



MINUTES

**Extraordinary Council Meeting
Wednesday, 15 September 2021**

**MINUTES OF COONAMBLE SHIRE COUNCIL
EXTRAORDINARY COUNCIL MEETING
HELD AT THE SHIRE CHAMBER, COONAMBLE
ON WEDNESDAY, 15 SEPTEMBER 2021 AT 10.00 AM**

PRESENT: Cr Ahmad Karanouh (Mayor), Cr Paul Wheelhouse (Deputy Mayor), Cr Karen Churchill, Cr Pat Cullen, Cr Barbara Deans, Cr Bill Fisher, Cr Robert Thomas

IN ATTENDANCE: Hein Basson (General Manager), Bruce Quarmby (Executive Leader - Corporate and Sustainability), Noreen Vu (Executive Leader - Environment, Strategic Planning & Community), Ian Dinham (Acting Executive Leader - Infrastructure), Pip Goldsmith (Manager Economic Development & Growth), Marina Colwell (Executive Support Officer)

1 OPENING MEETING

The Mayor opened the meeting at 10.13 am, advising the attendees of the following:

- The meeting is being livestreamed and/or recorded for on-demand viewing via Council's website and a person's image and/or voice may be broadcast;
- Attendance at the meeting is to be taken as consent by a person to their image and /or voice being webcast (time will be allowed by the Chairperson for people to leave the meeting before it starts);
- All speakers should refrain from making any defamatory comments or releasing any personal information about another individual without their consent;
- Council accepts no liability for any damage that may result from defamatory comments made by persons attending the meetings – all liability will rest with the individual who made the comments;
- The recording will be available on Council's website for a minimum of 12 months and retained as a Council record;
- Individuals acting in a disorderly manner can be asked by the Chairperson to leave the meeting under the Council's Code of Meeting Practice;
- The meeting must not be recorded by others without the prior written consent of the Council in accordance with the Council's Code of Meeting Practice.

2 ACKNOWLEDGEMENT OF COUNTRY

We acknowledge the traditional custodians of this land on which we meet today, the Wailwan people and the Gamilaroi people and recognise their continuing connection to land, water and culture. We pay our respects to Elders past, present and emerging.

3 COMMUNITY CONSULTATION

Nil.

4 APOLOGIES/APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS

Nil.

5 DEPUTATION/DELEGATIONS

Nil.

6 DISCLOSURES OF CONFLICTS OF INTEREST

Nil.

7 REPORTS TO COUNCIL**7.1 PROCEDURES FOR DEPUTY MAYORAL ELECTION****RESOLUTION 2021/194**

Moved: Cr Barbara Deans

Seconded: Cr Pat Cullen

- 1. That Council notes this report.**
- 2. That Council, based on established practice, resolves to elect a Deputy Mayor and that the ordinary ballot method be used for this purpose.**

CARRIED**7.2 ELECTION OF DEPUTY MAYOR****RESOLUTION 2021/195**

Moved: Cr Barbara Deans

Seconded: Cr Pat Cullen

- 1. That Council notes the contents of the report.**
- 2. That Council appoints the General Manager as Returning Officer to oversee the election of the Deputy Mayor.**
- 3. That the Returning Officer conducts the election of the Deputy Mayor.**

CARRIED

The General Manager, as returning officer, provided another opportunity for nominations for the position of Deputy Mayor, for the period September 2021 until the next general local government elections are being held (currently planned to be held on 4 December 2021), to be lodged with him. In accordance with the *Local Government (General) Regulation 2005*, two or more Councillors may nominate a

Councillor (one of whom may be the nominee) for the position of Deputy Mayor. Nominations must be in writing and the nominee must consent to their nomination in writing.

The Returning Officer announced that two (2) nominations had been received for the position of Deputy Mayor, as follows:

1. Cr Paul Wheelhouse, moved by Cr Paul Wheelhouse and seconded by Cr Karen Churchill. Cr Wheelhouse had consented to the nomination.
2. Cr Bill Fisher, moved by Cr Ahmad Karanouh and seconded by Cr Barbara Deans. Cr Fisher had consented to the nomination.

After the ballot papers have been counted by the Returning Officer and the Executive Support Officer, the Returning Officer made the following announcement:

“Cr Bill Fisher has the higher number of votes and I declare that Cr Bill Fisher is elected as Deputy Mayor for the ensuing period until the next general local government elections – currently planned to be held on 4 December 2021. Congratulations Cr Fisher.”

