



SHIRE OF KONDININ

MINUTES OF MEETING

Special Meeting of the Shire of Kondinin Council

29 October 2025

Order of Business

1. DECLARATION OF OPENING/ ANNOUNCEMENT OF VISITORS

In accordance with Clause 3 of Schedule 2.3 of the Local Government Act 1995 the Chief Executive Officer is to preside at the meeting until the office of President is filled.

The Chief Executive Officer declares the meeting open (as temporary Presiding Member) at .

2. RECORD OF ATTENDANCE/ APOLOGIES/ LEAVE OF ABSENCE

Councillors:	Cr Beverley Gangell Cr Darren Pool Cr Murray James
Councillors Elect:	Mr Kent Mouritz Mr Paul Green Mr Bruce Browning Mrs Toni Smeed
Special Guests:	Mrs Kerrie Green, Justice of the Peace
Staff:	Bruce Wright (CEO) Tory Young (MPA) Mark Burgess (MoW) Vince Bugna (MCS) Amanda Kemp (CDO)
Apologies:	Nil

3. ITEMS

- 3.1 Declaration by Council Members
- 3.2 Election and Swearing in of The Shire President
- 3.3 Election and Swearing in of the Deputy Shire President
- 3.4 Ballot for Seating Order for Council Members

3.1 **Declaration by Council Members 2025**

Author:	Bruce Wright, Chief Executive Officer
Authorising Officer:	Bruce Wright, Chief Executive Officer
Date:	24 October 2025
Disclosure of Interest:	Nil
Attachments:	Nil

Summary

All newly elected Council Members are required to undertake a declaration of office. This will occur before Justice of the Peace, Mrs Kerrie Green.

Background

Under the provisions of section 2.29 of the Local Government Act 1995, regulation 14 of the Local Government (Constitution) Regulations 1998 and the Oaths, Affidavits and Statutory Declarations Act 2005, all newly elected Council Members are required to undertake a declaration of office.

The swearing in will be witnessed by Justice of the Peace, Mrs Kerrie Green.

Councillors elect will undertake their declaration in alphabetical order.

Statutory Environment

Local Government Act 1995, Section 2.29

Attachments

Nil

The following elected Council members read aloud and signed the declaration prescribed under the provisions of the Local Government Act 1995. The Members were formally sworn in and witnessed by Mrs. Kerrie Green.

- 1. Cr Bruce Browning***
- 2. Cr Paul Green***
- 3. Cr Kent Mouritz***
- 4. Cr Toni Smeed***

3.2. Election and swearing in of The Shire President

Author:	Bruce Wright, Chief Executive Officer
Authorising Officer:	Bruce Wright, Chief Executive Officer
Date:	24 October 2025
Disclosure of Interest:	Nil
Attachments:	Nil

Summary

The Shire President is elected by fellow Councillors by way of a secret ballot. The Shire President elect will take an oath and be sworn in by Justice of the Peace, Mrs Kerrie Green.

Background

The Chief Executive Officer will preside at the meeting and act in the capacity of Returning Officer.

Nominations for the Office of Shire President are to be given to the CEO in writing before the meeting, or during the meeting but before the close of nominations. Nominations close at a time announced by the CEO.

If a Councillor is nominated by another Councillor, the CEO must not accept the nomination unless the nominee has advised the CEO in writing that he or she is willing to accept the nomination.

Councillors will vote on the election of a Shire President by secret ballot. The CEO will declare the result and the Shire President elect will be required to undertake a declaration before Justice of the Peace, Mrs Kerrie Green in accordance with the provisions of section 2.29 of the Local Government Act 1995, regulation 14 of the Local Government (Constitution) Regulations 1998 and the Oaths, Affidavits and Statutory Declarations Act 2005.

The meeting will then be handed to the Shire President.

