



Minutes - **CONFIRMED**

Health, Building & Planning
Committee

Tuesday, 17 March 2026



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Item 1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Chairperson, Cr Starceвич, declared the meeting open at 4:04pm.

Item 2. ATTENDANCE AND APOLOGIES

Attendees:

Cr Sue Starceвич	Chairperson
Cr Lorraine Richards	Deputy Chairperson
Cr Jarrod Hood	Committee Member

Observer:

Cr Stuart Bookeman	Deputy Member/Proxy
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Staff:

Sam Dolzadelli	Chief Executive Officer
Melissa Marcon	Manager Regulatory Services
Hayley Jones	Regulatory Administration Officer (Minutes)

Visitors:

Dean Duyster	Wongan Hills Pistol Club President
Brock Fowler	Wongan Hills Pistol Club Vice President
Jenny Duyster	Wongan Hills Pistol Club Assistant Secretary

Item 3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

3.1 CONFIRMATION OF THE MINUTES OF THE HEALTH, BUILDING AND PLANNING COMMITTEE MEETING HELD TUESDAY, 16 DECEMBER 2025

MOVED: Cr HOOD

SECONDED: Cr RICHARDS

That the Minutes of the Health, Building and Planning Committee Meeting held on Tuesday, 16 December 2025 be CONFIRMED as a true and correct record of the proceedings.

CARRIED 3/0

Item 4. DISCUSSION POINTS

4.1 BUILDING CONDITION REPORTS

Nil discussion

4.2 PISTOL CLUB

- Dean Duyster, President of the Wongan Hills Pistol Club, opened discussion regarding the future of the club, seeking Shire support to continue operations.
- Potential demolition of unused buildings was discussed.
- Existing Structures:
 - There are three main buildings and five smaller structures.
 - The club aim to retain the clubhouse and remove some structures, possibly replacing them with a shed or sea container.
 - Dean is engaging an electrician and private building inspector to assess existing structures and electrical systems and provide recommendations on renovation or demolition. MRS suggested sharing the Structure Report to guide the inspection.
- Ablution Facilities:
 - CEO raised concerns regarding non-compliant ablution facilities/
 - Dean advised a \$10,000 grant has been allocated; potential options include combining male/female facilities into a unisex accessible toilet. MRS noted that disability access would be required only if merging facilities; otherwise, renovations would not necessitate accessibility upgrades.
 - Modular or transportable disability-compliant toilets were suggested for consideration.
- Additional Facilities & Layout Considerations:
 - Discussion on modular homes for the clubhouse, dependent on regulations and standards.
 - Dean noted uncertainty regarding septic tank locations; Secretary Mick Godfrey is investigating.
 - Club members are encouraged to prepare layout plans for review and discussion.
 - Key operational structures include the clubhouse, ablution block, covered shooting range booths (25m and 50m range).
 - Indoor 10m air pistol range could potentially be incorporated into the clubhouse.
- Building Condition and Potential Demolition:
 - Specific buildings identified for potential removal based on the Structure Report:
 - Page 27, Image 94 – unused, possible removal.
 - Page 15, Image 29 – shed currently storing compressor, potential replacement with sea container.
 - Page 13, Image 19 – unused, no power, poor condition; recommended for removal.
 - All scrap to be removed; no asbestos known, except in ablution block.
 - Rough cost estimates for ablution block demolition and installation:
 - Demolition: \$30,000
 - New ablution block (including septic, materials, labour): \$20,000
- Insurance and Funding:
 - Dean confirmed insurance coverage through West Australia Pistol Association (WAPA) for the ranges.

- Cr Boekeman suggested exploring funding from community groups and WAPA. Jenny, Assistant Secretary, to follow up.
- Membership and Club Operations:
 - Club currently has 18 members, primarily from Wongan, with some from Yerecoin and Moora. Three new applications received in 2026.
 - Challenges include limited facilities, member regulation and low visibility for recruitment.
- Next Steps/Actions:
 - Club to prepare a detailed list of needs to continue operations, including:
 - Required buildings (clubhouse, shooting range, ablution block, etc.)
 - Structures to be demolished
 - Structures to retain
 - Proposed property layout
- Key Outcomes Sought by Club:
 - Shire support to maintain operations
 - 'Safe facilities for members
 - Retention of current property
 - Expansion of membership

ACTION: Wongan Hills Pistol Club to present plans at the Health, Building & Planning (HBP) Meeting on Tuesday, 16 June 2026. CEO or MRS to issue invitation closer to the date.

