



COUNCIL MEETING MINUTES

Monday 17 November 2025
Council Chambers, St Helens

General Manager
Break O'Day Council
11 November 2025

CONTENTS

| | |
|---|----|
| AUDIO RECORDING OF ORDINARY MEETINGS OF COUNCIL | 4 |
| OPENING & INTRODUCTION | 4 |
| ACKNOWLEDGEMENT OF COUNTRY..... | 4 |
| LIVE AUDIO/VISUAL STREAMING OF COUNCIL MEETINGS | 4 |
| 11/25.1.0 ATTENDANCE | 5 |
| 11/25.1.1 Present | 5 |
| 11/25.1.2 Apologies..... | 5 |
| 11/25.1.3 Leave of Absence | 5 |
| 11/25.1.4 Staff in Attendance | 5 |
| 11/25.2.0 PUBLIC QUESTION TIME..... | 6 |
| 11/25.2.1 Amendments to Development Applications (DA's) – Rosina Gallace..... | 6 |
| 11/25.2.2 DA 115-2025 Noise Monitoring Query – D & J Smith, St Helens | 7 |
| 11/25.3.0 COUNCILLOR'S QUESTIONS ON NOTICE | 7 |
| 11/25.4.0 COUNCILLOR'S QUESTIONS WITHOUT NOTICE | 8 |
| 11/25.4.1 Business Enterprise Centre – Cllr Ian Carter | 8 |
| 11/25.4.2 Continuation of the Breast Screening Bus in Break O'Day (regarding public question asked in July meeting) – Cllr Janet Drummond | 8 |
| 11/25.4.3 Parks & Wildlife Service (PWS) Dune Buggy Event Permit – Cllr Kristi Chapple..... | 9 |
| 11/25.5.0 DECLARATION OF INTERESTS OF A COUNCILLOR OR CLOSE ASSOCIATE | 9 |
| 11/25.6.0 CONFIRMATION OF MINUTES..... | 10 |
| 11/25.6.1 Confirmation of Minutes – Council Meeting 20 October 2025 | 10 |
| 11/25.6.2 Confirmation of Minutes – Special Council Meeting 29 October 2025 | 10 |
| 11/25.7.0 COUNCIL WORKSHOPS HELD SINCE 20 OCTOBER 2025 COUNCIL MEETING | 11 |
| 11/25.8.0 PLANNING AUTHORITY | 12 |
| 11/25.8.1 DA 141-2025 12-14 Idas Court, St Helens - Visitor Accommodation – Additional use for Visitor Accommodation..... | 12 |
| 11/25.9.0 COUNCIL MEETING ACTIONS | 17 |
| 11/25.9.1 Outstanding Matters..... | 17 |
| 11/25.10.0 PETITIONS..... | 17 |
| 11/25.11.0 NOTICES OF MOTION | 17 |
| 11/25.11.1 Pollarding Trees on the Northern Side of Tully Street – Mayor Tucker | 17 |
| 11/25.12.0 MAYOR'S & COUNCILLOR'S COMMUNICATIONS..... | 18 |
| 11/25.12.1 Mayor's Communications for Period Ending 17 November 2025 | 18 |

| | |
|--|----|
| 11/25.12.2 Councillor's Reports for Period Ending 17 November 2025 | 19 |
| 11/25.13.0 BUSINESS AND CORPORATE SERVICES..... | 20 |
| 11/25.13.1 Corporate Services Department Report | 20 |
| 11/25.13.2 Monthly Financial Report..... | 21 |
| 11/25.13.3 Visitor Information Centre Report | 21 |
| 11/25.13.4 Review of Council Delegations..... | 22 |
| 11/25.14.0 WORKS AND INFRASTRUCTURE | 23 |
| 11/25.14.1 Works and Infrastructure Report..... | 23 |
| 11/25.14.2 Animal Control Report | 23 |
| 11/25.15.0 COMMUNITY DEVELOPMENT | 24 |
| 11/25.15.1 Community Services Report..... | 24 |
| 11/25.15.2 Banner Pole Waiver – Break O’Day Triathlon | 24 |
| 11/25.15.3 Ladder to be located at Scamander Pontoon | 25 |
| 11/25.16.0 DEVELOPMENT SERVICES..... | 26 |
| 11/25.16.1 Development Services Report..... | 26 |
| 11/25.16.2 Establishment of Liaison Committee - St Marys Exhibition Building Upgrades | 26 |
| 11/25.17.0 GOVERNANCE..... | 27 |
| 11/25.17.1 General Manager's Report..... | 27 |
| 11/25.17.2 2025-2026 Annual Plan Quarterly Review | 28 |
| 11/25.17.3 2026 – 2027 State's Pre-Budget Consultation | 28 |
| 11/25.17.4 Local Government Amendment (Targeted Reform) Bill 2025 - Exposure Draft Consultation | 29 |
| 11/25.18.0 CLOSED COUNCIL | 30 |
| 11/25.18.1 Confirmation of Closed Council Minutes – Council Meeting 20 October 2025..... | 30 |
| 11/25.18.2 Outstanding Actions List for Closed Council | 30 |
| 11/25.18.3 Closed Council Item Pursuant to Section 17(2)D of the Local Government (Meeting Procedures) Regulations 2025 - Titley Shack- Assessment of Presentation & Next Steps..... | 30 |
| 11/25.19.0 MEETING CLOSED..... | 31 |

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.

