



GLAMORGAN SPRING BAY  
COUNCIL

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# Minutes of Meeting

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For the Ordinary Meeting  
of Council held at the

**Triabunna Community  
Hall  
Vicary Street  
Triabunna**

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24 March 2020

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## NOTICE OF ORDINARY MEETING

**Notice** is hereby given that the next ordinary meeting of the Glamorgan Spring Bay Council will be held at the **Triabunna Community Hall** on Tuesday, 24 March 2020 commencing at 2.00pm.



**Dated** this Thursday 19 March, 2020

**Chris Schroeder**  
**GENERAL MANAGER**

***"I certify that with respect to all advice, information and recommendations provided to Council with this agenda:***

- 1. The advice, information or recommendation is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation, and***
- 2. Where any advice is given directly to the Council by a person who does not have the required qualifications or experience, that person has obtained and taken into account in that person's general advice the advice from any appropriately qualified or experienced person. "***

**Note : Section 65 of The Local Government Act 1993 states –**

- (1) A general manager must ensure that any advice, information or recommendation given to the council or a council committee is given by a person who has the qualifications or experience necessary to give such advice, information or recommendation.***
- (2) A council or council committee is not to decide on any matter which requires the advice of a qualified person without considering such advice unless –***
  - (a) the general manager certifies, in writing –***
    - (i) that such advice was obtained; and***
    - (ii) that the general manager took the advice into account in providing general advice to the council or council committee; and***
  - (b) a copy of that advice or, if the advice was given orally, a written transcript or summary of that advice is provided to the council or council committee with the general manager's certificate.***



**Chris Schroeder**  
**GENERAL MANAGER**



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**ALL IMAGES AND ATTACHMENTS HAVE BEEN REMOVED, IF YOU REQUIRE A FULL VERSION OF THE MINUTES, PLEASE CONTACT THE COUNCIL OFFICES ON (03) 6256 4777.**

## **Audio/Video Recording of Ordinary Meetings of Council**

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.

Due to the need to hold the Council meeting at the Triabunna Community Hall the Mayor advised that the audio recording of the meeting will occur using the Mayor's phone, Cllr Arnol's laptop and the Executive Officer's phone. The audio recording will be made available via Council's website.

*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.*

### **1. Opening**

The Mayor welcomed Councillors, staff and members of the public and declared the meeting open at 2:03pm.

#### **1.1 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, present and emerging.*

#### **1.2 Present and Apologies**

Mayor Debbie Wisby  
Deputy Mayor Jenny Woods  
Cr Cheryl Arnol  
Cr Rob Churchill  
Cr Grant Robinson  
Cr Keith Breheny  
Cr Annie Browning  
Cr Michael Symons

**Apology**  
Nil.

#### **1.3 In Attendance**

General Manager, Mr Schroeder  
Executive Officer, Ms Higgins  
Graduate Planner, Ms Bevilaqua

#### **1.4 Declaration of Interest or Conflict**

*The Mayor requests Elected Members to indicate whether they have:*

- i. any interest (personally or via a close associate) as defined in s.49 of the Local Government Act 1993; or*

ii. any conflict as described in Council's Code of Conduct for Councillors,  
in any item included in the Agenda.

**Please note: Cllr Keith Breheny declared an interest in Item 6.3**

## 1.5 Late Agenda Reports

The Mayor advised that the following late agenda reports had been received from the General Manager.

### Decision 65/20

#### **Late Agenda Report - Implementation of Social Distancing – Future use of Council Halls and Clubrooms and Council Organised and or Funded Community Events**

Moved Cllr Keith Breheny, seconded Deputy Mayor Jenny Woods that Council endorses the inclusion of the Late Agenda Report "Implementation of Social Distancing – Future use of Council Halls and Clubrooms and Council Organised and or Funded Community Events to this agenda as item 7.9.

**The motion was put and carried unanimously 8/0**

For: Mayor Debbie Wisby, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol, Cllr Michael Symons, Cllr Rob Churchill, Cllr Grant Robinson, Cllr Keith Breheny, Cllr Annie Browning

Against: Nil

### Decision 66/20

#### **Late Agenda Report – Delivery of Land Transport Infrastructure Projects on Local Roads**

Moved Cllr Annie Browning, seconded Cllr Michael Symons that Council endorses the inclusion of the Late Agenda Report Delivery of Land Transport Infrastructure Projects on Local Roads be added to this agenda as item 7.10.

**The motion was put and carried unanimously 8/0**

For: Mayor Debbie Wisby, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol, Cllr Michael Symons, Cllr Rob Churchill, Cllr Grant Robinson, Cllr Keith Breheny, Cllr Annie Browning

Against: Nil

## 1.6 Confidential Late Item Reports

The Mayor advised that two confidential late agenda reports had been received from the General Manager and these would be considered at that time on the Agenda and in accordance with the *Local Government (Meeting Procedures) Regulations 2015*:

- Road Spray Sealing Program 2019-2020; and
- Personnel Matter

## 2. Confirmation of Minutes

### 2.1 Ordinary Meeting of Council – February 25, 2020

#### Recommendation

That the Minutes of the Ordinary Meeting of Council held Tuesday 25 February 2020 at 2.00pm be confirmed as a true and correct record.

#### **Decision 67/20**

Moved Deputy Mayor Jenny Woods, seconded Cllr Rob Churchill that the Minutes of the Ordinary Meeting of Council held Tuesday 25 February 2020 at 2.00pm be confirmed as a true and correct record.

**The motion was put and carried unanimously 8/0**

For: Mayor Debbie Wisby, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol, Cllr Michael Symons, Cllr Rob Churchill, Cllr Grant Robinson, Cllr Keith Breheny, Cllr Annie Browning

Against: Nil

## 2.2 Declaration of Office

### Responsible Officer – General Manager

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#### Summary

To acknowledge and record the making of the declaration of office by newly elected Councillor Grant Robinson.

#### Background

In accordance with the requirements of s.321(3) of the Local Government Act 1993, a Council is to acknowledge the making of a declaration at its meeting and the General Manager is to record that fact in the minutes of that meeting.

#### Recommendation

That the Declaration of Office made under Section 321 of the Local Government Act 1993 by newly elected Councillor Grant Robinson and as witnessed by the General Manager, be noted and form part of these minutes.

#### **Decision 68/20**

Moved Cllr Keith Breheny, seconded Cllr Cheryl Arnol that the Declaration of Office made under Section 321 of the Local Government Act 1993 by newly elected Councillor Grant Robinson and as witnessed by the General Manager, be noted and form part of these minutes.

**The motion was put and carried unanimously 8/0**

For: Mayor Debbie Wisby, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol, Cllr Michael Symons, Cllr Rob Churchill, Cllr Grant Robinson, Cllr Keith Breheny, Cllr Annie Browning

Against: Nil



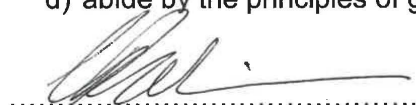
## **Declaration of office**

(Local Government Act 1993, Regulation 40  
Declaration of Office – s. 321)

I, **Grant Robinson** having been elected as Councillor

to the Glamorgan Spring Bay Council, do solemnly declare that I will

- a) faithfully carry out the functions and exercise the powers vested in me by virtue of that office to the best of my ability and in accordance with the law; and
- b) comply with the Council's code of conduct;
- c) engage in ongoing professional development;
- d) abide by the principles of good governance.



.....

(Signature of Councillor)

Made before me at **Triabunna** in Tasmania on the **13<sup>th</sup> Day of March**  
**2020**



.....

Chris Schroeder  
(General Manager)

## **2.3 Date and Purpose of Workshop/s Held**

### **Tuesday 10 March 2020**

In accordance with the requirements of regulation 8(2)(c) of the *Local Government (Meeting Procedures) Regulations 2015*, it is reported that a Council workshop was held from 1.00pm to 3.30pm on Tuesday 10 March 2020 at the Bicheno Beachfront Hotel, Bicheno.

**Present:**

Mayor Debbie Wisby, Cllr Rob Churchill, Cllr Keith Breheny, Cllr Annie Browning

**Apologies:**

Deputy Mayor Jenny Woods, Cllr Cheryl Arnol, Cllr Michael Symons

**In Attendance:**

Mr Chris Schroeder (General Manager), Ms Josie Higgins (Executive Officer) Ms Marissa Walters (Contract Accountant)

**Invitees:**

Ms Rhonda Taylor (CEO, East Coast Tasmania Tourism)

**Agenda**

- East Coast Tasmania Tourism – Update
- Draft 2019-2020 Annual Plan
- Rectory Street Lease
- Draft Financial Reserves Policy
- Draft 2020-2029 Strategic Plan

### **Thursday 12 March 2020**

In accordance with the requirements of regulation 8(2)(c) of the *Local Government (Meeting Procedures) Regulations 2015*, it is reported that a Council workshop was held from 1.00pm to 4.00pm on Thursday 12 March 2020 at the Council Chambers.

