



# MINUTES

## ANNUAL MEETING OF ELECTORS OF THE SHIRE OF GINGIN

18 FEBRUARY 2020



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**HELD ON**  
**18 FEBRUARY 2020**

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## SHIRE OF GINGIN

I have pleasure in advising that, in accordance with Section 5.27 of the Local Government Act 1995, the 2018/19 Annual Meeting of Electors will take place at the Shire of Gingin Administration Centre, 7 Brockman Street, Gingin on Tuesday, 18 February 2020 commencing at 5.02pm.

**AARON COOK**  
**CHIEF EXECUTIVE OFFICER**

In accordance with Section 5.27 of the *Local Government Act 1995* (the Act), an Annual Meeting of Electors is to be held once in each financial year to consider the contents of the Shire's Annual Report for the previous year, and to consider other general business.

### ORDER OF BUSINESS

#### 1. OFFICIAL OPENING – WELCOME BY PRESIDENT

The Shire President declared the meeting open at 5.02pm and welcomed all those in attendance.

#### 2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

##### 2.1 ATTENDANCE

Councillors – C W Fewster (Shire President), J K Rule (Deputy Shire President), J E Morton, L Balcombe, J Court, F J Johnson, J C Lobb, F J Peczka and A R Vis.

Staff – A Cook (Chief Executive Officer), L Crichton (Executive Manager Corporate and Community Services), A Butcher (Executive Manager Operations), J Bayliss (Acting Manager Statutory Planning), K Okely (PA Chief Executive Officer), M Wallace (Communications and Marketing Officer), M Tallon (Statutory Planning Officer), Z Edwards (Manager Corporate Services) and O Edwards (Governance/Minute Officer).

Public – There were 24 members of the public present.

##### 2.2 APOLOGIES

R Kelly – Executive Manager Regulatory and Development Services  
Ian Collard  
Peter Enright

##### 2.3 LEAVE OF ABSENCE

Nil

### **3. PUBLIC NOTICE OF AGM AND ANNUAL REPORT**

Section 5.29 of the Act requires that members of the public must be notified of a forthcoming Annual Meeting of Electors, and of the availability of the Annual Report, by way of a notice appearing in a newspaper circulating throughout the district. Public notice must be given at least 14 days prior to the date of the meeting.

In accordance with this requirement, the Shire of Gingin gave public notice of the forthcoming Annual Meeting of Electors in the Council to Community and was published in *The West Australian* for 1-2 February 2020. A notice advising of the availability of the Annual Report was also published in *The West Australian* on the same notice.

Both notices were also published on the Shire's website and Facebook page.

In addition, the notices also appeared on official notice boards at the Shire's Gingin Administration Centre and Lancelin Office, and the Gingin Public Library.

### **4. CONSIDERATION OF THE 2018/19 ANNUAL REPORT**

The Annual Financial Statements for 2018/19 were adopted by Council at its meeting on 17 December 2019 (Item 11.2.2), with the 2018/19 Annual Report being received at the Council meeting on 21 January 2020 (Item 11.1.1).

Consistent with Section 5.27 of the Act and Regulation 15 of the *Local Government (Administration) Regulations 1996* (the Regulations), electors present at the Annual General Meeting of Electors are invited to raise for discussion any matters concerning the content of the Annual Report and Financial Statements.

*No matters concerning the content of the Annual Report and Financial Statements were raised from the floor.*

The Chief Executive Officer advised that there was a minor error on Page 29 of the Annual Report which would be corrected on the Shire's website.

### **RESOLUTION**

**MOVED: Councillor Rule**

**SECONDED: Councillor Morton**

**That the Annual Report for 2018/19 be received.**

**CARRIED UNANIMOUSLY**

## **5. OTHER GENERAL BUSINESS**

In accordance with Section 5.27 of the Act and Regulation 15 of the Regulations, electors present at the Annual General Meeting of Electors are invited to raise any items of general business for discussion.

