



**MINUTES**

**OF THE SPECIAL MEETING OF COUNCIL  
HELD ON  
TUESDAY 19 NOVEMBER 2019  
AT 6.00 PM IN THE  
COUNCIL CHAMBER,  
MOUNT ALEXANDER SHIRE CIVIC CENTRE  
CORNER LYTTLETON AND LLOYD STREETS, CASTLEMAINE.**

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## **ACKNOWLEDGEMENT OF COUNTRY**

**To start the official proceedings  
I would like to acknowledge that we are meeting on Jaara country  
of which the members and elders of the Jaara Jaara community and their  
forebears have been custodians for many centuries  
and have performed age old ceremonies of celebration, initiation and renewal.  
We acknowledge their living culture and their unique role in the life of this region.**

### **1. APPOINTMENT OF TEMPORARY CHAIR**

Pursuant to the provisions of Local Law No 1 of 2018 Meetings Procedures (the Local Law) and the Local Government Act 1989 (the Act), the Chief Executive Officer must facilitate the election of the Mayor.

The Chief Executive Officer must open the meeting at which the Mayor is to be elected and preside until the meeting elects a temporary Chairperson.

At any meeting to elect the Mayor, any Councillor may be appointed as a temporary Chairperson to deal with the receipt of nominations for the election of Mayor and to conduct the election of Mayor in accordance with the provisions of the Local Law.

#### **RECOMMENDATION:**

**That Council appoints Councillor Machin as the temporary Chairperson for the purpose of receiving nominations for the election of Mayor and to conduct the election of Mayor in accordance with Local Law No 1 of 2018 Meeting Procedures.**

#### **MOVED COUNCILLOR HENDERSON**

**That the recommendation be adopted.**

#### **SECONDED COUNCILLOR PETRUSMA**

**CARRIED.**

### **2. PRESENT**

Councillors: Tony Cordy, Stephen Gardner, Christine Henderson, Max Lesser, Bronwen Machin, David Petrusma, and John Nieman.

Officers: Acting Chief Executive Officer (Phil Josipovic), Director Corporate and Community Services (Lisa Knight), Acting Director Infrastructure and Development (Shannon Meadows) and Executive Manager Organisational Capability (Jude Holt).

### **3. APOLOGIES**

Nil.

### **4. DECLARATIONS OF INTEREST/CONFLICTS OF INTEREST**

Nil.

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**5. MAYORAL TERM**

Mayoral terms are usually for a period of one year, however under Section 71 (2) of the Act, Council may resolve to elect a mayor for a term of two years.

Council is not required to resolve on this matter, as if no resolution is moved then the mayoral term is for one year only.

The next Local Government General Election will be held on Saturday 24 October 2020, therefore the term of the elected Mayor will be until that time.

**6. ELECTION OF MAYOR**

The temporary Chairperson must invite nominations for the office of Mayor (each of which must be seconded) for the ensuing Mayoral Term.

Pursuant to the provisions of the Act, the election of Mayor shall be by show of hands. Pursuant to the provision of the Local Law, in the case where an equal number of votes are recorded, the election shall be determined by lot.

In accordance with the Act, where Council does not otherwise nominate a term of office for the Mayor the Mayoral Term shall be for one year.

**RECOMMENDATION:**

That Council elects Councillor..... as Mayor of the Mount Alexander Shire Council.

**Councillor Gardner nominated himself for the Mayoral role. The Temporary Chair called for a Secunder. Councillor Petrusma seconded the nomination.**

**Councillor Cordy nominated Councillor Henderson for the Mayoral role. The Temporary Chair called for a Secunder. Councillor Neiman seconded the nomination. Councillor Henderson accepted the nomination.**

**No other nominations were received.**

**The Temporary Chair called for a vote by show of hands. Having received the majority of votes, Councillor Henderson was appointed the Mayor for the period 19 November 2019 to 17 November 2020.**

Mayor Christine Henderson assumed the chair in accordance with the Local Law.

Mayor Henderson acknowledged the hard work and leadership of Councillor Machin in her term as Mayor for the past two years.

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**7. ELECTION OF DEPUTY MAYOR**

Council may also choose to appoint a Deputy Mayor, which for the purpose of the Local Law may be deemed to be the Acting Mayor or Acting Chairperson during absences of the Mayor and as acting Mayor in accordance with Section 73 of the Act during absences of the Mayor. Such election must follow the same process as that applied to the election of the Mayor.

