

# Mullewa Bush Fire Advisory Committee Meeting

## Meeting Minutes

<b>Meeting Name</b>	Mullewa Bush Fire Advisory Committee	<b>Meeting No.</b>	2-2024
<b>Meeting Date</b>	19 September 2024		
<b>Meeting Time</b>	2:00pm		
<b>Meeting Location</b>	Chambers Room, Mullewa District Office		
<b>Members</b>	Mayor Jerry Clune Cr Aaron Horsman Cr Michael Librizzi <i>by electronic means</i> Gerard Rowe - Mullewa South Bushfire Brigade Captain	<b>By Invitation</b>	
<b>Attendees</b>	Andy Gaze – CGG, Manager Regulatory Services Brendan Weir - Tenindewa Bush Fire Control Officer Darren Simmons - Mullewa District Office Manager Murray Preston - Casuarinas Bush Fire Brigade Murray Smith - CGG, Coordinator Emergency Management Neil Johnstone - Chief Bush Fire Control Officer Stacey Heelan – Mullewa Customer Service Officer	<b>Leave of Absence</b>	
<b>Apologies</b>	Daniel Critch - Deputy Chief Bushfire Control Officer Aaron Halliday – CGG, Training Officer Craig Moran - Mullewa Central Bush Fire Brigade Julia French – DBCA, District Fire Coordinator Mark Teale – Department of Fire and Emergency Services Ryan Hall – CGG, Director of Development Services Tony Crudeli - Mullewa Volunteer Fire and Rescue Service Zac Grima - Tardun/Pindar Bush Fire Control Officer	<b>Distribution</b>	All.
<b>Purpose of Committee</b>	<p>The City of Greater Geraldton Bush Fire Advisory Committees are formally appointed Committees of Council established under section 5.8 of the <i>Local Government Act 1995</i>, and are responsible to that body.</p> <p>The City of Greater Geraldton Bush Fire Advisory Committees provide advice regarding:</p> <ul style="list-style-type: none"> <li>• Matters relating to the preventing, controlling and extinguishing of bush fires;</li> <li>• Planning layout of fire breaks in the district;</li> <li>• Prosecutions for breaches of the <i>Bush Fires Act 1954</i>;</li> <li>• The formation of Brigades; and</li> <li>• Coordination and cooperation between Brigades and Agents.</li> </ul> <p>Refer to <a href="#">Committee Book</a></p>		

All Committee Members, including external members, are subject to the same rules as a Council Meeting concerning confidentiality, public statements, conflicts of interest and behaviours of members, pursuant to the [Local Government \(Model Code of Conduct\) Regulations 2021](#).

The Presiding Member is to refer to the following Policy, Meeting Procedures and Regulations when chairing a meeting.

[Meeting Procedures Local Law 2011](#)

[Council Policy 4.4. Operation of Advisory Committees-V4](#)

[Council Policy 4.2 Code of Conduct for Council Members, Committee Members and Candidates](#)

## 1 Declaration Of Opening

Presiding Member, Mayor Clune declared the meeting open at 2:04pm.

## 2 Acknowledgement of Country

I would like to respectfully acknowledge the Yamatji people who are the Traditional Owners and First People of the land on which we meet/stand. I would like to pay my respects to the Elders past, present and future for they hold the memories, the traditions, the culture and hopes of Yamatji people.

## 3 Welcome & Apologies

The Presiding Member welcomed the members and registered apologies were noted from:

- Daniel Critch - Deputy Chief Bushfire Control Officer
- Aaron Halliday – CGG, Training Officer
- Craig Moran - Mullewa Central Bush Fire Brigade
- Julia French – DBCA, District Fire Coordinator
- Mark Teale – Department of Fire and Emergency Services
- Ryan Hall – CGG, Director of Development Services
- Tony Crudeli - Mullewa Volunteer Fire and Rescue Service
- Zac Grima - Tardun/Pindar Bush Fire Control Officer

## 4 Disclosure of Interests

Nil.

