
ORDINARY COUNCIL MEETING
15 FEBRUARY 2024
PAPERS RELATING



Contents

ITEM 7.1 UNCONFIRMED MEETING MINUTES	3
ITEM 10.1 Administration, Finance and Community Development.....	5
ITEM 10.3.1 OFFICERS' REPORTS	7
MANAGER OF WORKS AND SERVICES	7
WOODLANDS CULTURAL, COMMUNITY & VISITOR CENTRE REPORT.....	12
YOUTH & RECREATION SERVICES.....	16

ITEM 7.1 UNCONFIRMED MEETING MINUTES

Appendix 1: UNCONFIRMED MINUTES ORDINARY COUNCIL MEETING 28 NOVEMBER 2023

WEB LINK : <https://www.dundas.wa.gov.au/council-meetings/ordinary-council-meeting/ordinary-council-meeting/165/documents/unconfirmed-minutes-ocm-28-november-2023.pdf>

(This space is left intentionally blank)

**Appendix 2: UNCONFIRMED MINUTES ORDINARY COUNCIL MEETING 16
DECEMBER 2023**

WEB LINK : <https://www.dundas.wa.gov.au/council-meetings/ordinary-council-meeting/ordinary-council-meeting/164/documents/unconfirmed-minutes-ocm-16th-december-2023-v1.pdf>

(This space is left intentionally blank)

ITEM 10.1 Administration, Finance and Community Development

Appendix 3: ACCEPTANCE OF THE DRAFT ANNUAL REPORT INCLUDING THE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED 30TH JUNE 2023

WEB LINK: <https://www.dundas.wa.gov.au/council-meetings/ordinary-council-meeting/ordinary-council-meeting/165>

(This space is left intentionally blank)

Appendix 4: AUDIT COMMITTEE's REPORT OF THE CEO's FINALISED REVIEW OF FINANCIAL REPORT FOR THE YEAR ENDED 30th JUNE 2023

WEB LINK: <https://www.dundas.wa.gov.au/council-meetings/ordinary-council-meeting/ordinary-council-meeting/165/documents/shire-of-dundas-financial-management-and-audit-regulation-17-review-final-report-january-2024.pdf>

(This space is left intentionally blank)

ITEM 10.3.1 OFFICERS' REPORTS

MANAGER OF WORKS AND SERVICES

Town Works

- Verge slashing continued
- Removal of fallen branches around town.
- Weeding of all roundabouts
- Planes in Monday, Tuesday.
- Dog park septic tanks pumped out.
- Swimming Pool septic tanks pumped out.
- Reticulation repairs to pipe under pavers and Norseman horse.
- Repair damage to men's toilets at Welcome Park.
- Unload IGA delivery truck trailer and reload pallets for transport back to Perth.
- Fridge
- Remove rubbish and clear area at rear of IGA.
- Mowing and snipping of all parks and gardens including admin, medical centre, Woodlands, and Rotunda.
- Repair damage to dump point facility at dog park, vandalism.
- Build shelving in IGA cool room.
- Inspections of all parks.
- Chairs and tables to Marks Park for community event.
- Fire break and yard inspections carried out on all blocks; letters have been sent out to non-compliant addresses.
- Delivered new wheelie bin to 9 Mines Road
- Remove tin covering refrigerant compressors at the rear of the IGA to remove the heat build-up of hot air not being able to escape.
- Rubbish bin locks replaced.
- Replace battery at speed sign on Roberts Street.
- Installation of missing street signs (ongoing)
- Electrician has removed 3 phase plug from footy oval electric charge box.
- Filled in gaps around IGA sliding door.



- Installed new secondary windsock at the airport.
- Removed graffiti from the Western end of the boundary sign on the Hyden Road.
- All Shire keyed alike padlocks have been changed out and new locks fitted in place.

Road Crew

Road crew working on Victoria Rock Road, resheeting from SLK 5.0 to SLK 8.6, they will then progress to SLK 9.5 to SLK 10.9.

Plant

- SUV Mahindra vehicle purchased for the Woodlands Centre.
- Nissan and Holden Colorado light vehicles including service truck have been delivered to Smith Broughton Perth for auction in February.
- New Isuzu service truck has been delivered in December but has transfer case issues, repairs being carried out under warranty in Kalgoorlie.
- P279 Left front tyre damaged by stick piercing the tyre, tyre replaced.
- P352 New VW Crafter vehicle for Eucla run has arrived, this vehicle is fitted with battery power inverter and powered by the sun to power the freezers which can be switched to refrigerator settings if more space is needed for chilling or freezing food whilst in transit.
- P290 3 axle dog trailer has had a full ground up rebuild, rust repairs and full paint job.
- P283 Fuso has canbus electrical issues and throwing up engine codes, inspection, and quotes for brake repairs to this vehicle ongoing.
- P330 Vehicle service and repairs.
- P318 Replace battery.
- Repairs to both Kubota tractors, replacing linkages and link arms.
- P344 Bulbar, driving lights and UHF radio fitted to vehicle.
- P349 Refrigerated trailer for IGA truck axle bearings and brakes checked and repairs carried out.
- P345 30,000Km service and repairs carried out.
- P279 Repairs to front axle and steering cylinder HH side, grader floated to and from Hyden Road.

