



# Yarra Yarra Catchment Management Group

## Annual General Meeting

October 23rd, 2008  
2.30 pm  
YYCMG Office Perenjori

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### Annual General Meeting Minutes:

#### 1. Open AGM Meeting

The Chairperson opened the AGM of the YYCMG at 2.35pm.

##### 1.1. Attendance

Harold Wass, Bill Carter, Peter Syme, Stacey Hudson, Max Hudson, Dene Solomon, Keith Carter, Barrye Thompson, Ian Fordyce, Lizzie King

##### 1.2. Apologies

Wally Barnes, Jo Ashworth, Janette MacPherson, Keith Camac, Brian McCreery, Mark Reynolds, Richard Lee, Robert Nixon

#### 2. Minutes of previous AGM held 25<sup>th</sup> October 2007

2.1. Amendments , none

2.2. Matters Arising, no matters arising

2.3. **Moved Ian Fordyce 2<sup>nd</sup> Dene Solomon that the minutes of the AGM held 25/10/2007 be confirmed as a true and accurate record.**

**Carried 9/0**

2.4. Sign previous minutes if true and correct record (Chairperson)

#### 3. Executive Reports

3.1. Chairman's Report: Presented by Peter Syme

- Katie Hasleby finished as a NRMO, Jan 08 and Lizzie took up the position in March 08
- Barrye Thompson appointed as CEO of the YYCRC
- 5 Envirofund project funds completed and signed off, one new Envirofund project started this year
- Vegetation surveys – new sites set up, continued monitoring of previous sites
- 150,000 broombush planted this year (with help from lotterywest grant \$30,000)
- 950,000 oil mallee's have been planted in the region over the past 3 years
- Deep drainage, has been a significant project this year, there are now nearly 100km drainage in the region, and large areas have already been fenced off.
- Sub-surface drainage project completed, this was a 4 year project.
- Looking forward – supporting the YYCRC, and ensuring that it serves a useful purpose with the YYCMG
- Funding challenges – particularly with finding funding for drainage
- Proud of what's been achieved this year

**Moved Ian Fordyce 2<sup>nd</sup> Keith Carter that the Chairperson's report be received.**

**Carried 9/0**

### **3.2. Audited Financial Statements for the year ending 30 June 2008 – tabled.**

Independent audit carried out by North Midlands Accounting Service.

**Moved Stacey Hudson 2<sup>nd</sup> Lizzie King that the audited Financial Statements for the period 1/07/2007 – 30/06/2008 be accepted.**

**Carried 9/0**

#### **3.2.1. Appointment of an Auditor**

**Moved Stacey Hudson 2<sup>nd</sup> Keith Carter that North Midlands Accounting Service be appointed auditors to the Yarra Yarra Catchment Management Group for the 2008/2009 financial year.**

**Carried 9/0**

## **4. Election of Office Bearers**

### **4.1. Nomination of Chair**

The Chairperson vacated the chair and the Secretary called for nominations for the position of Chairperson for the next 12 months.

Dene Solomon nominated Peter Syme

There being no further nominations the Secretary declared Peter Syme elected to the position of Chairperson of the YYCMG for the next 12 months.

Peter Syme resumed the chair and thanked the meeting in expressing confidence in his leadership.

### **4.2. Nomination of Deputy Chair**

The Chairperson called for nominations for the position of Deputy Chairperson for the next 12 months.

Dene Solomon nominated Keith Carter. There being no further nominations the Chairperson declared Keith Carter elected to the position of Deputy Chairperson of the YYCMG for the next 12 months

Keith Carter accepted position of Deputy Chairperson

### **4.3. Nomination of Treasurer**

The Chairperson called for nominations for the position of Treasurer for the next 12 months.

Max Hudson nominated Stacey Hudson. There being no further nominations the Chairperson declared Stacey Hudson elected to the position of Treasurer of the YYCMG for the next 12 months

Stacey Hudson accepted position of Treasurer

### **4.4. Nomination of Secretary**

The Chairperson called for nominations for the position of Secretary for the next 12 months.

