



SHIRE OF CARNARVON

MINUTES

ANNUAL GENERAL MEETING OF ELECTORS

TUESDAY 20 JANUARY 2026

CONFIRMATION OF MINUTES

These minutes were confirmed by the Council on

as a true and accurate record

Chairman

Shire Council Chambers
Stuart Street
Carnarvon, West
Australia
Phone: (08) 9941 000
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DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Carnarvon for any act, omission or statement or intimation occurring during Council/Committee Meetings or during formal/informal conversations with Staff or Councillors. The Shire of Carnarvon disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council/Committee Meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of the Shire of Carnarvon during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Carnarvon. The Shire of Carnarvon warns that anyone who has an application lodged with the Shire of Carnarvon must obtain and only should rely on WRITTEN CONFIRMATION of the outcome of the application, and any conditions attaching to the decision made by the Shire of Carnarvon in respect of the application.

To be noted that, in accordance with Regulation 11 of the Local Government (Administration) Regulations 1996, the minutes of the Council Meeting are a record of the decisions of the Council, any additional officers' advice, and explanatory notes as required. The minutes contain a summary of questions asked by members of the public and the answers given. The minutes are not a transcript of the proceedings of the meetings.

INFORMATION ON PUBLIC QUESTION TIME

The following information is provided should you wish to ask a question of Council at the Ordinary Meetings held on a monthly basis.

Please note that questions that have not been filled out on the Submission Form will not be accepted.

- The Local Government Act 1995 allows members of the public to ask questions in regard to any issue relating to the Shire.
- A maximum of 15 minutes will be allowed for public question time and the Presiding Member will allow a maximum of three (3) verbal/written questions per person.
- Prior to asking a question, the speaker must state his/her name and address.
- Members of the public are discouraged from asking questions which contain defamatory remarks, offensive language or questioning the competency of staff or Council members.
- The Presiding Member may nominate a member or officer to answer the question and may also determine that any complex questions requiring research be taken on notice and answered in writing.
- No debate or discussion is allowed to take place on any question or answer.
- A summary of each question asked and the response given will be included in the minutes of the meeting –

Local Government (Administration) Regulations 1996 – Pt 2, r.11 – (in part reads -)

11. Minutes, content of (Act s.5.25(1)(f))

The content of minutes of a meeting of a council or a committee is to include –

(e) a summary of each question raised by members of the public at the meeting and a summary of the response to the question.

Responses to questions that are taken on notice will be responded to as soon as possible.

- If you wish to ask a question, please complete the Public Question Time Submission Form at the back of this information sheet. Alternatively, questions can be submitted in writing to the Shire of Carnarvon 3 days prior to the meeting.

SPECIAL MEETINGS OF COUNCIL

Members of the public are welcome to attend a Special Meeting of Council if open, and ask questions of the Council within the allotted public question time **subject to the questions being asked only relating to the purpose of the Special Meeting** (s5.23 of the Act and regulation 12 (4) of the Local Government (Administration) Regulations 1996, the Department of Local Government and Communities Guide to Meetings and Governance Bulletin April 2014 and Guideline No. 3 Managing Public Question Time.)

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The meeting was declared open by the Presiding Member at 10.07am

The Shire of Carnarvon acknowledges and respects the Yinggarda (Carnarvon) and Baiyungu (Coral Bay) as the traditional custodians of the lands where we live and work. We pay our respects to Elders, past, present and emerging. The Shire of Carnarvon is committed to honouring the traditional custodians' unique cultural and spiritual relationships to the land, waters and seas and their rich contribution to society.

1 ATTENDANCE AND APOLOGIES

Mr Eddie Smith Presiding Member/Shire President
 Cr Marco Ferreira Councillor, Plantation Ward
 Cr Burke Maslen Councillor, Gascoyne/Minilya Ward
 Cr Dudley Maslen Councillor, Town Ward
 Cr Luke Skender Councillor, Town Ward
 Cr Mark Young Councillor, Coral Bay Ward
 Cr Merome Beard Councillor, Town Ward

Miss Stephanie Leca Acting Chief Executive Officer
 Mrs Amanda Leighton Executive Manager, Corporate Strategy & Performance
 Mr Colm Stanley Executive Manager, Infrastructure Services
 Mr Stefan Louw Executive Manager, Planning & Sustainability
 Mr Jamie Bone A/Executive Manager, Lifestyle & Community
 Mrs Giana Covella Strategic Communications & Economic Development Manager
 Mrs Renee Louw IT Support Officer
 Mrs Dannielle Hill Senior Executive Officer

Apologies

Mrs Amanda Dexter Chief Executive Officer
 Cr Paul Kelly Councillor, Town Ward

Press..... Nil
 Observers Nil

2 CONFIRMATION AND RECEIVING OF MINUTES

2.1 Minutes of the Annual General Meeting of Electors Meeting - 18 February 2025

COMMITTEE RESOLUTION OCM 01/01/26

Moved: Cr Burke Maslen

Seconded: Cr Marco Ferreira

That the minutes of Annual General Meeting of Electors Meeting held on 18 February 2025 be confirmed as a true record of proceedings.

