



SHIRE OF
MERREDIN
INNOVATING THE WHEATBELT

Unconfirmed copy of Minutes from Ordinary
Council Meeting held on
16 September 2025 subject
to confirmation at the Ordinary Council
Meeting to be held
28 October 2025

MINUTES

Ordinary Council Meeting

To be held in Council Chambers
Corner King & Barrack Street's, Merredin
Tuesday, 16 September 2025
Commencing 4:00pm



Common Acronyms Used in this Document	
CEACA	Central East Accommodation & Care Alliance Inc
CEO	Chief Executive Officer
CP	Council Plan
CWVC	Central Wheatbelt Visitors Centre
DSO	Development Services Officer
EO	Executive Officer
EMCS	Executive Manager Corporate Services
EMDS	Executive Manager Development Services
EMIS	Executive Manager Infrastructure Services
EMS&C	Executive Manager Strategy & Community
GECZ	Great Eastern Country Zone
GO	Governance Officer
LGIS	Local Government Insurance Services
LPS	Local Planning Scheme
MCO	Media and Communications Officer
MoU	Memorandum of Understanding
MRCLC	Merredin Regional Community and Leisure Centre
SRP	Strategic Resource Plan
WALGA	Western Australian Local Government Association
WEROC	Wheatbelt East Regional Organisation of Councils



September Ordinary Council Meeting

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Shire of Merredin
Ordinary Council Meeting
4:00pm Tuesday, 16 September 2025



1. Official Opening

The President acknowledged the Traditional Owners of the land on which we meet today, and paid her respects to Elders past, present and emerging. The President then welcomed those in attendance and declared the meeting open at 4.00pm.

This meeting is being recorded on a digital audio device to assist with minute taking purposes. The public is reminded that copying or distribution of any part of the recording is not permitted. The Shire reserves all rights in relation to its copyright. Audio contained in a recording must not be altered, reproduced or republished without the written permission of the Shire and in accordance with Section 8.5 of the Shire of Merredin Standing Orders Local Law 2017, no person is to use any electronic, visual or audio recording device or instrument to record the proceedings of the Council or a Committee without the written permission of the Council.

2. Record of Attendance / Apologies and Leave of Absence

Councillors:

Cr D Crook	President
Cr H Billing	
Cr L O'Neill	
Cr P Van Der Merwe	
Cr R Manning	Deputy – via Zoom
Cr B Anderson	

Staff:

C Brindley-Mullen	A/CEO
B Wall	EMIS
L Boehme	EMCS – via Zoom
R Cahill	TO
K Ornig	EA

Members of the Public:

Apologies:

Approved Leave of Absence: C Watts - CEO

Cr Manning's and Mrs L Boehme's attendance via Zoom was approved by the Shire President in advance in accordance with Regulation 14C.2(b) of the Local Government (Administration) Amendment Regulations 2022.

3. Public Question Time

Nil

4. Disclosure of Interest

Nil

5. Applications of Leave of Absence

Nil

6. Petitions and Presentations

Nil

7. Confirmation of Minutes of Previous Meetings

- 7.1 Ordinary Council Meeting held on 26 August 2025
Attachment 7.1A

Voting Requirements



Simple Majority



Absolute Majority

Resolution

Moved: Cr Billing

Seconded: Cr Anderson

83666 That the Minutes of the Ordinary Council Meeting held 29 August 2025 be confirmed as a true and accurate record of proceedings.

CARRIED 6/0

For: Cr Crook, Cr Billing, Cr O'Neill, Cr Van Der Merwe, Cr Manning, Cr Anderson

Against:

8. Announcements by the Person Presiding without Discussion

Cr Crook made the following statement:

“I would like to acknowledge Cr Anderson for his contribution in his past 4 years as a Councillor. This was Cr Andersons second stint as a Councillor and it was good to have someone with previous experience step into the role.

Due to Cr Andersons business, his contact with the community on a daily basis was invaluable. This not only includes the local community but insights into our neighbouring communities when his business took him there.

So, thank you Cr Anderson and all the best for the future. I am sure we will still have many conversations over coffee.”

