



Shire of **Katanning**

‘Katanning is a safe, sustainable, and prosperous community.
We respect and celebrate our diverse culture.’

NOTICE OF A SPECIAL COUNCIL MEETING

Dear Council Member

A Special Council Meeting of the Shire of Katanning will be held on
Wednesday 22 October 2025, in the Shire of Katanning Council Chambers,
52 Austral Terrace, Katanning, commencing at 5:00pm.

Peter Klein
CHIEF EXECUTIVE OFFICER
Friday 17 October 2025

DISCLAIMER

The Council of the Shire of Katanning hereby
advises that before taking any action on an application or a
decision of the Council, any applicant or members of the
public should wait for written advice from the Council.

PRESIDING MEMBER _____

DATE SIGNED _____



Table of Contents

Item No.	Item Heading	Page No.
1	Declaration of Opening/Acknowledgement of Country	3
2	Election of President	3
3	Election of Deputy President	3
4	Seating Arrangement for Council Chambers (Councillors)	3
5	Record of Attendance	4
6	Public Questions / Statement Time	5
7	Declarations of Interest	5
8	Matters Requiring a Council Decision	5
9	Urgent Business	5
10	Closure of Meeting	5

1. DECLARATION OF OPENING/ ANNOUNCEMENT OF VISTORS

The Chief Executive Officer will Chair the meeting until the office of President is filled.

The Chief Executive Officer declared the meeting open at ____ pm.

Acknowledgement of Country

The Shire of Katanning acknowledges the Goreng Noongar people as the traditional custodians of the land that we live and work on. We recognise their cultural heritage, beliefs, and continuing relationship with the land, and pay our respects to Elders past and present.

2. ELECTION OF PRESIDENT

Nominations for the position of President must be made in writing to the Chief Executive Officer prior to or at the meeting. Sufficient time will be allowed for nominations at the meeting. Election of the President will be by secret ballot.

The newly elected President will make a declaration of office in accordance with section 2.29 of the Local Government Act 1995.

3. ELECTION OF DEPUTY PRESIDENT

Nominations for the position of Deputy President must be made in writing to the Chief Executive Officer prior to or at the meeting. Sufficient time will be allowed for nominations at the meeting. Election of the Deputy President will be by secret ballot.

The newly elected Deputy President will make a declaration of office in accordance with section 2.29 of the Local Government Act 1995.

4. SEATING ARRANGEMENT FOR COUNCIL CHAMBERS (COUNCILLORS)

The Chief Executive Officer will draw lots for seating arrangements in the Council Chambers. The Shire President and Deputy Shire President seats remain as custom.

	Shire President Cr	Chief Executive Officer	Minute Taker
	1		
Deputy Shire President Cr	5	2	Cr
Cr	6	3	Cr
Cr	7	4	Cr

5. RECORD OF ATTENDANCE**PRESENT**

Members: Cr John Goodheart
Cr Ian Hanna
Cr Paul Totino
Cr Matt Collis
Newly elected Councillors

Council Officers: Peter Klein, Chief Executive Officer
David Blurton, Executive Manager Corporate Services
Graham Barnes, General Manager Operations
Taryn Human, Executive Assistant to CEO

Guest: Mr Doug Cherry, JP

Gallery:

Media:

Apologies:

Leave of Absence:

6. PUBLIC QUESTIONS / STATEMENT TIME**7. DECLARATIONS OF INTEREST****8. MATTERS REQUIRING A COUNCIL DECISION****9. URGENT BUSINESS****10. CLOSURE OF MEETING**

The Presiding Member declared the meeting closed at ____ pm.