominee Accepted Proposer 1 and 2	John Williams Yes Peter Hall/Debra Wilson
Secretary	Nominee Accepted Proposer 1 and 2	Brenda Riley Yes Heather Salter/John Williams
BFAC Delegate / Deputy	Peter Hall	Sam Murray-Whelan

Debra Wilson advised that she was taking a 12 month absence but would still be involved in DFES matters as she will assist her husband David Wilson in his role. Sincere thanks to Deb for her contribution over the past 6 or so years.

David Carroll will discuss the role of Acting Captain with Peter Hall.

The Chittering ISB has been operating in the Shire since 1998, although we haven't been used as much as could be and it would be a shame to see the commitment of members ignored and the brigade fold.

The ICV is again in Perth undergoing testing and hopefully repairs to the on board power system. This has been an ongoing problem with the Chittering ICV and others since the ICV's were deployed.

The ISB was advised in June that a District Officer, based at the Belmont office had been given the responsibility to manage the ICV's but to date none of the ISB's in the North Metro regions have been advised who this person is and what the role will cover.



8. CHITTERING BUSHFIRE ADVISORY COMMITTEE ACTION LIST AND COMMITTEE RECOMMENDATIONS

8.1 Outstanding actions and recommendations

Meeting Date	Brigade/Report Title	Details of Required Action	Person Responsible	Current Status	Action Completed
12/03/2019	Upper Chittering Volunteer Bush Fire Brigade	That Council expedite the process so that Dave Wilson receives full compensation, without delay, for the loss of his motor vehicle.	CBFCO CEO	A confidential officer report was tabled at the Ordinary Council meeting held on 15 May 2019. Council resolved to be... <i>"laid on the table so that the draft "Reimbursement of Volunteers for Damaged Personal Equipment" can be further developed through future Council Workshops, and then returned to the next available Ordinary Meeting of Council for its consideration.."</i>	Ongoing



8.2 Ongoing Action - Reimbursement of Volunteers for Damaged Personal Equipment

The Committee had a discussion regarding David Wilson's vehicle insurance claim and what the Shire and Council had decided to mitigate future issues for other volunteers. Councillors and the Chief Executive Officer indicated that a draft policy is still being workshopped by Council. David Wilson advised that to date he was \$6,000 out of pocket and had been waiting 10 months for an outcome. David went on to request that the Shire and David Carroll ensure that Fire Control Officers insure their vehicles at full replacement value. Other Committee members expressed that they were apprehensive regarding using their personal vehicles whilst performing Chittering Fire Services duties, given that there has been no resolution for David Wilson's reimbursement. An outcome has been requested by the Committee before the next restricted season.

ACTION

The Shire to investigate whether their insurance covers volunteers, particularly Fire Control Officers, in the event of personal injury (e.g. injured or assaulted by a resident or landowner) in the course of Chittering Fire Services duties.



9. GENERAL BUSINESS

9.1 Membership of the Chittering Bush Fire Advisory Committee

Report date	11 July 2019
Applicant	Shire of Chittering
File ref	09/02/4
Prepared by	Development Services Support Officer
Supervised by	Community Emergency Services Manager
Disclosure of interest	Nil
Voting requirements	Absolute Majority
Attachments	Nil

Executive Summary

Members of the Chittering Bush Fire Advisory Committee is requested to nominate for positions on the Committee, as following the Brigades Annual General Meeting members may be retired or not renominated for the coming year.

Background

As at 18 July 2018 the membership of the Committee was as follows:

- Cr Peter Osborn Council Member (Delegate)
- Cr Carmel Ross Council Member (Deputy)
- Alan Sheridan Chief Executive Officer, Shire of Chittering
- Dave Carroll Chief Bush Fire Control Officer
- David Wilson Deputy Chief Bush Fire Control Officer – Southern Region; Upper Chittering Volunteer Bush Fire Brigade
- Phillip Humphry Deputy Chief Bush Fire Control Officer – Central Region
- Kim Haeusler Deputy Chief Bush Fire Control Officer – Northern Region
- Arthur Blewitt Muchea Volunteer Bush Fire Brigade (Member)
- Shelly Pannell Muchea Volunteer Bush Fire Brigade (Deputy)
- Jeff Reeves Lower Chittering Volunteer Bush Fire Brigade (Member)
- Graham Furlong Lower Chittering Volunteer Bush Fire Brigade (Deputy)
- Gordon Carter Upper Chittering Volunteer Bush Fire Brigade (Member)
- Aaron Cover Upper Chittering Volunteer Bush Fire Brigade (Deputy)
- Peter Watterston Bindoon Volunteer Bush Fire Brigade (Member)
- Scott Ormsby Bindoon Volunteer Bush Fire Brigade (Deputy)
- Greg Cocking Wannamal Volunteer Bush Fire Brigade (Member)
- Richard Rose Wannamal Volunteer Bush Fire Brigade (Deputy)
- Paul Groves Incident Support Brigade (Member)
- Sam Murray Whelan Incident Support Brigade (Deputy)

