



Glenelg Shire Council
Minutes of the Statutory Council Meeting held on
Wednesday 6 November 2019 at 6.00pm at
Portland Customer Service Centre
Cliff Street, Portland

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TIME:

6.01pm

The Chief Executive Officer, Mr Greg Burgoyne Chaired the meeting until the Temporary Chairperson was appointed.

PRESENT:

Cr Anita Rank, Cr Robert Halliday, Cr Chrissy Hawker, Cr Alistair McDonald, Cr Karen Stephens, Cr Geoff White and Cr Gilbert Wilson.

Also in attendance were the Chief Executive Officer (Mr Greg Burgoyne), Director Community Services (Ms Edith Farrell), Director Assets (Mr Robert Alexander), Director Corporate Services (Ms Joan Lewis), Senior Administration Officer Corporate Services (Ms Rachael Fellows), Council Support Coordinator (Ms Kylie Walford) and Communications and Economic Development Officer (Liz McKinnon).

OPENING PRAYER:

The Chief Executive Officer opened the meeting with the Council Prayer.

ABORIGINAL ACKNOWLEDGEMENT:

The Chief Executive Officer read the Aboriginal Acknowledgement.

RECEIPT OF APOLOGIES:

Nil.

A. MANAGEMENT REPORTS:

A1. MAYORAL REPORT 2018/19

Cr Anita Rank read her Mayoral Report for 2018/19.

Councillors expressed their appreciation to Cr Anita Rank.

The Chief Executive Officer presented a gift to former Mayor Anita Rank.

A2. APPOINTMENT OF A TEMPORARY CHAIRPERSON

Director: Joan Lewis, Director Corporate Services

Report

The Chief Executive Officer will call for nominations from Councillors for the appointment of a Temporary Chairperson.

Recommendation

That Cr. _____ be appointed as the Temporary Chairperson to conduct the meeting until the Mayor is elected.

OR

That Council authorises the CEO to conduct the meeting until the Mayor is elected.

MOTION

MOVED Cr White

That Council authorises the CEO to conduct the meeting until the Mayor is elected.

SECONDED Cr Halliday

CARRIED

DIVISION

Cr White, Cr Hawker, Cr McDonald and Cr Halliday voted FOR the MOTION.

Cr Stephens, Cr Rank and Cr Wilson voted AGAINST the MOTION.

A3. ELECTION OF THE MAYOR

Director: Joan Lewis, Director Corporate Services

Executive Summary

Section 71(1) of the *Local Government Act 1989* provides that: 'At a meeting of the Council that is open to the public, the Councillors must elect a Councillor to be the Mayor of the Council.'

Recommendation

That Cr _____ is duly elected to the position of Mayor for a term of one year.

- 1. Cr Wilson nominated Cr Stephens for the position of Mayor for the 2019/2020 Mayoral Year.**

The nomination was seconded by Cr Halliday.

Those voting for Cr Stephens: Cr Stephens, Cr Wilson and Cr Halliday

- 2. Cr McDonald nominated Cr Rank for the position of Mayor for the 2019/2020 Mayoral Year.**

The nomination was seconded by Cr White.

Those voting for Cr Rank: Cr White, Cr Rank, Cr Hawker and Cr McDonald.

The Temporary Chairperson declared Cr Rank duly elected to the position of Mayor for a term of one year.

Mayor, Cr Rank assumed the position of Chairperson.

The CEO presented Mayor Cr Rank with the Mayoral Regalia.

Background/Key Information

The Departmental Procedure titled 'Election of the Mayor', separately circulated with this report, specifies the way in which the Election of the Mayor is to be conducted.

Following the Election of the Mayor, the newly elected Mayor will be invited by the Temporary Chairperson to come forward to be presented with the mayoral medallion.

The Temporary Chairperson will then invite the newly elected Mayor to assume the Chair.

The newly elected Mayor will address the meeting.

A3. ELECTION OF THE MAYOR*Separate Circulation – Non-Confidential*

<i>No.</i>	<i>Separate Circulation Title, Date and Author as detailed on the separate circulation (where applicable)</i>	<i>ECM</i>
1.	Departmental Procedure titled 'Election of the Mayor' as incorporated in the Glenelg Shire Council Governance Local Law 2013, Council Meeting Procedure.	1970097

A4. ELECTION OF THE DEPUTY MAYOR

Director: Joan Lewis, Director Corporate Services

Executive Summary

To elect a Deputy Mayor for the Glenelg Shire Council from 6 November 2019, for the 2019/2020 Mayoral year.

Recommendation

That Cr _____ is duly elected to the position of Deputy Mayor for a term of one year.

- 1. Cr White nominated Cr Hawker for the position of Deputy Mayor for the 2019/2020 Mayoral Year.**

The nomination was seconded by Cr McDonald.

- 2. Cr Wilson nominated Cr Stephens for the position of Deputy Mayor for the 2019/2020 Mayoral Year.**

The nomination lapsed due to no seconder.

The Mayor declared Cr Hawker duly elected to the position of Deputy Mayor for a term of one year.

Background/Key Information

Currently there is no provision in the *Local Government Act 1989*, requiring or setting out conditions for a Deputy Mayor, however it is common in some Councils to elect a Deputy Mayor as a support role for the Mayor.