## 5 Minutes of Previous Meeting

### Committee Recommendation:

RECOMMENDED that the minutes of the Mullewa Bush Fire Advisory Committee meeting held on 4 April 2024 as previously circulated, be adopted as a true and correct record of proceedings.

### COMMITTEE DECISION:

**MOVED** Gerrad Rowe, **SECONDED** Cr Aaron Horsman

**RECOMMEND** that the minutes of the Mullewa Bush Fire Advisory Committee meeting held on 4 April 2024 as previously circulated, be adopted as a true and correct record of proceedings.

**CARRIED 4/0**

Not Voted: 1

Against Votes: 0

For Votes: 4

Name	Vote (For or Against)
Mayor Clune	FOR
Cr. Horsman	FOR
Cr. Librizzi	FOR
Daniel Critch Deputy Chief Bushfire Control Officer	NOT VOTED
Gerard Rowe Mullewa South Bushfire Brigade Captain	FOR

## 6 Paddock Fire Appliances at Harvest – N Johnstone

<b>Discussion/Topic</b>	Recommendations for in paddock appliances during harvest.
<b>Attachments (x#)</b>	Nil.
<b>Recommendation</b>	Farmers to have a 4WD with 500L of water in the paddocks where harvesting operations are underway, consider having more fire appliances if there is more than one harvester running. Also recommended to consider a tractor with a plough / offset disc being present.
<b>Outcome</b>	CBFCO to issue Community Service Announcement / Mullewa Mail Notice relating to these recommendations.

## 7 Agency and Brigade Updates

### 7.1 Chief Bush Fire Control Officer – N Johnstone

See report.

### 7.2 CGG Coordinator Emergency Management – M Smith

No report.

### 7.3 Department of Fire and Emergency Services

No report.

### 7.4 Department of Biodiversity, Conservation & Attraction

See report.

### 7.5 Mullewa Central Bush Fire Brigade

No report.

### 7.6 Mullewa South Bush Fire Brigade

- Appliance will be based at David Tropiano's farm for fire season.

### 7.7 Tenindewa Bush Fire Brigade

- One small fire on a June weekend – easily put out with the farm response appliances.

### 7.8 Pindar/Tardun Bush Fire Brigade

No report.

### 7.9 Casuarina Bush Fire Brigade

No report.

## 8 General Business

### 8.1 WHS – PPC and Safety in the Field – Mayor Clune

<b>Discussion/Topic</b>	WHS discussion regarding the importance of PPC and safety in the field.
<b>Attachments (x#)</b>	Nil.
<b>Recommendation</b>	<ul style="list-style-type: none"><li>▪ Take care in the field;</li><li>▪ Ensure you wearing PPC and using the appropriate equipment; and</li><li>▪ Have been some recent LGA court cases - it's a timely reminder for everyone to be safe.</li></ul>
<b>Outcome</b>	Noted by the Committee.

## 8.2 Seasonal Workers & Training – B Weir

<b>Discussion/Topic</b>	Preference is that farmers are not sending seasonal workers to fires – no training, no PPC, no fire awareness.  Rural fire awareness course is available online.
<b>Attachments (x#)</b>	Nil.
<b>Recommendation</b>	As above, no seasonal workers to go to fires.
<b>Outcome</b>	Noted by the Committee.

## 9 Date of next meeting

Proposed for Thursday, 20 March 2025.

## 10 Close

There being no further business the Presiding Member closed the meeting at 2:40pm.



City of  
**Greater Geraldton**  
a vibrant future



# **MULLEWA BUSH FIRE ADVISORY COMMITTEE MEETING**

## **TABLED DOCUMENTS**

<b>ITEM NO. 5</b>	<b>MINUTES OF PREVIOUS MEETING – 4 APRIL 2024</b>
<b>ITEM NO. 7.1</b>	<b>CHIEF BUSH FIRE CONTROL OFFICER REPORT</b>
<b>ITEM NO. 7.4</b>	<b>DBCA REPORT</b>