11/25.1.0 ATTENDANCE

11/25.1.1 Present

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

11/25.1.2 Apologies

Nil

11/25.1.3 Leave of Absence

Nil

11/25.1.4 Staff in Attendance

General Manager, John Brown
Administration & Governance Support Officer, Linda Singline
Executive Officer, Jayne Richardson (*Item 1.0-25.19*)
Economic Development Officer, Dilara Bedwell (*Item 1.0-25.19*)
Development Services Coordinator, Jake Ihnen (*Item 1.0-25.19*)
Business Services Manager, Raoul Harper (*Item 25.5-25.15.1*)
Manager Infrastructure and Development Services, David Jolly (*Item 1.0-25.19*)
Community Services Manager, Chris Hughes (*Item 1.0-25.15.3*)
Town Planner, Alex McKinlay (*Item 1.0-25.8.1*)

11/25.2.0 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.

Nil

Seven (7) people in the gallery.

11/25.2.1 Amendments to Development Applications (DA's) – Rosina Gallace

Could the Council please advise if it has the authority under the Tas Planning Scheme regulations, when considering DA's to make amendments?

REPLY

The question is assumed to query whether Council as the Planning Authority has the legislative ability to apply for an Amendment to the Statewide Planning Scheme. Council, when acting as the Planning Authority, cannot apply to amend the *Statewide* planning rules. The Tasmanian Planning Scheme is made up of the State Planning Provisions and are created and changed only by the Tasmanian Planning Commission and the State Government.

Council is only able to propose amendments to its Local Provisions Schedule, which deals with local planning zones, overlays and site-specific controls. Any such amendment still must be assessed and approved by the Tasmanian Planning Commission.

In short, Council can propose local planning changes, but we do not have the legislative power to amend the Statewide Planning Scheme.

If the question relates to amending a Planning Permit which has been issued, under *Section 56 of the Land Use Planning and Approvals Act 1993* the owner of land, or a person with the consent of

the owner, may request the planning authority in writing to amend a permit which applies to that land and which is a permit issued by the planning authority, in the following circumstances:

- (a) is not an amendment of a condition or restriction, specified in the permit, that is required, imposed or amended by the Appeal Tribunal; and
- (b) does not change the effect of a condition or restriction, specified in the permit, that is required, imposed or amended by the Appeal Tribunal; and
- (b) will not cause an increase in detriment to any person; and
- (c) does not change the use or development for which the permit was issued other than a minor change to the description of the use or development.

11/25.2.2 DA 115-2025 Noise Monitoring Query – D & J Smith, St Helens

In view of the fact that the business of the above application may be operating 12-14 hours per day, over a period of 7 days, could Council state if they will be monitoring noise levels so as to allay the concerns of local residents.

REPLY

The proposed development remains under assessment by Councils consultant planner however it is noted that the advertised materials demonstrated compliance with the acceptable solutions of the Tasmanian Planning Scheme and relevant zone requirements, in this case, the Utilities Zone which states that hours of operation will be within the hours of 7.00am to 9.00pm Monday to Saturday and 8.00am to 9.00pm Sunday and public holidays.

In the event the proposed development is approved, it is the responsibility of the lessee to adhere to the hours of operation and should Council become aware of any breach then Council does has enforcement powers under *the Land Use Planning and Approvals Act* for non-compliance with permit conditions as well as enforcement provisions of the *Environmental Management and Pollution Control Act*.

11/25.3.0 COUNCILLOR'S QUESTIONS ON NOTICE

Nil

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.

11/25.4.1

Business Enterprise Centre – Cllr Ian Carter

Over the past two years, I have expressed interest in ensuring that Council has a clear and up-to-date understanding of the Business Enterprise Centre's (BEC) activities, particularly in relation to the current \$28,000 allocation. My aim has been to support transparency and to ensure that Council is well-informed about both the effectiveness of the BEC and how it is perceived within our community.

Some months ago, Cllr LeFevre proposed that Council management engage with the BEC executive to explore these matters further, in that spirit, could Council management arrange a meeting with the BEC executive to discuss the organisation's role, functions and outcomes? This would help ensure that any future funding decisions are guided by a comprehensive understanding of the services most needed by the Break O'Day business community.

REPLY

The General Manager has been in direct contact with representatives from the BEC around the provision of information Councillors have requested in order to make an informed decision about supporting the organisation financially ongoing. Once this information has been received, Council officers will arrange a time for the BEC to present this information to the Council.