The Departmental Procedure titled 'Election of the Mayor', separately circulated with this report, specifies the way in which the Election of the Mayor is to be conducted. The Election of the Deputy Mayor will follow the same procedure.

Separate Circulation – Non-Confidential

No.	Separate Circulation Title, Date and Author as detailed on the separate circulation (where applicable)	ECM
1.	Departmental Procedure titled 'Election of the Mayor' as incorporated in the Glenelg Shire Council Governance Local Law 2013, Council Meeting Procedure.	1970097

A5. ARRANGEMENTS FOR ORDINARY COUNCIL MEETINGS 2019/2020 FOR THE MAYORAL YEAR

Director: Joan Lewis, Director Corporate Services

Executive Summary

Section 83 of the *Local Government Act 1989* provides that:

The Council may hold-

- (a) Ordinary meetings at which general business of the Council may be transacted; and
- (b) Special meetings at which the business specified in the notice calling the meeting may be transacted.

Recommendation

1. That the Ordinary Council Meetings be held on the following dates:

Tuesday 26 November 2019
Tuesday 17 December 2019
Tuesday 28 January 2020
Tuesday 25 February 2020
Tuesday 24 March 2020
Tuesday 28 April 2020
Tuesday 26 May 2020
Tuesday 23 June 2020
Tuesday 28 July 2020
Tuesday 25 August 2020
Tuesday 22 September 2020
Tuesday 20 October 2020

2. That a Statutory Council Meeting be held on Wednesday 4 November 2020 commencing at 6.00pm in accordance with Section 71(3) of the *Local Government Act 1989* for the purpose of electing a new Mayor.
3. That the March and September Council Meeting be held at <locations>.
4. That Ordinary Council Meetings commence at 7.00pm on the dates specified in item 1 of this recommendation unless resolved otherwise.
5. That the venue of Council Meetings be at the Portland Council Chamber unless resolved otherwise, as specified in Item 3 of this recommendation.
6. That public notice of the dates, times and location for the Ordinary Meetings of Council be placed in the Portland Observer, Casterton News and on Council's website.

A5. ARRANGEMENTS FOR ORDINARY COUNCIL MEETINGS 2019/2020 FOR THE MAYORAL YEAR

(continued)

MOTION

MOVED Cr McDonald

1. That the Ordinary Council Meetings be held on the following dates:

Tuesday 26 November 2019

Tuesday 17 December 2019

Tuesday 28 January 2020

Tuesday 25 February 2020

Tuesday 24 March 2020

Tuesday 28 April 2020

Tuesday 26 May 2020

Tuesday 23 June 2020

Tuesday 28 July 2020

Tuesday 25 August 2020

Tuesday 22 September 2020

Tuesday 20 October 2020

2. That a Statutory Council Meeting be held on Wednesday 4 November 2020 commencing at 6.00pm in accordance with Section 71(3) of the *Local Government Act 1989* for the purpose of electing a new Mayor.

3 That the March Council meeting be held at Casterton and the September Council Meeting be held at Heywood.

4. That Ordinary Council Meetings commence at 7.00pm on the dates specified in item 1 of this recommendation unless resolved otherwise.

5. That the venue of Council Meetings be at the Portland Council Chamber unless resolved otherwise, as specified in Item 3 of this recommendation.

6. That public notice of the dates, times and location for the Ordinary Meetings of Council be placed in the Portland Observer, Casterton News and on Council's website.

SECONDED Cr White

CARRIED

A5. ARRANGEMENTS FOR ORDINARY COUNCIL MEETINGS 2019/2020 FOR THE MAYORAL YEAR

(continued)

Background/Key Information

In accordance with previous Council decisions, Ordinary Council Meetings have been held on the fourth Tuesday of each month except for December and subject to public holidays. Therefore it is recommended that Council adopt the following dates for the monthly Ordinary Council Meetings and Statutory Council Meeting for the 2018/2019 year.

In previous years Ordinary Council meetings have been held in two locations around the Shire other than the Municipal Offices in Portland, as follows:

- 2013 (September) – Digby
- 2014 (February) Dartmoor - (September) Merino
- 2015 (March) Casterton - (September) Nelson
- 2016 (March) Digby - (September) Casterton
- 2017 (March) Narrawong - (August) Casterton
- 2018 (March) Heywood – (September) Casterton
- 2019 (March) Dartmoor – (September) Bridgewater

Council may consider continuing this practice in order to give easier access to residents of the Shire to attend the Ordinary Council meetings in the Mayoral Year 2019/2020.

INDEX – SEPARATE CIRCULATIONS TO REPORTS

Separate Circulation to Councillors, CEO, Directors and available to the Public

A4. (1) Departmental Procedure titled 'Election of the Mayor'.

Recommendation

The documents separately circulated to Councillors, CEO, Directors and available to the Public, as listed above, be received.

MOTION

MOVED Cr Wilson

The documents separately circulated to Councillors, CEO, Directors and available to the Public, as listed above, be received.

SECONDED Cr Halliday

CARRIED

CLOSURE OF STATUTORY COUNCIL MEETING

THERE BEING NO FURTHER BUSINESS, THE MAYOR DECLARED THE MEETING CLOSED AT 6.25pm.

I HEREBY CERTIFY THAT PAGES 1 TO 12 ARE CONFIRMED AND ARE A TRUE AND CORRECT RECORD.

CR ANITA RANK
MAYOR

TUESDAY 26 NOVEMBER 2019

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