Consultation/Communication Implications

Local

Chittering Bush Fire Advisory Committee

State

Nil

Legislative ImplicationsState

- *Local Government Act 1995, s5.12 and s5.13*

Local

Nil

Policy ImplicationsState

Nil

Local

Nil

Financial Implications

Nil

Strategic ImplicationsLocal

- *Strategic Community Plan 2017-2027*
Focus area: Our natural environment
Objective: S2.3 Protection of life and property
Strategy: S2.3.1 Improve Bush Fire preparedness and recovery

State

Nil

Site Inspection

Not applicable

Triple Bottom Line AssessmentEconomic implications

There are no known significant economic implications associated with this proposal.

Social implications

There are no known significant social implications associated with this proposal.

Environmental implications

There are no known significant environmental implications associated with this proposal.



Officer Comment/Details

The members present are now required to nominate for positions on the Committee, as following the Brigades Annual General Meeting members may be retired or not renominated for the coming year.

9.1 OFFICER RECOMMENDATION

That the Chittering Bush Fire Advisory Committee recommends to Council that membership effective 11 July 2019 is as follows:

Moved David Wilson / Seconded Shelly Pannell

Delegate	Deputy
Cr Peter Osborn	Cr Carmel Ross
Matthew Gilfellow, Chief Executive Officer	Nil
Dave Carroll, Community Emergency Services Manager/Chief Bush Fire Control Officer	Nil
David Wilson, Deputy Chief Bush Fire Control Officer - Southern Region	Nil
Phill Humphry, Deputy Chief Bush Fire Control Officer - Central Region	Nil
Kim Haeusler, Deputy Chief Bush Fire Control Officer - Northern Region	Nil
Peter Watterston, Bindoon Volunteer Bush Fire Brigade	Scott Ormsby, Bindoon Volunteer Bush Fire Brigade
Graham Furlong, Lower Chittering Volunteer Bush Fire Brigade	Max Brown, Lower Chittering Volunteer Bush Fire Brigade
Shelly Pannell, Muchea Volunteer Bush Fire Brigade	Shane Robertson, Muchea Volunteer Bush Fire Brigade
Aaron Cover, Upper Chittering Volunteer Bush Fire Brigade	Gordon Carter, Upper Chittering Volunteer Bush Fire Brigade
Richard Rose, Wannamal Volunteer Bush Fire Brigade	Clayton Smith, Wannamal Volunteer Bush Fire Brigade
Peter Hall, Chittering Incident Support Brigade	Sam Murray-Whelan, Chittering Incident Support Brigade

CARRIED UNANIMOUSLY



9.2 Broadacre Agricultural Properties Burning Under Permit

Phill Humphry addressed the meeting and requested input into the possibility of moving the border for permits from Waldeck East Road, Wannamal, to Bindoon-Dewars Pool Road, Bindoon, due to the difficulty a farmer had with obtaining a permit when the restricted season was opened to those conducting stubble burning for the purposes of broadacre agriculture. Kim Haeusler addressed the meeting and provided feedback from conversations he had with David Carroll during the extension to the prohibited season.

Kim discussed that the extension of the prohibited season held farmers up from being able to do stubble burning, however, it was understood that this was the case to prevent landowners from burning garden refuse in the rest of the Shire. David Carroll has discussed removing the garden refuse aspect in the Firebreak notice for the restricted seasons each year. Removing the allowance of burning garden refuse as a permitted activity as part of the restricted season may result in more work for Fire Control Officers of each area. Kim continued that if all burning during the restricted season requires a permit the season can be opened sooner as Chittering Fire Services will have more control of what is occurring in their respective areas. The Committee agreed that there would be no requirement to shift the boundary if the Firebreak notice was adjusted as described.

ACTION

The Chief Bush Fire Control Officer to provide Fire Control Officers with the opportunity to comment on the draft Firebreak Notice for 2019/20 and arrange a meeting to discuss before its release to residents and landowners.

9.3 Access to Heavy Machinery from Shire Fleet

Peter Watterston addressed the meeting to discuss access to the Shire's water cart for use at incidents across the Shire. Peter described that at a recent incident on Teatree Road, Bindoon, water sources were of a great distance away which required appliances to travel constantly to refill. Peter stated that there are members who are qualified and willing to operate the machinery as volunteers.

Matthew Gilfellow provided feedback that the Shire would need to check that insurance would cover the machinery during incidents. Matthew went on further to indicate that he believed that volunteers would be covered by insurance but wanted to make sure his facts were correct before confirming this.

