

# Central Highlands Council

## Minutes – ORDINARY MEETING – 17<sup>TH</sup> NOVEMBER 2020

**Minutes of an Open Ordinary Meeting of Central Highlands Council held at Hamilton Hall, on Tuesday 17<sup>th</sup> November 2020, commencing at 9am.**

### 1.0 OPENING

The Mayor advises the meeting and members of the public that Council Meetings, not including Closed Sessions, are audio recorded and published on Council's Website.

Mayor L Triffitt opened the meeting at 9.00am.

### 2.0 ACKNOWLEDGEMENT OF COUNTRY

### 3.0 PRESENT

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner, Clr J Poore, Mrs Lyn Eyles (General Manager), Mr Adam Wilson (Deputy General Manager) and Mrs Katrina Brazendale (Minutes Secretary).

### 4.0 APOLOGIES

Nil

### 5.0 PECUNIARY INTEREST DECLARATIONS

Nil

### 6.0 CLOSED SESSION OF THE MEETING

Regulation 15 (1) of the *Local Government (Meeting Procedures) Regulations 2015* states that at a meeting, a council by absolute majority, or a council committee by simple majority, may close a part of the meeting to the public for a reason specified in sub-regulation (2).

As per *Regulation 15 (1) of the Local Government (Meeting Procedures) Regulations 2015*, this motion requires an absolute majority

**Moved:** Clr J Honner

**Seconded:** Clr A Campbell

**THAT** pursuant to *Regulation 15 (1) of the Local Government (Meeting Procedures) Regulations 2015*, Council, by absolute majority, close the meeting to the public to consider the following matters in Closed Session

Item Number	Matter	<i>Local Government (Meeting Procedures) Regulations 2015</i>
1	Confirmation of the Minutes of the Closed Session of the Ordinary Meeting of Council held on 20 October 2020	Regulation 15 (2)(g) - information of a personal and confidential nature or information provided to the council on the condition it is kept confidential
2	General Manager's Report	Regulation 15 (2)(g) information of a personal and confidential nature or information provided to the council on the condition that it is kept confidential

3	Tenders Stage 4 and Stage 5 Pelham Road	Regulation 15 (2)(d) contracts, and tenders, for the supply of goods and services and their terms, conditions, approval and renewal
4	Consideration of Matters for Disclosure to the Public	Regulation 15 (8) - While in a closed meeting, the Council, or Council Committee, is to consider whether any discussions, decisions, reports or documents relating to that closed meeting are to be kept confidential or released to the public, taking into account privacy and confidentiality issues

## 6.1 MOTION OUT OF CLOSED SESSION

**Moved:** Clr J Honner

**Seconded:** Clr R Cassidy

**THAT** the Council:

- (1) Having met and dealt with its business formally move out of the closed session; and
- (2) Resolved to report that it has determined the following:

Item Number	Matter	Outcome
1	Confirmation of the Minutes of the Closed Session of the Ordinary Meeting of Council held on 20 October 2020	Minutes of the Closed Session of the Ordinary Meeting of Council held on 20 October 2020 were confirmed
2	General Manager's Report	The report and correspondence provided by the General Manager was received and noted
3	Tenders Stage 4 and Stage 5 Pelham Road	Council accepted the tenders from AWC Pty Ltd for Stage 4 and Stage 5 Pelham Road Reconstruction & Seal
4	Consideration of Matters for Disclosure to the Public	Matters were considered

**CARRIED**

**FOR the Motion:**

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner and Clr J Poore.

## OPEN MEETING TO PUBLIC

*James Johns, Tony Hart, Josie Kelman (Facilitator, The Derwent Catchment Project) and Graham Rogers (Manager Development Services) were in attendance when the meeting resumed at 10.15 a.m.*

James Johns and Tony Hart discussed with Council the feasibility study for the development of a Great Lake Walking Trail, the discussions concluded at 10.29 a.m. and they both left the meeting

Jack Beattie attended the meeting at 10.30 a.m.

Josie Kelman discussed with Council the Climate Change Policy and Josie Kelman is able to go through the document and make some suggestions for Council. The discussion concluded at 10.44 a.m. and Josie Kelman left the meeting.