**19 SEPTEMBER 2024**

**Attachment :**

**ITEM NO. 5                      MINUTES OF  
PREVIOUS MEETING – 4 APRIL 2024**

# Mullewa Bush Fire Advisory Committee Meeting

## Meeting Minutes

<b>Meeting Name</b>	Mullewa Bush Fire Advisory Committee	<b>Meeting No.</b>	1-2024
<b>Meeting Date</b>	4 April 2024		
<b>Meeting Time</b>	2:00pm		
<b>Meeting Location</b>	Chambers Room, Mullewa District Office		
<b>Attendance by Electronic Means</b>	<i>In accordance with the Local Government (Administration) Regulations 1996 regulation 14C (2) - Attendance has been authorised by the Mayor for Cr Horsman to attend this meeting by electronic means.</i>		
<b>Members</b>	Mayor Jerry Clune Cr Aaron Horsman Cr Michael Librizzi Daniel Critch - Deputy Chief Bushfire Control Officer Gerard Rowe - Mullewa South Bushfire Brigade Captain Ryan Hall – CGG, Director of Development Services <b>(Interim Presiding Member)</b>	<b>By Invitation</b>	
		<b>Leave of Absence</b>	NIL
<b>Attendees</b>	Aaron Halliday – CGG, Training Officer Andy Gaze – CGG, Manager Regulatory Services Craig Moran - Mullewa Central Bush Fire Brigade Darren Simmons – Manager Mullewa District Office Murray Preston - Casuarinas Bush Fire Brigade Murray Smith - CGG, A/Coordinator Emergency Management Neil Johnstone - Chief Bush Fire Control Officer / Emergency Operations Officer Tony Crudeli - Mullewa Volunteer Fire and Rescue Service	<b>Distribution</b>	ALL
<b>Apologies</b>	Brendan Weir - Tenindewa Bush Fire Control Officer Julia French – DBCA, District Fire Coordinator Kieran Mussen, DFES Superintendent Mark Strickland – DFES, A/Coastal District Officer Peter Barnetson - Tenindewa Bush Fire Control Officer Zac Grima - Tardun/Pindar Bush Fire Control Officer		
<b>Purpose of Committee</b>	<p>The City of Greater Geraldton Bush Fire Advisory Committees are formally appointed Committees of Council established under section 5.8 of the <i>Local Government Act 1995</i>, and are responsible to that body.</p> <p>The City of Greater Geraldton Bush Fire Advisory Committees provide advice regarding:</p> <ul style="list-style-type: none"> <li>• Matters relating to the preventing, controlling and extinguishing of bush fires;</li> <li>• Planning layout of fire breaks in the district;</li> <li>• Prosecutions for breaches of the <i>Bush Fires Act 1954</i>;</li> <li>• The formation of Brigades; and</li> <li>• Coordination and cooperation between Brigades and Agents.</li> </ul> <p>Refer to <a href="#">Committee Book</a></p>		

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[Meeting Procedures Local Law 2011](#)

[Council Policy 4.4. Operation of Advisory Committees-V4](#)

[Council Policy 4.2 Code of Conduct for Council Members, Committee Members and Candidates](#)

## 1 Declaration of Opening

Presiding Member, Director Ryan Hall declared the meeting open at 2:00pm.

## 2 Acknowledgement of Country

I would like to respectfully acknowledge the Yamatji people who are the Traditional Owners and First People of the land on which we meet/stand. I would like to pay my respects to the Elders past, present and future for they hold the memories, the traditions, the culture and hopes of Yamatji people.

## 3 Welcome & Apologies

The Presiding Member welcomed the members and registered apologies were noted from:

- Julia French – DBCA, District Fire Coordinator
- Kieran Mussen, DFES Superintendent
- Mark Strickland – DFES, A/Coastal District Officer
- Peter Barneston - Tenindewa Bush Fire Control Officer

## 4 Appointment of Presiding Member and Deputy Presiding Member

### 4.1 Election of Presiding Member

Mayor Clune tabled at the meeting, a nomination of Presiding Member on behalf of himself.

