



# COUNCIL MEETING MINUTES

Monday 18 May 2026  
Council Chambers, St Helens

John Brown, General Manager  
Break O'Day Council  
18 May 2026

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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. The audio/visual recording of Council Meetings will be published for 12 months and will be retained for 2 years.

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 43 of the Local Government (Meeting Procedures) Regulations 2025, these audio files will be published on Council's website for 12 months and be retained for two (2) years. 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 & INTRODUCTION

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

***This meeting is conducted in accordance with the Local Government Act 1993 and Local Government Meeting Procedures Regulations 2025. All Councillors are reminded of their obligation to act in the best interests of the community and to declare any interest in matters to be discussed.***

## 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.*

## 05/26.1.0 ATTENDANCE

### 05/26.1.1 Present

Mayor Mick Tucker  
Deputy Mayor Kristi Chapple  
Councillor Gary Barnes  
Councillor Ian Carter  
Councillor Barry LeFevre  
Councillor Vaughan Oldham  
Councillor Lesa Whittaker  
Councillor Kylie Wright – departed meeting at 10:34am

### 05/26.1.2 Apologies

Councillor Liz Johnstone

### 05/26.1.3 Leave of Absence

### 05/26.1.4 Staff in Attendance

General Manager, John Brown  
People & Safety Support Officer, Linda Singline  
Executive Officer, Jayne Richardson (*Item 26.1-26.19*)  
Development Services Coordinator, Jake Ihnen (*Item 26.1-26.19*)  
Manager Business Services, Raoul Harper (*Item 26.1-26.19*)  
Manager Infrastructure and Development Services, David Jolly (*Item 26.1-26.19*)  
Manager Community Services, Chris Hughes (*Item 26.1-26.15.4*)  
NRM Facilitator, Polly Buchhorn (*Item 26.15.3-26.16.3*)

## 05/26.2.0 PUBLIC QUESTION TIME

*In accordance with Regulations 33 - 38 of the Local Government (Meeting Procedures) Regulations 2025, questions—whether from members of the public or Councillors—must relate to the functions or activities of Council and must not be defamatory, offensive, or disrupt the orderly conduct of the meeting.*

*A question asked at a meeting is to:*

*Be concise; and  
Be clear; and  
Not be a statement; and  
Have minimal preamble*

*General statements are not permitted during question time.*

Members of the public and councillors may ask up to four (4) questions per meeting. The Chairperson reserves the right to refuse a question, in accordance with the Regulations. If a question is refused, the reason will be stated and recorded in the minutes.

Six (6) people in the gallery.

In accordance with Section 38(1) of the Local Government (Meeting Procedures) Regulations 2025 the following questions were submitted in writing prior to the Council Meeting.

Nil

## 05/26.2.1 Public Question Responses, Scenic Protection and Town Plans – Graeme Wathen

### Replies to Public Questions:

In recent times I have asked a number of questions to Council, Councillors and the Mayor. Replies are provided within a few days and published in the Minutes. I always puzzle over who prepares and approves the replies. It is certainly not the Councillors who get to hear the questions at meetings but they never contribute to the replies; Councillors can only read the replies in the Minutes.

### Question 1:

Who approves the replies to public questions: the General Manager himself, or under delegation or direction by the Mayor or somebody else?

### REPLY

Responses to public questions are prepared with input from the relevant qualified Council officer or officers, depending on the subject matter. Final approval for responses included in the Council Meeting Minutes sits with the General Manager.

### Scenic Protection:

A week ago Bicheno was named “the number one town in Australia”. The Bay of Fires is frequently named among the world’s best beaches by international media. So Councillors, imagine you are travelling from Bicheno to the Bay of Fires along the Great Eastern Drive, and imagine further you are a property developer or a real estate agent or a cashed up retiree. Will you be thinking this beautiful coast is ripe for development. Your interest increases when you find out subdivision is possible; cluster and strata titles are possible; and the scenic protection corridor is only 100m on both sides of the highway.

### Question 2:

When will this Council take positive action to protect our remaining coastline from inappropriate development, so it remains the recognised natural jewel it is for future generations to enjoy?

## REPLY

Council recognises the importance of protecting the scenic and environmental values of the municipality and will continue to undertake strategic planning work, including the current Scenic Areas Assessment included in Council's Annual Plan which is proposed to continue into the 2026/2027 financial year. This work is intended to provide the detailed analysis, evidence and technical assessment necessary to determine whether any changes to scenic protection provisions should be considered in the future through an amendment to the Break O'Day Local Provisions Schedule.

Protections already exist through the planning scheme to manage development in areas with recognised scenic, landscape, coastal or environmental values. These controls are designed to ensure development is assessed appropriately and that important landscape and environmental values are considered. Through its role as a Planning Authority, Council takes these responsibilities seriously.

### Scenic Protection:

In the Job and Personal Specification document for the Senior Town Planner position which is currently vacant and thus holding up progress on development of a Scenic Areas Protection policy, the following tasks are included:

- "Support Council's economic development activities from a land use planning perspective"
- "Build and maintain relationships and partnerships with stakeholders that supports and promotes economic development in Break O'Day"

In the Council's Economic Development Strategy document and its Action Plan there is no mention of "scenic protection" but there are references to leverage of natural beauty or leverage of existing natural resources.

### Question 3:

Does the Council or do Councillors place any economic value on Scenic Protection, or would this question be better directed to Tourism Tasmania?

## REPLY

Tourism Tasmania has a statewide role in tourism marketing and promotion. Scenic protection is primarily considered through land use planning, environmental management, strategic planning and related Council and State Government responsibilities.

Council's Economic Development Strategy notes that the stunning natural landscapes are one of the area's strengths. There is no specific economic value attributed to any element within the strategy beyond that available through economic data.

### Town Plans

In 2022 most towns withing BOD were provided with town plans for the period 2022 to 2025 which has now expired. Many of the matters raised by communities have been addressed, others are still unresolved.

I personally made a number of submissions to the Manager Community Services, (on 13 March 2023 and on 11 October 2024) about the Falmouth Town Plan which had 10 actions. I received no response nor acknowledgement.

Recently I received the “2026 Update” on the Falmouth Town Plan which simply states:

- “Ongoing maintenance and asset renewal works continue throughout the township,” and
- “Council continues to engage with community members regarding local improvement opportunities.”

