OFFICIAL

Mansfield Shire

MINUTES

Council Meeting

Tuesday 15 September 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 Berenyi

In Attendance:

Chief Executive Officer:	Kirsten Alexander
General Manager Investment & Planning:	Melissa Crane
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
Bushfire Recovery Manager:	Tamara Watson
Community Health & Volunteers Officer:	Dakoda Robrahn

3. Apologies

Councillor Bonnie Clark

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

Nil

7. Confirmation of minutes

Councillor James Tehan/Councillor Mandy Treasure:
THAT the Minutes of the Mansfield Shire Council meeting held on 18 August 2026 and 1 September 2026 be confirmed as an accurate record.

CARRIED

8. Representations

Nil

9. Notices of motion

Nil

10. Mayor's report

Councillor Mandy Treasure/Councillor Tim Berenyi:
THAT COUNCIL receive the Mayor's report for the period 18 August 2026 to 9 September 2026.

CARRIED

11. Reports from council appointed representatives

Councillor Mandy Treasure/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

A question submitted was disallowed by the chair, Mayor Cr Rabie, in accordance with Section 52.9.2 of the Mansfield Shire Council Governance Rules as the question was determined to be irrelevant and trivial in substance.

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 August 2026 to 31 August 2026.

CARRIED

13.2. Development & Customer Service

13.2.1. Facility Hire Fee Waiver Criteria & Requests

Councillor Mandy Treasure/Councillor Tim Berenyi:

THAT COUNCIL:

1. Approves the proposed Facility Hire Fee Waiver Criteria outlined in this report.
2. Approves the use of the Facility Hire Fee Waiver Criteria for the assessment of future facility hire fee waiver requests by Council officers.
3. Notes that the Criteria will be implemented immediately upon approval by Council.
4. Approves a facility hire fee waiver for Empowered Healing – Centre Against Violence.
5. Approves a facility hire fee waiver for the Parent Support Group for Children with Additional Needs.
6. Approves a facility hire fee waiver for the Parent-Child Mother Goose Program.
7. Does not approve a facility hire fee waiver for Heart and Hound Art Therapy, having considered the commercial nature of the organisation and the participant fees charged for the program.

CARRIED

13.3. Capital Works and Operations

13.3.1. Fire Recovery Budget and Delivery Program

Councillor Tim Berenyi/Councillor Mandy Treasure:

THAT COUNCIL:

1. Receives this update on the implementation of the January 2026 Bushfire Recovery Program and the community, business, agricultural and resilience initiatives being delivered;
2. Notes that a total of $1.650 million in external recovery funding was secured through the Council Support Fund and the Community Recovery Officer and Recovery Hubs Program, of which $1.589 million has been allocated or committed in accordance with the approved funding agreements, with $60,569 remaining available for further eligible recovery activities;
3. Notes that funded activities are required to be completed by 30 June 2028 in accordance with the applicable funding agreements.

CARRIED

13.4. Community Health and Wellbeing

13.4.1. RESPOND - Memorandum of Understanding

Councillor Mandy Treasure/Councillor Tim Berenyi:

THAT COUNCIL:

1. Endorse the Memorandum of Understanding between the Mansfield Shire Council and Mansfield District Hospital for the continuation of the Mansfield RESPOND Network and Quarterly Working Group.
2. Authorise the Chief Executive Officer to execute the Memorandum of Understanding on behalf of Mansfield Shire Council.
3. Note that the Memorandum of Understanding is non-binding, does not commit Council to any financial contribution and will be reviewed annually.

CARRIED

13.5. Executive Services

13.5.1. Independent Audit Member Recommendation

Councillor James Tehan/Councillor Mandy Treasure:
THAT COUNCIL appoints Ms Moh-Lee Ng to the Mansfield Shire Council Audit and Risk Committee for a third three-year term commencing 13 November 2026.

CARRIED

13.5.2. Governance and Management Checklist 2025-26

Councillor James Tehan/Councillor Mandy Treasure:
THAT COUNCIL authorise Mayor Cr Steve Rabie and Chief Executive Officer, Kirsten Alexander, to certify the 2025-26 Governance and Management Checklist.

CARRIED

13.5.3. S6 Instrument of Delegation - Members of Staff

Councillor Tim Berenyi/Councillor James Tehan:
THAT COUNCIL:

1. Revoke the existing Schedule 6 - Instrument of Delegation from Council to Members of Council Staff previously endorsed by Council on 17 March 2026.
2. Endorse Schedule 6 - Instrument of Delegation from Council to Members of Council Staff dated 15 September 2026.
3. Approve the Mayor to sign the endorsed Schedule 6 as listed in point 2 and Deputy Mayor to witness the signing.

CARRIED

14. Council Meeting Resolution Actions Status Register

Councillor Mandy Treasure/Councillor Tim Berenyi:
THAT COUNCIL receive and note the Mansfield Shire Council Meeting Resolution Actions Status Register as at 8 September 2026.

CARRIED

15. Advisory and Special Committee reports

15.1. Audit & Risk Committee Meeting Agenda & Minutes

Councillor Tim Berenyi/Councillor Mandy Treasure:
THAT COUNCIL receive the Agenda & Minutes of the Mansfield Shire Audit and Risk Committee meeting held 24 August 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 30 June 2026.

CARRIED

16. Authorisation of sealing of documents

Nil

17. Close of meeting

The Council Meeting Agenda - 15 September 2026 was closed at 5:34 pm.

CONFIRMED this **twentieth** day of **October 2026**



Mayor