



Shire of  
**Collie**

**Bush Fire Advisory Committee  
15 September 2026**

**Attachment 4.1**

**Minutes of BFAC meeting – 13 July 2026**



Shire of  
**Collie**

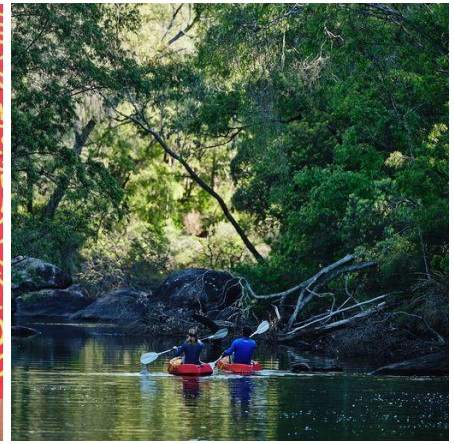
# MINUTES

of the

**BUSH FIRE ADVISORY COMMITTEE**

held on

**Monday, 13 July 2026**



## Our Vision

**Collie** - *Nature at our doorstep, community at heart.*

## Our Mission

*The Shire of Collie delivers high quality services, advocates for Collie, and fosters partnerships to achieve better outcomes which are guided by the community's vision and balanced by responsible financial management.*

## Our Values

The core values at the heart of the Council's commitment to the community are:

*Integrity*

*Transparency*

*Accountability*

*Collaboration*

*Respect*

## Our Commitment to Community

**We will** lead the delivery of our vision

**We will** support local business wherever possible

**We will** consult and engage with our community on issues that affect them

**We will** encourage, welcome and value feedback

**We will** encourage, support and advocate for our community

### Acknowledgement of Country

The Shire of Collie acknowledges the Traditional Custodians of the land, the Wiilman and Kaniyang people of the Noongar Nation, and pays our respects to Elders, past, present and emerging. We thank them for the contributions they have made to life in the Shire of Collie and to this region.

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Minutes of the Shire of Collie Bush Fire Advisory Committee Meeting held in Council Chambers, 87 Throssell Street Collie, on Monday 13 July 2026.

The Chair, Brett Hansen declared the meeting open at 6:42pm.

## **1. OPENING/ATTENDANCE/APOLOGIES**

### Appointed Members

|                         |                                            |
|-------------------------|--------------------------------------------|
| Councillor Brett Hansen | Shire of Collie/Chair                      |
| Alex Wiese              | Director Development Services              |
| Darren Robinson         | Chief Bush Fire Control Officer            |
| Robert Schmidt          | Community Emergency Services Manager       |
| Julian Martin           | Captain Allanson BFB                       |
| Archie Boyle            | VFRC Harris River BFB                      |
| Shannon Proudfoot       | Captain Collieburn Cardiff BFB             |
| Shane Hickson           | FCO Shire of Collie/VFRS Captain           |
| Terry Hunter            | FCO Shire of Collie                        |
| Kohdy Flynn             | DFES Shire Deputy Chief                    |
| Ricky Southgate         | DFES SW (or Nominee)                       |
| Jewell Crossberg        | DBCA, Parks & Wildlife Service             |
| Quinn Newton            | Shire Bushfire Risk Mitigation Coordinator |

### Other Attendees

Jackie Robinson

### Apologies

|                  |                             |
|------------------|-----------------------------|
| Phil Anastasakis | Shire of Collie CEO         |
| Steven Melvin    | Captain Worsley BFB         |
| Michael Hart     | FCO Harris River BFB        |
| Shaun Partyka    | Senior Community Ranger     |
| Declan Rochester | Captain Collie Preston BFB  |
| Neil Waywood     | FCO Collie Burn Cardiff BFB |
| Graeme Genev     | FCO Worsley BFB             |

## **2. DISCLOSURE OF FINANCIAL INTEREST**

Forms available for declaration on request.

