



MINUTES
of the
SPECIAL MEETING OF COUNCIL
WEDNESDAY 30 OCTOBER 2019
at
Murrindindi Shire Council
Council Chamber
Perkins Street
Alexandra
6.00 pm

** Audio recordings of all Council meetings are taken by Council's Governance Officers and published on Council's website. (Resolution of Council 23 January 2019)

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The Chief Executive Officer formally opened the meeting.

1. PLEDGE AND RECONCILIATION STATEMENT

The Chief Executive Officer declaring the following Pledge on behalf of Council:

“As democratically elected to represent the community as the Murrindindi Shire Council, the Councillors are committed to working together in the best interests of the people who live in the municipality, who conduct business here and those who visit.

Council would like to acknowledge the traditional owners of the Taungurung Nation, and pay their respect to their Elders past and present, and its emerging and future leaders.”

2. APOLOGIES AND REQUESTS FOR LEAVE OF ABSENCE

There were no apologies or requests for leave of absence tendered.

Present:

Councillors S McAulay, L Dunscombe, R Bowles, J Ashe, C Bisset, E Lording, M Rae

In attendance:

Chief Executive Officer: Craig Lloyd

Director Corporate and Shared Services: Michael Chesworth

Director Community Engagement: Shivaun Brown

Director Assets and Development: Vito Albicini

Manager Governance and Risk: Tara Carter

Governance Officer: Audrey Kyval

3. DISCLOSURES OF INTEREST OR CONFLICT OF INTEREST

Nil.

4. APPOINTMENT OF TEMPORARY CHAIRPERSON

Under the provisions of the *Local Government Act 1989*, the Mayor of the municipality must take the chair of all meetings of the Council at which she or he is present. As the Mayoral position became vacant at 6 am on 30 October 2019, the Chief Executive Officer will call for a motion for appointment of a temporary Chairperson.

Motion

That Councillor be nominated as temporary Chairperson.

Cr C Bisset nominated Cr S McAulay for the position of temporary Chairperson.

Cr S McAulay accepted the nomination.

RESOLUTION

Cr C Bisset / Cr J Ashe

That Councillor Sandice McAulay be nominated as temporary Chairperson.

CARRIED UNANIMOUSLY

The Chief Executive Officer declared Cr S McAulay the temporary Chairperson.

Cr S McAulay assumed the Chair.

Cr S McAulay read the following statement regarding her term as Mayor:

“A year ago when I made my first statement as Mayor I was very nervous. This evening I have to say the public speaking has got a little easier, but tonight I find myself nervous again.

Last year I was so honoured to be entrusted by my fellow peers with the position of Mayor for 2018/19. Little did I know what a privilege my fellow Councillors were entrusting to me.

This year has seen the Council assist the community through the tenth year anniversary of the 2009 fires. I took the responsibility of supporting the community as Mayor through this anniversary very seriously as did the entire collective of Council.

I am proud to say here tonight that this Council has truly taken on the responsibility of representing and supporting the community. I believe that our legacy is that we continue to work in a positive, responsive and collaborative manner with our community. As Councillor I am so excited to continue this legacy going into this final year with such a great team.

In closing - thank you to all of my fellow Councillors who have provided support, mentoring as well as many challenges. Thank you to all of the Council officers who have also made my year that much easier and finally to the community - you are why we are here in the first place and of course a special thank you to those volunteers in our community who make Murrindindi Shire such a special place.

On a personal note I would also like to thank my very patient and supportive husband who has supported me in so many of my adventures over the last 30 years, but most importantly continues to make me up with a cup of tea every morning.

To all a very heartfelt Thankyou”

5. ELECTION OF MAYOR

Section 71 of the *Local Government Act 1989* provides for the election of the Mayor after the fourth Saturday in October and no later than 30 November each year. As this is the final year of the current Council’s four year term, the election of the Mayor will be for a period of one year.

The Acting Chairperson will call for nominations and if there is only one nomination received, then that Councillor is declared elected as Mayor.

In the event of there being more than one nomination, the Acting Chairperson will conduct an election. The election will be conducted in accordance with Section 14 of Council’s *Governance Local Law No.2, 2014*.

The election is to be conducted by show of hands. Once declared, the elected Mayor will take the Chair and preside over the remainder of the meeting.

Motion

That Councillor be elected as Mayor of Murrindindi Shire Council for the fourth year of the current Council term.

