



**GLAMORGAN
SPRING BAY
COUNCIL**

ORDINARY COUNCIL MEETING MINUTES

TUESDAY 10 DECEMBER 2024

2:00 PM

Council Chambers, Triabunna

ACKNOWLEDGEMENT OF COUNTRY

The Glamorgan Spring Bay Council acknowledges the Traditional Owners of our region and recognises their continuing connection to land, waters and culture. We pay our respects to their Elders past and present.

NOTICE OF MEETING

Notice is hereby given that the next Ordinary Council Meeting of the Glamorgan Spring Bay Council will be held at the Triabunna Council Offices on Tuesday 10 December 2024, commencing at 2:00 pm.

QUALIFIED PERSON CERTIFICATION

I hereby certify that, in accordance with section 65 of the *Local Government Act 1993*, any advice, information and recommendations contained in the reports related to this Agenda have been prepared by persons who have the qualifications or experience necessary to give such advice, information and recommendations.

Dated this Thursday 5 December 2024



Peter Porch
ACTING GENERAL MANAGER

IMPORTANT INFORMATION

- As determined by Glamorgan Spring Bay Council in April 2017, all Ordinary and Special Meetings of Council are to be audio/visually recorded and streamed live.
- A recording of the meeting will be available via the link on the Glamorgan Spring Bay Council website following the meeting.

In accordance with the *Local Government Act 1993* and Regulation 33, these video/audio files will be retained by Council for at least 6 months and made available for viewing live, as well as online within 5 days of the scheduled meeting. The written minutes of a meeting, once confirmed, prevail over the video/audio recording of the meeting.

TABLE OF CONTENTS

1	OPENING OF MEETING	4
1.1	Present	4
1.2	Apologies and Leave of Absence	4
1.3	In Attendance	4
1.4	Late Reports	4
1.5	Declaration of Interest or Conflict.....	5
2	CONFIRMATION OF MINUTES	6
2.1	Ordinary Meeting of Council - 26 November 2024	6
2.2	Date and Purpose of Workshop(s) Held	7
3	PUBLIC QUESTION TIME	9
3.1	Questions on Notice	9
3.2	Questions Without Notice.....	9
4	PLANNING AUTHORITY SECTION	10
5	FINANCIAL REPORTS	11
6	SECTION 24 COMMITTEES	12
7	INFORMATION REPORTS	13
7.1	Director Works and Infrastructure - Peter Porch	13
8	OFFICERS' REPORT REQUIRING A DECISION	19
9	NOTICES OF MOTION	20
10	PETITIONS	21
11	COUNCILLORS	22
11.1	Questions on Notice by Councillors	22
11.2	Comments/statements	22
12	CONFIDENTIAL ITEMS (CLOSED SESSION)	23
13	CLOSE	24

1 OPENING OF MEETING

The Mayor welcomed Councillors and staff and declared the meeting open at 2.00pm.

1.1 Present

Present:

Mayor Cheryl Arnol
Clr Rob Churchill
Clr Neil Edwards
Clr Kenneth Gregson
Clr Carole McQueeney
Clr Jenny Woods
Clr Robert Young

1.2 Apologies and Leave of Absence

Apologies

Nil.

Leave of Absence

Deputy Mayor Michael Symons (approved leave of absence)

1.3 In Attendance

Acting General Manager, Peter Porch
Director Planning and Development, Alex Woodward
Director Corporate and Community, Elysse Blain
Executive Officer, Jazmine Kerr

1.4 Late Reports

DECISION 235/24

Moved Clr Jenny Woods, seconded Clr Neil Edwards:

That Council accepts late agenda item *Tender Ferndale Road Bridge Replacement* as late confidential agenda item 2.2.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 7/0

For: Mayor Cheryl Arnol, Clr Rob Churchill, Clr Neil Edwards, Clr Kenneth Gregson,
Clr Carole McQueeney, Clr Jenny Woods and Clr Robert Young

Against: Nil

1.5 Declaration of Interest or Conflict

The Mayor requests Elected Members to indicate whether they have:

- 1. any interest (personally or via a close associate) as defined in s.49 of the Local Government Act 1993; or*
- 2. any conflict as described in The Model Code of Conduct for Councillors, in any item included in the Agenda.*

Nil.