Jack Beattie (newly elected President) discussed the cancellation of the event in relation to the Hamilton Show Committee. They would like to hold a smaller event in the early part of the new-year, the Hamilton Show Committee is also calling for interest of committee members. Jack Beattie left the meeting at 10.50 a.m.

## 7.0 DEPUTATIONS

10.00 a.m.	James Johns & Tony Hart
10.15 a.m.	Josie and Eve – Derwent Catchment Project Update
10.30 a.m.	Hamilton Show Committee

## 7.1 PUBLIC QUESTION TIME

## 8.0 MAYORAL COMMITMENTS

19 October 2020	Business of Council / Rate Payer Call / Councillor Calls
20 October 2020	Ordinary Council Meeting Bothwell
20 October 2020	Rate Payer calls x 2
20 October 2020	Meeting with Councillor
21 October 2020	Business of Council
21 October 2020	Meeting with Councillor
23 October 2020	Business of Council
23 October 2020	Meeting with Tasmania Police and General Manager
27 October 2020	Business of Council
28 October 2020	Business of Council / Meeting with 2 Rate Payers / Tele meeting with Ratepayers x 2
28 October 2020	Meeting with DES Manager / Meeting with Councillor
29 October 2020	Business of Council / Meeting with General Manager / Meeting with Rate Payer
30 October 2020	Tele meeting with Councillor / Meeting with Councillor / Tele meeting with Works Manager
2 November 2020	Business of Council
3 November 2020	Business of Council / Meeting General Manager and Mr Dermody / Meeting with Rate Payer
4 November 2020	Business of Council / Rate Payer Meeting
5 November 2020	Business of Council / Rate Payer Meeting x 2
6 November 2020	Meeting with Councillor
8 November 2020	Tele Meeting with Rate Payer
10 November 2020	Meeting with Council employees / Meeting with General Manager / Opening Tenders / Meeting with General Manager and Works Manager / Remembrance Day Poster distribution with staff member
11 November 2020	Swimming Pool Meeting / Pre Tender Meeting / Meeting with Rate Payers x 2 / Meeting with Councillor

## 8.1 COUNCILLOR COMMITMENTS

### ***Deputy Mayor Allwright***

20 October 2020	Council Meeting
28 October 2020	Tas Water Owner Group Meeting via zoom
4 November 2020	Tas Water General Meeting

### ***Clr T Bailey***

20 October 2020	Council Meeting
3 November 2020	Rate Payer Phone call
5 November 2020	Meeting with Works Manager
5 November 2020	Business of Council
6 November 2020	Meeting with Mayor
11 November 2020	Meeting with Mayor

### ***Clr A Campbell***

21 September 2020	Audit Panel Meeting
20 October 2020	Council Meeting
27 October 2020	Webinar, Cyber safety for business
28 October 2020	Hatch working group meeting via teleconference
30 October 2020	Phone call Business of Council
11 November 2020	Swimming Pool Committee Meeting

**Clr R Cassidy**

20 October 2020

Council Meeting

8 November 2020

Business of Council email to General Manager, Deputy General Manager and Mayor

9 November 2020

Council matters, with fellow Councillor and General Manager

**Clr J Honner**

20 October 2020

Council Meeting

21 October 2020

Afternoon tea with Minister Shelton

**STATUS REPORT COUNCILLORS**

Item No.	Meeting Date	Agenda Item	Task	Councillor Responsible	Current Status	Completed Date
1	18-Feb-20	12.1	Derwent Catchment Project - Strategic Plan for the development of Agriculture and Tourism	Deputy Mayor Allwright	On going to provide Council with updates each Council meeting	
2	18-Feb-20	16.3	AFLT Statewide Facilities Plan	Deputy Mayor Allwright	On going to provide Council with updates each Council meeting	
3	18-Feb-20	16.5	Cattle Hill Wind Farm Community Fund Committee	Mayor Triffitt, Clr Campbell & Clr Honner	On going to provide Council with updates each Council meeting	

