



Meander Valley Council  
Working Together

# MINUTES

## ORDINARY COUNCIL MEETING

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**Tuesday 9, December 2025**

**Time** 3.00pm

**Location** Council Chambers  
26 Lyall Street  
Westbury, Tasmania

**Telephone** 6393 5300

## Attendance

**Chairperson** Mayor Wayne Johnston

**Councillors Present** Deputy Mayor Stephanie Cameron  
Councillor Ben Dudman  
Councillor Kevin House  
Councillor Anne-Marie Loader  
Councillor Rodney Synfield  
Councillor John Temple  
Councillor Daniel Smedley  
Councillor Christine Cronshaw

### Officers Present

Jonathan Harmey	General Manager
Krista Palfreyman	Director Development and Regulatory Services
Craig Davies	Director Corporate Services
David Murray	Director Infrastructure Services
Matthew Millwood	Director Works
Natasha Whiteley	Team Leader Town Planning (Agenda Items 13.1 and 13.2)
Nooshin Varikodan	Town Planner (Agenda Item 13.1)
Thomas Wagenknecht	Senior Strategic Planner (Agenda Item 14.1)
John Chrispijn	Project Manager Waste Services (Closed Agenda Item 4.1)
Ami Alexis	Community Engagement Officer (Closed Agenda Item 4.2)
Anthony Kempnich	Manager Governance and Legal
Anthea Rooney	Governance Officer

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## 1. Opening of Meeting and Apologies

Mayor Wayne Johnston opened the Meeting at 3.05pm.

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### Motion

That Council, by absolute majority, in accordance with section 10(5) of the *Local Government (Meeting Procedures) Regulations 2025*, resolves to:

1. move Agenda Item 13 – *Planning Authority Reports* – to be dealt with after Agenda Item 8 – *Petitions*; and
2. deal with the remaining Agenda Items in the order as published in the Council Agenda.

**Moved** Councillor Christine Cronshaw

**Seconded** Deputy Mayor Stephanie Cameron

**Votes For** Mayor Wayne Johnston, Deputy Mayor Stephanie Cameron, Councillor Ben Dudman, Councillor Kevin House, Councillor Anne-Marie Loader, Councillor Rodney Synfield, Councillor John Temple, Councillor Daniel Smedley and Councillor Christine Cronshaw

**Votes Against** Nil

**Motion carried by absolute majority**

**Minute Reference: 158/2025**

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## 2. Acknowledgment of Country

Mayor Wayne Johnston acknowledged the Pallitore and Panninher past peoples and the traditional owners and custodians of the land on which we gather for the Council Meeting, paid respects to elders past and present and extended those respects to all Aboriginal and Torres Strait Islander peoples present.

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### 3. Statement of Attendance

*Local Government (Meeting Procedures) Regulations 2025: Regulation 8*

Mayor Wayne Johnston advised that persons attending this Meeting should note that:

- (a) an audio and visual recording is being made of the Meeting;
  - (b) all persons attending the Meeting are to be respectful of, and considerate towards, other persons attending the Meeting; and
  - (c) language and conduct at the Meeting that could be perceived as offensive, defamatory or threatening to a person attending the Meeting, or listening to the recording, is not acceptable.
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### 4. Confirmation of Minutes

#### Motion

That Council receives and confirms the Minutes of the last Ordinary Council Meeting held on 11 November 2025.

**Moved** Councillor Anne-Marie Loader

**Seconded** Councillor Kevin House

**Votes For** Mayor Wayne Johnston, Deputy Mayor Stephanie Cameron, Councillor Ben Dudman, Councillor Kevin House, Councillor Anne-Marie Loader, Councillor Rodney Synfield, Councillor John Temple, Councillor Daniel Smedley and Councillor Christine Cronshaw

**Votes Against** Nil

**Motion carried by simple majority**

**Minute Reference: 159/2025**

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## 5. Declarations of Interest

Mayor Wayne Johnston declared an interest in Agenda Item 13.1 – PA\26\0071 – 47 Huntsman Road, Meander and elected to leave Chambers during discussion and voting on the Agenda Item.

Deputy Mayor Stephanie Cameron declared an interest in Agenda Item 16.3 – Appointment of Members to Special Committees and elected to leave Chambers during discussion and voting on the Agenda Item.

Councillor Ben Dudman declared an interest in Closed Agenda Item 4.2 – 2026 Meander Valley Volunteer Awards and elected to leave Chambers during discussion and voting on the Agenda Item.

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## **6. Council Workshop Report**

*Local Government (Meeting Procedures) Regulations 2025: Regulation 10(3)(c)*

### **Topics Discussed – 25 November 2025**

#### **Workshop Attendance**

##### **Present**

*Mayor Wayne Johnston, Deputy Mayor Stephanie Cameron, Councillor Ben Dudman, Councillor Anne-Marie Loader, Councillor Kevin House, Councillor Rodney Synfield, Councillor John Temple, Councillor Daniel Smedley and Councillor Christine Cronshaw*

#### **Planning Applications for December 2025 Council Meeting**

*Councillors received a review of Planning Applications to be presented to the December 2025 Council Meeting.*

#### **Council Office Requirements**

*Councillors discussed proposed options to achieve administrative and governance requirements and community feedback.*

#### **Proposed Council Meeting and Workshop Schedule 2026**

*Councillors discussed the proposed timetabling of the 2026 Council Meetings and Workshops.*

#### **Councillor Representation on Committees and External Organisations**

*Councillors considered representation on various internal and external groups and organisations.*

#### **End of Year School Presentations**

*Councillors confirmed preferences for attendance at municipal end of year school presentations.*

#### **Volunteer Awards and Community Event – Update**

*Councillors were provided with an update on the Council's community event to be held in January 2026.*

#### **Draft Annual Report 2024-25**

*Councillors considered the Draft Annual Report 2024-25 prior to presentation at the Annual General Meeting on 9 December 2025.*

#### **Feature Town Entry Signs – Next Stage**

*Councillors discussed in principle support for new town entry signs at Carrick.*

### **Review of Policy No. 88: Related Party Disclosures**

*Councillors reviewed the Related Party Disclosures Policy prior to presentation at the December Council Meeting.*

### **Development Assessment Panel Draft Bill 2025 Version 2**

*Councillors received an overview of the proposed bill and provided guidance on submission options.*

### **Entally House**

*Councillors discussed Entally House.*

### **Items for Noting**

#### **Capital Works Projects Requests**

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## 7. Mayor and Councillors' Reports

### Councillors' Official Activities and Engagements Since Last Meeting

#### Mayor Wayne Johnston

*Attended or participated in the following events:*

- 13 November 2025 – TasWater media event
- 20 – 21 November 2025 – Local Government Association of Tasmania Conference, Hobart
- 22 November 2025 – Deloraine Show
- 25 November 2025 – *The Examiner* Christmas interview
- 25 November 2025 – Meander Valley Community Forum, Deloraine
- 27 November 2025 – Meander Valley Council Emergency Management Meeting

#### Deputy Mayor Stephanie Cameron

*Attended or participated in the following events:*

- 11 November 2025 – Remembrance Day Service, Westbury
- 20 – 21 November 2025 – Local Government Association of Tasmania Conference, Hobart
- 25 November 2025 – Meander Valley Community Forum, Deloraine
- 4 December 2025 – ABC Country Hour

#### Councillor Ben Dudman

*Attended or participated in the following events:*

- 20 – 21 November 2025 – Local Government Association of Tasmania Conference, Hobart
- 25 November 2025 – Meander Valley Community Forum, Deloraine

#### Councillor Kevin House

*Attended or participated in the following events:*

- 11 November 2025 – Remembrance Day Event, Deloraine
- 25 November 2025 – Meander Valley Community Forum, Deloraine
- 25 November 2025 – Meander Valley Council Volunteer Awards Committee

#### Councillor John Temple

*Attended or participated in the following events:*

- 20 – 21 November 2025 – Local Government Association of Tasmania Conference, Hobart
- 25 November 2025 – Meander Valley Community Forum, Deloraine

### **Councillor Anne-Marie Loader**

*Attended or participated in the following events:*

- 11 November 2025 – Remembrance Day Service, Westbury
- 11 November 2025 – Carrick Hall Meeting
- 12 November 2025 – Great Western Tiers Tourism Association Meeting
- 12 November 2025 – Great Western Tiers Tourism Association Special Meeting
- 13 November 2025 – Australian Local Government Women’s Association Masterclass Webinar
- 14 November 2025 – Understanding Population Dynamics Workshop, Launceston
- 20-21 November 2025 – Local Government Association of Tasmania Conference, Hobart
- 21 November 2025 – Local Government Association of Tasmania General Meeting, Hobart
- 25 November 2025 – Meander Valley Community Forum, Deloraine

### **Councillor Rodney Synfield**

*Attended or participated in the following events:*

- 25 November 2025 – Meander Valley Community Forum, Deloraine

### **Councillor Christine Cronshaw**

*Attended or participated in the following events:*

- 25 November 2025 – Meander Valley Community Forum, Deloraine
- 25 November 2025 – Meander Valley Council Volunteer Awards Committee

## **Councillors’ Announcements and Acknowledgements**

Mayor Wayne Johnston passed on thanks from the organisers of the Primary Schools Table Tennis Championships to the Council for its support and professionalism in assisting with events over past years with special mention to Councillor Ben Dudman for welcoming participants to the event.