9. Matters for which the Meeting may be Closed to the Public

Nil

10. Receipt of Minutes of Meetings

10.1 Minutes of the Great Eastern Country Zone Meeting held 18 August 2025.

Attachment 10.1A

Voting Requirements



Simple Majority



Absolute Majority

Resolution

Moved: Cr Van Der Merwe

Seconded: Cr O’Neill

83667

That Council RECEIVE the minutes of the Great Eastern Country Zone Meeting held 18 August 2025.

CARRIED 6/0

For: Cr Crook, Cr Billing, Cr O’Neill, Cr Van Der Merwe, Cr Manning, Cr Anderson

Against:

11. Recommendations from Committee Meetings for Council Consideration

Nil

12. Officer's Reports – Development Services

12.1 Reserve 18613 – Proposed Water Corporation Easement

Development Services SHIRE OF MERREDIN INNOVATING THE WHEATBELT	
Responsible Officer:	Brian Wall, EMIS
Author:	Xinyi Zhao, DSO Paul Bashall – Planwest (WA) PTY Ltd
Legislation:	Shire of Merredin Local Planning Scheme No 6.
File Reference:	A9567
Disclosure of Interest:	Nil
Attachments:	Attachment 12.1A – Water Corporation Correspondence Attachment 12.1B – Water Corporation Map

Purpose of Report



Executive Decision



Legislative Requirement

For Council to provide formal consent to the Water Corporation (WC) for the installation of a new section of pipeline and creation of an easement on Reserve 18613.

Background

The Shire of Merredin (the Shire) has received correspondence from the WC seeking consent from the Shire for the proposed installation of a new section of pipeline and the subsequent creation of an easement over the pipeline once installed. These works will improve the reliability of the Goldfields & Agricultural Region Water Supply Scheme (the Scheme).

Reserve 18613 is Crown land vested in the Shire for the purpose of Public Utility under the Shire of Merredin Local Planning Scheme no 6. (LPS).

Comment

The scheme supplied by the WC has played a vital role in sustaining residential, agricultural, and industrial activities across the region since its commissioning in 1903. To improve the reliability of the Scheme, a new water main is required to replace a section of the existing water main. These upgrades are required to continue to support development, and to ensure a safe and reliable water supply in the Goldfields and agricultural region.

The WC are now seeking formal confirmation from the Shire with respect to the creation of the proposed easement which will enable WC personnel to install, access, maintain and protect the proposed new section of pipeline.

Impacts

Environmental

The proposed development is in proximity to residential dwellings. The WC should be reminded of its obligations to carry the proposed works in the most sensitive manner, especially in proximity to dwellings. A response to the WC should mention the fact that Council expects that rehabilitation works will include removal of building matter, leveling of soils, replacing landscaping, and fixing infrastructure that is damaged during construction (like roads etc).

Infrastructure and Asset Maintenance

The local government acknowledges the need to periodically maintain and replace essential infrastructure.

Policy Implications

Nil

Statutory Implications

Compliance with the Shire of Merredin Local Planning Scheme No.6.

The land in question is located at Reserve 18613 its current purpose being Public Utility under the LPS. The proposed installation and operation of pipeline renewal and associated easement complement the existing use of the area.

Although the WC is not a government department, it performs the functions of a public utility and should therefore be exempt from being required to lodge a Development Approval (DA) application.

The reasons are that:

- a) Section 6 of the *Planning and Development Act 2005* says that the Act should not interfere with public works, and
- b) the Deemed Provisions (cl 61 (1)) exempt 'Maintenance and repair works' - providing they are not within a heritage area.

The Deemed provisions are not clear regarding what 'repair works' means, so it is taken on face value and that it is not referring solely to residential repair works.

The request letter states that it has - or will - contact the owners where the works are on private land.

Strategic Implications

Ø Council Plan

Theme: 1. Community and Culture

Strategic Objective: 1.7 Statutory Compliance (Environmental Health, Building, Planning, Rangers)

Priorities Actions: Maintain the health, safety and well being of our community through application of regulatory process
1.7.1 Promote responsible strategic and statutory planning to meet current and future needs
1.7.5 Continue to provide regulatory services to the Shire to meet statutory obligations.

