

Council Meeting

Minutes

Monday 18 August 2025

Commenced at 7:00 PM

Council Chambers
20 Siding Avenue, Officer
Victoria

Members: Cr Jack Kowarzik Mayor
Cr Alanna Pomeroy Deputy Mayor
Cr Liz Roberts
Cr Samantha-Jane Potter
Cr Casey Thomsen
Cr David Nickell (Online Attendance)
Cr Collin Ross
Cr Brett Owen
Cr Trudi Paton

Officers: Peter Benazic Interim Chief Executive Officer
James Kelly Acting General Manager Infrastructure and Environment
Debbie Tyson General Manager Community & Planning Services
Wayne Mack General Manager Corporate Services
Peter Harris Manager Governance, Safety & Property
Natasha Berry Senior Governance Officer

Meeting opened at 7.00pm.

Order of Business

1	Opening And Reflection	5
2	Traditional Owners Acknowledgement	5
3	Apologies.....	5
4	Adoption And Confirmation Of Minutes	5
5	Declaration Of Interests.....	5
6	Community Questions.....	6
7	Ordinary Business.....	16
7.1	Town Planning Reports	16
7.1.1	Planning Matters Dealt With By Officers Under Delegated Authority - August 2025	16
7.1.2	Planning Matters VCAT Report - August 2025	17
7.1.3	Planning Scheme Amendment Activity - August 2025	18
7.2	General Reports.....	19
7.2.1	Petition Response - Temperature Of Cardinia Life Changeroom & 25M Pool	19
7.2.2	Appointment Of Committee Members To The Nobeliuss Heritage Park And Emerald Museum Community Asset Committee	20
7.2.3	Deep Creek Reserve Pakenham Golf Course Feasibility Study And Options	21
7.2.4	Koo Wee Rup RSL Options For Relocation And Petition.....	22
7.3	Policy Reports	23
7.3.1	Draft Asset Plan For Public Consultation.....	23
7.3.2	Adopt Draft Domestic Animal Management Plan 2026-2029.....	24
7.3.3	Community Capital Works Grant Policy Endorsement.....	25
7.4	Financial Reports.....	26

7.4.1 Capital Works Report August 2025	26
7.5 Activity Reports	27
7.5.1 Performance And Growth Reports Q4 2024 2025	27
7.5.2 Community Engagement Update	28
7.5.3 Audit & Risk Committee Bi-Annual Report - August 2025.....	29
7.5.4 Environment Council Plan Initiatives Quarterly Report.....	29
8 Reports By Councillors.....	31
9 Presentation Of Petitions.....	32
10 Notices Of Motion	33
10.1 Notice Of Motion 1117 - Cr Nickell	33
11 Urgent Business.....	34
12 Councillor Questions.....	34
13 Mayoral Minute	34
14 Confidential Business.....	35
14.1 Contract RFT000072 - Cardinia Youth Hub	35
15 Meeting Closure	37

1 Opening And Reflection

I would ask those gathered to join us now for a few moments of silence as we reflect on our roles in this chamber. Please use this opportunity for reflection, Prayer or thought, to focus on our shared intention to work respectfully together for the well-being of our whole community.

2 Traditional Owners Acknowledgement

Cardinia Shire Council acknowledges that we are on the traditional land of the Bunurong and Wurundjeri people and pay our respects to their elders past, present and emerging.

3 Apologies

The Mayor noted that:

- Cr Nickell is attending the Council Meeting virtually online.
- Cr Owen advised that he would need to leave the meeting at 9.20pm.

4 Adoption And Confirmation Of Minutes

Resolution

Moved Cr Pomeroy, seconded Cr Thomsen

That Council confirm the minutes of Council Meeting Minutes 21 July 2025.

For: Cr Kowarzik, Cr Nickell, Cr Owen, Cr Paton, Cr Pomeroy, Cr Potter, Cr Roberts, Cr Ross and Cr Thomsen

Against: Nil

Carried

5 Declaration Of Interests

Cr Thomsen declared a material conflict of interest in Agenda Item 10.1 Notice of Motion 1117, as he is a member of a committee that may be a potential beneficiary of a grant.

6 Community Questions

The Mayor advised that Council had received numerous sets of questions from community members. To clarify the process, he referred to the *Governance Rules*, explaining that within the 15-minute time allocation, only the first two questions from individuals present in the gallery would be read aloud and responded to. Additional questions could be addressed if time permitted.