## **3. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

### **3.1 Quinn Newton – Mitigation Activity Funding (MAF)**

Presentation from the Shire of Collie

### **3.2 Letter of Appreciation from the Shire of Boddington**

Attachment 3.2

## **4. CONFIRMATION OF THE PREVIOUS MINUTES OF COMMITTEE MEETING**

#### 4.1 Bush Fire Advisory Committee meeting – 4th September 2025

**Officer's Recommendation:**

**That the Committee confirms the Minutes of the Shire of Collie Bush Fire Advisory Committee Meeting held on 4<sup>th</sup> September 2025.**

**MOVED: Terry Hunter**

**SECONDED: Archie Boyle**

**CARRIED**

#### 5. **BUSINESS ARISING FROM THE PREVIOUS MINUTES**

| <b>Action</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>Date</b> | <b>Officer</b>        |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|-----------------------|
| The Volunteer Bush Fire Brigade guidelines are due for a review in September – The only alteration that was made to the document was the addition of item 4, 4.4 Chainsaws. It was agreed by the committee to remove the wording “ <i>the use of chainsaws should be restricted to daytime use only unless life and/or property is placed under imminent threat</i> ”. This decision was made due to the fact the chainsaws may need to be used for dry firefighting techniques and making access tracks during after daylight hours. | 04/09/25    | CESM                  |
| Water pressure pump at brigade is faulty (no pressure), CESM advised this can be replaced under building maintenance                                                                                                                                                                                                                                                                                                                                                                                                                  | 04/09/25    | CESM                  |
| Worsley BFB generator enclosure is not user friendly, cannot gain access to the generator to safely re-fill or service. CESM agreed it is not fit for purposes and poses a safety issue, it was never constructed correctly, advised getting a quote of what the brigade requires to sufficiently rectify the issue                                                                                                                                                                                                                   | 04/09/25    | CESM/Steven<br>Melvin |
| Flash hood type respirators: these cannot be purchased under LGGs D.R will investigate getting some quotes from suppliers if there is interest from the brigades in doing a bulk order.                                                                                                                                                                                                                                                                                                                                               | 04/09/25    | Darren Robinson       |
| Allanson BFB being Breathing Apparatus (BA) qualified. DFES commented and advised that this is supported by the region and is being actively discussed, DFES is investigating the process and has reached out to other BA qualified Local Government managed BFB brigades within the state for feedback, will provide updates accordingly.                                                                                                                                                                                            | 04/09/25    | DFES                  |
| Concerns raised regarding FCO's being endorsed but not actively participating or attending BFAC                                                                                                                                                                                                                                                                                                                                                                                                                                       | 04/09/25    | CESM                  |

|                                                                                                                                                                                                                                                  |          |      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|------|
| meetings. CESM will canvas any non-active FCO's and ascertain their interest to remain as FCO's and commit to the BFAC or be removed as a member.                                                                                                |          |      |
| K.F noted that the brigade's laptops are over 7 years old making the process of completing FIRS reports difficult, I will be obtaining quotes to purchase all new laptops within this financial year to better assist and streamline the process | 04/09/25 | CESM |

## **6. OFFICER REPORTS**

### **6.1 Nil**

## **7. OTHER REPORTS**

### **7.1 Chief Bush Fire Control Officer:**

Darren Robinson, as attached 7.1

DR mentioned the lack of communication from the Shire during the CESM vacancy, especially regarding maintenance issues from the brigades and private property burning.

Action: A.W will put steps in place for general communication to be improved and guidance for who to contact with queries to the Shire. i.e. SES issues, maintenance etc.

### **7.2 Community Emergency Services Manager:**

Kohdy Flynn, as attached 7.2.

KF noted private property burn sign off requests (for the CEO) are taking weeks to be approved; he stressed this time needs to be shorted.

Action: A.W confirm that the capital works are included in the budget, if it gets funded.

