



Western Australia

**Minutes of the Meeting of the Ballinyoo Bridge Opening Committee,
held in the Shire of Murchison Council Chambers,
On Thursday 1 September 2016, commencing at 8.12 am.**

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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Chair declared the meeting open at 8:12 am

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

President Mark Halleen – Chair
Cr Simon Broad
Cr Emma Foulkes-Taylor

Staff:
Dianne Daniels – Chief Executive Officer
Brian Wundenberg – Works Supervisor

Apologies:
Jo Squires
Frances Jones

3. STANDING ORDERS

Committee Decision:

Moved: Councillor Broad

Seconded: Councillor Foulkes-Taylor

That the following Local Law-Standing Orders 2001 be stood down:

- 8.2 Limitation on the number of speeches
- 8.3 Duration of speeches

Carried:

For: 3

Against: 0

4. CONFIRMATION OF MINUTES

4.1 Bridge Opening Committee Meeting 11 August 2016

Background:

Minutes of the meeting of the Bridge Opening Committee have previously been circulated to all Committee Members.

Recommendation:

That the minutes of the Bridge Opening Committee meeting held on 11 August 2016 be confirmed as an accurate record of proceedings

Voting Requirements:

Simple majority

Council Decision:

Moved: Councillor Foulkes-Taylor

Seconded: Councillor Broad

That the minutes of the Bridge Opening Committee meeting held on 11 August 2016 be confirmed as an accurate record of proceedings

Carried:

For: 3

Against: 0

5. DISCLOSURE OF INTERESTS

Nil

6. PRESENTATIONS

6.1 Announcements by President

The CEO left the meeting at 8:15 am and returned at 8:16 am

7. BRIDGE OPENING COMMITTEE BUSINESS

Matter for Consideration:

Committee members to consider and advance the Action Items.

Action Item	Responsible Person	Status
Interpretive Site		
The Highlight of the Year for Murchison Residents Signage		
Add "the" to "across Murchison River"	CEO	Ordered
Take out "Particularly during flood season" and replace with "During floods"	CEO	Ordered
The Committee requested an actual cost to replace "more than \$3 million" - this will be done when the final cost is calculated.	CEO	Ordered
Funding needed to be further identified, for example, "state funding for Royalties for Regions' Mid West Investment Plan and the Australian Government's Roads to Recovery program". CEO to complete final description and forward to Committee for approval.	CEO	Ordered
Replace "new dual-carriage structure" with "single lane structure"	CEO	Ordered
Ensure that Ballinyoo Bridge is consistent across all signage	CEO	Ordered
The Construction of the original Ballinyoo Bridge		
Replace "The bridge was designed by the Main Roads Engineer at the time, Ernest WC Godfrey, and built by H Martin & Co, in partnership with Robert Bunning." With "The bridge was designed by Ernest W C Godfrey, Main Roads Engineer, at the time, and built by H Martin & Co, in partnership with Robert Bunning".	CEO	Ordered
Replace "The bridge was constructed from imported concrete and steel from England and was supported on steel cylinders filled with concrete and reinforced with steel rods, which were driven into the river bed." With "The bridge was constructed from imported concrete and steel from England and was supported on steel cylinders filled with concrete reinforced with steel rods and driven into the river bed".	CEO	Ordered
Replace "The original bridge was 240ft. long and 14ft. wide and was built to ease access problems in the area due to flooding." With "The original bridge was 240ft. long., 14ft. wide and was built to ease access problems in the area due to flooding".	CEO	Ordered
The Construction of the Original Ballinyoo Bridge (1929-1930)		
Take out "The first northern truss in place with filling from the river bank up to it. Replace with "The first northern truss in place with filling from the river bank.	CEO	Ordered
Take out "Note the barrels of imported cement from England to the left centre of the image: and replace with "Note the barrels of imported cement from England to the centre left".	CEO	Ordered
Western Australia's Second Oldest Concrete Bridge		
"The Main Roads Engineer Ernest W C Godfrey" needed to be consistent with the previous editorial change".	CEO	Ordered