**RECOMMENDATION:**

**That Council appoints a Deputy Mayor which for the purpose of the Local Law may be deemed to be the Acting Mayor or Acting Chairperson during absences of the Mayor and as acting Mayor in accordance with Section 73 of the Act during absences of the Mayor.**

**MOVED COUNCILLOR PETRUSMA**

**That the recommendation be adopted.**

**SECONDED COUNCILLOR LESSER**

**CARRIED.**

**RECOMMENDATION:**

That Council:

Elects Councillor ..... as Deputy Mayor of the Mount Alexander Shire Council for the Mayoral Term which shall be deemed to include the role of:

- a. Acting Mayor and Acting Chairperson in accordance with Local Law No 1 of 2018 Meeting Procedures during absences of the Mayor, and
- b. Acting Mayor in accordance with Section 73 of the Local Government Act 1989 during absences of the Mayor.

**Councillor Lesser nominated himself for the Deputy Mayor role. The Mayor called for a Seconder. Councillor Gardner seconded the nomination.**

**Councillor Nieman nominated himself for the Deputy Mayor role. The Mayor called for a Seconder. Councillor Machin seconded the nomination.**

**No other nominations were received.**

**The Mayor called for a vote by show of hands. Having received the majority of votes, Councillor Lesser was appointed the Deputy Mayor for the period 19 November 2019 to 17 November 2020.**

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## 8. SCHEDULE OF ORDINARY MEETINGS FOR 2020

*Responsible Director:* Chief Executive Officer  
*Responsible Officer:* Principal Governance Officer  
*Original Document:* DOC/19/40310

### **Executive Summary**

Council's Local Law Meeting Procedures require that Council provide advance notice of Council Meetings.

The Councillor Briefing Schedule was discussed with Councillors at the briefing on Wednesday 6 November 2019 and the dates for briefings and meetings was noted and supported.

### **RECOMMENDATION**

**That Council:**

1. **Adopt the following dates as the schedule for Ordinary Meetings of Council in 2020:**
  - **18 February 2020**
  - **17 March 2020**
  - **21 April 2020**
  - **19 May 2020**
  - **16 June 20**
  - **21 July 2020**
  - **18 August 2020**
  - **15 September 2020**
  - **20 October 2020**
  - **17 November 2020**
  - **15 December 2020.**
2. **Note that the schedule will be included in Council's column in the Midland Express and on Council's website.**

**MOVED COUNCILLOR PETRUSMA**

**That the recommendation be adopted.**

**SECONDED COUNCILLOR MACHIN**

**CARRIED.**

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## Context

Council's Meeting Procedures Local Law (No.1 of 2018) requires that:

*The date time and place of all Council meetings are to be fixed by the Council and reasonable notice of the meetings must be provided to the public.*

Council complies by including the adopted meeting schedule in Council's column in the Midland Express and listing the schedule on Council's website. In addition Council's weekly column in the Midland Express includes the date and time of the next Council Meeting.

If Special Meetings of Council are called in addition to the scheduled Ordinary Meetings, public notice of the meeting in accordance with the Local Government Act 1989 or associated regulations will be provided.

## Issues

Council amended the Meeting frequency from twice monthly to monthly at the Ordinary Meeting of Council on 22 November 2016 and brought the meeting time forward from 7.30 pm to 6.30 pm.

The smaller number of Council Meetings has not impacted the ability of Council to conduct its business in a timely fashion, nor has there been an increase in meeting length.

The proposed schedule for 2020 retains the commitment to monthly Council Meetings.

*Proposed Ordinary Meeting schedule for 2020:*

<b>Date</b>	<b>Time</b>
18 February 2020	6.30 pm
17 March 2020	6.30 pm
21 April 2020	6.30 pm
19 May 2020	6.30 pm
16 June 2020	6.30 pm
21 July 2020	6.30 pm
18 August 2020	6.30 pm
15 September 2020	6.30 pm
20 October 2020	6.30 pm
17 November 2020	6.30 pm
15 December 2020	6.30 pm

## Risk Analysis

If Council does not adopt a meeting schedule for 2020, it may be non-compliant with Section 3C(g) of the Local Government Act 1989, *to ensure transparency and accountability in Council decision making.*

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### Declarations of Conflicts Of Interest

Under section 80C of the Local Government Act 1989, officers providing advice to Council must disclose any interests, including the type of interest. The Responsible Officer reviewing this report, having made enquiries with the relevant members of staff, reports that no disclosable interests have been raised in relation to this report.