**Present:**

Mayor Debbie Wisby, Deputy Mayor Jenny Woods, Cllr Rob Churchill, Cllr Keith Breheny, Cllr Annie Browning, Cllr Cheryl Arnol (part)

**Apologies:**

Cllr Michael Symons

**In Attendance:**

Mr Chris Schroeder (General Manager)  
Ms Jennifer Roy (Senior Finance Officer)  
Ms Marissa Walters (Contract Accountant)

**Agenda**

- 2019-2020 Budget Review

### **Recommendation**

That Council notes the information.

*Deputy Mayor Jenny Woods requested that her apologies reflect that she is unable to attend workshops due to work commitments and that this be recorded in the minutes.*

**Decision 69/20**

Moved Cllr Rob Churchill, seconded Deputy Mayor Jenny Woods that Council notes the workshops held on Tuesday 10 March 2020 and Thursday 12 March 2020.

**The motion was put and carried unanimously 8/0**

For: Mayor Debbie Wisby, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol, Cllr Michael Symons, Cllr Rob Churchill, Cllr Grant Robinson, Cllr Keith Breheny, Cllr Annie Browning

Against: Nil

### 3. PLANNING AUTHORITY SECTION

**Under Regulation 25 of *Local Government (Meeting Procedures) Regulations 2015* the Chairperson hereby declares that the Council is now acting as a Planning Authority under the provisions of the *Land Use Planning and Approvals Act 1993* for Section 3 of the Agenda.**

#### **Recommendation**

That Council now acts as a Planning Authority. (Time: )

*Clr Cheryl Arnol called a point of order at 2.16pm in accordance with regulation 23(1)(a) a councillor speaking raises an issue that is irrelevant to the motion being discussed.*

#### **Decision 70/20**

Moved Clr Annie Browning, seconded Clr Rob Churchill that Council now acts as a Planning Authority. (Time: 2.16pm)

**The motion was put and carried unanimously 8/0**

For: Mayor Debbie Wisby, Deputy Mayor Jenny Woods, Clr Cheryl Arnol, Clr Michael Symons, Clr Rob Churchill, Clr Grant Robinson, Clr Keith Breheny, Clr Annie Browning

Against: Nil

### 3.1 Development Application 2019 / 336

<b>Location</b>	8 Wedge Tail Circuit, Bicheno
<b>Title reference</b>	CT 173614 / 201
<b>Proposal</b>	Single dwelling and garage
<b>Applicant</b>	G Hills and Partners
<b>Application Date</b>	19 November 2019
<b>Statutory Date</b>	25 March 2020 (extended by consent of applicant)
<b>Planning Document</b>	Glamorgan Spring Bay Interim Planning Scheme 2015
<b>Zone</b>	General Residential
<b>Codes</b>	6.0 Parking and Access, 7.0 Stormwater Management
<b>Use</b>	Use class: Residential Use status: NPR
<b>Development</b>	Discretionary
<b>Discretions</b>	Three
<b>Representations</b>	One
<b>Author</b>	Robyn Bevilacqua, Graduate Planner
<b>Attachments</b>	A – Plans B – Shadow Diagrams

#### Decision 71/20

Moved Deputy Mayor Jenny Woods, seconded Cllr Cheryl Arnol that:

A. Pursuant to Section 57 of the *Land Use Planning and Approvals Act 1993* and the Glamorgan Spring Bay Interim Planning Scheme 2015, application DA 2019 / 336, to construct a single dwelling at 8 Wedge Tail Circuit (CT17361/201) be refused on the basis that it does not satisfy the Performance Criteria:

1. D10.4.2 P3 (a) and (b) - loss of amenity and separation
2. D10.4.6 P2 - privacy for habitable rooms

**The motion was put and carried unanimously 8/0**

For: Mayor Debbie Wisby, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol, Cllr Michael Symons, Cllr Rob Churchill, Cllr Grant Robinson, Cllr Keith Breheny, Cllr Annie Browning

Against: Nil

### 3.2 Development Application 2020 / 006

<b>Location</b>	20 Spring Beach Rise, Spring Beach
<b>Title reference</b>	CT 175549 / 19
<b>Proposal</b>	Single dwelling and outbuilding
<b>Applicant</b>	T J Petit
<b>Application Date</b>	9 January 2020
<b>Statutory Date</b>	26 March 2020 (extended by consent of applicant)
<b>Planning Document</b>	Glamorgan Spring Bay Interim Planning Scheme 2015
<b>Zone</b>	Low Density Residential
<b>Codes</b>	6.0 Parking and Access, 7.0 Stormwater Management
<b>Use</b>	Use class: Residential Use status: NPR
<b>Development</b>	Discretionary
<b>Discretions</b>	Four
<b>Representations</b>	One
<b>Author</b>	Robyn Bevilacqua, Graduate Planner
<b>Attachments</b>	A – Drawings

#### Decision 72/20

Moved Cllr Keith Breheny, seconded Cllr Rob Churchill that pursuant to Section 57 of the *Land Use Planning and Approvals Act 1993* and the Glamorgan Spring Bay Interim Planning Scheme 2015, application DA 2020 / 006, to construct a single dwelling and shed/garage at 20 Spring Beach Rise (CT 177549/19) be approved with the following conditions, 1 through 11 and advice a. through e.

**The motion was put and carried unanimously 8/0**

For: Mayor Debbie Wisby, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol, Cllr Michael Symons, Cllr Rob Churchill, Cllr Grant Robinson, Cllr Keith Breheny, Cllr Annie Browning

Against: Nil

**Under Regulation 25 of *Local Government (Meeting Procedures) Regulations 2015*, the Chairperson hereby declares that the Council is no longer now acting as a Planning Authority under the provisions of the Land Use Planning and Approvals Act 1993 for Section 3 of the Agenda.**

**Recommendation**

That Council no longer acts as a Planning Authority. (Time: )

**Decision 73/20**

Moved Cllr Annie Browning, seconded Cllr Michael Symons that Council no longer acts as a Planning Authority. (Time: 2.24pm)

**The motion was put and carried unanimously 8/0**

For: Mayor Debbie Wisby, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol, Cllr Michael Symons, Cllr Rob Churchill, Cllr Grant Robinson, Cllr Keith Breheny, Cllr Annie Browning

Against: Nil

## 4. 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) 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.

Asking a question is easy and members of the public are encouraged to ask any question they have (limit of two (2) questions per person per meeting).

Prior to the commencement of an Ordinary Meeting of Council, the Mayor approaches the public gallery and requests that those who would like to ask a question during public question time indicate at that point they would like to do so and give the Mayor their name.

A short instruction sheet outlining the Glamorgan Spring Bay Council procedure for asking a question during Public Question Time will be provided at the Ordinary Meeting of Council to assist members of the public on how to do this. If required, at least 15 minutes of the meeting will be made available for questions from members of the public.

**PLEASE NOTE:** All members of the public wishing to ask a question during Public Question Time are asked to utilise the **wireless microphone provided** to ensure quality of sound both in the Council meeting room and for audio recording and live streaming purposes.

### 4.1 Questions without notice

#### Ms Johnson

- i. *Ms Johnson referred to the COVID-19 Coronavirus endemic and subsequent state of emergency and the statement from Spring Bay Medical advising that Dr Naidoo would be taking leave. Ms Johnson asked how the Council is supporting the community during this critical time in respect to sufficient medical cover and also asked if there is a contingency plan in place where Council is able to force appropriate medical cover.*

#### Response from Mayor Debbie Wisby

The Mayor clarified with Ms Johnson that the first part of her question related to sufficient medical cover and the second part of her question related to a contingency in the event that was not possible?

*Ms Johnson responded yes.*

The Mayor referred the question to the General Manager.

#### Response by the General Manager

The General Manager advised that at the moment Council has been able to find locums to cover that medical capacity. Meeting the medical needs of the community has been one of our major concerns, although obviously with COVID-19 it is hard to say whether that is going to impact the number of people that come into the surgery. The General Manager further advised that it was his understanding that Council has already covered off on the locums but

he thought it is very wise for Council to consider backups and that was one of the matters he has raised with Jason Watson.

The Mayor commented that it was a work in progress.

The General Manager further advised that it was pretty much covered but Council will make sure it has a contingency in place. You never know when someone may have committed to be the locum, then they may at short notice, advise that they are no longer available.

#### **Mr Murray**

- i. *Mr Murray stated that he appreciated that it has been a very busy time for Council but asked if Council is able to update us on two outstanding issues regarding the Orford Bird Sanctuary.*

*The first of these is the outcome if any, or the process regarding the community consultation. The second is to do with the issue of the conflict of interest which was raised in a question to Council in January.*

The Mayor referred the question to the General Manager.

#### **Response by the General Manager**

The General Manager responded advising that in regard to the first point raised, that report is currently being prepared. Council received over 400 submissions so it ended up being quite an onerous exercise to collate. With regard to the second question raised, the General Manager advised that it would be necessary to check the minutes and therefore took the question on notice.