Ian Fordyce nominated Lizzie King. There being no further nominations the Chairperson declared Lizzie King elected to the position of Secretary of the YYCMG for the next 12 months

Lizzie King accepted position of Secretary

### **4.5. Nominations for Finance and Employment Committee**

Discussed, that the treasurer should be on the committee

This committee is for YYCMG finances only (not YYCRC)

Chairman (Peter Syme) Project Manager (Max Hudson), Keith Camac and Treasurer (Stacey Hudson) all nominated by Dene Solomon, there being no further nominations. All accepted and elected. (Keith Camac spoke to Dene Solomon prior to the meeting and said that he was happy to still be involved with this committee)

**4.6. Endorse delegates for the Wheatbelt Catchment Alliance of WA**

Delegates are currently Max Hudson and Peter Syme

**Moved Keith Carter 2<sup>nd</sup> Dene Solomon that the 2 delegates to the Wheatbelt Catchment Alliance be Max Hudson and Peter Syme for the next year.**

**Carried 9/0**

**5. Any other business**

Nil

**6. Close AGM Meeting**

There being no further business the Chairperson declared the meeting closed at 3.05pm.

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# **General Meeting of the Yarra Yarra Catchment Management Group Held in the Perenjori YYCMG Offices on Thursday 23<sup>rd</sup> October 2008**

## **1. Open General Meeting**

The Chairperson Mr. Peter Syme declared the General Meeting of the YYCMG open at 3.00pm.

### **1.1. Attendance**

Harold Wass, Bill Carter, Peter Syme, Stacey Hudson, Max Hudson, Dene Solomon, Keith Carter, Barrye Thompson, Ian Fordyce, Lizzie King

### **1.2. Apologies**

Wally Barnes, Jo Ashworth, Janette MacPherson, Keith Camac, Brian McCreery, Mark Reynolds, Richard Lee, Robert Nixon

## **2. Minutes of previous General Meeting, held 28<sup>th</sup> August 2008**

### **2.1. Amendments**

Take out from item 4.6, "are we looking in the right place"

All agreed

### **2.2. Matters Arising**

Data from Maddens drain, will be available in 9-12 months time.

**Moved Max Hudson 2<sup>nd</sup> Ian Fordyce that subject to the amendment, the minutes of the YYCMG meeting held 28<sup>th</sup> August 2008 be adopted as a true and correct record.**

**Carried 9/0**

**2.3. Sign previous minutes if true and correct record (Chairperson)**

## **3. Executive Reports**

### **3.1. Correspondence (Stacey Hudson)**

#### **3.1.1. Correspondence In – tabled**

#### **3.1.2. Correspondence Out – tabled**

- Fax to Bigpond, requesting them to add Max's wireless internet connection account to the YYCMG account.
- Letter to North Midlands Accounting Services re audit.
- Landmark catalogue points, have been used to purchase a YYCMG tool-chest

### **3.2. Funding and Finance (Stacey Hudson)**

#### **3.2.1. Financial Report (see reports, YYCRC and YYCMG)**

Quickbooks software purchased by YYCRC & Council information set up by Haynes Norton. Had a two and a half month overlap – but now finally got there and CRC accounting software now properly set up.

NRMO project, started in YYCRC's name from 1<sup>st</sup> July 2008.

Regional Council has to reimburse \$74,503 to YYCMG (for wages, drainage etc.)

We have been invoiced for drain construction, however there is a difference in length of drain that they think they have dug, and we think has been dug, this equates to about \$19,000. We are looking into this, especially as we are over budget for this project.

5 Envirofunds - completed & final reports sent off to Envirofund. There is some money to return.

Jibberding LCDC used their remaining funds to de-silt the Jibberding drain (leaving the LCDC with a balance of 0).

Oil Mallee Project – all remaining funds are committed, but not yet spent.  
Lotterywest have paid an invoice for \$25,000, so there is \$5000 of the grant left over.  
Max is getting in touch to see if we can vary terms slightly to use this money for fencing materials.