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## 8. Petitions

*For further information about Petitions, refer to the Local Government Act 1993: sections 57-60A*

No new Petitions or Actions on Previous Petitions were received as part of this Meeting

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## 9. Community Representations

*Community Representations are an opportunity for community members or groups to request up to three minutes to address Council on a topic of particular interest.*

*Requests received at least 14 days prior to a Council Meeting will be considered by the Chairperson. For further information, contact the Office of the General Manager on 6393 5317 or email [ogm@mvc.tas.gov.au](mailto:ogm@mvc.tas.gov.au).*

No Community Representations were received as part of this Meeting

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## 10. Public Question Time

### 10.1. Public Questions With Notice

*Local Government (Meeting Procedures) Regulations 2025: Regulation 38(1)*

*(Questions With Notice must be in writing and should be received by the General Manager at least seven days before the relevant Council Meeting).*

#### **Question**

*John Hawkins, Chudleigh – Bentley Property – asked at the Council Meeting held on 11 November 2025*

1. *With regard to the block behind the Honey Farm, what is the Council going to do about the strip of land near the railway line?*

**Anthony Kempnich (Manager Governance and Legal)** notes that the following response is formed on the presumption that the land referred to in the question carries identifiers CT 217163/1, PID 2207056. As the Council communicated to Mr Hawkins in March of 2021:

- a dispute about boundaries or possession or use of private land is fundamentally a dispute between owners that does not involve the Council;
- online GIS information, such as the State Government's LISTmap, is an informational tool only and not determinative of boundaries, title, or ownership; and
- any disputes as to the ownership, or location of boundaries, of land would be a matter for owners to address through a combination of solicitors, the Land Titles Office or a surveyor.

## **Question**

*Wendy Travis, Westbury – Repurposing Town Hall and Supper Room – submitted via email on 1 December 2025*

1. *Is the Council aware that a number of people reported issues with submitting their survey online, including messages that the submission was spam, non-received confirmation messages and frozen screens. If so, how can the Council have faith in the integrity of the survey?*

**Jonathan Harmey (General Manager)** advised that one community member previously expressed concern to the Council regarding their submission being flagged as spam, it was confirmed to the community member that their submission was received. The Council has reviewed the associated website and confirmed that 13 submissions in total were marked as spam. Despite being marked as spam, all these 13 surveys were received in the Council's database and provided to Councillors.

2. *The next Westbury Flower Show is booked for the Westbury Town Hall and Supper Room on 21st February 2026. Is the ERP (IT) project to be based in the Supper Room once it is refurbished and if this project goes for 2 to 3 years as planned, what year in the future will the Westbury Flower Show be permitted by Council to be held in both the Town Hall and the Supper Room again?*

**Jonathan Harmey (General Manager)** advises that if Option 1 is approved by Council, the Westbury Town Hall and Westbury Supper Room will be upgraded with an estimated time period of six months. If Option 2 is approved by Council the Westbury Supper Room will be upgraded and the Supper Room is expected to be required until a new building can be achieved, estimated time period 18 months. If no decision is formed then it is likely that the Westbury Supper Room will need to be used for the Council's Operations indefinitely. In the instance, where the Westbury Town Hall and/or Westbury Supper Room were not available, an alternative venue such as the Westbury Sports Centre would be explored for use by the Westbury Garden Club for their ongoing flower shows in that period, if they chose to.

## **Question**

*Karen Mackenzie, Westbury – Repurposing of Town Hall and Supper Room – submitted via email on 1 December 2025*

1. *Has the Council provided details of the proposed works in both the Westbury Town Hall and Supper Room to the Westbury Garden Club and to Westbury Rotary Club, and if so, what details were provided and when?*

**Jonathan Harmey (General Manager)** advises that the Council has met with both the Westbury Garden Club Executive and the Rotary Club of Westbury President to discuss potential changes to the Westbury Supper Room and Westbury Town Hall. These meetings included conversations of potential changes being considered by the Council.

2. *On the 28 September 2025, a representative of the Westbury Garden Club asked to book the Westbury Town Hall and Supper Room for the Summer Flower Show on the 21 February 2026 and requested a response by the 17 October 2025 at the latest because of all the planning that had to occur. The General Manager informed Councillors he would respond by the 17 October 2025. When did the General Manager finally respond to the request for the booking and why did it take so long?*

**Jonathan Harmey (General Manager)** advises that Karen Mackenzie emailed the Council on behalf of the Westbury Garden Club on 28 September 2025 to request a booking for the Town Hall and Supper Room be made for Westbury Garden Club's Summer Flower Show on Saturday, 21 February 2026. This included we respectfully request a prompt answer to our request, by the 17 October 2025 at the latest. An email response was provided by the General Manager to Karen on 29 September 2025 regarding the booking. The General Manager sent a letter to the Westbury Garden Club, through Karen, on 29 September requesting a meeting. A further response was provided by the General Manager to Karen on 16 October 2025 to confirm a revised response date of 31 October 2025. Karen replied on behalf of the Westbury Garden Club on 17 October 2025 thanking the General Manager for his advice. A meeting with the General Manager, Director Corporate Services, Community Facilities Officer and Westbury Garden Club Executive, including Karen, occurred on 20 October 2025. The booking was accepted by return email from the General Manager to Karen on 29 October 2025. The availability of the facilities was discussed at Council Workshop on 28 October 2025 which influenced the Council's ability to accept the booking. It is considered that the Westbury Garden Club were effectively communicated with throughout this period.

## **Question**

*Peter Mackenzie, Westbury – Repurposing of Town Hall and Supper Room – submitted via email on 1 December 2025*

1. *On the 22 October 2025, the General Manager wrote to a concerned ratepayer that 'one option our Council is considering is maintaining the status quo and not applying any change to the current circumstances'. However, this was not an option presented in the papers prepared by the General Manager for the 28 October 2025 Workshop. Why did the General Manager give this misleading information to the public?*

**Jonathan Harmey (General Manager)** advises that this question is taken to be in relation to the Council's future use of the Westbury Town Hall and Westbury Supper Room. On 22 October 2025, the General Manager replied to an enquiry received via email. The response included one option that our Council is considering is maintaining the status quo and not applying any change to the current circumstances. This has now developed into Option 2 where the Council would not apply any change to the Westbury Town Hall and the Westbury Supper Room is planned to see a refurbishment. The General Manager did not respond with misleading information to this member of the public.

2. *Is the Council aware that the Westbury Garden Club Flower Shows will not remain viable if the Town Hall and its adjoining Supper Room are not made available for the same type of use which they are now?*

**Jonathan Harmey (General Manager)** advises that the Council has been in regular contact with the Westbury Garden Club regarding the proposed changes. The Council has advised the Westbury Garden Club that it is committed to assisting the Club to continue their events into the future where possible, including use of the Westbury Town Hall, if the Club elects to book this facility. If Option 1 is selected this would also deliver a refurbished Westbury Town Hall facility, which is very likely to include a carpet treatment of the floors. At a meeting with the Club's Executive in October 2025, when asked, the Club's concerns over having a carpeted facility they responded that the flower show participants spilt water and dirt. The Council advised the Club in November that as a contribution to the Garden Show, the Council would be willing to cover any carpet cleaning costs following the Garden Shows if Option 1 was approved. The timing of any works would determine if the Westbury Town Hall is available for the Club's September 2026 event. The Council and the Club met at the Westbury Sports Centre in October and agreed that the Sports Centre could be an alternative venue for future events if the Town Hall and Supper Room were not available.

## **Question**

*David Pyke, Westbury – Repurposing of the Town Hall and Supper Room – submitted via email on 1 December 2025*

1. *Why did the Council not agree to use the repurposed Supper Room for its new Council Chambers, which was part of the proposal by the Council's architects in July 2025 at a total cost of between \$115,000 to \$135,000 plus or minus 20% ex GST? If the concern relates to the ceiling height, why is the community and the Council's employees able to use this space when it is not thought appropriate for Councillors to do so?*

**Jonathan Harmey (General Manager)** advises that the Council has considered many options during 2025. Council has not formed a decision on its preferred Option. Under the two Options currently being considered by Council, the Westbury Supper Room is planned to be retained for employee use and external bookings. The ceiling height is not intended to be changed and believed to be suitable for this purpose at the current height without any structural changes.

2. *The Workshop paper for the 23 September 2025 presented an option to create additional space at the new Works Depot at Valley Central at a cost of \$750,000 which would provide space for 15 employees. The identified disadvantages of this option included that the potential for impromptu meetings would be taken away and the cost would be less explainable to the community. Why was this option not presented in the survey instead of the far more expensive option of building new office space at the rear of 26 Lyall Street?*

**Jonathan Harmey (General Manager)** advises that this Option was not as advantageous as the two Options currently being considered which were provided to the community for feedback. The Council has considered many options during 2025.

## **Question**

*Roger Travis, Westbury – Repurposing of Town Hall and Supper Room – submitted via email on 1 December 2025*

1. *Were any responses to the Council's Opening the Doors survey received in the form of the submission letterboxed around Westbury and if so, were these given full weight as an individual submission?*

**Jonathan Harmey (General Manager)** advises that all survey responses were provided to Meander Valley Councillors and the Council's Management, including the printed copies referenced in the question.

2. *The papers to the Workshop on the 23 September 2025 contains the statement that 'while the Council can try to have any area able to be packed down, this may not be achievable'. The paper then states the 'planned ability' for private bookings of the Westbury Town Hall and Supper Room in future, if they are repurposed is 'No' (that is, nil). In respect of the Supper Room only being repurposed, it is also stated that 'the planned ability for private bookings of the Supper Room is 'No' (that is, nil). Why has the Council been indicating to the public that private bookings of these facilities will be possible when this utterly contradicts the statements in the 23 September Workshop Paper?*

**Jonathan Harmey (General Manager)** advises that further work continued after September 2025 and the Council is confident that an area able to be packed down can be achieved. Under the two Options currently being considered by the Council, the Westbury Supper Room is planned to be retained for Council use and external bookings.