Alex confirmed the shed extension has been fulling completed and the state government funding still to be announced

Alex Wiese – introduced Robert Schidmt as the Shire's new CESM

### **7.3 Department of Fire and Emergency Services:**

Verbal report, Ricky Southgate.

Ricky Southgate thanked the volunteers for their efforts in the 2025/26 fire season, including support outside of the Shire of Collie.

Action: RS (CESM) Distribute the upcoming training calendar to the brigades.

### **7.4 Department of Biodiversity Conservations and Attractions:**

Jewell Crossberg, report attached 7.4

Jewell Crossberg added that DBCA will be contacting the Shire regarding upcoming burns in the Shire. He also offered to provide an out of meeting information session to provide more information.

Terry Hunter mentioned shift workers are camping out in the bush.

Ricky Southgate noted that Anglicare receive funding for homeless people. He can investigate this so the information can be shared. Providing fire skills and information so campers are formed and are aware of how to be safe. They will be funding Collie in the future.

**8. MOTIONS FOR WHICH PRIOR NOTICE HAS BEEN GIVEN**

*Members have the ability to submit notices of motion between meetings and up to a time prescribed in standing orders before a meeting.*

**9. QUESTIONS BY MEMBERS FOR WHICH DUE NOTICE HAS BEEN GIVEN**

*Members have the ability to submit notices of questions between meetings and up to a time prescribed in standing orders before a meeting.*

**10. MATTERS WHICH REQUIRE DISCUSSION**

**10.1 Annual Firebreak and Fuel Hazard Reduction Notice**

KF noted that some of the fire details on the website are incorrect and/or require updating.

Action: Rob Schmidt to update the Shire website details and the Fire Prevention Supplementary Information attachment.

**Officer's Recommendation:**

*That the Committee notes the attached 2026/27 Fire Hazard Reduction Notice, attachment 10.1*

**11. CLOSE AND NEXT MEETING**

There being no further business, the Chair of the meeting, Brett Hansen declared the meeting closed at 7.53pm

Next meeting to be held in September, date to be confirmed.



Shire of  
**Collie**

**Bush Fire Advisory Committee  
15 September 2026**

**Appendix 6.1 A  
Fire Control Officers**



## **List of Fire Control Officers for appointment**

## **Appendix 6.1 A**

Quinn Newton – Shire of Collie BRMC

Brad Morgan - Dual FCO - Shire of Boddington

Peter Lubcke - Dual FCO - Shire of West Arthur

Declan Rochester - Collie Preston BFB

Dallas Brennan - Shire of Collie

Graham Genev - Worsley BFB

Julian Martin - Shire of Collie

Kohdy Flynn - Allanson BFB

Michael Hart - Harris River BFB

Neil Waywood - Collieburn Cardiff BFB

Shane Hickson - Shire of Collie

Shaun Partyka - Shire of Collie

Stefan Ansell - Shire of Collie

Terry Hunter - Shire of Collie





Shire of  
**Collie**

**Bush Fire Advisory Committee  
15 September 2026**

**Appendix 6.2 A  
Dual Fire Control Officer – West Arthur**



Your Ref:

Our Ref: ADM350 – 1285870726-333

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7 May 2026

Dear Phil,

**RE: DUAL FIRE CONTROL OFFICERS 2026/2027**

We would like to advise that our Dual Fire Control Officers were nominated at our recent BFAC meeting and endorsed by Council at our April OCM.

I can confirm that Peter Lubcke was approved as a Dual Fire Officer for the Shire of Collie for the 2026/2027 fire season.

Please contact our Community Development Officer, Sharon Bell, if you have any questions.

Yours sincerely,

A handwritten signature in black ink, appearing to be "Vin", written over a white background.

Vin Fordham Lamont  
CHIEF EXECUTIVE OFFICER

CORRESPONDENCE TO BE ADDRESSED TO THE CHIEF EXECUTIVE OFFICER

*Forest to Wheatbelt*

