



ORDINARY MEETING OF COUNCIL
MONDAY, 23 JUNE 2025

MINUTES

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CITY OF ARMADALE

MINUTES

OF ORDINARY COUNCIL MEETING HELD IN THE COUNCIL CHAMBERS,
ADMINISTRATION CENTRE, 7 ORCHARD AVENUE, ARMADALE ON MONDAY, 23
JUNE 2025 AT 7.00PM.

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Mayor Butterfield, declared the meeting open at 7.00 pm.

Acknowledgement to Country

To begin I would like to pay my respects to the traditional custodians of this land, the Whadjuk people of the Noongar nation. The City pays its respects to the Aboriginal Elders past, present and always and extend that respect to any Aboriginal people in the room.

2 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (previously approved)

PRESENT:

Her Worship, Mayor R Butterfield presided over

Deputy Mayor, Cr J Keogh	River Ward
Cr J Joy JP	River Ward
Cr K Kamdar	Ranford Ward
Cr S Peter JP	Ranford Ward
Cr L Sargeson	Palomino Ward
Cr M J Hancock	Heron Ward
Dr C M Wielinga	Heron Ward
Cr K Busby	Minnawarra Ward
Cr G J Smith	Minnawarra Ward
Cr M Silver	Lake Ward
Cr S Stoneham	Hills Ward

IN ATTENDANCE:

Mr P Sanders	A/Chief Executive Officer
Mr J Lyon	Executive Director Corporate Services
Mr P Balley PhD	A/Executive Director Technical Services
Mrs S Van Aswegen	Executive Director Community Services
Mrs S D'Souza	CEO's Executive Assistant

Public: 2

LEAVE OF ABSENCE:

Leave of Absence previously granted to Cr P A Hetherington and Cr S S Virk

APOLOGIES:

Apology received from Cr S J Mosey

**3 ADVICE OF RESPONSE TO PREVIOUS PUBLIC QUESTIONS
TAKEN ON NOTICE**

Nil

4 PUBLIC QUESTION TIME

Nil

5 APPLICATIONS FOR LEAVE OF ABSENCE

1 Request for Leave of Absence (Cr Scott Mosey)

Request for leave of absence has been received from Cr S J Mosey for the period Friday 4 July to Sunday 29 July 2025 inclusive.

MOVED Cr S Peter

That Council grant leave of absence to Cr S J Mosey for the period Friday 4 July to Sunday 20 July 2025 inclusive. (Includes 1 Ordinary Council Meeting – 14 July)

MOTION not opposed, DECLARED CARRIED 12/0

FOR: Mayor Butterfield, Cr Joy, Cr Keogh, Cr Kamdar, Cr Peter, Cr Sargeson, Dr Wielinga
Cr Hancock, Cr Smith, Cr Busby, Cr Silver, Cr Stoneham

6 PETITIONS

Nil

7 CONFIRMATION OF MINUTES

7.1 PREVIOUS ORDINARY COUNCIL MEETING
HELD ON 9 JUNE 2025.

MOVED Cr L Sargeson that the Minutes of the Ordinary Council Meeting held on 9 June 2025 be confirmed as a true and accurate record.

MOTION not opposed, DECLARED CARRIED 12/0

FOR: Mayor Butterfield, Cr Joy, Cr Keogh, Cr Kamdar, Cr Peter, Cr Sargeson, Dr Wielinga
Cr Hancock, Cr Smith, Cr Busby, Cr Silver, Cr Stoneham

**8 ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT
DISCUSSION**

1. Mayor's Announcements

Friday 13 June 2025

Met with Hon Matt Keogh MP, Member for Burt to discuss the Railway Avenue Principal Shared Path alignment, Armadale RSL Carpark, the Armadale Regional Recreation Reserve and Central Park to provide updates and request advocacy support.

Saturday 14 June 2025

Attended the City of Gosnells Civic Dinner held at the Mills Park Centre in Beckenham. The evening provided an opportunity to chat to Mayors of neighbouring Local Governments, members of state parliament and members of community groups.

Deputy Mayor John Keogh attended the Armadale Volunteer Fire and Rescue Service Annual Dinner on my behalf which was held at the Gosnells Golf Club.