### **5.1 ELECTORAL ROLL APPLICATION FORMS AND CHRMAP Carolyn Johnson - Seabird Progress Association**

#### Question 1:

*Electoral roll application form, given the difficulty reported by Seabird Caravan Park residents in accessing these forms, what changes has the Shire implemented to make accessing these forms easier for Seabird Caravan Park ratepayers?*

#### **Response by Chief Executive Officer**

Local Government is not required currently to place these forms on their website, however the Shire's Marketing Officer will post them on the website sometime this week to prevent this from happening in future.

During the election period there was extensive statutory advertising by the Electoral Commission and Shire about contacting the Shire if the person wished to register to vote. There are time frames placed on this so that the Electoral Roll can be closed off to process the election. These are statutory time frames enforced by the Electoral Commission. The advertised instances were as follows:

- A quick link to the 'Local Government Elections' webpage on our website (with instructions about how to enrol relating to your status) was added to the Shire's homepage. This was added on 9 August and was in place until 23 October;
- WAEC advertised how to enrol to vote in *The West Australian* on 14 August. They also undertook television advertising during this period;
- We placed the same advertising in the *Northern Valley News* on 16 August; and
- We also put this advertising on our Facebook page on 9 August and we shared it to the Gingin Western Australia Community Notice Board page. Other community members and groups also shared it to their pages including the 'Seabird Community' Facebook page who shared it on their page on 12 August.

Question 2:

*Early in 2014 Seabird Progress Association Inc. (SPA) presented a deputation with a strategic plan for Seabird endorsed by the community, which was supported by other local communities, including Guilderton and Woodridge. This proposal included a scenic drive linking Guilderton and Seabird, which could serve as an alternative route in an emergency. SPA was assured this would be incorporated in the Shire's forward planning. Can you please update SPA on the status of this proposal?*

**Response by Chief Executive Officer**

The project has been identified in the Long Term Financial Plan. There is \$5,000 in the 2023/24 financial year to investigate the future of the link road.

Question 3:

*On the 16<sup>th</sup> April, the Shire adopted the CHRMAP despite a presentation by Garry Thomas (SPA) and the protestations of community members. It appears now, that the adoption of this plan has precluded grant funding from the State Government, due to the preferred retreat option being included in the CHRMAP. It is in contravention of recent statements from the Premier that indicate retreat is a last resort. Is it now the Shire's intention to rescind adoption of the CHRMAP? and will further coastal policies be subject to community consultation to ensure a better product and a more acceptable outcome for ratepayers and residents?*

**Response by Chief Executive Officer**

State Planning Policy 2.6 – Coastal Planning (SPP 2.6) outlines that all local governments abutting coastal areas are to prepare a Coastal Hazard Risk Management and Adaptation Plan (CHRMAP) to consider coastal processes. The Shire of Gingin's CHRMAP was prepared in accordance with SPP 2.6 which states the following under clause 5.5 iii:

*“Adaptation measures should be sought from the following coastal hazard risk management and adaptation planning hierarchy on a sequential and preferential basis:*

- 1. Avoid*
- 2. Planned or Managed Retreat*
- 3. Accommodate; and as a last resort*
- 4. Protect”*

The document adopted by Council aligns entirely with the State's position in relation to the sequential and preferential adaptation strategy. It is also consistent with industry standard CHRMAPs. Commentary in news articles is not a basis for the Shire to base coastal decision making on.

As per the preparations of the current CHRMAP document, community consultation will occur during a review which is scheduled for 2022.

Question 4:

*At the Shire council meeting 16<sup>th</sup> April 2019, it was pointed out that the properties most vulnerable to erosion in Seabird, were granted title by the Governor in Executive Council. Therefore, will the Shire seek a legal opinion on who bears responsibility for potential damage?*

**Response by Chief Executive Officer**

The Shire has previously received legal advice in this regard. The Shire is fulfilling its obligations under the *Local Government Act 1995* with respect to coastal hazard matters and the question of responsibility/liability is complex and may depend on specific circumstances, however there is no obligation on Government to adopt a strategy that may invoke a requirement to compensate land owners for loss due to erosion.