### **Question**

*Kerin Booth, Westbury – Repurposing of Town Hall and Supper Room – Kerin Booth – submitted via email on 1 December 2025*

1. *If capital funding for the Town Hall can be approved for a grand new setting for Council Meetings, why can it not instead be approved for the conversion of the file room to staff office space at a lower cost, as proposed in July 2025?*

**Jonathan Harmey (General Manager)** advises that Council has identified a range of options during 2025 including the work completed by the architect dated 23 July 2025, which was a preliminary cost for basic conversion of the existing Council Chambers to office space and a conversion of the existing Supper Room to potentially serve as a replacement Council Chambers. The question asked misunderstands the intent of this work. This proposal did not proceed past the exploratory phase.

2. *Also, if Council proposes the works to repurpose the Town Hall will start after 21 February next year, when has it or will it approve the adjusted capital works budget?*

**Jonathan Harmey (General Manager)** advises that Council has a Capital Works Project budget of \$170,000 approved for the additional office space project. Once the preferred Option is approved, a design will be completed. It is anticipated that the current budget amount will not be sufficient for the revised scope of works of the design and approval for additional budget funding will be sought from Council.

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## 10.2. Public Questions Without Notice

### Question

*Kerin Booth, Westbury – Repurposing of the Westbury Town Hall and Supper Room*

1. *Why did the Council go to such great lengths to consult its community to develop its strategic plan, only to ignore its own strategic plan?*

**Mayor Wayne Johnston** advised that Councillors would have taken the Strategic Plan into consideration prior to making a decision at today's Meeting. The decision is for Councillors to make today. You asked whether Councillors had looked at the Strategic Plan. Not being able to speak for all Councillors, I am certain that the Strategic Plan is in the backs of their minds when considering today's decision.

2. *Will you please represent our community and vote against repurposing the hall for staff?*

**Jonathan Harmey (General Manager)** responded that Councillors support or otherwise for the proposal would be known when considering Agenda Item 16.1.

### Question

*Peter Mackenzie, Westbury – Repurposing of Westbury Town Hall and Supper Room*

1. *Who, on behalf of the Westbury Garden Club, struck this agreement [that the Sports Centre could be used as an alternative venue for future events] with Council at the October Meeting?*

**Jonathan Harmey (General Manager)** advised that he, and the Council's Community and Facilities Officers, had met with the Executive of the Garden Club at the Westbury Sports Centre, following a discussion on a range of alternative venues that the Garden Club could consider for their flower shows, one of which was the Sports Centre that had been considered previously by the Garden Club. The visit was to determine if the venue was a suitable alternative to the Westbury Town Hall and Supper Room if they were not available. Concerns were raised around lack of a free-standing oven and an ability to partition off the afternoon teas from the flower show itself. Both of those issues at the visit were discussed and likely to be able to be overcome as a backup venue if the flower show needed one. The General Manager clarified that an agreement was not struck at that meeting as asked in the question, but agreement that it could be an alternate venue if the Town Hall and Supper Room were not available.

2. *Why is the Council still negotiating with the Westbury Garden Club about access to the Westbury Town Hall if, according to the Agenda, it struck an agreement to relocate in October?*

**Jonathan Harmey (General Manager)** responded by saying that there are currently no negotiations occurring as the Council has accommodated all of the Garden Club's requests. The Club had requested a flower show on 21 February 2026 – that has been accepted. A request was made to be able to book the Town Hall and Supper Room for future flower shows – and it is believed that both Option 1 and Option 2 [as proposed in Agenda Item 16.1] have the ability to accommodate that request. That has been advised in writing several times so it should not be a surprise to the Garden Club. The Council has advised that the Sports Centre is an alternate venue, as was discussed on site, should, during the period of construction, the Town Hall and Supper Room not be available. It is felt that Council has really listened to the needs of the Garden Club. The Council has worked to manage options for the flower shows going forward for the Garden Club and will continue to do so. The Council would obviously like to see the flower shows continue. The shows are good for the community and have a great outcome and that is why the Council has had several meetings with the Garden Club and answered all questions to this point in time. The only outstanding item was that of an email received last Thursday which was a demand for a lease. The Garden Club has never had a lease and has not needed to in the entirety of its existence. That is the only outstanding item at this stage.

### **Question**

*Peter Elkin, Reedy Marsh – ABx Mine at Reedy Marsh*

*[With regard to the TASCAT ABx Bauxite Mine appeal and why there was opposition to Mine Watch joining as a party to the proceedings]:*

- a. *why and how was this allowed to happen and did the [Council's] lawyer go rogue or was he so instructed and will the Council now instruct its lawyer to remedy this error?*
- b. *given your obligation to actively support community participation in the planning process, and why was the lawyer not encouraged to actively support Mine Watch in its participation [in the TASCAT appeal]?*
- c. *will the Council actively support participation by Mine Watch and any other community groups in any current and future situations?*

**Jonathan Harmey (General Manager)** responded by saying that Peter had previously raised the issue with him a couple of weeks ago and a response will be forthcoming. In the interim, though, a summary of the findings around the question of Mine Watch Meander Valley Inc. joining the appeal process for the ABx application:

Mine Watch Meander Valley Inc. was not entitled to be a joint party to that appeal process because the incorporated body was not formed when the application was advertised. The group did not exist and they did not submit a representation for that planning application. The advice is that it had never been accepted by the TASCAT Tribunal previously. This was something new that was raised. The Council's lawyer, in this process, submitted the dispute for participation in the appeal on that basis at the time. Once TASCAT determined that Mine Watch Meander Valley Inc. was approved to be a joint party, the Meander Valley Council accepted that decision. Once the group was a joint party, the Council had no objection to that, however, the Environmental Protection Authority did object, presumably on the same basis as the Council, and that is why the appeal process has stalled pending a Supreme Court decision on that matter.

### **Question**

*Karen Mackenzie, Westbury (Secretary Westbury Garden Club) – Repurposing of Westbury Town Hall and Supper Room*

1. *Do you acknowledge that the Westbury Garden Club needs both the Town Hall and the Supper Room for the flower shows to remain viable and for us to stay in Westbury?*
2. *If, as the General Manager has been representing, the Council does intend that the Westbury Garden Club will be able to continue to use both the Town Hall and the Supper Room for its flower shows, why did the General Manager not make a binding commitment to this in writing at the time?*

**Mayor Wayne Johnston** responded by saying that personally he had not been party to the discussions, but my understanding reading emails to and from the General Manager, some Councillors and the Garden Club is trying to gain an understanding of exactly what the Garden Club actually needs and it has been stated numerous times that the Supper Room is part of that requirement because it is a fund raiser for the Club as morning and afternoon teas are provided. At the time, when it was noted that the Supper Room might be unavailable due to IT upgrades and renovations, the possibility of utilising the RSL Club was mentioned, however, it was mentioned by David Pyke that the venue would not suit the Garden Club. All the issues will need to be worked through. If it is a major fundraising event for the Garden Club as has been stated, it may be a possibility that the Council can contribute financially to assist the Garden Club moving forward. These are all discussions that have been occurring.

Upgrades to the Supper Room will be necessary regardless of whichever option is chosen. The General Manager has been negotiating with the Garden Club and one of the sticking points appears to be carpet on the floor and it appears that is because of water or dirt spillage on the floor during the show. Again, the General Manager has offered an industrial clean after the flower shows. Following the last Council Meeting I made an undertaking, on behalf of Council, to help the Garden Club get what it can but there may be some upheavals – things that have not happened in the past that will occur going forward, but the Council is committed to ensuring that the Town Hall is used on a regular basis.

**Jonathan Harmey (General Manager)** added that in response to the first question regarding the Garden Club's need for both the Town Hall and the Supper Room – I am aware that this is the opinion of the Garden Club and it has been said on a number of occasions in discussions. The Garden Club believes that this is the case, however, the Council has introduced other alternatives, for example working with the RSL Club regarding morning and afternoon teas, potentially other venues, but I understand that the Garden Club believes that this is the case.

The second concern is around the request for an agreement and on checking emails it is found that the Garden Club made a request for a lease last Thursday advising a response was needed by last Friday. My response included a request to meet the Garden Club to discuss a potential agreement on 15 January 2026.

### **Question**

*Martin Boord, Westbury – Repurposing of the Westbury Town Hall and Supper Room*

1. *Why is the Council not contemplating the conversion of the internal filing room to office space as envisaged in August 2025 which would enable the creation of 10 new desks, three new offices and two new meeting rooms at a cost of about \$350,000?*
2. *Why did you include only the most expensive alternatives to the theft of our Town Hall in the survey?*

**Jonathan Harmey (General Manager)** responded by saying that he disputed the things that had been said – *cheating and theft of the Town Hall*, because that is simply not true. What has been referred to in the questions were as a result of confidential discussions during Workshops. These go back to May [2025] and then August contains some of the concepts raised. I believe that is creating some confusion within the community and will possibly create some today as well. The Council's Workshops are an opportunity for Councillors and management to discuss concepts, brainstorm and work through ideas and arrive at decisions. The Council is working towards the best decisions that will benefit the community moving forward.

When you mentioned a concept out at the Valley Central industrial area – yes, it was considered and use of a file room which is a very dark and dank room used for storing paper based products – yes, it was considered – a whole range of things have been considered. You mentioned \$350,000 for one option; \$750,000 for another option – absolutely, a number of options have been investigated – different price points have been considered – options for the Council. That is the case and since the October Workshop, the Council has been seriously considering two options that were put out to the community.