11/25.4.2

Continuation of the Breast Screening Bus in Break O'Day (regarding public question asked in July meeting) – Cllr Janet Drummond

I'm seeking clarification on this matter, as the original community member who raised the question has contacted me asking for an update.

Council's response stated that, due to Caretaker mode, the matter would be formally raised with the appropriate Minister once the new Government was in place. Can you please confirm whether this letter has now been sent to the newly appointed Minister, and if so, could we be advised of the outcome or any response received?

Given the importance of the BreastScreen service to our community — and the deep concern expressed by many residents affected by breast cancer — it would be helpful to understand what advocacy action has occurred since the formation of Government.

REPLY

On 26 August 2025, Mayor Mick Tucker wrote to the State Minister for Health, Mental Health and Wellbeing, Bridget Archer. He requested on behalf of Council and the Break O'Day community that

the BreastScreen Bus be scheduled to visit the St Helens area and service the East Coast community as soon as possible. We received confirmation from Minister Archer's Office that the correspondence would be considered.

The General Manager made direct contact with the Department of Premier and Cabinet on 12 September to further press the issue.

On September 18 we received a response from the Minister's Office saying that regrettably, a visit to the East Coast by the Bus would not be possible.

We received further correspondence from Minister Archer on 27 October again stating that a visit by the bus this year would be impossible but the Government remains committed to returning the service to our area as soon as a Bus was available.

11/25.4.3 Parks & Wildlife Service (PWS) Dune Buggy Event Permit – Cllr Kristi Chapple

It is noted in today's Examiner that Parks and Wildlife Service has signed another 5 year permit for the dune buggy events in November.

Can Council please contact PWS in regards to their agreement to extend the permit for a dune buggy event for another five years on Peron Dunes. This is in direct opposition to our policies for protecting shore birds at this time of year in particular our Dog Policy. Can Council please ask for more information about the reasoning to allow this event at that this time of year, is it possible to change the event to a date when the nesting of shorebirds isn't happening?

REPLY

Council officers will raise this formally with PWS through the Shore Bird Action Group.

11/25.5.0 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

11/25.6.0 CONFIRMATION OF MINUTES

11/25.6.1 Confirmation of Minutes – Council Meeting 20 October 2025

OFFICER’S RECOMMENDATION:

That the minutes of the Council Meeting held on 20 October 2025 be confirmed.

COUNCIL DECISION:

11/25.6.1.615 Moved: Clr L Johnstone / Seconded: Clr V Oldham

That the minutes of the Council Meeting held on the 20 October 2025 be confirmed.

CARRIED UNANIMOUSLY

11/25.6.2 Confirmation of Minutes – Special Council Meeting 29 October 2025

OFFICER’S RECOMMENDATION:

That the minutes of the Special Council Meeting held on 29 October 2025 be confirmed.

COUNCIL DECISION:

11/25.6.2.620 Moved: Clr K Chapple / Seconded: Clr K Wright

That the minutes of the Council Meeting held on 29 October 2025 the be confirmed.

CARRIED UNANIMOUSLY

11/25.7.0 COUNCIL WORKSHOPS HELD SINCE 20 OCTOBER 2025 COUNCIL MEETING

There was a workshop held 5 November 2025 and the following items were listed for discussion:

- Presentation – Department of State Growth -Alon Coutinho, Project Manager and Hannah Barta, Assistant Director Public Transport Operations
- Presentation – SARAH Group – Peter Frazer7
- Presentations – Expression of Interest – Titley Shack
- 2026 – 2027 State’s Pre-Budget Consultation
- Pending Development Application Updates
- Establishment of Liaison Committee - St Marys Exhibition Building Upgrades
- Review of Council Delegations
- Animal Control Report
- Break O’Day Council Action Plan
- Mayor & Councillors Roles and Responsibilities if an emergency event occurs in our Municipality
- Ladder to be located at Scamander Pontoon
- Banner Pole waiver – Break O’Day Triathlon
- 1-5 Cecilia Street, St Helens
- 2025-2026 Annual Plan Quarterly Review
- Local Government Amendment (Targeted Reform) Bill 2025 - Exposure Draft Consultation
- Titley Shack EOI Proposals

11/25.8.0 PLANNING AUTHORITY

Pursuant to Regulation 29 of the Local Government (Meeting Procedures) Regulations 2025 the Mayor to inform Council that it is now acting as a Planning Authority under the Land Use Planning and Approvals Act 1993.