**5.2 COMMUNITY BUS - LOWER COASTAL BUS**  
**Anne Stroud - Lower Coastal Communities Alliance**

Question 1:

*Last year Helen Sutherland was present at a meeting and alerted us to the fact that a Community Bus for the lower coastal area would be possible through a Lotteries West grant. Will the Shire support and help the group follow the correct line of procedure in this matter?*

**Response by Chief Executive Officer**

The Shire would expect that this proposal, if it has not already, would be presented as a concept enquiry so that feedback can be provided to the community group. Without assessing the proposal from the community group it is impossible to say if Council would or would not support this grant.

**5.3 SOUTH MOORE RIVER - EVACUATION PLAN**  
**Jo Vallentine - Guilderton**

Question 1:

*Please explain the evacuation procedure for the 5,000 people who one day might live in the planned suburb, south of Moore River, between ocean and the river?*

**Response by Chief Executive Officer**

The Shire of Gingin does not assess the evacuation plan/exit strategies for residents in proposed subdivisions. This is the role of DFES to assess and make recommendations to the proposal to ensure compliance.

There is however the standard warning system that alerts the public to put their own bushfire plans into action.

The Bushfire Management plan is designed to be able to allow the emergency services personnel to “protect in place” residents. The plan is approved by DFES with input from the Shire of Gingin Bush Fire Advisory Committee Executive members who will make recommendations on local knowledge.

In the event of a fire in the area, there will be a three-tier emergency warning system activated that will give the residents in the area the options to leave early or stay and defend as is the case with any other community in the state. The onus is on the residents to make the decisions early as to their course of action on whether to stay or leave.

The Shire's LEMC is currently working on a community consultation plan to get community associations to develop emergency management plans for their local areas that include evacuation plans and or plans for sheltering in safe zones.

Question 2:

*Next time the proposed subdivision for Moore River South comes before Gingin Shire in 2023, will the Shire object to it on fire safety grounds, as the two proposed exits would not be able to cope with the volume of evacuees?*

**Response by Chief Executive Officer**

As has been stated DFES is the Department that assesses proposed subdivisions and provides this level of feedback.

**5.4 TOURISM IN GUILDERTON**  
**Kerry Enright – Gabbadah**

Question 1:

- a) *Does the Shire realise the damage it caused to the businesses in Guilderton with the severe warning they kept placing on Facebook and on their website about meningococcal being found in warm water?*

*I also realise you have to cover yourselves for legal reasons but surely it could have been done in a better way as we don't have it in our river. People don't take the time to read the whole article and it wasn't until you neared the end that it stated it wasn't in our river.*

- b) *Could you please consider better wording before you advertise things like this, consider the impact on all business and find a way to suit all concerned?*



## **Response by Chief Executive Officer**

The Shire of Gingin is very aware of the wording that it uses when assessing the River and alerting the public to the potential threat. It is the same or similar warning that has been advertised previously. It is prepared to get people's attention as it is a serious matter and should not be taken lightly.

A detailed response to this matter was provided to Mr Enright recently and covers both questions raised.

It has been discussed that the Administration intend looking at a shorter warning that is issued via Facebook which better clarifies the point that the water is still currently safe and testing is carried out regularly.

### Question 2:

*I asked last year at the Electors meeting What was the Shire going to do to increase tourism in Guilderton and got quoted section something, sub section something covers it.*

*This year I would like to know What the Shire intend to do to increase tourism to Guilderton with an answer that doesn't require us to go looking for section and subsection to get our answers.*

## **Response by Chief Executive Officer**

Tourism for our region is something we must all have a hand in. It is not the sole responsibility of the Shire of Gingin to promote. Having said that, the Shire is keen to continue to promote all of our areas and to work with the community and interested parties to do so. The ways in which the Shire does this are varied. Some examples of what the Shire has done for tourism during 2018/19 (as listed in the Annual Report) in the Guilderton area include expenditure on infrastructure used by the general public and tourists. This totalled \$123,885 and included:

- Replacement of ageing boiler unit and pipework at the Guilderton Caravan Park ablutions
- Replacement of ceilings and lights of chalets at the Guilderton Caravan Park
- Section replacement of retaining walls at the Guilderton Caravan Park
- Replacement of fencing at the Guilderton tennis courts

The Shire also spent \$78,524 on the maintenance of the Guilderton Foreshore and \$14,157 on Gabbadah Park during 2018/19. In addition to this, the Guilderton Visitor Centre is a Shire owned building which the Shire carries out annual maintenance on.

