

OFFICIAL



Mansfield Shire

MINUTES

Council Meeting

Tuesday 17 February 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 5:00 pm.

2. Present

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

In Attendance:

Acting Chief Executive Officer:	Melissa Crane
Executive Manager Development & Customer Service	Maya Balvonova
Manager People, Communications & Governance:	Tanya Tabone
Executive Manager Community Health & Wellbeing:	Janique Snyder
Senior Coordinator Waste & Environment:	James Alcaniz
Coordinator Governance & Risk:	Chelsea Daly
Senior Statutory Planner:	Claire Wilkinson
Community Networks and Wellbeing Officer:	Alex Ninnis
Strategic Property Program Manager:	Renee Archibald
Coordinator Community Strengthening:	Simon Donohoe
Financial Controller:	Michael McCormack

3. Apologies

Chief Executive Officer, Kirsten Alexander

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 the following items:

- 13.3.3. 'MACE Cubby Agreement Update'
- 13.4.1. 'Social Inclusion Action Group (SIAG) Membership'.

7. Confirmation of minutes

Councillor Mandy Treasure/Councillor Tim Berenyi:

THAT the Minutes of the Mansfield Shire Council meeting held on 17 December 2025 be confirmed as an accurate record.

CARRIED

8. Representations

Nil

9. Notices of motion

Nil

10. Mayor's report

Councillor Bonnie Clark/Councillor Mandy Treasure:

THAT COUNCIL receive the Mayor's report for the period 17 December 2025 to 11 February 2026.

CARRIED

11. Reports from council appointed representatives

Councillor James Tehan/Councillor Tim Berenyi:

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 Mandy Treasure/Councillor Bonnie Clark:

THAT COUNCIL receive and note the Chief Executive Officer's report for the period 1 December 2025 to 31 January 2026.

CARRIED

13.2. Investment and Planning

13.2.1. MOU's: Mansfield Resource Recovery Centre Re-Use Shop

Councillor Tim Berenyi/Councillor Mandy Treasure:

THAT COUNCIL endorses the Memorandum's of Understanding with Yooralla and Mansfield Autism Statewide Services and authorises the Chief Executive Officer to execute the agreements.

CARRIED

13.2.2. VCAT Matter P942/2025 - 240 Malcolm Street Mansfield - Condition Appeal

Councillor Bonnie Clark/Councillor Mandy Treasure:

THAT COUNCIL approve a variation to *Schedule 6 – Instrument of Delegation from Council to Council Staff*; and the *Statutory Planning Applications – Referral to Council Policy* to enable the Chief Executive Officer to amend the Conditions of Approval for planning permit P149-22, 240 Malcolm Street, Mansfield.

CARRIED

13.3. Development & Customer Service

13.3.1. Changue Road Reserve - Potential Creation of Carriageway Easement

Councillor James Tehan/Councillor Mandy Treasure:

THAT COUNCIL:

1. Endorse the grant of a carriageway easement to Goulburn Valley Water (GVW) over part of the Council owned reserve at Changue Road, Merrijig (Lot RES1 LP127158, Property No. A18425).
2. Approve entering into a Section 45 Transfer under the Transfer of Land Act 1958 for the easement area to be transferred to GVW, with the monetary consideration to be determined by the Valuer General Victoria and all associated costs to be borne by GVW.
3. Authorise the Chief Executive Officer to execute all necessary documentation to finalise the transfer and complete the associated transactions.

CARRIED

13.3.2. Proposed Transfer of Land - Dead Horse Lane / Whitfield Road Roundabout

Councillor Tim Berenyi/Councillor Bonnie Clark:

THAT COUNCIL:

1. Approve the subdivision and transfer process for the portions of Council-managed land required for the Dead Horse Lane – Mansfield-Whitfield Road Roundabout Project, being R1\PS700145 and proportion of RES1\PS735248, to be vested in the Department of Transport and Planning (DTP) as State Road Reserve.
2. Notes that the transfer of land without consideration will be undertaken in accordance with section 116 of the *Local Government Act 2020*.
3. Endorse the preparation and submission of all necessary documentation, including survey plans, subdivision materials and transfer instruments, to support timely delivery of the project in accordance with DTP's program milestones.
4. Authorise the Chief Executive Officer to execute all required agreements and documentation to progress the subdivision and transfer, enabling the completed road asset to be formally vested in DTP for long term ownership and management.