Options were narrowed down to two viable options that are considered to have real benefit and merit and that is why those were put out into the community to receive feedback, which has occurred. All of that feedback was provided to the elected members. That is the process that has occurred. Today, Council will make a decision and each elected member will have a vote and they will make a decision that is considered right for the community moving forward. You spoke about why we consulted with all of the Meander Valley – there are 21,500 residents. The basis of the Council's consultation is that all have a say. It would be considered that the Council was targeting pockets of the community if anything less occurred – all residents were consulted and all residents were encouraged to have their say which would be expected. I know others have canvassed these options with a whole range of other people within the municipality as well.

### **Question**

*Bruce McNicol, Westbury – Repurposing of Westbury Town Hall and Supper Room*

- 1. Relevant to the Options, if you had to count the number of people opposed to either Option, what would the proportion people who supported Option 1 or Option 2?*
- 2. As you have refused to release the outcome of the survey, even with personal information redacted, how can you think that it justified not to release the outcomes of the survey when it is information the community provided and it deserves to know the outcome and if the Town Hall is taken, why is it not possible to use roll up rugs to control acoustics?*

**Mayor Wayne Johnston** responded to the last question stating that the suggestion is an option and no decision has been made as to whether it will be carpet or roll up rugs. No decision has been made as yet, hence no clarity about directing staff what to do next.

Determinations as to what happens will be made once a decision is made. With regard to the survey, the Council did not conduct it as a poll – It was conducted as a survey – people were able to provide opinions. No numbers were considered and no numbers were counted.

All the survey opinions were provided to Councillors for consideration in order to make their decision going forward today. If a poll had been conducted, it would have been a matter of ticking boxes, not considering opinions. As people were not asked if they would provide their approval for release of names, it has not occurred.

### **Question**

*Linda Poulton, Westbury – Repurposing of Town Hall and Supper Room*

1. *Why will the Council not hold a public forum on the Town Hall prior to making its decision?*

**Mayor Wayne Johnston** advised that a public forum may yet be held, but, as no decision has been made, that will not be determined until later in the process.

### **Question**

*Cat Farrell, Westbury – Repurposing of the Westbury Town Hall and Supper Room*

1. *Why [is the Meander Valley Council] furthering the lack of use and having a much better kept facility and newer facility cost a mere 50 cent difference, which is discouraging the use of the Supper Hall?*

**Jonathan Harmey (General Manager)** advised that as far as the cost, Council approves what the fees and charges in June each year, so they are reviewed annually. Facilities have similar charges and the Town Hall is \$20.75 per hour. The point is that the Council is concerned that the space is not being used to the best of its ability and has not been for the last 15 years. The areas being discussed could be used more often and that is something the Council is seeking to achieve.

2. *Why [is the Meander Valley Council] making it undesirable for performers, speakers, artists and others who would use that space to come to Westbury?*

**Mayor Wayne Johnston** responded by saying that it was his understanding that the acoustics are not that good and it is very cold in the Town Hall so the users who use the facility would rather go somewhere else and use a better facility. If there is a slight price difference, then the Council will need to look at that issue.

## Question

*Neville Scott, Westbury – Repurposing of the Westbury Town Hall and Supper Room*

1. *Why is it necessary to have 25% more staff than four years ago hence needing all this extra space?*

**Mayor Wayne Johnston** advised that it is necessary to upgrade resources at the Meander Valley Council. Previous Councils made decisions not to spend money on IT. It is evident today that the IT systems and the live streaming that money needs to be spent on upgrades. The file room that was talked about before – there are still manual files that have not been digitally converted because the Council cannot afford to do that currently. The Council needs to upgrade its IT systems and bring the Council into the 21st century and that will cost time and it will take people to do that and change our program procedures over.

The Council needs to be able to get qualified people to work in the offices. We need to be able to get people in who are qualified to do the job that residents and ratepayers expect us, as a Council, to provide and we need to hold those people and provide the facilities that they will use. Those people could go to Launceston, Northern Midlands, Georgetown, West Tamar or wherever for potentially better facilities than we have here. These facilities need to be upgraded in order to keep our staff and make sure our staff have a good workplace.

Structurally, the Council cannot build up [vertically]. Councillors have looked at a whole range of options

2. *The Council, over the past 30 years, has done a mish-mash to the Council's offices to the extent there are pipes running under the building and it is a rabbit warren. There is a tennis court out and land out the back, so why don't you give staff what they deserve and build a decent office?*

**Mayor Wayne Johnston** answered by saying that was one of the options considered.

## 11. Councillor Question Time

### 11.1. Councillors' Questions With Notice

*Local Government (Meeting Procedures) Regulations 2025: Regulation 35*

*(Questions With Notice must be in writing and should be received by the General Manager at least seven days before the relevant Council Meeting).*

There were no Councillor's Questions With Notice received as part of this Meeting.

### 11.2. Councillors' Questions Without Notice

There were no Councillor's Questions Without Notice received as part of this Meeting.

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## 12. Councillor Notices of Motion

There were no Councillor Notices of Motion received as part of this Meeting.

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## 13. Planning Authority Reports

### 13.1. PA\26\0071 – 47 Huntsman Road, Meander

<b>Proposal</b>	Subdivision (4 lots)
<b>Report Author</b>	Nooshin Varikodan Town Planner
<b>Authorised By</b>	Krista Palfreyman Director Development and Regulatory Services

Mayor Wayne Johnston withdrew from the Meeting at 3.14pm  
Deputy Mayor Stephanie Cameron assumed the Chair

Sarah Williams spoke to the Agenda Item

#### **Motion**

That Council, acting as a Planning Authority, receives the Agenda Item tabled for PA\26\0071 – 47 Huntsman Road, Meander and resolves to approve the application.

Refer to *Details* below for further specification of the Planning Authority's decision and any conditions or notes.

<b>Moved</b>	Councillor Ben Dudman
<b>Seconded</b>	Councillor Kevin House
<b>Votes For</b>	Mayor Wayne Johnston, Deputy Mayor Stephanie Cameron, Councillor Ben Dudman, Councillor Kevin House, Councillor Anne-Marie Loader, Councillor Rodney Synfield, Councillor Daniel Smedley and Councillor Christine Cronshaw
<b>Votes Against</b>	Councillor John Temple

**Motion carried by simple majority**

**Minute Reference: 160/2025**

## Details

The Planning Authority must take qualified advice before making a decision, and ensure that its reasons for any planning decisions are: (a) minuted; and (b) based on the Planning Scheme.

See *Local Government Act 1993*: section 65, *Local Government (Meeting Procedures) Regulations 2015*: Regulation 29(2) and *Land Use and Approvals Act 1993*: sections 57-59.

After receiving qualified advice about this planning application and its compliance with the Planning Scheme, the Planning Authority resolved as follows:

### Planning Authority Recommendation

This application by Cohen & Associates Pty Ltd, for a Subdivision (4 lots), on land located at 47 Huntsman Road, Meander (CT 226579/1) is recommended for approval generally in accordance with the Endorsed Plans and recommended Permit Conditions and Permit Notes.

### Endorsed Plan

- a. Cohen & Associates; Dated: 17/3/2025; Reference: 15-10(8780); Revision: 2; Pages: 1.
- b. Traffic & Civil Services; Dated: 6/2025; Traffic Impact Assessment; Pages: Cover page & 1-43.
- c. Environmental Service & Design; Dated: 4/9/2025; Attenuation Zone Assessment Report; Project no: 9886; Version: 1; Pages: Cover pages 1 - 3 & pages 1-7.
- d. Rebecca Green & Associates; Dated: 7/8/2025; Bushfire Hazard Assessment Report & Bushfire Hazard Management Plan; Job no: RGA-B2951; Version: 1; Pages: 1 - 34.

### Permit Conditions

1. Covenants or similar restrictive controls must not be included on or otherwise imposed on the titles to the lots created by the subdivision, permitted by this permit unless:
  - a. such covenants or controls are expressly authorised by the terms of this permit or by the consent in writing of the Council; and
  - b. such covenants or similar controls are submitted for and receive written approval by the Council prior to submission of a Plan of Survey and associated title documentation is submitted to the Council for sealing.
2. The vehicle crossing servicing Lot 1 must be upgraded generally in accordance with the Tasmanian Standard Drawings TSD-R03 and R04, to the satisfaction of the Council's Director Infrastructure Services (refer to Note 1) and include the following:
  - a. installation of drivable culvert endwalls;
  - b. installation of Class 4 concrete pipe culvert; and
  - c. modification to existing open drains uphill and downhill of the proposed pipe culvert to ensure free flowing stormwater drainage.