Have invoiced NACC for drainage, NRMOs and salaries.

Have raised invoices for shires, as annual contributions to YYCRC.

The Carnamah Shire make their contribution as a donation, so it shouldn't include GST.

Dene asked why the Surface Water project is not included on the financial report and the reason is because we invoice Dept of Water and get re-imbursed for costs incurred.

### **3.2.2. Assets**

Dene's new ute, leasing through Toyota Financial Services, \$1007.65 per month (YYCRC).

**Moved Stacey Hudson 2<sup>nd</sup> Keith Carter that the financial statement for the YYCMG be received.**

**Carried 9/0**

## **4. Reports**

### **4.1. YYCRC report (Barrye Thompson) – tabled (see attached)**

Draw to attention that there are still people in influential positions who are anti-drainage. This highlights the importance of scientific evidence, not just anecdotal.

Is local governance the best way to proceed? There are massive compliance issues, YYCRC will have to see it through and then review.

Lease fees - Max also looking at the option of an LCDC service fee.

Issues raised:

What happens if there are drains along boundary fences, Who pays?

This would have to be settled before work was done.

Future funding, including CFoC, it is very unclear what will happen with this in the future.

Change of State government, means we don't know what's happening with the \$21m previously nominated for NRM for 2008/2009.

### **4.2. NRMO report (Lizzie King) – tabled (see attached)**

### **4.3. Surface water report (Dene Solomon) – tabled (see attached)**

There is still money outstanding from office work side of the lake survey. So far we've paid \$50,000, with about \$40,000 outstanding, so there is still \$75,000 left in the project.

### **4.4. Sub surface drainage (Dene Solomon) – tabled (see attached)**

### **4.5. Survey Report (Dene Solomon)**

There is nothing new to report at this meeting

### **4.6. Oil mallee Report - Jo not present at the meeting so was unable to give an update.**

However there are a few issues that could be problematic for the project relating to NACC and legitimate expenditure for the project. i.e. the assets

Also, CO2 are not interested in the oil mallee project, so they won't be building a briquette plant in Kalannie

All this years mallee seedlings have been planted and have achieved a good strike rate, waiting for final monitoring sheets back from planters. The project may all possibly come to a halt.

### **4.7. Max Hudson report – tabled (see attached)**

### **4.8. Ian Fordyce Report – tabled (see attached)**

We're now monitoring only those bores that were specifically drilled and located to track the drawdown affect of the deep drains. We're only looking at bores in those sub-catchments that have Yarra Yarra drains.

Monitoring continuing – ground a bit drier, so levels going down a bit anyway.

Acid ground water report is now available – For Engineering Evaluation Initiative (EEI). Other components of the same project (e.g. Maddens' drain) are not available yet.

**Moved Keith Carter 2<sup>nd</sup> Stacey Hudson that the reports from Barrye Thompson, Lizzie King, Dene Solomon and Max Hudson be received.**

**Carried 9/0**

## **5. General Business**

### **5.1. Easement progress update**

Barrye Thompson – in the final stages of putting lease together with solicitor Eddie Biggs. The CEO has no dispute about an LCDC, but does about a definitive document tying a LCDC to the YYCRC. A lease allows the drains to be public infrastructure, and therefore easier to convince funding bodies that this is looking after public infrastructure. More difficult because of the uncertainty over what the state is going to do. Our first lease should be sorted within a month. If it isn't accepted would be a problem?

Easement is not the appropriate option

**5.2. The Catchment Map** – propose that we work with the same boundary of the YY that NACC use.

Following discussion, agreed that they would not change, except for NRMO projects

### **5.3. Outdoor notice board for the Kalannie Office**

Find out how much it will cost, bear in mind it will need to be weatherproof! Look at the Telecentre noticeboard, may be able to use this when necessary. Lizzie to follow up (YYCRC would be able to pay for it through NRMO fund)

### **5.4. Continued rental of the Kalannie house – is this still necessary**

- Having the shed, lockable, e.g. for the drill rig makes it very useful
- It gets well used for storage

Is it justifiable, it costs around \$5000, and this money could be used for something else more appropriate.