11/25.8.1 DA 141-2025 12-14 Idas Court, St Helens - Visitor Accommodation – Additional use for Visitor Accommodation

| | |
|----------------|-----------------|
| FILE REFERENCE | DA 2025 / 00141 |
|----------------|-----------------|

OFFICER'S RECOMMENDATION:

- A. After due consideration of the application received and pursuant to Section 57 of the *Land Use Planning & Approvals Act 1993* and the *Tasmanian Planning Scheme – Break O'Day*, that the application for Additional use for Visitor Accommodation on land situated at 12-14 Idas Court, St Helens described in Certificate of Title 13166/34, 13166/35 be APPROVED subject to the following plans / documents and conditions:

| Approved Plans / Documents | | | |
|----------------------------|------------------|------------------|---------------------|
| Plan / Document Name | Reference Number | Prepared By | Dated |
| Site Plan | A01 | Mudiarto Widjaja | Received 11/09/2025 |
| Floor Plan | A02 | Mudiarto Widjaja | Received 18/08/2025 |

CONDITIONS

| CONDITION | | TIMING |
|-----------|---|---|
| 1. | Approved Plans and/or Document | |
| A | Undertake Use in accordance with the approved plans and/or documents. These plans and/or documents will form part of the approval, unless otherwise amended by conditions of this approval. | Prior to commencement of use and to be maintained at all times. |
| 2. | Visitor Accommodation | |
| A | A management plan for the operation of the visitor accommodation must be submitted to Council for endorsement. The management plan must include, but is not limited to, the following measures: a. To limit, manage and mitigate noise generated as a result of the visitor accommodation; | Prior to use and maintained at all times. |

| | | |
|-----------|--|---|
| | <ul style="list-style-type: none"> b. To limit, manage, and mitigate behaviour issues caused as a result of the visitor accommodation; c. To specify the maximum permitted occupancy of the visitor accommodation; d. To specify that if guests utilize the site for the parking of vehicles they must be parked on the site in the approved carparking area and detail where the designated parking space is located and how the space is to be accessed; e. To provide the name and contact phone number of a person who will respond to any complaints regarding behaviour of guests. | |
| B | Obtain endorsement from Council for the management plan for the visitor accommodation plan. Operation of the visitor accommodation must be in accordance with the endorsed management plan and the name of the manager; their associated contact information is to remain updated at all times and those details be provided to Council. | Prior to use and maintained at all times. |
| C | Once endorsed, the Visitor Accommodation Management Plan must be provided to adjoining property owners and occupiers. | Prior to use and maintained at all times. |
| 3. | Nuisance | |
| A | Use of the development must not create a nuisance as defined by the <i>Environmental Management and Pollution Control Act 1994</i> | Maintained at all times. |

ADVICE

1. Use or development which may impact on Aboriginal cultural heritage is subject to the *Aboriginal Relics Act 1975*. If Aboriginal relics are uncovered during works then an Aboriginal site survey is required to determine the level of impact and the appropriate mitigation procedures.
- B. That all external Referral Agencies for the development application be provided with a copy of the Council's decision (Permit).

| | Applicable Y/NA | Referral Agency |
|--|-----------------|-----------------|
| That all external Referral Agencies for the development application be provided with a copy of the Council's decision (Permit) | N/A | N/A |

C. That the following information be included in the Permit.

| Development Permit Information | Details |
|------------------------------------|--|
| <i>Development Description</i> | Visitor Accommodation - Additional use for Visitor Accommodation |
| <i>Relevant Period of Approval</i> | 2 Years |
| <i>Other Necessary Permits</i> | Nil |
| <i>Attachments</i> | Nil |
| <i>Representations</i> | One (1) |

INTRODUCTION:

The proposal is for an additional use of visitor accommodation being applied to the subject site at 12 Idas, St Helens (13166/34 and 13166/35). The property is subject to the 8.0 General Residential Zone from the Tasmanian Planning Scheme. Notably, the subject site has an existing three-bedroom dwelling (note: the study and ground floor rumpus have the potential to be utilised as two additional bedrooms) which was originally constructed as part of the previously approved building application under BA 046-1981.

COUNCIL DECISION:

11/25.8.1.621 Moved: Clr B LeFevre / Seconded: Clr V Oldham

- A. After due consideration of the application received and pursuant to Section 57 of *the Land Use Planning & Approvals Act 1993* and the *Tasmanian Planning Scheme – Break O’Day*, that the application for Additional use for Visitor Accommodation on land situated at 12-14 Idas Court, St Helens described in Certificate of Title 13166/34, 13166/35 be APPROVED subject to the following plans / documents and conditions:

| Approved Plans / Documents | | | |
|----------------------------|------------------|------------------|---------------------|
| Plan / Document Name | Reference Number | Prepared By | Dated |
| Site Plan | A01 | Mudiarto Widjaja | Received 11/09/2025 |
| Floor Plan | A02 | Mudiarto Widjaja | Received 18/08/2025 |