*Mr Murray stated that at the last meeting you said that it would be reported at this meeting so I take it that it is still to come to the table.*

#### **Response by the Mayor**

The Mayor responded that there were a number of more important things on the go at the moment, however a response would be provided to Mr Murray as soon as possible.

#### **Mr Baker**

- i. *Mr Baker asked for an update on what is happening with the water line and where we are currently.*

The Mayor referred the question to the General Manager.

#### **Response from the General Manager**

The General Manager advised that the Prosser Plains Raw Water Scheme has been completed and this entailed both the pumping station and the pipeline. We are still commissioning the pipeline and the plant in fact. The commissioning of the system involves flushing it out with fresh water which can take anything from 5 to 15 mega litres. That has commenced and it is looking favourable but we need to test the water quality coming out the other end. The General Manager further advised that the restricting factor we face in regards to the Prosser Plains Raw Water Scheme, is that we can only use water to flush the system when the Orford Weir is actually overflowing. Lately it has been overflowing and we were able to commission the plant. It is actually going quite well and we are certainly getting into the final stages. The General Manager advised that he had not had final confirmation that it is actually up and running, but expected to receive that advice in the next week or two, water dependent.

- ii. *Mr Baker asked whether that means tassal won't be taking water.*

### **Response by the General Manager**

The General Manager responded no, that means that the pipeline will be able to deliver water to tassal and the contract will be put in place. tassal will then start taking up to 5 mega litres of water each day.

iii. *Mr Baker asked whether tassal will start paying for the water.*

### **Response by the General Manager**

The General Manager advised that tassal will start paying for the water but we need to bear in mind that we will not start pumping unless the Orford Weir is overflowing. Council is not going to compromise the town water supply. There has to be surplus water to allow us to actually pump, but in that situation, yes we will be supplying water to tassal.

*Mr Baker commented that he wasn't aware that the dam was overflowing with this last water event.*

### **Further comment from the General Manager**

The General Manager stated that it is a bit deceiving as the weir has a double wall structure and if we receive a certain volume of water you will actually see it go to the top or otherwise you will see it dip between the two walls. It is actually overflowing and has been for some time.

## **4.2 Questions on notice**

### **Ms Jen Hackett, Coles Bay**

*The following question was one of 6 questions submitted on notice by Ms Hackett for the December 2019 Council meeting. Questions 1, 2, 4, 5 and 6 were responded to and included in the Minutes of the ordinary meeting of Council held on the 10 December 2019 however question 3 was not included in the Agenda nor responded to.*

*The following question on notice is thereby resubmitted by Ms Hackett:*

*It seems that the Safe Car Park intended for Harold Street adjacent to the Harold Street Park in Coles Bay has been changed to boat trailer parking. The need for safe car parking adjacent to the Harold St Park for the Park and Hall has long been known and was determined and located in discussion with the Council Works Manager and Infrastructure Manager in March 2019, with community members, prior to Councils knowledge of the boat trailer parking grant. This parking was to be installed along with the Garnet Ave toilet irrigation beds, with the irrigation beds forming a boundary fence between the safe car park and the playground.*

iii. *Who made the decision to change the car park to boat trailer parking and under what authority did they make this decision?*

### **Response by the General Manager**

The decision was made following consultation between Parks & Wildlife and Council's Works Manager taking into consideration the Parks & Wildlife overall town plan. The initial parking in front of the hall grounds would then follow onto the area to be developed into trailer parking to the west of the Men's shed in Harold Street.

### **Ms Jen Hackett, Coles Bay**

*Question submitted on notice for the March 2020 ordinary meeting of Council:*

1. *Please advise why my question number 3 does not appear in the Agenda for the December meeting?*

**Response by the General Manager**

Unfortunately due to an administrative error the question was inadvertently omitted from the Agenda for the ordinary Council meeting held on the 19 December 2019.

2. *Who made the decision to exclude, and who authorised the exclusion of my original question 3 from the December agenda, in breach of Local Government Regulations?*

**Please refer above response.**

3. *Please provide a response to my original question 3.*

**Please refer above response.**



#### 4.3 Response to Questions taken on Notice from Ordinary Council meeting 25 February 2020



12 March 2020

Mr Aaron De La Torre  
Australian Services Union

[REDACTED]  
[REDACTED]

Dear Mr De La Torre

Thank you for your attendance at the ordinary meeting of Council held on the 25 February 2020 where you asked the following question which was taken on notice:

- i. Referring to Section 6 of the Agenda where Mr Preece had provided a report on the Section 24 Committee, the Statements of Expectations Committee, you advised that you understood that Mr Preece had held a number of meetings with ASU members and other staff, however there was no mention of any of the issues that those staff had raised in the meetings with Mr Preece in the report. You asked when Mr Preece intends to report on the issues that the ASU members and others have raised.

Accordingly I provide the following response:

Mr Preece advises that due to the confidential nature of the discussions with staff it will be difficult to provide a report of all the matters raised by the staff. The matter of what to include in any report for public viewing will be discussed at the next meeting of the SoE Committee.

Yours sincerely

**Councillor Debbie Wisby**  
Mayor

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9 Melbourne Street  
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t: (03) 6256 4777  
f: (03) 6256 4774  
e: admin@freycinet.tas.gov.au  
w: www.gsbc.tas.gov.au



### **Mr Graham Hodgson**

- i. *Mr Hodgson advised that his question concerned the Customer Charter of Council in particular the heading, when a person writes or emails. The first part states that a letter will be acknowledged in five days. Mr Hodgson asked if that was right and was he right in assuming that if he sent a letter that someone is going to say that we got your letter, we are dealing with it.*

### **Response from Mayor Debbie Wisby**

The Mayor responded yes.

- ii. *Mr Hodgson referred to a letter he had written to the General Manager on the 10 September 2019 and a further letter he had sent on the 11 February 2020 by registered post and advised that he not received an acknowledgement of either letter. Mr Hodgson advised that the Post Office had informed him that the letter sent by registered post was still awaiting collection after two weeks and he had been assured that the Council had been alerted to the its presence. Mr Hodgson asked what sort of professional system allows this to happen.*

The Mayor referred the question to the General Manager.

### **Response from the General Manager**

The General Manager advised Mr Hodgson that Council does have a Policy requiring the acknowledgement of the receipt of a letter in five days with a further response to be supplied within twenty working days.

The General Manager stated that he was not personally aware of either of the communications sent by Mr Hodgson but had no doubt to believe that Council had received them in some way. The General Manager advised that Council has been short of staff and that there are quite a few issues in Council that are being worked through.

The General Manager advised that a system has recently been put in place to ensure correspondence is acknowledged and the process is transparent.

The General Manager extended his apologies to Mr Hodgson and offered to take Mr Hodgson's contact details and speak to him personally to remedy the situation.

Mr Hodgson advised that his contact details were in his letter.

### **Further Comment from the General Manager**

The General Manager has since supplied a detailed response to Mr Hodgson in regard to the matters that Mr Hodgson had raised in his correspondence of 10 September 2019 and a subsequent letter sent to Council on the 11 February 2020.

## 5. Information Reports

### 5.1 General Manager, Chris Schroeder

Council Governance · Corporate Services · Medical Services · Economic Development · Safety & Risk Management · Visitor Centres

### 5.2 Works & Infrastructure

Roads, Footpaths, Kerbs- Waste Transfer Stations- Garbage, Recycling Services- Town Maintenance - Parks, Reserves, Walking Tracks, Cemeteries - Stormwater Drainage - Bridges, Culverts - Emergency Management, SES

### 5.3 Acting Manager Development & Compliance – Mr. Adrian O’Leary

Animal Control - Engineering & Technical Services - Environmental Health - Statutory Building - Statutory Planning

### 5.4 Manager Community Development – Mrs. Lona Turvey

Community Development

### 5.5 Manager Buildings & Marine Infrastructure – Mr. Adrian O’Leary

Boat Ramps & Jetties · Triabunna Marina · Council Buildings · Planning, Building & Technical Compliance when required ·

### 5.6 Manager Natural Resource Management, Ms Melanie Kelly

Manager Natural Resource Management – Ms Melanie Kelly

#### Programs and Projects

*Continue to support integrated catchment management through the Catchments to Coast (C2C) program and the implementation of catchment management plans.*

#### Recommendation

That the Management Reports be received and noted.

#### **Decision 74/20**

Moved Cllr Michael Symons, seconded Deputy Mayor Jenny Woods that the Management Reports be received and noted.

**The motion was put and carried unanimously 8/0**

For: Mayor Debbie Wisby, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol, Cllr Michael Symons,  
Cllr Rob Churchill, Cllr Grant Robinson, Cllr Keith Breheny, Cllr Annie Browning

Against: Nil

## 6. Section 24 Committees

### 6.1 Statement of Expectations Committee – Advisers’ Reports

#### Recommendation

That the Statement of Expectations – Advisers’ Reports be received and noted.