The proposal is consistent with the current as well as longer-term use of the area.

	Sustainability Implications
Ø	Strategic Resource Plan

Nil

	Risk Implications
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There is a reputational risk associated with this Item, as it may be perceived that the Shire is not acting upon information received in the best interest of the community. The risk rating is considered to be Low (1), which is determined by a likelihood of Rare (1) and a consequence of Insignificant (1). This risk will be eliminated by the adoption of the Officer's Recommendation.

	Financial Implications
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No costs should be incurred by the Shire in consenting to the proposed pipeline replacement works being undertaken.

	Voting Requirements
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Simple Majority



Absolute Majority

	Resolution
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Moved: Cr Billing

Seconded: Cr Van Der Merwe

That Council:

83668

1. AUTHORISE the creation of an easement over Reserve 18613 for the purpose of a pipeline easement;
2. REQUIRES the owners or occupiers of properties listed as sensitive use (such as dwellings) be contacted regarding any impact the works may have on those properties;
3. CONFIRM that all costs associated with the proposed works, easement creation and ongoing operation of the infrastructure are to be borne solely by the Water Corporation; and
4. CONFIRM that all costs associated with the rehabilitation of the land upon completion of the works are to be borne solely by the Water Corporation.

CARRIED 6/0

For: Cr Crook, Cr Billing, Cr O'Neill, Cr Van Der Merwe, Cr Manning, Cr Anderson

Against:

13. Officer's Reports – Engineering Services

13.1 MRWA Condition of Great Eastern Highway

Engineering Services SHIRE OF MERREDIN INNOVATING THE WHEATBELT	
Responsible Officer:	Brian Wall, EMIS
Author:	As above
Legislation:	<i>Local Government Act 1995</i>
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Attachment 13.1A - Draft Letter to Main Roads WA

Purpose of Report



Executive Decision



Legislative Requirement

To seek Council's endorsement to forward a letter to Main Roads Western Australia (MRWA) raising concerns regarding the current condition of the Great Eastern Highway between Northam and Merredin, and to request advice on what actions MRWA intends to take to ensure safety and efficiency along this transport corridor.

Background

Council and the community have expressed increasing concerns regarding the deteriorating condition of the Great Eastern Highway between Northam and Merredin. The highway is the primary freight and passenger route through the Eastern Wheatbelt and is vital for agricultural produce, freight logistics, and regional travel.

Observations and complaints have highlighted:

- Numerous potholes and pavement failures creating unsafe driving conditions.
- A rough road surface causing driver fatigue and vehicle wear.
- A lack of sufficient overtaking lanes leading to unsafe overtaking manoeuvres, particularly with heavy vehicle traffic.

The matter is of heightened importance given the continuing growth in truck traffic and the pending harvest season, which will place further pressure on the highway.

Comment

It is proposed that Council formally write to MRWA to highlight these issues and to request;

1. Immediate maintenance to address potholes and failed road sections;
2. Advice on longer-term plans for pavement renewal and highway upgrades;
3. Consideration for additional overtaking lanes to improve road safety; and
4. Confirmation of MRWA's priorities and timelines for improvements on this corridor.

The draft letter is provided as an attachment for Council's consideration.

Policy Implications

Nil

Statutory Implications

Nil

Strategic Implications

Ø Council Plan

Theme: 6. Transport and Networks

Strategic Objective: 6.1 Road Network. Maintain safe and efficient sealed road and transport networks, together with supporting infrastructure within the Shire of Merredin.

Priorities Actions: 6.1.4 Maintain safe and effective transport networks and associated civil infrastructure.

Sustainability Implications

Ø Strategic Resource Plan

Ensuring investment in regional road networks supports local economic activity and reduces safety risks.

