

## Bush fire Advisory Committee Minutes of Meeting | 9<sup>th</sup> September 2020

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# SHIRE OF QUAIRADING

The Bush Fire Advisory Committee Minutes of Meeting held on Wednesday 9<sup>th</sup> September 2020 commencing at 5:02 pm.

## ITEM 1 OPENING & ANNOUNCEMENTS

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The Chairperson welcomed everyone to the Meeting and declared the Meeting open at 5:02 pm.

## ITEM 2 ATTENDANCE AND APOLOGIES

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### 2.1 Members

Mr N Gelmi	Chief Bush Fire Control Officer / Chairperson
Mr C Anderson	Fire Control Officer
Mr P Groves	Fire Control Officer
Mr S Hadlow	Fire Control Officer
Mr L Johnston	Fire Control Officer (from 5:06pm)
Mr G Hughes	Fire Control Officer
Mr M Davies	Fire Control Officer
Mr P Hudson	Fire Control Officer / Captain Quairading BFB
Mr A Duncan	Fire Control Officer
Cr W Davies	Shire President
Mr G Fardon	Chief Executive Officer
Mr S Bell	Community Emergency Services Manager
Cr P Smith	Shire of Quairading Councillor
Mr C Adams	Quairading Volunteer Fire and Rescue Lieutenant

### 2.2 Invited Observers / Visitors

Mr J Corrigan	Department of Fire and Emergency Services
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### 2.3 Apologies

Mr J Smart	Deputy Chief Bush Fire Control Officer
Ms T Patton	Quairading Volunteer Fire and Rescue Captain
Mr B Wilson	Fire Control Officer / Captain Quairading North BFB
Mr M Whyte	Fire Control Officer
Mr G Richards	Fire Weather Monitor

## ITEM 3 DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

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Nil

## ITEM 4 CONFIRMATION OF MINUTES AND BUSINESS ARISING

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### 4.1 Confirmation of Minutes – 23<sup>rd</sup> July 2020

#### **RECOMMENDATION: BFAC3– 20/21**

**MOVED Mr Stuart Hadlow    SECONDED Mr Peter Groves**

That the minutes of the Bush Fire Advisory Committee Meeting held on 23<sup>rd</sup> July 2020 be confirmed as a true and correct record of that Meeting.

**CARRIED**

### 4.2 Business Arising

Mr Fardon enquired about Defibrillator installation and training.

Mr Bell advised that this item will be discussed during the training section of the Agenda.

## ITEM 5 CORRESPONDENCE

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### 5.1 Inward

No Inward correspondence has been received.

### 5.2 Outward

No Outgoing correspondence.

## ITEM 6 CBFCO / DCBFCO / FCO / CESM REPORTS

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### 6.1 CBFCO Report

Mr Gelmi reported having attended the recent District Operational Area Committee (DOAC) Meeting in Northam.

Fuel cards will be issued to brigades this year, although remaining funds from the previous year will not be rolled over to the new cards.

DFES are beginning to create online training modules. These will be to minimise training times and allow brigade members to get basic understanding of new suppression techniques and will be followed up by a trainer assessor for the practical part of these courses.

DFES are requesting feedback on this idea and asked those present to forward any feedback or ideas to Simon in regard to Training.

### 6.2 DCBFCO Report

Mr Smart was not in attendance at this meeting and there was no report submitted.

### 6.3 FCO's Reports

There were no reports submitted from any of the FCO's.

### 6.4 CESM Report

Mr Bell advised that the green waste pile at the Waste and Recycling facility is needing to be burnt within the coming weeks. The CESM to liaise with Central Bush Fire Brigade and Fire and Rescue Brigade to coordinate and conduct the burn.

ESL Funding has been secured for notebook computers and accessories for each of the Brigades to assist them with online training and administrative tasks.

The IT equipment will be supplied to each of the brigades at their AGM's.

Currently seeking more quotes for the CelFi-Go units (mobile reception boosters) that are to be installed in each of the appliances.

All of the trucks have had a service, and all of the auxiliary pumps are to be serviced by early October.

If there are any repairs or movements required of WAERN radios, the CESM requested that FCO's advise him as soon as possible.

## ITEM 7 ELECTION OF OFFICE BEARERS

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### 7.1 Appointment of Chief Bush Fire Control Officer

Mr Fardon thanked all FCO's for their service over the past year, and then declared all positions vacant.