Peter provided the alternative solution of whether the Shire could have staff on a roster that is on call to assist with driving the machinery in the event of an incident. The Committee discussed that the Shire employee's assistance could be treated in a similar way as contractors however the Emergency Services Levy does not cover the cost of contractors during an incident. The Committee further discussed that in the past the Shire did allow for heavy machinery to be used by volunteers and was dependent with the Manager of that area.

ACTION

The Shire to check whether heavy machinery in Shire fleet is covered by insurance should they be driven by volunteers during active incidents.



9.4 Chittering Bush Fire Ready Group

Peter Watterston addressed the meeting to discuss the possibility of volunteers having access to post in the Chittering Bush Fire Ready group on Facebook. Peter expressed that he understood that Shire officers were not always able to post in a timely manner and may not be remunerated to do as such. However, the timeliness of posting information in regard to Harvest and Hot Works Bans and Total Fire Bans were crucial and volunteers such as Peter had the ability to post early in the morning to ensure the information was available to members of the public. Matthew Gilfellon advised that he is currently working on community engagement.

ACTION

The Chief Bushfire Control Officer to liaise with the Shire officer who manages the Facebook page to discuss further

ACTION

The Shire to send Reg Redmond's family condolences for his recent passing and recognition of years served under Chittering Fire Services. Reg was a life member of Upper Chittering Volunteer Bush Fire Brigade.

ACTION

The Shire to provide the new date for the Chittering Annual Recognition Event (CARE) to each of the brigades.

ACTION

The Shire to send Greg Cocking a letter to recognise his years of service as a longstanding Fire Control Officer for Wannamal Volunteer Bush Fire Brigade

10. NEXT MEETING

That the next meeting of the Chittering Bush Fire Advisory Committee is scheduled for Tuesday, 8 October 2019 commencing at 7pm.

11. CLOSURE

The Chairperson declared the meeting closed at 8:00PM

Muceha Volunteer Bush Fire Brigade

Minutes of the Annual General Meeting Held Thursday 6th June 2019 at the Muceha Fire Station at 7 pm.

Attendance

Simon Cox	Shane Johns	Martin French
Kelly Gange	Slade Healy	Joanne Johns
Ray Jordan	Shelly Pannell	Michael Simon
Rhys McGregor	Bruce Pannell	Thomas Hall
Nicola Green	Dave Wilson	Mark Smith

Visitors

James Marotta

Apologies

Dave Carrol, Tammy Foster, Dave Redpath, Janice, Stacey, Dave Taylor(new), Jarrod, Ian

Captains Report (Shelly Pannell):

*We have been through an exceptionally dry Autumn, where the soil dryness index was at a summer high. Conditions have not eased and we are waiting for substantial rain before we can go into unrestricted period.

*Over the past year we were busiest in the months of February, March and April. We attended 23 callouts in total – 4 incidents were out of Shire and one was a deployment to Esperance.

Out of these callouts, 3 were car fires – a rare occurrence once upon a time but, possibly, a sign of the future in our Shire. A number of our callouts were to verge fires on the highway where, despite the SlowMo Law now in place, motorists put our lives at risk with negligent driving.

Our training in the year ahead **must** include our safety protocols for vehicle fires and verge fires on busy roads.

*In the past twelve months we have lost a number of members, amongst them the following who made a substantial contribution to the Brigade and their community: Roger Panton and Thomas and Paula Hall. We thank them for their sterling efforts. They will be missed.

Happily, we have welcomed 8 new members, plus 2 who are awaiting their vollen numbers. I look forward to working with you all and being a part of your growth as bush firefighters and members of our “family”.

*As always, the Brigade participates in various community engagement events – attending Edgewater Primary School for their Bushfire Awareness Day; the Christmas Lolly Run; Taste of Chittering and Bullsbrook Fair, and the annual Anzac parade in Bindoon.

*Our fundraising came mainly from reduction burns (thank you, Muchea townsite!), firewood raffles and selling takeaway food at community events. The contribution **you** made as members of the Brigade at both fundraising and community engagement events is an important part of our Brigade identity and sense of teamship. Thank you for your commitment.

Let us serve our community in the way we are trained to do and let us continue to make safety a priority.

I would like to thank our officers and management team for their hard work over the past year. It has been a privilege to work and play with you!

Treasurer's Report (Joanne Johns): N/A

\$8263.21 in the bank

Money spent in the station on...

Spotlights out the front, roller doors + power blower, bbq area, shelving, boot scraper

Equipment Officers Report: Nil

FCO'S Report (Shelly)

Elderly people in Muchea that do not access social media in regards to fire restrictions. Chattering websites and pamphlets are saying burning restrictions are no longer in place from 1st June... which has caused an issue with people lighting early.