Risk Implications

Failure to advocate for highway improvements increases risk of continued deterioration, road crashes, and negative economic impacts during freight and harvest periods. The risk rating is considered to be Low (4), which is determined by a likelihood of Unlikely (2) and a consequence of Minor (2). This risk will be eliminated by the adoption of the Officer's Recommendation.

Financial Implications

Nil direct financial implications to the Shire.

Voting Requirements



Simple Majority



Absolute Majority

	Resolution
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Moved: Cr O'Neill

Seconded: Cr Billing

That Council;

83669

- 1. ENDORSE the draft letter to Main Roads Western Australia regarding the condition of the Great Eastern Highway between Northam and Merredin, as detailed in Attachment 13.1A;**
- 2. AUTHORISE the Chief Executive Officer to sign and forward the correspondence to Main Roads Western Australia; and**
- 3. NOTES that Shire President gives approval to the Chief Executive Officer for minor wording amendments to be made.**

CARRIED 6/0

For: Cr Crook, Cr Billing, Cr O'Neill, Cr Van Der Merwe, Cr Manning, Cr Anderson

Against:

14. Officer's Reports – Corporate and Community Services

14.1 List of Accounts Paid – August 2025

Corporate Services SHIRE OF MERREDIN INNOVATING THE WHEATBELT	
Responsible Officer:	Leah Boehme, EMCS
Author:	As above
Legislation:	<i>Local Government Act 1995</i> <i>Local Government (Financial Management) Regulations 1996</i>
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Attachment 14.1A - Payment Listing August 2025

Purpose of Report



Executive Decision



Legislative Requirement

For Council to receive the schedule of accounts paid for the month of August 2025.

Background

The attached list of accounts paid during the month of August 2025, under Delegated Authority, is provided for Council's information and endorsement.

Comment

Nil

Policy Implications

Nil

Statutory Implications

As outlined in the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*.

Strategic Implications

Ø Council Plan

Theme: 4. Communication and Leadership
Strategic Objective: 4.8 Financial Management
Priorities Actions: 4.8.1 Maintain strong fiscal and financial management of Council's budget

Sustainability Implications

Ø Strategic Resource Plan

Compliance with the *Local Government (Administration) Regulations 1996* and to also give Council some direction regarding its management of finance over an extended period of time.

Risk Implications

There is a compliance risk associated with this Item as the Shire would be contravening the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996* if this Item was not presented to Council. The risk rating is considered to be Low (4), which is determined by a likelihood of Unlikely (2) and a consequence of Minor (2). This risk will be eliminated by the adoption of the Officer's Recommendation.

Financial Implications

All liabilities settled have been in accordance with the Annual Budget provisions.

Voting Requirements



Simple Majority



Absolute Majority

Resolution

Moved: Cr Anderson

Seconded: Cr O'Neill

83670

That Council RECEIVE the schedule of accounts paid during August 2025 as listed, covering cheques, EFT's, directly debited payments and wages, as numbered and totaling \$1,149,194.71 from the Merredin Shire Council Municipal bank account and \$0 from the Merredin Shire Council Trust bank account.

CARRIED 6/0

For: Cr Crook, Cr Billing, Cr O'Neill, Cr Van Der Merwe, Cr Manning, Cr Anderson

Against:

15. Officer's Reports – Administration

15.1 Status Report – August 2025

Administration SHIRE OF MERREDIN INNOVATING THE WHEATBELT	
Responsible Officer:	Codi Brindley-Mullen, A/CEO
Author:	As Above
Legislation:	<i>Local Government Act 1995</i>
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Attachment 15.1A – Status Report – August 2025

Purpose of Report



Executive Decision



Legislative Requirement

For Council to consider the updated Status Report for August 2025.

Background

The Status Report is a register of Council Resolutions that are allocated to the Shire of Merredin's (the Shire) Executive Staff for actioning. When the Executive Staff have progressed or completed any action in relation to the Council Resolutions, comments are provided until the process is completed or superseded by a further Council Resolution.

Comment

In the interest of increased transparency and communication with the community and Council, the Status Report is provided for information.