#### **Decision 75/20**

Moved Cllr Rob Churchill, seconded Deputy Mayor Jenny Woods that the Statement of Expectations – Advisers’ Reports be received and noted.

**The motion was put and carried unanimously 8/0**

For: Mayor Debbie Wisby, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol, Cllr Michael Symons,  
Cllr Rob Churchill, Cllr Grant Robinson, Cllr Keith Breheny, Cllr Annie Browning

Against: Nil

## 6.2 Statement of Expectations Committee Meeting Minutes – 17 February 2020

### Recommendation

That the minutes of the Statement of Expectations Committee meeting held on the 17 February 2020 be received and noted.

### **Decision 76/20**

Moved Cllr Annie Browning, seconded Cllr Keith Breheny that the minutes of the Statement of Expectations Committee meeting held on the 17 February 2020 be received and noted.

**The motion was put and carried unanimously 8/0**

For: Mayor Debbie Wisby, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol, Cllr Michael Symons,  
Cllr Rob Churchill, Cllr Grant Robinson, Cllr Keith Breheny, Cllr Annie Browning

Against: Nil

*Clr Keith Breheny having declared an interest in the following item, left the meeting at 2.47pm.*

### **6.3 Swansea Courthouse Management Committee – 2019 Annual Report to Glamorgan Spring Bay Council**

#### **Recommendation**

That the Swansea Courthouse Management Committee's 2019 Annual Report to Glamorgan Spring Bay Council be received.

#### **Decision 77/20**

Moved Clr Rob Churchill, seconded Clr Michael Symons that the Swansea Courthouse Management Committee's 2019 Annual Report to Glamorgan Spring Bay Council be received.

**The motion was put and carried unanimously 7/0**

For: Mayor Debbie Wisby, Deputy Mayor Jenny Woods, Clr Cheryl Arnol,  
Clr Michael Symons, Clr Rob Churchill, Clr Grant Robinson, Clr Annie Browning

Against: Nil

*Clr Keith Breheny returned to the meeting at 2.49pm.*

## 6.4 DRAFT GSBC NRM Committee Meeting Minutes – 12 February 2020

### Recommendation

That the Draft GSBC NRM Committee Meeting Minutes of the 12 February 2020 be received and noted.

#### **Decision 78/20**

Moved Deputy Mayor Jenny Woods, seconded Cllr Keith Breheny that the Draft GSBC NRM Committee Meeting Minutes of the 12 February 2020 be received and noted.

**The motion was put and carried unanimously 8/0**

For: Mayor Debbie Wisby, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol, Cllr Michael Symons, Cllr Rob Churchill, Cllr Grant Robinson, Cllr Keith Breheny, Cllr Annie Browning

Against: Nil

*Cllr Annie Browning referred to motion 66/2 of the NRM Committee meeting held on the 12 February 2020.*

*The Mayor advised that the Proposed Plan for the management of the Orford Sandspit and nearby beach area would be discussed at the April Council meeting.*

#### **Decision 79/20**

Moved Deputy Mayor Jenny Woods, seconded Cllr Cheryl Arnol that the Mayor on behalf of Council writes to Mr Derek Madsen of Banwell thanking him for his time and for his commitment to the NRM Committee and previous volunteer roles.

**The motion was put and carried unanimously 8/0**

For: Mayor Debbie Wisby, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol, Cllr Michael Symons, Cllr Rob Churchill, Cllr Grant Robinson, Cllr Keith Breheny, Cllr Annie Browning

Against: Nil

## 7. Officers' Reports Requiring a Decision

### 7.1 Draft 2019 – 2020 Annual Plan

Responsible Officer – General Manager

#### Recommendation

That Council adopts the 2019 – 2020 Annual Plan as presented.

#### **Decision 80/20**

Moved Cllr Annie Browning, seconded Cllr Michael Symons that Council adopts the 2019 – 2020 Annual Plan as presented.

**The motion was put and carried unanimously 8/0**

For: Mayor Debbie Wisby, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol, Cllr Michael Symons, Cllr Rob Churchill, Cllr Grant Robinson, Cllr Keith Breheny, Cllr Annie Browning

Against: Nil

## **7.2 Draft Glamorgan Spring Bay Council 10-Year Strategic Plan 2020-2029**

**Responsible Officer: General Manager**

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### **Recommendation**

That Council receives the Draft Glamorgan Spring Bay Council's 10-year Strategic Plan 2020-2029 as attached to this report and invites community consultation and feedback over a four (4) week period with submissions closing on Friday 24 April 2020.

### **Decision 81/20**

Moved Cllr Michael Symons, seconded Cllr Cheryl Arnol that Council receives the Draft Glamorgan Spring Bay Council's 10-year Strategic Plan 2020-2029 as attached to this report and invites community consultation and feedback over a four (4) week period with submissions closing on Friday 24 April 2020.

**The motion was put and carried unanimously 8/0**

For: Mayor Debbie Wisby, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol, Cllr Michael Symons, Cllr Rob Churchill, Cllr Grant Robinson, Cllr Keith Breheny, Cllr Annie Browning

Against: Nil

### **7.3 Financial Reserves Policy**

**Responsible Officer – General Manager**

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#### **Recommendation**

That Council adopts the Financial Reserves Policy as presented effective 24 March 2020.

#### **Decision 82/20**

Moved Cllr Annie Browning, seconded Cllr Rob Churchill that Council adopts the Financial Reserves Policy as presented effective 24 March 2020.

**The motion was put and carried unanimously 8/0**

For: Mayor Debbie Wisby, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol, Cllr Michael Symons, Cllr Rob Churchill, Cllr Grant Robinson, Cllr Keith Breheny, Cllr Annie Browning

Against: Nil

## **7.4 Kerbside Vendor Location**

**Responsible Officer – Acting Manager Development and Compliance/Graduate Planner**

### **Recommendation**

That Council endorses Paddy's Potatoes being allocated a location to trade from adjacent to Tas Seafarers' Memorial on Thursday and Friday 9.00am to 5.00pm for a period of 12 months as an extended trial.

### **Decision 83/20**

Moved Cllr Rob Churchill, seconded Cllr Cheryl Arnol that Council defers a decision on Paddy's Potatoes and any further request for food vendors to trade from the Triabunna Marina and wharf area until:

1. Confirmation of the appropriateness of the Council Kerbside Vendor Policy has been provided by the General Manager.
2. A strategic review of the area is completed by Council in respect to any additional food vendors and what process would be undertaken for expressions of interest.
3. A risk assessment is carried out in respect to pedestrian/user safety.

**The motion was put and carried unanimously 8/0**

For: Mayor Debbie Wisby, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol, Cllr Michael Symons, Cllr Rob Churchill, Cllr Grant Robinson, Cllr Keith Breheny, Cllr Annie Browning

Against: Nil

## **7.5 Swansea Primary School – Wholesome Meals Together Project**

### **Responsible Officer – Manager Community Development**

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#### **Recommendation**

That Council approves a grant of \$350 to Swansea Primary School for the purchase of reusable crockery and cutlery for 65 people to be used for the Wholesome Meals Together project.

#### **Decision 84/20**

Moved Cllr Cheryl Arnol, seconded Cllr Michael Symons that Council approves a grant of \$350 to Swansea Primary School for the purchase of reusable crockery and cutlery for 65 people to be used for the Wholesome Meals Together project.

**The motion was put and carried 6/2**

For: Deputy Mayor Jenny Woods, Cllr Annie Browning, Cllr Rob Churchill, Cllr Cheryl Arnol,  
Cllr Michael Symons, Cllr Grant Robinson

Against: Mayor Debbie Wisby, Cllr Keith Breheny

## 7.6 Swansea Cricket Club

### Responsible Officer – Manager Community Development

#### Recommendation

That Council approves a grant of \$1,000 to the Swansea Cricket Club towards the purchase of cricket net construction at the Swansea Recreation Ground, subject to the grant under the Sport and Recreation Minor Grants Program being successful.

Moved Cllr Annie Browning, seconded Cllr Rob Churchill that Council approves a grant of \$1,000 to the Swansea Cricket Club towards the purchase of cricket net construction at the Swansea Recreation Ground, subject to the grant under the Sport and Recreation Minor Grants Program being successful.

#### An **amendment** was:

Moved Cllr Keith Breheny that Council approves a grant of \$2,000 to the Swansea Cricket Club towards the purchase of cricket net construction at the Swansea Recreation Ground, subject to the grant under the Sport and Recreation Minor Grants Program being successful.

#### **Decision 85/20**

Moved Cllr Annie Browning, seconded Cllr Rob Churchill that Council approves a grant of \$1,000 to the Swansea Cricket Club towards the purchase of cricket net construction at the Swansea Recreation Ground, subject to the grant under the Sport and Recreation Minor Grants Program being successful.