CONDITIONS

| CONDITION | | TIMING |
|-----------|---|---|
| 1. | Approved Plans and/or Document | |
| A | Undertake Use in accordance with the approved plans and/or documents. These plans and/or documents will form part of the approval, unless otherwise amended by conditions of this approval. | Prior to commencement of use and to be maintained at all times. |
| 2. | Visitor Accommodation | |
| A | <p>A management plan for the operation of the visitor accommodation must be submitted to Council for endorsement. The management plan must include, but is not limited to, the following measures:</p> <ul style="list-style-type: none"> f. To limit, manage and mitigate noise generated as a result of the visitor accommodation; g. To limit, manage, and mitigate behaviour issues caused as a result of the visitor accommodation; h. To specify the maximum permitted occupancy of the visitor accommodation; i. To specify that if guests utilize the site for the parking of vehicles they must be parked on the site in the approved carparking area and detail where the designated parking space is located and how the space is to be accessed; j. To provide the name and contact phone number of a person who will respond to any complaints regarding behaviour of guests. | Prior to use and maintained at all times. |
| B | Obtain endorsement from Council for the management plan for the visitor accommodation plan. Operation of the visitor accommodation must be in accordance with the endorsed management plan and the name of the manager; their associated contact information is to remain updated at all times and those details be provided to Council. | Prior to use and maintained at all times. |
| C | Once endorsed, the Visitor Accommodation Management Plan must be provided to adjoining property owners and occupiers. | Prior to use and maintained at all times. |
| 3. | Nuisance | |
| A | Use of the development must not create a nuisance as defined by the <i>Environmental Management and Pollution Control Act 1994</i> | Maintained at all times. |

ADVICE

2. Use or development which may impact on Aboriginal cultural heritage is subject to the *Aboriginal Relics Act 1975*. If Aboriginal relics are uncovered during works then an Aboriginal site survey is required to determine the level of impact and the appropriate mitigation procedures.

- B. That all external Referral Agencies for the development application be provided with a copy of the Council's decision (Permit).

| | Applicable Y/NA | Referral Agency |
|--|-----------------|-----------------|
| That all external Referral Agencies for the development application be provided with a copy of the Council's decision (Permit) | N/A | N/A |

- C. That the following information be included in the Permit.

| Development Permit Information | Details |
|------------------------------------|--|
| <i>Development Description</i> | Visitor Accommodation - Additional use for Visitor Accommodation |
| <i>Relevant Period of Approval</i> | 2 Years |
| <i>Other Necessary Permits</i> | Nil |
| <i>Attachments</i> | Nil |
| <i>Representations</i> | One (1) |

CARRIED

FOR – Mayor Tucker, Cllr K Chapple, Cllr G Barnes, Cllr I Carter, Cllr J Drummond, Cllr K Wright, Cllr V Oldham, Cllr B LeFevre

AGAINST – Cllr L Johnstone

The Mayor to advise Council that it has now concluded its meeting as a Planning Authority under Regulation 29 of the Local Government (Meeting Procedures) Regulations 2025.

11/25.9.0 COUNCIL MEETING ACTIONS

11/25.9.1 Outstanding Matters

Clr L Johnstone – Requested an update on installing the pedestrian crossings in St Helens.

Clr J Drummond – Requested an update on the future use of the old Council Offices in Fingal and the Expression of Interest process.

Clr L Johnstone – Requested an update on the lease arrangement, for the front garden area at the old hospital site.

Clr L Johnstone – Asked if Council could pursue further grant opportunities for the installation of CCTV at Mathinna Recreation Ground.

11/25.10.0 PETITIONS

Nil

11/25.11.0 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

Mayor Tucker vacated the Chair and Deputy Mayor Chapple took the chair at 10:22am.

11/25.11.1 Pollarding Trees on the Northern Side of Tully Street – Mayor Tucker

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 in Council's budget for the 2026/27 financial year, funds be allocated to pollard the trees on the northern side of Tully Street.

SUBMISSION IN SUPPORT OF MOTION:

Following the very successful pollarding of the trees on the southern side of Tully Street, it is now necessary to address the trees on the northern side. Reducing their height will help manage wind-related risks and prevent potential damage, while maintaining a safe and appropriate streetscape.

COUNCIL DECISION:

11/25.11.1.622

Moved: Mayor Tucker / Seconded: Cllr V Oldham

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 in Council's budget for the 2026/27 financial year, funds be allocated to pollard the trees on the northern side of Tully Street.

CARRIED UNANIMOUSLY

Deputy Mayor Chapple vacated the Chair and Mayor Tucker resumed the Chair at 10:23am.

