



# **UNCONFIRMED MINUTES**

**OF THE**

**SPECIAL MEETING OF COUNCIL**

**3 NOVEMBER 2025**

These minutes were confirmed at a meeting held and signed below by the Presiding Person, at the meeting these minutes were confirmed.

Signed:

**SHIRE OF BROOME**  
**SPECIAL MEETING OF COUNCIL**  
**MONDAY 3 NOVEMBER 2025**  
**INDEX – MINUTES**

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**MINUTES OF THE SPECIAL MEETING OF COUNCIL OF THE SHIRE OF BROOME,  
HELD IN THE COUNCIL CHAMBERS, CORNER WELD AND HAAS STREETS, BROOME,  
ON MONDAY 3 NOVEMBER 2025, COMMENCING AT 5.00 PM.**

|                            |
|----------------------------|
| <b>1. OFFICIAL OPENING</b> |
|----------------------------|

*The Chairperson welcomed Councillors, officers and members of the public and declared the meeting open at 5:00pm.*

|                                    |
|------------------------------------|
| <b>2. ATTENDANCE AND APOLOGIES</b> |
|------------------------------------|

**ATTENDANCE**

**Councillors:**

|                            |                 |
|----------------------------|-----------------|
| Shire President C Mitchell | Shire President |
| Cr D Male                  |                 |
| Cr S Cooper                |                 |
| Cr J Lewis                 |                 |
| Cr P Matsumoto             |                 |
| Cr E Smith                 |                 |
| Cr P Taylor                |                 |
| Cr M Virgo                 |                 |

**Apologies:** Cr J Mamid

**Leave of Absence:** Nil

|                  |                   |                                        |
|------------------|-------------------|----------------------------------------|
| <b>Officers:</b> | Mr S Mastroleambo | Chief Executive Officer (via Teams)    |
|                  | Mr J Hall         | Director Infrastructure                |
|                  | Ms S Becker       | Director Development & Community       |
|                  | Ms R Doyle        | Manager Governance, Strategy & Risk    |
|                  | Mr M Mitchell     | Manager Waste Services                 |
|                  | Ms T Pomery       | Marketing & Communications Coordinator |
|                  | Ms D Howard       | Senior Customer Service Officer        |
|                  | Ms E Hallen       | Senior Procurement & Risk Officer      |

**Public Gallery:**

**3. DECLARATIONS OF FINANCIAL INTEREST / IMPARTIALITY**

| FINANCIAL INTEREST |          |      |                    |
|--------------------|----------|------|--------------------|
| Councillor         | Item No. | Item | Nature of Interest |
|                    |          | Nil  |                    |

| PROXIMITY INTERESTS (S.5.60B) |          |      |                    |
|-------------------------------|----------|------|--------------------|
| Councillor                    | Item No. | Item | Nature of Interest |
|                               |          | Nil  |                    |

| IMPARTIALITY |          |      |                    |
|--------------|----------|------|--------------------|
| Councillor   | Item No. | Item | Nature of Interest |
|              |          | Nil  |                    |

**4. PUBLIC QUESTION TIME**

Nil.

**5. REPORTS FROM OFFICERS****5.1 PEOPLE**

There are no reports in this section.

5.2

PLACE

There are no reports in this section.

5.3

PROSPERITY

There are no reports in this section.

|            |                    |
|------------|--------------------|
| <b>5.4</b> | <b>PERFORMANCE</b> |
|------------|--------------------|

There are no reports in this section.

**6. MEETING CLOSED TO PUBLIC**

**COUNCIL RESOLUTION:**

***Minute No. C/1125/010***

***Moved: Shire President C Mitchell***

***Seconded: Cr M Virgo***

***That the meeting be closed to the public at 5:04pm.***

***CARRIED UNANIMOUSLY 8/0***

***This item and any attachments are confidential in accordance with section 5.23(2) of the Local Government Act 1995 section 5.23(2)(c) as it contains “a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting”.***

#### **6.1 CONTRACT VARIATION - CONTRACT 24/08 CONTAMINATED SITE REMEDIATION - RESERVE 42502**

|                                |                                           |
|--------------------------------|-------------------------------------------|
| <b>LOCATION/ADDRESS:</b>       | Reserve 42502<br>20 Cable Beach Road East |
| <b>APPLICANT:</b>              | Nil                                       |
| <b>FILE:</b>                   | CON-24/08-T                               |
| <b>AUTHOR:</b>                 | Manager Waste Services                    |
| <b>CONTRIBUTOR/S:</b>          | Nil                                       |
| <b>RESPONSIBLE OFFICER:</b>    | Director Infrastructure                   |
| <b>DISCLOSURE OF INTEREST:</b> | Nil                                       |

#### **SUMMARY:**

The Shire engaged the services of Site Environmental & Remediation Services (SERS) to undertake the remediation of a portion of Reserve 42502 (the Reserve) 20 Cable Beach Road East. The remediation work has identified further work required to achieve the full remediation outcomes at the site and the proposed variation exceeds the delegated authority of 10% and is not considered a minor change requiring approval to vary the Contract.

This report seeks approval to vary Contract CON-24/08-T Contaminated Site Remediation – Reserve 42502.

#### **VOTING REQUIREMENTS**

*Absolute Majority*

#### **COUNCIL RESOLUTION:**

**(REPORT RECOMMENDATION)**

**Minute No. C/1125/011**

**Moved: Cr M Virgo**

**Seconded: Cr S Cooper**

**That Council:**

- 1. Authorise the Chief Executive Officer to vary Contract 24/08 Contaminated Site Remediation Reserve 42502 up to a maximum contract value of \$2,975,000 Ex GST.**
- 2. Approve a budget amendment of \$850,000 Ex GST to Expense Account 101010500 for the delivery of Contract 24/08 Contaminated Site Remediation Reserve 42502**
- 3. Approve a budget amendment of \$850,000 Ex GST to Account 101015250 Transfer From Reuse Site Reserve – Sanitation Gen Refuse Mun.**

**For: Shire President C Mitchell, Cr D Male, Cr S Cooper, Cr J Lewis, Cr P Matsumoto, Cr E Smith, Cr P Taylor, Cr M Virgo.**

**CARRIED UNANIMOUSLY BY ABSOLUTE MAJORITY 8/0**

**COUNCIL RESOLUTION:**

**Minute No. C/1125/012**

**Moved: Shire President C Mitchell**

**Seconded: Cr M Virgo**

***That the Meeting again be open to the public at 5:12pm.***

**CARRIED UNANIMOUSLY 8/0**

***The Council chambers were opened and it was noted that no members of the public returned to the Chambers.***

**7. MEETING CLOSURE**

There being no further business the Chairperson declared the meeting closed at 5:14pm.