



CONFIRMED

MINUTES

FOR THE

SPECIAL

COUNCIL MEETING

HELD

6th May 2026

AT

ADMINISTRATION CENTRE EATON
1 Council Drive - EATON

This document is available in alternative formats such as:
~ Large Print
~ Electronic Format [emailed]
Upon request.



VISION STATEMENT

“The Shire of Dardanup is a healthy, self-sufficient and sustainable community, that is connected and inclusive, and where our culture and innovation are celebrated.”

TABLE OF CONTENTS

1	DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS.....	1
2	RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED	2
2.1	Attendance.....	2
2.2	Apologies.....	2
2.3	Leave of Absence.....	2
2.4	Previous Meetings.....	2
3	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	3
4	PUBLIC QUESTION TIME	3
5	APPLICATIONS FOR LEAVE OF ABSENCE	3
6	PETITIONS/DEPUTATIONS/PRESENTATIONS	3
7	CONFIRMATION OF MINUTES OF PREVIOUS MEETING	3
8	ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION	4
9	ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED.....	4
10	QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN	4
11	DECLARATION OF INTEREST	4
12	REPORTS OF OFFICERS AND COMMITTEES	5
12.1	EXECUTIVE REPORTS	5
12.2	DEVELOPMENT SERVICES DIRECTORATE REPORTS	5
12.3	COMMUNITY & ECONOMIC DEVELOPMENT DIRECTORATE REPORTS	5
12.4	INFRASTRUCTURE DIRECTORATE REPORTS	5
12.5	CORPORATE & GOVERNANCE DIRECTORATE REPORTS.....	5
12.6	COMMITTEES	6
12.6.1	Integrated Planning Committee Meeting held on the 15 th April 2026	6
13	ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	9
14	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING	9
15	PUBLIC QUESTION TIME	9
16	MATTERS BEHIND CLOSED DOORS	9
17	CLOSURE OF MEETING	10

COUNCIL ROLE

Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government / body /agency.
Executive/Strategic	The substantial direction setting and oversight role of the Council e.g. Adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
Legislative	Includes adopting local laws, town planning schemes and policies.
Review	When Council reviews decisions made by Officers.
Quasi-Judicial	When Council determines an application/matter that directly affects a person's rights and interests. The Judicial character arises from the obligations to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (e.g.: under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

DISCLAIMER

"Any statement, comment or decision made at a Council or Committee meeting regarding any application for an approval, consent or licence, including a resolution of approval, is not effective as an approval of any application and must not be relied upon as such.

Any person or entity that has an application before the Shire must obtain, and should only rely on, written notice of the Shire's decision and any conditions attaching to the decision and cannot treat as an approval anything said or done at a Council or Committee meeting.

Any advice provided by an employee of the Shire on the operation of a written law, or the performance of a function by the Shire, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the Shire. Any advice on a matter of law, or anything sought to be relied upon as a representation by the Shire should be sought in writing and should make clear the purpose of the request."

RISK ASSESSMENT

Inherent Risk	The level of risk in place in order to achieve the objectives of the Council and before actions are taken to alter the risk's impact or likelihood.
Residual Risk	The remaining level of risk following the development and implementation of Council's response.
Strategic Context	These risks are associated with achieving Council's long-term objectives.
Operational Context	These risks are associated with the day-to-day activities of the Council.
Project Context	Project risk has two main components: • Direct refers to the risks that may arise as a result of project, which may prevent the Council from meeting its objectives. • Indirect refers to the risks which threaten the delivery of project outcomes.

SHIRE OF DARDANUP**MINUTES FOR THE SHIRE OF DARDANUP SPECIAL COUNCIL MEETING HELD ON WEDNESDAY, THE 6TH MAY 2026, AT THE SHIRE OF DARDANUP ADMINISTRATION CENTRE EATON AT 5:00PM.****1 DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS**

The Presiding Member, Cr T G Gardiner, declared the meeting open at 5:00pm, welcomed those in attendance, and referred to the Disclaimer, Acknowledgement of Country, Emergency Procedure and the Affirmation of Civic Duty and Responsibility on behalf of Councillors and Officers:

Acknowledgement of Country

The Shire of Dardanup wishes to acknowledge that this meeting is being held on the traditional lands of the Noongar people. In doing this, we recognise and respect their continuing culture and the contribution they make to the life of this region and pay our respects to their elders, past, present and emerging. The Shire of Dardanup also respects and celebrates all cultures of all our residents and visitors to our Shire.