The election of Presiding member of the Mullewa Bush Fire Advisory Committee was conducted in accordance with the provisions of section 5.12, section 4.55, Schedule 2.3 and Schedule 4.1 of the Local Government Act 1995.

Election result:

**ELECTED: Mayor Jeremiah Clune is elected unopposed as the Presiding Member.**

**Term of Office: 4 April 2024 – 18 October 2025.**

*Director Ryan Hall handed over the meeting to the Presiding Member.*

### 4.2 Election of Deputy Presiding Member

Mayor Clune tabled at the meeting a nomination for Cr Michael Librizzi to be the Deputy Presiding Member. Cr Michael Librizzi verbally accepted the nomination of himself as Deputy Presiding Member as tabled by Mayor Clune.

The election of Deputy Presiding member of the Mullewa Bush Fire Advisory Committee was conducted in accordance with the provisions of section 5.12, section 4.55, Schedule 2.3 and Schedule 4.1 of the Local Government Act 1995.

Election result:

**ELECTED: Cr Michael Librizzi is elected unopposed as the Deputy Presiding Member.**

**Term of Office: 4 April 2024 – 18 October 2025.**

--- EMBEDDED ATTACHMENT---

**Nomination Forms – Presiding Member and Deputy Presiding Member**



## 5 Review of Terms of Reference

The Mullewa Bush Fire Advisory Committee reviewed the Terms of Reference and agreed changes were made to sections 2, 5, 6.1.2 and 6.2.2 as demonstrated in attachment *Bush Fire Advisory Committees - Terms of Reference 2024*.

### **Committee Recommendation:**

The Committee RESOLVES to adopt the updated Terms of Reference document - *Bush Fire Advisory Committees – Terms of Reference 2024*.

### **COMMITTEE DECISION:**

**MOVED CR LIBRIZZI, SECONDED MAYOR CLUNE**

The Committee RESOLVE to adopt the updated Terms of Reference document - *Bush Fire Advisory Committees – Terms of Reference 2024*.

**CARRIED 5/5**

<b>Name</b>	<b>Vote (For or Against)</b>
<b>Mayor Clune</b>	<b>For</b>
<b>Cr. Horsman</b>	<b>For</b>
<b>Cr. Librizzi</b>	<b>For</b>
<b>Daniel Critch Deputy Chief Bushfire Control Officer</b>	<b>For</b>
<b>Gerard Rowe Mullewa South Bushfire Brigade Captain</b>	<b>For</b>

--- EMBEDDED ATTACHMENT---

**Bush Fire Advisory Committees - Terms of Reference 2024**

**6 Disclosure of Interests**

Nil.

**7 Minutes of Previous Meeting**

**Committee Recommendation:**

RECOMMENDED that the minutes of the Mullewa Bush Fire Advisory Committee held on 14 September 2023 as previously circulated, be adopted as a true and correct record of proceedings.

**COMMITTEE DECISION:**

**MOVED CR LIBRIZZI, SECONDED DANIEL CRITCH**

**RECOMMEND** that the minutes of the Mullewa Bush Fire Advisory Committee held on 14 September 2023 as previously circulated, be adopted as a true and correct record of proceedings.

**CARRIED 5/5**

<b>Name</b>	<b>Vote (For or Against)</b>
<b>Mayor Clune</b>	<b>For</b>
<b>Cr. Horsman</b>	<b>For</b>
<b>Cr. Librizzi</b>	<b>For</b>
<b>Daniel Critch Deputy Chief Bushfire Control Officer</b>	<b>For</b>
<b>Gerard Rowe Mullewa South Bushfire Brigade Captain</b>	<b>For</b>

--- EMBEDDED ATTACHMENT---

Mullewa Bush Fire Advisory Committee Meeting Minutes – 14 September 2023

## 8 Agency and Brigade Updates

### 8.1 Chief Bush Fire Control Officer – N Johnstone

See tabled report for full details.

#### NOTED:

- Any training units recommended for Mullewa brigades are rural specific.
- Training units once complete do NOT expire.