Nominations were called for the position for Chief Bush Fire Control Officer

Mr S Hadlow nominated Mr N Gelmi

Mr C Anderson seconded this nomination

Mr N Gelmi accepted the nomination

There being no further nominations, Mr N Gelmi was elected unopposed.

#### **RECOMMENDATION: BFAC4- 20/21**

**MOVED Mr Stuart Hadlow    SECONDED Mr Craig Anderson**

That the Bush Fire Advisory Committee Meeting recommend to Council that: -

Mr Nigel Gelmi be appointed as Chief Bush Fire Control Officer until September 2021.

**CARRIED**

## 7.2 Appointment of Deputy Chief Bush Fire Control Officer

Nominations were called for the position for Deputy Chief Bush Fire Control Officer/s

Mr J Smart informed he is able to continue in the role of DCBFCO, and suggested that it remain as a dual appointment.

The general consensus of the Meeting was that this is a good idea to allow for an incoming and outgoing DCBFCO to overlap for some time.

Mr P Groves nominated Mr J Smart

Mr L Johnston seconded this nomination

Mr J Smart accepted nomination by notice prior to the meeting

Mr N Gelmi nominated Mr B Wilson

Mr L Johnston seconded this nomination

Mr B Wilson to be appointed as a Dual Deputy Chief Fire Control Officer subject to his acceptance of the position.

There being no further nominations, John Smart was elected unopposed, and Ben Wilson to be elected as Dual Deputy Chief Fire Control Officer, subject to his acceptance.

### **RECOMMENDATION: BFAC5- 20/21**

**MOVED Mr Peter Groves      SECONDED Mr Mitchell Davies**

That the Bush Fire Advisory Committee Meeting recommend to Council that: -

1. Mr John Smart be appointed as Deputy Chief Bush Fire Control Officer until September 2021.
2. Mr Ben Wilson be appointed to the position of Deputy Chief Bush Fire Control Officer until September 2021 (subject to his acceptance of the Position).

**CARRIED**

Postscript - Mr Ben Wilson was contacted following the Meeting and he advised that he declined the Nomination for Deputy Chief Bush Fire Control Officer but would like to remain as a Fire Control Officer.

## 7.3 Appointment of Fire Control Officers

Further to discussions from previous meetings, those Fire Control Officers who have not completed the required DFES FCO's course will be unable to be appointed as a FCO for the forthcoming year.

**Current FCO's: -**

Mr N Gelmi, Mr J Smart, Mr P Groves, Mr M Whyte, Mr G A Fardon, Mr S Hadlow, Mr N Fraser, Mr C Anderson, Mr L Johnson, Mr B Wilson, Mr P Hudson, Mr A Duncan, Mr G Hughes, Mr M Davies and Mr S Bell.

The Meeting discussed the requirement of Mr Peter Hudson to complete the FCO course, should he be reappointed.

The Meeting was informed that DFES are planning to conduct an FCO's Course in Bruce Rock in the near future. Mr Hudson committed to attending the Training Course.

The Meeting supported Mr Hudson's reappointment subject to him completing the FCO's Course.

**RECOMMENDATION: BFAC6- 20/21**

**MOVED Mr Craig Anderson    SECONDED Mr Nigel Gelmi**

That the Bush Fire Advisory Committee Meeting recommend to Council that: -

The following persons subject to their acceptance, be elected as Fire Control Officers for the Shire of Quairading for the next 12 Months: -

Mr N Gelmi, Mr J Smart, Mr P Groves, Mr M Whyte, Mr G Fardon, Mr S Hadlow, Mr N Fraser, Mr C Anderson, Mr L Johnson, Mr B Wilson, Mr P Hudson, Mr A Duncan, Mr G Hughes, Mr M Davies and Mr S Bell.

**CARRIED**

**7.4    Appointment of Fire Weather Monitors**

The Role of the Fire Weather Monitors is to keep an eye on current weather conditions at the request of the Chief Bush Fire Control Officer, or Deputy in the Chiefs absence in order to decide whether a harvest vehicle movement and hot works ban will be implemented at any given time on a day that is required should the weather conditions warrant it.

