

SPECIAL COUNCIL MEETING

MINUTES



For a Special Meeting of Council held

24 OCTOBER 2023

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MINUTES

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chief Executive Officer, Ms Linda Gray, by virtue of the provisions of the Local Government Act 1995, presides at this Meeting and declared the meeting open at 6.05pm. The Chief Executive Officer alerted the meeting to the procedures for emergencies including evacuation, designated exits and muster points.

The Chief Executive Officer advised that a Declaration of Office was taken by all newly elected Councillors in accordance with Section 2.29 of the *Local Government Act 1995*.

Cr Slater, Cr Mulcahy, Cr Pollard, Cr Casson, Cr Egerton-Warburton, Cr Denton and Cr Johnson have all read aloud the Declaration of Office and the Chief Executive Officer, Ms Linda Gray, witnessed the signing of the Declaration prior to this Council meeting.

2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

ATTENDANCE

Councillors	Cr RW (Robert) Johnson Cr PW (Peter) Slater Cr P (Perin) Mulcahy Cr G (George) Pollard Cr LM (Lee) Casson Cr DM (Daisy) Egerton-Warburton Cr P (Peter) Denton
Chief Executive Officer	Ms LA (Linda) Gray
Executive Officer	Miss JL (Jo) Scott
Members of the Public	Nil

2.1 LEAVE OF ABSENCE

Nil

2.2 APOLOGIES

Manager of Finance Mrs D (Diana) Marsh

3. PUBLIC QUESTION TIME

Please note that in accordance with the provisions of the Local Government Act 1995, and Regulations, that the only questions which may be asked and answered, at a Special Council Meeting are those which relate to the purpose and business of the Special Council meeting.

4. ELECTION OF SHIRE PRESIDENT

The Chief Executive Officer called for nominations for the office of Shire President. Two nominations were received, nominating Cr Pollard and Cr Slater, therefore an election by secret ballot was conducted.

The Chief Executive Officer and Executive Officer left the chambers to conduct the count at 7.15pm.

The Chief Executive Officer and Executive Officer re-entered the chambers at 7.15pm. The CEO declared that with an Absolute Majority of the votes, Cr Pollard was elected as Shire President for a term of two years.

Cr Pollard read aloud the Declaration of Office of Shire President witnessed by the Chief Executive Officer, Ms Linda Gray as an Authorised Person to receive the Declaration.

Cr Pollard, Shire President took the chair.

Cr Slater left the Chambers at 7.21pm.

Cr Slater re-entered the Chambers at 7.22pm.

5. ELECTION OF DEPUTY SHIRE PRESIDENT

The Shire President, Cr Pollard as Presiding Member called for nominations for the office of Deputy Shire President, two nominations were received, nominating Cr Egerton-Warburton and Cr Johnson, therefore an election by secret ballot was conducted.

The Chief Executive Officer and Executive Officer left the chambers to conduct the count at 7.22pm.

The Chief Executive Officer and Executive Officer re-entered the chambers at 7.23pm and provided the results of the secret ballot to the Shire President.

The Shire President declared that with an Absolute Majority of the votes, Cr Egerton-Warburton was elected as Deputy Shire President for a term of two years.

Cr Egerton-Warburton read aloud the Declaration of Office of Deputy Shire President witnessed by the Chief Executive Officer, Ms Linda Gray as an Authorised Person to receive the Declaration.

6. APPOINTMENT TO COMMITTEES

Council Committees must now be reviewed and Committee members appointed in accordance with Sections 5.8, 5.9, 5.10 and 5.11 of the *Local Government Act 1995*.

Councillors are advised of their entitlement to be a member of at least one Committee (Section 5.10(2)). In the event that there are more nominations than positions on committees an election to the committee will be undertaken by the Chief Executive Officer.

The Council has two committees being the Audit Committee and Bush Fire Advisory Committee. The Council also has representation on various external committees and groups.

6.1 AUDIT COMMITTEE – to comply with section 7.1A of the Local Government Act 1995

The Audit committee is a committee that the Council is required by legislation to have in place. In previous years all Councillors have been appointed to the Audit Committee. The Council have the option to appoint all Council members or reduce the numbers.

OFFICER RECOMMENDATION/COUNCIL DECISION

Motion 09102023

Moved Cr Slater, seconded Cr Denton that the following Councillors be appointed to the Shire of Cranbrook Audit Committee:

Cr Slater, Cr Denton, Cr Johnson, Cr Pollard, Cr Egerton-Warburton, Cr Mulcahy and Cr Casson.

**CARRIED 7/0
By Absolute Majority**

For	Against	Abstained	Absent
Cr Pollard	Nil	Nil	Nil
Cr Denton			
Cr Slater			
Cr Johnson			
Cr Egerton-Warburton			
Cr Mulcahy			
Cr Casson			

6.2 BUSH FIRE ADVISORY COMMITTEE – Established under the Bush Fires Act

Current Membership – Cr Beech, proxy Cr Johnson, Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officer/s, Captain of each Bush Fire Brigade x 12, Secretary of each Bush Fire Brigade x 12.

OFFICER RECOMMENDATION/COUNCIL DECISION

Motion 10102023

Moved Cr Mulcahy, seconded Cr Egerton-Warburton that:

- 1. Cr Casson be appointed as delegate to the Shire of Cranbrook Bush Fire Advisory Committee; and**
- 2. Cr Johnson be appointed as proxy delegate to the Shire of Cranbrook Bush Fire Advisory Committee.**

CARRIED 7/0

For	Against	Abstained	Absent
Cr Pollard Cr Denton Cr Slater Cr Johnson Cr Egerton-Warburton Cr Mulcahy Cr Casson	Nil	Nil	Nil

6.3 DELEGATES AND REPRESENTATIVES

The following table lists the current Council delegates and representatives that are on external Committees and groups set up other than by Council.

