



# MINUTES

## ANNUAL ELECTORS MEETING

Thursday 06 February 2025

6.30 pm

**City of Albany Council Chambers**

ANNUAL ELECTORS MEETING

MINUTES – 06/02/2025

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## ANNUAL ELECTORS MEETING

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### ELECTORS MEETING PROCEDURE

#### Local Government Act 1995\*

In accordance with the *Local Government Act 1995*, being:

#### Section 5.29. Convening electors' meetings

- (1) The CEO is to convene an electors' meeting by giving –
  - (a) at least 14 days' local public notice; and
  - (b) each council member of at least 14 days' notice, of the date, time, place and purpose of the meeting.
- (2) Local public notice referred to in subsection (1)(a) is to be treated as having commenced at the time the notice is first given and is to continue in the prescribed way until the meeting has been held.

#### Section 5.30. Who presides at electors' meetings (*in part*)

- (1) The Mayor or President is to preside at electors' meetings.
- (2) If the circumstances mentioned in section 5.34(a) or (b) apply the deputy mayor or deputy president may preside at an electors' meeting in accordance with that section.

#### Section 5.31. Procedure for electors' meetings

The procedure to be followed at, and in respect of, electors' meetings and the methods of voting at electors' meetings are to be in accordance with the regulations.

#### Section 5.32. Minutes of electors' meetings

The CEO is to –

- (a) cause minutes of the proceedings at an electors' meeting to be kept and preserved; and
- (b) ensure that copies of the minutes are made available for inspection by members of the public before the council meeting at which decisions made at the electors' meeting are first considered.

#### Section 5.33. Decisions made at electors' meetings

- (1) All decisions made at an electors' meeting are to be considered at the next ordinary council meeting or, if that is not practicable –
  - (a) at the first ordinary council meeting after that meeting; or
  - (b) at a special meeting called for that purpose,whichever happens first.
- (2) If at a meeting of the council a local government makes a decision in response to a decision made at an electors' meeting, the reasons for the decision are to be recorded in the minutes of the council meeting.

#### Local Government (Administration) Regulations 1996\*

In accordance with Part 3 of the *Local Government (Administration) Regulations 1996*:

#### Regulation 17. Voting at meeting (Act s.5.31)

- (1) 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.
- (2) All decisions at a general or special meeting of electors are to be made by a simple majority of votes.
- (3) Voting at a general or special meeting of electors is to be conducted so that no voter's vote is secret.

#### Regulation 18. Procedure at meeting (Act s.5.31)

Subject to regulations 15 and 17, the procedure to be followed at a general or special meeting of electors is to be determined by the person presiding at the meeting.

## ANNUAL ELECTORS MEETING

MINUTES – 06/02/2025

### 1. DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Mayor declared the meeting open at 6.30pm.

### 2. OPENING PRAYER

*“Heavenly Father, we thank you for the peace and beauty of this area. Direct and prosper the deliberations of this Council for the advancement of the City and the welfare of its people. Amen.”*

*“We would like to acknowledge the Noongar people who are the Traditional Custodians of the Land.*

*We would also like to pay respect to Elders past, present and emerging”.*

### 3. RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE PREVIOUSLY APPROVED

Mayor	G Stocks
Councillor	P Terry (Deputy Mayor)
Councillor	M Traill
Councillor	D Baesjou
Councillor	S Grimmer
Councillor	R Sutton

#### **Staff:**

Chief Executive Officer	A Sharpe
Executive Director Corporate and Commercial Services	M Gilfellon
Executive Director Infrastructure, Development & Environment	P Camins
Executive Director Community Services	N Watson

Meeting Secretary	J Williamson
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#### **Apologies/Leave of Absence:**

Councillor	C McKinley (Apology)
Councillor	L MacLaren (Apology)
Councillor	M Lionetti (Apology)
Councillor	A Cruse (Apology)
Councillor	T Brough (Apology)

There were three members of the public and one media representative in attendance.

### 4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

#### **RESOLUTION**

**MOVED: COUNCILLOR TRAILL**  
**SECONDED: COUNCILLOR GRIMMER**

**THAT the minutes of the Annual Electors’ Meeting held on 20 March 2024, as previously distributed, be confirmed as a true and accurate record of proceedings.**

**CARRIED**

## ANNUAL ELECTORS MEETING

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### 5. RECEIPT OF ANNUAL REPORT FOR THE 2023-24 FINANCIAL YEAR

#### RESOLUTION

MOVED: COUNCILLOR SUTTON  
SECONDED: COUNCILLOR TRAILL

THAT the City of Albany Annual Report for the 2023-24 Financial Year be RECEIVED.

CARRIED

### 6. GENERAL BUSINESS

*The matters to be discussed at a general electors meeting are, firstly, the contents of the annual report for the previous financial year and then any other general business.*

### 7. PUBLIC QUESTION AND STATEMENT TIME

#### Conduct of Persons at the Meeting

All members of the public attending electors' meetings must be respectful of the Presiding Member and City Officers to allow for the efficient running of the meeting.

#### Prevention of Disturbance

Members of the public are admitted to electors' meetings upon the understanding that no expression of dissent or approval, conversation or interruption to the proceedings shall take place.

*Please note: Any expression of dissent or interruption to proceedings shall include a person who interrupts the proceedings of a meeting, whether by expressing approval or dissent, by conversing or by other means:*

- *enters or remains in any part of where the meeting is taking place reserved for elected members and city officers;*
- *misconducts of yourself;*
- *fails to withdraw when members of the public are directed to withdraw;*
- *obstructs the approaches to the location where the meeting is taking place; or*
- *creates a disturbance within the precincts of where the meeting is taking place.*

In the event of any such interruption, the Presiding Member may exercise their discretion and require those interrupting to withdraw.

If a person or persons have been ordered by the Presiding Member to desist from such behaviour but fails to do so, the Presiding Member can immediately adjourn the meeting to another date.

#### 6.35PM Ms Sandra Swain, Yakamia

Ms Swain congratulated the City on producing an easy to read and reference Annual Report. Ms Swain said that it was a great improvement on the previous Annual Report, and thanked staff for taking on board her feedback.

### 8. CLOSURE OF MEETING

There being no further business the Mayor declared the meeting closed at **6.40pm**.