



# COUNCIL MEETING MINUTES

Monday 16 June 2025  
Council Chambers, St Helens

Amended Minutes  
Item 06/25.11.1

John Brown, General Manager  
Break O'Day Council  
16 June 2025

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## AUDIO RECORDING OF ORDINARY MEETINGS OF COUNCIL

All ordinary meetings, special meetings and annual general meetings will be live streamed using audio/visual technology. A link to the audio/visual recordings will be made available to the public post the meeting on Council's website (within seven (7) days post the meeting in line with the uploading of the minutes from the meeting). The audio/visual recording of Council Meetings will only be retained for six (6) months.

Other than an official Council recording, no video or audio recording of proceedings of Council Meetings shall be permitted without specific approval by resolution of the Meeting.

The streaming platform utilised for recording and streaming is setup specifically for Break O'Day Council and Council has full control of which meetings are streamed or uploaded for viewing. There is no ability for the public to comment, edit or download recordings in anyway. They can only be viewed via the Council link.

Participation in person at the Council Meeting is considered as providing your consent to livestreaming of that meeting.

*In accordance with the Local Government Act 1993 and Regulation 33 of the Local Government (Meeting Procedures) Regulations 2015, these audio files will be retained by Council for at least six (6) months and made available for listening online within seven (7) days of the scheduled meeting. The written minutes of a meeting, once confirmed, prevail over the audio recording of the meeting and a transcript of the recording will not be prepared.*

## OPENING

*The Mayor welcomed Councillors and staff and declared the meeting open at 10.00am.*

## ACKNOWLEDGEMENT OF COUNTRY

*We acknowledge the Traditional Custodians of the land on which we work and live, the Palawa people of this land Tasmania, and recognise their continuing connection to the lands, skies and waters. We pay respects to the Elders Past, present and future.*

## LIVE AUDIO/VISUAL STREAMING OF COUNCIL MEETINGS

*Ladies and gentlemen, I would like to advise you that today's Council Meeting is being live streamed and recorded. This means that members of the public who are unable to attend in person can still observe the proceedings. By remaining in this chamber, you are consenting to being filmed and recorded. Please be mindful of your actions and contributions as they will be visible to the public. Thank you for your cooperation.*

## 06/25.1.0 ATTENDANCE

### 06/25.1.1 Present

Mayor Mick Tucker  
Deputy Mayor Kristi Chapple  
Councillor Ian Carter  
Councillor Janet Drummond  
Councillor Liz Johnstone  
Councillor Barry LeFevre  
Councillor Vaughan Oldham  
Councillor Kylie Wright

### 06/25.1.2 Apologies

Councillor Gary Barnes

### 06/25.1.3 Leave of Absence

Nil.

### 06/25.1.4 Staff in Attendance

General Manager, John Brown  
Administration & Governance Support Officer, Linda Singline  
Corporate Services Coordinator, Angela Matthews (*Item 25.1.0-25.18.4*)  
Executive Officer, Jayne Richardson (*Item 25.1.0-25.18.5*)  
Economic Development Officer, Dilara Bedwell (*Item 25.1.0-25.18.5*)  
Development Services Coordinator, Jake Ihnen (*Item 25.1.0-25.18.4*)  
Manager Community Services, Chris Hughes (*Item 25.1.0-25.17.5*)  
Business Services Manager, Raoul Harper (*Item 25.1.0-25.18.4*)  
Senior Finance Officer, Rachel Lewis (*Item 25.12.2-25.13.6*)  
Senior Town Planner, Deb Szekely (*Item 25.16.2-25.17.1, 25.18.1-25.18.5*)  
NRM Facilitator, Polly Buchhorn (*Item 25.15.1-25.16.1*)

Five people in the gallery.

*In accordance with Section 31(1) of the Local Government (Meeting Procedures) Regulations 2015 the following questions were submitted in writing prior to the Council Meeting.*

## 06/25.2.1

### Bay of Fires Winter Arts Festival Public Liability Insurance - Mr and Mrs Rubenach

Can Council provide:

- 1) a list of all current recipients of Council sponsorship and donations and the amount and nature each receives.

#### REPLY

#### Break O'Day Strategic Plan (Revised March 2022)

#### *Achieving the Vision – Stewardship/Custodian*

Council will:

- Be responsible in planning and management of the Break O'Day area.
- Make good decisions about our environment and resources.
- Balance competing needs and demands while keeping a sustainable future in mind.

Community Group/Not for Profit Organisation	2024 – 2025 Financial year – based on adopted Budget	Amount and nature each receives
Community Grants – application based and approved at Council meeting	\$30,000	\$43,118.30 – motion to increase the community grant funds to cover cost of projects approved by Council at Council meeting – March, 2025
School Prizes	\$1,000	Sponsorship funds - \$500 to St Helens and \$500 to St Marys
East Coast Masters Golf Tournament	\$2,500	Cash – Sponsorship – Council decision
BODRA Winter Lights	\$2,000	Cash – Sponsorship – Council decision
Suicide Prevention	\$1,000	Cash – Sponsorship – Council decision
Pyengana Easter Carnival	\$1,000	Cash – Sponsorship – Request to Council to support – placed in budget for Council consideration and approved through the budget process
Mannalargenna Day	\$2,500	Cash – Sponsorship – Council decision

