



Yarra Yarra Catchment Management Group

MINUTES

Minutes of AGM and General Meeting Held on 25th October 2007 Pereniori Office

1. AGM Opened 10.15am

1.1. Attendance

Max Hudson, Stacey Hudson, Jo Ashworth, Jan MacPherson, Ian Fordyce, Lizzie Butler, John Pulbrook, Dene Solomon, Keith Carter, Keith Camac, Duncan Peter, Peter Syme

1.2. Apologies

Lindsay Bourke, Katie Hasleby, Stan Scott, Liz Easton, Wally Barnes, Chris King

2. Minutes of previous AGM held 26th October 2006

2.1. Amendments

Nomination of Treasurer, Stan Scott was nominated in his absence, but did not take up the position

2.2. Matters Arising

Change of Chairperson, Chris King resigned halfway through the year; Peter Syme took up the position

Moved as a true and accurate record of the AGM held on 26th Oct 2006

Moved – Jo Ashworth, Seconded – Ian Fordyce, Carried

3. Executive Reports

3.1. Chairman's Report: Presented by Peter Syme

Moved that we accept the chairman's report

Moved – Max Hudson, carried

3.2. Audited Financial Statements 1st July 2006 to 30th June 2007: Presented and tabled by Stacey Hudson

- Independent audit carried out by North Midlands Accounting Service (June 06 – June 07) (see report).

Audited financial statements are moved as a true and correct record

Moved – Stacey Hudson, Seconded – Jan MacPherson, Carried

3.2.1. Appointment of an Auditor

Moved that North Midlands Accounting Services be appointed as auditor for the next 12 months

Moved - Stacey Hudson, Seconded – Max Hudson, Carried

4. Election of Office Bearers

4.1. Nominations for Chair

Peter Syme nominated by Stacey Hudson, Max Seconded, Accepted

4.2. Nominations for Deputy Chair

Keith Camac nominated by Dene Solomon Declined

Wally Barnes nominated by John Pulbrook To Be Confirmed

4.3. Nominations for Treasurer

Stacey Hudson nominated by Max Hudson Accepted

4.4. Nominations for Secretary

Lizzie Butler nominated by Stacey Hudson Accepted

4.5. Nominations for Finance and Employment Committee

Discussed whether there is still a need for this committee and decided yes for the time being.

Nominated - Chairman (P Syme), Project Manager (M Hudson), Keith Camac, Regional Council CEO (S Scott) Accepted with exception of Regional Council CEO - To be confirmed

4.6. Nominations for Monitoring and Planning Committee

Discussed whether there is a requirement for this committee

4.7. Nominations for NACC committee representatives

NACC's new policy, is not to have committee representatives

Motion to remove items 4.6 and 4.7 from future AGM agendas

Moved - Jan MacPherson, Seconded – Ian Fordyce Carried

4.8. Elect delegates for the Wheatbelt Catchment Alliance of WA

Max volunteered himself and nominated Peter Syme Accepted

5. Any other business

5.1 Formation of LCDC and repercussions for the Yarra Yarra Catchment Management Group – progress of LCDC to date

Burakin done what they needed to, Kalannie and Goodlands nearly done, Jibberding done, Carnamah re-nominated, Morawa – decided to stay as they are until March 2008, Perenjori – to be followed up, Pithara, happy to renegotiate boundaries to fit with YY – waiting for commissioner to get back, 12th November, - on hold until March 2008, then see what's happening with Morawa. Until YY LCDC is formed – Morawa LCDC would be responsible for collecting the rates in their shire

YY LCDC could be formed without Morawa or Carnamah (for the time being)

5.2 Suggestion to change the meeting dates so that it does not take place the day after the Regional Council meetings – decision to discuss this during the general meeting.