Training Officers Report (Ray Jordan):

Thank you everyone for participating in training. We all work as a team and much appreciated.

Lieutenant's Report: Thank you everyone for participating in training. We all work as a team and much appreciated.

15th June controlled burn at Tronox 9am at station approx. 4 hours

23th June training with ISB

14th July CPR course

Dave Wilson:

Thank you for everyone and your time and ongoing commitment and to office bearers for the last 12 months and the next 12 months. This year hasn't been as busy as other years. 69 fires today with 2 towns evacuated which is a good indication that the season isn't finished yet. Everyone is keeping their training up. The next 12 months will peruse the

DFES applications. New challenges will be ahead with the new roads and highways. Welcome to the new members. We look forward to your contribution for next 12 months. We always put a fire out, safety needs to be paramount for safety of your crew and the public

General Business:

Bruce: Roller doors remember to take out the latch before raising!

Welcomed 2 babies, Johns' Grand Baby and Rhys's little girl

2 Prescribed burns at Tronox to be conducted

Closed the General meeting 7.34pm

Nominations:

Captains: Shelly

Lieutenants: Shane R, Shane J, Jarrod

President: Joanne Johns

Treasurer: Martin French

Secretary: Kelly

Equipment Officer: Simon

Training Co-Ordinator: Ray

Hazard Reduction Officer: FCO

Meeting closed 7.38pm

Next meeting is Thursday 4th July at the Muchea fire station, 7.00pm.



LOWER CHITTERING VOLUNTEER BUSH FIRE BRIGADE

AGM MEETING

WEDNESDAY 5th June 2019

COMMENCING AT 8.24PM

MINUTES

OPEN MEETING

The President opened the meeting at 8.24PM.

- i) **ATTENDANCE:** Johan Rossouw, Graham Furlong, Jeremy Tenant, Paul Jones, Grahame Beevors, Max Brown, Jenny Chadwick, , Tash Harry, Mick Harry, Gary Daley, Daniel Bates, Rebecca Hodge, Alison Brown, Alan Brown, , Daniel Hearn, Simon Clifford, Mitchell Pearce, Ben Eggleston, Dan Eggleston, Tom Bauerle, Josh Harney, Chris Parsons, Leanne Bauerle,
- ii) **APOLOGIES:** David Carroll, Liam Spence, Perry Read. David Wilson, Pete Thompson, Ben Furlong, Mitch Williams
- iii) **L.O.A,** Tim Rix
- iv) **Non-Attendance:** Theo Bekkers, Erin Sorenson, John Aquilina, Peter Gunn, Alex Brown, Craig Chambers, Kerry Juner, Josh Bridge, Joshua Davis, , Alan Cornel, Tamara Southwick, Travis Russel, Oliver Brown, , Braden Walsh, Craig Browne,

President Report – Paul Jones

Its been a busy year; we've seen a few departures, plenty of newbies and held some constructive discussions about the Brigades future.

With the many new recruits joining us over the last year or so, who have rapidly been brought up to speed and have shown a lot of commitment to the

Brigade so far, joining the excellent team we already have, I believe we have the beginnings of great foundation for an exciting Brigade moving rapidly towards the next decade in the history of LCVBFB.

A fantastic job to the Brigade as an overall team effort is what was required and that has been shown. Thank you.

I would like to thank all Officers for the support this year and to all members.

Results of Elections

Captain	Graham Furlong
FCO	Max Brown
Crew Leader	Graham Beevors Daniel Bates
Lieutenant	Jeremy Tennant Johan Rossouw
Burns Coordinator	Johan Rossouw
Training Coordinator	Graham Beevors
President	Paul Jones
Secretary	Natasha Harry
Treasurer	Alison Brown
Equipment Officer	Chris Parsons
Logistical Officer	Michael Harry

There being no further business the President closed the meeting at 8:32 PM.



UPPER CHITTERING VOLUNTEER BUSH FIRE BRIGADE

ANNUAL GENERAL MEETING
Saturday, 25 May 2019 - Commencing at 2:00PM

AGENDA

1. Open Meeting	9. Safety Report
2. Previous Minutes	10. Equipment Report
3. President's Report	11. Callout Report
4. Secretary's Report	12. Social Report
5. Treasurer's Report	13. Maintenance Report
6. Captain's Report	14. Election of Office Bearers
7. Fire Control Officer Report(s)	15. General Business
8. Training Report	16. Close Meeting

MINUTES

1. OPEN MEETING

The President opened the meeting at 2:15PM

Attendance – Will Lee, Gordon Carter, Juanita Lee, Alex Mackie, David Carroll, Mark Roughton, Scott Thackrah, Paul Arrowsmith, Phill Humphrey, Lachlan Evans, Graeme Mackenzie, Sue Buchanan, Kemba Lamb, David Wilson, Allan Cox, Peter Messer, Jodie Connell.