Funding for BEC Directory	\$2,000	Cash - Sponsorship
St Helens Marine Rescue	\$3,000	Cash – Sponsorship – Council decision
Business Enterprise Centre (BEC)	\$28,000	Cash – Sponsorship – Council decision
Swimcart	\$1,000	Cash – Sponsorship – pre 2000
St Helens Athletics Carnival	\$2,500	Cash – Sponsorship – pre 2000
Woodchopping event	\$2,000	Cash – Sponsorship – pre 2000
St Helens Game Fishing Comp	\$2,000	Cash – Sponsorship – Council decision
Bay of Fires Art Prize	\$10,000	Cash – Sponsorship – Council decision
Bay of Fires Arts Market	\$4,000	Cash – Sponsorship – Council decision – MOU in place – Council needs to agree to the project to which the \$4,000 is connected to
St Marys Community Car & Bike Show	\$2,000	Cash – Sponsorship – Council decision
Cat desexing and microchipping subsidy	\$2,500	Cash, reimbursement to Vet (85% of costs), Council decision.
SES Unit funding	\$18,500	Cash – Financial contribution towards Unit running costs – Council decision

Event sponsorship is ongoing unless Council staff are advised that the event is no longer happening – ongoing events are listed in Council’s overall budget for adoption by Council during the budget process.

- 2) Throughout the year, provide an update of all recipients and the amount and nature of sponsorship/donations.

#### REPLY

Event sponsorship information is updated and provided in the Community Services Report to the monthly Council Meeting. If additional requests for sponsorship are requested during the year and not already approved through the budget process, an item is taken to a Council meeting with the request and the motion is approved or not approved by Council.

- 3) Conditions and requirements recipients need to supply Council in order to obtain assistance.

#### REPLY

For any new sponsorship requests, written submissions are made and are subject to a Council decision. If the request is for ongoing funding, the item is listed in the Community Services budget submission which is included in the Council’s overall budget.

- 4) The stewardship accountability recipients need to provide to Council during their sponsorship tenure.

## REPLY

Recipients are expected to demonstrate responsible use of funds and provide basic reporting to confirm alignment with the intended purpose. Recognition of Council's contribution in communications or promotional materials related to the sponsored activity (e.g., logos on posters, verbal thanks at events, or social media mentions). Council reserves the right to request additional information.

- 5) The standards of responsibility, equality and respectfulness to the public Council expects from sponsorships/donations recipients of this rate payers/tax payers funding.

## REPLY

Council expects all recipients of sponsorships or donations—regardless of the funding amount—to uphold high standards of responsibility, fairness, and respect in all dealings with the public. Ensure funds are used appropriately and solely for the purposes outlined in the original proposal put forward to Council and conduct activities in an inclusive manner, providing equal access and opportunities to all members of our community.

### 06/25.2.2 Binalong Bay Foreshore Management – T Dudley – North Eastern Bioregional Network (NEBE)

We write in relation to the following reply from Council at its December 2024 General Meeting.  
**Council Meeting 16 December 2024**

### 12/24.2.2 2024-2025 Annual Budget for weed management – Todd Dudley North East Bioregional Network

Can Council please advise how much money has been allocated in their 2024-2025 Annual Budget for weed management on the Crown Land leased to them located on the Binalong Bay Foreshore?

## Reply

The Council allocates budget funding for weed management across its functional operational areas. Money allocated under the Parks and Reserves budget must be spent on a priority basis across the municipality. There is not a specific allocation or limit for the Binalong Bay foreshore area. Activity will be based on the previously adopted Weed Management Plan and will also include resources from Parks & Wildlife Service.

## Discussion

The Councils response to the question asked suggests that they intend to continue to manage the leased area on the Binalong Bay Foreshore in a similar fashion to how it has been done for a number of years now which has resulted in the land becoming heavily infested with a range of environmental weeds including listed “noxious weeds” such as Blackberry.

The Break O Day Council's lease of the Foreshore Area (Crown Lease DPIPWE reference no 077941A) includes a number of obligations the Lessee (Break O Day Council) must comply with. In the "Operative Provisions" of the lease "the parties agree as follows":

#### 6.1 Covenants

*(q) to keep and leave the Premises and Improvements and all other buildings, structures, facilities, plant, equipment and services or other improvements on the Premises:*

*(ii) free from vermin and noxious weeds.....*

For the purposes of the lease "Premises" means that area of Crown Land set out in Item 1.

Given that the Council is in breach of its obligations under Section 6.1 (q) (ii) of the Lease and that the Council's lack of weed management of the foreshore area has contributed to this state when will Council allocate a specific budget for these "Premises" in order to work in a timely manner towards remedying their current non-compliance with the Crown Lease requirements?

#### REPLY

The Council will continue to budget funding for weed management and control operations within the operational budget allocations for roads, parks and reserves and facilities such as waste disposal sites and quarries and other areas of land it is responsible for.

Funds allocated under the Parks and Reserves budget must be spent on a priority basis across the municipality and various management and maintenance needs. While Council takes seriously its commitments to weed management on the Binalong Bay foreshore, resources for that are limited and there is not a specific allocation or limit for the Binalong Bay foreshore area.

Activity will continue there based on the Weed Management Plan adopted several years ago to tackle weed problems that had increased before it, and in cooperation with Parks & Wildlife Service on other parts of the foreshore.

I and others in the community are concerned about the lack of public updates regarding the Aquatic Feasibility Report, which has been with the Council in Draft form for some months.