**The motion was put and carried unanimously 8/0**

For: Mayor Debbie Wisby, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol, Cllr Michael Symons, Cllr Rob Churchill, Cllr Grant Robinson, Cllr Keith Breheny, Cllr Annie Browning

Against: Nil

## 7.7 Water Management Plan for the Swan River

Responsible Officer – Manager Natural Resources

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### **Recommendation**

- a) Council write to the Minister responsible for the *Water Management Act 1999* requesting the allocation of funding and resources to develop and implement a water management plan for the Swan River as a matter of urgency; and
- b) Council write to the Minister responsible for the *Water Management Act 1999* requesting the allocation of funding and resources to develop and implement a water management plan for the Apsley and Prosser Rivers, and to review the *Little Swanport Water Management Plan 2006*; and
- c) Council write to the Minister responsible for DPIPWE requesting that the requirement for metering, monitoring and enforcement on all irrigation license offtakes on all east coast waterways is progressed as a matter of urgency.

### **Decision 86/20**

Moved Cllr Rob Churchill, seconded Cllr Keith Breheny that the matter of a request to the Minister for funding and resources to develop and implement a water management plan for the Swan, Apsley and Prosser Rivers, a review of the Little Swanport Water Management Plan 2006, metering, monitoring and enforcement on all irrigation license offtakes on all east coast waterways being progressed, is deferred to a workshop for a thorough briefing including the presentation of a report on these matters and Council's involvement there in.

**The motion was put and carried 5/3**

For: Cllr Keith Breheny, Cllr Annie Browning, Mayor Debbie Wisby, Cllr Rob Churchill,  
Cllr Grant Robinson

Against: Deputy Mayor Jenny Woods, Cllr Cheryl Arnol, Cllr Michael Symons

## **7.8 Title - Dog Exercise area in Buckland**

**Responsible Officer – Manager of Buildings and Marine Infrastructure**

### **Recommendation**

That Council consider whether to agree with the terms put forward by the Buckland Cricket Club, so Council can construct the dog exercise areas in Buckland.

### **Decision 87/20**

Moved Cllr Rob Churchill, seconded Cllr Annie Browning that Council agree with the following terms put forward by the Buckland Cricket Club, so Council can construct the dog exercise areas in Buckland:

Council maintains the dog exercise areas.

Council provides appropriate insurance cover.

Council constructs the exercise areas within the prescribed area of 48m x 50m.

Council constructs the additional fence as requested.

Council pays the equivalent to the Buckland Cricket Club of their GSBC annual rates and charges.

Council prepares a lease for signature by both parties.

**The motion was put and carried 6/2**

For: Cllr Rob Churchill, Cllr Grant Robinson, Cllr Michael Symons, Cllr Keith Breheny,  
Cllr Annie Browning, Mayor Debbie Wisby

Against: Deputy Mayor Jenny Woods, Cllr Cheryl Arnol

## **7.9 Late Agenda Report – Implementation of Social Distancing – Future use of Council Halls and Clubrooms and Council Organised and or Funded Community Events**

**Responsible Officer: General Manager**

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*This late item report is submitted in accordance with regulation 8(6) (a), (b) & (c) of the Local Government (Meeting Procedures) Regulations 2015.....A council by absolute majority at an ordinary council meeting, or a council committee by simple majority at a council committee meeting, may decide to deal with a matter that is not on the agenda if the information was not available at the time of the distribution of the agenda and the matter is considered urgent and in accordance with section 65 of the Local Government Act the General Manager has certified that qualified advice has been obtained and taken into account in providing general advice to Council.*

### **Background**

Council has and continues to actively review all of its events to ensure that the public and Council staff are not put at any unnecessary risk due to the spread of Coronavirus (COVID-19).

In an effort to limit the spread of COVID-19 through face-to-face contact, it is recommended that Council now considers and further implements the social distancing advice from the Australian Government Department of Health (the Department) in respect to the use of all Council owned halls and clubs.

It is also recommended that Council considers suspending all Council organised and or funded bus trips and Council organised and or funded community and sporting events effective immediately until further notice.

The advice from the Department continues to be updated. The recommendations to Council are based on advice released in recent days and was therefore not considered at the time of the preparation and distribution of the Council agenda. The matter is considered urgent taking into account the qualified advice since received from the Department.

### **Budget Implications**

No significant financial implications are recognised.

### **Risk Considerations**

By adopting and implementing social distancing in respect to the use of Council owned halls and clubs and suspending all Council organised and or funded community events and bus trips, Council is reducing the number of face-to-face interactions within the community and supporting COVID-19 containment measures.

### **Recommendation**

That Council adopts the following measures in accordance with social distancing advice from the Australian Government Department of Health, effective immediately:

1. The use of all Council halls and club rooms by the public (including all sports and community groups) will cease until further notice; and
2. All Council organised and or funded community events (including sports events) and bus trips will cease until further notice; and
3. No Glamorgan Spring Bay Council Section 24 Committee meetings are to be held until further notice, excluding the Statement of Expectations Committee and the General Manager's Performance Review Committee.

**Decision 88/20**

Moved Cllr Annie Browning, seconded Cllr Rob Churchill that Council adopts the following measures in accordance with social distancing advice from the Australian Government Department of Health, effective immediately:

1. The use of all Council halls and club rooms by the public (including all sports and community groups), excluding official Council business, will cease until further notice; and
2. All Council organised and or funded community events (including sports events) and bus trips will cease until further notice; and
3. No Glamorgan Spring Bay Council Section 24 Committee meetings are to be held until further notice, excluding the Statement of Expectations Committee and the General Manager's Performance Review Committee.

**The motion was put and carried unanimously 8/0**

For: Mayor Debbie Wisby, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol, Cllr Michael Symons, Cllr Rob Churchill, Cllr Grant Robinson, Cllr Keith Breheny, Cllr Annie Browning

Against: Nil

## 7.10 Late Agenda Report – Delivery of Land Transport Infrastructure Projects on Local Roads

Responsible Officer: General Manager

***This late item report is submitted in accordance with regulation 8(6) (a), (b) & (c) of the Local Government (Meeting Procedures) Regulations 2015.....A council by absolute majority at an ordinary council meeting, or a council committee by simple majority at a council committee meeting, may decide to deal with a matter that is not on the agenda if the information was not available at the time of the distribution of the agenda and the matter is considered urgent and in accordance with section 65 of the Local Government Act the General Manager has certified that qualified advice has been obtained and taken into account in providing general advice to Council.***

### **Background**

On the 6 March 2020 Council received correspondence from the Deputy Prime Minister, Michael McCormack (Minister for Infrastructure, Transport and Regional Development) seeking assistance from Mayors and Councillors in fast-tracking the delivery of land transport infrastructure projects on local roads (refer attached copy).

As outlined in the Minister's correspondence the Department of Infrastructure, Transport and Regional Development (the Department) is seeking the identification of any Australian Government land transport projects for which construction could commence or be brought forward in the next three to six months. This could include new or existing projects with, or what would qualify for, Australian Government contribution.

The Minister requested that responses be provided to the Department using the template provided (copy also attached) by 20 March 2020.

Further to the Deputy Prime Minister's correspondence, Senator Claire Chandler circulated the following information to Councils in respect to the Land Transport Infrastructure Boost:

- *"This process is to obtain an early indication from Councils on which projects could be brought forward should funding become available.*
- *Projects can include either new or existing projects that are planned to commence shortly. Where existing projects have already received an Australian Government contribution, advice was to be provided.*
- *Projects must be able to commence construction within three to six months.*
- *Projects must be land transport infrastructure projects eligible for funding under the Australian Government's Infrastructure Investment Program.*
- *Supporting information on projects is not required at this stage.*
- *There is no limit on the funding ratio for projects, however the Australian Government's preference is to jointly fund projects with Councils."*

The following projects have since been nominated:

1. Stage 1 – gateway to avenue section (Vicary Street) – Triabunna Tomorrow Streetscape Concept - \$606,000
2. Stage 2 – main street (Vicary Street) – Triabunna Tomorrow Streetscape Concept - \$632,000
3. Stage 3 – waterfront drive (Charles Street) – Triabunna Tomorrow Streetscape Concept - \$589,000
4. Renewal of Bridge deck – Saggy Creek Bridge - \$32,500

5. Renewal of Bridge deck – Kit Own Creek Bridge - \$28,600

*Note: Projects 1 – 3 reference the Triabunna Tomorrow\_Draft Streetscape Presentation to Councillors document of 8/3/2016.*

### **Budget Implications**

Council's nominated projects rely solely on Australian Government contribution and therefore no financial impost to Council applies.

### **Risk Considerations**

Risk associated with Council's endorsement of the projects for consideration for funding by the Australian Government is considered minimal.

### **Comments**

This report is submitted as a late item to Council as the General Manager was awaiting advice from the Department in respect to the eligibility of Council's proposed projects for consideration under the Infrastructure Investment Program.

This advice was not received until Friday 20 March 2020. In order to meet the timeframe imposed for submissions (20 March 2020), these projects have since been submitted to the Department for consideration.