Apologies– Don Buchanan, Gregor Buchanan.

2. PREVIOUS MINUTES

The minutes of previous AGM held 30 June 2018 were accepted as a true and correct record.

Moved Gordon Carter, seconded Sue Buchanan

3. PRESIDENT'S REPORT - PETER MESSER

- Another successful year had.
- Thanks was given to Will and the team. Will has always ensured that every appliance was operational, and every member was well trained.
- All members can be proud of how the year has been conducted and congratulations was given to all the new members on joining.
- Thanks was given to new secretary, Jodie, who has ensured the transition from Kath's departure was seamless.
- Today the brigade will remember Reg Redmond; a long-standing member of the brigade, Reg has recently passed. Reg always had a smile on his face. Reg had a strong presence in the brigade, and he will be greatly missed.

Moved Allan Cox, seconded Lachlan Evans



4. SECRETARY'S REPORT – JODIE CONNELL

None

5. TREASURER'S REPORT - JUANITA LEE

- Books are currently being audited by the Shire of Chittering. A full report will be provided with the minutes of this meeting.

Moved Alex Mackie, seconded Aaron Cover

6. CAPTAIN'S REPORT - WILL LEE

- Thanks was given to everyone for another solid year. The brigade was able to have members attend every incident that UCVBFB was called out to this year.

Moved Mark Roughton, seconded Phill Humphry

7. FIRE CONTROL OFFICER REPORT(S) – GORDON CARTER & AARON COVER

- Restricted period forecasted to be extended and to be discussed by David Carroll in General Business. Conditions are still very dry.

Moved Scott Thackrah, seconded David Wilson

8. TRAINING REPORT - WILL LEE

- Attendance has been consistent throughout the year. Future attendance will hopefully continue to be high and consistent.

Moved Alex Mackie, seconded Juanita Lee

9. SAFETY REPORT - WILL LEE

None

10. EQUIPMENT REPORT - AARON COVER

- Appliances in good working order.
- The portable pump on the 2.4 needs replacing. Excessive heat and smoke has been witnessed during its operation. Consider replacement through insurance or use pumps on the appliances.

Moved Paul Arrowsmith, seconded Gordon Carter

11. CALLOUT REPORT - WILL LEE

- All incidents have had attendance.

Moved David Wilson, seconded Allan Cox

12. SOCIAL REPORT – JODIE CONNELL

None



13. MAINTENANCE REPORT - PETER MESSER

None

14. ELECTION OF OFFICE BEARERS

The President stepped down and the Captain undertook the election of office bearers for 2019/2020

Position	Candidate	Nominated by	Seconded by	Vote
President	Peter Messer	Aaron Cover	Alex Mackie	UNANIMOUS
Vice President	Don Buchanan	Phill Humphry	Sue Buchanan	UNANIMOUS
Secretary	Jodie Connell	Will Lee	Lachlan Evans	UNANIMOUS
Treasurer	Kemba Lamb	Juanita Lee	Allan Cox	UNANIMOUS
Captain	Will Lee	Peter Messer	Gordon Carter	UNANIMOUS
First Lieutenant	Brendan Kavanagh	Mark Roughton	Paul Arrowsmith	UNANIMOUS
Second Lieutenant	Don Buchanan	David Wilson	Aaron Cover	UNANIMOUS
Training Officer	Don Buchanan	Scott Thackrah	Juanita Lee	UNANIMOUS
Safety Officer	Will Lee	Gordon Carter	Allan Cox	UNANIMOUS
	Jodie Connell	Peter Messer	Lachlan Evans	UNANIMOUS
Equipment Officer	Don Buchanan	Alex Mackie	Phill Humphry	UNANIMOUS
	Aaron Cover	Sue Buchanan	David Wilson	UNANIMOUS
Publicity Officer	Jodie Connell	Peter Messer	Will Lee	UNANIMOUS
Callout Officer	Lachlan Evans	Will Lee	Mark Roughton	UNANIMOUS
Maintenance Officer	Peter Messer	Phill Humphry	Paul Arrowsmith	UNANIMOUS
Fire Control Officers	Aaron Cover	David Wilson	Alex Mackie	UNANIMOUS
	Gordon Carter	Allan Cox	Scott Thackrah	UNANIMOUS

At the completion of the elections the President resumed the chair.

15. GENERAL BUSINESS

David Carroll:

- Congratulations to all the new office bearers; thanks given to Will and the team; thanks given to Jodie for taking on UCVBFB as well as Incident Support Brigade; thanks to David Wilson who continues to be a pillar of the community
- A new pump is in the 2019/20 budget. The review of the budget is still underway at the Shire of Chittering.
- Seasonally, the soil dryness index is way too high – which is safe for those who have the knowledge how to burn, but not for those who don't. Restricted season will be extended by two weeks.
- Condolences given to the brigade in the loss of Reg Redmond. For those who are experiencing any grief or wish to speak to someone, there are resources available to help you. Information brochures are available at the station or speak to Will who also has information.