### **Alternate Options**

Councillors may wish to amend the Ordinary Council Meeting dates scheduled for 2020.

### **Financial and Resource Implications**

Nil.

### **Consultation**

Nil.



## 9. APPOINTMENT OF COUNCILLORS AS DELEGATES AND REPRESENTATIVES TO COMMITTEES

*Responsible Director:* Chief Executive Officer  
*Responsible Officer:* Principal Governance Officer  
*Original Document:* DOC/17/52838

### Executive Summary

The purpose of this report is for Councillors to consider appointments for representatives and delegates to committees. This paper outlines current appointments and vacancies.

### RECOMMENDATION

That Council:

1. Appoints Council representatives to the committees as shown in *Table 1: External and Internal Committees* and *Table 2: Special Committees of Council*.
2. Notes that committees will be formally advised of their representative and details of the appointments will be available on Council's website.

### MOVED COUNCILLOR CORDY

That Council:

1. **Appoints Council representatives to the committees as shown in the amended *Table 1: External and Internal Committees* and as presented *Table 2: Special Committees of Council*:**

**Table 1: External and Internal Committees**

Type	Committee	Representation Requirements	Recommended Representative
External	Buda Historic Home and Garden	One Council representative	Tony Cordy
External	Calder Highway Improvement Committee	One Council representative	Tony Cordy
External	Central Victorian Greenhouse Alliance	One representative (CEO, Councillor or Staff member)	Director Infrastructure and Development
External	Friends of Lolotoe Friendship Group	One Council representative	Bronwen Machin
External	Goldfields Regional Library Corporation	One Council representative	Bronwen Machin
External	Goulburn Murray Water - Cairn Curran Land & On Water Management Plan Implementation Group	One Council representative	Stephen Gardner
External	Health Hub Alliance	Mayor and CEO	Mayor and CEO

<b>Type</b>	<b>Committee</b>	<b>Representation Requirements</b>	<b>Recommended Representative</b>
External	La Larr Ba Gauwa Mountain Bike Park	One Council representative plus one substitute	Tony Cordy Substitute – Bronwen Machin
External	Loddon Mallee Regional Waste Management Forum	One Council representative plus one substitute	Bronwen Machin
External	Municipal Association of Victoria	One Council representative plus one substitute	Tony Cordy Substitute – Bronwen Machin
External	Northern Victorian Cluster Municipal Emergency Management Plan Committee	One Council representative	John Nieman
External	Rural Councils Victoria	One Council representative	Christine Henderson
External	Victorian Local Governance Association	One Council representative	Bronwen Machin
Internal	Indigenous Roundtable	Mayor and CEO	Mayor and CEO
Internal	LGBTIQ Roundtable	Mayor and one Councillor	Mayor and one Councillor
Internal	Mount Alexander Shire Audit & Risk Advisory Committee	Two Councillors	Bronwen Machin and Max Lesser
Internal	Municipal Fire Management Planning Committee	One Council representative	John Nieman

- 2. Notes that committees will be formally advised of their representative and details of the appointments will be available on Council’s website.**

**SECONDED COUNCILLOR PETRUSMA**

**CARRIED.**

## Context

Council annually considers and appoints delegates and representatives to Committees. The purpose of this briefing is for Councillors to discuss the various committees and express interest in representing Council on those Committees.

There are three types of committees.

External	Committees formed by other organisations or bodies	These committees require representation by Mount Alexander Shire Council (Mayor, Councillor/s, officers)
Internal	Committees formed by Council	The terms of reference require the Mayor and/or Councillor/s as members.
Special	Special Committees of Council	These are formed under Section 86 of the Local Government Act 1989. Councillors are nominated as ex-officio members of the committee and may attend committee meetings, but have no voting rights.

The representation requirements and the current representatives are outlined in the tables below.