FOR: Mr Eddie Smith, Cr Marco Ferreira, Cr Burke Maslen, Cr Dudley Maslen, Cr Luke Skender, Cr Mark Young and Cr Merome Beard

AGAINST: Nil

ABSENT: Cr PK Kelly

CARRIED BY SIMPLE MAJORITY 7/0

3 PUBLIC QUESTION TIME

(In accordance with Section 5.24 of the Local Government Act 1995, a 15 minute public question time is made available to allow members of the public the opportunity of questioning Council on matters concerning them. All questions are to be provided on the Public Question Time Submission Form.)

There was no public in attendance.

4 RECEIVING OF THE ANNUAL REPORT

4.1 RECEIVING OF THE ANNUAL REPORT 2024/2025 AND ANNUAL GENERAL ELECTORS MEETING

File No:	AMD0171
Location/Address:	N/A
Name of Applicant:	Shire of Carnarvon
Name of Owner:	N/A
Author(s):	Stephanie Leca, Acting Chief Executive Officer
Authoriser:	Stephanie Leca, Acting Chief Executive Officer
Declaration of Interest:	Nil
Voting Requirement:	Simple Majority
Previous Report:	February 2025
Schedules:	1. Annual Report 2024/2025

Authority/Discretion:

<input type="checkbox"/>	Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
<input checked="" type="checkbox"/>	Executive	The substantial direction setting and oversight role of the Council. E.g., adopting plans and reports, accepting tenders, directing operations, setting and amending budgets
<input type="checkbox"/>	Legislative	Includes adopting local laws, town planning schemes and policies.
<input type="checkbox"/>	Information	Includes items provided to Council for information purposes only that do not require a decision of Council (i.e. – for noting).
<input type="checkbox"/>	Quasi-judicial	When Council determines an application / matter that directly affects a person's right and interest. The judicial character arises from the obligations to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licenses, applications for other permits / licenses

Summary of Report

The Electors of the Shire of Carnarvon are requested to receive:

- The Report of the Shire President for the year ended 30 June 2025;
- The Report of the CEO for the year ended 30 June 2025;
- The Annual Report and Annual Financial Report for the year ended 30 June 2025; and
- The Auditors Report for the Financial Statements for the year ended 30 June 2025.

These reports are contained within one document titled the 2024/2025 Annual Report made available on the Shire's website, at the Administration Office, at the Carnarvon Library and attached at **Schedule 1**.

Background

The audited Annual Financial Report for the year ending 30 June 2025 was adopted by Council as part of the Shire of Carnarvon Annual Report 2025 at the Ordinary Meeting of Council held on 16 December 2025.

Community and Strategic Objectives

The proposal aligns with the following desired objectives as expressed in the *Community Strategic Plan 2022-2032*:

OBJECTIVES

In 2040 Carnarvon is a place where:

- *Our community is engaged, inclusive and supportive*

ADDITIONAL FOCUS AREAS:

- *Improve the trust between citizens and the Shire of Carnarvon*

BIG IDEAS FOR THE FUTURE OF CARNARVON:

- *N/A*

Comments

Subdivision 4 of the *Local Government Act 1995* requires a general meeting of electors to be held once every financial year. As prescribed by Regulation 15 of the *Local Government (Administration) Regulations 1996*, the purpose of the meeting is to discuss the Annual Report for the previous financial year and then any other general business.

OFFICER'S RECOMMENDATION

That the Shire of Carnarvon's Annual Report for the year ended 30 June 2025 incorporating the Shire President's Report, CEO's Report, 2024/2025 Annual Financial Report and Auditors Report, as per Schedule 1, be received by the Electors of the Shire of Carnarvon.

COMMITTEE RESOLUTION OCM 02/01/26

Moved: Cr Burke Maslen

Seconded: Cr Marco Ferreira

That the Shire of Carnarvon's Annual Report for the year ended 30 June 2025 incorporating the Shire President's Report, CEO's Report, 2024/2025 Annual Financial Report and Auditors Report, as per Schedule 1, be received by the Electors of the Shire of Carnarvon.

FOR: Mr Eddie Smith, Cr Marco Ferreira, Cr Burke Maslen, Cr Dudley Maslen, Cr Luke Skender, Cr Mark Young, Cr Merome Beard

AGAINST: Nil

ABSENT: Cr Paul Kelly

CARRIED BY SIMPLE MAJORITY 7/0

5 GENERAL BUSINESS AS PERMITTED BY THE SHIRE PRESIDENT

Nil

6 CLOSURE

The Presiding Member declared the meeting closed at 10.09am.