Once the revised plans are received and confirmed as correct by the CEO, the CEO is to order the signs, railings and steps as per the Committee's instructions.	CEO	Signs ordered but not rails and steps as yet.
Grade car parks at Interpretive Site and place rocks	CEO	Grading/gravel sheeting almost complete, but it was too wet. The crew will go back as soon as it dries out to complete the grading and to place rocks. Shire Crew working down there this week. BW and I to go down and check after the meeting.
Opening of New Ballinyoo Bridge		
A scope of work needed to be defined in consultation with Councillor E Foulkes-Taylor as to the quantities that were needed about catering equipment hire.	DCEO	Completed
Quotations to be obtained, preferably from Reece's Event Hire, and a combination quotation from Marquee Men and Geraldton Party Hire.	DCEO	Met with Peter Bishop from Reeces at the Bridge on Tuesday 9 th . All ok with him. Let him know final numbers on the Monday before the opening and he will adjust price to suit. He can also supply the PA and stage set-up Back ground music?
Contact Reece <ul style="list-style-type: none"> - The Committee agreed that 2of6x3 marquees for the catering would be preferable to 4of3x3 – change order - Change mid-size entree plates to bread & butter plates for sweets - Order PA system and raised floor for opening speeches - Add 9 washing up tubs to hire list - Order 4 reserved signs - Add coffee percolators - Provide flooring for 6x6 catering marquee - Order light for catering marquee 	CEO	Complete
Do we want a stage for speeches?		Meeting concurred that a stage would not be required
Notify Reece of final numbers by COB Friday 2 nd August	CEO	Yet to be done – change date to COB 2 nd September
Order mobile coolroom. Cr Broad to pick-up on Friday 9 th along with alcohol/cool drink/water and ice. He plans to tow it to the bridge and spend the night there in his swag.	CEO to order. Cr Broad to pick-up	CEO could not order cool room from Geraldton. CR EFT emailed that Daniel & Leanne Johns have one available for hire for \$100 per day – 2400 x 1800. Cr Broad to pick up on Friday.
Alcohol required: 6 cartons Hahn 3.5 6 cartons Great Northern 7 cartons Pale Ale 24 bottles Grant Burge champagne 50 bottles flat white – brand and style to be decided 24 bottles Pierro LTC; 24 bottles Mad Fish Gold Turtle Chardonnay 25 bottles red – brand and style to be decided – 24 bottles Pepperjack Shiraz Cool Drink required: 2 cartons club lemon 1 carton coke zero 2 cartons coke	CEO to make brand/style suggestions to committee; Sports Club to order all CEO	Requirements emailed to Stuart Broad Tuesday 30 August, to order CEO concerned that there wasn't enough wine/champagne Order 24 bottles Chandon Brut champagne