7.3 DELEGATES TO COMMITTEES**RESOLUTION 2021/196**

Moved: Cr Robert Thomas

Seconded: Cr Pat Cullen

1. That Council notes this report.
2. That Council leaves the nominated Councillors and staff as delegates to various committees as they are for the remainder of this Council term, as follows:

i) Councillor / Staff Committees of Council:

COMMITTEE	DELEGATE	STAFF
General Manager's Recruitment and Selection Committee (<i>As required</i>)	All Councillors invited	Shortlisted Applicants
General Manager's Performance Management Committee (<i>Annually</i>)	Mayor, Deputy Mayor, Cr Fisher, Councillor nominated by GM, facilitated by a representative of LGNSW	<i>General Manager</i>
Donations Committee (<i>Twice per Year</i>)	Mayor, Deputy Mayor	<i>Executive Leader Corporate & Sustainability and/or General Manager</i>
Saleyards Management Committee (<i>Twice per Year</i>)	Cr Wheelhouse / Cr Cullen (Councillors without a Conflict of Interest need to be appointed)	<i>Executive Leader Environment, Strategic Planning & Community</i>
Significant Development Proposals Committee (<i>As required</i>)	Mayor, Deputy Mayor, Cr Deans / Cr Fisher	General Manager, Executive Leader Infrastructure, <i>Manager Economic Development & Growth</i>
Floodplain Risk Management Committee (<i>As required to meet with consultants</i>)	Cr Deans / Cr Cullen	<i>Executive Leader Infrastructure / Executive Leader Environment, Strategic Planning & Community</i>
Caravan Park Redevelopment Committee (<i>Sunset Committee – As Required</i>)	Mayor / Cr Churchill	General Manager/ <i>Manager Economic Development & Growth</i>
Roads Committee (Incorporating Quarry) (<i>Quarterly</i>)	Mayor / Deputy Mayor / Cr Fisher / Cr Thomas	General Manager / <i>Executive Leader infrastructure / Manager</i>

	plus four (4) road user representatives from the NE, NW, SE, and SW parts of the LGA	Roads & Bridges / Quarry Supervisor (if and when required)
Youth Council	Mayor (Alternate Cr Wheelhouse)	Executive Leader Environment, Strategic Planning & Community
Local Traffic Committee (Quarterly)	Cr Deans (With Voting Rights) / Cr Thomas (Cr Wheelhouse.as Alternate)	General Manager / Executive Leader Infrastructure
Closed Circuit Television Committee (As Required)	Mayor/Deputy Mayor	Executive Leader Corporate & Sustainability
Code of Conduct Review Panel (As Required)	External Investigator/s to be appointed by the General Manager in line with the new Model Code of Conduct 2020	Code of Conduct Complaint Coordinator
<p>(1) Council adopted the frequency of Committee Meetings as shown in the first column.</p> <p>(2) The staff member whose name is shown in red is the responsible person for the proper administration of Committee Meetings.</p> <p>(3) The Code of Conduct Review Panel has become defunct by Council adopting the revised Code of Conduct 2020.</p>		
ii)Outside Community Committees		
COMMITTEE	DELEGATE	STAFF
Bush Fire Management	Mayor / Cr Thomas	Executive Leader Corporate & Sustainability and/or General Manager
Local Emergency Management	Cr Wheelhouse	Executive Leader Infrastructure
Outback Arts	Cr Deans (Alternate Cr Wheelhouse)	Manager Economic Development & Growth
Coonamble Together Partnership Group	Mayor / Cr Deans	Executive Leader Environment, Strategic Planning & Community

North-Western Library Cooperative	Cr Churchill	Executive Leader Environment, Strategic Planning & Community
Castlereagh Macquarie Weeds County Council	Cr Cullen / Cr Fisher	Nil
Chamber of Commerce	Cr Wheelhouse	General Manager and/or Manager Economic Development & Growth
Quambone Resources	Cr Thomas	Nil

CARRIED

7.4 FIXING OF DATES FOR COUNCIL MEETINGS FOR THE EXTENDED MAYORAL TERM**RESOLUTION 2021/197**

Moved: Cr Barbara Deans

Seconded: Cr Pat Cullen

1. That Council fixes the dates and times for the October 2021, November 2021 and January 2022 Ordinary Meetings and Extra-Ordinary Meeting as follows:

Date	Location	Time
13 October 2021	Ordinary Meeting Council Chamber – Council Admin Building (The venue of Quambone – Memorial Hall to be resumed after the Covid-19 pandemic situation has normalised)	10.00 a.m.
10 November 2021	Ordinary Meeting (Council in care-taker mode) Council Chamber – Council Admin Building	10.00 a.m.
11 January 2022	Extra-Ordinary Meeting – Election of Mayor, Deputy Mayor, Committee of Council representatives, setting dates for the newly elected Councillors’ induction/orientation sessions and identification of other professional development needs, and the Ordinary and Extraordinary Council Meeting dates from February to September 2022. Council Chamber – Council Admin Building	10.00 a.m.

2. That the General Manager communicates the dates and venues of Council Meetings for the October 2021 to January 2022 period to staff and arranges for the times, dates and venues of future meetings, as listed in paragraph one (1) above, to be advertised on Council’s social media, website and in Council’s column in the Coonamble Times.
3. That, if Council’s local government election results are being declared by the Electoral Commission earlier than the anticipated 21 to 23 December, and there is adequate time available for the induction of the newly elected Councillors and for the giving of a reasonable notice period for an Extra-Ordinary Meeting to be held for purposes of the election of a Mayor and Deputy Mayor and other ancillary governance matters, the date of 11 January 2022 (mentioned in paragraph one (1) above) be brought forward to a suitable date before the commencement of the Christmas/New Year break.

CARRIED

8 CONCLUSION OF THE MEETING

The Meeting closed at 10.28am.

The minutes of this meeting were confirmed at the Council Meeting held on 13 October 2021.

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CHAIRPERSON