Stephanie Davies submitted questions, they were not answered under Division 6 of the *Governance Rules*, clauses 3.51.1, 3.51.2 and 3.51.3.

Tina Forte submitted 2 questions, responses are provided in the Minutes.

Re Planning Permit T230572 for St Thomas Aquinas College in Tynong. The current status is "Pending Decision". This planning permit has been years in progress, finally nearing the end with a notification that it should be issued a few weeks back.

Question 1

Does it need the final tick off at a town planning meeting?

Response

The application is not likely to require referral to Town Planning Committee for a decision. The trigger for referral is the number of objections or a Councillor request for the application to be determined by the Town Planning Committee, neither of which are the case at this time.

Question 2

How long since pending decision until permit issued as it's been many weeks at that status.

Response

Council officers have been in contact with both the applicant and the school and provided an update to both parties. Council is awaiting a response from the applicant to address the remaining unresolved matter and therefore the timing cannot be confirmed.

Tania Bean submitted 1 question, a response is provided in the Minutes.

Question 1

What is the council doing about the illegally parked cars on the Princes Highway Service Road blocking the footpath access to cross the road near St. Anthony Medical Centre?

Response

Council Officers have received concerns from a resident regarding illegal parking in the area. Each report has been followed up, with infringements issued where appropriate.

In response to these concerns, Council's Traffic Team is currently reviewing the location to determine whether additional parking signage is warranted.

Tracey Bowe submitted 5 questions, and was present at the Meeting, the responses were answered by General Manager, James Kelly and provided in the Minutes.

Question 1

Can Council please advise that the sealing of Huxtable Road is still scheduled to commence November 2025?

Response

Council is currently anticipating that works on Huxtable Road will commence by December 2025, subject to contractor availability.

Question 2

Why has this item disappeared from the minutes of meeting?

Response

Please refer to key Council Meeting Minutes – Community questions from 17 February 2025, 17 March 2025 and 19 May 2025.

Question 3

Is it located under a new project heading in the Minutes of Meeting?

Response

Please refer to key Council Meeting Minutes – Community questions from 17 February 2025, 17 March 2025 and 19 May 2025.

Question 4

Can residents see plans of what works are proposed for the sealing of Huxtable Road?

Response

The final tender plans and associated schedule were submitted on 12 August 2025. A community information session will be held on 26 August 2025, where residents will learn about the design and timelines.

Question 5

Where are these plans located on the Council webpage?

Response

The plans are not currently available on the Council website. However, we are actively working to have them uploaded.

Carole Maybus submitted 2 questions, responses are provided in the Minutes.

Question 1

What is Cardinia Council doing to rectify the lack of safe pedestrian access to the industrial estate surrounding South East Blvd., both from McGregor Rd and Kooweerup Rd? To date there is no formal safe footpath.

Response

Stage 3 of the Pakenham Roads Upgrade project is currently delivering an extension of the stage 1 shared use path on the west side of Healesville – Koo Wee Rup Road and Racecourse Road from Peet Street to Henry Street. This new shared use path will connect to the shared use path that runs under the rail viaduct along Railway Avenue from Racecourse Road, through Pakenham Station, to McGregor Road.

Question 2

What actions has Cardinia Council taken/ taking to ensure safe public transport to the industrial estate surrounding Southeast Blvd. Pakenham? With Vic Roads also moving to the east of Kooweerup Rd public transport will be a must.

Response

Public transport planning and funding is the responsibility of the Victorian State Government, managed through the Department of Transport and Planning (DTP). Council does not deliver or fund public transport services.

Council regularly advocates to the State Government for improved public transport across the municipality. Specific requests for better bus services to the South East Business Park were raised with DTP (formerly PTV) several years ago. Council continues to push for improved access for both residents and businesses.

Anthony Volpi submitted 5 questions, and was present at the Meeting, the responses were answered by General Manager, Debbie Tyson and provided in the Minutes.

Question 1

Will Council advise total funds received and expended of the following Council properties on an annual basis for the period 1/7/2016 through 30/6/2025.

- a) The Cardinia Cultural Centre
- b) Cardinia Life
- c) The Golf Course [Pakenham]
- d) All sporting precincts (e.g. Football ovals, cricket grounds, netball courts)

Response

To provide detailed expenditure and income data for Cardinia Cultural Centre, Cardinia Life, and Pakenham Golf Course for each year dating back to 2016 is a substantial task. Verbalising this information would be time-consuming, so a written table outlining annual figures for each venue will be provided.