#### Question 4:

Will there be new town plans developed in consultation with communities for the next period, or is the 2026 Update the new town plan?

#### **REPLY**

The Council will be considering its overall planning framework including the development of a new Strategic Plan in the next 12 months. A decision will be made as part of this process in relation to developing the next version of Township Plans. The 2026 Update is not the new Township Plan.

### **05/26.2.2 Theatre Equipment, St Marys Hall – Calvin Smith**

On 9 May, I co-produced and co-directed the performance of a one man play (“Great Loz” written by local St Marys man Brendan Berecny) at the St Marys Town Hall. The play was attended by a large number of people – 90 to 100.

Feedback on the play was universally positive and although much of that feedback was about the play itself, an equal amount of it was about the local people’s expressions of appreciation for there having been a performance at all. Some people had not been to a public performance of Theatre for a long time.

The town is hungry for theatrical entertainments such as this. Theatrical performances are important for the wellbeing of the residents of small towns especially in regional locations, enhancing the wellbeing of residents and their social connections with each other.

In the last two years of so this hunger has been evidenced by large enthusiastic turnouts at “fil nights” that were run at the Town Hall. However, although it has a stage and appropriate racks to support theatre lighting, the Town Hall has no theatre lighting and no DMX system to control theatre lighting. Although there is a sound system installed, there is no way to control the system from a central position at the back of the hall (there is no “tech box”). This meant that though the performance itself was very well presented and executed it was done “in spite of” the deficiencies of the facilities.

The Council was very supportive in letting the rehearsals go ahead in the Hall, however the technical facilities are inadequate for use for theatrical productions. What is needed is professional lighting, a professional lighting control system (DMX) and a means of controlling sound effects and audio, all from a desk at the back of the room.

Question 1:

Will the Council fund the acquisition and installation of lights and a lighting control system and a sound control solution, to make the Hall adequately equipped to support the production of theatrical shows for the townspeople of St Marys, Fingal and in St Marys Town Hall?

**REPLY**

The proposed project would need to be considered by Council with appropriate project scoping and associated quotations for supply and installation. How this is funded will then be considered and may involve a mix of Council/Grant/external sources funding.

Question 2:

If so, when?

**REPLY**

The project could be considered in future budgets however it is not included in the draft 2026/2027 Capital Works budget.

Question 3:

If not, why not?

**REPLY**

Refer to answers 1 and 2 above.

Question 4:

Will the Council consult with local theatre experts and people with experience in the production, direction and staging of theatrical performances, to ensure that the Hall is made purpose fit for the theatrical performances?

**REPLY**

Council would need to consult with the persons identified in the question to understand needs and equipment specifications. Council is willing to consider any community project proposed which benefits the community with appropriate planning and justification. The appropriate process is to complete a Project Proposal Form which can be obtained by contacting Council and this will then be assigned to the appropriate Council officer for consideration.

**05/26.2.3**

**St Helens Sports Complex, Native Plant Landscaping and St Helens Township Plan – Todd Dudley**

**St Helens Sports Complex:**

At Councils meeting on March 20<sup>th</sup> 2023 the Council passed the following Motion.

Council Decision: 03/23.15.7.062 Moved: Clr B LeFevre / Seconded: Clr J Drummond

1. That Council engage a landscape architect to design connectivity between the various areas of the St Helens Sports Complex identifying what amenities are required to service the area and its users as well as ensuring green spaces and vegetation management are addressed as part of the project.
2. The funds from Public Open Space – St Helens be used to engage a landscape architect to undertake this project.

CARRIED UNANIMOUSLY

Question 1:

When is Council going to engage a landscape architect to work on landscaping and vegetation management plan for the St Helens Sports Complex?

**REPLY**

Council acknowledges the motion passed at the March 2023 Council Meeting regarding the engagement of a landscape architect to consider connectivity, amenities, green spaces and vegetation management at the St Helens Sports Complex.

Since that time, Council officers have been considering the future of the broader St Helens Sports Complex area, including how the various uses, facilities, access points, open spaces and community needs can best work together.

Landscaping and connectivity are important elements of this work, however determining how the elements fit together needs to occur first. Council intends to consider these matters as part of the broader master planning work associated with the Liveability Strategy.

This approach will allow Council to consider the whole site in a more coordinated and practical way, including:

- access and movement through the site;
- connections between facilities and open spaces;
- landscaping and vegetation management;
- amenities required to support users;
- future community and recreational needs; and
- how the area functions as a whole.

This will ensure that landscaping and connectivity are not considered in isolation, but form part of an overall plan for the complex.

Question 2:

Where are the funds from Public Open Space that were to be allocated for this project?

**REPLY**

Public Open Space funds are held separately within Council Reserve Funds as disclosed in Council's Financial Statements and are used for eligible improvements to community open space.

The March 2023 Council decision did not allocate a fixed dollar amount to this project. Rather, it determined that Public Open Space funds from St Helens be used to engage a landscape architect to undertake the work.

### **Native Plant Landscaping:**

On page 27 of the May 18<sup>th</sup> 2026 Agenda a “report” is sought to support the removal of local Tasmanian native “grasses and rushes” from landscaping in St Helens and replacement with “Australian Native Species” to better reflect the towns “coastal identity”.

These native plants (grasses and rushes) are a feature of coastal ecosystems in the St Helens area so form part of our “coastal identity” and I recall this landscaping was strongly supported when initiated (ie 100’s of Facebook likes).

### Question 3:

Can Council retain the existing landscaping and rather than wasting ratepayers money on removing “native grasses and rushes” just enhance these plantings through the addition of local Tasmanian plants (not mainland native species) such as *Coronidium scorpioides*, *Chrysocephalum apiculatum*, *Pelargonium australe* etc?

### **REPLY**

At the May 2026 Council Meeting, Council passed a decision requiring a report on the removal and replacement of non-flowering grasses in the main CBD of St Helens with colourful, vibrant plants that are drought resistant, in keeping with the town’s coastal identity and in line with Council’s endorsed Planting Guidelines.

Council officers are required to implement decisions of Council and will now prepare the relevant report for consideration by Council in making a final decision on the Notice of motion.