**Gordon Carter:**

- Concern was raised about the recent actions of a member from a neighbouring Shire's brigade on Social Media (aimed at Chittering Fire Services).
RESPONSE FROM DAVE WILSON: Gingin South have apologised for their comments online – this will be addressed in the next BFAC in Gingin. Dave has spoken to all parties including the Gingin CESM.
- Suggestion to begin a UCVFBF honour roll to include Reg. There will be a requirement to talk to old members and get more members added.

Will Lee:

- The passing of Reg Redmond: There will be a private funeral for the family only. Peter is currently organising a plaque to be made in Reg's memory.
- A Memorial Day (open to the public) to be held at the station in Reg's memory. The station will officially be closed for the occasion with Bindoon to cover.

Moved Gordon Carter, seconded Mark Roughton

CLOSE MEETING

There being no further business the President closed the meeting at 2:50PM

Next General Meeting: Sunday, 30 June 2019



WANNAMAL VOLUNTEER BUSH FIRE BRIGADE

Minutes of the 2019 Annual General Meeting

Monday 24th June 2019 at 7.30pm

At the Wannamal Fire Station

1. OPENING

The President declared the meeting open at 7.36pm

2. RECORD OF ATTENDANCE/APOLOGIES

Attendance – Richard Rose, Jenni Harris, Dave Carroll, Max Smith, Kim Haeusler, Shayne Smith, Matthew Haeusler, Clayton Smith, Doug Fleetwood, Gail Smith, Kent Harris, Daniel Smith, Keith Cunningham.

Apologies – Simon and Donelle Martin

3. CONFIRMATION OF MINUTES OF THE PREVIOUS AGM

The Minutes of the Annual General Meeting held on the 11th October 2018 were accepted as a True and Correct record. ***Incorrect closing time was noted.***

Moved M Haeusler Seconded G Smith

4. BUSINESS ARISING

Fire Station Roster was sent out for this year

5. PRESIDENTS REPORT

- Discussion was held regarding Burning times for the North of the Shire and the need for it to open earlier for Broadacre Farmers. Dave Carroll advised that changes will be coming into effect, that will allow the restricted season to open when it is supposed to and all burns including the 1 metre piles will require a permit.
- Discussion was held on the recent Harvest and Vehicle movement ban and that Farmers in our district had to continue with their seeding and Livestock operations regardless.

- The Ongoing issue of the 2.4 Truck not starting is a real issue. Dave to book it into Major Motors this week to be looked at. Suggestion that an electric Fuel pump be fitted.
- The Fire Station Phone line is also not working.
- Look Into starting up a Brigade Facebook page as another avenue to distribute information to members.

6. CORRESPONDENCE

Current Fuel Card has been distributed. Apply for new one within few weeks

7. FINANCIAL REPORT

\$ 2 341.52 in the Statement Account

\$3 222. 09 on Term deposit

8. ELECTION OF OFFICE BEARERS

Captain – C Smith nominated Richard Rose. Seconded by S Smith Accepted

Secretary – G Smith Nominated Jenni Harris. Seconded by K Harris Accepted

Greg Cocking has stepped down from his position as FCO, Clayton Smith has volunteered to Replace Greg. Unanimous vote to nominate to The Shire of Chittering BFAC, Kim Haeusler and Clayton Smith as FCOs

Thankyou to Greg for his many years as FCO and Deputy Chief.

9. GENERAL BUSINESS

- Ladder and Microwave to be purchased for Fire Station
- Rat Bait Stations have been empty for some time. Chittering Pest and weed last visited in 2017. Dave to make a note for Shire to organise Pest and weed contractor to come.
- Doug Fleetwood discussed few occasions lately he has had with calling up Dfes communications when on the way to a fire. They would not accept over radio that he was going to the fire as no one had called it into triple 0. Dave advised that there has been operator issues down there but should now be rectified.
- Electric Roller doors have now been fitted to the Station
- Small discussion held regarding ID cards and may be something useful for brigade members to get.
- Trolley or Trailer to be purchased by the brigade for the pump.