2 CONFIRMATION OF MINUTES

2.1 Ordinary Meeting of Council - 26 November 2024

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on 26 November 2024 at 2:00pm be confirmed as a true and correct record.

DECISION 236/24

Moved Clr Robert Young, seconded Clr Neil Edwards:

That the Minutes of the Ordinary Meeting of Council held on 26 November 2024 at 2:00pm be confirmed as a true and correct record.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 7/0

For: Mayor Cheryl Arnol, Clr Rob Churchill, Clr Neil Edwards, Clr Kenneth Gregson,
Clr Carole McQueeney, Clr Jenny Woods and Clr Robert Young

Against: Nil

2.2 Date and Purpose of Workshop(s) Held

TUESDAY 3 DECEMBER 2024

In accordance with the requirement of Regulation 8(2)(c) of the *Local Government (Meeting Procedures) Regulations 2015*, it is reported that a Council Workshop was held from 1.30pm to 4.40pm on Tuesday 3 December 2024 at the Council Offices, Triabunna.

Present:

Deputy Mayor Michael Symons
Clr Rob Churchill
Clr Neil Edwards
Clr Kenneth Gregson
Clr Carole McQueeney
Clr Jenny Woods

Apologies:

Mayor Cheryl Arnol
Clr Robert Young

In Attendance:

Peter Porch, Acting General Manager
Alex Woodward, Director Planning and Development
Elyse Blain, Director Corporate and Community

Guests

Nil.

Agenda

- WLF Presentation - Risk Register
- TasWater - General Meeting October 2024 - Draft minutes
- Personnel Matter

RECOMMENDATION

That Council notes the information.

DECISION 237/24

Moved Clr Neil Edwards, seconded Clr Carole McQueeney:

That Council notes the information.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 7/0

For: Mayor Cheryl Arnol, Clr Rob Churchill, Clr Neil Edwards, Clr Kenneth Gregson,
Clr Carole McQueeney, Clr Jenny Woods and Clr Robert Young

Against: Nil

3 PUBLIC QUESTION TIME

Public Question Time gives any member of the public the opportunity to freely ask a question on any Council related matter.

Answers to questions will be given immediately if possible or taken “on notice” if an ‘on the spot’ answer is not available.

In accordance with the *Local Government (Meeting Procedures) Regulations 2015*, Questions on Notice must be provided at least 7 days prior to the Ordinary Meeting of Council at which a member of the public would like a question answered.

3.1 Questions on Notice

Nil.

3.2 Questions Without Notice

Glamorgan Spring Bay Council will allow questions to be provided by written notice by 12 noon the day before the Ordinary Council Meeting by either emailing general.manager@freycinet.tas.gov.au or alternatively left in the post box outside the Council Chambers located at 9 Melbourne Street, Triabunna.

Nil.

4 PLANNING AUTHORITY SECTION

Nil Reports.

5 FINANCIAL REPORTS

Nil Reports - Due to this early meeting date, financial reports are not able to be produced for the agenda. The December report will be provided at the January meeting

6 SECTION 24 COMMITTEES

Nil Reports.

7 INFORMATION REPORTS

7.1 Director Works and Infrastructure - Peter Porch

Asset Management; Roads, Bridges and Footpaths; Stormwater; Waste Management; Public Amenities; Parks, Buildings and Marine Infrastructure, Reserves and Walking Tracks; Cemeteries

ATTACHMENTS

Nil

PURPOSE

This report provides information on the ongoing tasks of the Department in relation to Asset Management; Roads, Bridges and Footpaths; Stormwater; Waste Management; Public Amenities; Parks, Buildings and Marine Infrastructure, Reserves and Walking Tracks; and Cemeteries.