The purpose of the resolution is to improve the appearance and presentation of key CBD garden beds. It does not prevent the use of appropriate native or coastal species, nor does it mean that plantings will be inconsistent with the local environment. Plant selection will be considered through the report process and will need to align with Council’s adopted guidelines, site conditions, maintenance requirements and the desired visual outcome for the town centre.

### Question 4:

Can Council also replant the area around the Eucalypt next to the Library with local Tasmanian native species as the area currently looks neglected? (noting more than happy to volunteer help with this project).

### **REPLY**

Council notes your suggestion regarding the area around the Eucalypt near the Library and Council’s Works Department will examine opportunities to enhance the plantings in this area.

## **St Helens Township Plan**

I recently received an email from Manager of Community Services, Chris Hughes regarding an update of the St Helens Township Plan. The updated plan included three “Actions” one being “Support Tourism Growth”.

In a further email I asked the Manger of Community Services why “Support Tourism Growth” was included when it was not an “Action” in the existing plan and who decided to include it? The response was the “April 2026 update document was prepared by Council Officers”.

Question 5:

Which Council Officers prepared the St Helens Township update?

**REPLY**

The Community Services and Communication Teams

Question 6:

A number of recent Council community surveys have identified community concerns about the impacts of overtourism/high and increasing visitation numbers.....as such does the action “Support Tourism Growth” accurately reflect the St Helens communities views?

**REPLY**

Council does not agree that recent engagement demonstrates a single community position against tourism growth.

What the engagement shows is a more balanced and nuanced view. Some community members are concerned about the impacts of unmanaged visitation and growth, particularly where this places pressure on infrastructure, housing, parking, traffic, the environment or the character of the town. This was evident in recent community engagement activities relating to the Bay of Fires Master Plan Council acknowledges these concerns and they are important considerations in future planning.

At the same time, engagement has also shown support for tourism-related improvements where they are well planned and provide benefit to the local community. This includes improved trails and walking/cycling connections, foreshore activation, recreational facilities, events, hospitality opportunities, visitor infrastructure and support for local businesses.

The action “Support Tourism Growth” is therefore not intended to suggest growth at any cost. It reflects Council’s role in supporting a sustainable local economy and ensuring that tourism is planned and managed in a way that also supports liveability, community wellbeing and protection of the local environment.

Council’s approach is not to ignore concerns about visitation, but to manage them. This includes planning for infrastructure, advocating for investment, improving public spaces and ensuring future tourism-related opportunities are considered alongside the needs of residents.

As a founding Board Member and former Manager who was instrumental in the property purchase of the St Helens Neighbourhood House, Circassion Street St Helens in 1984, I have an interest in the successful longevity of this community owned resource.

I note with grave concern the letter written by the public officer Mr Kevin Mills stating that the St Helens Neighbourhood House has a Govt Grant of \$280,000 per annum, but are currently spending \$360,000 per annum on salaries alone, leading to an overspend of \$90,000 per year.

Question 1:

Will Council hold the current NHH Board and Management accountable for any mismanagement. Under the rules of the Associate the board members are collectively and individually liable for any debts that they may incur.

**REPLY**

The Neighbourhood House is under a Grant Funding deed with the State Government. The Break O'Day Council is not in a position to hold the St Helens Neighbourhood House to account as such, it is a legal entity in its own right and as such the provisions of the Constitution apply.

Question 2:

Will the Council guarantee there will be no sell off of community assets to rectify the St Helens Neighbourhood House boards current financial position. As was the case with the Healthy House Board selling off a community owned building asset in Idas Court to elevate their budget predicament.

**REPLY**

Please see response above. The State Government own the St Helens Neighbourhood House property.

Question 3:

The Fingal Valley NHH is in a similar position with a budget loss of \$170,020 for the 2025 financial year and the previous year 2024 of \$185,575 as stated on the Fingal Valley NHH Financial Report for 2025. Will the Council enlist the assistance of the current management of the Fingal Valley NHH to explain their current financial predicament to the community?

**REPLY**

The Fingal Valley Neighbourhood House is also a legal entity in its own right and as such the provisions of the Constitution apply. Any questions should be raised with the Board of the FVNH.

## 05/26.4.0

## COUNCILLOR'S QUESTIONS WITHOUT NOTICE

Regulation 34 of the Local Government (Meeting Procedures) Regulations 2025 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.

Currently there is at least 3 community service organisations that are enduring financial or organisational uncertainty. These organisations – St Helens Online Access Centre, Business Enterprise Centre and the St Helens Neighbourhood House provide important services within our municipality, so their viability and organisational health is paramount.

Question 1:

Can Council ascertain that these organisations are indeed sustainable, accountable and effective for the benefit of the ratepayers, particularly the most vulnerable?

**REPLY**

Council officers have listed this matter for discussion at the next Council Workshop to scope out the nature of the request as it is effectively seeking to initiate a review of the operations of three community organisations.

Question 2:

Once this is established can Council vigorously pursue the relevant level of government to ensure at least current levels of funding continue into the next financial year and beyond?

**REPLY**

Council has previously advocated strongly in relation to the funding for Online Access Centres. The Tasmanian Government engaged consultants to undertake a review of the program and subsequently decisions were made about future service delivery based on identified options. The State Government has made it clear that they are predominately integrating this service with Libraries Tasmania and that the Online Access Centre Program will no longer be funded. This is a strategic service delivery decision of the State Government. Council could vigorously pursue funding to continue (which it has done in the past) and it is highly unlikely the State Government will change its position as it is working to put in place alternative arrangements to operate from 1 July 2026.

The Break O’Day Business Enterprise Centre has secured Tasmanian Government funding to provide a range of activities over the next three years. Broader funding arrangements require discussion with Council.

The Tasmanian Government has recently announced as part of their pre-Budget announcements ongoing funding of \$55 million for the Neighbourhood House program. It does not appear that strong advocacy is required.

## 05/26.5.0 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

## 05/26.6.0 CONFIRMATION OF MINUTES

### 05/26.6.1 Confirmation of Minutes – Council Meeting 20 April 2026

#### OFFICER'S RECOMMENDATION:

That the minutes of the Council Meeting held on the 20 April 2026 be confirmed.