REBUILT 3 AXLE DOG TRAILER





NEW ISUZU SERVICE TRUCK



Waste Facility

- Pump out number 1 holding tank to number 2 tank and drying bed cleaned.
- Filled up water tank.
- Bring more dirt up to the top pad at the tip.
- Move green waste from the secondary holding.

Occupational Health and Safety and Ranger Services

- Ongoing JHA and SWP procedures being added to our system.
- RV counts ongoing.
- Rectify faults found on the risk assessment audit to all machines (WIP)
- Conduct security checks of buildings 2 x a week at staggered times.
- Bromus/Dundas rubbish run 2 x week and inspections.
- Monthly inspection of Hyden Road camping areas and toilets.
- Dog and feral cat catching ongoing.
- Clean up pound, make up dog beds and tidy up storeroom.
- Fabricate small doorways in cat enclosures to safely feed animals.
- 2 dogs surrendered to Shire for adoption.
- 4 feral cats caught 1 x mother and kittens going to SAFE in Esperance.
- Anton Carlsen has put his hand up to become a Ranger, he will be attending the Ranger course in Perth in February.
- 3 X employees have resigned from the Shire Depot crew.
- 4 employees carried out written and practical tests for their HC licences with Delta West Training 3 were successful in passing.
- Jarrah Turner completed First Aid course and Pool Lifeguard Course

Building Maintenance

- Medical centre security mesh over windows in progress.
- 139 Prinsep Street meter box upgraded by certified electrician.
- Small repairs to IGA roof carried out, more work to be carried out.
- Red Desert Cooling carried out repairs at the IGA to fruit, veg and meat refrigeration systems.

Airport Terminal

- Flooring has been completed.
- Exterior and interior painting of building in progress.
- Fencing ongoing around facility.
- Installation of No Smoking/ Vaping signs at the airport.
- New solar power container to arrive on site next week.
- Security cameras and electrical fittings being fitted to the building.

Cemetery

Cemetery sprayed and weeded.

1.5M x 2.2M SIGN

MWS Working Items

- Truck Traffic Count for Norseman-Hyden Road- 19 trucks from 29th Jan – 5th Feb 2024, and 125 other vehicles used this road between
- Hyden Road signage for approval by Council, classified as a RAV7 road.
- New signage to be put up along Hyden Road and Victoria Rock intersection to slow motorists down approaching and leaving this intersection.
- Hyden Road has been closed for Heavy Vehicles since 12th January, Heavy Vehicles are still using this road.
- Peter Fitchat met with IGO senior management to discuss the condition of the Hyden Road and closure.
- Road Engineer carried out assessment of what is needed for the Hyden Road to bring back to Main Road standard.
- Will start removing trees along verge ways, dangerous trees that need to come down.
- Road Safety Audit
- Work on oval ground grass rejuvenation and sprinkler repairs being carried out later in February.
- Eucla roadworks option 1 or 2.



VW CRAFTER EUCLA POSTIE VEHICLE



Swimming Pool

- Lawns mowed.
- Fridge delivered to swimming pool for office staff.
- New septic pump fitted into septic catchment.

Private Works

Private works on several yard clean ups around town.

WOODLANDS CULTURAL, COMMUNITY & VISITOR CENTRE REPORT



Reporting Officer: Tourism and Events-Margaret McEwan

Reporting Period: October - November 2023

Norseman Community Resource Course

Room Hire - 9
Digital Assistance - 14
TransWA Bookings - 18
Photocopying - 16
Printing - 23
Scanning/Email – 14
Internet – 15

The CRC and Norseman Youth Services have collaborated to improve the Kidz Klub program, which takes place every other Saturday at the Woodlands Centre. The program is designed for children aged 6-12 and includes a morning craft activity, a healthy snack, and a movie. In addition, a Tiny Tots Kids Club meets every Wednesday from 10 am to 11.30 am for children aged 0-5 years. The club offers a range of activities, including singing, reading, craft activities, and a healthy morning tea. The attendance for each session is usually around 15-20 people. Come along and join the fun!

<p>Services Australia 33 customers accessed Services Australia 33 self service 5 needed assistances with their claim and MyGov account creation 28 needed to be referred to a Services Australia Centre</p>	<p>Service Provider Visits Centrecare, Kalgoorlie – Financial Counselling. Centrecare, Esperance Services Australia Aboriginal Justice Services MEEDAC AEC</p>
--	---

	Sheriff's Office
--	------------------

Upcoming Events

Community Markets 17th February 2024
Be Connected Workshop 22nd February 8:00am-9:00pm Woodlands Centre
Easter Egg Hunt 10:30am-12:00pm Marks Park

Norseman Visitor Centre

From 18th October to the 15th November 2023, a total of seven hundred and seventy-two (772) patrons have been through the Woodlands Centre (excluding CRC customers).

