

OFFICIAL



Mansfield Shire

MINUTES

Council Meeting

Tuesday 17 March 2026

Our aspiration for our Shire and its community

We live, work and play in an inclusive, dynamic and prosperous place where community spirit is strong and people are empowered to engage in issues that affect their lives.

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1. Opening of the meeting

Councillor Steve Rabie opened the meeting at 5:02 pm.

2. Present

- Councillor Rabie
- Councillor Tehan
- Councillor Treasure
- Councillor Clark
- Councillor Berenyi

In Attendance:

Chief Executive Officer:	Kirsten Alexander
General Manager Investment & Planning:	Melissa Crane
Manager People, Communications & Governance:	Tanya Tabone
Executive Manager Development & Customer Service:	Maya Balvonova
Executive Manager Community Health & Wellbeing:	Janique Snyder
Executive Manager Capital Works & Operations:	Justin Hotton
Coordinator Governance & Risk:	Chelsea Daly
Senior Coordinator Economic Development:	Gareth MacDonald
Coordinator Capital Works:	Chloe Schlemitz
Strategic Property Program Manager	Renee Archibald
Project Officer:	Chloe Bi
Project Technical Officer:	Pasang Sherpa

3. Apologies

Nil

4. Statement of commitment

Councillor Steve Rabie read Council's Statement and called on each Councillor to confirm their commitment:

"As Councillors of Mansfield Shire we are committed to ensuring our behaviour meets the standards set by the Model Code of Conduct. We will, at all times, faithfully represent and uphold the trust placed in us by the community."

5. Acknowledgement of Country

Councillor James Tehan recited Council's Acknowledgement of Country:

"Our meeting is being held on the traditional lands of the Taungurung people. We wish to acknowledge them as the traditional custodians and pay our respects to their Elders past and present. We extend that respect to all members of our community."

6. Disclosure of conflicts of interest

Councillor Bonnie Clark declared a conflict of interest in respect of item 13.3.1. 'Bonnie Doon Community Asset Committee'.

Councillor Tim Berenyi declared a conflict of interest in respect of item 18.2 'Tender Award: Goods Shed Refurbishment'.

7. Confirmation of minutes

Councillor Tim Berenyi/Councillor Mandy Treasure:

THAT the Minutes of the Mansfield Shire Council meeting held on 17 February 2026 and 3 March 2026 be confirmed as an accurate record.

CARRIED

8. Representations

Nil

9. Notices of motion

Nil

10. Mayor's report

Councillor James Tehan/Councillor Bonnie Clark:

THAT COUNCIL receive the Mayor's report for the period 18 February 2026 to 11 March 2026.

CARRIED

11. Reports from council appointed representatives

Councillor Mandy Treasure/Councillor Bonnie Clark:

THAT COUNCIL note the verbal reports provided by Councillors in relation to their representation on internal and external Committees.

CARRIED

12. Public question time

Nil

13. Officer reports

13.1. Chief Executive Officer's report

Councillor James Tehan/Councillor Mandy Treasure:

THAT COUNCIL receive and note the Chief Executive Officer's report for the period 1 February 2026 to 28 February 2026.

CARRIED

13.2. Investment and Planning

13.2.1. Destination Management Action Plan

Councillor Tim Berenyi/Councillor Mandy Treasure:

THAT COUNCIL endorses the Destination Management Action Plan 2025-2028.

CARRIED

Councillor Bonnie Clark left the meeting at 5:24 pm.

13.3. Development & Customer Service

13.3.1. Bonnie Doon Community Asset Committee

Councillor Mandy Treasure/Councillor Tim Berenyi:

THAT COUNCIL:

1. Endorses the establishment of a Bonnie Doon Community Centre Community Asset Committee; and
2. Acknowledges the significant volunteer contribution of the Bonnie Doon Community Group and the essential community value created through local stewardship of these assets.
3. Provides public notification of the establishment of the Bonnie Doon Community Centre Community Asset Committee; and
4. Endorses, in principle subject to the results of the community notification process, the Instrument of Delegation and authorises the CEO to make administrative changes.

CARRIED

Councillor Bonnie Clark returned to the meeting at 5:25 pm.