CARRIED

Councillor Bonnie Clark left the meeting at 5:22 pm.

13.3.3. MACE Cubby Agreement Update

Councillor Mandy Treasure/Councillor James Tehan:

THAT COUNCIL:

1. Notes the proposed amendment to the lease terms for MACE Incorporated at the Cubby House facility to accommodate the increase in licensed places approved for the service.
2. Acknowledges that under the existing lease, the current rent payable is \$87,311.81 (ex GST), subject to annual CPI indexation and that MACE is required to pay 60 % of outgoings associated with the premises, including utility usage charges and other rates, taxes and charges relating to the land.
3. Notes that Clause 4.1.1 of the lease establishes a rent calculation methodology based on fee paying enrolments.
4. Notes MACE's proposal to continue the agreed CPI-indexed base rent model and introduce a mechanism for additional rent should average fee-paying enrolments reach 55 or more in any year, with the recalculated rent to be based on the average enrolments from the preceding year based on CCS enrolment data.
5. Receives this report for information.

CARRIED

Councillor Bonnie Clark returned to the meeting at 5:24 pm.

13.3.4. Parking Infringements

Councillor James Tehan/Councillor Tim Berenyi:

THAT COUNCIL:

1. Notes the legacy administrative issue relating to the application of penalty units for parking infringements; and
2. Endorse Council officers undertaking further work to investigate and assess the feasibility of a potential parking infringement refund scheme, including legal and financial considerations.

CARRIED

13.4. Community Health and Wellbeing

Councillor Bonnie Clark left the meeting at 5:34 pm.

13.4.1. Social Inclusion Action Group (SIAG) Membership

Councillor Tim Berenyi/Councillor Mandy Treasure:

THAT COUNCIL:

1. Endorse the appointment of the following members to the Social Inclusion Action Group (SIAG):
 - a. Suzanne Green from Yooralla – Organisational partner
 - b. Kate Berg – Community member
 - c. Louise Jenkins – Community member
2. Note and endorse the Community Connect Mansfield Project.

CARRIED

Councillor Bonnie Clark returned to the meeting at 5:36 pm.

13.4.2. Arts Collaboration Forum Membership

Councillor Mandy Treasure/Councillor Bonnie Clark:
THAT COUNCIL notes the report.

CARRIED

13.5. Executive Services Directorate

13.5.1. Quarterly Finance Report

Councillor Bonnie Clark/Councillor Mandy Treasure:

THAT COUNCIL receives and notes the Quarterly Finance Report for the period 1 July 2025 – 31 December 2025

CARRIED

13.5.2. Emergency Services and Volunteers Fund (ESVF) Levy Payment

Councillor James Tehan/Councillor Mandy Treasure:

THAT COUNCIL regrettably authorises the Chief Executive Officer to pay the Q2 Emergency Services and Volunteers Fund Levy for a total amount of \$1,133,450.60 (ex GST).

CARRIED

13.5.3. Memorandum of Understanding: January 2026 Bushfire Relief, Recovery and Advocacy Partnership

Councillor James Tehan/Councillor Tim Berenyi:

THAT COUNCIL endorse the Memorandum of Understanding January 2026 Bushfire Relief, Recovery and Advocacy Partnership.

CARRIED

14. Council Meeting Resolution Actions Status Register

Councillor Mandy Treasure/Councillor Bonnie Clark:

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

CARRIED

15. Advisory and Special Committee reports

Nil

16. Authorisation of sealing of documents

Nil

17. Closure of meeting to members of the public

Councillor Tim Berenyi/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 February 2026 was closed to the public at 5:58 pm.

18. Confidential Reports

18.1. CEO Employment Matters Committee

Confidential

This report contains confidential information pursuant to the provisions of Section 66(2) of the Local Government Act 2020 under Section 3(f) - personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.

19. Reopen meeting to members of the public

Councillor James Tehan/Councillor Tim Berenyi:

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

CARRIED

Council re-opened the meeting at 6:26 pm.

20. Close of meeting

The Council Meeting Agenda - 17 February 2026 was closed at 6:30 pm.

CONFIRMED this **seventeenth** day of **March 2026**



Mayor