Tuesday 17 June 2025

Attended a meeting with the WA Police Officer in Charge of the Armadale Station, Senior Sergeant Paul Thornton to discuss the use of unregistered off road motor bikes in our suburbs, retail theft and reporting methodologies.

Wednesday 18 June 2025

Attended the South East Metropolitan Zone meeting held at the City of Gosnells. Executive Director Corporate Services attended on behalf of the CEO. Cr Silver attended as a delegate.

Thursday 19 June 2025

Hosted a citizenship ceremony in the City of Armadale Function Room. We welcomed another 50 new residents to the City. Ms Trish Cook MP, Member for Bullwinkel attended and addressed new Citizens on behalf of the Federal Government. Cr's Peter, Sargeson, and Smith also attended.

On behalf of Council, the Mayor expressed thanks and appreciation to Pascal Balley for stepping in to act as Executive Director of Technical Services during the last 10 months. His leadership and contribution has been invaluable. The City is also deeply grateful to the City of Kwinana for seconding Pascal to support the City.

9 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN – WITHOUT DISCUSSION

Nil

10 REPORTS

10.1 CITY AUDIT COMMITTEE MEETING

Report of the City Audit Committee held on 11 June 2025.

MOVED Cr S Peter that the report be received.

MOTION not opposed, DECLARED CARRIED

12/0

FOR: Mayor Butterfield, Cr Joy, Cr Keogh, Cr Kamdar, Cr Peter, Cr Sargeson, Dr Wielinga
Cr Hancock, Cr Smith, Cr Busby, Cr Silver, Cr Stoneham

BUSINESS ARISING FROM REPORT

Recommendation CA1/6/25 - External Audit Plan 2024/25

MOVED Cr S Peter

That Council endorse the External Audit Plan 2024/25.

MOTION not opposed, DECLARED CARRIED **12/0**

FOR: Mayor Butterfield, Cr Joy, Cr Keogh, Cr Kamdar, Cr Peter, Cr Sargeson, Dr Wielinga
Cr Hancock, Cr Smith, Cr Busby, Cr Silver, Cr Stoneham

Recommendation CA2/6/25 - Outcomes of Audit - Development Contribution Plan Reserve
Accounts 2023/24

MOVED Cr S Peter

That Council notes KPMG's unqualified audit reports for the Development Contribution Plan Statement of Income and Expenditure for North Forrestdale DCP 3 Reserve Account and the Anstey Keane DCP 4 Reserve Account for the year ended 30 June 2024.

MOTION not opposed, DECLARED CARRIED **12/0**

FOR: Mayor Butterfield, Cr Joy, Cr Keogh, Cr Kamdar, Cr Peter, Cr Sargeson, Dr Wielinga
Cr Hancock, Cr Smith, Cr Busby, Cr Silver, Cr Stoneham

Recommendation CA3/6/25 - Risk Management Policy Review

MOVED Cr S Peter

That the Draft Risk Management Policy – 2025 be adopted.

MOTION not opposed, DECLARED CARRIED **12/0**

FOR: Mayor Butterfield, Cr Joy, Cr Keogh, Cr Kamdar, Cr Peter, Cr Sargeson, Dr Wielinga
Cr Hancock, Cr Smith, Cr Busby, Cr Silver, Cr Stoneham

10.2 DEVELOPMENT SERVICES COMMITTEE MEETING

Report of the Development Services Committee held on 16 June 2025.

MOVED Dr C M Wielinga that the report be received.

MOTION not opposed, DECLARED CARRIED **12/0**

FOR: Mayor Butterfield, Cr Joy, Cr Keogh, Cr Kamdar, Cr Peter, Cr Sargeson, Dr Wielinga
Cr Hancock, Cr Smith, Cr Busby, Cr Silver, Cr Stoneham

BUSINESS ARISING FROM REPORT

Recommendation D1/6/25 - Policy Review - Occupation of a Caravan Other than at a Caravan Park

MOVED Dr C M Wielinga

That Council:

- 1. Adopt the draft Temporary Accommodation Policy.**
- 2. Revoke the Occupation of a Caravan Other than at a Caravan Park Policy.**

