



## **ANNUAL ELECTORS MEETING MINUTES**

Held on

**Thursday 15 June 2023**

Commenced at 6.00pm

Shire of Boyup Brook Shire Council Chambers, Boyup Brook

A handwritten signature in black ink, appearing to read "Leonard Long", is positioned to the left of the printed name and title.

**Leonard Long**  
Chief Executive Officer

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**1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS AND DISCLAIMER**

We acknowledge and pay our respects to the traditional custodians of the land on which we meet and work.

**2. RECORD OF ATTENDANCE**

PRESENT: Shire President Richard F Walker  
Deputy Shire President Helen C O’Connell  
Councillor Sarah E G Alexander  
Steele Alexander  
Philippe Kaltenrieder  
Darren E King  
Kevin J Moir  
Adrian Price

Chief Executive Officer Leonard Long  
Executive Assistant Maggie Le Grange

APOLOGIES: Councillor Charles A D Caldwell  
Deputy Chief Executive Officer Carolyn Mallett

LEAVE OF ABSENCE:

MEMBERS OF PUBLIC: Sue White  
Sandy Chambers

**3. PUBLIC QUESTION TIME**

**Questions from Sue White**

1. In the introduction in the Annual Report, cropping is defined. Wheat has not been mentioned and should be included.
2. Shire President mentioned funding for local roads in his report. Can I please be advised when the edges of Area Road are going to be attended to. Currently a long drop along some of the edges that could cause tyre damage and damage to the road edges.
3. As the organisational structure is listed, is it possible to have names of people responsible for these positions.
4. Who is responsible for cleaning the gym? There is a lot of dust under the gear.

**Responses from the Shire President**

1. It must be an oversight and should have been included.
2. The repairs of road edges will be included in the Shire’s annual roads maintenance program.
3. Getting in touch with staff comes through Reception but senior management names can be included in the structure. (Leonard responded)
4. Will need to follow up on this.

**Question from Sandy Chambers**

1. Gibbs Street needs to be graded.

**Response from the Shire President**

With the amount of rain lately, the moisture in the gravel is ideal for maintenance. A request will be put in with the Manager Works and Services to include Gibbs Street in the maintenance program.

**4. CONFIRMATION OF MINUTES**

**4.1 Annual Electors Minutes – 27 October 2022**

**COUNCIL DECISION & OFFICER RECOMMENDATION – Item 4.1**

That the unconfirmed minutes of the Annual Electors Meeting held on Wednesday 27 October 2022 which commenced at 5.00pm be confirmed as an accurate record.

**MOVED: Cr Kaltenrieder**

**SECONDED: Cr Sarah Alexander**

**CARRIED 8/0**

**Res 23/06/101**

**5. ADOPTION OF THE ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE 2021/2022 FINANCIAL YEAR**

**VOTING REQUIREMENT**

Simple Majority

**COUNCIL DECISION & OFFICER RECOMMENDATION – Item 5**

That the Shire of Boyup Brook Annual Report and Financial Statements for the 2021/2022 financial year be received and adopted.

**MOVED: Cr Moir**

**SECONDED: Cr O’Connell**

**CARRIED 8/0**

**Res 23/06/102**

**6. ADOPTION OF THE 2021/2022 AUDITORS REPORT**

**VOTING REQUIREMENT**

Simple Majority

**COUNCIL DECISION & OFFICER RECOMMENDATION – Item 6**

That the Auditors Report for the 2021/2022 financial year be received and adopted.

**MOVED: Cr Steele Alexander**

**SECONDED: Cr O’Connell**

**CARRIED 8/0**

**Res 23/06/103**

**7. ADOPTION OF THE SHIRE PRESIDENTS REPORT**

**VOTING REQUIREMENT**

Simple Majority

**COUNCIL DECISION & OFFICER RECOMMENDATION – Item 7**

That the Shire Presidents Report for the 2021/2022 financial year be received and adopted.

**MOVED: Cr Kaltenrieder**

**SECONDED: Cr Price**

**CARRIED 8/0**

**Res 23/06/104**

**8. ADOPTION OF THE CHIEF EXECUTIVE OFFICERS REPORT**

**VOTING REQUIREMENT**

Simple Majority

**COUNCIL DECISION & OFFICER RECOMMENDATION – Item 8**

That the Chief Executive Officers Report for the 2021/2022 financial year be received and adopted.

**MOVED: Cr O’Connell**

**SECONDED: Cr King**

**CARRIED 8/0**

**Res 23/06/105**

**9. GENERAL BUSINESS OR OTHER BUSINESS AT THE DISCRETION OF THE SHIRE PRESIDENT OR AS APPROVED BY THE ELECTORS PRESENT**

Electors were requested to provide questions that required research to the Chief Executive Officer by Monday 12 June 2023 as per notification of the meeting (any questions of this nature will be provided at the meeting together with an appropriate response).

*Sue White alerted the meeting that as the Campervan and Motorhome Club of Australia (CMCA) who operates the CMCA Flax Mill Caravan Park is based in NSW need to realise they are at time 2 to 3 hours ahead of WA time due to daylight saving.*

Councillor Kaltenrieder contacted Sue White on 16 June 2023, to advise as follows:

*“I have followed up on your yesterday’s question on booking concerns for visitors arriving late to Boyup Brook.*

*After my consultation with the onsite caretaker from CMCA Boyup Brook caravan park, the booking situation is as follows.*

*Two ways for booking*

*#1- using the internet to make booking through CMCA website 24/7 access with booking confirmation reply.*

*#2-call in at the caravan park and make a booking with the always onsite caretaker.*

*In brief, the time difference with eastern states become nonconsequential.”*

**10. CLOSURE OF MEETING**

There being no further business the Shire President, Cr Walker thanked all for attending and declared the meeting closed at 6.28pm.

\_\_\_\_\_  
Presiding Member

\_\_\_\_\_  
Date