



# Minutes

Board Victor Harbor Horse Tram Authority  
Meeting Held 18 June 2019 at 3.00pm  
Location Encounter Room – 1 Bay Road, Victor Harbor

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*Meeting opened at 3.00pm*

**1. ATTENDANCE**

Paul Brown (Chair)  
Nigel Catt  
Rachel Kennedy (via telelink)  
Cr Carol Schofield AM  
Megan Whibley (General Manager VHHTA)

In Attendance:

Dr Moira Jenkins (Mayor CVH)  
Victoria MacKirdy (Chief Executive Officer CVH)  
Karen Rokicinski (Director Corporate and Community Services CVH)  
Adrian Cox (Acting Horse Tram Co-Ordinator CVH)  
Mark Przibilla (Manager of Planning and Activation CVH)  
Suzi Prsa (Minute Secretary CVH)

**2. APOLOGIES**

Roland Roccioletti

**3. MINUTES OF PREVIOUS MEETING**

**3.1 Minutes of the Previous Meeting**

VHHTA75      Moved:      Cr Carol Schofield  
                  Seconded:    Nigel Catt

That the minutes of the previous Victor Harbor Horse Tram Authority Board meetings held on 7 May 2019, as per copies supplied to members, be adopted as a true and correct record of the meeting.

**CARRIED**

**4. BUSINESS ARISING**

**4.1 Work Program and Resolutions Report**

VHHTA76      Moved:      Nigel Catt  
                  Seconded:    Rachel Kennedy

That the Victor Harbor Horse Tram Authority Board note the Work Program and resolution report as at 18 June 2019.

**CARRIED**

## 4.2 Correspondence

VHHTA77      Moved:      Cr Carol Schofield  
                  Seconded: Rachel Kennedy

That the Victor Harbor Horse Tram Authority provide 10 horse shoes for the 2019 Victor Harbor Rock n Roll Festival.

**CARRIED**

## 4.3 Items for Discussion

Mark Przibilla, Manager of Planning and Activation provided a verbal update on the Causeway repairs. Arising from an inspection report conducted by Broadspectrum on areas that require immediate attention, interim track repairs by installing gauge bars is to be completed by Broadspectrum on the 19 June 2019. Costs are budgeted in the 2018/19 capital budget.

Megan Whibley, General Manager provided a verbal update on the purchase of a new Clydesdale for the Victor Harbor Horse Tram. A potential Clydesdale is scheduled to be viewed on Thursday, 20 June 2019. Megan Whibley will provide a report back to the Authority on the purchase of a new Clydesdale.

## 5. PRESENTATIONS

Nil.

## 6. REPORTS

### 6.1 Audit Committee

VHHTA78      Moved:      Cr Carol Schofield  
                  Seconded: Nigel Catt

1. That the Board receive and note the report on the Audit Committee.
2. That the Board seeks approval from the City of Victor Harbor to utilise Council's Audit Committee as the Audit Committee for the Victor Harbor Horse Tram Authority until 25 October 2020.

**CARRIED**

## 6.2 Auditor

VHHTA79            Moved:        Rachel Kennedy  
                      Seconded:    Nigel Catt

1. That the Board receive and note the report on the Auditor.
2. That the Board seeks approval from the City of Victor Harbor to appoint the Council's External Auditor – Galpins.

**CARRIED**

*3.11pm Board Member Paul Brown declared a material conflict of interest on Item 6.3 Independent Member Sitting Fees - Chair due to obtaining a benefit depending on the outcome of the consideration of the matter at the meeting.*

## 6.3 Independent Member Sitting Fees – Chair

VHHTA80            Moved:        Nigel Catt  
                      Seconded:    Rachel Kennedy

That the Board receive and note the report on Independent Member Sitting Fee – Chairperson.

**CARRIED**

VHHTA81            Moved:        Nigel Catt  
                      Seconded:    Rachel Kennedy

That the Board seeks approval from the City of Victor Harbor to increase the Chairperson Remuneration sitting fee from \$3,000 per annum to \$5,000.

**CARRIED**

*3.13pm Board Member Paul Brown returned to the meeting.*

## 6.4 Grazing Land

VHHTA82            Moved:        Cr Carol Schofield  
                      Seconded:    Rachel Kennedy

1. That the Victor Harbor Horse Tram Authority (VHHTA) write to the Chief Executive Officer of the City of Victor Harbor to seek approval to access the Council owned land outlined in Option 1 (known as Gillespie Land) as a short term grazing solution.
2. The VHHTA request that the General Manager commence negotiations with SA Water to access land identified as Options 2 & 3 and report back to the Board.

**CARRIED**

## 6.5 Horse Tram Re-Commencement Festivities

VHHTA83      Moved:      Rachel Kennedy  
                  Seconded:    Nigel Catt

That the Victor Harbor Horse Tram Authority note plans to hold a celebratory event on the 23 June 2019 to raise the awareness of tram services recommencing.

**CARRIED**

## 7. URGENT BUSINESS WITHOUT NOTICE

### 7.1 Board Member Resignation

VHHTA84      Moved:      Nigel Catt  
                  Seconded:    Rachel Kennedy

That the Board receive Board Member Roland Roccioletti's letter of resignation from the position of Independent Board Member of the Victor Harbor Horse Tram Authority dated 17 June 2019 and a letter thanking Roland Roccioletti be sent for his contribution to the Victor Harbor Horse Tram Authority.

**CARRIED**

### 7.2 Appointment of Board Member

VHHTA85      Moved:      Cr Carol Schofield  
                  Seconded:    Rachel Kennedy

That the Board appoint the following persons onto the Selection Panel as per clause 2.10 of the Charter to undertake the recruitment process of an Independent Board Member and to provide a recommendation to Council for appointment:

- Board Member Paul Brown
- Board Member Nigel Catt
- Victoria MacKirdy, Chief Executive Officer - City of Victor Harbor

**8. CONFIDENTIAL REPORTS**

Nil.

**9. NEXT MEETING**

The next scheduled Victor Harbor Horse Tram Authority meeting is Tuesday, 16 July 2019 to be held in the Encounter Room, 1 Bay Road, Victor Harbor at 3pm.

**10. CLOSURE**

The Chair declared the meeting closed at 3.30pm.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_