#### COUNCIL DECISION:

05/26.6.1.757 Moved: Clr K Chapple/ Seconded: Clr L Whittaker

That the minutes of the Council Meeting held on the 20 April 2026 be confirmed.

**CARRIED UNANIMOUSLY**

## 05/26.7.0 COUNCIL WORKSHOPS HELD SINCE 20 APRIL 2026 COUNCIL MEETING

### 05/26.7.1 Workshop 4 May 2026

There was a workshop held 4 May 2026 and the following items were listed for discussion:

- Presentation - Break O'Day Financial Services
- Draft Waste Strategy 2025-2035
- Protection of the scenic and natural values of the Break O'Day coastline – North East Bioregional Network - A ban on strata titles and multiple dwellings for tourism accommodation outside of serviced settlements
- Protection of the scenic and natural values of the Break O'Day coastline – North East Bioregional Network - Reintroduce the prohibition on subdivision within 1km of the coast outside of settlements to prevent ribbon development and unrelated cluster development
- Northeast Coast Shorebird Working Group – Terms of Reference
- Angasi oyster reefs – proposed listing as threatened
- Cat Management in Tasmania – Discussion Paper Submission
- 2026/2027 Schedule of Fees & Charges
- Request for Waiver – Penalties and Interest - Irishtown Road, St Marys
- Animal Control Report
- Break O'Day Council Cemeteries
- Lifetime Dog Registrations
- Pathways to Connection – Walking Together Strategy
- 2025-2026 Annual Plan Quarterly Review as at 31 March 2026
- Local Government Association of Tasmania (LGAT) – General Meeting 19 August 2026 - Call for Motions
- Scamander Sports Complex Request For Tender
- Native plants request for St Helens flower beds - Mayor Tucker

### 05/26.7.2 Special Budget Workshop 29 April 2026

- Presentation of Draft Budget 2026/2027
- Key Financial Settings
- Operating Budget Overview
- Capital Works Program
- Financial Sustainability and Risks
- Council Discussion and Questions
- Next Steps and Timeline
- Full time Weed Control Officer and Full time Animal Control Officer

## 05/26.8.0 PLANNING AUTHORITY

Nil

**05/26.9.0 COUNCIL MEETING ACTIONS**

**05/26.9.1 Outstanding Matters**

Nil

**05/26.10.0 PETITIONS**

**05/26.10.1 Petition – Aquatic and Wellbeing Facility**

<b>FILE REFERENCE</b>	002\019\010\
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**OFFICER’S RECOMMENDATION:**

That Council:

1. Notes there are 1,043 signatures on the petition and that 506 signatures met the requirements to be valid signatories.
2. Note the petition did meet the legislative requirements as per Section 57(2)(e)(i) the *Local Government Act 1993*.

**INTRODUCTION:**

A petition was lodged with Council on 13 March 2026 by presenting it to Council’s Executive Officer, Jayne Richardson. The petition states:

*We, the undersigned, support the development of an aquatic and wellbeing facility for the East Coast and call on Break O’Day Council to progress to Stage 2 – a Business Case and Concept Design – so options and benefits can be properly assessed within the community.*  
requests

**COUNCIL DECISION:**

**05/26.10.1.758**                      Moved: Clr I Carter/ Seconded: Clr K Chapple

That Council:

1. Notes there are 1,043 signatures on the petition and that 506 signatures met the requirements to be valid signatories.
2. Note the petition did meet the legislative requirements as per Section 57(2)(e)(i) the *Local Government Act 1993*.

**CARRIED UNANIMOUSLY**

## 05/26.11.0 NOTICES OF MOTION

A motion may be set aside by the Chairperson to be considered at a subsequent meeting, in accordance with Regulation 18 of the Local Government (Meeting Procedures) Regulations 2025

### 05/26.11.1 Online Access Centre Funding – Councillor Kylie Wright

#### **MOTION:**

*A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:*

That Break O’Day Council urgently commit to take on the funding of the vital community service, which we are at great risk of losing, being the “Online Access Centre”. Not only has the OAC lost government funding, but are now in a situation as from June 30, 2026, that they will no longer have a premises to operate from, as the Library has changed its position on the use of space, as they are about to extend and renovate the existing premises.

#### **SUBMISSION IN SUPPORT OF MOTION:**

Our AOC already works hard at raising funds to keep themselves operating, however the need to find commercial premises, means needing secure funding to pay the required rental.

The OAC is an absolutely vital service to this community, with issues of an aging population, illiteracy, increasing AI fraud among other scams, and generally good mental wellbeing of the community in need.

Our online centre, unlike the Libraries, and other online centres offers a great level of community support, assisting people, one on one, in real time, dealing with issues with Government departments, such as Centrelink, Banks, Telco’s, and numerous other organisations. Community members are offered assistance when needed, as opposed to being offered an appointment at a later date. The inability to be assisted ASAP causes greater levels of anxiety and mental health stress for our vulnerable community members. Our OAC staff/volunteers are outstanding at what they do. Many people in our community do not have the ability or understanding to deal with these institutions, without assistance, and our amazing volunteers at the OAC are a vital part of ensuring that our community is cared for and assisted in dealing with both difficult to deal with situations, as well as online and phone scams.

In 2025 over \$260M was lost by Australian citizens due to scams, both online and phone originated. And that is just the ones which have been reported. Many others go unreported, for various reasons. We as a council recognize the issues and heightened risks associated with online fraud, scams and increasing AI technology. We have been discussing the issues of our own protection, so we really need to recognize the vital need for some assistance in protecting those most vulnerable people in our community.

The AOC board is more than happy to provide us with all of the facts and figures, as to show how many people they assist, and with what issues they assist them.

This is an absolutely vital community service . We can NOT afford to lose this vital asset.

Further, that Council investigate accommodation and partnership options to help secure the Centre's long-term future.

### **WHY THIS MATTERS NOW**

From 1 July 2026, the Centre loses:

- annual operational funding of \$25,500 (Note: most available funding/grant opportunities exclude operations)
- free accommodation beside the library

This means the organisation will likely face:

- approximately \$16,000 per year commercial rent
- termination of the paid coordinator role
- increased pressure on volunteers
- risk of reduced services or closure

### **WHAT COUNCIL WOULD BE SUPPORTING**

An already operating, community-run service that is:

- Open 5 days per week
- 4 hours per day
- Supported by 2 volunteers each shift, and a paid coordinator
- Backed by a skilled committee and dedicated volunteer team

This is not a start-up. It is an established service already delivering results.

