

# SPECIAL COUNCIL MEETING

## MINUTES



For a Special Meeting of Council held on

**5 November 2025**

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- All Council Meetings are digitally recorded, for audio only, except for Confidential Agenda Items (in accordance with Section 5.23(2) of the *Local Government Act 1995*) during which time recording ceases.
- Following publication and distribution of the meeting minutes to Council Members the digital audio recording will be available on the Shire's website.

### Defamation – cl 14K *Local Government (Administration) Regulations 1996*

- (1) A local government is not liable to an action for defamation in relation to any of the following done by the local government as required or authorised under this Part —
- (a) publicly broadcasting a meeting;
  - (b) making a recording of a meeting;
  - (c) making a recording of a meeting publicly available;
  - (d) retaining a recording of a meeting or a copy of a recording;
  - (e) providing a copy of a recording of a meeting to the Departmental CEO.

# 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 will declare the meeting open at 5.07pm. The Chief Executive Officer will alert 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 Mulcahy, Cr Johnson and Cr Lange 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 DM (Daisy) Egerton-Warburton Cr JA (Jennifer) Quick Cr P (Peter) Denton Cr P (Perin) Mulcahy Cr RW (Robert) Johnson Cr C (Chelsea) Lange
Chief Executive Officer	Ms LA (Linda) Gray
Acting Manager of Finance Executive Officer	Mrs C (Chelsea) Paterson Miss JL (Jo) Scott
Members of the Public	Nil

### 2.1 APOLOGIES

Cr G (George) Pollard

## 3. PUBLIC QUESTION TIME

Nil

#### **4. ELECTION OF SHIRE PRESIDENT**

##### **Background**

Council is required to elect the President and Deputy President as the first item at the first meeting following an ordinary election day.

The term of the positions is for 2 years (until the next ordinary election).

##### **Comment**

The process of election is effectively the same, as the process for election of a Council Member, except that there are different ways of dealing with a tied vote for the offices.

The CEO is to preside at the meeting until the Office of President is filled. Once a Council Member has been elected as President and completed the Declaration, the President is to assume the Chair.

##### **Statutory Implications:**

Various provisions exist in the *Local Government Act 1995*, the *Local Government (Constitution) Regulations 1999* and the *Local Government (Elections) Regulations 1997* dealing with how the offices of President and Deputy President are filled, and they are summarised above.

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

The Chief Executive Officer and Executive Officer left the chambers to conduct the count at 5.15pm.

The Chief Executive Officer and Executive Officer re-entered the chambers at 5.17pm. The CEO declared that with an Absolute Majority of the votes, Cr Mulcahy was elected as Shire President for a term of two years.

Cr Mulcahy 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.

**Council congratulated Councillor Mulcahy on being elected Shire President (for a term of two years).**

Cr Mulcahy, Shire President took the chair.

## **5. ELECTION OF DEPUTY SHIRE PRESIDENT**

### **Statutory Implications:**

Various provisions exist in the Local Government Act 1995, the Local Government (Constitution) Regulations 1999 and the Local Government (Elections) Regulations 1997 dealing with how the offices of President and Deputy President are filled, and they are summarised above.

The Shire President, Cr Mulcahy as Presiding Member called for nominations for the office of Deputy Shire President, two nominations were received, nominating Cr Johnson and Cr Egerton-Warburton, Cr Johnson declined his nomination, therefore Cr Egerton-Warburton was elected to the position of Deputy Shire President unopposed.

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.

**Council congratulated Councillor Egerton-Warburton on being elected Deputy Shire President (for a term of two years).**

## **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'S RECOMMENDATION/COUNCIL DECISION**

**Motion 01112025**

**Moved Cr Denton, seconded Cr Johnson that the following Councillors be appointed to the Shire of Cranbrook Audit Committee: Cr Lange, Cr Denton, Cr Johnson, Cr Pollard, Cr Egerton-Warburton, Cr Mulcahy and Cr Quick.**

**CARRIED 6/0**

**FOR:** Cr J Quick, Cr P Denton, Cr R Johnson  
Cr D Egerton-Warburton, Cr C Lange, Cr P Mulcahy

**AGAINST:** Nil

Cr Lange left the Chambers at 5.28pm.

Cr Lange re entered the Chambers at 5.28pm.

### **6.2 BUSH FIRE ADVISORY COMMITTEE – Established under the section 67 of the Bush Fires Act 1954**

Current Membership – Cr Casson, 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'S RECOMMENDATION/COUNCIL DECISION**