**8.2 GENERAL MANAGER'S COMMITMENTS**

20 October 2020

Council Meeting

21 October 2020

LGAT Webinar Planning Reform

21 October 2020

State Growth Road Safety Webinar

23 October 2020

Meeting J Parker

27 October 2020

Cyber for Business Webinar

28 October 2020

Enterprise Bargaining meeting

2 November 2020

LGAT Code of Conduct Webinar

3 November 2020

Meeting B Dermody

3 November 2020

Meeting L Robinson Ellendale Hall

3 November 2020

Meeting HATCHM

4 November 2020

Meeting Visitors Centre Management

5 November 2020

Meeting R Sanderson Microwise

10 November 2020

Meeting with staff

10 November 2020

Enterprise Bargaining Meeting

11 November 2020

Swimming Pool Committee meeting

11 November 2020

Meeting Planning Matter

16 November 2020

Meeting Mayor &amp; Gretna Residents

**8.3 DEPUTY GENERAL MANAGER'S COMMITMENTS**

20 October 2020

Ordinary Council Meeting

26 October 2020

Meeting with HATCH

27 October 2020

Cyber for Business training

28 October 2020

Central Highlands Council ASU Bargaining EBA Meeting

29 October 2020

Strengthen Telecommunications Against Natural Disasters (STAND) Site Contact Briefing

2 November 2020

Recovery Coordinators Meeting to discuss COVID-Safe Evacuation Management Plan

2 November 2020

Meeting about MicroWise software

3 November 2020

Meeting with Lee Robinson re Ellendale Hall Committee

3 November 2020

Meeting with HATCH

4 November 2020

LGAT Communications Teams Meeting

5 November 2020

Meeting about MicroWise software

9 November 2020

Update RPM User Group

10 November 2020

Staff Meeting and Training

11 November 2020

Central Highlands Council ASU Bargaining EBA Meeting

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## 9.0 NOTIFICATION OF COUNCIL WORKSHOPS HELD

Nil

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## 9.1 FUTURE WORKSHOPS

Thursday 26 November 2020 - Bothwell Town Hall 10.30 a.m. – 12.00 noon - meeting with Trout Guides and Lodges Tasmania

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## 10.0 MAYORAL ANNOUNCEMENTS

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## 11.0 MINUTES

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### 11.1 RECEIVAL DRAFT MINUTES ORDINARY MEETING

**Moved:** Clr A Campbell

**Seconded:** Clr J Honner

**THAT** the Draft Minutes of the Open Council Meeting of Council held on Tuesday 20<sup>th</sup> October 2020 be received.

**CARRIED**

**FOR the Motion:**

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner and Clr J Poore.

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### 11.2 CONFIRMATION OF MINUTES ORDINARY MEETING

**Moved:** Clr A W Bailey

**Seconded:** Clr J Poore

**THAT** the Minutes of the Open Council Meeting of Council held on Tuesday 20<sup>th</sup> October 2020 be confirmed.

**CARRIED**

**FOR the Motion:**

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner and Clr J Poore.

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### 11.3 RECEIVAL DRAFT MINUTES OF BOTHWELL SWIMMING POOL COMMITTEE

**Moved:** Clr A Campbell

**Seconded:** Clr J Poore

**THAT** the Draft Minutes of the Bothwell Swimming Pool Committee held on Wednesday 11<sup>th</sup> November 2020 be received.

**CARRIED**

**FOR the Motion:**

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner and Clr J Poore.

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## 12.0 BUSINESS ARISING

- 15.1 Correspondence sent by Development & Environmental Services Manager
- 15.2 Correspondence sent by Development & Environmental Services Manager
- 15.3 Correspondence sent by Development & Environmental Services Manager
- 15.4 Development & Environmental Services Manager to organise public submission
- 15.6 Deferred item to November Council Meeting

- 15.7 Correspondence sent by Development & Environmental Services Manager  
 17.1 Deputy General Manager updated Business Continuity Plan  
 17.2 Correspondence sent by Deputy General Manager  
 17.3 Correspondence sent by Deputy General Manager  
 17.5 Correspondence sent by Deputy General Manager  
 17.6 Council policy on council website  
 17.8 Correspondence sent by Deputy General Manager  
 17.9 Correspondence sent by General Manager  
 18.1 Correspondence sent by Deputy General Manager

### 13.0 DERWENT CATCHMENT PROJECT REPORT

**Moved:** Deputy Mayor J Allwright                      **Seconded:** Clr J Honner

**THAT** the Derwent Catchment Project report be received.

**CARRIED**

**FOR the Motion:**

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner and Clr J Poore.