Council is now requested to retrospectively endorse those projects as submitted by the General Manager to the Department for consideration of funding through the Infrastructure Investment Program.

Should Council be successful in obtaining funding, consideration will be required in respect to the scope and components of the projects. This will include the development of design and construct documents, calling for and awarding of the tenders for the various projects throughout to construction and completion. It is important to note that due to the lack of available internal staff resources, it will be necessary for Council to engage contractors to undertake the work.

Subject to successful funding further reports will be provided to Council for consideration as the process progresses.

### **Recommendation**

That Council retrospectively endorses the following projects as submitted to the Department for Infrastructure, Transport and Regional Development for consideration of funding through the Infrastructure Investment Program:

1. Stage 1 – gateway to avenue section (Vicary Street) – Triabunna Tomorrow Streetscape Concept - \$606,000; and
2. Stage 2 – main street (Vicary Street) – Triabunna Tomorrow Streetscape Concept - \$632,000; and
3. Stage 3 – waterfront drive (Charles Street) – Triabunna Tomorrow Streetscape Concept - \$589,000; and
4. Renewal of Bridge deck – Saggy Creek Bridge - \$32,500; and
5. Renewal of Bridge deck – Kit Own Creek Bridge - \$28,600.

**Decision 89/20**

Moved Deputy Mayor Jenny Woods, seconded Cllr Cheryl Arnol that Council retrospectively endorses the following projects as submitted to the Department for Infrastructure, Transport and Regional Development for consideration of funding through the Infrastructure Investment Program:

1. Stage 1 – gateway to avenue section (Vicary Street) – Triabunna Tomorrow Streetscape Concept - \$606,000; and
2. Stage 2 – main street (Vicary Street) – Triabunna Tomorrow Streetscape Concept - \$632,000; and
3. Stage 3 – waterfront drive (Charles Street) – Triabunna Tomorrow Streetscape Concept - \$589,000; and
4. Renewal of Bridge deck – Saggy Creek Bridge - \$32,500; and
5. Renewal of Bridge deck – Kit Own Creek Bridge - \$28,600.

**The motion was put and carried unanimously 8/0**

For: Mayor Debbie Wisby, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol, Cllr Michael Symons, Cllr Rob Churchill, Cllr Grant Robinson, Cllr Keith Breheny, Cllr Annie Browning

Against: Nil

## 8. Notices of Motion

### 8.1 Notice of Motion – Cllr Annie Browning

#### Background

Dr Naidoo has advised he will be taking a break after serving the community for thirty years. The duration of his break will be four to five months. Glamorgan Spring Bay Council staff and Dr Naidoo's Practice Manager, Phil Pyke, are working to secure additional Doctors and/or assessing capacity of existing Doctors engaged through East Coast Health to assist with the additional patient load during Dr Naidoo's period of leave.

Dr Naidoo has advised his desire to join East Coast Health at Triabunna, a Council owned entity, facility and medical practice, on his return from leave. Dr Naidoo's full statement is available from East Coast Health at Triabunna.

As a valued Doctor who has given three decades of service to this community, I request the Mayor on behalf of Council writes to Dr Naidoo thanking him for his service, confirming Council's commitment to sourcing more Doctors as required to cover the additional patient load and that Council looks forward to his return from leave and him joining with East Coast Health and practicing under that community owned entity.

#### **Decision 90/20**

Moved Cllr Annie Browning, seconded Cllr Rob Churchill that on behalf of Council, the Mayor writes to Dr Naidoo:

- a. thanking him for his thirty years' service to the community; and
- b. confirms Council's commitment to sourcing more Doctors as required to cover the additional patient load during his break; and
- c. advises that Council looks forward to his return from leave and him joining with East Coast Health in Triabunna and practicing under that community owned entity.

**The motion was put and carried 5/3**

For: Mayor Debbie Wisby, Cllr Rob Churchill, Cllr Grant Robinson, Cllr Keith Breheny,  
Cllr Annie Browning

Against: Deputy Mayor Jenny Woods, Cllr Cheryl Arnol, Cllr Michael Symons

## 8.2 Notice of Motion – Cllr Annie Browning

### Background

An elderly resident of Swansea, Mrs Nora Dalla\_Vacchia, has requested a memorial seat be placed on the Esplanade at Swansea. Mrs Dalla\_Vacchia's daughter Sandra (Sam) Dalla\_Vacchia died in January 2019 and when she was ill she enjoyed walks around the Esplanade to Waterloo Point. Mrs Dalla\_Vacchia's was born in Swansea and has been a long term resident.

I have had conversations with Mrs Dalla\_Vacchia who is currently unwell. Should the Council agree to the installation of the memorial seat, I request this approval be dealt with as a matter of urgency. Mrs Dalla\_Vacchia will pay all costs associated with the works and I can meet with her to confirm the wording she would like on the plaque.

### **Decision 91/20**

Moved Cllr Annie Browning, seconded Cllr Keith Breheny:

1. That Council endorse the placement of a memorial seat as requested by Mrs Dalla-Vacchia on the Esplanade at Swansea; and
2. Mrs Dalla\_Vacchia is invoiced for all works associated with the memorial sea; and
3. The Works Supervisor liaises with Cllr Browning in relation to the location and style of the seat including the plaque wording and that these works are completed as a matter of urgency.

**The motion was put and carried unanimously 8/0**

For: Mayor Debbie Wisby, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol, Cllr Michael Symons, Cllr Rob Churchill, Cllr Grant Robinson, Cllr Keith Breheny, Cllr Annie Browning

Against: Nil

### 8.3 Notice of Motion – Cllr Keith Breheny

#### Background

There had been previous discussions with the Triabunna Community Hall Special Committee members regarding new lighting required for the dressing rooms at the Hall. At its last Special Committee Meeting on 17 February 2020 there was a lack of a quorum and therefore no meeting could be held. Gavan Barber, a member of the Committee, has purchased and paid for the lighting at a cost of \$608.00.

As Chair of the Triabunna Community Hall Special Committee, I request Council consider reimbursement of the attached invoice to Mr Gavan Barber from the Hall funds.

#### **Decision 92/20**

Moved Cllr Keith Breheny, seconded Cllr Rob Churchill that Council endorse the reimbursement of \$608.00 to Gavan Barber from the Triabunna Community Hall funds for the purchase and payment of lighting for the dressing rooms at the Hall.

**The motion was put and carried unanimously 8/0**

For: Mayor Debbie Wisby, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol, Cllr Michael Symons, Cllr Rob Churchill, Cllr Grant Robinson, Cllr Keith Breheny, Cllr Annie Browning

Against: Nil

## 9.0 PETITIONS

### 9.1 Kids on Wheels Recreation Park Project

#### Recommendation

That Council acknowledges the submission by the Bicheno Community Development Association, "Kids on Wheels Recreation Park Project" and recognises the efforts of those who participated and contributed to the document.

#### **Decision 93/20**

Moved Deputy Mayor Jenny Woods, seconded Cllr Keith Breheny that Council acknowledges the submission by the Bicheno Community Development Association (BCDA) , "Kids on Wheels Recreation Park Project" and recognises the efforts of those who participated and contributed to the document.

**The motion was put and carried unanimously 8/0**

For: Mayor Debbie Wisby, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol, Cllr Michael Symons, Cllr Rob Churchill, Cllr Grant Robinson, Cllr Keith Breheny, Cllr Annie Browning

Against: Nil

## 10. Motion Tracking Document

*Last updated 18/03/20*

<b>Meeting Date</b>	<b>Item No.</b>	<b>Decision Number</b>	<b>Title</b>	<b>Action Officer</b>	<b>Decision</b>	<b>Status</b>
27 Feb 2018	7.1	20/18	Approval of borrowing budget amendments, pipeline approvals and construction.	GM	GM authorised to proceed with Stage 1 Prosser Plains Raw Water Scheme (PPRWS) and Council to enter into an agreement with Tassal for delivery of raw water to Okehampton Bay on full cost recovery basis.	In Progress
26 Feb 2019	7.6	39/19	Staff Resourcing Land Use Planning: Benchmark Report	MDC	Issue to be workshopped by Council.	In Progress
26 Mar 2019	7.3	66/19	Renaming of Esplanades	MDC	Council to consult with affected residents	In Progress
30 Apr 2019	6.1	82/19	Policy for Users of Hall Facilities	GM	Council to formulate and implement a Policy of Acceptable Practices and Requirements for users of Council Hall facilities.	In Progress
27 Aug 2019	7.2	140/19	Seaweed Odours Swansea – An Issues Paper	GM	Council to appoint “suitably qualified technician” to prepare a scoping report. Brief to be provided to Council at a workshop.	In Progress
27 Aug 2019	7.5	144/19	Holkham Court, Orford – Stormwater Assessment	GM	Works are implemented as outlined in the report. Letter to Minister for Infrastructure Re: Priority works for Tasman Hwy.	In Progress
16 Oct 2019	2.2	176/19	Australia Day Awards	GM	Categories finalised. Closing date for nominations 25 November 2019. Honour Board redesigned. Certificates of Recognition for all nominees	In Progress
16 Oct 2019	2.5	179/19	By-Law	GM	Council resolves to make a By-Law of the Glamorgan Spring Bay Council made under Section 145 of the Local Government Act	In Progress