Annually the Shire provides funding to the Guilderton Tourism Association for the printing of brochures and maps. In 2019/20 this was budgeted at just under \$5,000. In the 2018/19 Budget there is also funding of \$30,000 set aside for a concept design to be undertaken for the Guilderton Visitor Centre and \$20,000 set aside for a renewal concept design of the River Access Boardwalk. A Tourism Strategy is also planned for the entirety of the Gingin Shire area and is budgeted in the 2019/20 Budget.

Looking ahead, the Shire's Corporate Business Plan lists that the Moore River Boardwalk replacement will take place in 2021/22 (budgeted at \$200,000). In 2019/20 the replacement of the waste water design and construction for the Guilderton Caravan Park will be undertaken. The Caravan Park continues to operate at maximum capacity during the summer and winter months, the Shire has promoted the Park in order to attract more visitors. This included an advertising campaign in August-September 2019 which was placed in The Grey Nomads online newspaper and also an annual advert for the Caravan Park in the 'Your Guide to WA' tourism magazine. In its reprint that came out in late 2019, the magazine made specific mention of Guilderton in its write up of coastal towns in WA and the Shire also spent \$530 on a joint advertisement with the Shires of Chittering and Dandaragan to promote the Moore River Region (which Guilderton is a part of) in this same magazine. This joint promotion was initiated by the Shire and the artwork was undertaken by Shire of Gingin staff.

The information bay in Guilderton is also set to have new signage installed. Due to commencement of new staff with the Shire in 2019, this project has been deferred to 2020. At this point in time the Gingin CRC has collated the information for the signage and it is expected that work on designing and installing this signage will get underway over the next six months.

### **Response by Shire President**

Tourism numbers are down across the State, not just the Shire of Gingin.

#### Question 3:

*How is the Shire going forward looking at creating tourism in Guilderton to counter balance the bad reputation it now has regarding parking meters, the fines from not observing the parking meter rules, the river warnings?*

*Or does the Shire just sees itself in an administrative role and not as a progressive Shire looking at creating and helping maintain the business already in it?*

### **Response by Chief Executive Officer**

I would refer you to the response already provided regarding tourism but would reiterate what has been stated, that advertising and promotion is not just the Shire's responsibility. This responsibility also sits with business owners and other stakeholders.

In addition, the Shire Administration staff will be reviewing all upcoming infrastructure projects to identify priority projects, capacity to undertake (in particular staffing), resource requirements and timelines making suggestions for Council to consider as part of this and future budget processes. Some of the projects that have been identified and are being considered are the Foreshore Upgrade, Visitor/Interpretative Centre Project, Guilderton Lighthouse Project and Trails Master Plan.

## **5.5 PAID PARKING - GUILDERTON**

### **Kerry Enright - Guilderton Community Association**

#### Question 1:

*We have been asked by different Community members and the 5 businesses in Guilderton and even the community's Visitor Centre to ask the Shire to reconsider the parking meters during the week and winter. The meters have affected businesses in town as well as the constant abuse as if we have put them in and collecting the money. I'm sure the rangers get abused as well. As well as the extra cost involved in patrolling them on such a regular basis. The rangers start at 8am even when there is only a couple of cars in the car park and continue through the day till late afternoon.*

*So my question is, Will Council reconsider the hours of operation of the parking meters and confine them to school holidays and long weekends and not at all through our quieter months May through to September or during the week?*

#### **Response by Chief Executive Officer**

This matter has been considered on several occasions and a brief history is that at the 18 July 2017 Council meeting, Council agreed to formalise the implementation of paid parking at the Guilderton Foreshore car park for a trial period of 12 months. Council determined that the trial would commence in April 2018 and terminate in April 2019 with a report to be presented to Council for consideration at its May 2019 meeting. At this meeting Council were presented with the following options for consideration:

1. Remove the parking meters and return to area to free parking.
2. Retain the parking meters and restrictions as is currently being facilitated.
3. Retain the parking meters and restrictions as is currently being facilitated but hood the parking meters and open the area to free parking during the winter months from July to the end of September.
4. Retain the parking meters but amend the restrictions in certain areas:
  - a. The seven bays opposite the Café to be changed to free ½ hour parking as is directly outside the Café;
  - b. The six bays heading down Edward Street converted to free two hour parking; and
  - c. The first hour of parking within the paid area to be provided free of charge and issues at the time of purchasing a ticket.