### 14.0 FINANCE REPORT

**Moved:** Clr R Cassidy                                              **Seconded:** Clr J Honner

**THAT** the Finance Reports be received.

**CARRIED**

**FOR the Motion:**

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner and Clr J Poore.

### 15.0 DEVELOPMENT & ENVIRONMENTAL SERVICES

In accordance with Regulation 25(1) of the Local Government (Meeting Procedures) Regulations 2015, the Mayor advises that the Council intends to act as a Planning Authority under the Land Use Planning and Approvals Act 1993, to deal with the following items:

**Moved:** Clr A W Bailey                                              **Seconded:** Deputy Mayor J Allwright

**THAT** the Development & Environmental Services Report be received.

**CARRIED**

**FOR the Motion:**

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner and Clr J Poore.

### 15.1 MOU BETWEEN CENTRAL HIGHLANDS COUNCIL AND THE SALVATION ARMY EMERGENCY CATERING

**Moved:** Clr J Poore                                                      **Seconded:** Clr S Bowden

**THAT** the General Manager be authorised to sign the MoU between Central Highlands Council and the Salvation Army Version 1.2, 21 September 2020.

**CARRIED**

**FOR the Motion:**

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner and Clr J Poore.

## 15.2 COVID 19 INCIDENT RESPONSE UPDATES

**Moved:** Clr J Honner

**Seconded:** Clr R Cassidy

THAT Council accept the Incident Response into the Covid Safety Plan.

**CARRIED**

***FOR the Motion:***

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner and Clr J Poore.

## 15.3 STRENGTHEN TELECOMMUNICATIONS AGAINST NATURAL DISASTERS (STAND) SITE CONTACT BRIEFING

Noted

## 15.4 DES BRIEFING REPORT

### PLANNING PERMITS ISSUED UNDER DELEGATION

The following planning permits have been issued under delegation during the past month.

#### NO PERMIT REQUIRED

DA NO.	APPLICANT	LOCATION	PROPOSAL
2020 / 00072	L M & S F Saville	19 Drysdale Road, Miena	Dwelling
2020 / 00073	S B Loring	7 Bannister Road, Tods Corner	Dwelling
2020 / 00078	Pettit Designs	73 Wilburville Road, Wilburville	Dwelling Addition

#### PERMITTED

DA NO.	APPLICANT	LOCATION	PROPOSAL
2020 / 00075	C Ellis	268 Marked Tree Road, Gretna	Alterations & Additions to Existing Dwelling

#### DISCRETIONARY

DA NO.	APPLICANT	LOCATION	PROPOSAL
2020 / 00059	J F Downie	205 Clarendon Road, Gretna	Farm Shed

### ANIMAL CONTROL

#### IMPOUNDED DOGS

No dogs have been impounded over the past month.

#### STATISTICS AS OF 9 SEPTEMBER 2020

##### **Registrations**

Number of Dogs Registered – 950

Number of Dogs Pending Re-Registration – 9

##### **Kennel Licences**

Number of Licences Issued – 29

Number of Licences Pending – 0





### 16.3 HAMILTON TENNIS COURT

Noted

### 16.4 LETTER – WESTERWAY COMMUNITY HALL ASSOCIATION

**Moved:** Clr R Cassidy

**Seconded:** Deputy Mayor J Allwright

**THAT** the Works Manager be approved to erect the signage for the engine breaks and that a support letter is sent to Derwent Valley Council for the changes of the speed limit.

**CARRIED**

**FOR the Motion:**

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner and Clr J Poore.

**Moved:** Clr R Cassidy

**Seconded:** Clr A W Bailey

**THAT** Council write a letter to State Growth to investigate control measures with the rocks falling from the Lyell Highway.