Policy Implications

Nil

Statutory Implications

Nil

Strategic Implications

Ø Council Plan

Theme: 4. Communication and Leadership
Strategic Objective: 4.5 Communication
Priorities Actions: 4.5.2.2 Provide regular opportunities for Councillors to be kept informed and provided timely and accurate information

Sustainability Implications

Ø Strategic Resource Plan

Nil

Risk Implications

There is a reputational risk associated with this Item, as it may be perceived that the Shire is not acting upon or implementing the decisions of Council. The risk rating is considered to be Low (1), which is determined by a likelihood of Rare (1) and a consequence of Insignificant (1). This risk will be eliminated by the adoption of the Officer's Recommendation.

Financial Implications

Nil

Voting Requirements



Simple Majority



Absolute Majority

Resolution

Moved: Cr Van Der Merwe

Seconded: Cr O'Neill

83671

That Council RECEIVE the Status Report on Council Resolutions for August 2025.

CARRIED 6/0

For: Cr Crook, Cr Billing, Cr O'Neill, Cr Van Der Merwe, Cr Manning, Cr Anderson

Against:

16. Motions of which Previous Notice has been given

Nil

17. Questions by Members of which Due Notice has been given

Nil

18. Urgent Business Approved by the Person Presiding or by Decision

Voting Requirements

☐

Simple Majority

☐

Absolute Majority

Resolution

Moved: Cr O'Neill

Seconded: Cr Billing

83672

That Council RECEIVES late item, Application for extension of time to submit Annual Financial Report in order to comply with legislative requirements regarding submission deadlines.

CARRIED 6/0

For: Cr Crook, Cr Billing, Cr O'Neill, Cr Van Der Merwe, Cr Manning, Cr Anderson

Against:

18.1 Application for extension of time to submit Annual Financial Report

Corporate Services



Responsible Officer:	Leah Boehme, EMCS
Author:	As above
Legislation:	<i>Local Government Act 1995</i> <i>Local Government (Financial Management) Regulations 1996</i>
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Nil

Purpose of Report

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Executive Decision

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Legislative Requirement

For Council to consider an application being made to the Minister for the extension to the Shire of Merredin 2024/25 Annual Financial Report submission deadline.

Comment

All local governments are required to prepare their financial statements in accordance with the *Local Government Act 1995*, the *Local Government (Financial Management) Regulations 1996*, Australian Accounting Standards (AASB) and the Australian Accounting Standards Board Interpretations (AASBI).

Section 6.4(3) of the *Local Government Act 1995* requires a local government to complete its Annual Financial Report and submit the report to its auditors by 30 September in each financial year, or **such extended time as the Minister allows**.

Due to a number of staff absences, including the Manager Corporate Services being unwell for the majority of the past two weeks, it is looking unlikely that we will be able to meet the 30 September deadline. Rather than hoping for the best and potentially falling short, the Administration have decided that the best course of action is to apply for a two-week extension until Tuesday 14 October 2025. This will allow the team to finalise the document and present something that is of a high quality, rather than rushing a version that potentially could be assessed as not audit ready. It is still hoped that we will have the document ready for submission around the 30 September deadline.

We have approached the Office of the Auditor General who have confirmed that as long as the completed document is provided in the proposed timeframe, there will be no changes to our existing timelines and there will be no finding related to the extension. Our Audit visit will go ahead as scheduled in the beginning of November.

The Administration is seeking acknowledgement from Council regarding the application for extension as this is a pre-requisite of the extension application.

Voting Requirements



Simple Majority



Absolute Majority

Resolution

Moved:

Cr Billing

Seconded:

Cr Van Der Merwe

83673

That Council NOTE that an application will be made to the Minister seeking a two-week extension to the Annual Report submission deadline, seeking a new deadline for the Shire of Merredin 2024/25 Annual Financial Report submission of 14 October 2025.

CARRIED 6/0

For: Cr Crook, Cr Billing, Cr O'Neill, Cr Van Der Merwe, Cr Manning, Cr Anderson

Against:

19. Matters Behind Closed Doors

Nil

20. Closure

There being no further business, the President thanked those in attendance and declared the meeting closed at 4.12pm.

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