**Motion 02112025**

**Moved Cr Egerton-Warburton, seconded Cr Quick that:**

- 1. Cr Lange 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 6/0**

**FOR:** Cr J Quick, Cr P Denton, Cr R Johnson  
Cr D Egerton-Warburton, Cr C Lange, Cr P Mulcahy

**AGAINST:** 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.

<b>WALGA ANNUAL GENERAL MEETING VOTING DELEGATES:</b>	Shire President, Deputy Shire President
<b>WALGA ANNUAL CONFERENCE:</b> (Council Policy can authorise other Councillors attendance)	Shire President, Deputy Shire President
<b>GREAT SOUTHERN ZONE OF WALGA:</b> <i>Meets quarterly</i>	Shire President, Deputy Shire President, Proxy Cr Mulcahy, 2 <sup>nd</sup> Proxy Cr Denton
<b>SOUTHERN LINK VROC:</b> <i>Meets quarterly</i>	Shire President, Deputy Shire President
<b>LOCAL EMERGENCY MANAGEMENT COMMITTEE:</b> <i>Meets three times a year</i>	Shire President
<b>GREAT SOUTHERN TREASURES:</b> <i>Meets every second month</i>	Cr Quick, proxy Cr Mulcahy
<b>LOWER GREAT SOUTHERN PLANTATION FIRE ADVISORY COMMITTEE:</b> <i>Meets annually prior to bush fire season</i>	Chief Bushfire Control Officer Chief Executive Officer
<b>GILLAMII CENTRE:</b> <i>Meets quarterly</i>	Cr Mulcahy, proxy Cr Johnson
<b>GREAT SOUTHERN REGIONAL ROAD GROUP:</b> <i>Meets quarterly</i>	Cr Pollard, proxy Cr Egerton-Warburton
<b>ECONOMIC DEVELOPMENT WORKING GROUP:</b> <i>No formal meeting arrangements</i>	Full Council
<b>GREAT SOUTHERN RECREATION ADVISORY GROUP:</b> <i>Meets quarterly</i>	Cr Casson, proxy Cr Egerton-Warburton
<b>SOUTHERN AG-CARE:</b> <i>Meets on an ad hoc basis</i>	Cr Quick
<b>GREAT SOUTHERN JOINT DEVELOPMENT ASSESSMENT PANEL:</b> <i>Meets on an ad hoc basis</i>	Cr Johnson, Cr Casson proxies Cr Slater
<b>TUNNEY LCDC:</b> <i>Meets annually</i>	Cr Johnson
<b>NEIGHBOURHOOD WATCH:</b> <i>No formal meeting arrangements</i>	Cr Denton
<b>ROADWISE:</b> <i>No formal meeting arrangements</i>	Cr Denton
<b>LAKE POORRARECUP WORKING GROUP:</b> <i>No formal meeting arrangements</i>	Cr Egerton-Warburton, proxy Cr Mulcahy
<b>CRANBROOK DISTRICT MOTORCYCLE CLUB STEERING COMMITTEE:</b>	Cr Egerton-Warburton
<b>SENIORS ADVISORY GROUP:</b> <i>Meets quarterly</i>	Administration Staff
<b>DARWINIA COTTAGES CRANBROOK COMMITTEE:</b>	Cr Quick, proxy Cr Mulcahy
<b>CEO PERFORMANCE REVIEW PANEL</b>	Shire President, Cr Casson, Cr Mulcahy

**OFFICER'S RECOMMENDATION/COUNCIL DECISION**

**Motion 03112025**

Moved Cr Denton, seconded Cr Quick 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 Quick, Cr Denton
GREAT SOUTHERN VROC <i>(one vote per LG)</i>	Voting Member - Shire President, Deputy Member (no voting rights) - Deputy Shire President
LOCAL EMERGENCY MANAGEMENT COMMITTEE	Shire President
GREAT SOUTHERN TREASURES	Cr Lange, Proxy Cr Quick
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
<del>ECONOMIC DEVELOPMENT WORKING GROUP</del> DISBANDED	<del>Full Council</del>
<del>GREAT SOUTHERN RECREATION ADVISORY GROUP</del> <i>Renamed</i> GREAT SOUTHERN SPORT AND RECREATION GROUP	ADMINISTRATION STAFF
SOUTHERN AG-CARE	ADMINISTRATION STAFF
DEVELOPMENT ASSESSMENT PANEL	Cr Johnson, Cr Quick proxies Cr Egerton-Warburton, Cr Lange
TUNNEY LCDC	Cr Johnson
NEIGHBOURHOOD WATCH	Cr Denton
ROADWISE	Cr Denton
LAKE POORRARECUP WORKING GROUP <i>RENAMED</i> SHIRE LAKES WORKING GROUP	Cr Egerton-Warburton, proxy Cr Quick
CRANBROOK DISTRICT MOTORCYCLE CLUB STEERING COMMITTEE	Cr Egerton-Warburton
SENIORS ADVISORY GROUP	ADMINISTRATION STAFF
DARWINIA COTTAGES CRANBROOK COMMITTEE	Cr Denton, proxy Cr Johnson
<del>FRANKLAND RIVER COMMUNITY FACILITY COMMITTEE</del> <i>DISBANDED</i>	<del>Cr _____, proxy Cr _____</del>
CEO PERFORMACE REVIEW PANEL	Cr Mulcahy (Pres), Cr Johnson, Cr Egerton-Warburton

**CARRIED 6/0**

**FOR:** Cr J Quick, Cr P Denton, Cr R Johnson  
Cr D Egerton-Warburton, Cr C Lange, Cr P Mulcahy

**AGAINST:** Nil

**7. CLOSURE OF MEETING**

There being no further business to discuss, the Shire President, Cr Mulcahy declared the meeting closed at 5.47pm.