**CARRIED**

**FOR the Motion:**

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner and Clr J Poore.

*Jason Branch (Manager Works and Services) left the meeting at 11.33 a.m.*

### 17.0 ADMINISTRATION

#### 17.1 REQUEST FROM COUNTRY WOMEN'S ASSOCIATION OF BOTHWELL FOR COMMUNITY GRANT

**Moved:** Clr A Campbell

**Seconded:** Clr A Archer

**THAT** Council approve the community grant application for the Country Women's Association of Bothwell and provide a donation of \$250.

**CARRIED**

**FOR the Motion:**

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner and Clr J Poore.

#### 17.2 POLICY NO. 2013-17 – USE OF COUNCIL SPORTING FACILITIES POLICY

**Moved:** Clr J Honner

**Seconded:** Clr J Poore

**THAT** Council approve Policy No. 2013-17 - Use of Council Sporting Facilities Policy.

**CARRIED**

**FOR the Motion:**

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner and Clr J Poore.

### 17.3 ELLENDALE HALL COMMITTEE – COMMUNITY GRANT APPLICATION

**Moved:** Clr A W Bailey

**Seconded:** Deputy Mayor J Allwright

**THAT** Council approve the community grant application for the Ellendale Hall Committee and provide a donation of \$1551.00 to fix the commercial refrigerator.

**CARRIED**

**FOR the Motion:**

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner and Clr J Poore.

### 17.4 SCHOOL PRESENTATION AWARDS

Noted

### 17.5 T21 VISITOR ECONOMY ACTION PLAN 2020-2022 - REVIEW OF THE VISITOR ECONOMY NETWORK ROLES AND RESPONSIBILITIES

**Moved:** Clr J Honner

**Seconded:** Clr J Poore

**THAT** Councillors provide their comment on the review of the Visitor Economy Network and the roles and responsibilities to the General Manager by 5.00pm on Thursday the 19 November 2020 so that a Council submission can be completed by Friday the 20 November 2020.

**CARRIED**

**FOR the Motion:**

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner and Clr J Poore.

### 17.6 REMISSIONS UNDER DELEGATION

**Moved:** Clr J Honner

**Seconded:** Deputy Mayor J Allwright

**THAT** the remissions under delegation be noted.

**CARRIED**

01-0805—2638	24.11	Penalty email noticed not rec'd
03-0224-01148	16.79	Penalty paid to incorrect property
01-0823-04010	39.23	Penalty Supplementary 200
01-0812-02020	12.69	Penalty Supplementary 200

**FOR the Motion:**

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner and Clr J Poore.

### 17.7 ANNUAL GENERAL MEETINGS AND ANNUAL REPORTS

**Moved:** Clr R Cassidy

**Seconded:** Clr A Campbell

**THAT** Council change the date and time of the Annual General meeting from Tuesday 8 December 2020 to Tuesday, 16 February 2021 with the meeting to be held at Bothwell commencing at 8.45 am.

**CARRIED**

**FOR the Motion:**

Mayor L Triffitt, Deputy Mayor J Allwright, Clr A Archer, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr R Cassidy, Clr J Honner and Clr J Poore.

## 17.8 AUSTRALIA DAY EVENT 2021

A tentative meeting date suggested was 30<sup>th</sup> November 2020 to be held after the Audit Panel Meeting.

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## 18.0 SUPPLEMENTARY AGENDA ITEMS

Previous discussed Item 18.1

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## 18.2 SUPPLEMENTARY AGENDA ITEMS

**Moved:** Deputy Mayor J Allwright                      **Seconded:** Clr S Bowden

**THAT** Council give 'in principal' support for the Great Lake Walking Trail

**CARRIED 7/2**

**FOR the Motion:**

Deputy Mayor J Allwright, Clr A Archer, Clr A W Bailey, Clr S Bowden, Clr A Campbell, Clr J Honner and Clr J Poore.

**AGAINST the Motion:**

Clr R Cassidy and Mayor L Triffitt

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## 19.0 CLOSURE

The meeting was closed at 11.50 p.m.

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