



SHIRE OF VICTORIA PLAINS

Minutes

Annual General Meeting (AGM) of Electors

On: Wednesday, 25 May 2022
At: Calingiri Sports Pavilion
Commencing: 6.00PM

ANNUAL MEETING OF
ELECTORS - MINUTES
25 May 2022

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A copy of the meeting guidelines is provided on Page 2

A Copy of the Shire's 2020/2021 Annual Report will be on the Shire's Website
from Wednesday 4 May 2022:

<https://www.victoriaplains.wa.gov.au/documents/annual-reports>

A hardcopy of the Annual Report can be requested from the Shire Office.
There will be some copies made available at the Meeting

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Meeting opened at 6.00pm.

The Shire president extended a warm welcome to residents for attending this year's Annual Electors Meeting.

The Shire President advised those in attendance that the meeting was being recorded for the purposes of Minute Taking and the meeting will be run in accordance with the *Local Government Act Regulations (1995)* and the Shire's *Meeting Procedures Law 2018*.

2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE GRANTED

Elected Members

Cr P Bantock – Presiding Member
Cr N Clarke – Deputy Shire President
Cr G O'Brien
Cr D Lovelock
Cr J Kelly
Cr S Penn
Cr S Woods

Staff

CEO – Ms G Teede
Acting Works and Services Manager – Mr S Brenzi
Customer Service Officer – Mrs K Stripe

Apology

Mr G Nixon

Members of the Public

Ms A Byrne-O'Neil
Mr G Bookham
Mrs M Bookham
Mr M Palmer
Mr D Hall
Mrs S Mason
Mr R Tucker
Mr G McGill
Mrs N McInnes

3 CONFIRMATION OF MINUTES

Moved: Mr G Bookham

Seconded: Mr M Palmer

STAFF RECOMMENDATION

That the minutes of the AGM of Electors held Monday 3 May 2021 be accepted as a true and correct record of proceedings.

CARRIED BY UNANIMOUS DECISION

3.1 Matters arising from the Minutes – Monday 3 May 2021

Mr G Bookham

Sought update regarding:

Q1 *The Fence issue listed in the minutes of the Annual Electors Meeting 2021*

A1. This matter is nearly closed out. A new fence has been erected and a licensed asbestos removalist is attending the site this week to completely clear the fence line. The removalists will provide a full report to the landholder for their records.

Q2. *Gillingarra Oval*

A2 This was a maintenance item regarding a clean-up following a fire.

Q3. *Letter regarding Cafe.*

A3. The Shire had previously conducted an expression of interest process for use of the building. One expression was received but that submission has since been withdrawn. Council has undertaken a workshop on this matter and will be seeking the community's feedback on appropriate usages for the building. A workshop will soon be advertised and Council encourages interested community members to bring their ideas along.

Mrs Sarah Mason

Q1. Why are Councillors J Kelly and S Penn sitting in the Gallery, and not at the table with other Elected Members?

A1. The Shire President confirmed all Councillors were invited to sit at the presentation table and is unsure why Councillors Penn & Kelly have chosen to sit in the gallery.

4 ANNUAL REPORT

Moved: Mr G McGill

Seconded: Mr G Bookham

STAFF RECOMMENDATION

That the Annual Report for the financial year ended 30 June 2021 be received.

CARRIED BY UNANIMOUS DECISION

4.1 Matters arising from the Annual Report for Financial Year ended 30 June 2021.

Nil

5 ANY OTHER GENERAL BUSINESS

Mrs Anne-Marie O'Byrne, Calingiri

Q1. Noted a car incident with a fence approximately 1 year ago, and sought update as to when the fence would be fixed?

A1. The CEO took the Question on Notice, advising that the change over in WSM staff had most likely been a factor in the delay of fixing the fence.

A1. *The WSM advised that the area has been inspected and materials have been sourced from stock within the depot. Staff will replace the damaged section and reinstate the missing piece within the next weeks.*

Q2. Is it normal that interest would accrue on Rates that were delayed in being distributed?

A2. The CEO requested the scenario be put in writing to the CEO for assessment.

Mrs Sarah Mason

Q1. Why has there been a high turnover of Shire Works Managers?

A1. Attracting and retaining shire staff is a matter that Council is concerned about, however Council also understands there are state-wide worker shortages at present. The WA Local Government Association recently reported 71% of Local Governments in WA are facing critical worker shortages. Council is working on the higher level, strategic factors which can aid attraction & retention in Victoria Plains. We do ask the community to think about their interaction with shire staff and help us be part of the solution, not part of the problem.

Mr G Bookham

- Q1. Regarding the road into Calingiri from New Norcia, why not move the road approximately 100 metres and miss all the big trees?
- A1. The Shire has been working through a clearing permit application for the realignment of that road. Our Environmental Consultant has been working through the available options. The clearing permit not only considers the trees, but also the lower vegetation along the railway line and we continue to face difficulties getting approval to remove the vegetation for the new road. Clearing permits are a topic discussed at various forums at present and most local government are having difficulties obtaining clearing permits. The Shire President suggested Mr Bookham could submit a map of his proposal so staff could compare to the research already undertaken.