<p>Water required 12 cartons of 24 (2 bottles each)</p> <p>Ice Ice tubs are open, so order plenty</p>	<p>Cr Broad Sports Club</p>	<p>Order and pick-up ice</p>
<p>Request to local ladies' groups for cakes, slices etc for the Bridge Opening morning tea and lunch.</p>	<p>Cr Emma Foulkes-Taylor</p>	<p>Jane Parker of Mullewa to make four slab cakes - \$80 per slab – 70 pieces cut into 3cm squares or 40 pieces cut into 4cm squares? Request has gone out to community ladies to make lunch cakes. Cr Foulkes-Taylor let the meeting know that 2 chocolate, 1 banana and 1 carrot slab cakes had been ordered, along with 80 small apple and cinnamon cakes for morning tea – total price \$480. Lunch cakes have been organised – to be baked by community ladies.</p>
<p>Further approaches are to be made to the Minister's Office in regard to his attendance at the Opening Ceremony. Advice received that Mr Vince Catania will be opening the event.</p>	<p>CEO</p>	<p>Completed</p>
<p>The Chair to approach the Saw Doctor about making the platters for the Opening Ceremony.</p> <p>Give the Saw doctor the go-ahead to make as many platters as possible using Boolardy timber, gluing as necessary and make up to 32 using red gum</p>	<p>Chair</p>	<p>Local timber unsuccessful at saw milling stage Other timber at mill can be used There is an adequate amount to make all platters Timber cracked as it went through the mill, but it can be glued together. Numbers to be made up with a regional timber such as red gum. Price for 32 platters approx \$600-\$700. The Boolardy timber should make approximately 16. Platters are ready for pick-up – 32 have been made for a total price of \$780. President Halleen to pick-up Monday and brand on top left once branding iron arrives – branding iron still in transit.</p>
<p>Research is required to find out who can make the brand. There are two types of branding, traditionally with the firebrand or with the soldering type brand. Costs are \$690.00 for 65mls x 75mls, 300W soldering iron. Traditional branding iron (100mls x 100mls) would be \$720.00.</p> <p>Order brand and get artwork underway for final approval of committee.</p>	<p>FJ</p>	<p>Decide on branding iron and order Committee decided (3/0) on an oval traditional brand 120 x 70 with border; Design to be confirmed by email.</p> <p>Completed and posted to Wooleen Tuesday 30th August.</p>
<p>Requirement to book a professional photographer to take the "line up of motor cars with low number plates" and for the Opening Ceremony. Some names recommended to the CEO by the Committee.</p>	<p>CEO</p>	<p>Complete – booked 'Brainsick' CEO to confirm.</p> <p>Number plates 3 and 9 won't be in line-up. Kim & Penny Keogh are coming, so number 3 plate will be here and number 9 is being sorted. Number 6 may not be here.</p>
<p>The Shire of Murchison to research the need for "special" scissors for the event. A pair of dressmaking scissors to be used and mounted for the Museum afterwards.</p>		<p>To be obtained. No longer required as plaque has been ordered and Reece are providing plaque reveal. Plaque to be picked-up when</p>

	CEO	complete. There was concern from Councillor Broad that the Plaque did not recognise the funding sources, however, funding sources are noted on the interpretive signage, as well as on the required road signage and so Cr Broad was then happy with the wording on the Plaque.
A cost to be requested for the "Welcome to Country" opening by Alan Egan Follow up with Alan Egan to see how many people accompanying him and how much he will charge.	Chair	No cost as yet Still on board for the opening. Needs to notify us of numbers who will be accompanying him. Alan Egan will be bringing an off-sider and will camp at Billabalong.

The meeting adjourned for morning tea at 9:20 am

The meeting resumed at 9:40 am

Confirmation to be obtained in regard to Fred Ryan's availability at the Opening Ceremony Approach Kate Linke to see if she will sing the Fred Ryan Murchison River song. If Kate can't do it, then play the song by CD prior to opening address.	SB Cr Broad Cr Broad CEO	Fred unable to come to the opening, substitute to be decided. Fred now able to attend and will sing acoustically. Bringing wife and two children. Three rooms booked at the roadhouse. Bring USB/CD as back-up CEO to check that sound system has USB or CD player
The Shire of Murchison transfer vehicle to be taken to the Bridge opening site and defibrillator. Investigate the possibility of having a designated First Aider on site.	Cr Emma Foulkes-Taylor	The meeting concurred that a designated first aider was not required. Patient Transfer Vehicle to be taken to site on Saturday morning
Catering	Cr Emma Foulkes-Taylor	One crew to bridge at 8:30 am Saturday morning to set up; One member to pick-up cakes on way through Mullewa on Saturday morning; Platters down in PTV between 10:30 and 11:00 am on Saturday morning – to be stored in mobile coolroom.
A Shire of Murchison caravan and staff member to be on site Friday 9 th September for security.	Cr Broad Works Supervisor	Cr Broad offered to camp on site on the Friday night.
Large Rock for Plaque	Works Supervisor	To be set up near picnic table closest to the river
Wood to be available at camp site by the river for evening fire	Works Supervisor	Take wood to camp-site on Friday
Chairs to be taken down from sports club for opening ceremony	Works Supervisor	Clean and take down 100 chairs on Friday;
Lecturn	Works supervisor	Take down on Friday
Wheel chair	Works Supervisor	Borrow from museum and take down on Friday
Bins – plenty of	Works Supervisor	Take down 6 rubbish bins on Friday along with plenty of spare bin-bags; trailer with sides can also be used for rubbish.
<u>Forklift for Reece</u>	Works Supervisor	Take to site <u>Thursday</u>