10. CLOSE OF MEETING

There being no further business to discuss the meeting was declared closed at 9.20 pm



Incident Support

**MINUTES OF ANNUAL GENERAL MEETING HELD
Saturday 8 June 2019 following General Meeting
9.00am at Bindoon**

Meeting opened at: 9.35AM

Attendance: David Carroll, Cr Peter Osborn, Debra Wilson, Andrew Bates, Paulette Embling, Anne Hopkins, Peter Hall, Jodie Connell, Kat Schofield, Raylene Groves, Sam Murray-Whelan, John Williams, Sue Tough, Brenda Riley

Apologies: Greg and Heather Salter, Trish McArthur

Previous Minutes

- Minutes of meeting held 9 June 2018 to be confirmed
Moved: Peter Hall. Seconded: Debra Wilson. Carried

Correspondence:

No correspondence relation to the AGM was received. Noted

Captains Report:

Paul Groves (See attached)

Other matters raised by Paul:

- DFES have appointed a dedicated ICV Officer
- Paul is not seeking Captaincy again

Training Report:

Heather Salter (See attached)

It was noted that an MR License was required to drive the ICV.

Andrew Bates advised he had obtained his Learners Permit and Peter has offered to assist with driver training.

Treasurers Report:

John Williams (See attached)

All office bearers to stand down. David Carroll took the Chair.

Election of Officer Positions:

Nominations were submitted and unanimously accepted for positions as follows:

Captain	Nominee	Position vacant
Lieutenant	Nominee Accepted Proposer 1 and 2	Peter Hall (2 year) Yes Sam Murray-Whelan//Brenda Riley
2 nd Lieutenant	Nominee Accepted Proposer 1 and 2 (The chair accepted a late nomination for this position)	Sam Murray-Whelan (1 year) Yes Brenda Riley/Peter Hall

Training Officer	Nominee Accepted Proposer 1 and 2	Heather Salter (2 Year) Yes Sam Murray-Whelan/ Peter Hall
Equip/Mtce Officer	Nominee Accepted Proposer 1 and 2	Andrew Bates Yes Heather Salter/John Williams
Treasurer	Nominee Accepted Proposer 1 and 2	John Williams Yes Peter Hall/Debra Wilson
Secretary	Nominee Accepted Proposer 1 and 2	Brenda Riley Yes Heather Salter/John Williams

Debra Wilson advised that she was taking a 12 month absence but would still be involved in DFES matters as she will assist her husband David Wilson in his role. Sincere thanks to Deb for her contribution over the past 6 or so years.

David Carroll will discuss the role of Acting Captain with Peter Hall.

Expressions of Interest:

Crew Leaders	Paul Groves There may be a need to train more crew leaders.	Sam Whelan
Uniforms	Raylene Groves Paulette Embling indicated a willingness to learn this role with the Potential for taking task on in the future.	
Drivers	Paul Groves Greg Salter John Williams advised he is only available on weekends.	Heather Salter Peter Hall

First Aid Officer Sam Murray-Whelan

General Business:

Fuel Card – John Williams will be available following the meeting for those needing fuel

ISB Members – Cr Osborn and Dave Carroll our DO extended their thanks to members on behalf of the Shire of Chittering

Presentation to Peter Hall – Cr Osborn presented Peter Hall with a 20 year service medal on behalf of DFES. Peter has held many roles and was one of the first members of ISB, as well as being a long serving member of Muchea Bush Fire Brigade. He has come full circle and is now one of us again.

There being no further business the meeting concluded at 10am followed by a morning tea kindly prepared by Raylene Groves.

Attachment 1.**CAPTAINS REPORT – Chittering ISB AGM 8th June 2019**

Thank you to those who could attend the 2019 AGM. The following is my report for the 2018/19 year. Again we have had a quiet year with 5 incidents. Those incidents were

1. Inc 424090 26/2/19 Fire call to Boonanaring Rd Beermullah. Unable to attend due to tyre problems on ICV
2. Inc 425519 13/03/19 Call to Fire in Dalwallinu. Stood down soon after call
3. Inc 427716 4/04/19 Fire call to Mogumber Aboriginal mission farm. Unable to raise crew.
4. Inc 430102 23/04/19 Fire call to Billys Farm Chittering Rd
5. Inc 435499 19/05/19 Fire call to Tea Tree Rd

Of the 5 incidents the where the ISB was called we attended only 2 due to either no crew available or in 1 instance a problem with the ICV (1 tyre flat and 1 with slight damage).

The issue with the tyre damage was probably 2 fold in the damage was not identified at the time or when I as Equipment Officer did not pick up the issues. These are both issues that shouldn't happen. It is hoped that in the coming year we can get more members involved in the Officer roles to spread the load.

Again we have had issues over the year with the equipment in the ICV mainly related to the power inverter and on board generator. These issues have been discussed regularly with our CESM (Dave Carroll) but we have had problems in having any one in DFES taking responsibility to arrange repair for problems that have been apparent since the vehicle was delivered. I understand that DFES have now assigned a District Officer with responsibility for managing the ICV problems and arranging repair.