Emergency Procedure

In the event of an emergency, please follow the instructions of the Chairperson who will direct you to the safest exit route. Once outside, you will be directed to an appropriate Assembly Area where we will meet (and complete a roll call).

Affirmation of Civic Duty and Responsibility

Councillors and Officers of the Shire of Dardanup collectively declare that we will duly, faithfully, honestly and with integrity fulfil the duties of our respective office and positions for all the people in the district according to the best of our judgement and ability. We will observe the Shire's Code of Conduct and Standing Orders to ensure efficient, effective and orderly decision making within this forum.

Recording of Meetings

In accordance with Section 5.23A of the Local Government Act 1995, and Part 2A of the Local Government (Administration) Regulations 1996, video or audio recordings of Council meetings apply to all Ordinary and Special Council Meetings of the Shire of Dardanup.

All recordings will be retained as part of the Shire of Dardanup records and will be made available to the public via the Shire of Dardanup Website, excluding recordings of matters that Council take Behind Closed Doors.

2 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED

2.1 Attendance

Cr Tyrrell G Gardiner	-	Shire President
Cr Stacey L Gillespie	-	Deputy Shire President
Cr Bradley S Farrant	-	Elected Member
Cr Luke W Davies	-	Elected Member
Cr Mark R Hutchinson	-	Elected Member
Cr Anthony C Jenour	-	Elected Member
Cr Krystal A Lauretsch	-	Elected Member
Cr Ruby J Trevathan	-	Elected Member
Cr Annette L Webster	-	Elected Member
Mr André Schönfeldt	-	Chief Executive Officer
Mr Ashwin Nair	-	Director Development Services
Mr Craig Johnson	-	Director Community and Economic Development
Mr Theo Naudé	-	Director Infrastructure
Mr Shaun Hill	-	Acting Director Corporate and Governance
Mrs Kristy Burden	-	Manager Human Resources
Mrs Donna Bailye	-	Manager Governance
Mrs Lily Webb	-	Executive Support Officer

2.2 Apologies

Mrs Natalie Hopkins	-	Director Corporate and Governance
---------------------	---	-----------------------------------

2.3 Leave of Absence

None.

2.4 Previous Meetings

DATE	TYPE	CR. L W DAVIES	CR. B S FARRANT	CR. T G GARDINER	CR. S L GILLESPIE	CR. M R HUTCHINSON	CR. A C JENOUR	CR. K A LAURETSCH	CR. R J TREVATHAN	CR. A L WEBSTER
JANUARY 2026										
21/01/2026	AF	✓	✓	✓	✓	✓	Ap	✓	✓	Ap
28/01/2026	OCM	✓	✓	✓	✓	✓	✓	✓	✓	✓
FEBRUARY 2026										
04/02/2026	CF	✓	✓	✓	✓	✓	✓R	Ap	✓	✓
18/02/2026	AF	✓	✓	✓	Ap	✓	✓R	✓	✓	✓
25/02/2026	OCM	✓	✓	✓	✓	✓	✓	✓	✓	✓
MARCH 2026										
04/03/2026	CF	Ap	✓	✓	✓	Ap	Ap	✓	✓	✓
18/03/2026	AF	✓	✓	✓	Ap	✓	✓R	✓	✓	Ap
25/03/2026	OCM	✓	✓	✓	LoA	✓	✓	Ap	✓	✓

APRIL 2026										
01/04/2026	CF	✓	✓	✓	Ap	✓	✓R	✓R	✓	Ap
08/04/2026	SCM	Ap	✓	✓	✓	Ap	✓	✓	✓	Ap
15/04/2026	WS	✓	✓	✓	Ap	Ap	✓R	✓	✓	Ap
22/04/2026	AF	✓	Ap	✓	✓	Ap	✓	✓	✓	Ap
29/04/2026	OCM	✓	✓	✓	✓R	✓	✓R	✓	✓	Ap

TYPE LEGEND	
AF	Agenda Forum
CF	Concept Forum
OCM	Ordinary Council Meeting
SCM	Special Council Meeting
WS	Workshop

ATTENDANCE LEGEND	
✓	Attendance
✓R	Remote Attendance
Ap	Apology
LoA	Leave of Absence
NA	Non-Attendance

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

None.