With regard to all sporting reserves, compiling this data would require a significant amount of work. Many of these reserves are managed by volunteer committees and are not located on Council-owned land. As such, resources will not be allocated to gather this information.

Question 2

Can Council advise if any feasibility studies have been, are being done or are being considered for the Cultural Centre and Cardinia Life?

Response

A feasibility study was completed for Cardinia Life in 2021. In relation to the Cardinia Cultural Centre, Council has not undertaken a formal 'feasibility study'. However, a Business Plan is currently in development.

Question 3

Given the fact that the feasibility study that the land on which the golf course is located recommends that the land be retained as an open space, will all Councillors individually affirm at this time not seek to vote that the planning for the area not be change?

Response

Council is considering this matter at tonight's meeting in regard to the next step being community engagement. Any subsequent decisions regarding the future use of the site will be brought back to Council for consideration before the end of the year.

Question 4

Will all councillors accept the findings of the feasibility study of the golf course and actively work with the community to return the area for use preferably as a golf course and individually publicly affirm at this council?

Response

Council is considering this matter at tonight's meeting in regard to the next step being community engagement. Any subsequent decisions regarding the future use of the site will be brought back to Council for consideration before the end of the year

Question 5

Will any councillor who has an interest in (financially or otherwise as a member or as an elected officer) any sporting club within the Shire of Cardinia which may benefit from acceptance Finding 2 of the feasibility survey of the golf course publicly declare this an a conflict of interest or excuse themselves from any not regarding the issue?

Response

Sections 126 to 131 of the *Local Government Act 2020* provide information in relation to Conflicts of Interest. Councillors are required to publicly declare Conflicts of Interest where they exist.

Henk Heeremans submitted 1 question, and was present at the Meeting, the response was answered by General Manager, James Kelly and provided in the Minutes.

Question 1

Council resolution at the 17 June 2024 Council Meeting reads: Notice of Motion #1096 That Council stops the removal of the Heritage Street Lights in the Heritage Springs Estate.

On the 6 August 2025, Ausnet removed Heritage Street lights in the Heritage Springs Estate. Why?

Response

"Upgraded lighting is needed as part of this work to make the intersection safer, improve visibility, and meet safety and funding requirements. We acknowledge that on this occasion we should have informed the community that the original lights required removal to comply with safety requirements.

Trevor James submitted 1 question, and was present at the Meeting, the response was answered by General Manager, James Kelly and provided in the Minutes.

Question 1

Notice of motion 1096, Council resolved to stop the removal of the heritages streetlights in the Heritage Springs Estate and the ward Councillor in his election brochure highlighted he had saved the heritage streetlighting from removal and replacement, only a few weeks ago heritage streetlights in the Heritage Springs Estate were removed and replaced; have the heritage streetlights been retained or recycled and precisely what action has been taken by council to resolve the issue with Ausnet?

Response

We have looked into the matter further and the lights that have been removed have since been recycled. Council are continuing to work with contractors and Ausnet with regard to any proposed removal of lights within the estate.

Bev Clymo submitted 5 questions, and was present at the Meeting, the responses were answered by General Manager, Debbie Tyson and provided in the Minutes.

RE: Golf Course Feasibility Study

Question 1

Community Engagement – Format and Platforms Other than registering on the “Creating Cardinia on the Move” website, could the Council please outline: • What specific community engagement activities will take place during this 4-week period? • What platforms (in-person, online, surveys, pop-ups, etc.) will be used to facilitate community input?

Response

If the recommendation is supported, Activities will include - communicating with key stakeholders directly, post flyers to nearby residents and businesses, erect posters on site, meet with shire advisory committees, and pop-up sessions.

Platforms will include Creating Cardinia (online webpage), survey, and face to face opportunities.

Question 2

Advisory Community Panel - Will a community advisory panel be formed to support the decision making process? If so, how can community members nominate themselves or apply to be a part of this panel?

Response

No advisory community panel is proposed to be established.

Question 3

Reaching the Broader Community - How can local residents and community groups assist the Council in reaching the wider community to ensure input is broad, diverse, and representative?

