



Special Council Meeting

15 January 2026

Minutes

To: The President and Councillors.

Here within are the Minutes of the Special Council Meeting of the Shire of Toodyay held on the above-mentioned date in the Shire of Toodyay Council Chambers, 15 Fiennes Street, Toodyay WA 6566.

The Special Meeting was called by the President for the purpose of considering:

- 7.1.1 Annual Report 2024-2025; and
- 8.1 Significant Matters Raised in the 2024-2025 Financial Audit

Aaron Bowman JP

CHIEF EXECUTIVE OFFICER



Our Vision, Purpose and Values

The Shire of Toodyay's Plan for the Future (Council Plan 2023-2033) is the Community's Strategic Plan outlining the direction that the Shire is undertaking to meet the needs and aspirations of its community.

Our Vision

A caring and visionary rural community, working together to preserve and enrich Toodyay's environment, character and lifestyle.

Our Purpose

The Shire of Toodyay exists to meet the needs of current and future generations through an integration of environmental protection, social advancement and economic prosperity.

Our Values

We conduct ourselves in line with values the local community cares deeply about:

- **Integrity** - we behave honestly to the highest ethical standard;
- **Accountability** – we are transparent in our actions and accountable to the community;
- **Inclusiveness** – we are responsive to the community and we encourage involvement by all people; and
- **Commitment** – we translate our plans into actions and demonstrate the persistence that will provide results.

Community Aspirations

There are five core performance areas in this plan: People, Planet, Place, Prosperity, and Performance. These areas are interrelated, and each must be satisfied to deliver excellent quality of life in the Shire of Toodyay.

For each area, there is an overarching aspirational statement and desired outcomes, summarised in the Council Plan which is available on the Shire's website at: <https://www.toodyay.wa.gov.au/documents/432/council-plan-plan-for-the-future-2023-2033>

Disclaimer

Any discussion regarding a planning matter or other application that any statement or intimation of approval made by any member or officer of the Shire of Toodyay during the course of any meeting is not intended to be and is not to be taken a notice of approval from Council. No action should be taken on any item discussed at a Council Meeting prior to written advice on the resolution of the Council being received. Any plans or documents contained in this document may be subject to copyright law provisions (*Copyright Act 1998*, as amended) and the express permission of the copyright owner(s) should be sought prior to reproduction.

Availability of Meeting Agenda and its Attachments

Information about Council Meetings is located on the website

<http://www.toodyay.wa.gov.au/Council/Council-Meetings>

Agendas & Minutes are located under the heading "Council Meetings" at

<http://www.toodyay.wa.gov.au/Council/Council-Meetings/Agendas-Minutes-and-Notes>

Public copies are available by contacting the Shire on (08) 9574 9300.



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Preface

When the Chief Executive Officer approves these Minutes for distribution they are in essence "Unconfirmed" until the following a Special Meeting of Council, where the Minutes will be confirmed subject to any amendments made by the Council.

The "Confirmed" Minutes are then signed off by the Presiding Person.

Attachments that formed part of the Agenda, in addition to those tabled at the Council Meeting are put together as a separate attachment to these Minutes with the exception of Confidential Items.

Confidential Items or attachments that are confidential are compiled as separate Confidential Minuted Agenda Items.

Unconfirmed Minutes

These minutes were approved for distribution on 16 January 2026.



Aaron Bowman JP

CHIEF EXECUTIVE OFFICER

Confirmed Minutes

These minutes were confirmed at a meeting held on 5 February 2026.

Signed: 

Note: The Presiding Member at the meeting at which the minutes were confirmed is the person who signs above.



1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Cr M McKeown, Shire President, declared the meeting open at 4:01 pm and read aloud an Acknowledgement of Country:

"I acknowledge the Ballardong Noongar people and the Yued and Whadjuk people, the traditional custodians of the land where we meet today within the Shire of Toodyay. I pay my respect to their Elders, past and present."

The Shire President read through other preliminaries.

2 RECORDS OF ATTENDANCE

Members

Cr M McKeown	Shire President
Cr M Dival	Deputy Shire President
Cr R Madacsi	Councillor
Cr S McCormick	Councillor (via Zoom)
Cr J Prater	Councillor
Cr R Mills	Councillor
Cr S Van der Heyden	Councillor

Staff

Mr A Bowman JP	Chief Executive Officer
Mr A Hart	Executive Manager Finance and Corporate Services
Mr P Nuttall	Executive Manager Planning and Regulatory Services
Mrs M Taylor	Executive Manager Economic Development and Community Services
Ms P Kaur	Executive Support Officer

Visitors

Nil

2.1 APOLOGIES

Ms V Crispe	Executive Manager Infrastructure, Assets and Services
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3 DISCLOSURE OF INTEREST

No disclosures of interest in the form of a written notice had been received prior to the commencement of the meeting.

4 PUBLIC QUESTIONS**4.1 PUBLIC QUESTION TIME****5 APPROVED LEAVE OF ABSENCE**

Nil.

6 PUBLIC SUBMISSIONS

Nil.

