

# Minutes

## Special Council Meeting

**Friday 9 January 2026**  
At 2.00pm

Council Chambers, 39 Bannister Road, Boddington

A vibrant and connected community with excellent lifestyle and employment opportunities in a beautiful natural environment.

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## 1. **DECLARATION OF OPENING**

The Shire President declared the meeting open at 2:00pm.

I would like to begin by acknowledging the Wilman People as the Traditional Custodians of the land we are meeting on today, and pay respect to Elders past and present, as well as the continuation of cultural, spiritual, and educational practices of Aboriginal people.

Councillors, to ensure clarity and effective communication during this Council Meeting, I kindly remind you to switch on your microphones when called upon to speak. This meeting will be recorded.

## 2. **ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**

### 2.1 Attendance

Cr Eugene Smalberger	Shire President
Cr Ian Macpherson	Councillor
Cr Hans Prandl	Councillor
Cr Johan van Heerden	Councillor
Cr Andrew Ryley	Councillor
Cr Paul Kessler	Councillor

Mrs. Julie Burton	Chief Executive Officer
Mr. Fabian Houbrechts	Executive Manager Infrastructure Services

Mrs. Grace Dwyer	Executive Assistant (Minutes)
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Visitors	Nil
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### 2.2 Apologies

Cr Paul Carrotts	Deputy Shire President
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### 2.3 Leave of Absence

Nil

## 3. **DISCLOSURES OF INTEREST**

Nil

## 4. **PUBLIC QUESTION TIME**

Public question time is limited to a total of fifteen minutes of duration, except by consent of the person presiding. Each speaker is limited to three minutes duration to speak, except by consent of the person presiding.

5. **PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

Nil

6. **REPORTS OF OFFICERS**

## 6.1 BlazeAid Fee Waiver

File Reference:	2.018
Applicant:	Not Applicable
Previous Item:	Nil
Author:	Chief Executive Officer
Disclosure of Interest:	Nil
Voting Requirements:	Absolute Majority
Attachments:	Nil

### Summary

This report seeks Council approval to waive Caravan Park and Town Hall fees for BlazeAid volunteers assisting with emergency recovery following the Boddington fires.

### Background

Following recent fire events within the Shire of Boddington, BlazeAid has offered volunteer assistance to affected landholders. BlazeAid is a well established volunteer organisation that supports rural communities by rebuilding fencing and assisting with property recovery at no cost to landholders or local governments.

BlazeAid volunteers require temporary accommodation and a central base to coordinate daily operations while undertaking recovery works. The Shire's caravan park has been identified as the most suitable accommodation option due to the availability of amenities and its central location. The Boddington Town Hall is also proposed to be utilised by BlazeAid as an operational hub for daily briefings, coordination and administration.

The standard weekly fee for a powered caravan park site is \$240 including GST. The standard daily hire fee for the Town Hall is \$116 including GST.

Approval of the proposed waivers is required as the total value exceeds the Chief Executive Officer's delegated authority and must be determined by Council under section 6.12 of the Local Government Act 1995.

### Comment

It is proposed that up to seven caravan park sites be made available to BlazeAid volunteers for a period of up to six weeks. Based on the standard weekly fee of \$240 including GST, the maximum value of the proposed caravan park accommodation fee waiver is \$1,440 per site, totalling \$10,080.

In addition, it is proposed that the Town Hall hire fee be waived for BlazeAid's daily operational use for the same period. Based on a daily hire fee of \$116 including GST over six weeks, the maximum value of the Town Hall fee waiver is \$4,872.

While the proposed waivers are calculated using standard fees, they do not necessarily represent actual lost income. There are currently vacancies within the caravan park, and the Town Hall is not hired on a continuous basis. The waivers more accurately reflect a foregone income opportunity rather than a direct loss of revenue.

The only known direct impact of the proposed Town Hall waiver is on the Boddington Badminton Group, which has recently recommenced use of the Town Hall. If Council grants the waiver, the group will be required to temporarily relocate their activities back to the Recreation Centre for the duration of BlazeAid's use of the facility.

Utilisation of caravan park sites by BlazeAid volunteers may also reduce availability for tourists if the park reaches capacity during peak periods. This impact will be monitored and managed operationally where possible.

The provision of accommodation and facilities represents a non cash contribution that will directly support emergency recovery activities within the Shire. Due to the evolving nature of recovery operations, some flexibility may be required to extend the duration of stay, the number of caravan park sites, or the use of facilities, if recovery works continue beyond the initial period.

### Consultation

Internal consultation has occurred with relevant staff regarding caravan park capacity and operational impacts.

No additional external community consultation is proposed, given the emergency recovery context and the temporary nature of the arrangement.

### Strategic Implications

Aspiration	Planet
Outcome 6	A resilient community
Objective 6.1	Strengthen community resilience to cope with natural disasters and emergencies, including pandemics, storms, flooding and fire.

### Legislative Implications

Council has the power to waive fees and grant concessions under section 6.12(1)(b) of the Local Government Act 1995. Council may also authorise the Chief Executive Officer to manage operational aspects of the waiver within parameters set by Council. Any extension beyond those parameters would require further Council approval.

### Policy Implications

Nil

### Financial Implications

The maximum potential foregone revenue associated with the initial proposal is \$14,952. This comprises up to \$10,080 for caravan park accommodation fees and up to \$4,872 for Town Hall hire fees, inclusive of GST. This represents waived income rather than a cash expenditure.

### Economic Implications

Supporting BlazeAid volunteers will assist rural landholders to recover more quickly from fire impacts, contributing to the restoration of productive land and local economic activity.

### Social Implications

The proposal will support community recovery and resilience by enabling volunteer assistance to affected landholders. It demonstrates Council support for residents impacted by fire events.

### Environmental and Climate Change Implications

Nil

Risk Considerations

Risk Statement and Consequence	<p>There is a reputational risk if the proposed waiver is not supported. The community may reasonably expect Council to actively support emergency recovery efforts and volunteer organisations assisting fire-affected landholders. This risk is heightened given BlazeAid’s recognised role in rural disaster recovery.</p> <p>A secondary risk relates to governance and probity if accommodation or facilities are provided without appropriate authority. This risk is mitigated by seeking a formal Council resolution and by clearly defining the limits of any authority delegated to the Chief Executive Officer.</p>
Risk Rating (prior to treatment or control)	Moderate
Principal Risk Theme	Reputation
Risk Action Plan (controls or treatment proposed)	Implement the Council resolution and apply the defined limits and delegations, with extensions approved only where required for emergency recovery.

**Officer Recommendation and Council Decision**

**COUNCIL RESOLUTION: 1/26**

**Moved:** Cr P Kessler                    **Seconded:** Cr I Macpherson

**That Council:**

- 1. Approve the waiver of caravan park accommodation fees for BlazeAid volunteers assisting with emergency recovery following the Boddington fires, limited to a maximum of seven sites for up to six weeks, capped at \$10,080 including GST.**
- 2. Approve the waiver of Town Hall hire fees for BlazeAid operational use for a period of up to six weeks, capped at \$4,872 including GST.**
- 3. Authorise the Chief Executive Officer to extend the number of caravan park sites and or the duration of the fee waivers, if required to support ongoing emergency recovery activities, up to 28 February 2026.**

Carried:            **6-0**

For:                Cr E Smalberger, Cr J Van Heerden, Cr A Ryley, Cr H Prandl, Cr I Macpherson, Cr P Kessler

Against:           Nil

7. **CLOSURE OF MEETING**

The Shire President declared this meeting closed at 2:02pm.