After reviewing the information a recommendation was provided to retain the parking meters and requirements as is, based on the positive impact of having people pay for their parking requirements to:

1. Help facilitate parking turn over for more users to utilise the area;
2. The income raised is to be spent on the Foreshore area to improve the area and cover costs associated with the high visitor usage; and
3. That changes to the current system would result in more confusion and angst within the community.

Council resolved unanimously to continue into the future the management of the paid parking at the Guilderton foreshore car park as per the 12 month trial with all current existing arrangements.

Question 2:

*Can you tell us how much money that the Shire has collected and what are you going to be doing with that money please?*

*Will it be going into the Guilderton area for further benefit for our visitors? eg. better playground.*

**Response by Chief Executive Officer**

The income generated is to be utilised to upgrade and maintain the assets and infrastructure on the Guilderton foreshore and without this income Council would need to raise monies through rate increases.

There are significant projects planned for the Guilderton Foreshore Area and Council will require significant funds to assist in these projects. For example, the replacement of the sewage treatment system is estimated to be approximately \$1 million and the planned ablution replacement and creation of an Interpretive Centre etc is another significant project. It is assumed that monies from the parking meters will be provided to these and other foreshore projects.

Currently the Shire has not spent a lot of the monies raised and as such there is currently \$128,487.12 sitting within the account.

Question 3:

*Can you also tell us when the public toilets will be upgraded and kept cleaner as they are always smelly and dirty? They are a disgrace to the area.*

**Response by Chief Executive Officer**

The upgrade of the ablution facility at the Guilderton foreshore will be incorporated with the concept plans for the Guilderton Caravan Park and Foreshore Redevelopment respectively.

## **5.6 CARAVAN DUMPING POINT GINGIN AND GUILDERTON PARKING**

### **Erik Sorensen - Gabbadah**

Mr Sorensen made general comments and suggestions in relation to the Guilderton foreshore parking meters, Ranger services and signage.

#### Question 1:

*Gingin offers a caravan waste water dump site to which many caravan detour to utilities. Having spoken to many caravaners they are dismayed that a hand wash basin is not provided at the site.*

#### **Response by Chief Executive Officer**

The dump point is fairly new and is located on Church land with a water connection being installed by the Shire to assist people using the dump point. Most caravans have their own internal ablutions including hand basins.

Please note that some caravaners refill their empty water tanks once on site but the water is not provided for this purpose and there have been instances of the tap left running into the dump point on a regular basis.

#### Question 2:

*The Guilderton car parking fees have now become a shire embarrassment. The younger social media sites are warning travellers to bypass the river estuary or expect a parking fine. Young families have now directed there weekend trips elsewhere due to the parking issue.*

*Regulated parking is required. Those who have been long term residents will remember the chaos on peak times prior to the new car park.*

*Many visitors, particularly weekend trippers from the south are not aware of where the free parking is located.*

*Entire attitude of the parking inspector need to be changed. In mid-September I went down to the Guilderton store. There were two cars in the car park and one car with a boat trailer beside the boat ramp. Opposite the store was a trade person's vehicle, the trade person came out of the store with his lunch and proceed to enjoy lunch whilst taking in the views of the estuary. The parking inspector jumped on him immediately. The trade person left in a very dissatisfied manner and no doubt, several of his mates will never visit the centre again. I have similarly heard of visiting residential family friends having been fined for 10 minutes late, they will not return to the Gingin Shire.*

#### Suggestion 1:

*Free parking signs be erected at the intersection of Indian Ocean Drive and Guilderton Road*

### **Response by Chief Executive Officer**

That intersection is under the management of Main Roads Western Australia – the Shire would not have the authority to erect signage on that site.

