



## **UNCONFIRMED MINUTES**

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**Town of Port Hedland**

**MINUTES**

**OF THE**

**SPECIAL MEETING**

**OF THE TOWN OF PORT HEDLAND COUNCIL**

**HELD ON**

**MONDAY 21 OCTOBER 2013**

**AT 5.30 PM**

**IN COUNCIL CHAMBERS**

**McGREGOR STREET, PORT HEDLAND**

***“A nationally significant, friendly city, where people want to live  
and are proud to call home”***

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**Agenda Items:**

- 1. Swear in new Mayor and Councillors; and*
- 2. Elect the Deputy Mayor*

*M.J. (Mal) Osborne  
Chief Executive Officer*



**OUR COMMITMENT**

*To enhance social, environmental and economic well-being through leadership and working in partnership with the Community.*

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*NOTE: The Chief Executive Officer is to preside at the meeting until the office of Mayor is sworn in (Schedule 2.3, Local Government Act 1995).*

**ITEM 1      OPENING OF MEETING****1.1          Opening**

The Chief Executive Officer declared the meeting open at 5:35 pm and acknowledged the traditional owners, the Kariyarra people.

**1.2          Swearing in Ceremony**

Robert Fry, JP officiated the swearing in of office of:

- Mayor Kelly Howlett, elected for a four (4) year term
- Councillor Jan Gillingham, elected for a four (4) year term
- Councillor David Hooper, elected for a four (4) year term
- Councillor Lorraine Butson, elected for a four (4) year term
- Councillor Troy Melville, elected for a four (4) year term
- Councillor David Van Vugt, elected for a two (2) year term.

The ceremony comprised of the Oath or Affirmation of Allegiance as required under the Local Government (Constitution) Regulations 1996 and the Declaration by Elected Member under s 2.29 of the Local Government Act 1995.

The Mayor assumed the Chair at 5:43pm.

**ITEM 2      RECORDING OF ATTENDANCE AND APOLOGIES****2.1          Attendance**

Mayor Kelly Howlett  
Councillor George Daccache  
Councillor Jan Gillingham  
Councillor David Hooper  
Councillor Gloria Jacob  
Councillor Julie Hunt  
Councillor Penny Taylor  
Councillor Lorraine Butson  
Councillor Troy Melville  
Councillor David Van Vugt

**2.2          Apologies**

Nil.

**2.3          Approved Leave of Absence**

Nil.

### **Election of Deputy Mayor**

Nominations were called by the Chief Executive Officer for the position of Deputy Mayor in accordance with Schedule 2.3, Part 8 of the *Local Government Act 1995*. The appointment is for a two year term, with the position being considered following every ordinary election.

#### *8. How deputy mayor or deputy president is elected*

- (1) The council is to elect a Councillor (other than the Mayor) to fill the office.*
- (2) The election is to be conducted in accordance with the procedure prescribed, by the Mayor, or if he or she is not present, by the Chief Executive Officer.*
- (3) Nominations for the office are to be given to the person conducting the election in writing, before the meeting or during the meeting before the close of nominations.*
- (3a) Nominations close at the meeting at a time announced by the person conducting the election, which is to be a sufficient time after the announcement by that person that nominations are about to close to allow for any nominations made to be dealt with.*
- (4) If a Councillor is nominated by another Councillor the person conducting the election is not to accept the nomination unless the nominee has advised the person conducting the election, orally or in writing, that he or she is willing to be nominated for the office.*
- (5) The council members are to vote on the matter by secret ballot as if they were electors voting at an election.*
- (6) Subject to clause 9(1) the votes cast under subclause (5) are to be counted, and the successful candidate determined, in accordance with Schedule 4.1 as if those votes were votes cast at an election.*
- (7) As soon as is practicable after the result of the election is known, the Chief Executive Officer is to declare and give notice of the result in accordance with regulations, if any.*