Cr R Bowles nominated Cr L Dunscombe for the position of Mayor of Murrindindi Shire Council for the fourth year of the current Council term.

Cr L Dunscombe accepted the nomination.

There were no further nominations.

RESOLUTION**Cr R Bowles / Cr E Lording****That Councillor Leigh Dunscombe be elected as Mayor of Murrindindi Shire Council for the fourth year of the current Council term.****CARRIED UNANIMOUSLY**

The Acting Chairperson declared Cr L Dunscombe the Mayor of the Murrindindi Shire Council for the fourth year of the current Council term.

Cr S McAulay presented Cr L Dunscombe with the Mayoral Chain and a gift.

Cr L Dunscombe presented Cr S McAulay with a gift.

Cr L Dunscombe assumed the Chair for the remainder of the meeting.

6. ELECTION OF DEPUTY MAYOR

The process of election of the Deputy Mayor will take place in accordance with the provisions of Section 15 of Council's Governance *Local Law No.2 (incorporating Meeting Procedure)*.

Motion

That Councillor be elected as Deputy Mayor of Murrindindi Shire Council for the fourth year of the current Council term.

Cr E Lording nominated Cr M Rae for the position of Deputy Mayor of Murrindindi Shire Council for the fourth year of the current Council term.

Cr M Rae accepted the nomination.

Cr R Bowles nominated herself for the position of Deputy Mayor of Murrindindi Shire Council for fourth year of the current Council term.

A vote was taken by Councillors to declare the Deputy Mayor position.

RESOLUTION**Cr E Lording / Cr J Ashe****That Councillor Margaret Rae be elected as Deputy Mayor of Murrindindi Shire Council for the fourth year of the current Council term****CARRIED**

The Mayor declared Cr M Rae the Deputy Mayor of Murrindindi Shire Council for the fourth year of the current Council term.

The Mayor presented Cr M Rae with a gift.

7. APPOINTMENT OF PORTFOLIO RESPONSIBILITIES

Attachment(s): Portfolio Councillor Policy (refer Attachment 7)

Purpose

This report provides the opportunity for Council to appoint Councillors to portfolio roles for 2019/20.

Motion

That Council appoint the following portfolio roles for the fourth year of the current Council term:

- Recreation and Youth – Cr
- Positive Ageing and Inclusion – Cr
- Land Use Planning – Cr
- Communication, Tourism and Events – Cr
- Infrastructure and Waste – Cr
- Environment – Cr
- Library Services – Cr
- Information Technology – Cr
- Corporate Services – Cr
- Early Learning and Community Planning – Cr

Background

At the Ordinary Meeting of Council on 27 March 2019, Council adopted a revised Portfolio Councillor Policy (refer Attachment 7)

Council has in the past appointed Councillors to portfolio roles as a means of strengthening its governance arrangements and enhancing its consultation practices.

Council can choose to change or discontinue these roles at any time.

Discussion

The appointment of Councillors to portfolio roles has the capacity to enhance Council's governance practices by enabling Councillors to have a greater understanding of, and input into, strategic and policy development on portfolio issues. This enables Councillors to:

- advocate on strategic and policy issues to both the community and across government sectors
- represent Council on local, regional or state bodies of relevance to the portfolio
- be appointed as Chair of a relevant Council committee unless legislative provisions provide otherwise.

It is recognised that by undertaking a portfolio role, the organisation has an important function in supporting that Portfolio Councillor through regular briefings and the provision of memberships, publications, training and/or conference attendance where appropriate.

Council has indicated a preference for the following portfolio roles for the fourth year of the current Council term:

- Recreation and Youth
- Positive Ageing and Inclusion
- Land Use Planning
- Communication, Tourism and Events
- Infrastructure and Waste
- Environment
- Library Services

- Information Technology
- Corporate Services
- Early Learning and Community Planning

Council Plan/Strategies/Policies

This matter is consistent with the *Council Plan 2017-2021 Our Promise* strategic objective 'we will all work in collaboration with our communities to deliver the best possible outcomes in all that we do'.

Relevant Legislation

Council is obliged under the *Local Government Act 1989* to review its practices and ensure that they are consistent with good governance principles. There is no statutory requirement for councillor portfolios.

Financial Implications and Risk

There are no financial implications.

Conflict of Interest

There are no declared conflicts of interest by Council officers in the preparation of this report.