### **VOLUNTEER CONTRIBUTION**

Minimum rostered volunteer hours:

5 days × 4 hours × 2 volunteers = 40 hours per week

Approx. 2,080 volunteer hours per year

This excludes:

- committee governance
- fundraising
- administration
- cleaning
- maintenance
- community liaison

### **EXISTING ASSETS ALREADY IN PLACE**

The Centre owns substantial equipment including:

- 8 standard PCs
- 2 high-spec PCs
- 1 large office printer/copier

- 1 Wi-Fi printer
- the only public photo printer in town
- other office equipment and machines

Council funding supports an existing functioning asset base.

### **WHY THE COMMUNITY USES THE SERVICE**

Residents come when they need urgent help with:

- banking access
- retained cards / locked accounts
- Centrelink / myGov
- Medicare
- Telstra / mobile issues
- failed phone top-ups
- passwords and verification codes
- scams and suspicious messages
- concession cards / pensions
- passports
- online forms
- printing / scanning documents

Community feedback data confirms the St Helens Online Access Centre is an essential local service. Residents reported they would otherwise need to travel to Launceston, pay private providers, or simply be unable to complete urgent tasks. Older residents specifically cited mobility barriers, lack of family support, and stress navigating online systems.

### **LAST MONTH DATA CAPTURE**

An average of 17.5 client interactions per day:

- 543 interactions per month
- 6,516 interactions per year

Who uses the service:

- 65.6% aged 65+
- 20% aged 75+

Projected annually:

- 4,274 interactions with residents aged 65+
- 1,303 interactions with residents aged 75+

This reflects Break O’Day’s ageing population.

Outcomes achieved:

- 88.8% fully resolved
- 94.4% resolved or partially resolved

Projected annually:

- 5,787 matters fully resolved
- 6,151 matters resolved or partially resolved

This is practical help with measurable results.

### **IF THE CENTRE DID NOT EXIST**

Users reported they would otherwise:

- 42.4% not know what to do
- 23.2% be unable to complete the task
- 16.8% need to travel elsewhere
- 10.4% call another organisation
- 7.2% rely on family or friends

Councillors, behind every statistic is a resident. One person stated, “Please don’t go away – I rely on your service.” Another said, “Would not have been able to complete Centrelink requirements and would have had pension suspended.” One older resident described the Centre as “a saving grace to all us oldies.” That is the real value of this service.

### **WHY SHOAC DECIDED NOT TO MERGE WITH THE LIBRARY MODEL**

The committee and volunteers collectively decided not to merge because the SHOAC model provides key features residents rely on:

- no appointment needed
- no time limits
- hands-on help
- advocacy
- complex problem solving
- calm, patient support
- dedicated volunteer team

This is a different service model than the library model.

### **VALUE FOR MONEY**

- Requested Council support: \$25,500 per year
- Across projected 6,516 annual interactions:
- Approx. \$3.91 per interaction

This is exceptional value for a frontline community service.

## KEY TALKING POINTS

“We are not being asked to build a service. We are being asked to keep one alive.”

“Nearly two-thirds of users are over 65.”

“Almost 90% of issues are fully resolved.”

“For less than four dollars an interaction, this is extraordinary value.”

“Without this service, many residents simply would not cope.”

“The people, assets and volunteers are already here. They need support.”

## CLOSING STATEMENT

Councillors, this is a modest investment in a proven local service helping older and vulnerable residents access their own money, keep in touch with family and friends, navigate systems not designed for older people, complete required tasks for organisations pushing them online including government systems. If we do nothing, we risk losing an established service the community already depends on.

## POINT TO NOTE

All Online Access Centres across Tasmania operate differently, under their own legal entity, and association guidelines. Both St Marys and Fingal will receive on the 1st of July an increase in operational funding.

## COUNCIL DECISION:

**05/26.11.1.759**

Moved: Clr K Wright/ Seconded: Clr I Carter

*A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:*

That Break O’Day Council urgently commit to take on the funding of the vital community service, which we are at great risk of losing, being the “Online Access Centre”. Not only has the OAC lost government funding, but are now in a situation as from June 30, 2026, that they will no longer have a premises to operate from, as the Library has changed its position on the use of space, as they are about to extend and renovate the existing premises.

## Procedural Motion

Moved: Clr B LeFevre / Seconded Clr K Chapple

That Council defer the item to a future Council Workshop

**Carried – Mayor M Tucker, Clr K Chapple, Clr G Barnes, Clr L Whittaker, Clr V Oldham, Clr K Wright, Clr B LeFevre  
Against Clr I Carter**

*Mayor Tucker vacated the Chair and Deputy Mayor Chapple took the chair at 10:24am.*

**MOTION:**

*A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:*

That Council, over the next 12 months, remove and replace non- flowering grasses in the main CBD of St Helens and replace with colourful, vibrant plants that are drought resistant, in keeping with our town’s coastal identity and in line with endorsed Council Planting Guidelines.

**SUBMISSION IN SUPPORT OF MOTION:**

We have listened to our youth who have said loud and clear that that want to see a colourful landscape , not a dull one that feels bland and depressing.

We are a tourist reliant area and we should be show casing the very best of what our colourful Australian native species can offer to make it a more welcoming place to visit.

We have listened to many people who would like to see better and we have received letters asking why we cannot have a better selection of colourful natives in our garden beds.

**COUNCIL DECISION:****05/26.11.2.760**Moved: Mayor M Tucker/ Seconded: Clr B Le Fevre

*A report is sought providing advice in accordance with the requirements of Section 65 of the Local Government Act 1993 for the information of Council at a future meeting and consider any advice given by a person who has the qualifications or experience necessary to give such advice, information or recommendation:*

That Council, over the next 12 months, remove and replace non- flowering grasses in the main CBD of St Helens and replace with colourful, vibrant plants that are drought resistant, in keeping with our town’s coastal identity and in line with endorsed Council Planting Guidelines.