Council records show:

- The Draft Report was reviewed by the Aquatic Committee Working Group in February and again in May;
- Consultants presented to Councillors at a Workshop in March;
- In April, Council confirmed the Draft was under internal review;
- And in May, the Aquatic Committee received a presentation on the key insights and findings.

The original Aquatic Facility Project Methodology (January 2023) commits Council to reporting back to the community. In that spirit, I respectfully ask Council to provide the following:

1. Confirmation of which tasks have been completed under Stage 1 – Feasibility Analysis (Project Methodology, Page 7, Figure 2);
2. Timeframes and next steps for the Aquatic Facility Project for:
  - a. BODC
  - b. The consultants
  - c. The Aquatic Committee Working Group
3. When does BODC anticipate sharing the Feasibility Report with the community?
4. If there is a reason for the delay in releasing the Draft Report, could BODC please explain it?

We recognise that the final version may still be in development. However, given the Draft has already been reviewed and presented internally, and that this project is publicly funded, we hope Council will honour its stated commitment to keeping the community informed throughout the process.

We respectfully request that Council provide a general timeframe for release of the Draft Report or a clear update on progress and expected next steps.

Sharing this information would go a long way in helping restore confidence, and demonstrating that open honest and transparent communication remains a priority for Council.

Thank you for your time and consideration.

Nicola Stevens

## REPLY

Thank you for your questions and ongoing commitment to this project.

Regarding your question about the completion of tasks and timeframes, we are still following the methodology document that you have referred to. We are currently at Task 10; Develop a Feasibility Analysis Report.

We will continue to follow this methodology through to Task 13 which is where a Council decision will be required to continue to progress the project.

We anticipate that we will be in a position to share the draft in July, pending Council endorsement at the 21 July Council Meeting.

As stated in your question, the Aquatic Committee, which is made up of members of the community as well as members of the East Coast Aquatic and Wellbeing Centre Committee, received a presentation from consultants Otium on 25 May. As a result of this meeting, Otium were asked by the committee to undertake some additional work to further round out the report. This has been

communicated with the committee, including members from the East Coast Aquatic and Wellbeing Group.

Once the revised report is received it will need to go back to the committee and the Council for formal endorsement before it can be released to the public. Otium have another presentation scheduled with the Council at the 7 July Workshop.

While we appreciate that the community has a strong interest in this project as well as a desire to stay informed, we want to ensure that the report is extensive and provides a full picture, Council has an obligation to ensure that any information that we endorse and release to the public is not only correct and factual but represents the expectations of our community.

### **06/25.3.0                      DECLARATION OF INTERESTS OF A COUNCILLOR OR CLOSE ASSOCIATE**

*Section 48 or 55 of the Local Government Act 1993 requires that a Councillor or Officer who has an interest in any matter to be discussed at a Council Meeting that will be attended by the Councillor or Officer must disclose the nature of the interest in a written notice given to the General Manager before the meeting; or at the meeting before the matter is discussed.*

*A Councillor or Officer who makes a disclosure under Section 48 or 55 must not preside at the part of the meeting relating to the matter; or participate in; or be present during any discussion or decision making procedure relating to the matter, unless allowed by the Council.*

Nil

### **06/25.4.0                      CONFIRMATION OF MINUTES**

#### **06/25.4.1                      Confirmation of Minutes – Council Meeting 19 May 2025**

#### **OFFICER’S RECOMMENDATION:**

That the minutes of the Council Meeting held on the 19 May 2025 be confirmed.

#### **COUNCIL DECISION:**

**06/25.4.1.609                      Moved: Clr L Johnstone/ Seconded: Clr K Chapple**

That the minutes of the Council Meeting held on the 19 May 2025 be confirmed.

**CARRIED UNANIMOUSLY**

## 06/25.5.0 COUNCIL WORKSHOPS HELD SINCE 19 MAY 2025 COUNCIL MEETING

There was a workshop held 2 June 2025 and the following items were listed for discussion.

- Presentation Economic Development Strategy – Stantec
- Presentation Industrial Land Use Study – REMPLAN
- 2025-2026 Annual Plan
- Falmouth Toilet Block Project
- Upgrades & Additions to Falmouth Community Centre
- 2025. – 2026 Budget Estimates
- 2025 – 2026 Rates Resolution
- Review of Policy LG40 - Rates and Charges Policy
- Animal Control Report
- Appointment of Councillor as Council Representative on the Access and Inclusion Advisory Committee
- Break O’Day Council Action Plan
- Purchase replacement vehicle for Learner Driver program
- 2025 Election of Committee Member of the General Management Committee (GMC) and President of the Local Government Association of Tasmania (LGAT - Closed Council Item Pursuant to Section 15(2)(g) of the Local Government (Meeting Procedures) Regulations 2015
- Northern Tasmania Development Corporation Ltd (NTDC) – Receipt of Quarterly Report Jan-Mar 2025
- Proposal for Lease-at St Helens Aerodrome
- East Coast Tasmania Tourism – Memorandum of Understanding

## 06/25.6.0 PLANNING AUTHORITY

*Pursuant to Section 25 of the Local Government (Meeting Procedures) Regulations 2015 the Mayor informed the Council that it was now acting as a Planning Authority under the Land Use Planning and Approvals Act 1993.*

Nil

*The Mayor advised the Council that it had now concluded its meeting as a Planning Authority under Section 25 of the Local Government (Meeting Procedures) Regulations 2015.*