Community and Stakeholder Consultation

Consultation was not required for this matter.

RESOLUTION

Cr C Bisset / Cr S McAulay

That Council appoint the following portfolio roles for the fourth year of the current Council term:

- Recreation and Youth – Cr C Bisset
- Positive Ageing and Inclusion – Cr M Rae
- Land Use Planning – Cr M Rae
- Communication, Tourism and Events – Cr J Ashe
- Infrastructure and Waste – Cr E Lording
- Environment – Cr R Bowles
- Library Services – Cr R Bowles
- Information Technology – Cr R Bowles
- Corporate Services – Cr S McAulay
- Early Learning and Community Planning – Cr S McAulay

CARRIED UNANIMOUSLY

8. ADVISORY COMMITTEE AND OTHER APPOINTMENTS

Attachment(s): Councillor Representative List 2019/20 (refer Attachment 8)

This report is to enable Council to make the appointment of Councillors as delegates to various internal committees and external bodies in compliance with *the Local Government Act 1989* (the Act).

Appointment of Councillors to committees provides an opportunity for open and responsive communication between Councillors and local community groups and Local Government organisations.

Motion

That Council:

1. appoints Councillors as Council's representatives to the listed committees and organisations for fourth year of the current Council term as contained within Attachment 8
2. records the list of appointments for the fourth year of the current Council term in the minutes of this meeting.

Background

Council needs to determine each year which Councillor(s) or senior staff it wishes to appoint as its formal delegate committee representative to a range of internal and external bodies. This assists in the progress of the committees' objectives of both community engagement and good governance. Most appointments are for a one year term, but for some others it may be for a longer period of time.

Discussion

Under the *Act*, (Section 86), the Council may establish one or more special committees made up of any combination of Councillors, Council staff and community members. Council has established a range of such committees which provide day to day management of local sites and facilities.

Instruments of Delegations and the composition of representatives on these committees have previously been adopted by Council.

In addition, Council may establish advisory committees to provide advice to Council on specific subjects (e.g. the Municipal Emergency Management Committee). Council also has a requirement under Section 139 of the *Act* to establish an audit advisory committee.

Councillors are often requested or required to represent Council (as delegate) on committees or boards formed by other organisations and these are subject to formal Council approval processes. These range from state wide committees, through to regional or sub regional committees that support a particular program or activity.

Attached to this report is the list of committees and organisations for which Council has current appointments (refer Attachment 8). The list has been divided into those which are Council committees and those external bodies with which Council has a relationship. It is suggested that Council nominate appointees to these committees and bodies for fourth year of the current Council term and these appointments will be recorded in the Minutes of this meeting.

Council Plan/Strategies/Policies

This matter is consistent with the *Council Plan 2017-2021 Our Promise* strategic objective 'we will all work in collaboration with our communities to deliver the best possible outcomes in all that we do'.

Relevant Legislation

Local Government Act 1989 – Section 86

Financial Implications and Risk

There are no financial or budget implications associated with this report. However, Council pays a membership fee to Local Government peak bodies such as Municipal Association of Victoria and the Victorian Local Governance Association.

Conflict of Interest

There are no declared conflicts of interest by Council officers in the preparation of this report.

Community and Stakeholder Consultation

Consultation was not required for this matter.

RESOLUTION

Cr M Rae / Cr E Lording

That Council:

1. **appoints Councillors as Council's representatives to the listed committees and organisations for fourth year of the current Council term as contained within Attachment 8**
2. **records the list of appointments for the fourth year of the current Council term in the minutes of this meeting.**

COUNCIL COMMITTEES - Special Committees	
Committee Name	2019/20
Audit and Risk Advisory Committee	Cr M Rae Cr L Dunscombe Cr C Bisset
Chief Executive Officer Performance Review Sub-Committee	All Councillors
Municipal Emergency Management Planning Committee	Cr S McAulay

COUNCIL COMMITTEES - Section 86 Committees of Management	
Committee Name	2019/20
Buxton Recreation Reserve Committee of Management	Cr S McAulay
Eildon Alliance Boat Ramp Committee of Management	Cr J Ashe
Eildon Community Resource Centre Committee of Management	Cr J Ashe
Gallipoli Park Precinct Committee of Management	Cr S McAulay
Glenburn Community Centre Committee of Management	Cr E Lording
Kinglake Memorial Reserve Committee of Management	In recess
Mount Pleasant Reserve Committee of Management	In recess
Strath Creek Reserves & Hall Committee of Management	Cr R Bowles
Yea Pioneer Reserve Committee of Management	Cr R Bowles
Yea Saleyards Committee of Management	Cr R Bowles Cr E Lording (alternate)
Yea Showgrounds & Recreation Reserve Committee of Management	Cr R Bowles
Yea Wetlands Committee of Management	Cr R Bowles