**CARRIED****FOR – Mayor M Tucker, Clr K Chapple, Clr G Barnes, Clr I Carter, Clr V Oldham, Clr K Wright, Clr B LeFevre****AGAINST Clr L Whittaker**

*Deputy Mayor Chapple vacated the Chair and Mayor Tucker resumed the chair at 10:31am.*

*Clr Kylie Wright departed the meeting at 10:32am*

22.04.2026	<b>St Helens</b>	– Bay of Fires Master Plan, meeting with Hansens, the consultants overseeing this project.
23.04.2026	<b>St Helens</b>	– Meeting with Sheridan Van Asch involving the General Manager.
23.04.2026	<b>MS Teams</b>	– Northern Tasmania Regional Land Use Strategy (NTRLUS) Steering Committee meeting.
23.04.2026	<b>St Helens</b>	– Meeting with Senator Wendy Askew.
25.04.2026	<b>St Helens</b>	– ANZAC Day Remembrance Services.
28.04.2026	<b>St Helens</b>	– Tasmania Parks and Wildlife Service (PWS) and Department of Natural Resources and Environment Tasmania (NRE), meeting involving the General Manager and representatives from PWS and NRE to review camping in Break O'Day.
29.04.2026	<b>St Helens</b>	– Special Budget Workshop.
30.04.2026	<b>Hobart</b>	– Australian Electoral Commission (AEC) public consultation, attended session with the General Manager to provide feedback on the proposed redistribution of electoral boundaries, with a particular focus on the changes affecting the Division of Lyons electorate. The session provided an opportunity to represent local perspectives and ensure the community's interests are considered as part of the review process.
30.04.2026	<b>Hobart</b>	– The Hon. Kerry Vincent, Minister for Infrastructure and Transport, Local Government and Housing and Planning, meeting involving the General Manager to discuss the St Marys Pass Alternative Route investigation.
01.05.2026	<b>St Helens</b>	– Meeting with Nicola Stevens, Samantha Pini and Rosina Gallace to discuss the St Helens Online Access Centre.
02.05.2026	<b>St Helens</b>	– Mr and Mrs Jarvis's 70 <sup>th</sup> Wedding Anniversary.
04.05.2026	<b>St Helens</b>	– Council Workshop.
04.05.2026	<b>St Helens</b>	– Break O'Day General Valuation, presentation by the Valuer General in relation to the outcomes of the valuation process.
05.05.2026	<b>Telephone</b>	– Meeting with Senator James Paterson regarding Defence Closures.
06.05.2026	<b>MS Teams</b>	– ALGA Board Roundtable with the Honourable Kristy McBain Minister for Emergency Management, Regional Development and Local Government and Territories.
11.05.2026	<b>St Helens</b>	– Meeting with Hamish Thompson.
11.05.2026	<b>St Helens</b>	– Meeting with Debbie Grice.
11.05.2026	<b>St Helens</b>	– St Helens Neighbourhood House, photo opportunity with the Examiner.
13.05.2026	<b>Hobart</b>	– Local Government Association of Tasmania (LGAT), meeting with LGAT CEO Dion Lester and Vice President Paula Wriedt.
14.05.2026	<b>Hobart</b>	– LGAT's General Management Committee meeting.
15.05.2026	<b>St Helens</b>	– St Helens Bowls Club Presentation.
16.05.2026	<b>St Helens</b>	– 40 <sup>th</sup> Anniversary of the St Helens History Room.
18.05.2026	<b>St Helens</b>	– Council Meeting.

*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

A meeting was held on Tuesday 5 May, the following update is provided:

- No quorum but the meeting was held with four in attendance.
- The Chamber is currently working on an updated version of the local map and lobbying businesses for advertising on the back of it, the new map looks good with better details for tourists. The costs to advertise on the back of the map is \$275 for Chamber members and \$395 for non-members.
- They are working on an aboriginal appreciation statement of values for the Chamber.
- The Chamber has contacted the Premier and Parks in regards to local concerns about parking and turning circle issues at the St Columba Falls car park and have received a letter of acknowledgement. There is a Treasurer position available.
- They discussed the Government review of Tasmania's Small Business Strategy and undertook what they felt were priorities for businesses locally. The Chamber wasn't informed of this review and found out about this by accident which was disappointing.
- A letter of support was received and discussed local funding and support for Youth Mentoring Program, positive responses received.

- NRM Special Committee – Clr Liz Johnstone

Clr Oldham advised that he attended the meeting which was held last week.

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

The most recent East Coast Tourism Tasmania Meeting was held last Thursday 14<sup>th</sup> May. Key discussion points included;

- Refining the budget in light of Government cuts
- Further work on finalizing the Positive Impact Plan
- Studying online data related to ECTT, what is working well and needs further development
- Parks will close St. Columba Falls from May 18-25 to enable additional work on the track.
- Parks will be undertaking road shoulder works at the Gardens and this may impact some access roads/tracks.
- Parks will shortly be calling for tenders for some new toilet blocks along the Coast

- Mental Health Action Group – Clr Barry LeFevre

Nil

- Access and Inclusion Advisory Committee – Clr Kylie Wright

Clr Carter advised that he chaired the last meeting and that the draft Access and Inclusion Action Plan was presented which was exciting.

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

Clr Carter advised that no meeting has been held but there is still an opportunity for public consultation on the Bay of Fires Master Plan, until the end of May.

- St Marys Exhibition Building Committee - Clr Liz Johnstone

Nil

**05/26.13.0 BUSINESS AND CORPORATE SERVICES**

**05/26.13.1 Corporate Services Department Report**

<b>FILE REFERENCE</b>	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:**

**05/26.13.1.761** Moved: Clr I Carter/ Seconded: Clr K Chapple

That the report be received.

**CARRIED UNANIMOUSLY**

**05/26.13.2 Monthly Financial Report**

<b>FILE REFERENCE</b>	018\018\001\
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**OFFICER’S RECOMMENDATION:**

That the following reports for the month ending 30 April 2026 be received:

1. Profit and Loss Statements
2. Balance Sheet
3. Statement of Cash Flows
4. Capital Works 2025-26

**INTRODUCTION:**

Presented to Council are the monthly financial statements.