Statutory Environment

Local Government Act 1995, Section 2.29

Attachments

Nil

The CEO/Returning Officer called for nominations in writing for the position of Shire President. The following nominations were received:

- 1. Cr Gangell nominated Cr Mouritz in writing***
- 2. Cr Smeed nominated Cr Browning in writing***

Ballot papers were drawn, and the vote was conducted by secret ballot with the CEO acting as the Returning Officer.

The CEO/Returning Officer declared Cr Mouritz elected as the Shire President for a period of two years (4/3).

Cr Mouritz having read aloud and signed the prescribed declaration was formally sworn in as the Shire President before Justice of the Peace, Mrs. Kerrie Green.

3.3. Election and swearing in of The Deputy Shire President

Author:	Bruce Wright, Chief Executive Officer
Authorising Officer:	Bruce Wright, Chief Executive Officer
Date:	24 October 2025
Disclosure of Interest:	Nil
Attachments:	Nil

Summary

The Deputy Shire President is elected by fellow Councillors by way of a secret ballot. The Deputy Shire President elect will take an oath and be sworn in by Justice of the Peace, Mrs Kerrie Green.

Background

The Chief Executive Officer will preside at the meeting and act in the capacity of Returning Officer.

Nominations for the Office of Deputy Shire President are to be given to the CEO in writing before the meeting or during the meeting and before the close of nominations. Nominations close at a time announced by the CEO.

If a Councillor is nominated by another Councillor, the CEO must not accept the nomination unless the nominee has advised the CEO in writing that he or she is willing to accept the nomination.

Councillors will vote on the election of a Deputy Shire President by secret ballot. The CEO will declare the result and the Deputy Shire President elect will be required to undertake a declaration before Justice of the Peace, Mrs Kerrie Green in accordance with the provisions of section 2.29 of the Local Government Act 1995, regulation 14 of the Local Government (Constitution) Regulations 1998 and the Oaths, Affidavits and Statutory Declarations Act 2005.

Statutory Environment

Local Government Act 1995, Section 2.29

Attachments

Nil

The CEO/Returning Officer called for nominations in writing for the position of Deputy Shire President. The following nominations were received:

1. Cr Pool nominated Cr Gangell in writing

The CEO/Returning Officer declared Cr Gangell elected unopposed as the Deputy Shire President for a period of two years.

Cr Gangell having read aloud and signed the prescribed declaration was formally sworn in as the Deputy Shire President before Justice of the Peace, Mrs. Kerrie Green.

3.4 Ballot for Seating Order for Council Members

Author:	Bruce Wright, Chief Executive Officer
Authorising Officer:	Bruce Wright, Chief Executive Officer
Date:	24 October 2025
Disclosure of Interest:	Nil
Attachments:	Nil

Summary

In concert with the Shire's Standing Orders and as has historically occurred following past elections, a ballot for the order of seating of Council members in Chambers will be conducted by the Chief Executive Officer.

Background

The Shire President, Chief Executive Officer, Shire staff and minute taker all have pre-assigned seating.

Seating allocations for the Deputy Shire President and the remaining Council Members will be allocated by way of ballot conducted by the Chief Executive Officer. For the purpose of the ballot and seating plans, the Chambers seating is numbered from left to right, Elected Member 1 to 6.

The ballot will be drawn in alphabetic order of Council Members' surnames. Upon seating being allocated, the Chief Executive officer will usher Council Members to their respective seat.

Councillors will retain their allocated seating for the remainder of their tenure.

Statutory Environment

Shire Standing Orders

Attachments

Nil

Voting Requirement

Simple Majority

Following a ballot drawn in alphabetic order of Councillors surnames, the following seating positions have been allocated:

- a) Seat EM1: Cr Gangell***
- b) Seat EM2: Cr Green***
- c) Seat EM3: Cr Browning***
- d) Seat EM4: Cr James***
- e) Seat EM5: Cr Smeed***
- f) Seat EM6: Cr Pool***

4. ANNOUNCEMENTS BY ELECTED MEMBERS WITHOUT NOTICE

Nil

5. BUSINESS OF AN URGENT NATURE

Nil

6. CLOSURE

The meeting was closed at: 4.33pm