WALGA ANNUAL GENERAL MEETING VOTING DELEGATES:	Shire President, Deputy Shire President
WALGA ANNUAL CONFERENCE: (Council Policy can authorise other Councillors attendance)	Shire President, Deputy Shire President
GREAT SOUTHERN ZONE OF WALGA: <i>Meets quarterly</i>	Shire President, Deputy Shire President
SOUTHERN LINK VROC: <i>Meets quarterly</i>	Shire President, Deputy Shire President
LOCAL EMERGENCY MANAGEMENT COMMITTEE: <i>Meets three times a year</i>	Shire President
GREAT SOUTHERN TREASURES: <i>Meets every second month</i>	Cr Slater, proxy Cr Mulcahy
LOWER GREAT SOUTHERN PLANTATION FIRE ADVISORY COMMITTEE: <i>Meets annually prior to bush fire season</i>	Chief Bushfire Control Officer Cr Beech, proxy Cr Quick
GILLAMII CENTRE: <i>Meets quarterly</i>	Cr Horrocks, proxy Cr Pollard
GREAT SOUTHERN REGIONAL ROAD GROUP: <i>Meets quarterly</i>	Cr Pollard, proxy Cr Horrocks
ECONOMIC DEVELOPMENT WORKING GROUP: <i>No formal meeting arrangements</i>	Full Council
GREAT SOUTHERN RECREATION ADVISORY GROUP: <i>Meets bi monthly</i>	Cr Casson, proxy Cr Egerton-Warburton
SOUTHERN AG-CARE: <i>Meets on an ad hoc basis</i>	Cr Slater
GREAT SOUTHERN JOINT DEVELOPMENT ASSESSMENT PANEL: <i>Meets on an ad hoc basis</i>	Cr Johnson, Cr Beech proxies Cr Casson Cr Slater
TUNNEY LCDC: <i>Meets annually</i>	Cr Johnson
NEIGHBOURHOOD WATCH: <i>No formal meeting arrangements</i>	Cr Slater
ROADWISE: <i>No formal meeting arrangements</i>	Cr Slater
LAKE POORRARECUP WORKING GROUP: <i>No formal meeting arrangements</i>	Cr Beech, proxy Cr Egerton-Warburton
CRANBROOK DISTRICT MOTORCYCLE CLUB STEERING COMMITTEE:	Cr Horrocks, Proxy Cr Egerton-Warburton
SENIORS ADVISORY GROUP: <i>Meets quarterly</i>	Cr Slater, proxy Cr Quick
DARWINIA COTTAGES CRANBROOK COMMITTEE:	Cr Slater, proxy Cr Horrocks
CEO PERFORMACE REVIEW PANEL	Shire President Cr Slater, Cr Mulcahy

OFFICER RECOMMENDATION/COUNCIL DECISION

Motion 11102023

Moved Cr Denton, seconded Cr Johnson that the appointment of delegates to outside organisations and community groups be as follows:

WALGA ANNUAL GENERAL MEETING VOTING DELEGATES	Shire President, Deputy Shire President
WALGA ANNUAL CONFERENCE (Council Policy can authorise other Councillors)	Shire President, Deputy Shire President
GREAT SOUTHERN ZONE OF WALGA	Shire President, Deputy Shire President, Proxy Cr Mulcahy, 2nd Proxy Cr Denton
SOUTHERN LINK VROC	Shire President, Deputy Shire President
LOCAL EMERGENCY MANAGEMENT COMMITTEE	Shire President
GREAT SOUTHERN TREASURES	Cr Slater, proxy Cr Mulcahy
LOWER GREAT SOUTHERN PLANTATION FIRE ADVISORY COMMITTEE	Chief Bushfire Control Officer Chief Executive Officer
GILLAMII CENTRE	Cr Mulcahy, proxy Cr Johnson
GREAT SOUTHERN REGIONAL ROAD GROUP	Cr Pollard, proxy Cr Egerton-Warburton
ECONOMIC DEVELOPMENT WORKING GROUP	Full Council
GREAT SOUTHERN RECREATION ADVISORY GROUP	Cr Casson, proxy Cr Egerton-Warburton
SOUTHERN AG-CARE	Cr Slater
GREAT SOUTHERN JOINT DEVELOPMENT ASSESSMENT PANEL	Cr Johnson, Cr Casson proxies Cr Slater
TUNNEY LCDC	Cr Johnson
NEIGHBOURHOOD WATCH	Cr Denton
ROADWISE	Cr Denton
LAKE POORRARECUP WORKING GROUP	Cr Egerton-Warburton, proxy Cr Mulcahy
CRANBROOK DISTRICT MOTORCYCLE CLUB STEERING COMMITTEE	Cr Egerton-Warburton
SENIORS ADVISORY GROUP	Administration Staff
DARWINIA COTTAGES CRANBROOK COMMITTEE	Cr Slater, proxy Cr Mulcahy
CEO PERFORMACE REVIEW PANEL	Shire President Cr Slater, Cr Mulcahy

CARRIED 7/0

For	Against	Abstained	Absent
Cr Pollard Cr Denton Cr Slater Cr Johnson Cr Egerton-Warburton Cr Mulcahy Cr Casson	Nil	Nil	Nil

7. CLOSURE OF MEETING

There being no further business to discuss, the Shire President, Cr Pollard declared the meeting closed at 6.51pm.