



# **MINUTES**

**Extraordinary Council Meeting  
Wednesday, 9 September 2020**

**MINUTES OF COONAMBLE SHIRE COUNCIL  
EXTRAORDINARY COUNCIL MEETING  
HELD AT THE SHIRE CHAMBER, COONAMBLE  
ON WEDNESDAY, 9 SEPTEMBER 2020 AT 10.00 A.M.**

**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), Kookie Atkins (Executive Leader - Infrastructure), Pip Goldsmith (Manager – Economic Development and Growth) and Jill Moorhouse (Executive Assistant).

**1 OPENING MEETING**

The Mayor opened the meeting at 10.02 a.m.

The Mayor handed over to the General Manager to preside at the meeting and vacated the Chair.

The General Manager presided over the meeting until the Mayoral Election was completed.

**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 MAYORAL ELECTION

#### RESOLUTION 2020/131

Moved: Cr Barbara Deans

Seconded: Cr Pat Cullen

1. That Council notes this report.
2. That Council resolves to use the ordinary ballot method for the election of Mayor.
3. That Council resolves to elect a Deputy Mayor and that the ordinary ballot method be used.
4. That Council officially formalises the established practice to have an Extra-Ordinary Meeting each year in September for purposes of the election of the Deputy Mayor and each and every second year for the election of the Mayor.

**CARRIED**

### 7.2 ELECTION OF MAYOR AND DEPUTY MAYOR

#### RESOLUTION 2020/132

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 Mayor and Deputy Mayor.
3. That the General Manager conducts the election of the Mayor and Deputy Mayor.

**CARRIED**

The General Manager, as Returning Officer, invited nominations for the positions of Mayor and Deputy Mayor for Coonamble Shire Council for a one year period.

He informed the meeting that, in accordance with the *Local Government (General) Regulation 2005*, two (2) or more Councillors may nominate a Councillor (one (1) of whom may be the nominee) for the position of Mayor and Deputy Mayor. Nominations must be in writing and the nominee must consent to their nomination in writing.

Cr Churchill informed the meeting that she was prepared to be nominated for the position of Mayor or Deputy Mayor, however, she was unable to secure a mover and seconder. The General Manager confirmed that a mover and seconder were necessary in order for a nomination to be considered by Council, and expressed his empathy with the Councillor.

*Election of Mayor*

The Returning Officer announced that only one (1) nomination had been received for the position of Mayor. He said the nomination was for Cr Ahmad (Al) Karanouh, was moved by Cr Robert Thomas and seconded by Cr Pat Cullen, and that Cr Karanouh had consented to the nomination.

The Returning Officer made the following announcement:

**“As there is only one nominee for the role of Mayor, I declare that Councillor Ahmad (Al) Karanouh is duly elected Mayor for the one year period until the general Local Government elections in September 2021.”**

*Election of Deputy Mayor*

The Returning Officer announced that only one (1) nomination had been received for the position of Deputy Mayor. He said the nomination was for Cr Paul Wheelhouse, was moved by Cr Ahmad Karanouh and seconded by Cr Bill Fisher, and that Cr Wheelhouse had consented to the nomination.

The Returning Officer made the following announcement:

**“As there is only one nominee for the role of Deputy Mayor, I declare that Councillor Paul Wheelhouse is duly elected Deputy Mayor for the one year period until the general Local Government elections in September 2021.”**

The Mayor then resumed the Chair.

At 10:14 am Councillor Paul Wheelhouse left the meeting and did not return.

### **7.3 FIXING OF DATES FOR COUNCIL MEETINGS FOR THE 2020/21 MAYORAL TERM**

#### **RESOLUTION 2020/133**

Moved: Cr Pat Cullen

Seconded: Cr Robert Thomas

**1. That Council fixes the dates and times for the 2020/2021 Ordinary Meetings and an Extra-Ordinary Meeting as follows:**

<u>Date</u>	<u>Location</u>	<u>Time</u>
14/10/2020	Quambone Memorial Hall	10.00am
11/11/2020	Council Chamber – Admin Building	10.00am
09/12/2020	Council Chamber – Admin Building	10.00am
10/02/2021	Council Chamber – Admin Building	10.00am
10/03/2021	Gulargambone Memorial Hall	10.00am
14/04/2021	Council Chamber – Admin Building	10.00am
12/05/2021	Council Chamber – Admin Building	10.00am
09/06/2021	Council Chamber – Admin Building	10.00am
14/07/2021	Council Chamber – Admin Building	10.00am
11/08/2021	Council Chamber – Admin Building	10.00am
15/09/2021	Council Chamber – Admin Building	10.00am
	Extraordinary Meeting – Mayoral, Deputy Mayor, Election of Committees Followed by the Ordinary monthly meeting.	

**2. That the General Manager communicates the dates and venues of Council Meetings for the October 2020 to September 2021 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 website and in Council's column in the Coonamble Times.**

**CARRIED**

**7.4 DELEGATES TO COMMITTEES****RESOLUTION 2020/134**

Moved: Cr Barbara Deans

Seconded: Cr Robert Thomas

1. That Council notes this report.
2. That Council nominates Councillors and staff as delegates to various committees for the remainder of this Council term i.e. until September 2021, as follows:

**i) Councillor / Staff Committees of Council:**

<b>COMMITTEE</b>	<b>DELEGATE</b>	<b>STAFF</b>
General Manager's Recruitment and Selection Committee (As required)	All Councillors invited	Shortlisted Applicants
General Manager's Performance Management Committee (Annually)	Mayor, Deputy Mayor, Cr Fisher, Councillor nominated by GM, facilitated by a representative of LGNSW	General Manager
Donations Committee (Twice per Year)	Mayor, Deputy Mayor	Executive Leader Corporate & Sustainability
Saleyards Management Committee (Twice per Year)	Cr Wheelhouse/Cr Cullen (Councillors without a Conflict of Interest need to be appointed)	Executive Leader Infrastructure/ Executive Leader Environment, Strategic Planning & Community
Significant Development Proposals Committee (As required)	Mayor, Deputy Mayor, Cr Deans/Cr Fisher	General Manager, Executive Leader Infrastructure, Manager Economic Development & Growth
Floodplain Risk Management Committee (As required to meet with consultants)	Cr Deans/Cr Cullen	Executive Leader Infrastructure/ Executive Leader Environment, Strategic Planning & Community
Caravan Park Redevelopment Committee (Sunset Committee – As Required)	Mayor/Cr Churchill	General Manager/ Manager Economic Development & Growth
Roads Committee (Incorporating Quarry) (Quarterly)	Mayor/ Deputy Mayor/Cr Fisher/Cr Thomas plus four (4) road user	General Manager/Executive Leader infrastructure/ Manager Roads &

	representatives from the NE, NW, SE, and SW parts of the LGA	Bridges/Quarry Manager
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

(1) Council adopted the frequency of Committee Meetings as shown in the first column.

(2) The staff member whose name is shown in red is the responsible person for the proper administration of Committee Meetings.

(3) The Code of Conduct Review Panel will become defunct by Council adopting the revised Code of Conduct 2020 (as part of the Ordinary Meeting).

**ii) Outside Community Committees:**

COMMITTEE	DELEGATE	STAFF
Bush Fire Management	Mayor/Cr Thomas	Executive Leader Corporate & Sustainability
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

		SEPTEMBER – Extraordinary Meeting 9 September 2020
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**

## **8 CONCLUSION OF THE MEETING**

**The Meeting closed at 10.18 a.m.**

**The minutes of this meeting were confirmed at the Council Meeting held on 14 October 2020.**

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**CHAIRPERSON**