<b>Meeting Date</b>	<b>Item No.</b>	<b>Decision Number</b>	<b>Title</b>	<b>Action Officer</b>	<b>Decision</b>	<b>Status</b>
					1993 (Tas) for the purpose of regulating and controlling matters of environment health - Environmental Health By-Law (By-Law No. 1 of 2018).	
16 Oct 2019	2.6	180/19	Dog Management Policy	GM	<p>1. That Council directs the General Manager to immediately commence the process for re-endorsement of the existing Dog Management Policy 2014-2019 with amendments as deemed necessary in accordance with the requirements of the <i>Dog Control Act 2000</i>.</p> <p>2. That advertising occurs in The Mercury, The Examiner, the Great Oyster Bay Community News, the Bicheno Forward, the Echoes Around the Bay, Council's website and community notice boards.</p> <p>3. That Council commits to conducting a further review of the new Dog Management Policy within 12 months of the <i>Dog Management Act 2000</i> amendments being finalised.</p>	<p>Complete.</p> <p>Complete.</p> <p>In progress.</p>
16 Oct 2019	2.9	185/19	Dog Exercise Yards	GM	<p>The dog park proposed for the Bicheno foreshore area near the oval is not approved.</p> <p>The funding for that project be re-negotiated with the relevant Federal Department and requested to be used for the purchase and installation of playground equipment for the Bicheno Lions Park and for improvements to the exterior of the Bicheno Memorial Hall.</p>	In Progress



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16 Oct 2019	2.9	186/19 187/19 188/19 189/19 190/19	Dog Exercise Yards	GM	The Swanwick, Swansea, Triabunna, Orford, Buckland dog exercise areas be approved as advertised in The Examiner and The Mercury in September 2019 and it is formally declared as a dog exercise area.	In Progress
22 <sup>nd</sup> Oct 2019	7.2	197/19	Instrument of Delegation to General Manager	GM	Further Acts to be considered by Council for inclusion in Instrument of Delegation at a future date.	In Progress
22 <sup>nd</sup> Oct 2019	7.5	201/19	Consent to lodge a DA: Cricket Practice Nets, Swansea Recreation Ground	GM	Further discussion with recreation reserve users to determine alternative location for nets requested	In Progress
26 Nov 2019	7.2	221/19	Consideration of Place Names: Cul-de-sac off Kunzea Court, Swanwick	GM	Sweet Wattle Court to be submitted to Nomenclature Board	In progress
26 Nov 2019	7.7	224/19	Coles Bay Triathlon	GCD	Further information to be provided to Council for consideration	Completed.
17 Dec 2019	8.5	245/19	Building Better Regions – Grand Funding Options	GM	<p>That Council support applying for \$250,000 from the Building Better Regions Fund to strategically develop the Triabunna Wharf, with Parks and Wildlife Services and Glamorgan Spring Bay Council matching those funds, with \$200,000 and \$50,000 respectively.</p> <p>That Council support applying for \$25,000 from the Building Better Regions Fund to develop a Business Case &amp; Development Application for a Mountain Bike Trail from Kellevie to Orford with Sorrell Council and Glamorgan Spring Bay Council matching those funds equally, both contributing \$12,500 each.</p>	Applications submitted.



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					That Council support applying for \$20,000 from the Building Better Regions Fund to commission an Economic Development Plan & Prospectus for Glamorgan Spring Bay Council, with Council matching that with a \$20,000 contribution.	
17 Dec 2019	8.6	246/19	Training Wall Lease – Prosser River Mouth Advisory Group	GM	Council defers Agenda Item 8.6 to the January 2020 meeting or to a Special Meeting of Council earlier in the month if the matter is deemed too urgent to wait until the 28 <sup>th</sup> of January 2020.	To be discussed at the next Council workshop.
17 Dec 2019	8.7	248/19	The Prosser River Mouth (Spit) Fencing & Signage Proposal	MNRM	Council endorses placing the Prosser River Mouth Master Plan Advisory Group Section 24 Committees proposed plan in relation to the Orford Spit, lagoon and nearby recreational beach area out for public consultation by 10 January 2020 until 7 February 2020. Following consultation Council will consider feedback and make a decision at an Ordinary Meeting of Council.	In progress – discussions underway with consultant to review submissions and prepare report.
17 Dec 2019	8.9	251/19	Consent to Lodge a DA: Cricket Practice Nets, Swansea Recreation Ground	MBMI	Council provides owner consent to lodge the Development Application and encourage the Cricket Club to consider and make an application for a Community Small Grant to assist with the project costs.	DA finalised and approved.
17 Dec 2019	8.10	252/19	Additional Funding for the Prosser Plains Raw Water Scheme	GM	1.Council resolves to secure a loan for the amount of \$600,000 from TASCORP to be used to pay the costs of completing Stage 1 of	In progress.



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					<p>the Prosser Plains Raw Water Scheme (eg. completion of the Pumping Station), which in turn will allow Council to meet its obligations under the Water Supply Agreement dated 8 February 2019.</p> <p>2.The General Manager is directed and hereby authorised to take all reasonable and necessary steps to secure the loan referred in recommendation 1 set out above, including without limitation making application to TASCORP for the loan, and executing all relevant documents for and on behalf of Council (including applying the common seal of Council if required).</p> <p>3. That Council endorses the General Manager to draw down an additional maximum amount of \$50,000 from Council cash, on receipt of a report to Council in the event that the remaining funds with the \$600,000 additional loan is insufficient to complete the project.</p>	
17 Dec 2019	8.11	254/19	Transfer of Council Land for Catholic Care Affordable Housing	GM	In accordance with s178 of the Local Government Act 1993 that Council intends to transfer land as per the proposed Centacare Evolve Housing 21 unit development on Lots 30, 31 and 94 Spencer Street, Triabunna.	Advertised.  Community meeting held.  Consultation in progress.



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					<p>Centacare Evolve Housing are to provide Council with four serviced residential blocks on Council land</p> <p>Centacare Evolve Housing will be obliged to pay Council's rates on the unit development</p> <p>A Community Meeting will be held in January 2020 to answer questions and obtain feedback from community members.</p>	
14 Jan 2020	2.1	1/20	Correction of Assessed Annual Valuation of Rates	GM	<p>Council agrees to waive the levying of rates related to the Assessed Annual Valuation of rates as received from the Valuer General's Office in June 2019 for 2019/2020 financial year. The basis of this decision is due to the negative impact on the administration of Council by delaying this matter any further.</p>	In progress.
28 Jan 2020	7.1	19/20	Bendigo Bank Opening Hours	GM	<p>That the Bendigo Bank agency located at the Glamorgan Spring Bay office in Triabunna will reduce operating days from five days per week to two days per week to be determined by the General Manager in consultation with the Swansea Bicheno Bank Manager to be effective 3 February 2020.</p> <p>The General Manager is to provide a report to Council within 14 days on the Bendigo Bank agency and its future at the Glamorgan Spring Bay office at Triabunna.</p>	<p>Pending response from Bendigo Bank.</p> <p>The General Manager has made contact with the Bendigo Bank a number of times however no further advice has been received</p>



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					This matter is to be placed on the ordinary Council meeting agenda on the 25 February 2020.	at the time of the distribution of this agenda.
28 Jan 2020	7.3	21/20	Position of the Loo with a View – Swansea	GM	That Council defer to community consultation and for further investigation in conjunction with the boat trailer parking funding at Jetty Road Swansea.	Requires further consideration. To be workshopped.
28 Jan 2020	7.4	22/20	Re-endorsement of the Dog Management Policy and associated Declared Areas including Dog Exercise Yards	MBMI / AMRS	That:  1. Council re-endorses the Glamorgan Spring Bay Dog Management Policy and Declared Areas 2014-19 for the next 6 years with a further review to commence as soon as possible in line with Section 7 subsection (3) of the Dog Control Act 2000.  2. In accordance with Section 25 of the Dog Control Act 2000 Council will, by public notice, notify the community of:  a) the date on which the Declared areas in the re-endorsed dog policy and the new declared dog exercise areas take effect, and  b) the period during which the declaration remains in force.	Completed.          Completed.   In progress.
28 Jan 2020	7.5	23/20	Bicheno Community Development Association Inc.	MCD	That Council approves a grant of \$500 to the Bicheno Community Development Association Inc., towards the cost of	Completed.



