

# Shire *of* Capel

## MINUTES

SPECIAL COUNCIL MEETING  
Monday, 23 October 2017



*Experience the*  
Shire *of* Capel



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**SHIRE OF CAPEL**

**SPECIAL COUNCIL MEETING – 23.10.17**

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## SHIRE OF CAPEL

MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS, SHIRE ADMINISTRATION BUILDING, FORREST ROAD, CAPEL ON WEDNESDAY 23 OCTOBER 2017, COMMENCING AT 6.02PM.

PRESENT:	Councillors	MT Scott BW Bell BW Hearne DJ Kitchen PK McCleery DL Radisich SV Schiano JA Scott MT Southwell
	Chief Executive Officer Executive Manager Community Services Executive Manager Corporate Services Executive Manager Engineering & Development Services Media Officer Minute Secretary	PF Sheedy MI Plume S Stevenson JM Gick C Eadie AD Evans
APOLOGY:		Nil
VISITORS:	Freeman of the Shire of Capel Freeman and the Shire of Capel  Journalist, South Western Times	W Spurr, JP J Sanders, OAM V Sanders E Lilly E Ace

### PURPOSE OF MEETING

- Swearing in of Councillors
- Election of President
- Election of Deputy President
- Appointment of Committees, Delegates and Representatives
- Setting of Meeting times and dates

### PUBLIC QUESTION TIME

Nil

### SWEARING IN OF COUNCILLORS

Councillors D Kitchen, D Radisich, M Scott and M Southwell made and signed the Declaration of Office before Mr W Spurr, JP.

### ELECTION OF PRESIDENT

The Chief Executive Officer announced to the meeting that prior to the commencement of the meeting he had received a nomination from Cr J Scott nominating Cr M Scott for the Office of President. Cr M Scott had indicated in writing his acceptance of the nomination.

As there were no further nominations, Cr M Scott was declared elected as President for a two year term until October 2019.

The President made and signed the Declaration of Office before Mr W Spurr, JP.

The Chief Executive Officer vacated the Chair in favour of Cr M Scott.

**ELECTION OF DEPUTY PRESIDENT**

The President announced that prior to the commencement of the meeting a nomination had been received from Cr M Scott nominating Cr B Hearne for the Office of Deputy President. Cr Hearne had indicated in writing his acceptance of the nomination.

As there were no further nominations, the President declared Cr Hearne elected as Deputy President for a 2 year term until October 2019.

The Deputy President made and signed the Declaration of Office before Mr W Spurr, JP.

**NEW COUNCILLORS – POSITION AT THE COUNCIL TABLE**

Following the election of the Deputy President, the Chief Executive Officer conducted a random draw in accordance with Standing Orders clause 8.2, to allocate a position at the Council table for all Councillors.

**SC1001 STANDING ORDERS**

**SC1001 OFFICER’S RECOMMENDATION/COUNCIL DECISION**

Moved Cr J Scott, Seconded Cr Hearne

**That Clause 7.11(1) of the Standing Orders Local Law 2016 be suspended to allow Councillors to speak more than once if required when discussing agenda items 9 and 10.**

Carried 9/0

**VOTING REQUIREMENTS**

Simple majority

**SC1002 APPOINTMENT OF COMMITTEES**

**SC1002 OFFICER’S RECOMMENDATION/COUNCIL DECISION**

Moved Cr Schiano, Seconded Cr J Scott

**That the following Council Committees, Committee members and quorums as listed be approved.**

**Art Heritage & Culture Committee (Quorum 3)**

NOTE: Council endorsed the CEO Comment that this Committee was no longer required or necessary as the Committee has not met in the last two years and there is no longer any funding allocated in the annual budget for Art Acquisitions.