OFFICER'S COMMENTS

ASSET MANAGEMENT

Asset Management practice is the strategic driver for the activities of the Department and is partnered by works that operate to maintain essential services to the community.

Councils Strategic Asset Management Plan has been reviewed and adopted within the recommended time frame. This document condenses the information in the individual asset management plans and includes other minor asset groups to present an overall picture of the asset renewal capability of council.

The document is a major building block for councils review of the Long-Term Financial Plan which is getting underway.

Switch over to new asset management system provider occurs in December.

CONSULTANT SERVICES

Consultant services are required to deliver specialised services to Council for a range of generally short-term requirements. Current consultant activities comprise:

- Design for building works
- Design for civil works
- Survey for building designs
- Civil works project delivery

OPERATIONAL WORKS

ROADS, BRIDGES, FOOTPATHS, KERBS

- Sand River Rd, Buckland maintenance grade- completed
- Cutting Grass Rd (Levendale) maintenance grade- completed
- Levendale Back Rd maintenance grade- underway
- Wielangta Rd maintenance grade before Christmas- starting 9th Dec
- Woodsden Rd, Buckland maintenance grade- being planned
- Cold mixing of potholes across the municipality- Ongoing across municipality- approx. 2 ton of cold mix placed for November.
- Spray sealing maintenance on sealed roads- Being undertaken in Triabunna/Orford/Buckland for November
- Box outs Kent St, Buckland- Box outs completed, resealing planned for December
- Buckland Rd box outs near Cutting Grass Rd due to pavement failure- box outs completed. Planning resealing 3rd December
- Culvert failure under Buckland Rd, just west of Sand River Rd- new culvert installed and backfilled- reseal completed.
- Milling/stabilisation of 7 small pavement failures on Buckland Rd between Cutting Grass Rd and boundary- reseal completed.
- Culvert failure on Esplanade, Coles Bay - culvert replaced, completed - will be resealed with upcoming reseal campaign
- 3 unsealed road inspections conducted for November
- Two bridges on Brockley Rd (Buckland), decking repairs - Completed
- Unemployed Gully, Nugent Rd (Buckland), re-decking - Completed
- Swanston Rd bridge (Little Swanport), replace 16 decking boards - Completed
- Street sign survey of Swansea and surrounding areas- underway- 50% completed
- Roadside weed spraying of sealed and unsealed roads- ongoing
- Roadside and fire break slashing (deck slashing) – Underway across municipality.
- Reach Slashing of roadsides not accessible to deck slashing - Buckland area planned for December.
- Numerous subdivision inspections across the whole municipality - Ongoing
- Quantified tree risk assessment process (QTRA) – 1 X QTRA completed for November.
- 2 X new park seats to install in Bicheno Triangle - completed
- Street sweeping of all KC in municipality - planned for early December

STORMWATER, DRAINAGE

- Open drain and culvert/cross over maintenance- ongoing across municipality

WASTE MANAGEMENT

- The first of five replacement waste bins has arrived as a part of the current year capital program. Council has been hiring 13 of these bins for many years as part of its waste management contract. The hired bins are coming to the end of their useful lives. Now in a position to purchase our own and cease the hire fees, council has allowed to purchase 5 bins this year with the balance of the hired bins to be replaced in subsequent years.
- Solar recharging unit at transfer stations for charging EFTPOS machines- trial unit currently been tested at Swansea WTS.

- Mulching of green waste piles at all transfer stations- scheduled for early December 2024 before busy period.