Mr M Palmer, Wyening

- Q1. Will the Shire join forces with Mining Companies to open up land for a subdivision set up, like Wongan Hills have done? If the Shire can offer staff housing, that may assist with staff attraction and retention.
- A1. Staff housing is a concern for Council, and we have committed to a strategic workshop to address the matter. Housing shortages are impacting the whole state at present. The increase of Mining is also reducing the number of rentals available in our Shire & neighbouring towns.

Council is undertaking their major review of the Strategic Community Plan and we encourage the community to put forward their strategic priorities such as this.

Mrs Anne-Marie O'Byrne, Calingiri

- Q1. When do you envisage that Strategic Plan being completed?
- A1. Council is on track to achieve their adopted timeline of June /July 2022. Council has undertaken 1 workshop with their consultant Caroline Robinson to assess the community feedback received through the survey & community meetings. The community will have further opportunity to see the draft plan before Council's final adoption.

Mr D Hall, Piawaning

- Q1. Is the Community Engagement Report available on the website?
- A1. The community engagement results are being compiled with the updated Long Term Financial Plan and Asset Management Plan. The combined result delivers the Strategic Community Plan which will be presented to the community.

Mr G Bookham

Q1. In March and April 2022, the Shire paid Advanced Traffic Management over \$58,000. Why was this not done in-house?

A1. The Shire would like to employ locals and do this in house, however low staff availability within our district means the resources are not there. We also have to consider timing as there are various elements to these large road projects which must fit together. Most of the expenditure you have mentioned is funded from external sources and traffic management is considered in the overall scope of the planned projects.

Mrs M Bookham

Q1. When will the Department of Transport Services be resumed at the Shire of Victoria Plains?

A1. That is a difficult question to answer at present. The Shire does not have the resources including staff experience to undertake this service right now. Transport and Licensing Services are a State managed service and it's fortunate our Shire has conducted these services for many years. That being said, licensing services are not a core responsibility of Local Government. Council understands the community does not want to lose any services and we will continue to consider resourcing options and work with the State Department on this matter.

Q2. Would it be possible to have a one particular day and time allocated for Licensing as a work around?

A2. The Shire has been liaising with the Department and we must consider the intricate nature of the transactions and the experience required, not just the overall allocation of staff hours. The Department currently suggests residents use the online licensing service. Additionally, in person services are provided at Wongan CRC, Moora Courthouse and Bindoon Bendigo Bank.

Mrs Anne-Marie O'Byrne, Calingiri

Q1. When will the ATM at the Shire Administration Office be back in operation?

A1. Bendigo Bank are restocking the teller machine with money which unfortunately is only done once per month and anticipated to be done within the next week.

Mr D Hall, Piawaning

Q1. When can I expect a rates receipt for my 2021- 2022 rates payment?

A1. Question taken on Notice

A1. *A Rates Receipt has now been issued to Mr Hall.*

Mr G Bookham

Q1. Queried Bindoon Bakehaus catering costs of in March and April. Can't this be done locally?

A1. The Shire does try to use local wherever possible. We not only have to consider availability but also the most efficient method of transporting/delivery which on occasions lines up with staff travel through Bindoon.

6 DECLARATION OF CLOSURE

The Shire President declared the Meeting closed at 6.29pm.

MEETING OF ELECTORS GUIDELINES

Purpose

In accordance with the *Local Government Act 1995*, a general meeting of electors must be held each financial year after a local government accepts the annual report.

The matters to be discussed at the general electors' meeting are in accordance with Regulation 15 of the *Local Government (Administration) Regulations 1996*: firstly, the contents of the annual report for the previous financial year and then any other general business.

Procedures

The procedure to be followed at a general or special meeting of electors is to be determined by the presiding member (this also includes specific regard to the Shire of Victoria Plains Meeting Procedures Local Law).

Each elector who is present at a general or special meeting of electors is entitled to one vote on each matter to be decided at the meeting but does not have to vote. All decisions at a general or special meeting of electors are to be made by a simple majority of votes. Voting at a general or special meeting of electors is to be conducted so that no voter's vote is secret.

All decisions made at an electors meeting are to be considered at the next ordinary council meeting or, if that is not practicable at the first ordinary council meeting after that meeting or at a special meeting called for that purpose, whichever happens first.

An elector is someone on the State Electoral Roll for the District of Victoria Plains or an Owner/Occupier in the Shire of Victoria Plains.

Minutes

Minutes of the proceedings at an electors' meeting are to be kept and preserved. They are published on the Shire's website for a period of not less than 5 years and are also made available for inspection by members of the public.

Shire of Victoria Plains Meeting Procedures Local Law

Specific clauses to be observed regarding a Meeting of Electors are:

18.8 Participation of non-electors

A person who is not an elector of the local government shall not take part in any discussion at an electors' meeting unless the meeting, by resolution, permits the person do so.