**Cr Librizzi:** Does Western Power contribute to brigade equipment or funding given that farmer units are assisting in protecting their infrastructure and putting out their fires?

**Mayor Clune:** The City will look to express the need for contribution to the State via WALGA.

**ACTION:** City Officers to determine next steps for escalating the feedback (via WALGA) that Western Power should provide brigade contributions.

--- EMBEDDED ATTACHMENT---  
CBFCO Report - N Johnstone

## **8.2 CGG A/Coordinator Emergency Management – M Smith**

- Administrations Procedures booklet coming shortly;
- Bushfire Operating Procedures reviewed and will be provided to brigades both electronically and hard copy;
- City Hazard Specific Plans will be rolled out over the next 12 months – focusing on heatwave, bush fire, cyclone and flood to begin with;
- Bushfire Plan is outdated (2017) – therefore being reviewed, Brigades will be the most interested in the preparation and response parts.

## **8.3 Department of Fire and Emergency Services**

- Apology noted – no report provided.

## **8.4 Department of Biodiversity, Conservation & Attraction**

- Apologies noted – no report provided.

## **8.5 Mullewa VFRS**

- Attended bush fire 3 April 2024 otherwise has been a quiet season.

## **8.6 Mullewa Central Bush Fire Brigade**

- No issues to report.

## **8.7 Mullewa South Bush Fire Brigade**

- No issues to report.

## **8.8 Tenindewa Bush Fire Brigade**

- Apology noted – no report provided.

## **8.9 Pindar/Tardun Bush Fire Brigade**

- No issues to report.

## **8.10 Casuarina Bush Fire Brigade**

- Apology noted – no report provided.

## **9 General Business**

### **9.1 Tenindewa Bush Fire Control Officer**

- Peter Barnetson has resigned as Tenindewa Bush Fire Control Officer
- No replacement required as Brendan Weir is already in the vicinity - see tabled attachment.

**ACTION:** Neil Johnstone to review large area west of Casuarina that's not attended by an FCO and share the outcome with the group.

--- EMBEDDED ATTACHMENT---  
FCO Resignation - P Barnetson

## 9.2 Restricted and Prohibited Burning Times – N Johnstone

### Committee Recommendation:

RECOMMENDED that the restricted and prohibited burning times be changed *from* the below schedule of dates:

RESTRICTED (PERMIT)	OPEN	RESTRICTED (PERMIT)	PROHIBITED
BEGINS: 15 February ENDS: 6 April	BEGINS: 7 April ENDS: 31 August	BEGINS: 1 September ENDS: 14 October	BEGINS: 15 October ENDS: 14 February

To the following schedule of dates:

RESTRICTED (PERMIT)	OPEN	RESTRICTED (PERMIT)	PROHIBITED
BEGINS: 1 March ENDS: 15 March	BEGINS: 16 March ENDS: 14 September	BEGINS: 15 September ENDS: 30 September	BEGINS: 1 October ENDS: 28 February

### COMMITTEE DECISION:

**MOVED CR LIBRIZZI, SECONDED GERARD ROWE**

RECOMMEND that the restricted and prohibited burning times be changed *from* the below schedule of dates:

RESTRICTED (PERMIT)	OPEN	RESTRICTED (PERMIT)	PROHIBITED
BEGINS: 15 February ENDS: 6 April	BEGINS: 7 April ENDS: 31 August	BEGINS: 1 September ENDS: 14 October	BEGINS: 15 October ENDS: 14 February

To the following schedule of dates:

RESTRICTED (PERMIT)	OPEN	RESTRICTED (PERMIT)	PROHIBITED
BEGINS: 1 March ENDS: 15 March	BEGINS: 16 March ENDS: 14 September	BEGINS: 15 September ENDS: 30 September	BEGINS: 1 October ENDS: 28 February

**CARRIED 5/5**

Name	Vote (For or Against)
Mayor Clune	For
Cr. Horsman	For
Cr. Librizzi	For
Daniel Critch Deputy Chief Bushfire Control Officer	For
Gerard Rowe Mullewa South Bushfire Brigade Captain	For

### 9.3 Brigade Training

**NOTED:** Next training in Mullewa is proposed for May 2024.

**QUESTION:** Is the May training for farmer units?

**RESPONSE:** Yes, it will include AIIMS Awareness, basic firefighting skills and some procedures – it will not include town based units.