11/25.12.0

MAYOR'S & COUNCILLOR'S COMMUNICATIONS

11/25.12.1

Mayor's Communications for Period Ending 17 November 2025

| | | |
|---------------|------------------|---|
| 21.10.2025 | MS Teams | – Office of Local Government - Online councillor information session regarding the proposed reforms to councillor allowances and numbers. |
| 22.10.2025 | St Helens | – Country Universities Centre (CUC) Eastern Tasmania's Community 'Open Day'. An opportunity to celebrate everyone's hard work to get the Centre ready for local students. |
| 24.10.2025 | St Helens | – <i>PANORAMAS</i> Exhibition Opening Night at Panorama Hotel. |
| 26.10.2025 | St Helens | – Blessing of the Fleet at St Helens Marine Rescue Base Station. |
| 29.10.2025 | MS Teams | – TasWater General Meeting |
| 29.10.2025 | St Helens | – Special Council Meeting to present the Scamander/Beaumaris Structure Plan Report for endorsement. |
| 31.10.2025 | MS Teams | – Carlo Di Falco MP, meeting. Provided him with an overview of the key issues and priorities for Break O'Day. |
| 04.11.2025 | St Helens | – Break O'Day Chamber of Commerce & Tourism meeting |
| 05.11.2025 | St Helens | – Council Workshop |
| 10.11.2025 | Bendigo | – Australian Local Government Association (ALGA) Board Meeting. |
| 10-12.11.2025 | Bendigo | – The 2025 National Local Roads, Transport, and Infrastructure Congress. A program focused on roads, transport and community infrastructure. The program will feature leading industry experts, federal and state government representatives and councils sharing their insights on how we plan, build and maintain our local road networks and community assets. |
| 14.11.2025 | Fingal | – Live4Life Crew event to celebrate the key successes of the Crew in 2025. <i>Mayor Tucker advised the meeting that he was unable to attend this event.</i> |
| 17.11.2025 | St Helens | – 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

Clr Chapple advised that the next meeting is scheduled for Tuesday 3 March 2026.

- NRM Special Committee – Clr Liz Johnstone

Clr Johnstone advised that a meeting was held on 28 October at the Scamander Sports Complex and afterwards she joined the community meeting for the Scamander Coastal Hazards project. The committee discussed the deer problem. In attendance was Linda Sznnytka, who is now in a supporting role with the NRM. A new community person was also in attendance and Councillor Oldham attended the meeting. The NRM continues to be an important committee and they are trying to get more of the members to attend the NRM meetings on a consistent basis.

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

The Bicheno Food and Wine Festival was held on Saturday 15 November. It was a lovely event to attend with a crowd of over 3000 present. Congratulations to the Committee for producing an extremely professional event in a beautiful location. The Bicheno business community would I'm sure be grateful for the influx of visitors and the resulting financial benefits.

The Positive Impact Plan follow up refining survey is now open on the ECTT site. Please take the time to complete it and if time permits attend the drop-in session at East Coast Village Providore on Wednesday 26 November 10am-2pm.

Brand Tasmania is offering workshops at Panorama on Tuesday 25 November. In the morning 9-12 they are presenting a workshop supporting businesses with producing quality smart phone photography and content to strengthen digital presence. In the afternoon 3-6 Story Telling through lens will be the focus.

The East Coast region welcomed 422 000 visitors for the 24-25 year. There was a 68% increase in East Coast Tourism's Facebook reach and a 112% increase in Instagram engagement.

At the recent Tas Tourism Awards the East Coast region performed very well. In Break O'Day particular congratulations go the Wukalina Walk and Younique Stays who both won gold and silver to the Tasman Holiday Park. Younique stays then progressed through to the National Tourism Awards and won gold, an amazing effort.

- Mental Health Action Group – Clr Barry LeFevre

Nil

- Access and Inclusion Advisory Committee – Clr Kylie Wright

Clr Wright advised there is a meeting scheduled for Tuesday 25 November but she will be unable to attend.

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

Clr Carter advised that the steering committee are reviewing the Draft Masterplan, which has aboriginal heritage inputs and they are aiming to have this out mid-January for public consultation.

11/25.13.0 BUSINESS AND CORPORATE SERVICES

11/25.13.1 Corporate Services Department Report

| | |
|-----------------------|--------------|
| FILE REFERENCE | 018\018\001\ |
|-----------------------|--------------|

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:

11/25.13.1.623 Moved: Clr K Wright / Seconded: Clr L Johnstone

That the report be received.

CARRIED UNANIMOUSLY

11/25.13.2 Monthly Financial Report

| | |
|----------------|--------------|
| FILE REFERENCE | 018\018\001\ |
|----------------|--------------|

OFFICER'S RECOMMENDATION:

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

1. Profit and Loss Statements
2. Balance Sheet
3. Statement of Cash Flows
4. Capital Works 2025-2026

INTRODUCTION:

Presented to Council are the monthly financial statements.

COUNCIL DECISION:

11/25.13.2.624 Moved: Clr B LeFevre / Seconded: Clr V Oldham

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

1. Profit and Loss Statements
2. Balance Sheet
3. Statement of Cash Flows
4. Capital Works 2025-2026

CARRIED UNANIMOUSLY

11/25.13.3 Visitor Information Centre Report

| | |
|----------------|--------------|
| FILE REFERENCE | 040\028\002\ |
|----------------|--------------|

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:

11/25.13.3.625

Moved: Clr L Johnstone / Seconded: Clr J Drummond

That the report be received.

