



# **MINUTES**

## **ANNUAL ELECTORS MEETING**

**Wednesday 20 March 2024**

**6.30pm**

**City of Albany Council Chambers**

ANNUAL ELECTORS MEETING  
MINUTES – 20/03/2024

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**ELECTORS MEETING PROCEDURE**

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

**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.*

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.

**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.

**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.

The procedures for the conduct of an electors meeting are prescribed in the *Local Government Act (Administration) Regulations 1996*, being:

**reg 15. Matters for discussion at general electors meetings-s. 5.27(3).**

*For the purposes of the section 5.27(3), 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.*

**reg 17. Voting at electors meetings-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.*

**reg 18. Procedures at electors meetings-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.*

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1. DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS 6.30pm

The Deputy Mayor declared the meeting open at 6.30 pm

*Councillor Sutton moved the motion to accept Mayor Stocks, Councillors MacLaren and Traill to join the meeting virtually by zoom. Seconded by Councillor Cruse*

**PROCEDURAL MOTION**

**MOVED: COUNCILLOR SUTTON**

**SECONDED: COUNCILLOR CRUSE**

**Mayor Stocks, Councillors MacLaren and Traill be approved to join the meeting virtually by Zoom.**

**CARRIED 7-0**

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 (Virtual)
Councillor	P Terry (Deputy Mayor)
Councillor	T Brough
Councillor	A Cruse
Councillor	D Baesjou
Councillor	R Sutton
Councillor	C McKinley
Councillor	L McLaren (Virtual)
Councillor	M Traill (Virtual)
Councillor	M Lionetti

**Staff:**

Chief Executive Officer	A Sharpe
Executive Director Corporate & Commercial Services	M Gilfellow
Executive Director Community Services	N Watson

Meeting Secretary	H Bell
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**Public Gallery and Media:**

One media representative and 7 members of the public were in attendance.

**Apologies/Leave of Absence:**

Councillor	S Grimmer
Executive Director Infrastructure, Development and Environment	P Camins

**4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

**RESOLUTION**

**MOVED: COUNCILLOR CRUSE  
SECONDED: COUNCILLOR BROUGH**

**THAT the minutes of the Annual Electors' Meeting held on 27 March 2023, as previously distributed, be confirmed as a true and accurate record of proceedings.**

**CARRIED 10-0**

**5. RECEIPT OF ANNUAL REPORT FOR THE 2022-23 FINANCIAL YEAR**

**RESOLUTION**

**MOVED: COUNCILLOR SUTTON  
SECONDED: COUNCILLOR BROUGH**

**THAT the City of Albany Annual Report for the 2022-23 Financial Year be RECEIVED.**

**CARRIED 10-0**

**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**

Under the *City of Albany Standing Orders Local Law 2014* (as amended) the following points apply to Public Question Time:

- Clause 5) The Presiding Member may decide that a public question shall not be responded to where—
- (a) *the same or similar question was asked at a previous Meeting, a response was provided, and the member of the public is directed to the minutes of the Meeting at which the response was provided;*
  - (b) *the member of the public asks a question or makes a statement that is offensive, unlawful or defamatory in nature, provided that the Presiding Member has taken reasonable steps to assist the member of the public to rephrase the question or statement in a manner that is not offensive, unlawful or defamatory.*

**6.05pm Ms Annabel Paulley, 38 Parker St, Lockyer  
Summary of key points:**

Ms Paulley addressed the Council regarding the questions submitted on 20 March 2024 to Council on the new Biodiversity Strategy. Due to the timing of the questions being submitted to Council the questions will be taken on notice.

1. Who will compile the plan? Will a suitably qualified consultant be employed?  
[The City will appoint a suitably qualified consultant](#)
2. Will the Biodiversity Strategy have an Action Plan?  
[Yes, that is the intention](#)

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3. Who sits on the working group?

It is envisaged that the project will include two reference groups;

1. Technical Working Group

The Technical Working Group will include representatives from key external entities with a primary role of providing/contributing specialized knowledge, provide insights, and offer technical expertise.

2. Community Stakeholder Group:

An expression of interest will be circulated to the public for participation in this group. The Community Stakeholder Group would be expected to provide diverse perspectives and local insights from a community perspective.

4. Which City staff member will be leading the Biodiversity Strategy project?

The project will be managed by a Project Control Group and overseen by a Steering Committee

5. Will extra staff be employed to implement the strategy actions, and maintain and ensure compliance?

To be determined

6. Will the plan go out for public comment and, if so, approximately when?

Yes, date to be determined

7. Please provide an overview of the budget breakdown of the \$95,000 being spent on the Biodiversity Strategy.

What line items are listed in the budget and how much money will be spent each line item?

This is commercial in confidence

8.. How will the plan be incorporated into planning documents and decision-making?

To be determined as part of the project

9. When is the estimated completion date for the plan?

Approximately April 2025

10. Please could the survey be listed in the Public Comment area of the City's website.

Yes, Done

11. Please provide any other details which will give ratepayers a broader understanding of the Biodiversity Strategy project and how it will be implemented.

The primary aim of the Local Biodiversity Strategy is to enhance the integration of biodiversity preservation into planning and decision-making processes. Through this strategy, we will assess both the potential benefits and challenges associated with biodiversity conservation, considering factors such as legal requirements and the distribution of habitats and species. Additionally, specific criteria will be established, and priorities will be identified to determine suitable areas for conservation and/or management.

Ensuring active participation from the community and stakeholders is imperative for the success of the strategy.

To facilitate this, a Community Stakeholder Group will be formed, playing a pivotal role in embedding the strategic objectives of the Biodiversity Strategy into the municipality's planning and decision-making processes.

On departing the Chambers Ms Paulley thanked the Councillors on behalf of the Friends of Yakamia Forest for their visit to the area.

**6.38pm Ms Jen McCrae, 172 Serpentine Rd, Albany**

**Summary of key points:**

Ms McCrae addressed the Council on the processes of City of Albany assets being named after community members in regard to the quality and credentials of individuals being selected with history in the area and requests that the Council Policy ensures that checks are completed.

**6.43pm Ms Sandra Swain 21 Leslie St, Yakamia**

**Summary of key points:**

Ms Swain addressed the Council on the Annual Report 2022/2023. Ms Swain requested that City staff look to change the structure of the Annual Report to make it easier for her to understand.

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**8. CLOSURE OF MEETING**

There being no further business the Deputy Mayor declared the meeting closed at 6.47pm.

(Unconfirmed Minutes)

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Councillor Paul Terry  
DEPUTY MAYOR