6. Close AGM Meeting (11.00am)

1. General Meeting Opened (11.15am)

1.1. Attendance

Max Hudson, Stacey Hudson, Jo Ashworth, Jan MacPherson, Ian Fordyce, Lizzie Butler, John Pulbrook, Dene Solomon, Keith Carter, Keith Camac, Duncan Peter, Peter Syme, Stan Scott, Chris King, Katie Hasleby

1.2. Apologies

Lindsay Bourke, Liz Easton, Wally Barnes

2. Minutes of previous General Meeting, held 30th August 2007

2.1. Amendments

6.6 – from previous minutes, wording change to – Need to look at controlling surface water in order to protect drains

2.2. Matters Arising

2.2.1. Max's office at the pub – successful

2.2.2. Wireless laptop connection – all sorted, working well

2.2.3. Prioritisation - accepted by JSC

2.2.4. Phone plan, stay as it is

2.2.5. Website – as before

Minutes accepted as a true and accurate record of the meeting

Moved – Keith Carter, Seconded Dene Solomon Carried

3. Executive Reports

3.1. Correspondence (SH)

3.1.1. Correspondence In - tabled

3.1.2. Correspondence Out – tabled

3.2. Funding and Finance (SH)

3.2.1. Financial Report – see attached – as at 25th October 07

3.2.1.1. Accounts Receivable – NACC\$85,500, YYCRC \$55,000

3.2.1.2. Accounts Payable: Oil Mallee Project: Wongan Steel \$8,489

3.2.1.3. Amount owing to NACC for NRMO's – 1/10/03 to 30/0905 \$23, 582

3.2.1.4. Un-deposited funds: Received \$115,500 from NACC last Friday (took 3 months)

3.2.1.5. Loan – Department of Water: We are paying monitoring bills up front & they will reimburse

3.2.1.6. Total uncommitted funds of \$43,023

Financial report moved as true and correct

Moved - Jan MacPherson, Seconded – Jo Ashworth Carried

3.2.2. IT Assistant Position

Received one application from Lizzie Butler, position has been filled

3.2.3. Envirofunds

- Katie was chasing, nobody had got trees in the ground, Chances of extending funding for this doesn't look likely – will have to get letters signed by individual growers in future, and see what happens

- Jibberding Lake – finished but need a final report (Dene)

3.2.4. Another \$50,000 advance for wages from State NRM

This should see us through to December for staff wages.

3.2.5. Max's wireless internet connection

Purchased by Max but should be able to transfer invoice to the Yarra Yarra account to take advantage of subsidies. Working really well so far.

3.2.6. Generic ink option

Wally emailed Stacey the website details, the group discussed and decided it is not worth using the generic ink cartridges, but will order name brand cartridges through this website in future as they are cheaper

3.2.7. Assets

Printer for Katie \$190 & keyboard \$65, reimbursed Stacey for MYOB \$374.50 excluding

GST

4. Reports

4.1. NRMO report – Katie, see attached

Envirofunds, massive increase in applications, encourage people to reapply, will come up again in Jan/Feb 08

Discussed logo – change to Yarra Yarra Catchment (previously Yarra Yarra Catchment Management Group)

Next newsletter in December – if anybody wants to add anything to this please let Katie know

Congratulations to Katie for organising the sundowner in Perenjori, for drought assistance

4.2. Drilling report – Max

Drill moved to Southern end of catchment, drilling bores down there. Suggest that we lease the drill from KGJ, and they supply consumables – will bring this up in general business

Oil mallee drill – we would have to pay a hire charge for this if we used it, continuing to look into this

4.3. Oil mallee report (see attached)

Raised the issue of seedlings, watering them in –

Using them if they've been ordered – or let the nursery know early enough if you can't use them – put something in the original paperwork – or have tree contracts? – pay from project, reimbursed from grower –

This would also be an added incentive to the purchaser to find somewhere else for the trees to go.

Need to look at issues: What happens if growers don't collect their trees- who is responsible for paying?

Decided to see what happens over the summer –and then make decisions

4.4. Joint short term project report

4.4.1. no longer joint short term project, has been handed to NACC,

4.4.2. Due to start new contract – 5th November, funds that should have been used for digging over 3 month delay, now used for wages?

4.4.3. Clearing permit for Jibberding, also 5th November – this is provisional, need an offset proposal approved by 5th November – (Ian and Jo to discuss and sort out)

4.4.4. Road crossings

4.4.5. Paul Linke – Jibberding 19 project, decided not to go ahead with deep drainage project on his property – moved this into stage 2

4.4.6. Jibberding 19 will now go from Great Northern Highway, downstream,

4.4.7. Money to be spent by 30th June 2008 (NACC)

4.4.8. Worst case scenario- 34 weeks work, which is how long left until now

4.5. Survey report – Dene, see attached

4.5.1. An Interest Only Deposited Plan can be prepared without survey however; it does need signing by a licensed surveyor.