*Table 1: External and Internal Committees*

Type	Committee	Representation Requirements	Recommended Representative
External	Buda Historic Home and Garden	One Council representative	Tony Cordy
External	Calder Highway Improvement Committee	One Council representative	Tony Cordy
External	Central Victorian Greenhouse Alliance	One representative (CEO, Councillor or Staff member)	Director Infrastructure and Development
External	Friends of Lolotoe Friendship Group	One Council representative	Bronwen Machin
External	Goldfields Regional Library Corporation	One Council representative	Bronwen Machin
External	Goulburn Murray Water - Cairn Curran Land & On Water Management Plan Implementation Group	One Council representative	Stephen Gardner
External	Health Hub Alliance	Mayor and CEO	Mayor and CEO
External	La Larr Ba Gauwa Mountain Bike Park	One Council representative plus one substitute	Tony Cordy Substitute – Bronwen Machin
External	Loddon Mallee Regional Waste Management Forum	One Council representative	Bronwen Machin

Type	Committee	Representation Requirements	Recommended Representative
		plus one substitute	
External	Municipal Association of Victoria	One Council representative plus one substitute	Tony Cordy Substitute – Christine Henderson
External	Northern Victorian Cluster Municipal Emergency Management Plan Committee	One Council representative	Christine Henderson
External	Rural Councils Victoria	One Council representative	Christine Henderson
External	Victorian Local Governance Association	One Council representative	Bronwen Machin
Internal	Indigenous Roundtable	Mayor and CEO	Mayor and CEO
Internal	LGBTIQ Roundtable	Mayor and one Councillor	Mayor and one Councillor
Internal	Mount Alexander Shire Audit & Risk Advisory Committee	Two Councillors	Bronwen Machin and Max Lesser
Internal	Municipal Fire Management Planning Committee	One Council representative	John Nieman

Special Committees of Council are usually represented by their Ward Councillor, this is shared in the Castlemaine Ward.

*Table 2: Special committees of Council*

Type	Committee	Representation Requirements	Current representative
Special	Barfold Hall	One Council representative	Christine Henderson
Special	Baringhup Community Association	One Council representative	Stephen Gardner
Special	Bill Woodfull Recreation Reserve	One Council representative	Stephen Gardner
Special	Camp Reserve	One Council representative	Max Lesser
Special	Campbells Creek Community Centre	One Council representative	Bronwen Machin
Special	Campbells Creek Recreation Reserve	One Council representative	Max Lesser
Special	Castlemaine War Memorial Stadium	One Council representative	Dave Petrusma
Special	Elphinstone Community Facilities	One Council representative	Christine Henderson

Type	Committee	Representation Requirements	Current representative
Special	Guildford Hall	One Council representative	John Nieman
Special	Guildford Recreation Reserve	One Council representative	John Nieman
Special	John Powell Reserve	One Council representative	John Nieman
Special	Maldon Community Centre	One Council representative	Stephen Gardner
Special	Metcalfe Hall	One Council representative	Christine Henderson
Special	Muckleford Community Centre	One Council representative	John Nieman
Special	Newstead Community Centre	One Council representative	John Nieman
Special	Sutton Grange Hall	One Council representative	Tony Cordy
Special	Taradale Hall	One Council representative	Christine Henderson
Special	Taradale Recreation Reserve	One Council representative	Christine Henderson
Special	Wattle Flat Reserve	One Council representative	Dave Petrusma
Special	Wesley Hill Facility	One Council representative	Dave Petrusma

### **Policy and Statutory Implications**

Only Council may appoint Councillors as representatives and delegates to Committees. This power has not been delegated.

### **Issues**

It is recommended that Councillors discuss the various committees and express interest in representing Council on those Committees.

### Risk Analysis

Nil.

### Declarations of Conflicts Of Interest

Under section 80C of the Local Government Act 1989, officers providing advice to Council must disclose any interests, including the type of interest. The Responsible Officer reviewing this report, having made enquiries with the relevant members of staff, reports that no disclosable interests have been raised in relation to this report.

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### **Alternate Options**

Councillors may wish to change the representative or delegates to some or all of the Committees.

### **Financial and Resource Implications**

There are no additional financial or resource implications in relation to this report.

### **Consultation**

There has been no consultation on this matter to date.

## **10. MEETING CLOSE**

Meeting closed at 6.16 pm.