3. The vehicle crossing servicing Lots 2 and 3 must be constructed generally in accordance with the Tasmanian Standard Drawings TSD-R03 and R04, including removal of vegetation in accordance with the sight distance requirements of AS2890.1 and the recommendation of the endorsed Traffic Impact Assessment, to the satisfaction of the Council's Director Infrastructure Services (refer to Note 1).
4. The vehicle crossing servicing Lot 4 must be constructed generally in accordance with the Tasmanian Standard Drawings TSD-R03 and R04, including removal of vegetation in accordance with the sight distance requirements of AS2890.1 and the recommendation of the endorsed Traffic Impact Assessment, to the satisfaction of the Council's Director Infrastructure Services (refer to Note 1) and include the following:
  - a. installation of drivable culvert endwalls;
  - b. installation of Class 4 concrete pipe culvert; and
  - c. modification to existing open drains uphill and downhill of the proposed pipe culvert to ensure free flowing stormwater drainage.
5. The stormwater connection for Lot 1 and Lot 4 must be connected to the Council's open drain on Huntsman Road, to the satisfaction of the Council's Director Infrastructure Services.
6. The first 25m of Sherriffs Road must be sealed in accordance with the recommendation of the endorsed Traffic Impact Assessment and Tasmanian Standard Drawing TSD-R02. All works must be completed and paid for by the developer, to the satisfaction of the Council's Director Infrastructure Services.
7. A plan must be prepared by a suitably qualified person and submitted to the Council and approved, to the satisfaction of the Council's Director Infrastructure Services, showing passing bays and appropriate signage (if any) on Sherriffs Road. The passing bays must be located taking into consideration the sight distance requirement to allow oncoming vehicles to pass safely. As a minimum the passing bays must comply with the US2 road width standards shown in Tasmanian Standard Drawing TSD R01. All works must be completed and paid for by the developer, to the satisfaction of the Council's Director Infrastructure Services.
8. A cash-in-lieu contribution for public open space must be paid to the Council. The payment must be equal to 2% of the value of the land at the time of lodgment of the Final Plan of Survey. The value of the land will be based on the most recent recorded valuation adjusted in accordance with the applicable adjustment factor determined by the Office of the Valuer-General (refer to Notes 2 and 3).
9. A certificate of compliance by an accredited person, must be submitted to the satisfaction of the Council, confirming all measures required under the endorsed Bushfire Hazard Management Report (prepared by Rebecca Green & Associates) are completed.

10. Prior to the commencement of works, the following must be submitted and approved to the satisfaction of the Council's Director Infrastructure Services:
  - a. the plan showing the location of passing bays in accordance with Condition 7.
11. Prior to Sealing of Final Plan of Survey, the following must be completed to the satisfaction of the Council:
  - a. the vehicle crossing to Lot 1 upgraded in accordance with Condition 2;
  - b. the vehicle crossing to Lots 2, 3 and 4 installed in accordance with Conditions 3 and 4;
  - c. stormwater connections to Lots 1 and 4 installed in accordance with Condition 5;
  - d. Sherriffs Road sealed in accordance with Condition 6;
  - e. passing bays and associated signage installed in accordance with Condition 7.
  - f. the cash-in-lieu public open space contribution paid in accordance with Condition 8; and
  - g. a certificate of compliance confirming all measures required under the endorsed Bushfire Hazard Management Plan are completed in accordance with Condition 9.
12. The lots must be maintained at all times in accordance with the endorsed Bushfire Hazard Management Plan (prepared by Rebecca Green & Associates).

### Permit Notes

1. All works in the road reserve must be completed by a suitably qualified contractor using appropriate work health and safety and traffic management processes. Prior to any construction being undertaken in the road reserve, separate consent is required by the Road Authority. An Application for Works in Road Reservation form is enclosed.

It is strongly recommended that the property owner contact the Council to discuss the proposed property accesses and condition requirements before engaging a contractor for these works. All enquiries should be directed to the Council's Infrastructure Department on 6393 5312.
2. The amount of public open contribution will be determined at the time of lodging the Final Plan of Survey with the Council and will be invoiced by the Council at that time. The public open space contribution will be required for Lots 2, 3 and 4 only. Lot 1, which contains the existing house, will not incur a public open space contribution.
3. For further information, please refer to the Council's Public Open Space Policy, Policy No. 11; within the Council's Policy Manual that can be found here: <https://www.meander.tas.gov.au/council-policies>

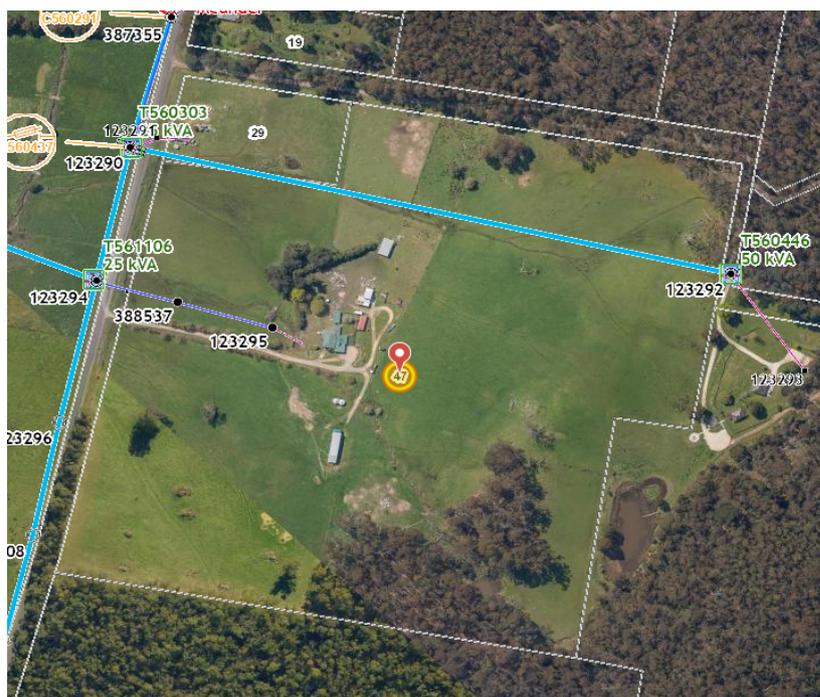
4. This Planning Permit does not include approval for any works that may obstruct, divert, pipe, fill, alter or otherwise modify the natural alignment, flow path, or ecological function of the identified waterway protection area within or adjacent to the subdivision site. If works such as the above are proposed, it will be subject to a separate planning application with the Council.
5. Stormwater runoff from the driveway area, road verge, and generated within the site must be managed within the lot so that concentrated or nuisance flows do not cross property boundaries to adjoining land.
6. As with any subdivision, consideration should be given to the electrical infrastructure works that will be required to ensure a supply of electricity can be provided to each lot.

It is recommended that the customer or their electrician submit an application to TasNetworks via the website portal found here:

<https://www.tasnetworks.com.au/Connections/Connections-Hub> to establish an electricity supply connection to each lot.

7. TasNetworks has a Statutory Deemed easement over 47 Huntsman Road for distribution assets. Further information regarding Easements can be found on the TasNetworks website: <https://www.tasnetworks.com.au/easements>

The diagram below is taken from TasNetwork’s mapping system showing the land title with the distribution high voltage feeder marked by the royal blue lines running between pole 123290 and 123292 as well as for the first span of the private service line between 123294 and 388537. This easement of 12m wide (6m either side of the centreline) measured at ground level, is required to be maintained with any structures proposed with the subdivision.



8. Any other proposed development or use (including amendments to this proposal) may require separate planning approval. For further information, contact the Council.
9. This permit takes effect after:
  - a. The 14-day appeal period expires; or
  - b. Any appeal to the Tasmanian Civil and Administrative Tribunal (TASCAT) is determined or abandoned; or
  - c. Any other required approvals under this or any other Act are granted.
10. Planning appeals can be lodged with TASCAT Registrar within 14 days of the Council serving notice of its decision on the applicant. For further information, visit the TASCAT website.
11. This permit is valid for two years only from the date of approval. It will lapse if the development is not substantially commenced. The Council has discretion to grant an extension by request.
12. All permits issued by the permit authority are public documents. Members of the public may view this permit (including the endorsed documents) at the Council Offices on request.
13. If any Aboriginal relics are uncovered during works:
  - a. all works to cease within delineated area, sufficient to protect unearthed or possible relics from destruction;
  - b. presence of a relic must be reported to Aboriginal Heritage Tasmania; and
  - c. relevant approval processes for State and Federal Government agencies will apply.

Mayor Wayne Johnston re-attended the Meeting at 3.29pm

## 13.2. PA\26\0080 – 193 and 251 Marriott Street, Westbury

<b>Proposal</b>	Subdivision (2 lots to 3 lots)
<b>Report Author</b>	Brenton Josey Town Planner
<b>Authorised By</b>	Krista Palfreyman Director Development and Regulatory Services

### Motion

That Council, acting as a Planning Authority, receives the Agenda Item tabled for PA\26\0080 – 193 and 251 Marriott Street, Westbury and resolves to approve the application.

Refer to *Details* below for further specification of the Planning Authority's decision and any conditions or notes.

<b>Moved</b>	Councillor Ben Dudman
<b>Seconded</b>	Deputy Mayor Stephanie Cameron
<b>Votes For</b>	Mayor Wayne Johnston, Deputy Mayor Stephanie Cameron, Councillor Ben Dudman, Councillor Kevin House, Councillor Anne-Marie Loader, Councillor Rodney Synfield, Councillor John Temple, Councillor Daniel Smedley and Councillor Christine Cronshaw
<b>Votes Against</b>	Nil

**Motion carried by simple majority**

**Minute Reference: 161/2025**

### Details

The Planning Authority must take qualified advice before making a decision, and ensure that its reasons for any planning decisions are: (a) minuted; and (b) based on the Planning Scheme.

See *Local Government Act 1993*: section 65, *Local Government (Meeting Procedures) Regulations 2025*: Regulation 29(2) and *Land Use and Approvals Act 1993*: sections 57-59.

After receiving qualified advice about this planning application and its compliance with the Planning Scheme, the Planning Authority resolved as follows:

### **Planning Authority Recommendation**

This application by Cohen & Associates Pty Ltd, for a Subdivision (2 lots to 3 lots), on land located at 193 Marriott Street and 251 Marriott Street, Westbury (CT 207706/1 and CT 221481/1) is recommended for approval generally in accordance with the Endorsed Plans and recommended Permit Conditions and Permit Notes.