MOTION not opposed, DECLARED CARRIED

12/0

FOR: Mayor Butterfield, Cr Joy, Cr Keogh, Cr Kamdar, Cr Peter, Cr Sargeson, Dr Wielinga
Cr Hancock, Cr Smith, Cr Busby, Cr Silver, Cr Stoneham

Recommendation D2/6/25 - Traffic Lights Advocacy - Armadale City Centre (Referral Item)

MOVED Dr C M Wielinga

That Council:

- 1. Request Officers consult Council on any traffic light proposals suggested for Armadale Road.**

MOTION not opposed, DECLARED CARRIED

12/0

FOR: Mayor Butterfield, Cr Joy, Cr Keogh, Cr Kamdar, Cr Peter, Cr Sargeson, Dr Wielinga
Cr Hancock, Cr Smith, Cr Busby, Cr Silver, Cr Stoneham

10.3 CORPORATE SERVICES COMMITTEE MEETING
Report of the Corporate Services Committee held on 17 June 2025.

MOVED Cr S Peter that the report be received.

MOTION not opposed, DECLARED CARRIED

13/0

FOR: Mayor Butterfield, Cr Joy, Cr Keogh, Cr Kamdar, Cr Peter, Cr Sargeson, Dr Wielinga
Cr Hancock, Cr Smith, Cr Busby, Cr Silver, Cr Stoneham

BUSINESS ARISING FROM REPORT

Recommendation CS1/6/25 - List of Accounts Paid - April 2025

MOVED Cr S Peter

That Council note the List of Accounts paid as presented in the attachment to this report and summarised as follows:

Municipal Fund

Accounts and direct debits paid totaling \$11,756,477.02, cheque numbers 475 to 483, transactions 29613 to 30437 and Payrolls dated 13 April and 27 April 2025.

Credit Cards

Accounts paid totalling \$6,300.02 for the period ended 24 April 2025.

Fuel Cards

Accounts paid totalling \$15,396.34 for the month ended 30 April 2025.

MOTION not opposed, DECLARED CARRIED

13/0

FOR: Mayor Butterfield, Cr Joy, Cr Keogh, Cr Kamdar, Cr Peter, Cr Sargeson, Dr Wielinga
Cr Hancock, Cr Smith, Cr Busby, Cr Silver, Cr Stoneham

Recommendation CS2/6/25 - Statement of Financial Activity - April 2025

MOVED Cr K Busby, SECONDED Cr L Sargeson

OPPOSED Cr S Peter

That Council:

- 1. Pursuant to Regulation 34 of the *Local Government (Financial Management) Regulations 1996* accept the Statement of Financial Activity for the tenth (10) month period ended 30 April 2025.**
- 2. Note that there are reportable actual to budget material variances for the year-to-date period ending 30 April 2025.**
- 3. Approves a transfer to the Future Projects reserve Fund of \$838,931 and requests a notation be added to the Monthly Financial Statement Report attachment, at Note 5 (Reserve Funds).**
- 4. Note the \$337.14 small rates debts written off under Delegation 1.1.22 and Sub Delegation 1.2.22.**

**MOTION DECLARED CARRIED BY AN ABSOLUTE
MAJORITY RESOLUTION OF COUNCIL**

11/1

FOR: Mayor Butterfield, Cr Joy, Cr Keogh, Cr Kamdar, Cr Sargeson, Dr Wielinga
Cr Hancock, Cr Smith, Cr Busby, Cr Silver, Cr Stoneham
AGST: Cr Peter

Recommendation CS3/6/25 - Annual Corporate Business Plan Review 2025/26 - 2028/29

MOVED Cr S Peter

That Council, in accordance with Regulation 19DA(6) of the Local Government (Administration) Regulations 1996, adopts the 2025/6-2028/29 Corporate Business Plan as presented in the attachment to this report, with the following amendments:

- **Add: 1.1.4.2** Consider a natural Aboriginal cultural heritage inventory for the City of Armadale
- **Add: 2.1.5.5** prioritise the preserving and improving of the eco system on City managed public land and verges in the delivery of projects and services
- **Add: 2.1.7.3** present biennial report on city's canopy cover – and include the delivery of the service in FY26 and FY28
- **Add: 2.3.1.7** develop a proposal to deliver a green infrastructure asset management plan
- **Amend 2.5.2.1** Advocate for the retention of trees in new subdivisions and development on private and public land

