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Western Australia

Unconfirmed Minutes for the CBD Committee Meeting of the Murchison Shire Council,
Held in the Council Chambers
On 9 April, commencing at 9.30am

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member Mrs Natalie Broad welcomed everyone and declared the meeting open at 10.05am

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Presiding Member	Mrs N Broad
Councillors	CR PM WALSH CR BM SEAMAN
STAFF	MR RJ ADAMS

3. PUBLIC QUESTION TIME

NIL

4. DISCLOSURE OF INTERESTS

NIL

5. NEXT MEETING

The next Committee meeting is to be held on 7 May 2010

6. CONFIRMATION OF MINUTES

CBD COMMITTEE MEETING –29 January 2010

BACKGROUND

Minutes of the CBD Committee of Council have previously been circulated to all Councillors.

VOTING REQUIREMENTS

Simple majority

COMMITTEE DECISION

Moved CR BM SEAMAN, Seconded CR PM WALSH

Minutes of CBD Committee meeting held on 29 January 2010 are confirmed as a true and correct record

Motion put and carried 4/0

7. CBD COMMITTEE BUSINESS

COMMITTEE DECISION

Moved CR BM SEAMAN, Seconded CR PM WALSH

The order of business is changed to deal with Item 7.2 before the site visit

Motion put and carried 4/0

7.2 Commercial Kitchen

Background

At the CBD Committee Meeting held on the 29 January 2010, a discussion was held on the layout etc of a commercial kitchen. It was resolved to consult a commercial kitchen designer for plans, and to wait until the EHO had visited to take in his advice.

Since this meeting the building has progressed with the roof being installed and timber frames going up along with the gyprocking of the commercial space.

The old fridges, dishwasher and stoves are to be utilised from the existing roadhouse.

The gas lines and plumbing has been installed into the rammed earth walls along with the necessary drainage points as required under the Health Act. The grease trap has been installed as has been terminated.

The old stove, dishwasher will be installed to match the plumbing, and the range hood has been ordered and is due to be installed this week.

The EHO recommended the coving of 15mm to the wall corner areas and those tiles be installed to the regulation 1.2 meters.

The old fridges and freezers from the old roadhouse will be utilised in the kitchen.

Comment

As the premises will be leased as a going concern, operators will often move any movable items to suit their personal needs

COMMITTEE DECISION

Moved CR PM WALSH, Seconded CR BM SEAMAN

Taking into account the furniture and fixtures that are being re-used that the committee discuss the commercial kitchen to determine;

1. Is a consultant required to complete the layout for the commercial kitchen
2. Benches and drawers etc be determined

Procedural Motion

Moved MR RJ ADAMS, Seconded CR BM SEAMAN

That Item 6.2 lay on the table until after the site visit before voting on the recommendation

Motion put and carried 4/0

10.45 Committee left the chambers for the site visit

12.18 Committee returned to the Chambers

The presiding member re opened the debate on item 6.2

Taking into account the furniture and fixtures that are being re-used that the committee discuss the commercial kitchen to determine;

1. A consultant is not required to complete the layout for the commercial kitchen
2. Benches and drawers etc be determined at the completion of the main kitchen installation

Motion put and carried 4/0

7.1 CBD site visit and walk around

Inspection of the building progress;

Front Veranda- discussion on the shape and progress on the front stairs and ramps required

Windows- window contractor has been on site, unfortunately not all windows fitted. Note that the contractor had been to site and measured the windows prior to manufacture.

Rammed Earth Walls- have been sealed with two coats of sealer, inside and out

Mini Orb Roof- Ceiling in roadhouse approx 50% completed and is looking great. Will require a bead around edge.

Commercial Kitchen- looked at where the sink, dishwasher and stove are placed. Some tiling completed. The range hood has arrived at to be installed next week.

Lounge Room- has had ceilings and walls sheeted. Cornice to be completed and the undercoat paint

Domestic Kitchen- ready for under coat painting

Office- Ready for paint

Hall- Linen and broom cupboard complete ready for paint

Bed 1- Ready for paint, TV Ariel cable installed

Bed 2- Cornice to be completed then paint

Bed 3- Cornice to be completed then paint

Bathroom- Ceiling ready for paint, walls to be tiled, bath set up

Laundry- ready for paint and tiling, man hole being constructed.

Motel- final painting and last flashing being installed, furniture to arrive next week

Gazebo- Has been installed, electricity currently being installed

The CEO to discuss with Full Council the following items;

1. Coffee Machine
2. Air Conditioning
3. CCT TV for Security
4. Benches for Caravan Park
5. Extra panels in Gazebo
6. Foot paths
7. Rammed earth wall & Fencing
8. Cafe Furniture

12.18 Committee returned to the Chambers

7.3 Gazebo

Background

The Gazebo has been installed at the caravan park.

The committee discuss the following items on the gazebo

1. Concreting and flooring options
2. BBQ options
3. Wall options

COMMITTEE DECISION

Moved CR PM WALSH, Seconded CR BM SEAMAN

1. Paving be installed in the Gazebo and Cr Seaman to select style when next in Geraldton.
2. Two extra gate included rather than sold walls be installed
3. Sink and BBQ in middle of Gazebo, made in same stone bricks as toilet & motel

Motion put and Carried 4/0

8.3 Opening

Background

As part of the funding requirements from Midwest Development Commission an opening ceremony is to be performed.

Minister for Regional Development has agreed to open the CBD and has requested a date of 29 June 2010.

The opening is not, as yet, been delegated to this committee, but the committee should make some recommendations to Council for consideration at its next ordinary meeting.

Officer Recommendation

The committee suggest the following;

1. Invitation list
2. Catering options
3. Celebration Options

COMMITTEE DECISION

Moved CR BM SEAMAN, Seconded CR PM WALSH

Request to Council;

- 1. Committee be appointed to take the role of arranging and co-ordinating the opening**
- 2. Request a budget of \$10,000 for the opening**
- 3. If Minister cannot open on a weekend then the Chairman of MWDC perform this duty**

Motion put and Carried 3/0

1.20 Cr Seaman exited the meeting

9. URGENT BUSINESS

10. MEETING CLOSURE

The presiding member thanked everyone for their attendance and closed the meeting at 1.21pm