### **Endorsed Plan**

- a. Cohen & Associates Pty Ltd; Dated: 4 September 2025; Rev: 1; Ref: 42/83 (8865); Plan of Subdivision; Sheet 1 of 1; and
- b. Ground Proof Mapping; Dated: 9 September 2025; Bushfire Hazard Assessment Report.

### **Permit Conditions**

1. Covenants or similar restrictive controls must not be included on or otherwise imposed on the titles to the lots created by the subdivision, permitted by this permit unless:
  - a. such covenants or controls are expressly authorised by the terms of this permit or by the consent in writing of the Council; and
  - b. such covenants or similar controls are submitted for and receive written approval by the Council prior to submission of a Plan of Survey and associated title documentation is submitted to the Council for sealing.
2. The vehicle crossing for Lot 2 must be constructed generally in accordance with the Tasmanian Standard Drawings TSD-R03 and R04 to the satisfaction of the Council's Director Infrastructure Services (refer to Note 1).
3. For Lot 2, a cash-in-lieu contribution for Public Open Space must be paid to the Council. The payment must be equal to 4% of the value of the land at the time of lodgment of the Final Plan of Survey. The value of the land will be based on the most recent recorded valuation adjusted in accordance with the applicable adjustment factor determined by the Office of the Valuer-General (refer to Note 2).
4. Prior to the sealing of the final plan of survey, the following must be completed to the satisfaction of the Council:
  - a. the vehicle crossings constructed to the satisfaction of the Council's Director Infrastructure Services in accordance with Condition 2.
  - b. payment of the Public Open Space contribution in accordance with the requirements of Condition 3.
  - c. evidence submitted to the Council demonstrating that each lot achieves hydraulic separation to the satisfaction of the Council's Plumbing Surveyor.

5. The lots approved by this permit must be maintained at all times in accordance with the endorsed Bushfire Hazard Management Plan.

### Permit Notes

1. Works in the road reserve to construct the new vehicle crossings must be completed by a suitably qualified contractor using appropriate work health and safety and traffic management processes. Prior to any construction being undertaken in the road reserve, separate consent is required by the Road Authority. An Application for Works in Road Reservation form is enclosed.

It is strongly recommended that the property owner contact the Council to discuss the proposed property access before engaging a contractor for these works. All enquiries should be directed to the Council's Infrastructure Department on 6393 5312.

2. The amount of public open space contribution will be determined at the time of lodging the Final Plan of Survey with Council and will be invoiced by the Council at that time. For further information, please refer to the Council's Public Open Space Policy, Policy No. 11, within the Council's Policy Manual that can be found here: <https://www.meander.tas.gov.au/council-policies>.
3. Any other proposed development or use (including amendments to this proposal) may require separate planning approval. For further information, contact the Council.
4. This permit takes effect after:
  - a. The 14-day appeal period expires; or
  - b. Any appeal to the Tasmanian Civil and Administrative Tribunal (TASCAT) is determined or abandoned; or
  - c. Any other required approvals under this or any other Act are granted.
5. Planning appeals can be lodged with TASCAT Registrar within 14 days of the Council serving notice of its decision on the applicant. For further information, visit the TASCAT website.
6. This permit is valid for two years only from the date of approval. It will lapse if the development is not substantially commenced. The Council has discretion to grant an extension by request.
7. All permits issued by the permit authority are public documents. Members of the public may view this permit (including the endorsed documents) at the Council Offices on request.
8. If any Aboriginal relics are uncovered during works:
  - a. all works to cease within delineated area, sufficient to protect unearthed or possible relics from destruction;
  - b. presence of a relic must be reported to Aboriginal Heritage Tasmania; and
  - c. relevant approval processes for State and Federal Government agencies will apply.

## 14. Development and Regulatory Services

### 14.1. *Land Use Planning and Approvals (Development Assessment Panels) Bill 2025* Version 2 2025 Submission

<b>File Reference</b>	S13-09-011
<b>Report Author</b>	Thomas Wagenknecht Senior Strategic Planner
<b>Authorised By</b>	Krista Palfreyman Director Development and Regulatory Services

#### **Motion**

That Council approves the Meander Valley Council's Submission – *Land Use Planning and Approvals (Development Assessment Panels) Bill 2025* Version 2 (Attachment 1) as its submission to the public exhibition of the Draft *Land Use Planning and Approvals Amendment (Development Assessment Panels) Bill 2025* Version 2.

<b>Moved</b>	Councillor Anne-Marie Loader
<b>Seconded</b>	Councillor Ben Dudman
<b>Votes For</b>	Mayor Wayne Johnston, Councillor Ben Dudman, Councillor Kevin House, Councillor Anne-Marie Loader, Councillor Rodney Synfield, Councillor John Temple, Councillor Daniel Smedley and Councillor Christine Cronshaw
<b>Votes Against</b>	Deputy Mayor Stephanie Cameron

**Motion carried by simple majority**

**Minute Reference: 162/2025**

## 15. Corporate Services

### 15.1. Review Policy No. 88: *Related Party Disclosures*

<b>File Reference</b>	S13-11-004
<b>Report Author</b>	Craig Davies Director Corporate Services
<b>Authorised By</b>	Jonathan Harmey General Manager

#### Motion

That Council approves the continuation of Policy No. 88: *Related Party Disclosures* reviewed as shown below and includes it in the Council's Policy Manual:

Policy No. 88	Related Party Disclosures
<b>Purpose</b>	The purpose of this Policy is to outline the expectations of elected members and employees of Council in relation to Australian Accounting Standard AASB 124 <i>Related Party Disclosures</i> .
<b>Department Author</b>	Corporate Services Craig Davies, Director
<b>Council Meeting Date Minute Reference</b>	9 December 2025 163/2025
<b>Next Review Date</b>	December 2029

## **1. Definitions**

<i>Arm's Length Terms</i>	<p>Terms between parties that are reasonable in the circumstances of the transaction that would result from:</p> <ol style="list-style-type: none"> <li>a. neither party bearing the other any special duty or obligation, and</li> <li>b. the parties being unrelated and uninfluenced by the other, and</li> <li>c. each party having acted in its own interests.</li> </ol>
<i>Key Management Personnel (KMP)</i>	<p>Persons having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly. In the council context this includes the Mayor, Councillors, the General Manager and Directors.</p>
<i>Close Family Member</i>	<p>Family members of Key Management Personnel (KMP) who may be expected to influence, or be influenced by, that person in their dealings with the entity. This includes, but is not limited to, that person's spouse or domestic partner; and the children and dependents of that person or that person's spouse or domestic partner.</p>
<i>Control of an Entity</i>	<p>You control an entity if you have:</p> <ol style="list-style-type: none"> <li>a. power over the entity;</li> <li>b. exposure, or rights, to variable returns from involvement with the entity; and</li> <li>c. the ability to use your power over the entity to affect the amount of your returns.</li> </ol>
<i>Declaration by KMP</i>	<p>An annual declaration of close family members and entities that the KMP or their close family members control or jointly control, as per Appendix 1, updated during the year as necessary.</p>
<i>Entities Controlled by KMP</i>	<p>Entities include companies, trusts, joint ventures, partnerships and non-profit associations such as sporting clubs.</p>

*Entities Related to the Council* Entities controlled by the Council, jointly controlled by the Council or over which Council has significant influence are related parties of the Council.

*Joint Control of an Entity* To jointly control an entity there must be contractually agreed sharing of control of the entity, which exists only when decisions about the relevant activities require the unanimous consent of the parties sharing control.

*KMP Compensation* All employee benefits. Employee benefits are all forms of consideration paid, payable or provided by the entity, or on behalf of the entity, in exchange for services rendered to the entity. It also includes such consideration paid on behalf of a parent of the entity in respect of the entity. Compensation includes:

- a. short-term employee benefits, such as wages, salaries and social security contributions, paid annual leave, paid sick leave and non-monetary benefits (such as medical care, housing, cars and free or subsidised goods or services) for current employees;
- b. other long-term employee benefits, including long-service leave or other long-service benefits, long-term disability benefits and, if they are not payable wholly within twelve months after the end of the period and deferred compensation; and
- c. termination benefits.

*Materiality* Information is material when, if omitted or misstated, could influence decisions that users make on the basis of financial information about a specific reporting entity.

Omissions or misstatements of information are material if they could, individually or collectively, influence the economic decisions that users make on the basis of the financial statements. Materiality depends on the size and nature of the omission or misstatement judged in the surrounding circumstances. The size or nature of the information or a combination of both, could be the determining factor.

*Ordinary Citizen Transactions* Transactions that an ordinary citizen would undertake with the Council are usually not material to related party disclosure requirements. OCTs do not apply if the terms and conditions are different to those offered to the general public.

*Related Party of the Council* People and entities, such as companies, trusts and associations, can be related parties of the Council. Most commonly these will be entities related to Council, KMP of the Council (including elected members), close family members of KMP and entities that are controlled or jointly controlled by KMP or their close family members.

*Related Party Transactions* A transfer of resources, services or obligations between a reporting entity and a related party, regardless of whether a price is charged.

## **2. Objective**

The objective of the Standard is to ensure that the Council's financial statements contain the disclosures necessary to draw attention to the possibility that its financial position and profit or loss may have been affected by the existence of related parties and by transactions and outstanding balances, including commitments, with such parties.

## **3. Scope**

This Policy outlines what is expected of elected members and staff of the Council in relation to Australian Accounting Standard AASB 124 Related Party Disclosures (AASB 124). Specifically, the policy outlines the disclosure requirements under AASB 124 of Key Management Personnel (KMP), which includes elected members. It also outlines the procedures the Council will follow to collect, store, manage and report on related party relationships, transactions and commitments. Under the *Local Government Act 1993* and the *Audit Act 2008*, all local governments in Tasmania must produce annual financial statements that comply with Australian Accounting Standards.