I extend my thanks to all members who have offered their service over the past year. In particular Sam Murray-Whelan – Lieutenant and Deputy Captain, Deb Wilson - Lieutenant, Brenda Riley - Secretary, Heather Salter - Training Officer and John Williams as Treasurer Thank you. A special mention to Heather for taking on the Training Officer role after Deb Wilson. It hasn't been easy for Heather with her position in Wheatbelt Health also placing a heavy demand on her time - well done. It would also be remiss of me, and possibly grounds for divorce, if I didn't mention my wife Raylene who assists with uniform management and also has had to suffer my frustrations in dealing with ICV issues.

As you are aware I have had a few health issues in the past 6-8 months that have impacted on my ability to fill the Captains role but with the support of Sam and Deb covering for me over 2 months while I was having fun travelling around WA and SA. I indicated earlier this year that I would not be seeking renomination as Captain of the ISB or in any officer role in the foreseeable future. I will continue as a member of the ISB and provide support when and where I can for those who take on the officer roles.

I have had in mind to meet with Dave Carroll and the CESM from Gingin – Phil Barret – to discuss a proposal to establish a Chittering / Gingin ISB along similar lines to the Chittering/Gingin St Johns ambulance. This may give us the opportunity to build our membership base and to also be involved in more incidents over the year. There may be 'political' issues to manage with this proposal as Chittering and Gingin shires are in different DFES management groups. I personally don't think it is impossible but ...

If the incoming committee feel it is worth following up on I will offer to assist in this proposal. We need to build our membership and to also ensure DFES know we exist and use the ICV and member skills we have in the ISB.

(I now ask Sam Murray-Whelan and Deb Wilson to add anything to the annual Captains report for the period they filled as Captain)

I now ask the Treasurer to provide you with his report for the financial year followed by the Training Officer with her report

Thank you all.

Paul Groves Captain Chittering ISB

Attachment 2.

Training Officers Report

Our newest members have begun with a flying start Andrew and Paulette successfully completed their ICV ops and intro to Firefighting last month. The feedback from the course was positive including the best welfare ever!!

Combined training:

We have has combined training with Bindoon and Lower brigades this year and have a planned combined training with Muchea later this month (23 June -8am Bindoon or 8.30 Muchea fire station) Please let me know if you haven't already if you are able to attend. Can you also confirm with me again by email if you need to come down in the ICV and also any dietary issues for breakfast. So far I have a few meeting down at Muchea and unsure how many leaving from Bindoon, could you please confirm again. BBQ bacon & egg Breakfast will be at 8.30 before the training. If we have no driver I will come up to Bindoon to collect ICV. I will confirm more details next week after speaking with Ray T.O .Muchea.

I am also looking at dates for combined training in July with Upper and August with Bindoon.

CPR and Defib training is being organised for July. David Wilson will be letting me know which dates other brigades are having. You can attend one of those or the one for ISB when I have confirmed dates. You will need to let me know which dates you are attending. I will send out an email confirming those dates soon. I am likely to be away for most of July in great southern – doing basic life support training for staff there.

Advance notice – refresher training will be staring in October this year. We will try to organise to have at the end of the general meeting and any that cannot attend will need to ensure they attend one of the other catch up sessions. Dates soon!

Thank you to all those involved in supporting me while having a double study load. I have completed my cert IV and have the certificate. I am also contracted to Time Critical which means that any first aid training or CPR training you do with me I can provide you with an official certificate.

Just to make you aware I have lost all my emails as office 2008 has crashed on my computer. This is a problem because there are a fair few emails saved in a file, so please excuse the need to ask you to reconfirm things that you may have already confirmed.

Chittering Incident Support Brigade

Income and Expenditure Statement	
Year ended May 31, 2019	
Income	
Bank interest	\$40
Recoup from Shire of Chittering	\$49
Donation from CWA	\$100
Total	\$189
Expenditure	
Flowers for Brenda Riley	\$112
Stationery and USB stick	\$68
Refreshments	\$52
Clock	\$40
Stool step	\$7
Tissues	\$2
Total	\$281
Excess of expenditure for the year	-\$92

Statement of Financial Position at May 31, 2019	
Current assets	
Bendigo Bank cheque account	\$3,289
Petty cash on hand	\$46
Total	\$3,335
Fixed assets	
Schedule of assets	\$0
Total assets	\$3,335
Represented by:	
Accumulated funds brought forward	\$5,669
Excess of expenditure for the period	-\$92
Fixed assets written-off	-\$2,243
Accumulated funds May 31, 2019	\$3,335

Note 1 - Cheque account	
Bank reconciliation May 31, 2019	
Bank balance June 01, 2018	\$3,380.30
Receipts for the year	\$189.45
	\$3,569.75
Payments for the year	\$280.79
Bank balance May 31, 2019	\$3,288.96
Bank statement balance May 31, 2019	\$3,288.96
Reconciled bank statement balance	\$3,288.96

John Williams
June 06, 2019