**COUNCIL DECISION:**

**05/26.13.2.762**

Moved: Clr L Whittaker / Seconded: Clr K Chapple

That the following reports for the month ending 30 April 2026 be received:

1. Profit and Loss Statements
2. Balance Sheet
3. Statement of Cash Flows
4. Capital Works 2025-26

**CARRIED UNANIMOUSLY**

**05/26.13.3**

**2026/2027 Schedule of Fees & Charges**

<b>FILE REFERENCE</b>	018\017\004\
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**OFFICER'S RECOMMENDATION:**

That Council adopt the Schedule of Fees & Charges 2026/2027 as presented.

**INTRODUCTION:**

Council's Schedule of Fees & Charges is reviewed annually as part of the budget process. The review is informed by the Council Financial Management Strategy and its principles relating to Fees and Charges.

**COUNCIL DECISION:**

**05/26.13.3.763**

Moved: Clr K Chapple / Seconded: Clr L Whittaker

That Council adopt the Schedule of Fees & Charges 2026/2027 as presented.

**CARRIED UNANIMOUSLY**

## 05/26.14.0 WORKS AND INFRASTRUCTURE

### 05/26.14.1 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 an overview of Works Operations and Capital Projects undertaken in April 2026, along with details of scheduled activities for the coming month.

#### COUNCIL DECISION:

**05/26.14.1.764** Moved: Clr B LeFevre / Seconded: Clr V Oldham

That the report be received by Council.

**CARRIED UNANIMOUSLY**

### 05/26.14.2 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 provides an informational update on Animal Control metrics.

#### COUNCIL DECISION:

**05/26.14.2.765** Moved: Clr G Barnes / Seconded: Clr V Oldham

That the report be received by Council.

**CARRIED UNANIMOUSLY**

FILE REFERENCE	033\046\001\
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**OFFICER'S RECOMMENDATION:**

That Council endorse the Break O'Day Waste Strategy 2025-2030.

**INTRODUCTION:**

The Break O'Day Waste Strategy 2025–2030 provides a framework to guide the planning and delivery of Council's waste and resource recovery services over the next five years. It responds to increasing waste volumes and service costs, evolving regulatory expectations, and growing community interest in more sustainable waste management, while recognising the operational constraints of a small, regional municipality.

The Strategy focuses on reducing reliance on landfill, improving system performance and resilience, and supporting a transition towards a circular economy, guided by the waste hierarchy.

**COUNCIL DECISION:**

05/26.14.3.766

Moved: Clr K Chapple / Seconded: Clr B LeFevre

That Council endorse the Break O'Day Waste Strategy 2025-2030.

**CARRIED UNANIMOUSLY**

**05/26.15.0 COMMUNITY DEVELOPMENT**

**05/26.15.1 Community Services Report**

<b>FILE REFERENCE</b>	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:**

**05/26.15.1.767** Moved: Clr G Barnes / Seconded: Clr B LeFevre

That the report be received.

**CARRIED UNANIMOUSLY**

**05/26.15.2 Visitor Information Centre Report**

<b>FILE REFERENCE</b>	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:**

**05/26.15.2.768** Moved: Clr K Chapple / Seconded: Clr G Barnes

That the report be received.

**CARRIED UNANIMOUSLY**

### 05/26.15.3 Art & Culture Funding Program 2025 - 2026

FILE REFERENCE	018\019\086\
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#### OFFICER'S RECOMMENDATION:

That Council note the total funding requested of \$5,500, of which \$2,500 has been paid, and approve the release of the remaining \$3,000 previously withheld from this application, resulting in a total allocation of \$5,500 under the Art & Culture Grant Program 2025–2026 to support the delivery of community workshops.

#### INTRODUCTION:

Council has received a request from the facilitators of the project-Ocean Creatures with Plastic Features to reconsider not paying the full amount requested within the grant application lodged under the Art & Culture program.

#### COUNCIL DECISION:

**05/26.15.3.769** Moved: Clr L Whittaker / Seconded: Clr V Oldham

That Council note the total funding requested of \$5,500, of which \$2,500 has been paid, and approve the release of the remaining \$3,000 previously withheld from this application, resulting in a total allocation of \$5,500 under the Art & Culture Grant Program 2025–2026 to support the delivery of community workshops.

**CARRIED UNANIMOUSLY**

### 05/26.15.4 Pathways to Connection – Walking Together Strategy

FILE REFERENCE	002\017\022\
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#### OFFICER'S RECOMMENDATION:

That Council adopt the Pathways to Connection – Walking Together Strategy.

#### INTRODUCTION:

Break O'Day Council worked with Reconciliation Tasmania to explore the development of an organisational reconciliation framework.

#### COUNCIL DECISION:

**05/26.15.4.770** Moved: Clr K Chapple / Seconded: Clr L Whittaker

That Council adopt the Pathways to Connection – Walking Together Strategy.

**CARRIED UNANIMOUSLY**

The meeting adjourned for morning tea at 11:00am and the meeting resumed at 11:14am.

## 05/26.16.0 DEVELOPMENT SERVICES

### 05/26.16.1 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:

05/26.16.1.771 Moved: Clr B LeFevre / Seconded: Clr V Oldham

That the report be received.

**CARRIED UNANIMOUSLY**

### 05/26.16.2 Northeast Coast Shorebird Working Group – Terms of Reference

FILE REFERENCE	010\028\003\
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#### OFFICER'S RECOMMENDATION:

Council endorse the *Northeast Coast Shorebird Working Group Terms of Reference*.

#### INTRODUCTION:

Council has been participating in and supporting the *Northeast Coast Shorebird Working Group* for several years and the group has agreed on Terms of Reference to clarify and formalise its role.

#### COUNCIL DECISION:

05/26.16.2.772 Moved: Clr K Chapple / Seconded: Clr V Oldham

Council endorse the *Northeast Coast Shorebird Working Group Terms of Reference*.

**CARRIED UNANIMOUSLY**

FILE REFERENCE	003\001\002\
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**OFFICER'S RECOMMENDATION:**

That Council submit comments on the Tasmanian Government's Cat Management in Tasmania – Discussion Paper (Biosecurity Tasmania).

**INTRODUCTION:**

Biosecurity Tasmania is developing a new Cat Management Plan and released a Discussion Paper in March on issues and options to build on the previous Tasmanian Cat Management Plan (2017-2022).