PARKS, PLAYGROUNDS, RESERVES, WALKING TRACKS, CEMETERIES

- 13 weekly playground inspections for the month across the entire municipality.
- Installation of rubber cushion pads under swings and for disability access to swings- completed
- Installation of disability swing seat at Our Park- completed
- Replenish soft fall at Our Park, Orford- completed
- Jubilee Park (Swansea) soft fall replenishment- completed
- Damaged stairs to foreshore at end of Swanwick Road - Works Manager investigating the actual owner/responsible party for this structure.
- Orford/Triabunna foreshore walking track maintenance - underway

BUILDINGS AND MARINE INFRASTRUCTURE

- Working with Bicheno Hall Committee on maintenance and ideas for upgrade
- Bug spraying has commenced, Bicheno, Coles Bay, Cranbrook and Orford are done, Swansea and Triabunna before Christmas.
- Marina and floating infrastructure cleaning programmed. The contractor will start with the swimming pontoon in the Orford River and work with the Harbour Master to bring the Marina barnacles and attachments under control.
- Cisterns have been ordered for the Gatehouse Toilets (Triabunna) and they will be ready by Christmas so works on the Gatehouse will commence after the Christmas break.
- The Water tank and Pump and new cistern and old toilet pan have been installed in Swansea loo with a view, we have set it to 9.5lts per flush and will monitor its effectiveness. The extra flush volume is designed to clear blockages frequently

occurring with lower flush standard issue cisterns. We are forgoing water efficient design to reduce costs of plumbing and inconvenience to the public from frequent blockages.

- Gatehouse cistern replacement scheduled for January.
- Rental properties in Swansea - minor maintenance being carried out.
- Buckland amenities building system servicing completed.
- Swansea rec ground, ongoing minor works and painting are underway.
- A new cross is being quoted for the Merchant Navy Memorial, the old one is past repair.
- New carpet ordered for bandstand in Lions Park Bicheno.
- Boat ramp cleaning across the municipality - completed

EMERGENCY MANAGEMENT

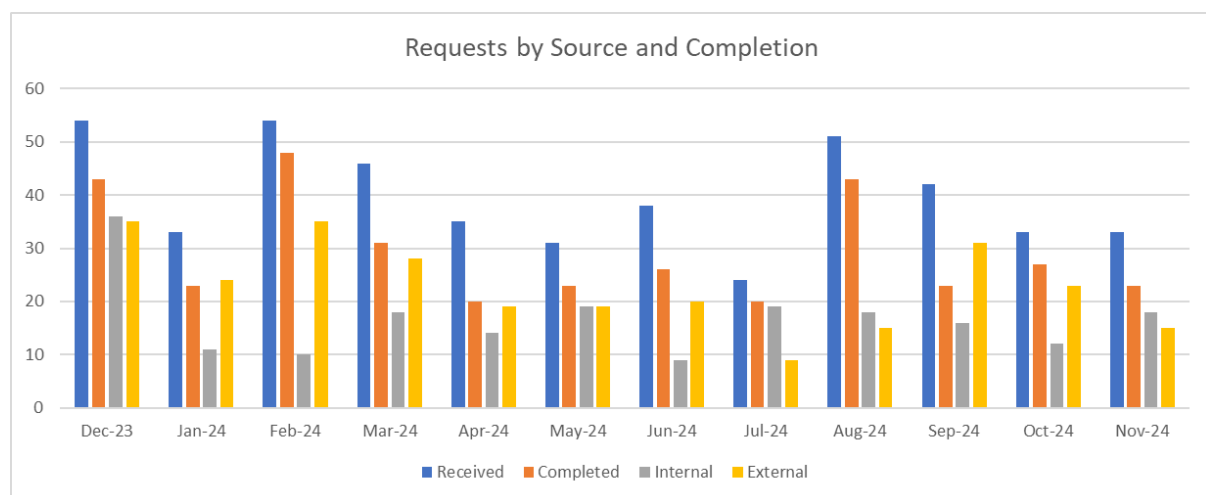
After hours rostering carried out as scheduled.