RV Park receipts collected 16th December – 20th February \$1882.07. The VC team is encouraging tourists submit their receipts to show assist in capturing the tourism spend in Norseman.

Public Toilets in Norseman

The Shire has been required to close 24hour access to the Welcome Park, and Shire Building public toilets due to an increase in petty vandalism causing damage. Public toilets are open 7am - 4pm. Council will review the opening hours as it works to address the vandalism with community stakeholders.

Business Breakfast 17 attendees.



Se







Kidz Klub : Space

YOUTH & RECREATION SERVICES

Youth & Recreation Officer: Brad Turner

Period of reporting: 16 December 23 -10 February 24

Norseman Youth Centre Attendance and Activities

The Youth Centre has been bustling with activity throughout the summer break, with a steady flow of youth coming and going equating to **901** visits. Despite a minor setback due to a cancelled event, the overall atmosphere has been relaxed and enjoyable.

The Norseman pool has been open for a month now and we go there as a youth group a couple of times a week, making sure we obey the pool rules, and being aware of other pool users. In With the start of school for 2024 we will be starting up Swim for Fruit program sponsored by Royal Life Saving WA.

Activities:

During the holidays to keep out of the heat we have been exploring our artistic talents. We've been painting Australian birds and flowers canvases, and it is inspiring to witness the creativity skills of all the youth. We will save the artwork to enter in this years Art and Graden Show.

In addition to painting, we're gearing up for some high-flying fun with kite-making workshops in the upcoming weeks. These hands-on activities not only provide an outlet for creativity but also foster teamwork and collaboration.

Upcoming Events:

Our Swim for Fruit program will kick off on Wednesday, February 14th, offering a fun and healthy incentive for youth to stay active and hydrated during the summer months.

While we faced a disappointment with the cancellation of our excursion to the Kalgoorlie Arts Centre, where we were eager to witness the 360 All Stars showcase their talents, we remain undeterred. Plans are underway to organize alternative activities in the near future, ensuring that our youth continue to have opportunities for experiencing different shows and entertainment.

Kids Klub and Tiny Tots

Tiny Tots

Our Tiny Tots program for children aged 0–5 years has kicked off again for the year, and it's been an absolute delight to see the enthusiasm and energy of our youngest participants. Held every Wednesday morning from 10 to 11:30am at the Woodlands Centre sessions include singing nursery rhymes, which adds a musical element to our mornings and encourages language development and social interaction. And of course, we always end on a high note with a healthy snack.

Attendance at Tiny Tots has been steadily increasing each month, a testament to the positive experience families are having. Not only are the children happy and engaged in learning, but parents also enjoy the opportunity to connect with other families in a supportive environment.

Kidz Klub

For our older kids, Kidz Klub offers a bi-weekly dose of fun and excitement every second Saturday at the Woodlands Centre from 10 am to 12 pm. These sessions are packed with activities designed to entertain, educate, and inspire.

Cooking sessions with the kids not only teach valuable culinary skills but also promote healthy eating habits and teamwork. From whipping up tasty treats to exploring new flavours, our young chefs are always eager to roll up their sleeves and get cooking.

In addition to cooking, we engage in various activities that encourage creativity, problem-solving, and physical activity.

Australia Day and Community Citizenship Awards

It was really good to see a Norseman young person receive an citizenship award. Annabella is a great example of how youth contribute to building passive communities, well done Annabella!

Congratulations to the other Community Citizenship Awards recipients well know long-serving school teacher Mrs Barbara Archer. Recognised for her outstanding commitment to education, and to the teaching of many Norseman children over the years. Mrs Archer was also recognised for her contributions and to botany and love of the Australian bush.

The Big Aussie Breakfast held in the morning, turned into a birthday breakfast and celebration as the community recognised much love local resident Doll Delamotte on her 100th birthday. Special tribute to Doll was given by Shire President Laurene Bonza, and all in attendance enjoyed one of the 100 birthday cup cakes.

From TaiChi to Yoga

In March we're excited to start weekly yoga classes for seniors as part of our ongoing efforts to promote health and well-being within our community. After assessing the reception of our previous Tai Chi sessions, we've decided to explore a new avenue with yoga, aiming to attract more attendees.

Yoga offers a multitude of physical and mental health benefits, making it an ideal practice for people looking to improve their overall health and quality of life. From increasing flexibility and strength to reducing stress and enhancing mindfulness, yoga provides a holistic approach to wellness that aligns with the needs and interests of our senior community.