## **4. Policy**

1. Those persons identified as KMP will complete an annual declaration which outlines the entities, if any, that are controlled or jointly controlled by that KMP or their close family members and which are likely to have transactions with the Council (Appendix 1).

2. For the purpose of this Policy, Close Family Members includes, but is not limited to:
  - that person's children and spouse or domestic partner;
  - children of that person's spouse or domestic partner; and
  - dependents of that person or of that person's spouse or domestic partner.

The Council may determine other family members, such as a parent, grandparent, sibling, cousin, etc., who may be expected to influence, or be influenced by, that person in their dealings with the Council or an entity of the Council.

3. It is the responsibility of the Director Corporate Services to seek a declaration upon a change of KMP.
4. All KMPs will be asked to provide their declarations by 1 July each year covering the forthcoming financial year. In addition, an updated declaration for the previous financial year will also be provided.
5. It is the responsibility of all identified KMP to update their declaration should they become aware of a change, error or omission.
6. The Council will not capture Ordinary Citizen Transactions (OCTs) with related parties; examples of OCTs are using a public swimming pool after paying the normal fee, paying property rates and dog registrations. If OCTs were to occur on terms and conditions that are different to those offered to the general public, the volume of transactions or other qualitative factors of the transactions may cause the OCTs to be assessed as being material in nature.
7. The Council will not disclose non-material transactions. The Director Corporate Services and General Manager will jointly assess the materiality of the related party transactions that have been captured prior to disclosure. In determining materiality, the size and nature of the transaction individually and collectively will be considered.
8. Register of Related Party Transactions
  - Maintain a Register  
The Director Corporate Services is responsible for maintaining and keeping up to date a register of related party transactions that captures and records the information for each existing or potential related party transaction (including ordinary citizen transactions assessed as being material in nature) during a financial year.
  - Contents of Register

The contents of the register of related party transactions must detail for each related party transaction:

- the description of the related party transaction;
- the name of the related party;
- the nature of the related party's relationship with Council;
- whether the notified related party transaction is existing or potential;
- a description of the transactional documents.

The Director Corporate Services is responsible for ensuring that the information is disclosed in Council's Financial Statements to the extent, and in the manner stipulated by AASB 124.

9. The Council will use the declarations of KMP to establish a list of related parties for the purposes of identifying transactions and reporting under AASB 124.
10. Updates will be provided to KMP and the Council's staff periodically on changes arising from amendments to Australian Accounting Standards, applicable legislation or policy and procedural requirements.
11. In making disclosures in the annual financial statements, the Council will include:
  - total KMP compensation;
  - employee expenses for close family members of KMP;
  - transactions with close family members of KMP including the purchase of materials and services, assets and liabilities such as leases and loans;
  - any other separate disclosure for each category of related party transactions;
  - relationships between a parent and its subsidiaries, irrespective of whether there have been transactions between them; and
  - where related party transactions have occurred, the nature of the related party relationship, information about the transactions, outstanding balances and commitments, including terms and conditions, and whether the transaction were carried out on non-arm's length terms.
12. For the purpose of this Policy:  
*Examples of OCTs*  
Using a Council's public swimming pool after paying the normal fee.  
Attending Council functions that are open to the public.  
Paying rates and charges in accordance with normal terms and conditions.  
Paying dog registrations in accordance with normal terms and conditions.

*Examples of Transactions that are not OCTs*

Purchases or sales of land.

Leases.

Loans and settlement of liabilities.

Employee expenses of Close Family Members.

**5. Legislation and Related Standards**

Australian Accounting Standard AASB 124 (Related Party Disclosures)

*Local Government Act 1993* (section 28(e) – Functions of Councillors)

*Audit Act 2008*

*Privacy Act 1988*

*Personal Information Protection Act 2004*

**6. Responsibility**

Responsibility for the operation of this Policy rests with the Director Corporate Services.

**Moved** Deputy Mayor Stephanie Cameron

**Seconded** Councillor Ben Dudman

**Votes For** Mayor Wayne Johnston, Deputy Mayor Stephanie Cameron, Councillor Ben Dudman, Councillor Kevin House, Councillor Anne-Marie Loader, Councillor Rodney Synfield, Councillor John Temple, Councillor Daniel Smedley and Councillor Christine Cronshaw

**Votes Against** Nil

**Motion carried by simple majority**

**Minute Reference: 163/2025**

## 16. Governance and Community Wellbeing

### 16.1. Westbury Office Administration and Governance Changes

**File Reference** S13-09-025

**Report Author** Jonathan Harmey  
General Manager

Ordinary Council Meeting adjourned at 4.18pm for Annual General Meeting.  
Ordinary Council Meeting re-commenced at 5.10pm following the Annual General Meeting.

#### Motion

That Council approves Option 1 (repurposing the Council Chambers, renovation of the Westbury Supper Room and Westbury Town Hall) as the preferred project to achieve additional area for the Council's administration and governance arrangements, noting the following reasons:

- a. expected lower cost of the project, when compared with Option 2;
- b. expected increased use and functionality of the Westbury Town Hall;
- c. considerably shorter time frames and impact on availability of the facilities to achieve additional area, when compared with Option 2; and
- d. the Council's Officers will prepare a detailed design and cost estimate, which will include consultation with key stake holders, including the Westbury and Districts Historical Society and Heritage Tasmania.

**Moved** Councillor Ben Dudman

**Seconded** Councillor Kevin House

**Votes For** Mayor Wayne Johnston, Deputy Mayor Stephanie Cameron, Councillor Ben Dudman, Councillor Kevin House, Councillor Daniel Smedley and Councillor Christine Cronshaw

**Votes Against** Councillor Anne-Marie Loader, Councillor Rodney Synfield and Councillor John Temple

**Motion carried by simple majority**

**Minute Reference: 164/2025**

## 16.2. Council Meeting Schedule 2026

<b>File Reference</b>	S13-07-005
<b>Report Author</b>	Anthony Kempnich Manager Governance and Legal
<b>Authorised By</b>	Jonathan Harmey General Manager

### Motion

That Council, as per the *Local Government (Meeting Procedures) Regulations 2025*:

1. approves the schedule of Ordinary Council Meetings for 2026 as provided below, to be convened by the Mayor at the Council Chambers, 26 Lyall Street, Westbury on the nominated dates:

<i>Date</i>	<i>Meeting</i>
<b>JANUARY</b>	
Tuesday, 20 January 2026	Council
<b>FEBRUARY</b>	
Tuesday, 10 February 2026	Council
<b>MARCH</b>	
Tuesday, 10 March 2026	Council
<b>Friday, 3 April – Tuesday, 7 April 2025 – PUBLIC HOLIDAYS - Easter</b>	
<b>APRIL</b>	
Tuesday, 14 April 2026	Council
<b>MAY</b>	
Tuesday, 12 May 2026	Council
<b>JUNE</b>	
Tuesday, 9 June 2026	Council
<b>JULY</b>	
Tuesday, 14 July 2026	Council
<b>AUGUST</b>	
Tuesday, 11 August 2026	Council
<b>SEPTEMBER</b>	
Tuesday, 8 September 2026	Council
<b>OCTOBER</b>	
Tuesday, 13 October 2026	Council
<b>NOVEMBER</b>	
Tuesday, 10 November 2026	Council
<b>DECEMBER</b>	
Tuesday, 8 December 2026	Council and Annual General Meeting

2. approves the commencement time of Council Meetings of 5.00pm on the nominated dates as per Recommendation 1.
3. notes that, in accordance with the *Local Government (Meeting Procedures) Regulations 2025*, a notice of the time and dates of the Meetings will be placed in *The Examiner* Newspaper and on the Council's website.

**Moved** Councillor Anne-Marie Loader

**Seconded** Councillor Kevin House

**Votes For** Mayor Wayne Johnston, Deputy Mayor Stephanie Cameron, Councillor Ben Dudman, Councillor Kevin House, Councillor Anne-Marie Loader, Councillor Rodney Synfield, Councillor John Temple, Councillor Daniel Smedley and Councillor Christine Cronshaw

**Votes Against** Nil

**Motion carried by simple majority**

**Minute Reference: 165/2025**

### 16.3. Councillor Representation on Committees and External Organisations

<b>File Reference</b>	S32-01-013
<b>Report Author</b>	Anthony Kempnich Manager Governance and Legal
<b>Authorised By</b>	Jonathan Harmey General Manager

#### Motion

That Council nominates and appoints representatives to Council Committees and External Organisations as shown below:

#### Audit Panel convened under section 85 of the *Local Government Act 1993*

<b>Legislated Committees and Bodies</b>	<b>Nominated Appointees</b>	<b>Frequency</b>
Meander Valley Council Audit Panel (2 or 3 elected members)	Councillor Ben Dudman Councillor Christine Cronshaw	Quarterly

#### Special Council Committee convened under section 20(a) of the *Emergency Management Act 2006*

<b>Legislated Committees and Bodies</b>	<b>Nominated Appointees</b>	<b>Frequency</b>
Meander Valley Council Emergency Management and Social Recovery Committee	Mayor Wayne Johnston Deputy Stephanie Mayor Cameron (Proxy) Councillor Rodney Synfield	Every six months (May and November)

#### Council Committees convened under section 23 of the *Local Government Act 1993*

<b>Internal Committees</b>	<b>Nominated Appointees</b>	<b>Frequency</b>
Australia Day Awards Committee	Deputy Mayor Stephanie Cameron Councillor Kevin House Councillor Christine Cronshaw	Annual
Community Grants Committee	Councillor Kevin House Councillor Anne-Marie Loader Councillor Daniel Smedley Councillor John Temple	Quarterly