**Current FWM's: -**

Town	Mr G A Fardon
North West Area	Mr J Smart
South West Area	Mr G Richards
South East Area	Mr P Groves
North East Area	Mr B Wilson
Advisor	Mr S Bell

**RECOMMENDATION: BFAC7- 20/21**

**MOVED Mr Wayne Davies    SECONDED Mr Linden Johnston**

That the Bush Fire Advisory Committee Meeting recommend to Council that: -

The following persons be appointed as Fire Weather Advisors for the forthcoming year: -

Town	Mr G Fardon
North West Area	Mr J Smart
South West Area	Mr G Richards
South East Area	Mr G Hughes, assisted by Mr P Groves
North East Area	Mr B Wilson
Advisor	Mr S Bell

**CARRIED**

## 7.5 Dual Fire Control Officers

Under section 39A of the Bush Fires Act 1954, there is provision for Fire Control Officers to take charge of an incident in a neighbouring Local Government if there is no one present to carry out the role:

### 39A. Duties of bush fire authorities on outbreak of fire

- (1) On the outbreak of a bush fire at a place within or adjacent to the district of a local government, the bush fire control officers, bush fire brigade officers, or bush fire brigade members, of the local government, or as many of them as may be available may, subject to this Act, take charge of the operations for controlling and extinguishing the bush fire or for preventing the spread or extension of the fire.
- (2) Where a bush fire to which this section applies occurs, if a bush fire control officer, bush fire brigade officer, or member of a bush fire brigade, of the local government in whose district the bush fire is burning is not present at the fire, a bush fire control officer, a bush fire brigade officer, or member of a bush fire brigade, of a local government whose district is adjoining or adjacent, may exercise in respect of the bush fire, all powers and authorities of a bush fire control officer of the local government in whose district the fire is burning.
- (3) This section applies only to bush fires which –
  - (a) have been lit or are maintained unlawfully; or
  - (b) have occurred accidentally; or
  - (c) have ceased to be under control or are not adequately controlled; or
  - (d) are declared in the regulations to be bush fires to which this section applies.

### Current Dual FCO's: -

York	Mr J Smart
Cunderdin	Mr J Smart
Tammin/Kellerberrin	Mr B Wilson
Bruce Rock	Mr P Groves
Corrigin	Mr G Hughes
Brookton	Mr C Anderson
Beverley	Mr L Johnson

DFES Officer, Mr Justin Corrigan confirmed the provisions of the Bush Fires Act.

The Meeting resolved not to recommend appointing Dual Fire Control Officers as the cross boundary scenario was already covered under the Bush Fires Act.

## ITEM 8 DISCUSSION POINTS

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### 8.1 Pre-Season Synopsis

Mr Gelmi informed that DFES has suggested the installation and use of mobile weather stations around the district for more accurate weather data.

The Meeting resolved to remain with the existing Fire Weather Monitors System and the AWS at the Airstrip.



## **8.2 Restricted Burning Period/Prohibited Burning Period (RBT/PBT)**

The Meeting resolved to remain with the existing Gazetted dates which could be varied jointly by the CBFCO and the Shire President due to seasonal conditions.

## **8.3 Bush Fire Exercise/Training**

A small training session is scheduled to be held in Quairading on Friday 16<sup>th</sup> October 2020.

- Use of Pumping trailer
- Hose lays for structural Firefighting
- Relay pumping from truck to truck.

Defibrillators are soon to be placed on each of the fire appliances due to this it is suggested that each brigade should undergo a small training session on how to use these at the AGM's.

## **8.5 Firebreak Inspections**

The meeting resolved to support on-ground inspections this year.

All FCO's were requested to inspect their Locality and to report any Firebreak breaches to the CESM for further action.

Mr Bell undertook to liaise with QVFRS to arrange a date for the inspection of Quairading and Dangin townsites.

## **ITEM 9 URGENT MATTERS FOR DISCUSSION**

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Mr Fardon advised that he will be taking Long Service Leave at the commencement of the Fire Season and Mr Allen Cooper will be Acting CEO for this time.

Mr Gelmi asked about access to Shire machinery for assistance with fires should they be required.

Mr Fardon informed that machine availability was unchanged from past years and can be arranged through EMWS Mr Alan Rourke and Acting Works Team Leader Mr Scott Bavin.

Mr Bell informed that he will be without an Emergency Vehicle for a few weeks in November and December due to having a new vehicle built.

## **ITEM 10 NEXT MEETING DATE**

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The next Bush Fire Advisory Committee meeting is scheduled to take place in April 2021 (Date to be finalised in March 2021) commencing at 5:00pm in the Council Chambers.

ITEM 11 CLOSURE

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There being no further business, the Chairperson closed the meeting at 5:38 pm.

I certify the Minutes of the Bush Fire Advisory Committee Meeting held on 9<sup>th</sup> September 2020 were confirmed on \_\_\_\_\_ as recorded.

Confirmed.....\_/\_\_\_/2020