4 PUBLIC QUESTION TIME

None.

5 APPLICATIONS FOR LEAVE OF ABSENCE

None.

6 PETITIONS/DEPUTATIONS/PRESENTATIONS

None.

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

The Minutes of the Ordinary Council Meeting [OCM] held on the 29th April 2026 will be presented to Council for confirmation at the Ordinary Council Meeting to be held on 27th May 2026.

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

None.

9 ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED

None.

10 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

None.

11 DECLARATION OF INTEREST

Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences.

Key Management Personnel (which includes Elected Members, Chief Executive Officer and Directors) are reminded of their requirement to disclose biannually transactions between Council and related parties in accordance with Council Policy CnG CP039.

Note: Chairperson to ask Councillors and Staff if there are any Declarations of Interest to be declared.

- *Manager Human Resources, Mrs Kristy Burden, declared a Financial Interest in Item 12.6.1 - Integrated Planning Committee Meeting held on the 15th April 2026, due to the item relating to remuneration.*
- *Director Community and Economic Development, Mr Craig Johnson, declared a Financial Interest in Item 12.6.1 - Integrated Planning Committee Meeting held on the 15th April 2026, due to the item relating to workforce planning matters which may affect his position and remuneration.*
- *Director Development Services, Mr Ashwin Nair, declared a Financial Interest in Item 12.6.1 - Integrated Planning Committee Meeting held on the 15th April 2026, due to the item relating to workforce planning matters which may affect his position and remuneration.*

12 REPORTS OF OFFICERS AND COMMITTEES

12.1 EXECUTIVE REPORTS

None.

12.2 DEVELOPMENT SERVICES DIRECTORATE REPORTS

None.

12.3 COMMUNITY & ECONOMIC DEVELOPMENT DIRECTORATE REPORTS

None.

12.4 INFRASTRUCTURE DIRECTORATE REPORTS

None.

12.5 CORPORATE & GOVERNANCE DIRECTORATE REPORTS

None.

12.6 COMMITTEES

12.6.1 Integrated Planning Committee Meeting held on the 15th April 2026

Reporting Department	<i>Corporate & Governance Directorate</i>
Responsible Officer	<i>Mr Shaun Hill – Acting Director Corporate & Governance</i>
Reporting Officer	<i>Mrs Donna Bailye – Manager Governance</i>
Legislation	<i>Local Government Act 1995</i>
Council Role	<i>Executive/Strategic.</i>
Voting Requirement	<i>Simple Majority.</i>
Attachments	<i>Confidential Attachment A – Under Separate Cover Confidential Attachment B – Under Separate Cover</i>

DECLARATION OF INTEREST

Director Community and Economic Development, Mr Craig Johnson, and Director Development Services, Mr Ashwin Nair, both declared a Financial Interest in this item and left the room at 5:04pm.

Manager Human Resources, Mrs Kristy Burden, declared a Financial Interest and left the room at 5:27pm.

Please refer to Part 11 'Declaration of Interest' for full details.

Officer Comment

At the 29th April 2026 Ordinary Council meeting, Council endorsed the Minutes from the Integrated Planning Committee meeting held on the 15th April 2026.

It was noted at the meeting, due to an administrative error, the Behind Closed Doors item – Workforce Plan FY26 – FY35 resolution from the Integrated Planning Committee meeting was not presented for endorsement at that time.

The report was inadvertently omitted from the agenda and is now being presented to Council for Council's endorsement.

Endorsement through the Special Council meeting is required now to allow workforce planning and resourcing decisions to be finalised in line with the Shire's planning timeframes.

The Behind Closed Doors Minutes of the Integrated Planning Committee Meeting held on the 15th April 2026 (Confidential Attachment A) are attached.