<b>Internal Committees</b>	<b>Nominated Appointees</b>	<b>Frequency</b>
Development Assessment Group	All Councillors	Weekly
General Manager's Performance Review Committee	Mayor Wayne Johnston Deputy Mayor Stephanie Cameron Councillor Ben Dudman Councillor Anne-Marie Loader	Quarterly

#### Other Committees

<b>External Committees and Organisations</b>	<b>Nominated Appointees</b>	<b>Frequency of Meetings</b>
TasWater <i>(1 elected member as shareholder, with proxy appointees as required)</i>	Mayor Wayne Johnston Deputy Mayor Stephanie Cameron (Proxy) General Manager (Proxy)	Bi-annual (as required)
Meander Valley Business and Tourism Association	Councillor Ben Dudman Councillor Anne-Marie Loader Councillor Christine Cronshaw	Monthly, except December and January
Northern Tasmanian Development Corporation <i>(Automatic nomination of mayor as shareholder and Council representative)</i>	Mayor Wayne Johnston Deputy Mayor Stephanie Cameron (Proxy) General Manager (Proxy)	Quarterly or as required
Local Government Association of Tasmania <i>(1 elected member as shareholder, with proxy appointees as required)</i>	Mayor Wayne Johnston Deputy Mayor Stephanie Cameron (Proxy) General Manager (Proxy)	Quarterly

**Moved** Councillor Ben Dudman

**Seconded** Councillor Anne-Marie Loader

**Votes For** Mayor Wayne Johnston, Deputy Mayor Stephanie Cameron, Councillor Ben Dudman, Councillor Kevin House, Councillor Anne-Marie Loader, Councillor Rodney Synfield, Councillor John Temple, Councillor Daniel Smedley and Councillor Christine Cronshaw

**Votes Against** Nil

**Motion carried by simple majority**

**Minute Reference: 166/2025**

## 16.4. Appointment of Members to Special Committees

**File Reference** S04-04-060

**Authorised By** Jonathan Harmey  
General Manager

Deputy Mayor Stephanie Cameron withdrew from the meeting at 6:25pm

### Motion

That Council, pursuant to section 24(2) of the *Local Government Act 1993*, appoints Special Committee membership as listed in Recommended Appointees to Special Committees of Council as shown below:

Special Committee	Members Appointed at Special Committee's Annual General Meetings
1. Birralee Memorial Hall Committee	A Baker, K Blackberry, L Blackberry, M Burgess, M Dewsberry, R Franklin, D Hall, N Hall, R Rumble
2. Bracknell Public Hall and Recreation Ground Committee	A Cousens, S Cousens, C Jones, N Jones, Sharmane Jones, Stephen Jones, E Leonard, R Leonard, I Mackenzie, T Preece, B Shelton, Merrilyn Shelton, O Shelton, C Spencer
3. Carrick Community Committee	P Blackburn, C Blackwell, J Cunningham, D Keygan, W McGlashan, R Newton, D Preece, L Presnell, D Williams, P Williams
4. Caveside Recreation Committee	C Capper, G Capper, Ann Crowden, Andrew Crowden, M Crowden, Z Crowden, C Doyle, N Doyle, L Ertler, Katy Haberle, Kevin Haberle, B Harris, B Hedger, P Hickman, K Howe, M Howe, S Jones, R Linger, M Manners, S Manners, J Philpott, S Philpott, G Robertson, J Robertson, D Rollins, M Rollins, A Scott, D Scott, J Scott, R Stafford
5. Chudleigh Memorial Hall Committee	A Cameron, M Cameron, S Cameron, N Clarke, D Crowden, S Crowden, B Daw, L Ertler, L Flannagan, L Haberle, B James, L Middleton, L Motton, P Philpott, T Picket, N Ritchie, S Snow, B Sturzaker, M Taylor

Special Committee	Members Appointed at Special Committee's Annual General Meetings
6. Dairy Plains Memorial Hall Committee	A Atkins, G Atkins, K Atkins, P Atkins, R Atkins, C Lee, S McCreath
7. Deloraine Community Car Committee	K Hall, S Keegan, K Reid, L Wadley, M Young
8. Meander Hall and Recreation Ground Committee	A Berne, K Bird, T Buttery, A Costello, C Chilcott, D Chilcott, S Jones, M Johnston, S Johnston, B McGowan, P Mallon, L Willoughby, B Willoughby
9. Mole Creek Memorial Hall Committee	K Faulkner, R Jorgensen, B Kippling, J Lloyd, M Martin, S Meure, D Stewart
10. Rosevale Memorial Hall and Recreation Ground Committee	K Best, L Blackwell, G Cuthbertson, T Cuthbertson, W Cuthbertson, C Davson-Galle, R Garwood, C Hendley, T Hendley, R Millwood, T Reed, G Smith, B Tatnell, J Tatnell, H Scheibler, R Scheibler
11. Selbourne Memorial Hall Committee	A Batterham, M Brown, D Eyles, J Eyles, M Heazelwood, M Hills, T Hills, A Reed, N Reed
12. Weegenah Hall Committee	J Buck, R Buck, C Gard, A Harvey, S Harvey, J Hawley, A Lindsay, M Lindsay, C Norton, L Norton, F Robinson, R Robinson
13. Westbury Community Car Committee	E Blackley, C Blazeley, L Bricknell, D Dienes, W Hays, K Hewlett, D Pitman, D Pyke, R Travis, W Travis, M Talbot
14. Westbury and Districts Historical Society	C Bennett, M Cameron, J Daniel, B Green, V Greenhill, J Robinson, A Taylor, K Treloggan, M Ward, S West, A Witherden
15. Whitemore Recreation Ground Committee	Committee not currently active

**Moved** Councillor Ben Dudman

**Seconded** Councillor Kevin House

**Votes For** Mayor Wayne Johnston, Councillor Ben Dudman, Councillor Kevin House, Councillor Anne-Marie Loader, Councillor Rodney Synfield, Councillor John Temple, Councillor Daniel Smedley and Councillor Christine Cronshaw

**Votes Against** Nil

**Motion carried by simple majority**

**Minute Reference: 167/2025**

Deputy Mayor Stephanie Cameron returned to the meeting at 6:26pm

## 17. Motion to Close Meeting

*Refer to Local Government (Meeting Procedures) Regulations 2025: Regulations 16 and 17*

### **Motion**

That Council, by absolute majority, pursuant to the *Local Government (Meeting Procedures) Regulations 2025*, closes the Meeting to the public for discussion of the Agenda Items listed below:

#### **17.1 Confirmation of Closed Minutes**

*Refer to Local Government (Meeting Procedures) Regulations 2025: Regulation 40(6)*

#### **17.2 Leave of Absence Applications**

*Refer to Local Government (Meeting Procedures) Regulations 2025: Regulation 17(2)(i) requests by Councillors for leave of absence*

#### **17.3 Leave of Absence Applications**

*Refer to Local Government (Meeting Procedures) Regulations 2025: Regulation 17(2)(j) notifications by Councillors of leave of absence for parental leave*

#### **17.4 Contract No. 280-2025-26 – Deloraine Waste Depot Transfer Station**

*Refer to Local Government (Meeting Procedures) Regulations 2025: Regulation 17(2)(e) regarding contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal.*

#### **17.5 2026 Meander Valley Volunteer Awards**

*Refer to Local Government (Meeting Procedures) Regulations 2025: Regulation 17(2)(h) regarding information that is – (i) of a personal and confidential nature; or (ii) provided to the council on the condition it be kept confidential.*

#### **17.6 End of Closed Session and Release of Public Information**

*Refer to Local Government (Meeting Procedures) Regulations 2025: Regulation 17(8)*

To be determined in Closed Council.

**Moved** Councillor Ben Dudman  
**Seconded** Councillor Kevin House

**Votes For** Mayor Wayne Johnston, Deputy Mayor Stephanie Cameron, Councillor Ben Dudman, Councillor Kevin House, Councillor Anne-Marie Loader, Councillor Rodney Synfield, Councillor John Temple, Councillor Daniel Smedley and Councillor Christine Cronshaw

**Votes Against** Nil

**Motion carried by absolute majority**

**Minute Reference: 168/2025**

Council moved into Closed Session at 6.28pm

Council returned to Ordinary Session at 6.48pm

## 18. End of Closed Session and Release of Public Information

### 18.1 End of Closed Session and Release of Public Information

*Refer to Local Government (Meeting Procedures) Regulations 2025: Regulation 17(8)*

Council, pursuant to Regulation 40(1)(b) of the *Local Government (Meeting Procedures) Regulations 2025*, resolves to report in Open Session that it has considered the following matters in Closed Session:

Minutes Item	Matter	Brief Description and Release of Public Information
2	<i>Closed Council Minutes – 11 November 2025</i>	<i>Minutes not to be released to the public.</i>
3.1	Leave of Absence Applications	<i>No Requests of Leave of Absence received for this Meeting.</i>
3.2	Notifications of Leave of Absence for Parental Leave	<i>No Notifications of Leave of Absence for Parental Leave received for this Meeting.</i>
4.1	Contract No. 280-2025-26 – Deloraine Waste Depot Transfer Station	<i>Name of successful tenderer to be released.</i>
4.2	2026 Meander Valley Volunteer Awards	<i>Names of award winners to be released at January 2026 community event.</i>

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## 19. Close of Meeting

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**Mayor Wayne Johnston**  
**Chairperson**

.....  
**Date**