13.4. Community Health and Wellbeing

13.4.1. Mid Year Report: 2025-26 Council Plan Actions

Councillor James Tehan/Councillor Bonnie Clark:

THAT COUNCIL receives the Council Plan 2025-2029 half year report for 2025-26 actions.

CARRIED

13.5. Executive Services Directorate

13.5.1. S6 Instrument of Delegation - Members of Staff

Councillor Mandy Treasure/Councillor Tim Berenyi:

THAT COUNCIL:

1. Revoke the existing:
 - a. Schedule 6 - Instrument of Delegation from Council to Members of Council Staff previously endorsed by Council on 24 June 2025.
 - b. Schedule 6A. Instrument of Delegation Under the Planning and Environment Act 1987 previously endorsed by Council on 16 December 2025.
2. Endorse Schedule 6 - Instrument of Delegation from Council to Members of Council Staff dated 17 March 2026.
3. Approve the Mayor to sign the endorsed Schedule 6 as listed in point 2 and Deputy Mayor to witness the signing.

CARRIED

13.5.2. Mid Year Report: Local Government Performance Reporting Framework (LGPRF) 2025-26

Councillor Tim Berenyi/Councillor Bonnie Clark:

THAT COUNCIL note the mid-year report on the Local Government Performance Reporting Framework indicators for the period 1 July 2025 to 31 December 2025.

CARRIED

14. Council Meeting Resolution Actions Status Register

Councillor Tim Berenyi/Councillor Mandy Treasure:

THAT COUNCIL receive and note the Mansfield Shire Council Meeting Resolution Actions Status Register as at 9 March 2026.

CARRIED

15. Advisory and Special Committee reports

15.1. Audit & Risk Committee Meeting Agenda & Minutes

Councillor Mandy Treasure/Councillor James Tehan:

THAT COUNCIL receive the Agenda & Minutes of the Mansfield Shire Audit and Risk Committee meeting held 2 March 2026.

CARRIED

15.2. Audit & Risk Committee - Chair's Report to Council

Councillor James Tehan/Councillor Mandy Treasure:

THAT COUNCIL receives and notes the Mansfield Shire Audit and Risk Committee report describing the activities, findings and recommendations for the six months ending 31 December 2025.

CARRIED

16. Authorisation of sealing of documents

Nil

17. Closure of meeting to members of the public

Councillor Bonnie Clark/Councillor Mandy Treasure:

THAT COUNCIL close the meeting to members of the public under Section 66(2)(a) of the Local Government Act 2020 to consider Confidential Reports in accordance with section 66(2) of the Local Government Act 2020 for reasons defined in section 18 below.

CARRIED

The Council Meeting Agenda - 17 March 2026 was closed to the public at 5:43 pm.

18. Confidential Reports

18.1. Tender Award: Fenced Dog Park Landscaping

Councillor Tim Berenyi/Councillor Bonnie Clark:

THAT COUNCIL:

1. Awards a lump sum contract for the Fenced Dog Park - Design and Construct works to RBR Civil and Hire Pty Ltd in the amount of \$199,728.34 (excl. GST).
2. Approves a 10% construction contingency amount of \$19,972.83 (excl. GST).
3. Authorises the Chief Executive Officer to execute the contract.
4. Make this resolution public by including it within the public minutes of the Council meeting.

CARRIED

Councillor Tim Berenyi left the meeting at 5:59 pm.

18.2. Tender Award: Goods Shed Refurbishment

Councillor Bonnie Clark/Councillor Mandy Treasure:

THAT COUNCIL:

1. Award a lump sum contract for the CM2526.026 Goods Shed Refurbishment to The Building Club Pty Ltd in the amount of \$791,503.00 (excl. GST).
2. Approves a 10% construction contingency of \$79,150.30 (excl. GST).
3. Authorises the Chief Executive Officer to execute the contract.
4. Make this resolution public by including it within the public minutes of the Council meeting.

CARRIED

Councillor Tim Berenyi returned to the meeting at 6:16 pm.

19. Reopen meeting to members of the public

Councillor James Tehan/Councillor Mandy Treasure:

THAT COUNCIL reopen the meeting to the public and resume transmission and this resolution be made public.

CARRIED

Council re-opened the meeting at 6:17 pm.

20. Close of meeting

The Council Meeting Agenda - 17 March 2026 was closed at 6:19 pm.

CONFIRMED this **twenty first** day of **April 2026**

Mayor