#### *9. Votes may be cast a second time*

- (1) If, when the votes cast under clause 8(5) are counted, there is an equality of votes between 2 or more candidates who are the only candidates in, or remaining in, the count, the count is to be discontinued and, not more than 7 days later, a special meeting of the council is to be held.*

- (2) *Any nomination for the office may be withdrawn, and further nominations may be made, before or when the special meeting is held.*
- (3) *When the special meeting is held the council members are to vote again on the matter by secret ballot as if they were voting at an election.*
- (4) *The votes cast under subclause (3) are to be counted, and the successful candidate determined, under Schedule 4.1 as if those votes were votes cast at an election.*

The following nominations were received at 5:47pm:

- George Daccache
- Janet Gillingham
- Penny Taylor
- Gloria Jacob

All Elected Members casted their votes by way of secret ballot.

Votes were counted at 5:53pm by Mr Robert Fry, JP, in the presence of the Chief Executive Officer and the Governance Coordinator.

Outcome of the vote count:

- George Daccache – 2 votes
- Janet Gillingham – 3 votes
- Penny Taylor – 1 vote
- Gloria Jacob – 4 votes

The Chief Executive Officer declared that Gloria Jacob was the Councillor elected as Deputy Mayor. Gloria Jacob read the Oath or Affirmation of Allegiance as required under the Local Government (Constitution) Regulations 1996 and the Declaration by Elected Member under s 2.29 of the Local Government Act 1995 before Mr Robert Fry, JP.

### ITEM 3 PUBLIC TIME

#### **IMPORTANT NOTE:**

*'This meeting is being recorded on audio tape as an additional record of the meeting and to assist with minute-taking purposes which may be released upon request to third parties. If you do not give permission for recording your participation please indicate this at the meeting. The public is also reminded that in accordance with Section 20.3 of the Town of Port Hedland Local Law on Standing Orders nobody shall use any visual or vocal electronic device or instrument to record the proceedings of any meeting unless that person has been given permission by the*

*chairperson to do so'.*

Mayor opened Public Question Time at 5:58pm

**3.1 Public Question Time**

Nil.

Mayor closed Public Question Time at 5:58pm

Mayor opened Public Statement Time at 5:58pm

**3.2 Public Statement Time**

Nil.

Mayor closed Public Statement Time at 6pm

**ITEM 4 QUESTIONS FROM MEMBERS WITHOUT NOTICE**

**4.1 Councillor George Daccache**

Congratulations to the Mayor, Deputy and all new councillors, I am looking forward to working with everybody for the betterment of the Town.

**4.2 Councillor Jan Gillingham**

Thanks to all that voted for me and congratulations to all new councillors.

**4.3 Councillor David Hooper**

Congratulations to all.

**4.4 Councillor Gloria Jacob**

Congratulations to all, these are both exciting and challenging times for the town, and this election is an opportunity for elected members to show unity as a Council and works for the betterment of the town. Thanks to existing members for giving me the opportunity of being Deputy Mayor.

**4.5 Councillor Julie Hunt**

Congratulations to all new and returning members.

**4.6 Councillor Troy Melville**

Thanks to everybody that has voted and supported me I am looking forward to the challenge.

**4.7 Councillor David Van Vugt**

Congratulations to all.

**4.8 Mayor Kelly Howlett**

Congratulations to all elected members, the prestige of your roles will now be recognised and included on the Town's honour board. This is a great opportunity to be part of the Town of Port Hedland Council at a very exciting time. I also wish to put forward my commendations to Councillor Arnold Carter and Councillor Michael (Bill) Dziombak for their efforts over the years which will be recognised in due course. Thanks to the Chief Executive Officer and all Directors for their work, support and collaboration. No one has ever been Mayor for more than four years here at the Tow of Port Hedland and I will definitely work towards making the most of it.

**ITEM 5 CLOSURE****5.1 Date of Next Meeting**

The next Ordinary Meeting of Council will be held on Wednesday 23 October 2013, commencing at 5.30 pm.

**5.2 Closure**

There being no further business, the Mayor declared the meeting closed at 6:05pm.