#### Suggestion 2:

*Directional free parking and paid parking with “drop of zone” be erected at Gordon Street and the upper car park*

### **Response by Chief Executive Officer**

There is already a free five minute drop off zone located on the Guilderton Foreshore which can accommodate three vehicles at a time – there is no need for additional areas. Support given for the installation of directional signage for free parking areas in Guilderton in the following locations:

- The Lookout - intersection of Gordon Street and Mullins Way and at carpark entrance on Gordon Street.
- Silver Creek - intersection of Guilderton Road and Moore River Drive and intersection of Stephens Crescent and Moore River Drive.

#### Suggestion 3:

*Obviously in ‘off peak’ periods the cost of parking inspector is greater than return. Suggest that the Mullins Street/Gordon Street signage have a ‘flip’ over sign to read free parking during this period cease?*

### **Response by Chief Executive Officer**

Refer to response provided at 5.5.

#### Suggestion 4:

*Attitude change could best be shown by applying a warning note to offending vehicles and the vehicle registration and make recorded rather than fine.*

### **Response by Chief Executive Officer**

Caution Notices were given to drivers failing to purchase tickets in the first three months of paid parking implementation. I reference the statement previously made in your email which references – “Obviously in ‘off peak’ periods the cost of a parking inspector is greater than the return”. This would be 100% applicable if Rangers only issued cautions (warnings) and recorded the vehicle registration and make as opposed to issuing an infringement notice. Owner’s details are only provided to the Shire of Gingin Rangers when a parking infringement notice has been issued meaning that there is no way to effectively record and track the drivers of the offending vehicles.

The issuing of infringement notices and their modified penalties is not determined by attitude but by the *Shire of Gingin Parking and Parking Facilities Local Law (2004)*.

## **5.7 ANNUAL REPORT AND GUILDERTON PARKING**

### **Paul Robinson - Guilderton**

#### Question 1:

*I commend the Shire for having Natural Environment and Community Wellbeing as Focus Areas 1 & 2.*

*However, the annual report and forward budget appear to be inconsistent with these values. Glossy pictures of coastal scenes, nature and Moore River dominate the Annual Report and purport to a Shire committed to safeguarding and promoting the shire's natural assets. The Annual Report states that Focus Area 2 Natural Environment. Yet I could not see in the Annual Report separable BUDGET NUMBERS or recognition of the:*

- a) *Value of tourism (or projected future value)*
- b) *Environmental management of the health of Moore River. The Shire of Gingin is surely in transition from agriculture to tourism (via celebration of our natural assets) and hospitality.*

*The Shire nor Annual Report does not appear to address this relentless and inevitable change to its economy. An opportunity to be seized surely?*

#### **Response by Chief Executive Officer**

This question was taken on notice due to the late submission.

However subsequently a response has been provided as follows:

- a. The Northern Growth Alliance being the Councils of Gingin, Chittering and Dandaragan is working through joint tourism initiatives. The Shire has been a well-accepted tourism destination for a significant period of time. The Shire has funded significant expenditure across tourism assets in all four of the Shire's coastal communities and Gingin. This has been addressed in a previous response.

The Shire understands the economic value of tourism to the area but is also cognitive that it is not the only economic driver that needs attention and funding within the Shire of Gingin and what tourism expenditure is facilitated needs to be considered against all areas of tourism within the Shire.

- b. The Shire of Gingin is working with a number of groups regarding water issues across the Shire that includes the flow into and subsequent health of the Moore River. This is supplemented by assisting financially the Moore Catchment Council and Lower Moore River Working Group for their environmental activities within the Shire.

The Shire has had significant tourism for a considerable period now within its coastal communities. The significant drivers of change within the Shire are high intensity agriculture, business development and housing.

As stated above, the Shire is working through significant change currently and continuing with current and future opportunities with tourism.

Question 2:

*I see parking infringement notices have almost doubled 2018/19 over the previous year. Of the \$94,000 collected from parking fines/fees at Guilderton, how much of this sum will be returned to protecting Moore River from degradation of the river banks and water quality by cattle excrement and trampling. Particularly ~800m upstream of Barragoon Road?*

**Response by Chief Executive Officer**

This question was taken on notice due to the late submission.