COUNCIL COMMITTEES - Trust	
Committee Name	2019/20
Yea Cemetery Trust	All Councillors

EXTERNAL COMMITTEES - Department of Environment, Land, Water and Planning (DELWP)	
Committees of Management	
Committee Name	2019/20
Alexandra Racecourse & Recreation Reserve Committee of Management	Cr M Rae
Alexandra Showgrounds & Recreation Reserve Committee of Management	Cr M Rae
Flowerdale Community Hall Reserve Committee Inc.	Cr E Lording
Murrindindi Scenic Reserve Committee of Management	Cr C Bisset
Steavenson Falls Scenic Reserve Committee of Management	Cr C Bisset

EXTERNAL COMMITTEES - Other	
Committee Name	2019/20
Central Ranges Local Learning & Employment Network (CRLLEN)	Cr C Bisset Cr E Lording (alternate)
Flowerdale Community House Inc.	Cr E Lording Manager Community Wellbeing
Goulburn Broken Greenhouse Alliance	Cr R Bowles Coordinator Environmental Sustainability
Goulburn Valley Waste & Resource Recovery Local Government Forum	Cr R Bowles Cr J Ashe (alternate)
Municipal Association of Victoria (MAV) Delegate	Cr L Dunscombe Cr R Bowles (alternate)
Municipal Association of Victoria (MAV) – Planning Committee	Cr M Rae
Rubicon Outdoor Centre School Council	Cr C Bisset
Rural Councils Victoria (RCV)	Cr L Dunscombe

CARRIED UNANIMOUSLY

9. COUNCIL MEETING TIMETABLE - 2020

Purpose

This report is a proposed monthly timetable of Council meetings from January to December 2020.

Officer Recommendation

That the proposed schedule be confirmed and the requisite scheduling and advertising arrangement take place to inform the community of the 2020 meeting timetable:

Meeting Date	Venue	Time
Wednesday 22 January 2020	Yea - Council Chamber	6 pm
Wednesday 26 February 2020	Alexandra - Council Chamber	6 pm
Wednesday 25 March 2020	Yea - Council Chamber	6 pm
Wednesday 22 April 2020	Alexandra - Council Chamber	6 pm

Meeting Date	Venue	Time
Wednesday 27 May 2020	Yea - Council Chamber	6 pm
Wednesday 24 June 2020	Alexandra - Council Chamber	6 pm
Wednesday 22 July 2020	Yea - Council Chamber	6 pm
Wednesday 26 August 2020	Alexandra - Council Chamber	6 pm
Wednesday 23 September 2020	Yea - Council Chamber	6 pm
Wednesday 28 October 2020	Alexandra - Council Chamber	6 pm
Wednesday 4 November 2020 <i>Special meeting</i>	Alexandra - Council Chamber	6 pm
Wednesday 25 November 2020	Yea - Council Chamber	6 pm
Wednesday 16 December 2020	Alexandra - Council Chamber	6 pm

Background

Council is able to determine its meeting schedule. Currently ordinary meetings are held monthly on the fourth Wednesday evening of every month commencing at 6 pm.

Discussion

A review of the Council meeting timetable provides the opportunity for Councillors to consider how increased community participating in Council meetings can be encouraged. By conducting the Council meetings in the evening, greater community participation may be encouraged.

The arrangements for the meeting cycle proposed are as follows:

- meetings to occur monthly on the fourth Wednesday unless otherwise notified
- December 2020 meeting is proposed to be held on the third Wednesday of the month, as the fourth Wednesday is close to Christmas Day
- commencement time of ordinary meeting of Council is 6 pm unless otherwise notified.