## 06/25.7.0 COUNCIL MEETING ACTIONS

### 06/25.7.1 Outstanding Matters

- Clr Johnstone – Scamander-Beaumaris Structure Plan

## 06/25.8.0 PETITIONS

Nil

## 06/25.9.0 NOTICES OF MOTION

Nil

## 06/25.10.0 COUNCILLOR'S QUESTIONS ON NOTICE

Nil

## 06/25.11.0 COUNCILLOR'S QUESTIONS WITHOUT NOTICE

*Regulation 29 of the Local Government (Meeting Procedures) Regulations 2005 specifies that in putting a Question Without Notice a Councillor must not offer an argument or opinion, draw any inference or make any imputations except so far as may be necessary to explain the question.*

*The Chairperson must not permit any debate of a Question without Notice or its answer.*

### 06/25.11.1 Flying the Rainbow Pride Flag During Pride Month 2026 – Clr Liz Johnstone

Can the Break O'Day Council fly the Rainbow flag in the Month of June 2026, as part of Pride Month?

#### REPLY

Council Officers are awaiting a response from the Protocol Office at Department of Premier and Cabinet for advice in accordance with flag protocol.

21-05-2025	<b>St Helens</b>	<ul style="list-style-type: none"> <li>– Scamander - Beaumaris Structure Plan Workshop</li> <li>– ERA and Playstreet are facilitating a workshop with council staff for the purposes of information gathering which intends on leveraging from the knowledge of Council Staff about the project area, the Local Government Association in general and our community.</li> </ul>
29-05-2025	<b>MS Teams</b>	<ul style="list-style-type: none"> <li>– Local Government Association of Tasmania (LGAT) President Candidate Forum</li> </ul>
02-06-2025	<b>St Helens</b>	<ul style="list-style-type: none"> <li>– Council Workshop</li> </ul>
05-06-2025	<b>Launceston</b>	<ul style="list-style-type: none"> <li>– Pride and Progress forum: LGBTQIA+ Equality and Diversity in Local Government</li> </ul>
11-06-2025	<b>MS Teams</b>	<ul style="list-style-type: none"> <li>– Meeting with Local Government Association of Tasmania (LGAT) CEO Dion Lester and Vice President Paula Wriedt</li> </ul>
16-06-2025	<b>St Helens</b>	<ul style="list-style-type: none"> <li>– Council Meeting</li> </ul>

*This is for Councillors to provide a report for any Committees they are Council Representatives on and will be given at the Council Meeting.*

- Break O'Day Chamber of Commerce and Tourism – Deputy Mayor Kristi Chapple

The next meeting is scheduled for Tuesday 1 July at the Bayside Inn.

- NRM Special Committee – Cllr Liz Johnstone

A meeting was held last week and there was a presentation from Consultants for the Scamander Beaumaris Structure Plan. They are in need of a few more Committee members and feels there is a need for an overall policy around volunteering within Council in the space of NRM and Parks and Wildlife. There seems to be a blockage between those who want to volunteer and the Council and Parks and Wildlife Service.

- East Coast Tasmania Tourism (ECTT) – Cllr Barry LeFevre

Recently attended a two-day East Coast Tourism Board meeting at Spring Bay Mill Triabunna, from 28-29 May. Ten Board members were present, including the two new additions to the team, Jason Unwin from Easy Tiger and Greg Ross from Freycinet Air. Both Jason and Greg appear to be excellent selections to the Board demonstrating, drive, passion, business and tourism knowledge and a love of the Coast. An added bonus is that both Councils are represented due to their locations. During the two day program the Board covered a range of topics including; a regular Board meeting, Episteme presentation on the Positive Impact Plan, looking at progress thus far and emerging themes and plans, a Tourism Tas presentation focusing on a 2030 update and Visitor Pledges, Sally Taylor presenting on Industry Development on the coast, recognition awards, Winter Famil 2025 and finally a discussion relating to ECTT future direction and marketing.

Damian Mather is at present the Acting CEO of East Coast Tourism. He is to be congratulated on his professionalism and user-friendly nature.

Congratulations to the Bay of Fires Bush Retreat who won the Quarterly East Coast Tourism Positive Impact Recognition Award.

- Mental Health Action Group – Cllr Barry LeFevre

Nil

- Access and Inclusion Advisory Committee – Cllr Ian Carter

No recent meetings have been held.

- Bay of Fires Master Plan Steering Committee – Cllr Ian Carter

No recent Committee meeting has been held but public consultation process has been completed and awaiting the draft report. The Committee needs a replacement for the environmental representative due to the resignation of Todd Dudley.

## 06/25.13.0 BUSINESS AND CORPORATE SERVICES

### 06/25.13.1 Corporate Services Department Report

FILE REFERENCE	018\018\001\
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#### OFFICER'S RECOMMENDATION:

That the report be received.

#### INTRODUCTION:

The purpose of this report is to provide Councillors with an update on activities of the Business and Corporate Services Department since the previous Council Meeting.

#### COUNCIL DECISION:

**06/25.13.1.610** Moved: Clr B LeFevre/ Seconded: Clr V Oldham

That the report be received.

**CARRIED UNANIMOUSLY**

FILE REFERENCE	018\018\001\
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**OFFICER'S RECOMMENDATION:**

That the following reports for the month ending 31 May 2025 be received:

1. Profit and Loss Statements
2. Balance Sheet
3. Statement of Cash Flows
4. Capital Works 2024-2025

**INTRODUCTION:**

Presented to Council are the monthly financial statements.