However subsequently a response has been provided and is as follows:

Income generated from paid parking fees is to be utilised to upgrade and maintain the assets and infrastructure on the Guilderton foreshore which currently has the amount of \$128,487.12 sitting within the account.

Monies derived from the payment of modified penalties from parking infringement notices is not income generated from paid parking fees and will not be utilised to upgrade and maintain the assets and infrastructure on the Guilderton foreshore.

**5.8 RESIDENT LISTS – BUSHFIRE BRIGADES**  
**Jenny Walker – Woodridge**

Question 1:

*Due to the recent fires, is the Shire able to, under the Gingin Bush Fire Brigades work with communities with evacuation plans – i.e. residents name and address list, updated on a yearly basis.*

*We discovered that many people in Woodridge had already left the estate or had moved on, also many had not be added to this list.*

**Response by Chief Executive Officer**

Unfortunately not all ratepayers live in town. It is something the Shire can look into and work towards an outcome.

**Response by Shire President**

The Shire's Community Emergency Services Officer and Bushfire Risk Planning Coordinator are working with the Seaview Park Community Association to prepare a Bushfire Emergency Evacuation Plan which can possibly be used by other communities.



## **5.9 RANGER SERVICES**

**Erik Sorensen – Gabbadah**

Mr Sorensen made general comments as to what the Rangers do in Guilderton and the business costs associated.

### Question 1:

*Is the Shire aware of the cost to employ a ranger is \$260.12 per visit, what do they do?*

### **Response by Shire President**

Rangers look at other issues and not just parking. Rangers are a service to the community.

### **Response by Chief Executive Officer**

The Rangers are not parking inspectors, they are employed as Rangers to provide other services to the community i.e. liaising with the general public, off-road vehicle areas, dog registrations, campsites, etc.

## **5.10 LIFESTYLE ECO VILLAGE**

**Mary Cameron – Gingin**

### Question 1:

*Can the Shire provide an update on the Lifestyle Eco Village project?*

### **Response by Chief Executive Officer**

The Shire has received contact just recently from the applicants and can expect development to commence fairly soon.

## **5.11 ANNUAL ELECTORS MEETING – FUTURE LOCATIONS**

**Julie Polette - Gabbadah**

### Question 1:

*Please can the Shire return to the practice of having the Annual Electors Meeting in various rotating venues in the Shire.*

### **Response by Shire President**

The location of the Annual Electors Meeting is a decision by Council. Your comment is noted and Council can discuss.

## **5.12 MOORE RIVER BRIDGE** **Kerry Enright – Gabbadah**

### Question 1:

*Has the Council thought of ways to attract the campers that park in the free 24 hour parking area at the bridge over the Moore River on Indian Ocean Drive into the Guilderton Caravan Park?*

### **Response by Chief Executive Officer**

This parking bay is controlled by Main Roads and is not Council owned. Unfortunately this bay is an attraction to campers as it is a free spot and travellers look for sites like these.

### Question 2:

*Could Council look at installing a picturesque sign on the Indian Ocean Drive south and north of Guilderton to attract tourists into the town. We have people coming into town saying we didn't know this was here.*

*Maybe the parking meter money could be used for printing and installation of a sign.*

### **Response by Chief Executive Officer**

We will take your idea on board for future consideration. However, Council would need to consider signage for all coastal towns.

## **5.13 SEABIRD CARAVAN PARK – EROSION** **Geoff Lobb – Seabird**

Mr Lobb made general comment in relation to erosion in Seabird.

### Question 1:

*What steps has the Shire implemented for the 90 leach drains going into the ocean, with loss of revenue from erosion to the Caravan site?*

### Question 2:

*What inundation factors have you considered apart from retreat?*

### **Response by Shire President**

Council takes coastal erosion very seriously and inundation costs are high. Council is involved in the Australian Coastal Councils Association Inc where we are seeking advice from other representatives and other Councils' experiences. It is a State issue and to be honest they are probably not worried about a Caravan Park as these can be moved.