7 OFFICER REPORTS**7.1 EXECUTIVE SERVICES****7.1.1 Annual Report 2024-2025**

Date of Report:	5 January 2026
Applicant or Proponent:	Shire of Toodyay
File Reference:	MAN2
Author:	A Bowman JP – Chief Executive Officer
Responsible Officer:	A Bowman JP – Chief Executive Officer
Previously Before Council:	N/A
Author's Disclosure of Interest:	Nil
Council's Role in the matter:	Executive
Attachments:	1. 2024-2025 Annual Report

PURPOSE OF THE REPORT

To adopt the Annual Report including the audited Annual Financial Statements and set the date for the Annual Electors Meeting.

BACKGROUND

The Local Government Act 1995 (the Act) requires every local government to prepare an Annual Report for each financial year (s 5.53 and 5.54) and to adopt it within two months of receiving the auditor's report. Section 5.27 of the Act requires that a General Meeting of Electors of a district be held once every financial year and that the General Meeting be held on a day selected by the local government, no more than 56 days after the local government accepts the Annual Report.

COMMENTS AND DETAILS

The signed Annual Report for the financial year, including the audited financial statements ended 30 June 2025, is now submitted to the Council for acceptance. Following acceptance,

local public notice is required to be given that the document is available for inspection. An Annual Meeting of Electors is also required to be held. The Annual Report also contains the Annual Financial Report of the Shire for 2024/25. This includes the Statement of Comprehensive Income, Statement of Financial Position, Statement of Changes in Equity, Statement of Cash Flows, Statement of Financial Activity, and notes to, and forming part of, the accounts.

The Office of the Auditor General issued a Qualified Opinion. This was due to the 2023/24 opinion, and therefore they were unable to obtain sufficient appropriate audit evidence to determine whether any adjustments were necessary to the opening balances as at 1 July 2024.

At the end of the financial year, the Shire had total assets of \$200.051 million and total liabilities of \$8.34 million, with total equity of \$191.711 million.

IMPLICATIONS TO CONSIDER

Consultative:

Nil.

Strategic:

9.2 Govern Shire finances, assets, and operations responsibly.

Policy related:

Nil.

Financial:

The cash and cash equivalents are \$6,272,230

Legal and Statutory:

The Annual Report is to be accepted by the Shire no later than 23 February 2026 in accordance with s 5.54 of the *Local Government Act 1995*. An Electors General Meeting is to be held on a day selected by the Shire, but not more than 56 days after the Annual Report has been accepted in accordance with s5.27 of the *Local Government Act 1995*.

Risk related:

Nil.

Workforce related:

There are no notable workforce related impacts of the Officer's Recommendation.

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. SCM001/01/26**MOVED** Cr R Mills**SECONDED** Cr R Madacsi

That Council resolves to:

1. Accept the Annual Report for the year ended 30 June 2025, subject to design and authorise the CEO to approve any minor changes that may be required before the document is finalise for printing.

2. Approve the Annual Meeting of Electors on Monday 9 February 2026 at 5:30 pm at Toodyay Community Resource Centre and give public notice in accordance with the *Local Government Act 1995*.

Voted For: Crs M McKeown, M Dival, R Madacsi, S McCormick, J Prater, R Mills and S Van der Heyden

Voted Against: Nil

MOTION CARRIED 7/0 BY ABSOLUTE MAJORITY

8 CONFIDENTIAL BUSINESS**8.1 Significant Matters Raised in the 2024-2025 Financial Audit****OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. SCM002/01/26****MOVED** Cr M Dival**SECONDED** Cr R Mills

That Council considers the confidential report listed below in a meeting closed to the public in accordance with Section 5.23 of the *Local Government Act 1995*:

8.1 Significant Matters Raised in the 2024-2025 Financial Audit

This matter is considered to be confidential under Section 5.23(4)(f) and Section 5.23(4)(e) of the *Local Government Act 1995*, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with a matter that if disclosed, would be likely to impair the effectiveness of any lawful method or dealing with any contravention or possible contravention of the law.

Voted For: Crs M McKeown, M Dival, R Madacsi, S McCormick, J Prater, R Mills and S Van der Heyden

Voted Against: Nil

MOTION CARRIED 7/0

In accordance with Standing Orders 5.2 (3) the Presiding Member directed everyone to leave except the Members; the CEO and any employee specified by the Presiding Member.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. SCM003/01/26**MOVED** Cr M Dival**SECONDED** Cr S Van der Heyden

That Council:

1. Notes the significant matters raised in the 2024-2025 audit report received from the office of the Auditor General (**confidential Attachment 1**)
2. Approves submission of the report that includes the proposed actions to the minister for Local Government in accordance with Section 7.12A(4) of the *Local Government Act 1995* (**confidential Attachment 2**)
3. Authorise publication of the report on the Shire's Website

Voted For: Crs M McKeown, M Dival, R Madacsi, S McCormick, J Prater, R Mills and S Van der Heyden

Voted Against: Nil

MOTION CARRIED 7/0

RECOMMENDATION/COUNCIL RESOLUTION NO. SCM004/01/26

MOVED Cr M Dival

SECONDED Cr J Prater

That Council move from behind closed doors.

Voted For: Crs M McKeown, M Dival, R Madacsi, S McCormick, J Prater, R Mills and S Van der Heyden

Voted Against: Nil

MOTION CARRIED 7/0

The Council Chambers were re-opened at 4:12 pm.

9 CLOSURE OF MEETING

The Shire President declared the meeting closed at 4:13 pm.