**COUNCIL DECISION:****05/26.16.3.773**Moved: Clr G Barnes / Seconded: Clr V Oldham

That Council submit comments on the Tasmanian Government's Cat Management in Tasmania – Discussion Paper (Biosecurity Tasmania).

**CARRIED UNANIMOUSLY**

**05/26.17.0 GOVERNANCE**

**05/26.17.1 General Manager's Report**

<b>FILE REFERENCE</b>	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:**

**05/26.17.1.774** Moved: Clr V Oldham / Seconded: Clr K Chapple

That the General Manager's report be received.

**CARRIED UNANIMOUSLY**

**05/26.17.2 2025-2026 Annual Plan Quarterly Review as at 31 March 2026**

<b>FILE REFERENCE</b>	002\036\002\
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**OFFICER'S RECOMMENDATION:**

That Council receive the Review as at 31 March 2026 of the 2025-2026 Break O'Day Council Annual Plan.

**INTRODUCTION:**

Council's management team prepared the 2025 – 2026 Annual Plan based on discussions, which occurred through Council workshops and the normal budget/planning process. The Annual Plan was prepared to take into account broader factors which are impacting Council; and reflecting continuity of existing projects, and activities where this exists.

**COUNCIL DECISION:**

**05/26.17.2.775** Moved: Clr K Chapple / Seconded: Clr L Whittaker

That Council receive the Review as at 31 March 2026 of the 2025-2026 Break O'Day Council Annual Plan.

**CARRIED UNANIMOUSLY**

FILE REFERENCE	039\002\008\
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**OFFICER’S RECOMMENDATION:**

That Council agree to submit the motion *Review of Section 11(3) Land Use Planning and Approval Regulations* to the Local Government Association of Tasmania (LGAT) to be discussed at LGAT’s General Meeting in August 2026.

**INTRODUCTION:**

The Call for Motions has been advertised for the General Meeting of the Association to be held on Wednesday 19 August 2026.

**COUNCIL DECISION:**

05/26.17.3.776

Moved: Clr K Chapple / Seconded: Clr L Whittaker

That Council agree to submit the motion *Review of Section 11(3) Land Use Planning and Approval Regulations* to the Local Government Association of Tasmania (LGAT) to be discussed at LGAT’s General Meeting in August 2026.

**CARRIED UNANIMOUSLY**

FILE REFERENCE	004\008\032\
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**OFFICER’S RECOMMENDATION:**

That Council:

1. Endorse the release of a Request for Tender for the preparation of a Master Plan for the Scamander Sports and Community Complex; and
2. Note that a budget of \$20,000 (ex GST) has been allocated for this project; and
3. Authorise the General Manager to undertake the procurement process in accordance with Council’s procurement framework and return a report to Council with a recommended tenderer for appointment.

**INTRODUCTION:**

This report seeks Council endorsement to proceed with a Request for Tender (RFT) for the preparation of a Master Plan for the Scamander Sports and Community Complex.

**COUNCIL DECISION:**

**05/26.17.4.777**

Moved: Clr I Carter / Seconded: Clr K Chapple

That Council:

1. Endorse the release of a Request for Tender for the preparation of a Master Plan for the Scamander Sports and Community Complex; and
2. Note that a budget of \$20,000 (ex GST) has been allocated for this project; and
3. Authorise the General Manager to undertake the procurement process in accordance with Council's procurement framework and return a report to Council with a recommended tenderer for appointment.

**CARRIED UNANIMOUSLY**

Pursuant to Regulation 17(1) of the Local Government (Meeting Procedures) Regulations 2025 Council will move into Closed Council.

Moved: Clr K Chapple / Seconded: Clr L Whittaker

## IN CONFIDENCE

### 05/26.18.0 CLOSED COUNCIL

In accordance with Regulation 43 of the Local Government (Meeting Procedures) Regulations 2025, audio recordings of **Closed Council meetings** must be made but are **not to be published**. These recordings will be stored securely and kept separate from public recordings, in line with confidentiality requirements.

### 05/26.18.1 Confirmation of Closed Council Minutes – Council Meeting 20 April 2026

#### OFFICER’S RECOMMENDATION:

That the minutes of the Closed Council Meeting held on the 20 April 2026 be confirmed.

#### COUNCIL DECISION:

05/26.18.1.CC Moved: Clr K Chapple / Seconded: Clr V Oldham

That the minutes of the Closed Council Meeting held on the 20 April 2026 be confirmed.

#### CARRIED UNANIMOUSLY

### 05/26.18.2 Outstanding Actions List for Closed Council

Nil

### 05/26.18.3 Closed Council Item Pursuant to Section 17(2)E of the Local Government (Meeting Procedures) Regulations 2025 - Purchase of 3.5 tonne excavator and trailer

FILE REFERENCE	025\003\002\
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#### COUNCIL DECISION:

05/26.18.3.CC Moved: Clr I Carter / Seconded: Clr L Whittaker

#### DECISION TO APPEAR IN PUBLIC MINUTES:

Council approved the purchase of a Kobelco Excavator and Trailer from Kobelco Construction Machinery (DLM) as recommended by the Tender Panel.

**CARRIED UNANIMOUSLY**

**05/26.18.4 Closed Council Item Pursuant to Section 17(2)H of the Local Government (Meeting Procedures) Regulations 2025 - Request for Waiver – Penalties and Interest - Irishtown Road, St Marys**

<b>FILE REFERENCE</b>	PID 2708766 CM 26/7487
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**COUNCIL DECISION:**

**05/26.18.4.CC**      Moved: Clr B LeFevre / Seconded: Clr V Oldham

**DECISION TO APPEAR IN PUBLIC MINUTES:**

In accordance with the provisions of s. 129 of the *Local Government Act 1993*, and Council policy LG11 Rating Exemptions and Remissions Policy part 8, Council:

1. Refuse a remission for penalty and interest applied to rates and charges for the years 2024/2025 and 2025/2026.

**CARRIED UNANIMOUSLY**

*Pursuant to Regulation 17(1) of the Local Government (Meeting Procedures) Regulations 2025 Council will move out of Closed Council.*

Moved: Clr K Chapple/ Seconded: Clr Whittaker

**05/26.19.0 MEETING CLOSED**

Mayor Tucker thanks everyone for their attendance and declared the meeting closed at 12.15pm.

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**MAYOR**

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**DATE**