**COUNCIL DECISION:**

**06/25.13.2.611**

Moved: Cllr K Wright/ Seconded: Cllr J Drummond

That the following reports for the month ending 31 May 2025 be received:

1. Profit and Loss Statements
2. Balance Sheet
3. Statement of Cash Flows
4. Capital Works 2024-2025

**CARRIED UNANIMOUSLY**

### 06/25.13.3 Visitor Information Centre Report

FILE REFERENCE	040\028\002\
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#### OFFICER'S RECOMMENDATION:

That the report be received.

#### INTRODUCTION:

The purpose of this report is to provide Councillors with an update on the activities and services the delivered by the Visitor Information Centre since the previous Council Meeting.

#### COUNCIL DECISION:

**06/25.13.3.612** Moved: Clr B LeFevre/ Seconded: Clr V Oldham

That the report be received.

**CARRIED UNANIMOUSLY**

### 06/25.13.4 2025-2026 Budget Estimates

FILE REFERENCE	018\036\003\
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#### OFFICER'S RECOMMENDATION:

That Council adopt the Budget Estimates for the 2025/2026 Financial Year.

#### INTRODUCTION:

The Budget Estimates and Rates Resolution are considered annually in accordance with Section 82 of the *Local Government Act 1993* and are prepared in accordance with Council's Long Term Financial Plan, Financial Management Strategy and Rates and Charges Policy.

#### COUNCIL DECISION:

**06/25.13.4.613** Moved: Clr K Chapple/ Seconded: Clr K Wright

That Council adopt the Budget Estimates for the 2025/2026 Financial Year.

**CARRIED UNANIMOUSLY**

### 06/25.13.5 2025 – 2026 Rates Resolution

<b>FILE REFERENCE</b>	018\023\006\
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#### **OFFICER’S RECOMMENDATION:**

That Council approve the Rates Resolution 2025-2026.

#### **INTRODUCTION:**

As part of the annual budget process, Council is required to adopt a rates resolution for the applicable financial year. The resolution is informed by a number of legislative requirements, Council Policy and importantly by the Long Term Financial Plan (LTFP) projections of the revenue Council requires to sustainably fund and deliver services.

The rates resolution presented aligns with the funding requirements of Council in the LTFP and the Council Budget Estimates for 2025-2026, which were also discussed and reviewed at Council workshops held in May and June.

#### **COUNCIL DECISION:**

**06/25.13.5.614**                      Moved: Clr B LeFevre/ Seconded: Clr K Wright

That Council approve the Rates Resolution 2025-2026.

**CARRIED UNANIMOUSLY**

**FILE REFERENCE**

002\024\007\

**OFFICER'S RECOMMENDATION:**

That pursuant to section 86B of the *Local Government Act 1993* (Tas), Council adopt the revised Rates and Charges Policy.

**INTRODUCTION:**

Section 86B(4) of the *LGA 1993* requires that:

A Council must review its rates and charges policy every four years.

Although the most recent review was in 2023 a number of minor amendments are required to address outdated content.

**COUNCIL DECISION:****06/25.13.6.615**Moved: Clr I Carter/ Seconded: Clr V Oldham

That pursuant to section 86B of the *Local Government Act 1993* (Tas), Council adopt the revised Rates and Charges Policy.

**CARRIED UNANIMOUSLY**

FILE REFERENCE	018\005\006\
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**OFFICER'S RECOMMENDATION:**

That Council:

- 1) Receive the minutes of the Audit Panel meeting of the 2 June 2025.
- 2) Endorse the Audit Panel Annual Work Plan for the next financial year as listed in the Minutes of the Audit Panel meeting.
- 3) Note the Report from the Audit Panel Chair regarding execution of duties and responsibilities by the Audit Panel as listed in the Minutes of the Audit Panel meeting.

**INTRODUCTION:**

The Council Audit Panel meets every three months and the minutes of each meeting are provided to Council.

**COUNCIL DECISION:**

**06/25.13.7.616**

Moved: Clr B LeFevre/ Seconded: Clr I Carter

That Council:

- 1) Receive the minutes of the Audit Panel meeting of the 2 June 2025.
- 2) Endorse the Audit Panel Annual Work Plan for the next financial year as listed in the Minutes of the Audit Panel meeting.
- 3) Note the Report from the Audit Panel Chair regarding execution of duties and responsibilities by the Audit Panel as listed in the Minutes of the Audit Panel meeting.

**CARRIED UNANIMOUSLY**

## 06/25.14.0 WORKS AND INFRASTRUCTURE

### 06/25.14.1 Works and Infrastructure Report

FILE REFERENCE	014\002\001\
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#### OFFICER'S RECOMMENDATION:

That the report be received by Council.

#### INTRODUCTION:

This report provides a summary of details relating to Works Operations and Capital Projects for the reporting period May 2025 with additional detail on scheduled work for the next month.

#### COUNCIL DECISION:

**06/25.14.1.617** Moved: Clr J Drummond/ Seconded: Clr K Chapple

That the report be received by Council.

**CARRIED UNANIMOUSLY**

### 06/25.14.2 Animal Control Report

FILE REFERENCE	003\003\018\
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#### OFFICER'S RECOMMENDATION:

That the report be received by Council.

#### INTRODUCTION:

This report presents an activity summary for Councillors, covering the reporting period of May 2025.

#### COUNCIL DECISION:

**06/25.14.2.618** Moved: Clr K Wright/ Seconded: Clr I Carter

That the report be received by Council.