CEO suggested that the shed/lockable storage could come under operating costs of project funds?

**Moved Lizzie King 2<sup>nd</sup> Keith Carter that no decision on the continuation of renting the Kalannie house be made until the February meeting to see whether the YYCRC is successful with its CFoC submission.**

**Carried 9/0**

### **5.5. LCDC establishment – solicitors report**

- Is a reverse lease as secure as having a service fee?
- Should we pursue the LCDC at all, or remain as the YYCMG

Would like to discuss the issue with the Yarra Yarra community.

Max move to request a meeting with the CRC committee to discuss the above.

Barrye has been appointed to set up the lease, and has the authority to make the decision

From the solicitor: "Without a lease, you will have to rely on MOU for access to land, and maintenance", the MOU is a very weak (legally) document.  
Max received advice from the solicitor stating that YYCMG may also want the LCDC set up, in order to collect a service fee.

The solicitor is awaiting further instructions from Max and Barrye.

All in agreement that lease is the best way of having agreement set up on the land title – but the lease may not be sufficient for maintenance into the future. There are problems with the security of getting payment if the service fee is to come through the lease. The lease is also important because of the considerable public funds invested on private land.

In order for the YYCMG to seek advice from, or advise the Regional Council we must comply with local government legislation, this involves writing a letter to council from the community

Max makes a change to the previous motion to: YYCMG need to make representation to regional council to have the issue of the service fee debated.

Representatives of the Yarra Yarra community need to have input into whether we go down the avenue of the LCDC or not and whether it is still worth doing. There is no reason why it can't be set up and proceed.

#### **5.6. Service fee – 12 month contract between YYCMG and YYCRC to maintain drains, and transfer of funds**

YYCMG are collecting the money and because of this think that there needs to be some sort of official document between YYCMG and YYCRC to cover transferring this money.

It would make a lot of sense to have an LCDC that covers the area of the catchment.

- Morawa still won't commit to it. We could set one up without Morawa, and they have indicated that once it has been set up they would join it.
- We have community agreement to set up the LCDC, but think we still need community input into the service fee issue. The actual service fee will have to be set at public meetings – perhaps once every three years
- The Regional Council will have to say what money they need and for what
- The Regional Council will make decisions of where and when the money is spent, with advice from the working group
- Should work so a fund gets built up for when it's needed
- The Regional Council can not do district by district funding

**Moved Max Hudson 2<sup>nd</sup> Ian Fordyce that the YYCMG proceed with the setting up of a super LCDC with or without the participation of the Morawa LCDC.**

**Carried 9/0**

The management group are just about to send out retrospective service fee accounts. Barrye anticipates that the first lease will be ready in about a month. The regional council can send invoices for these from July 2009 (so that there is no overlap)

#### **5.7. IT assistance for the office – opportunity of having assistance from the new NACC IT person**

Barrye Thompson to talk to Bill Currans (NACC) to get some further information

**6. Business without Notice**

Lizzie moves that we change the time of the meetings for the next year to 2.30pm  
**Carried unanimously**

For administration of the meeting, recommend that individual reports are handed out as required, and also that names are clearly on the top

**7. Close Meeting**

7.1. Agenda items for next meeting

7.2. Next meeting is at Kalannie, 26<sup>th</sup> February 2009, 2.30pm

7.3. Close Meeting

There being no further business the Chairperson closed the meeting at 5.30pm.

I certify that this copy of the Minutes is a true and correct record of the meeting held on 26<sup>th</sup> June 2008.

Signed: \_\_\_\_\_  
Chair of YYCMG

Date: \_\_\_\_\_

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Please see website for copies of all previous minutes  
[www.yarrayarracatchment.asn.au](http://www.yarrayarracatchment.asn.au)

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