OFFICER RECOMMENDATION & COUNCIL RESOLUTION

108-26 MOVED – Cr S L Gillespie

SECONDED – Cr R J Trevathan

THAT Council receives the Behind Closed Doors Minutes (Confidential Attachment A) of the Integrated Planning Committee held on the 15th April 2026.

CARRIED

9/0

FOR THE MOTION	AGAINST THE MOTION
Cr T G Gardiner	
Cr S L Gillespie	
Cr B S Farrant	
Cr L W Davies	
Cr M R Hutchinson	
Cr A C Jenour	
Cr K A Laurentsch	
Cr R J Trevathan	
Cr A L Webster	

Note: Mr Craig Johnson, Mr Ashwin Nair and Mr Shaun Hill left the Council Chambers at 5:04pm.

OFFICER RECOMMENDATION & COUNCIL RESOLUTION

109-26 MOVED – Cr S L Gillespie

SECONDED – Cr T G Gardiner

THAT in accordance with the *Local Government Act 1995, S 5.23, section (2)(b)*, Council move Behind Closed Doors to discuss a matter relating to the recruitment or employment of senior employees at 5:04pm.

CARRIED

8/1

FOR THE MOTION	AGAINST THE MOTION
Cr T G Gardiner	Cr M R Hutchinson
Cr S L Gillespie	
Cr B S Farrant	
Cr L W Davies	
Cr A C Jenour	
Cr K A Laurentsch	
Cr R J Trevathan	
Cr A L Webster	

Note: The meeting was closed to members of the public, and Mrs Donna Bailye left the Council Chambers at 5:04pm.

Note: Mrs Kristy Burden left the Council Chambers at 5:27pm.

OFFICER RECOMMENDATION & COUNCIL RESOLUTION

110-26

MOVED – Cr A C Jenour

SECONDED – Cr S L Gillespie

THAT Council return from Behind Closed Doors at 5:28pm.

CARRIED

9/0

<i>FOR THE MOTION</i>	<i>AGAINST THE MOTION</i>
<i>Cr T G Gardiner</i>	
<i>Cr S L Gillespie</i>	
<i>Cr B S Farrant</i>	
<i>Cr L W Davies</i>	
<i>Cr M R Hutchinson</i>	
<i>Cr A C Jenour</i>	
<i>Cr K A Laurentsch</i>	
<i>Cr R J Trevathan</i>	
<i>Cr A L Webster</i>	

Note: The meeting re-opened to members of the public at 5:28pm.

INTEGRATED PLANNING COMMITTEE RECOMMENDATION & COUNCIL RESOLUTION

111-26

MOVED – Cr A C Jenour

SECONDED – Cr B S Farrant

THAT Council endorses the Shire of Dardanup Workforce Plan FY26 - FY35 as per (Confidential Attachment B).

CARRIED

9/0

FOR THE MOTION	AGAINST THE MOTION
Cr T G Gardiner	
Cr S L Gillespie	
Cr B S Farrant	
Cr L W Davies	
Cr M R Hutchinson	
Cr A C Jenour	
Cr K A Laurentsch	
Cr R J Trevathan	
Cr A L Webster	

Note: Mr Craig Johnson, Mr Ashwin Nair, Mr Shaun Hill, Mrs Donna Bailye and Mrs Kristy Burden returned to the Council Chambers at 5:30pm.

13 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

None.

14 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING
--

None.

15 PUBLIC QUESTION TIME

None.

16 MATTERS BEHIND CLOSED DOORS

None.

17 CLOSURE OF MEETING

The Presiding Member, Cr T G Gardiner, advised that:

- The next Ordinary Meeting of Council is to be held on Wednesday, the 27th May 2026, commencing at 5:00pm at the Shire of Dardanup Administration Centre, Eaton.

There being no further business, the Presiding Member declared the meeting closed at 5:31pm.



CONFIRMATION OF MINUTES

"As the person presiding at the meeting at which these minutes were confirmed on 27th May 2026, I certify that these minutes have been confirmed as a true and accurate record of proceedings.

Signed: 

(Chairman or Shire President or Other Presiding Member)