



1 Joaquina Street, York WA 6302

PO Box 22, York WA 6302

T: (08) 9641 0500

E: [records@york.wa.gov.au](mailto:records@york.wa.gov.au)

W: [york.wa.gov.au](http://york.wa.gov.au)

# MINUTES

## Special Council Meeting

Held in Council Chambers  
1 Joaquina Street, York WA 6302  
Tuesday 28 April 2026



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Shire of York  
Special Council Meeting  
Tuesday 28 April 2026



**1. Opening & Acknowledgement**

The Shire President declared the Meeting open at 4:30pm, welcomed those in attendance and read the following acknowledgment:

*The York Shire Council acknowledges the Ballardong people of the Noongar Nation who are the Traditional Owners of the country where this meeting is being held and recognise their continuing connection to land, water, sky and culture. We pay our respects to all these people and their Elders past, present and emerging.*

*In accordance with Regulations 14I and 14J of the Local Government (Administration) Regulations 1996, notice is given that this meeting is being video and audio recorded to facilitate community participation and for minute-taking purposes. By being present at a meeting, members of the public consent to the possibility that their image and voice may be recorded. Audio recordings are published on the Shire's website following the meeting and may be released upon request to third parties.*

*Members of the public are reminded that, in accordance with Section 6.16 of the Shire of York Local Government (Council Meetings) Local Law 2016, nobody shall use any visual or vocal recording device or instrument to record the proceedings of Council without the written permission of the Presiding Member.*

**2. Record of Attendance / Apologies / Leave of Absence**

**Councillors:**

Cr Chris Gibbs, Shire President; Cr Denese Smythe, Deputy Shire President

Cr Monique Hutchinson; Cr Kevin Trent; Cr Melissa Welsh

**Apologies:** Cr Elaine Ashford; Cr Kevin Pyke

**Staff:**

Anneke Birleson, Acting Executive Manager Corporate & Community Services

**Apologies/Leave of Absence:** Nil

**Gallery:** There were zero (0) people in the Gallery at the commencement of the Meeting.

**3. Declarations of Interest (Financial, Proximity & Impartiality)**

Anneke Birleson – Impartiality Interest due to the nature of employment relationship with the CEO. Noting the Officer has no decision-making authority in this process.

#### 4. Public Question Time

1. "Public Question Time" will be limited to 15 minutes\*. However, Council may exercise its discretion to extend the time by resolution if required. If there are questions remaining unasked at the expiration of the time allotted, members of the public are to submit their questions to the Shire President in writing.
2. Questions submitted to Special Meetings are restricted to the subject matter of that meeting (noting any confidentiality requirements).
3. During Public Question Time each questioner is limited to two (2) questions. Statements or long preamble are not permitted. Where multiple questions are formed into one sentence or paragraph these will be separated into the individual questions.
4. Every person who wishes to ask a question are to identify themselves and register with an Officer immediately prior to the meeting.
5. Questions containing offensive remarks, reference to the personal affairs or actions of Elected Members or staff, or which relate to confidential matters or legal action will not be accepted. Questions that the Presiding Member considers have been answered by earlier questions at the meeting or earlier meetings may not be accepted.
6. There is no debate on the answers provided to questions.
7. A summary of the question and the answer will be recorded in the minutes of the Council meeting at which the question was asked.

Public Question Time opened at 4.32pm.

There being no questions asked, Public Question Time closed at 4.32pm.

#### 5. Confirmation of the Minutes of the Previous Meeting

##### VOTING REQUIREMENTS



Simple Majority



Absolute Majority

##### RECOMMENDATION

That the Minutes of the Special Council Meeting held on Tuesday 24 February 2026 be confirmed as a true and correct record of proceedings.

##### RESOLUTION

**Moved:** Cr Trent

**Seconded:** Cr Smythe

**That the Minutes of the Special Council Meeting held on Tuesday 24 February 2026 be confirmed as a true and correct record of proceedings.**

**CARRIED 5/0**

**In Favour:** Crs Chris Gibbs, Denese Smythe, Monique Hutchinson, Kevin Trent and Melissa Welsh

**Against:** Nil



## 8. OFFICER'S REPORTS

### 8.1 Draft Contract for the Chief Executive Officer

<b>Author:</b>	Ami Hannington, Human Resources & Organisational Development Officer
<b>Authoriser:</b>	Anneke Birleson, Acting Executive Manager Corporate & Community Services
<b>Previously before Council:</b>	Not applicable
<b>Disclosure of Interest:</b>	Impartiality due to the employment relationship with the Chief Executive Officer
<b>Appendices:</b>	Appendix 8.1A – Draft CEO Contract (Confidential)

#### NATURE OF COUNCIL'S ROLE IN THE MATTER

Executive Decision  Legislative Requirement

#### PURPOSE OF REPORT

This item seeks Council's approval of the draft Chief Executive Officer (CEO) Contract of Employment.

#### VOTING REQUIREMENTS

Simple Majority  Absolute Majority

#### RECOMMENDATION

That, with regard to the Draft CEO Contract of Employment, Council:

1. Approves the draft Chief Executive Officer Contract of Employment as presented in confidential Appendix 8.1A.

#### RESOLUTION

**Moved:** Cr Trent **Seconded:** Cr Welsh

**That, with regard to the Draft CEO Contract of Employment, Council:**

1. Approves the draft Chief Executive Officer Contract of Employment as presented in confidential Appendix 8.1A.

**CARRIED 5/0**

**In Favour:** Crs Chris Gibbs, Denese Smythe, Monique Hutchinson, Kevin Trent and Melissa Welsh

**Against:** Nil

## RESOLUTION

**Moved:** Cr Gibbs **Seconded:** Cr Smythe

**That Council resolves to open the Meeting to the public.**

**CARRIED 5/0**

**In Favour:** Crs Chris Gibbs, Denese Smythe, Monique Hutchinson, Kevin Trent and Melissa Welsh

**Against:** Nil

The doors were opened at 4.35pm.

### 9. Public Reading of Resolutions Made Behind Closed Doors

The Shire President read aloud the Resolution made Behind Closed Doors for the purpose of the audio recording.

### 10. Closure

There being no further business the Shire President thanked those in attendance and closed the Meeting at 4.36 pm.