4.3 WASTE REVIEW UPDATE

- The CEO and MRS met with members of Gutteridge Haskins & Davey (GHD) to discuss the proposed expansion of the Wongan Hills Waste Refuse Site and the potential conversion of the Ballidu Waste Refuse Site into a transfer station.
- The Cadoux Tip licence is due to expire at the end of 2026. Discussions were held regarding transitioning this site into a transfer station. Cr Starceвич queried future site management, with the CEO and MRS indicating this would likely be outsourced to an external provider, such as Avon Waste.
- The CEO advised that a formal report from the meeting with GHD will be provided shortly and will follow up directly with them.
- Updates and the next steps for the Wongan Hills Refuse Site upgrade were discussed:
 - A new landfill hole is currently being excavated.
 - A clearing permit will be required.
 - Improving public recycling practices will be encouraged and implemented.
- Potential funding opportunities may be available through Western Australian Local Government Association (WALGA) and Department of Water & Environmental Regulation (DWER).
- Improvements to the Ballidu Refuse Site were discussed:
 - Cr Boekeman proposed installing a combination lock on the gate, with access codes distributed to ratepayers via rates notices.
 - MRS suggested issuing identification stickers for residents to display on vehicle windscreens.
 - Consideration was given to limiting opening days (e.g. aligning them with the Wongan Hills Refuse Site) to reduce illegal or external dumping.
- Green waste fee structure:
 - Loads up to a 6x4 trailer: first load free; subsequent loads subject to a fee.
 - Loads exceeding a 6x4 trailer: charged as bulk green waste.
 - Holders of bulk green waste tickets: no charge applies.

- As part of the 2026/2027 budget, fees will be reviewed, including consideration of an annual bulk green waste fee for businesses. Further cost analysis is required.

ACTION: CEO to send out the GHD report to committee members once obtained.

4.4 CAPEX UPDATE 2025/2026

- Cemetery:
 - MRS advised that the new niche walls have been completed.
 - Plot marker budget will be carried over to 2026/2027 financial year due to overall project costs.
- Civic Centre:
 - MRS advised the old air conditioner in the Lesser Hall has been removed and replaced; a second unit was considered but deemed unnecessary.
 - New fans installed in the Main Hall
 - Blinds and curtains throughout the hall have been replaced.
 - Discussion regarding replacement oven:
 - Consideration of larger-capacity oven to accommodate larger events
- Museum:
 - MRS reported that Geoff Stephenson – Building Maintenance Officer (BMO), is reviewing the museum works.
 - Assessment includes:
 - Works that can be completed by the Shire.
 - Works that will require a contractor.

4.5 CAPEX 2026/2027

- CEO raised the topic of potentially repurposing or demolishing the old bowling club building. One proposal under consideration is to relocate the Seniors currently based at the Civic Centre to the old bowling club, providing them with additional space to accommodate their 90 members. Further discussion and planning will be required to assess feasibility.
- The idea of converting the old tennis club into a fire station was discussed. It was noted that this is a preliminary brainstorming session, and no formal decision is required at this stage. However, it will need to be addressed with a final decision prior to 2027.
- The committee discussed including funding for the Wongan Hills Pistol Club in the upcoming budget to support associated costs. MRS advised that approximately \$17,000 is currently allocated in the budget for this purpose.

4.6 GENERAL BUSINESS

- Cr Hood inquired about the possibility of adding more hangers to the Wongan Hills Airstrip. CEO advised that any expansion would require land evaluation, community consultation, and a tender process noting that the process would be quite detailed and lengthy. Cr Hood acknowledged this.
- Cr Hood raised concerns from a community member regarding the appearance of the wrought iron/gutters on the roof overhanging the footpath in front of the newsagency.
 - CEO and MRS are uncertain and will need to confirm responsibility; as the Shire maintains the footpath, but the roof is part of the existing building. It may ultimately be the building owner's responsibility.
 - The discussion noted that determining responsibility could be difficult.

ACTION: CEO or MRS to confirm whether responsibility lies with the building owner or the Shire.

- Cr Hood requested an update on the power upgrade for the Ballidu Sports Complex.
 - MRS explained the issue was caused by an overload from caravans. Current discussions focus on installing a changeover switch at the main building to allow a generator to be used for

that building alone. Corey (Ballidu Greater Sports Council President) and Todd (electrician) have discussed the matter, but MRS is unsure of the outcome.

Item 5. CLOSURE

The Chairperson, Cr Starceвич, declared the meeting closed at 6:03pm.



Cr S Starceвич
Chairperson



Date