CARRIED UNANIMOUSLY

11/25.13.4

Review of Council Delegations

| | |
|----------------|--------------|
| FILE REFERENCE | 014\002\010\ |
|----------------|--------------|

OFFICER'S RECOMMENDATION:

That having conducted a review of Council's Delegations Register in accordance with Section 22 of the *Local Government Act 1993*, the Council adopt the updated Delegations Register dated November 2025.

INTRODUCTION:

The aim of the report is to provide Council with an updated Break O'Day Council Delegations Register following the annual review as required under the *Local Government Act 1993*.

COUNCIL DECISION:

11/25.13.4.626

Moved: Clr B LeFevre / Seconded: Clr K Chapple

That having conducted a review of Council's Delegations Register in accordance with Section 22 of the *Local Government Act 1993*, the Council adopt the updated Delegations Register dated November 2025.

CARRIED UNANIMOUSLY

11/25.14.0 WORKS AND INFRASTRUCTURE

11/25.14.1 Works and Infrastructure Report

| | |
|----------------|--------------|
| FILE REFERENCE | 014\002\001\ |
|----------------|--------------|

OFFICER'S RECOMMENDATION:

That the report be received by Council.

INTRODUCTION:

This report summarizes the activities related to Works Operations and Capital Projects for October 2025 and includes additional details about scheduled work planned for the upcoming month.

COUNCIL DECISION:

11/25.14.1.627 Moved: Clr B LeFevre / Seconded: Clr G Barnes

That the report be received by Council.

CARRIED UNANIMOUSLY

11/25.14.2 Animal Control Report

| | |
|----------------|--------------|
| FILE REFERENCE | 003\003\018\ |
|----------------|--------------|

OFFICER'S RECOMMENDATION:

That the report be received by Council.

INTRODUCTION:

This is a monthly update for animal control undertaken since the last meeting of Council.

COUNCIL DECISION:

11/25.14.2.628 Moved: Clr B LeFevre / Seconded: Clr V Oldham

That the report be received by Council.

CARRIED UNANIMOUSLY

11/25.15.0 COMMUNITY DEVELOPMENT

11/25.15.1 Community Services Report

| | |
|----------------|--------------|
| FILE REFERENCE | 011\034\006\ |
|----------------|--------------|

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:

11/25.15.1.629 Moved: Clr J Drummond / Seconded: Clr K Wright

That the report be received by Council.

CARRIED UNANIMOUSLY

The meeting adjourned for morning tea at 11:11am and resumed at 11:23am.

11/25.15.2 Banner Pole Waiver – Break O'Day Triathlon

| | |
|----------------|--------------|
| FILE REFERENCE | 004\011\005\ |
|----------------|--------------|

OFFICER'S RECOMMENDATION:

That Council:

1. Supports the 2026 Break O'Day Triathlon by granting a full waiver of hire fees for the erection and dismantling of two (2) banner poles; and
2. Supports the event by granting a full waiver of hire fees for the St Helens Foreshore.

INTRODUCTION:

The organisers of the Break O'Day Triathlon are seeking Council's support for the 2026 event through the waiving of fees associated with the hire and use of Council infrastructure.

COUNCIL DECISION:

11/25.15.2.630

Moved: Clr B LeFevre/ Seconded: Clr J Drummond

That Council:

1. Supports the 2026 Break O’Day Triathlon by granting a full waiver of hire fees for the erection and dismantling of two (2) banner poles; and
2. Supports the event by granting a full waiver of hire fees for the St Helens Foreshore.

CARRIED UNANIMOUSLY

11/25.15.3

Ladder to be located at Scamander Pontoon

| | |
|-----------------------|--------------|
| FILE REFERENCE | 028\008\002\ |
|-----------------------|--------------|

OFFICER’S RECOMMENDATION:

That Council approve and seek funding to design and install a ladder on the inside of the Scamander pontoon

INTRODUCTION:

Some members of the Scamander swimming group have requested that a ladder be attached to the existing pontoon located on the Scamander River “to avoid them submerging in mud and/or stepping on sharp objects – usually oyster shells”.

COUNCIL DECISION:

11/25.15.3.631

Moved: Clr B LeFevre/ Seconded: Clr K Chapple

That Council approve and seek funding to design and install a ladder on the inside of the Scamander pontoon

CARRIED UNANIMOUSLY

11/25.16.0 DEVELOPMENT SERVICES

11/25.16.1 Development Services Report

| | |
|----------------|--------------|
| FILE REFERENCE | 031\013\003\ |
|----------------|--------------|

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:

11/25.16.1.632 Moved: Clr L Johnstone / Seconded: Clr G Barnes

That the report be received.