Mobile water tank for catering purposes	Works Supervisor	Take to site Friday
Generator	Works Supervisor	Take to site Friday – maintenance 13KVA and Perkins 13KVA. Both generators are on trailers with water tanks, which will be filled to provide water for the catering
Power leads	Works Supervisor CEO	It was decided that the three phase leads and power board from Reece were not required. Works Supervisor to organise 15 amp leads. Check amps on urns

The CEO left the meeting at 10:10 am

The CEO returned to the meeting at 10:13 am

Traffic Signage – set up Thursday night. Take down?????	Works Supervisor	Signage to be set-up and bridge closed by 7am Friday morning through until bridge is clear – most likely Sunday morning
Portaloos	CEO	Ordered – Portaloos being delivered on Friday afternoon
Picnic tables Order two wheel chair friendly picnic tables from GNC	CEO CEO	Order from Geraldton or Dalwallinu? Committee voted to purchase from GNC (3/0) Ordered, ready for pick-up towards the end of this week. President Halleen to pick-up, take back to Boolardy and then return them to Bridge at a time suitable to Works Supervisor to have them lifted off with loader or same.
Follow up invitees who have not yet responded	All to follow up on their own acquaintances President Halleen CEO Cr Foulkes-Taylor Cr Broad Works Sup	Invitation list attached Daniel Jeffries; Jacqui Boydell; Jorgen Jensen; Tess Harcourt John & Marcia from Roadhouse Darryly & Joan Grey; Schwarz family John James; Dirk & Lousie Sellenger; Patrick & Liam Walsh; Don & Dot Hammerquist Brian & Lorraine Jones
Follow up with Vince Catania to see how he is travelling and what numbers will be travelling with him	Chair	TBA
Seating arrangement	CEO	The meeting concurred that the following people would be seated at the reserved table: President Mark & Carolyn Halleen; Dianne & John Daniels; Vince Catania; Murray Criddle; Gavin Treasure; Bernie Millar; Also, Jacqui Boydell and

		Brendon Grylls if they come. CEO to prepare name places. All other councillors to spread amongst the guests.
Stubby Holders	CEO	Navy with white bridge/writing. Logo to be the same as on the branding iron.
Aftermath – clean up. Who? When?	Catering Ladies	will clean up tables, rinse dishes etc;
	Reece	will pack up marquees, tables, chairs, catering gear after 4pm Sat;
	Total Toilets	will remove toilets after 4pm Sat;
Shire chairs/generator/water tank/podium/bins etc	CEO/ Works Supervisor	Will return the attractive items to the Settlement on Sunday. Final clean-up on Monday.

Council Decision:		
Moved: Councillor Broad	Seconded: Councillor Foulkes-Taylor	
That the action items and their status be accepted.		
Carried:	For: 3	Against: 0

8. FURTHER BUSINESS

*The Chair noted that the Geraldton Guardian, Mid West Times and ABC can't get to the opening.
Chair to email taillier.sarah@abc.net.au*

Jo Squires will be at the bridge at 8:30 am Saturday morning to supervise table setting.

9. NEXT MEETING

N/A

10. MEETING CLOSURE

The meeting was declared closed at 12.35 pm

These minutes were confirmed at the council meeting held on

Signed..... Presiding Officer