**QUESTION:** How do brigades access online training?

**RESPONSE:** Online training is accessed via the Volunteer Hub, persons not registered as volunteers can be registered via the Academy.

**ACTION:** City Officers will send the online training link to the Brigade Captains.

### 10 Date of next meeting

The next meeting is scheduled for 5 September 2024.

### 11 Close

There being no further business the Presiding Member closed the meeting at 2:35pm.

**Attachment :**

**ITEM NO. 7.1 CHIEF BUSH FIRE  
CONTROL OFFICER REPORT**

## CBFCO Report September 2024

Spring has sprung and fire season is coming fast.

# Prohibited burning is 1<sup>st</sup> of October to 28<sup>th</sup> of February.

We have implemented the revised burning dates as passed at the last BFAC.

# We have been busy conducting training.

Rural fire awareness 25 trained.

Course held at Mullewa Wednesday.

Full course FF skills, bush fire safety awareness, AIIMS awareness 23 trained.

# Implementation of HVMB.

If a total fire ban declared, when FDR reaches 40 a HVMB must be declared.

If no TFB a HVMB should be considered when FDR is 40 but discretion can be used.

# Fire prevention needs to be completed by October 4<sup>th</sup>.

Our inspections will commence 7<sup>th</sup> October.

# The Eradu 4.4 appliance will have a new home at Eradu on the Green property. We have 10 trained people within 10 km of the truck.

# Firefighting equipment in paddock at harvest.

Must have a minimum 500 ltr firefighting unit in paddock.

Encourage a offset disc.

# City has been rolling out the city code of conduct and Bushfire admin procedure which all volunteers need to acknowledge receiving.

Also distributed is the Bushfire operating procedures.

# The city mitigation works is underway. Probably a 1/3 rd way through.

Some blocks will need re slashing because of the growth.



# The first round of MAF funding was unsuccessful.

We are in the process of applying for round 2 which looks more promising.

# Its looking reasonably certain that the harvest water bomber deployment will base a couple of planes out of Geraldton in November.

There is a water bomber reload course in November but I would rather see SES as the lead agency for this leaving BFB members available for firefighting.

# In the last two months City brigades have attended 5 incidents.

# Can I suggest those that haven't done so, conduct a good training and refresher at their brigade prior to fire season.

**Attachment :**

**ITEM NO. 7.4 DBCA REPORT**

## Moana Wilson

---

**From:** Trevor Jones <trevor.jones@dbca.wa.gov.au>  
**Sent:** Wednesday, 18 September 2024 11:29 AM  
**To:** Moana Wilson  
**Cc:** Julia French  
**Subject:** Mullewa Bush Fire Advisory Committee Meeting Report

**This Message Is From an External Sender**

This message came from outside your organization.

Report Suspicious

Hi Moana,

We most likely will not have anyone to attend Mullewa tomorrow as we have a resource request for burning in Perth tomorrow, below is our report. Julia will aim to attend the Geraldton one on Friday however is traveling back from up North, if Julia gets held up feel free to use the below report also.

Staff have been working on the following to prepare for the upcoming fire season:

- Fire equipment servicing is currently underway (vehicles and base)
- DBCA staff have completed pre-season training
- Contractor engagement for suppression response arrangements
- Water bomber reloader equipment servicing and training
- SAR (Search and Rescue) Keeper Training for DBCA radio operators

Any questions let me know.

**Trevor Jones**

**A/District Fire Coordinator**

**Murchison District**

Parks and Wildlife Service

Department of Biodiversity, Conservation and Attractions

1<sup>st</sup> Floor, The Foreshore Centre, 201 Foreshore Drive, Geraldton WA 6530

PO Box 72, Geraldton, 6531

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Department of Biodiversity,  
Conservation and Attractions



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