CARRIED UNANIMOUSLY

11/25.16.2 Establishment of Liaison Committee - St Marys Exhibition Building Upgrades

| | |
|----------------|--------------|
| FILE REFERENCE | 004\005\007\ |
|----------------|--------------|

OFFICER'S RECOMMENDATION:

It is recommended that Council:

1. Appoint Bronwyn Sullivan, Barry Hancock, Barbara Longue and Geraldine O'Connor as the elected Community Members.
2. Appoint Graeme Wathen as the Community Assistant Project Manager;
3. Appoint Cr Johnstone as the Council representative to the Committee;

INTRODUCTION:

Council has allocated \$100,000 in the 2025/26 financial year to undertake immediate remediation works and develop a project brief for the future of the St Marys Exhibition Building.

The most recent Council decision was to endorse the establishment of a Liaison Committee to assist Council officers in delivering the project.

This report seeks to endorse the community members to form the liaison committee subsequent to an Expression of Interest process.

COUNCIL DECISION:

11/25.16.2.633

Moved: Clr B LeFevre / Seconded: Clr J Drummond

It is recommended that Council:

1. Appoint Bronwyn Sullivan, Barry Hancock, Barbara Longue and Geraldine O'Connor as the elected Community Members.
2. Appoint Graeme Wathen as the Community Assistant Project Manager;
3. Appoint Cr Johnstone as the Council representative to the Committee;

CARRIED UNANIMOUSLY

11/25.17.0

GOVERNANCE

11/25.17.1

General Manager's Report

| | |
|----------------|--------------|
| FILE REFERENCE | 002\012\001\ |
|----------------|--------------|

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:

11/25.17.1.634

Moved: Clr G Barnes / Seconded: Clr K Chapple

That the General Manager's report be received.

CARRIED UNANIMOUSLY

| | |
|----------------|--------------|
| FILE REFERENCE | 002\036\002\ |
|----------------|--------------|

OFFICER'S RECOMMENDATION:

That Council receive the Review as at 30 September 2025 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:**11/25.17.2.635**Moved: Clr B LeFevre / Seconded: Clr K Chapple

That Council receive the Review as at 30 September 2025 of the 2025-2026 Break O'Day Council Annual Plan.

CARRIED UNANIMOUSLY

| | |
|----------------|--------------|
| FILE REFERENCE | 018\019\001\ |
|----------------|--------------|

OFFICER'S RECOMMENDATION:

That Council authorise the General Manager to prepare and lodge a submission regarding the Pre-Budget Consultation.

INTRODUCTION:

The State Government has commenced the community consultation process as part of developing the 2026 – 2027 State Budget. The approach in the process this year is substantially different to previous years.

COUNCIL DECISION:

11/25.17.3.636

Moved: Clr K Chapple / Seconded: Clr V Oldham

That Council authorise the General Manager to prepare and lodge a submission regarding the Pre-Budget Consultation.

CARRIED UNANIMOUSLY

11/25.17.4

Local Government Amendment (Targeted Reform) Bill 2025 - Exposure Draft Consultation

| | |
|-----------------------|--------------|
| FILE REFERENCE | 014\006\001\ |
|-----------------------|--------------|

OFFICER'S RECOMMENDATION:

That Council provide a submission to the Office of Local Government, outlining Council's feedback on the draft Bill.

INTRODUCTION:

The Tasmanian Government has released the *Local Government (Targeted Reform) Amendment Bill 2025 – Exposure Draft* for consultation as the second and final phase of the *Local Government Priority Reform Program 2024–26*. This draft Bill incorporates feedback received during the first consultation phase and proposes a series of targeted legislative reforms to modernise and strengthen the *Local Government Act 1993*.

COUNCIL DECISION:

11/25.17.4.637

Moved: Clr G Barnes / Seconded: Clr L Johnstone

That Council provide a submission to the Office of Local Government, outlining Council's feedback on the draft Bill.

CARRIED UNANIMOUSLY

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

Moved: Clr G Barnes / Seconded: Clr K Chapple

IN CONFIDENCE

11/25.18.0 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.*

11/25.18.1 Confirmation of Closed Council Minutes – Council Meeting 20 October 2025

COUNCIL DECISION:

11/25.18.1.CC Moved: Clr K Wright / Seconded: Clr G Barnes

That the minutes of the Closed Council Meeting held on the 20 October 2025 be confirmed.

CARRIED UNANIMOUSLY

11/25.18.2 Outstanding Actions List for Closed Council

Received.

11/25.18.3 Closed Council Item Pursuant to Section 17(2)D of the Local Government (Meeting Procedures) Regulations 2025 - Titley Shack-Assessment of Presentation & Next Steps

DECISION TO APPEAR IN OPEN COUNCIL:

No part of this decision is to appear in Open Council.

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

Moved: Clr G Barnes/ Seconded: Clr K Chapple

11/25.19.0 MEETING CLOSED

Mayor Tucker thanks everyone for their attendance and declared the meeting closed at 12:54pm.

.....
MAYOR

.....
DATE