**CARRIED UNANIMOUSLY**

## 06/25.15.0 COMMUNITY DEVELOPMENT

### 06/25.15.1 Community Services Report

FILE REFERENCE	011\034\006\
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#### OFFICER'S RECOMMENDATION:

That the report be received.

#### INTRODUCTION:

The purpose of this report is to provide Councillors with an update of various activities which are being dealt with by the Community Services Department.

#### COUNCIL DECISION:

06/25.15.1.619 Moved: Clr B LeFevre/ Seconded: Clr I Carter

That the report be received.

**CARRIED UNANIMOUSLY**

### 06/25.15.2 Appointment of Councillor as Council Representative on the Access and Inclusion Advisory Committee

FILE REFERENCE	011\034\006\
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#### OFFICER'S RECOMMENDATION:

That Council appoint Councillor Ian Carter to replace Clr Janet Drummond on the Access and Inclusion Advisory Committee.

#### INTRODUCTION:

It is essential to appoint Council representatives to various Committees and Boards to ensure the Council is adequately represented.

#### COUNCIL DECISION:

06/25.15.2.620 Moved: Clr L Johnstone/ Seconded: Clr J Drummond

That Council appoint Councillor Ian Carter to replace Clr Janet Drummond on the Access and Inclusion Advisory Committee. Councillor Kylie Wright will be appointed as Chair of the Committee.

**CARRIED UNANIMOUSLY**

### 06/25.15.3

### Purchase replacement vehicle for Learner Driver program

FILE REFERENCE	011\025\004\
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#### OFFICER'S RECOMMENDATION:

That Council allocate \$7,955.39 in the 2024 – 2025 financial year to cover the shortfall costs in purchasing a replacement vehicle for the Learner Driver program.

#### INTRODUCTION:

The Council's learner driver vehicle, which was involved in a single-vehicle accident earlier this year, was deemed a total loss by the Council's insurer. Staff have since been assigned to source a replacement vehicle at a reasonable cost.

#### COUNCIL DECISION:

**06/25.15.3.621**

Moved: Clr J Drummond/ Seconded: Clr V Oldham

That Council allocate \$7,955.39 in the 2024 – 2025 financial year to cover the shortfall costs in purchasing a replacement vehicle for the Learner Driver program.

#### CARRIED UNANIMOUSLY

*The meeting adjourned at 11:05am for morning tea and resumed at 11:20am.*

### 06/25.16.0

### DEVELOPMENT SERVICES

#### 06/25.16.1

#### Development Services Report

FILE REFERENCE	031\013\003\
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#### OFFICER'S RECOMMENDATION:

That the report be received.

#### INTRODUCTION:

The purpose of this report is to provide Councillors with an update of various activities which have been dealt with by the Development Services Department since the previous Council meeting.

#### COUNCIL DECISION:

**06/25.16.1.622**

Moved: Clr V Oldham/ Seconded: Clr L Johnstone

That the report be received.

#### CARRIED UNANIMOUSLY

FILE REFERENCE	004\009\018\
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**OFFICER'S RECOMMENDATION:**

1. To accept the Summary Report in Relation to the Community Consultation Phase;
2. That the Council approves to progress the final design & regulatory approvals (including Crown, Planning, Building and Plumbing where applicable) of the new amenity building in its current location and inform the community of Council's decision;
3. A budget allocation of \$200,000 has been proposed for consideration in the 2025/2026 budget deliberations.

**INTRODUCTION:**

Council needs to replace the toilet block located at the Grant Street Lagoon, Falmouth as it is no longer fit for purpose.

A Consultation phase which included alternative locations was considered.

The next step is to proceed with final design and approval processes based on the community feedback.

**COUNCIL DECISION:****06/25.16.2.623**Moved: Clr B LeFevre/ Seconded: Clr J Drummond

1. To accept the Summary Report in Relation to the Community Consultation Phase;
2. That the Council approves to progress the final design & regulatory approvals (including Crown, Planning, Building and Plumbing where applicable) of the new amenity building in its current location and inform the community of Council's decision;
3. A budget allocation of \$200,000 has been proposed for consideration in the 2025/2026 budget deliberations.

**CARRIED UNANIMOUSLY**

FILE REFERENCE	004\002\002\
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**OFFICER'S RECOMMENDATION:**

1. To accept the minutes and feedback received in relation to consultation with the community group;
2. That the Council approves to progress the final design & regulatory approvals (including Planning, Building and Plumbing where applicable) of the new additions & alterations to the existing building;
3. A budget allocation of \$150,000 has been proposed for consideration in the 2025/2026 budget deliberations.

**INTRODUCTION:**

Council Officers received customer service requests in relation to proposed upgrades to the existing building to ensure the facility is fit for purposes.

A consultation phase has been completed with the Falmouth Community Centre committee.

The next step is to proceed with final design and approval processes based on the community feedback.

**COUNCIL DECISION:****06/25.16.3.624**Moved: Clr L Johnstone/ Seconded: Clr J Drummond

1. To accept the minutes and feedback received in relation to consultation with the community group;
2. That the Council approves to progress the final design & regulatory approvals (including Planning, Building and Plumbing where applicable) of the new additions & alterations to the existing building;
3. A budget allocation of \$150,000 has been proposed for consideration in the 2025/2026 budget deliberations.