4.5.2. An easement document needs to be prepared which will refer to the interest only deposited plan

4.5.3. To survey 25-35 km, costs ~ \$60,000 so we need to look at alternative options

4.5.4. Nick Cox's drain, there has been 4 days surveying work but this is now finished

4.6. Sub surface report – Dene, see attached

4.6.1. Produce monitoring booklet for presentation and field day planning

4.6.2. Monitoring and setup of equipment at sites

4.6.3. Ongoing Bore monitoring, monthly

4.6.4. EM31, 38 surveys have been carried out

4.6.5. 2 times quarterly reports for NACC

4.6.6. Installation of weather stations.

Limited success, Dave Mutters' is flowing, the other two are not really operating – will see what happens when it rains.

This project is now finished as funding has ended. There should be ongoing monitoring of the sub surface drains –

- Possibly send letter to NACC – that there should be funding to monitor these for the next 5(?) years – and what this would cost? – This needs following up.

4.7. Kalannie office report

Jibberding, LCDC,

Mongers 16 – letter from Stan, 90 days has passed (NOI) – 1 comment re Department of Indigenous affairs, significant site issues – but not regarding native title

There were no other comments

Burakin – coming out to look at it

Bores – continued monitoring, using the toughbook to speed up data processing.

4.8. Policy report

This is an ongoing task for at least the next few months.

YY need to check compliance policies with respect to getting funding – may be worth talking to Bill Currans, – also need to find existing contracts (Lizzie)

4.9. YYCRC report - Stan

Still working out budget details,

Regional Council are responsible for compliance

Dene & Max's presentation on drain maintenance expectations into the future,

Cabinet officer – in PJ next week- policy

Having an EO will help RC move things along, on day to day basis.

4.9.1. Executive Officer update – this has been signed off, and will be advertised as soon as possible

5. General Business

5.1. GIS training in December, Arc9 – 1 day course for Jo and Katie - \$690 each

Is NACC funding available for Katie's place?

Motion to approve Jo and Katie attend this course;

Moved – Keith Carter, Seconded Chris King, Carried

5.2. Purchase of an additional license for Arc9 for Jo's computer \$595 plus GST

5.3. Easement progress update – Landgate discussions

Dene continuing the discussions

5.4. John Stephens lease update (Gutha)

Who should draw up this lease? Will need agreement between Yarra Yarra and J Stephens, he will pay lease and YY will then pay the maintenance fees for this section of drain

Max – to find info, long term lease should be registered against the property – have to find out if this is the case

5.5. Request for Satellite broadband at the Kalannie office –

Jo to continue enquiries - agreed that it was necessary to have broadband internet access at Kalannie.

5.6. Update on OMC Drill Rig purchase/lease (Jo) (updated before)

5.7. Two way radios, fire extinguishers and first aid kits in work vehicles

We should have all of the above in all work vehicles. Katie to arrange first aid kits (through local St. Johns) and fire extinguishers for Dene, Katie and Max's utes.

Two way radios to be fitted to any that don't have them when they're next serviced

5.8. Proposed change of date to the YYCMG general meetings to be before the YYCRC meeting, instead of the day after as it is currently). The dates of the general meetings are set out in YY constitution; it was agreed that the Regional Council will look into changing the day of their meetings.

6. Business without Notice

Ian – would like a new printer, this is fine. Ian to sort out.

- Clarification re use of vehicles, Please check with Ian whether he requires the Hilux for fieldwork before using it.

Katie – Showed us examples of possible new logos, Katie to finalise

Rhagodia seedling orders – if you know people who want them, YY is looking at doing a bulk order, contact Katie ASAP for more information

7. Close Meeting (Approx 1.30 pm)

7.1. Agenda items for next meeting

7.2. Next meeting is at Kalannie, 21st February 2008, 10.00am

7.3. Close Meeting