## **Response by Chief Executive Officer**

Council is working within the guidelines of the Coastal Hazard Risk Management and Adaptation Plan (CHRMAP). We have compared and are looking at other Council's plans and the City of Rockingham is one we are interested in. We have been quoted for geo-tec bags, but the State Government has advised that if Council undertakes this work any liability for further erosion or damage on the coastline in the future will have to be borne by the Shire of Gingin. The Shire has consistently applied for grants and has been unsuccessful, but we keep trying. We cannot get assistance from the State Government unless a threat occurs. No seawall is permanent.

### **5.14 PROPOSED LANCELIN TO LEDGE POINT ROAD Bevan Henderson – Lancelin**

*Mr Henderson passed thanks onto the Lancelin outside staff for their efforts in town, they are always doing a great job.*

#### Question 1:

*Has a business plan been developed for the Lancelin to Ledge Point road?*

#### **Response by Chief Executive Officer**

There is a draft copy that has just been presented to Council to review.

#### Question 2:

*Is there an MOU with Department of Transport (DOT) or any other department?*

#### **Response by Chief Executive Officer**

No.

#### Question 3:

*Is there any mention of a Marina in the plan?*

#### **Response by Chief Executive Officer**

There has been no decision on a Marina.

#### Question 4:

*How far away is the inundation report and will it be available to the public? Will it form part of the CHRMAP?*

#### **Response by Chief Executive Officer**

The inundation report is about six weeks away from completion. The CHRMAP will be reviewed after the inundation report is completed to be included into the document.

Question 5:

*Annual Electors Meeting locations to be moved around the Shire.*

**Response by Chief Executive Officer**

Refer to previous question by Julie Polette for response.

**6. CLOSURE**

There being no further business, the Shire President declared the meeting closed at 6.05pm and invited all those in attendance to join Councillors and staff for refreshments.

## **FOOTNOTES:**

The following footnotes provide an overview of the legislative provisions governing the format and procedure for the Annual Meeting of Electors.

### ***Prepare Annual Report***

The Act requires that the Local Government is to prepare an Annual Report (Section 5.53), accept the Annual Report (Section 5.54), advertise its availability to the public (Section 5.55) and hold an Annual Meeting of Electors within 56 days of accepting the Annual Report (Section 5.27).

### ***Matters for discussion at the Annual Meeting of Electors***

In accordance with Section 5.27 (3) of the Act and Regulation 15 of the Regulations, the matters to be discussed at the Annual Meeting of Electors are firstly the contents of the Annual Report for the previous Financial Year and then any other general business.

### ***President to preside at the Annual Meeting of Electors***

Section 5.30 of the Act stipulates that the President (or if not available, the Deputy President) is to preside at an Electors' Meeting.

### ***Voting at the Annual Meeting of Electors***

Regulation 17 of the Regulations outlines the voting provisions at an Electors' Meeting as follows:

*Each elector at the Meeting is entitled to one vote on each matter to be decided, but does not have to vote;*

*All decisions are to be made by a "Simple Majority" vote; and*

*Voting is to be conducted so that no voter's vote is secret.*

### ***Procedure at the Annual Meeting of Electors***

Regulation 18 of the Regulations states that the procedure at an Annual Meeting of Electors is to be determined by the person presiding (President or Deputy President) at the meeting.

### ***Decisions made at an Annual Meeting of Electors***

In accordance with Section 5.33 of the Act, all decisions made at an Annual Meeting of Electors are to be considered at the next Ordinary Meeting of Council or, if that is not practicable –

*At the first Ordinary Meeting of Council after that meeting or*

*At a Special Meeting called for that purpose.*

If at a Meeting of the Council a Local Government makes a decision in response to a decision made at an Annual Meeting of Electors, the reasons for the decision are to be recorded in the Minutes of the Council Meeting.

***Definition of Elector***

An Elector is defined under the Act as a person who is eligible to vote in an election of the Shire of Gingin.

***Speaking at Electors' Meetings***

When addressing the Meeting, please step up to the lectern and state your name and address for minute taking purposes.