- **Add: 3.2.2.3** Increase bush tucker and bush medicine opportunities for visitors
- **Retain: 2.2.1.1** Advocate for larger road reservations to enable street trees in the renewal of liveable neighbourhoods and advocate to the WAPC to impose subdivision conditions for planting street trees
- **Add: 2.2.1.2** Advocate for the appropriate location of underground infrastructure to enable the planting of more trees
- **Retain: 4.3.1.5** Seek to increase the number of industrial and commercial developments in order to reduce the reliance on residential rates

**MOTION DECLARED CARRIED BY AN ABSOLUTE
MAJORITY RESOLUTION OF COUNCIL**

12/0

FOR: Mayor Butterfield, Cr Joy, Cr Keogh, Cr Kamdar, Cr Peter, Cr Sargeson, Dr Wielinga
Cr Hancock, Cr Smith, Cr Busby, Cr Silver, Cr Stoneham

Recommendation CS4/6/25 - Annual Review of Delegations - Corporate Services Directorate
and Office of the CEO

MOVED Cr S Peter

That Council:

- 1. For the purposes of compliance with section 5.46(2) of the *Local Government Act 1995*, review the delegations of authority contained in the attachment to this report.**
- 2. Amend delegation of authority ‘1.1.22 Defer, write off, grant a concession or authorise a waiver for monies owing’ as shown in the attachment to this report.**
- 3. Authorise the Chief Executive Officer to correct any identified minor grammatical, formatting or punctuation errors to the delegations, provided the correction does not represent a change to the function or power delegated.**

**MOTION DECLARED CARRIED BY AN ABSOLUTE
MAJORITY RESOLUTION OF COUNCIL**

12/0

FOR: Mayor Butterfield, Cr Joy, Cr Keogh, Cr Kamdar, Cr Peter, Cr Sargeson, Dr Wielinga
Cr Hancock, Cr Smith, Cr Busby, Cr Silver, Cr Stoneham

Recommendation CS5/6/25 - CCTV Update

MOVED Cr S Peter

That Council request City Officers to keep Council updated on a quarterly basis on proposed and newly installed CCTV camera locations through the Information Bulletin.

MOTION not opposed, DECLARED CARRIED

12/0

FOR: Mayor Butterfield, Cr Joy, Cr Keogh, Cr Kamdar, Cr Peter, Cr Sargeson, Dr Wielinga
Cr Hancock, Cr Smith, Cr Busby, Cr Silver, Cr Stoneham

10.4 CHIEF EXECUTIVE OFFICER'S REPORT

Report of the Chief Executive Officer.

MOVED Cr S Peter that the report be received.

MOTION not opposed, DECLARED CARRIED 12/0

FOR: Mayor Butterfield, Cr Joy, Cr Keogh, Cr Kamdar, Cr Peter, Cr Sargeson, Dr Wielinga
Cr Hancock, Cr Smith, Cr Busby, Cr Silver, Cr Stoneham

BUSINESS ARISING FROM REPORT

Recommendation CEO4/6/25 - Councillors Information Bulletin - Issue No 9/2025

MOVED Cr S Peter

That Council acknowledge receipt of Issue 9/2025 of the Information Bulletin

MOTION not opposed, DECLARED CARRIED 12/0

FOR: Mayor Butterfield, Cr Joy, Cr Keogh, Cr Kamdar, Cr Peter, Cr Sargeson, Dr Wielinga
Cr Hancock, Cr Smith, Cr Busby, Cr Silver, Cr Stoneham

11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

Nil

13 MATTERS FOR REFERRAL TO STANDING COMMITTEES – WITHOUT DISCUSSION

1 Mayor's announcements (Cr Laurie Sargeson)

That the matter of Councillor attendance at formal functions (e.g. Citizenship ceremonies) being recorded in the Mayor's announcements at Ordinary Council Meetings be referred to the Corporate Services Committee. Policies and procedures to be reviewed and amended accordingly.

14 MATTERS REQUIRING CONFIDENTIAL CONSIDERATION

Nil

15 CLOSURE

The Mayor Butterfield, declared the meeting closed at 7.16pm

MINUTES CONFIRMED THIS 14 JULY 2025

MAYOR