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					purchasing three (3) hoop bike racks to be installed outside the Bicheno Newsagency.	
28 Jan 2020	7.6	24/20	Coles Bay Half Triathlon	MCD	That Council approves a grant of \$1500 under the Community Small Grants Programme to the Coles Bay Half Triathlon Committee, towards the cost of staging the event, plus the provision of 2 x double portable toilets.	Completed.
28 Jan 2020	7.7	25/20	Freycinet Association Inc.	MCD	That Council approves a grant of \$1,000 to the Freycinet Association Inc., towards the cost of purchasing an Automated External Defibrillator (AED) to be installed at the Coles Bay Convenience-General Store and Post Office which is situated at 3 Garnet Avenue.	Completed.
28 Jan 2020	7.8	26/20	Spring Bay Suicide Prevention Network	MCD	That Council approves a grant of \$2,000 to the Spring Bay Suicide Prevention Network, towards the cost of purchasing forty-five (45) Live Life Medical Alarms which will enable the service to be expanded into Swansea, Bicheno and Coles Bay.	Completed.
28 Jan 2020	7.10	28/20	Air-conditioning for Bicheno Paramedic Room	MBMI	That Council fund the installation of the air conditioning unit in the Bicheno Paramedic room to the value of \$1900.	Unit was installed on the 4 February 2020.
28 Jan 2020	8.1	30/20	Notice of Motion – Triabunna District School – School Crossing	MW	1. That Council employs a suitably qualified person to assess both the Melbourne Street and Vicary Street Triabunna school crossings to determine their compliance with the current Australian Standards for School Crossings.	Under early investigation.



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					2. That, in the event, that either or both crossings are assessed as deficient Council take steps to immediately rectify the deficiency to ensure the safety of students at Triabunna District School.	
28 Jan 2020	8.2	31/20	Notice of Motion – Council Meeting Minutes	GM	That the draft Council Meeting Minutes are provided to Council within ten (10) calendar days of the Council Meeting.	In progress
25 Feb 2020	6.2	46/20	Statement of Expectations Committee – Adviser's Reports		That: 1. The Statement of Expectations – Adviser's Reports are received and noted, and  2. The Council requests the General Manager to provide a report detailing how the recommendations will be addressed, funded and prioritised with this report being presented to Council at its March 2020 Ordinary Council Meeting.	Completed.  To be discussed at the April 1029 workshop.
25 Feb 2020	6.4	48/20	Triabunna Recreation Ground Section 24 Minutes – 2 October 2019	GM	That: 1. The Triabunna Recreation S24 Committee meeting minutes be received and noted. 2. The committee be advised that under Council's kerbside Vendor Policy there is no need to obtain approval from the S24 committee. 3. Council are provided with a copy of the landscape plans and the council recommendation referred to in the	To be progressed.



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					minutes at dot point 3 under New Business.	
25 Feb 2020	7.3	51/20	Sale of Public Land, 2A Davidson Place, Triabunna	GM	That the proposed Sale of the Public Land 2A Davidson Place, Triabunna is deferred to the March 2020 Ordinary Council Meeting or a Special Meeting of Council to allow for further advice to be provided to Council as a matter of urgency and that immediate discussions with CentaCare be commenced in relation to alternate sites.	Pending advice from CentaCare re alternate sites.
25 Feb 2020	7.5	53/20	Bicheno RSL Sub-Branch	MCD	That Council approves a grant of \$1,000 to the Bicheno RSL Sub-Branch towards the cost of a corten screen for the Bicheno cenotaph.	In progress.
25 Feb 2020	7.6	54/20	Freycinet Volunteer Marine Rescue (VMR) Association	MCD	That Council approves a grant of \$1,000 to the Freycinet Volunteer Marine Rescue (VMR) Association towards the cost of purchasing a 16" Macbook Pro laptop computer with 1 TB storage for the development and delivery of essential training resources.	In progress.
25 Feb 2020	7.7	55/20	Drought Communities Program – Extension Funding	GM	<ol style="list-style-type: none"> <li>1. Council is provided with a report providing separate cost estimates of the projects a) to k) listed in attachment A, and</li> <li>2. Maps showing the location and alignment of the projects are included with the report, and</li> <li>3. The report be provided to Council for consideration at a Special Meeting of Council or at the March 2020 Ordinary Council Meeting, at the latest.</li> </ol> <p><b>Appendix A.</b></p>	Report to be submitted to the March 2019 Council meeting.



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					<b>Drought Communities Programme – Extension Funding Projects</b>  a) Concrete footpath approximately 400m long to the southern side of Swanwick Road from Swanwick Drive to Hazards View Drive, Swanwick, and b) Concrete footpath approximately 220 metres long to the Southern side of Wellington Street from Noyes Street to Victoria Street, Swansea, and c) Concrete footpath approximately 200 metres long to the eastern side of Noyes Street from Franklin Street to Wellington Street, Swansea, and d) Concrete footpath approximately 220 metres long to the Northern side of Elizabeth Street from Charles Street to Gore Street, Orford, and e) Concrete footpath approximately 400 metres long to the western side of Charles street from Vicary Street to the Recreation Ground Entrance, Triabunna, and f) Improvements (realignment and paving) to the intersection of the Esplanade and Vicary Street at the proposed new location of the RSL Cenotaph opposite The Gatehouse, Triabunna, and g) Installation of practice nets, pitch with synthetic surface at the Cricket Ground in Buckland, and h) Concrete kerb and channel and concrete footpath to the eastern side of the Tasman	



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					Highway from the Gala Kirk Church car park to Gala Road, Cranbrook, and i) Concrete footpath approximately 1,200 metres long on the eastern side of the Tasman Highway from Harveys Farm road to Douglas Street, Bicheno, and j) Installation of cricket practice nets, pitch and synthetic surface at the Triabunna Recreation Ground, Triabunna, and k) Replacement of steps to the front entrance of the Buckland Community Hall and associated landscaping.	
25 Feb 2020	7.8	56/20	Consideration of cul-de-sac name: off Sebastian Rise, Swansea	MDC	That Council approves the name 'Amos Place' for the cul-de-sac off Sebastian Rise in Swansea for submission to the Nomenclature Board by 26 February 2020.	The name has been submitted to the Nomenclature Board for approval.

**Action Officer codes:** MW = Manager Works, MDC = Manager Development & Compliance, MCD = Manager Community Development, MBMI = Manager Buildings and Marine Infrastructure, MNRM = Manager NRM

**Recommendation**

That Council receives and notes the information contained within the Motion Tracking Document.

**Decision 94/20**

Moved Cllr Keith Breheny, seconded Cllr Michael Symons that Council receives and notes the information contained within the Motion Tracking Document.

**The motion was put and carried unanimously 8/0**

For: Mayor Debbie Wisby, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol, Cllr Michael Symons, Cllr Rob Churchill, Cllr Grant Robinson,  
Cllr Keith Breheny, Cllr Annie Browning

Against: Nil

## 11. Questions Without Notice

The Mayor thanked Gavan Barber, David Kirk and Council's Executive Officer for setting up the hall for use by Council for today's Council meeting and requested a letter of thanks be sent thanking them for their assistance.

## 12. Confidential Items (Closed Session)

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

- Item 1: Minutes of Closed Session (25/02/2020)**  
As per the provisions of regulation 34 of the *Local Government (Meeting Procedures) Regulations 2015*
- Item 2: Orford Bowls Club – Payment of Invoice**  
As per the provisions of regulation 15(2)(g)(i) of the *Local Government (Meeting Procedures) Regulations 2015*
- Item 3: Late Agenda Report Item – Road Spray Sealing Program 2019-2020 Tender No.: T001-2020**  
As per the provisions of regulation 15 8(6) and regulation 15(2)(d) of the *Local Government (Meeting Procedures) Regulations 2015*
- Item 4: Late Agenda Report Item - Personnel matter**  
As per the provisions of regulation 8(6) and regulation 15(2)(a) of the *Local Government (Meeting Procedures) Regulations 2015*

***The Mayor advised that the audio recording of meeting will now be switched off.***

***The Mayor checked that the individual microphones were switched off.***

*The Mayor called a 20 minute adjournment for a refreshment break with the meeting to resume at 4.15pm.*

*The meeting resumed at 4:15pm.*

### Recommendation

That Council moves into closed session (Time: )

#### **Decision 95/20**

Moved Cllr Annie Browning, seconded Deputy Mayor Jenny Woods that Council moves into closed session (Time: 4:15pm)

**The motion was put and carried unanimously 8/0**

For: Mayor Debbie Wisby, Deputy Mayor Jenny Woods, Cllr Cheryl Arnol, Cllr Michael Symons, Cllr Rob Churchill, Cllr Grant Robinson, Cllr Keith Breheny, Cllr Annie Browning

Against: Nil

In accordance with **Decision 103/20 (Closed Session)**, Council resolved that the following information is made public.

That Council not further pursue any payment from the Orford Bowls Club Inc. regarding the upgrading of the club's car parking area.

## 13. Close

The Mayor declared the meeting closed at (Time 5:37pm).

**CONFIRMED** as a true and correct record.

Date:

**Mayor Debbie Wisby**