**Audit Committee (Quorum 3)**

- Cr J Scott
- Cr D Kitchen
- Cr B Hearne
- Cr P McCleery
- Cr M Scott

**Bush Fire Advisory Committee (Quorum 4)**

D Wetherell	Boyanup
C Scott	Chief Bush Fire Control Officer
M Scott	Deputy Bush Fire Control Officer
B Bell	Elgin
T Glen	Gelorup
N Scott	Capel
M Roberts	Stirling
Cr J Scott	Delegate
Cr D Kitchen	Deputy

**Climate Change Policy Advisory Committee (Quorum 3)**

Cr J Scott  
 Cr P McCleery  
 Cr S Schiano  
 Cr B Hearne  
 Cr D Kitchen  
*Advisory Role only*  
 Sustainability Officer  
 Natural Resources Management Officer  
 Executive Manager Engineering & Development Services  
 Chief Executive Officer

Carried with an Absolute majority 9/0

**VOTING REQUIREMENTS**

Absolute majority

**SC1003 APPOINTMENT OF DELEGATES, REPRESENTATIVES AND DEPUTIES**

**SC1003 OFFICER’S RECOMMENDATION/COUNCIL DECISION**

Moved Cr J Scott, Seconded Cr McCleery

That the following Delegates, Representatives and Deputies as listed be approved.

Boyanup and Districts Farmers Markets Committee	Cr D Kitchen
Boyanup Foundation	Cr B Hearne Cr P McCleery
Boyanup Hall Committee	Cr M Scott Cr D Kitchen
Boyanup Memorial Park and Sports Council	Cr S Schiano Cr D Kitchen
Boyanup Progress Association	Cr M Scott
Bunbury Geographe Growth Plan Partnership Steering Committee	President Deputy D/President
Bunbury Wellington Economic Alliance	President Deputy D/President
Bunbury Wellington Group of Councils	President

<b>Local Emergency Management Committee</b>		Cr M Scott Cr B Bell Cr J Scott
<b>Capel Chamber of Commerce</b>		Cr J Scott Deputy Cr S Schiano
<b>Capel Land Conservation District Committee</b>		Cr D Kitchen Cr B Hearne
<b>Capel Theme Working Group</b>		Cr J Scott Cr S Schiano Cr M Scott
<b>Development Assessment Panel (DAP) –</b>	<b>Local DAP Member</b> <b>Local DAP Member</b> <b>DAP Alternate Local Member</b> <b>DAP Alternate Local Member</b>	Cr P McCleery Cr M Southwell Cr B Hearne Cr D Radisich
<b>Disability Access and Inclusion Reference Group</b>		Cr J Scott Cr B Hearne Cr D Radisich
<b>GeoCatch</b>		Cr B Hearne Deputy Cr P McCleery
<b>Gelorup Community Centre Management Committee</b>		Cr M Southwell Deputy Cr D Kitchen
<b>Greater Bunbury Regional Bicycle Master Plan Working Group</b>		Cr P McCleery
<b>Peppermint Grove Beach Community Association</b>		Cr J Scott
<b>Peron Naturaliste Partnership</b>		President Deputy Cr P McCleery
<b>South West Regional Road Group</b>		Cr P McCleery Deputy Cr J Scott
<b>South West Zone WA Local Government Association</b>		President Deputy D/President
<b>Stratham Progress Association</b>		Cr J Scott Cr M Scott
<b>Trails Working Group</b>		Cr J Scott Cr M Southwell Cr P McCleery

~~**Tuart Forest National Park Community Advisory Committee** – Cr .....~~

NOTE: Council endorsed that this delegate nomination was no longer required or necessary as the Committee has not met in the last two years.

Carried with an Absolute majority 9/0

**VOTING REQUIREMENTS**

Absolute majority

**SC1004 SETTING OF MEETING TIMES AND DATES**

**SC1004 OFFICER’S RECOMMENDATION/COUNCIL DECISION**

Moved Cr Bell, Seconded Cr J Scott

**That the Ordinary Meetings of Council be held on the 4th Wednesday of each month (except December – 3<sup>rd</sup> Wednesday) with all meetings commencing at 4.30pm.**

Carried 8/1

**VOTING REQUIREMENTS**

Simple majority

**PUBLIC QUESTION TIME**

Nil

**MEETING CLOSURE**

Prior to closing the meeting the President reminded members that the school site visit on Wednesday 25 October 2017 commences at 1.00pm. There being no further business, the meeting was closed at 7.07pm.

These minutes were confirmed at an Ordinary Council meeting on 22 November 2017.

Signed \_\_\_\_\_

Presiding Person at the meeting at which time the minutes were confirmed.

Date \_\_\_\_\_