Harold St, Coles Bay reserve fire management- Currently engaging all stakeholders to have input to constructing fire break/control lines along the back of Brooker Street properties as per the 2015 Fire Management Plan for these reserves - request denied by PWS

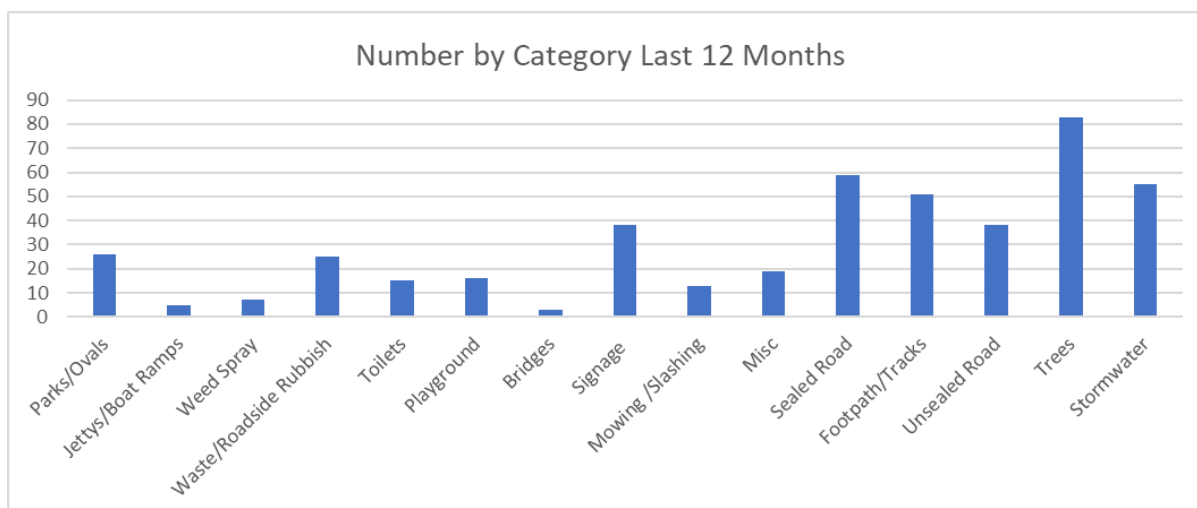
Draft Fire Management Report for Dolphin Sands received for comment.

CUSTOMER REQUESTS

The chart below summarises the requests received year to date by the total numbers received; the number completed; those generated by the public and those generated by officers.



The requests are sorted into categories to provide an overview of the areas showing the most interest or greatest need for attention as per the bar chart below:



CAPITAL WORKS

- Mega Toy climbing equipment at Our Park (Orford) condemned- installation of new climbing net completed
- Kerb & Channel and footpath replacement for 24/25 Prosser Street (Orford) - completed
- Pit and Pipe replacement: Bradley Drive, Coles Bay - 4 X pit/grate replacements and upgrades - Underway
- Rehab of fire breaks at end of McNeill's Rd, Swansea from 2019 bushfires - Works manager has completed a site visit, arranging site meeting with landowner currently
- Re-Seal/Pavement Rehab Campaign for 2024/2025- Contract awarded to AWC. Underway
- Fencing of Orford WTS- materials arrived, quote received to execute works.
- Gross Pollutant Trap install, West Shelly boat ramp, Orford - currently scoping and planning project
- BSBR fire water tank installs x 31- 90% of applicants met with onsite, 16 tank bases installed so far.

Grant funded

- Coles Bay Annex is proceeding well, Cladding is being finished, Internal Plaster being Finished, Verandah Frame has been started. Fire plan for Coles Bay Hall being developed to submit to Tasfire.
- Bicheno Skate Park car park and amenities – meeting held with committee on site with dimension and location of car park and slab for building agreed. Prep for car park to commence.
- Coles Bay Foreshore Trail – issues with delivery of materials being worked through. Local contractor performing very well. Completion potentially possible before end of calendar year.
- Bicheno Triangle – contract awarded. Specialty timbers ordered. Works to commence on site in the new calendar year.
- Triabunna Tomorrow streetscape design almost ready for early design stage consultation with community.