The proposed meeting schedule for 2020 is shown below:

Meeting Date	Venue	Time
Wednesday 22 January 2020	Yea - Council Chamber	6 pm
Wednesday 26 February 2020	Alexandra - Council Chamber	6 pm
Wednesday 25 March 2020	Yea - Council Chamber	6 pm
Wednesday 22 April 2020	Alexandra - Council Chamber	6 pm
Wednesday 27 May 2020	Yea - Council Chamber	6 pm
Wednesday 24 June 2020	Alexandra - Council Chamber	6 pm
Wednesday 22 July 2020	Yea - Council Chamber	6 pm
Wednesday 26 August 2020	Alexandra - Council Chamber	6 pm
Wednesday 23 September 2020	Yea - Council Chamber	6 pm
Wednesday 28 October 2020	Alexandra - Council Chamber	6 pm
Wednesday 4 November 2020 <i>Special meeting</i> *	Alexandra - Council Chamber	6 pm
Wednesday 25 November 2020	Yea - Council Chamber	6 pm
Wednesday 16 December 2020	Alexandra - Council Chamber	6 pm

Should Councillors determine that it is preferable for the ordinary meetings of Council to continue to be held in the evening, it is appropriate for Councillors to identify the most convenient day for

these meetings. It is not unusual for Councils to change their meeting days to reflect any pre-commitments which Councillors may have.

*A special meeting of Council is held each year to elect a Mayor, review Council committee representations, and determine the meeting schedule for the following year. As per Section 71 of the *Local Government Act*, the Councillors must elect the Mayor at an open meeting of Council that occurs after the fourth Saturday of October, but not later than 30 November each year.

Council Plan/Strategies/Policies

This matter is consistent with the *Council Plan 2017-2021* Our Promise strategy 'expand our communication and two-way engagement with the community'.

Relevant Legislation

Local Government Act 1989

Financial Implications and Risk

There are no significant financial implications associated with this report.

Conflict of Interest

There are no declared conflicts of interest by Council officers in the preparation of this report.

Community and Stakeholder Consultation

Once Council has determined the preferred meeting schedule, it will be advertised in newspapers and on Council's website to inform the community.

RESOLUTION

Cr R Bowles / Cr C Bisset

That the proposed schedule be confirmed and the requisite scheduling and advertising arrangement take place to inform the community of the 2020 meeting timetable:

Meeting Date	Venue	Time
Wednesday 22 January 2020	Yea - Council Chamber	6 pm
Wednesday 26 February 2020	Alexandra - Council Chamber	6 pm
Wednesday 25 March 2020	Yea - Council Chamber	6 pm
Wednesday 22 April 2020	Alexandra - Council Chamber	6 pm
Wednesday 27 May 2020	Yea - Council Chamber	6 pm
Wednesday 24 June 2020	Alexandra - Council Chamber	6 pm
Wednesday 22 July 2020	Yea - Council Chamber	6 pm
Wednesday 26 August 2020	Alexandra - Council Chamber	6 pm
Wednesday 23 September 2020	Yea - Council Chamber	6 pm
Wednesday 28 October 2020	Alexandra - Council Chamber	6 pm
Wednesday 4 November 2020 <i>Special meeting</i>	Alexandra - Council Chamber	6 pm
Wednesday 25 November 2020	Yea - Council Chamber	6 pm
Wednesday 16 December 2020	Alexandra - Council Chamber	6 pm

CARRIED UNANIMOUSLY

Cr L Dunscombe formally marked the passing of former employee Jenny Branton. He read the following statement:

"On behalf of Council and officers, I would like to formally mark the passing of Jenny Branton.

Jenny Branton passed away unexpectedly and suddenly this week. Jenny had a long association with Council:

- She was initially employed as a Community Development Officer in 1995, then as Community Services Coordinator from 1996 to 2003, and later was promoted to the role of Manager Community Services from 2003 to 2005.
- In 2005, Jenny moved into the role of Manager Organisational Development and was in this role until 2012.
- More recently, Jenny worked as a consultant, including for Council on the 2009 Bushfire Memorials Project.

Jenny is also the wife of John Branton, Council's Mobile Library Co-ordinator from 1999 until 2017. The couple recently moved to Healesville to build a new house and start a new chapter in their lives.

Jenny touched many lives, both at Council and in our community through her years of service to the community. She will be remembered for many things, including her passion, energy and work ethic and, together with her husband John, her love of cooking and entertaining.

Our condolences and deepest sympathy go out to the Branton family and also to Jenny's friends here at Council and in the community at this very difficult time."

There being no further items of Business, the Chairperson declared the meeting closed at 6.13 pm.

CONFIRMED THIS

27/11/19

CHAIRPERSON