**CARRIED UNANIMOUSLY**

## 06/25.17.0 GOVERNANCE

### 06/25.17.1 General Manager's Report

FILE REFERENCE	002\012\001\
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#### OFFICER'S RECOMMENDATION:

That the General Manager's report be received.

#### INTRODUCTION:

The purpose of this report is to provide Councillors with an update of various matters which are being dealt with by the General Manager and with other Council Officers where required.

#### COUNCIL DECISION:

**06/25.17.1.625** Moved: Clr B LeFevre/ Seconded: Clr K Chapple

That the General Manager's report be received.

**CARRIED UNANIMOUSLY**

### 06/25.17.2 Northern Tasmania Development Corporation Ltd (NTDC) – Receipt of Quarterly Report Jan-Mar 2025

FILE REFERENCE	039\011\003\
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#### OFFICER'S RECOMMENDATION:

That Council receive the quarterly report of the Northern Tasmania Development Corporation (NTDC) for the period Jan-Mar 2025.

#### INTRODUCTION:

The Northern Tasmania Development Corporation (NTDC) has been formed as an enterprise under the Local Government Act. Accordingly, NTDC provides quarterly reports to its shareholders including Break O'Day Council.

#### COUNCIL DECISION:

**06/25.17.2.626** Moved: Clr K Wright/ Seconded: Clr I Carter

That Council receive the quarterly report of the Northern Tasmania Development Corporation (NTDC) for the period Jan-Mar 2025.

**CARRIED UNANIMOUSLY**

FILE REFERENCE	040\049\002\
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**OFFICER'S RECOMMENDATION:**

That Council agree to enter the revised Memorandum of Understanding with East Coast Tasmania Tourism for the period 1 July 2025 to 30 June 2027 at an increased funding level of \$70,000 per annum.

**INTRODUCTION:**

In 2020, Council entered into a Memorandum of Understanding (MoU) with East Coast Tasmania Tourism (ECTT), which detailed the relationship expectations between the two organisations and underpinned the funding arrangements aligning them to the funding received through Tourism Tasmania. A new MoU has been developed which reflects the future focus of ECTT and details Council's expectations for the next two years.

**COUNCIL DECISION:****06/25.17.3.627**Moved: Clr I Carter/ Seconded: Clr K Chapple

That Council agree to enter the revised Memorandum of Understanding with East Coast Tasmania Tourism for the period 1 July 2025 to 30 June 2027 at an increased funding level of \$70,000 per annum.

**CARRIED UNANIMOUSLY**

FILE REFERENCE	002\036\002\
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**OFFICER'S RECOMMENDATION:**

That Council adopt the 2025-26 Annual Plan as presented.

**INTRODUCTION:**

Council's management team have worked with Council to prepare the draft 2025 – 2026 Annual Plan based on discussions that have occurred through Council workshops and the normal budget/planning process. The Annual Plan has been prepared to take into account these items as well as the broad factors that are impacting Council; and reflecting continuity of existing projects and activities where this exists.

**COUNCIL DECISION:****06/25.17.4.628**Moved: Clr K Chapple/ Seconded: Clr B LeFevre

That Council adopt the 2025-26 Annual Plan as presented.

**CARRIED UNANIMOUSLY**

FILE REFERENCE	018\019\001\
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**OFFICER'S RECOMMENDATION:**

For discussion.

**INTRODUCTION:**

Following the recent developments within the Tasmanian Parliament it would seem logical that Council that an election may have been called after the General Manager prepared this item. Given this situation, it is important that Council consider what might be the priority projects that we will lobby for during this period.

**COUNCIL DECISION:**

**06/25.17.5.629**

Moved: Clr B LeFevre/ Seconded: Clr I Carter

For discussion.

**An Amended Motion was moved:**

**06/25.17.5.629**

Moved: Clr K Chapple/ Seconded: J Drummond

Council's identified priorities for the State Election are as outlined in the report with the addition of St Marys Community Health Centre.

**CARRIED UNANIMOUSLY**

FILE REFERENCE	004\001\001\
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**OFFICER'S RECOMMENDATION:**

That Council:

Resolve pursuant to Section 178 of the *Local Government Act 1993* ("the Act") that Council by absolute majority authorises the General Manager to commence proceedings to offer for lease the area as defined in the attached plan located at the St Helens Aerodrome and Publish that intention on at least two separate occasions in The Examiner; and display a copy of the notice on any boundary of the public land that abuts a highway; and notify the public that objection to the proposed lease may be made to the General Manager within 21 days of the date of the first publication

1. Authorise the General Manager to consider and acknowledge any objection received pursuant to Section 178 (6) of the Act and report to a future Council meeting
2. If the General Manager does not receive any objection under Section 178 subsection (4) and an appeal is not made under Section 178A, the General Manager may:
  - a. Proceed with legal documentation of the lease to ensure Council's interests are appropriately accounted for;
  - b. If satisfied that Council should proceed with the lease, undertake any necessary negotiations associated with the preparation and finalisation of the written lease (as prepared by Council's solicitors)

**OR**

Resolve pursuant to Section 178 of the *Local Government Act 1993* ("the Act") that Council by absolute majority commence proceedings to remove the land on which the St Helens Aerodrome is located contained within Certificate of Titles (112855/1, 18671/2, 214209/1, 223471/1, 148076/1 and 45005/2) from the Public Land list maintained pursuant to the Act and

1. Authorise the General Manager to publish the intention to remove the aerodrome from the Public Land list and display a copy of the notice on any boundary of the public land that abuts a highway and notify the public that objection to the proposed removal from the register may be made to the General Manager within 21 days of the date of the first publication.
2. Authorise the General Manager to consider and acknowledge any objection received pursuant to Section 178 (6) of the Act and report to a future Council meeting
3. If the General Manager does not receive any objection under Section 178 subsection (4) and an appeal is not made under Section 178A, the General Manager will amend the Public Land list to remove the land contained within Certificate of Titles (112855/1, 18671/2, 214209/1, 223471/1, 148076/1 and 45005/2):

**INTRODUCTION:**

Council officers have conducted due diligence on Plane Works and have received legal advice in relation to the requirements of Section 178 of the *Local Government Act 1993* ("the Act").