- Licence being resolved with Parks to enable progress on the Saltworks projects.

PLANT AND VEHICLES

- Grader replacement completed
- 2 replacement trucks on order

GENERAL

- Staff are working with TasNetworks on establishing a community Battery at the Coles Bay Hall which will accommodate the proposed EV charger. TasNetworks are working with councils preferred contractor on the charger station.

RESERVE BOOKINGS AND ROAD CLOSURES

Road closures for the events noted will be carried out under section 19.1(a) of the *Local Government Highways Act 1982* requiring consultation with the Commissioner of Police:

- Bicheno Food and wine festival completed
- Triabunna Remembrance day ceremony road closure completed

RECOMMENDATION

That Council notes the information.

DECISION 238/24

Moved Clr Neil Edwards, seconded Clr Carole McQueeney:

That Council notes the information.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 7/0

For: Mayor Cheryl Arnol, Clr Rob Churchill, Clr Neil Edwards, Clr Kenneth Gregson,
Clr Carole McQueeney, Clr Jenny Woods and Clr Robert Young

Against: Nil

8 OFFICERS' REPORT REQUIRING A DECISION

Nil Reports.

9 NOTICES OF MOTION

Nil.

10 PETITIONS

Nil.

11 COUNCILLORS

11.1 Questions on Notice by Councillors

Nil.

11.2 Comments/statements

Clr Woods wished everyone a Merry Christmas and shared that her name would be changing from Woods to Walker in the new year. Councillors extended their congratulations to Clr Woods.

Clr McQueeney announced a Christmas movie screening at the Tivoli Theatre in Triabunna tonight and also mentioned the upcoming Christmas Parade.

Clr Gregson raised a question about the use of mulch in bushfire-prone areas. He also expressed his gratitude to Director of Planning and Development, Mr Woodward, for his service with Council, and thanked both the Councillors and staff for their support during his time at Council.

Clr Gregson further announced that the Australia Day Award Ceremony, to be held in Swansea on 25 January 2025, would be open to the public. Additionally, he inquired if the Spring Bay Suicide Prevention Network could participate in a workshop in the new year.

12 CONFIDENTIAL ITEMS (CLOSED SESSION)

In accordance with the requirements of the *Local Government (Meeting Procedures) Regulations 2015*, the Mayor is to declare the meeting closed to the public in order to discuss the following matter/s:

Item 1: Minutes of Closed Session – Ordinary Council Meeting held on 26 November 2024

As per the provisions of Regulation 15 (2) (a) and (d) of the *Local Government (Meeting Procedures) Regulations 2015*.

Item 2: Personnel Matter

As per the provisions of Regulation 15 (2) (a) of the *Local Government (Meeting Procedures) Regulations 2015*.

Item 3: Late Report - Tender Ferndale Road Bridge Replacement

As per the provisions of Regulation 15 (2) (d) of the *Local Government (Meeting Procedures) Regulations 2015*.

RECOMMENDATION

That Council moves into Closed Session at [time].

DECISION 239/24

Moved Cllr Jenny Woods, seconded Cllr Carole McQueeney,

That Council moves into Closed Session at 2.17pm.

THE MOTION WAS PUT AND CARRIED UNANIMOUSLY 7/0

For: Mayor Cheryl Arnol, Cllr Rob Churchill, Cllr Neil Edwards, Cllr Kenneth Gregson, Cllr Carole McQueeney, Cllr Jenny Woods and Cllr Robert Young

Against: Nil

The Mayor confirmed that the recording had been terminated.

Director Planning and Development, Alex Woodward and Director Corporate and Community, Elysse Blain left the meeting at 2.17pm before commencement of the closed session meeting.

13 CLOSE

The Mayor declared the meeting closed at 3.39pm.

CONFIRMED as a true and correct record.

Date:

Mayor Cheryl Arnol