## COUNCIL DECISION:

06/25.17.6.630

Moved: Cllr K Chapple/ Seconded: Cllr B LeFevre

That Council:

Resolve pursuant to Section 178 of the *Local Government Act 1993* (“the Act”) that Council by absolute majority commence proceedings to remove the land on which the St Helens Aerodrome is located contained within Certificate of Titles (112855/1, 18671/2, 214209/1, 223471/1, 148076/1 and 45005/2) from the Public Land list maintained pursuant to the Act and

1. Authorise the General Manager to publish the intention to remove the aerodrome from the Public Land list and display a copy of the notice on any boundary of the public land that abuts a highway and notify the public that objection to the proposed removal from the register may be made to the General Manager within 21 days of the date of the first publication.
2. Authorise the General Manager to consider and acknowledge any objection received pursuant to Section 178 (6) of the Act and report to a future Council meeting
3. If the General Manager does not receive any objection under Section 178 subsection (4) and an appeal is not made under Section 178A, the General Manager will amend the Public Land list to remove the land contained within Certificate of Titles (112855/1, 18671/2, 214209/1, 223471/1, 148076/1 and 45005/2):

**CARRIED UNANIMOUSLY**

Pursuant to Regulation 15(1) of the Local Government (Meeting Procedures) Regulations 2015 that Council move into Closed Council.

Moved: Clr B LeFevre / Seconded: Clr I Carter

## IN CONFIDENCE

### 06/25.18.0 CLOSED COUNCIL

#### 06/25.18.1 Confirmation of Closed Council Minutes – Council Meeting 19 May 2025

##### COUNCIL DECISION:

06/25.18.1.CC Moved: Clr K Chapple / Seconded: Clr V Oldham

That the minutes of the Closed Council Meeting held on the 19 May 2025 be confirmed.

**CARRIED UNANIMOUSLY**

#### 06/25.18.2 Outstanding Actions List for Closed Council

Nil.

***Mayor Mick Tucker left the closed Council Meeting 12:21pm and Deputy Mayor Chapple took the Chair.***

#### 06/25.18.3 Closed Council Item Pursuant to Section 15(2)(G) of the Local Government (Meeting Procedures) Regulations 2015 -2025 Election of Committee Member of the General Management Committee (GMC) and President of the Local Government Association of Tasmania (LGAT)

##### COUNCIL DECISION:

##### DECISION TO APPEAR IN OPEN COUNCIL:

That Council provide direction on its voting preference for the position of LGAT President and General Management Committee Member for the Northern Region.

**CARRIED UNANIMOUSLY**

***Mayor Mick Tucker returned to the meeting at 12:29pm and Deputy Mayor Kristi Chapple vacated the Chair.***

**06/25.18.4**      **Closed Council Item Pursuant to Section 15(2)D of the Local Government (Meeting Procedures) Regulations 2015 - Proposal for Lease at St Helens Aerodrome**

**COUNCIL DECISION:**

**DECISION TO APPEAR IN OPEN COUNCIL:**

No part of this decision is to appear in Open Council

*Pursuant to Section 25 of the Local Government (Meeting Procedures) Regulations 2015 the Mayor informed the Council that it was now acting as a Planning Authority under the Land Use Planning and Approvals Act 1993*

**06/25.18.5**      **Closed Council Item Pursuant to Section 15(2)C of the Local Government (Meeting Procedures) Regulations 2015 – Telstra Telecommunications Tower Planning Appeal - DA 245-2024 Telstra Telecommunications Tower - Planning Appeal**

**COUNCIL DECISION:**

**DECISION TO APPEAR IN OPEN COUNCIL:**

Break O’Day Council, acting as the Planning Authority, progress their participation in Appeal P/2025/37 in accordance with Council’s decision.

**CARRIED UNANIMOUSLY**

*The Mayor advised the Council that it had now concluded its meeting as a Planning Authority under Section 25 of the Local Government (Meeting Procedures) Regulations 2015.*

***All Council Officers vacated the Closed Council meeting for agenda item 06/25.18.6***

**06/25.18.6**      **Closed Council Item Pursuant to Section 15(2)A of the Local Government (Meeting Procedures) Regulations 2015 – General Managers Performance Review Committee**

**COUNCIL DECISION:**

**DECISION TO APPEAR IN OPEN COUNCIL:**

No part of this decision is to appear in Open Council

*Pursuant to Regulation 15(1) of the Local Government (Meeting Procedures) Regulations 2005 that Council move out of Closed Council.*

Moved: Cllr V Oldham / Seconded: Cllr B LeFevre

## **06/25.19.0          MEETING CLOSED**

Mayor Tucker thanks everyone for their attendance and declared the meeting closed at 2:19pm.

.....  
**MAYOR**

.....  
**DATE**