Response

If the recommendation is supported, the online platforms available to provide feedback, highlighting the closing date for the engagement can be shared. Likewise, please feel free to share details of the pop-up sessions for those more comfortable providing feedback in person.

Question 4

In the event that, after the initial 4-week consultation, the Council determines that Option A (retaining the 18-hole golf course) is not viable, will the community be given an opportunity to re-vote or provide further input on the remaining options?

Response

If golf is not viable at Deep Creek, further engagement will occur and form part of Council's decision making.

Question 5

Specifically, if an 18-hole course is financially unfeasible, could the community be consulted on alternatives such as a 9-hole course combined with passive reserve parkland? Or, will the initial consultation period be the final opportunity for public input, regardless of how decisions evolve afterward?

Response

There will be further opportunities for community input.

Lorraine Henderson submitted 9 questions, and was present at the Meeting, the responses were answered by General Manager, Debbie Tyson and provided in the Minutes.

RE: Golf Course Feasibility Study

Question 1

Where would the entrance to a future sports complex be located, and how will traffic and pedestrian safety be managed?

Response

There has been no decision or planning regarding any alternative use of the Deep Creek site.

Question 2

How can the community confidently assess or vote on Option 2 when it is unclear whether essential trees can or should be removed to build AFL ovals or other active facilities?

Response

There has been no decision or planning regarding any alternative use of the Deep Creek site. Determining any vegetation removal will require further planning.

Question 3

Will a full ecological and fauna impact study be completed before any decisions are made?

Response

There has been no decision or planning regarding any alternative use of the Deep Creek site. Should any construction commence at the site, all required plans, studies and permits will be completed.

Question 4

How does Council plan to manage noise and light pollution, and protect amenity for nearby residential areas?

Response

There has been no decision or planning regarding any alternative use of the Deep Creek site. Further planning would be required to understand and address.

Question 5

Will it be exclusively for sporting clubs, or will it be available to community groups for hire?

Response

There has been no decision or planning regarding any alternative use of the Deep Creek site. If Deep Creek reserve is used for active recreation, facilities would be available for community use.

Question 6

And if available for broader use, how will noise, loitering, and other potential disruptions be managed, especially near residential areas?

Response

There has been no decision or planning regarding any alternative use of the Deep Creek site. Further planning would be required to understand and address.

Question 7

Interim Use of Land (If Option 2 is Chosen) The feasibility study notes that development could take 10–15 years. What will the land be used for during that time?

Response

There has been no decision or planning regarding any alternative use of the Deep Creek site. Any future use will be subject to Councils endorsement.

Question 8

Why sacrifice a mature green space like Deep Creek Reserve and Pakenham Golf Course, which supports native flora and fauna, when other sites may better meet the criteria for active use without the same environmental cost?

Response

There has been no decision or planning regarding any alternative use of the Deep Creek site. Should any construction commence at the site, all required plans, studies and permits will be completed.

Question 9

Would it not be more beneficial — and cost-effective — to invest sports related funding into a purpose-built site, rather than trying to reshape a natural space full of constraints?

Response

There has been no decision or planning regarding any alternative use of the Deep Creek site. Active recreation is one of multiple options that are being explored.

Grant Wilson, on behalf of Pakenham Golf Club submitted 5 questions, responses are provided in the Minutes.

Question 1

What operating model should exist for golf at the deep creek site, comparing the models of a fully private club, a community operated not for profit public access golf club or public/private partnership such as those that exist at courses like Morack Golf Course?

Response

There has been no decision or planning regarding any use of the Deep Creek site. Further planning and market testing would be required before presenting to Council for decision.

Question 2

What does the community believe is needed to make golf viable at this location?

Response

Council has undertaken a feasibility study and reports that speaks to golf viability, community members may wish to read these reports that will be released publicly.

Question 3

What level of community support/investment is acceptable to rate payers for each of the options to be achieved?

Response

The support and investment would be the decision of individual rate payers.

Question 4

What are the obstacles or negatives to achieving each of the potential outcomes?

Response

Risks and options have been identified in the Officers report to be heard at tonight's Council meeting.

Question 5

Is maintaining a community hub as a part of the golf course a mandatory requirement to operating the site as a golf course?

Response

All options identified in the feasibility study will have minimal impact on the continued operation of the café, playground, BBQ facilities, walking tracks, wetlands, trails and interpretive signage and the plant nursery.

Cheryl Billing-Smith submitted 1 question, and was present at the Meeting, the response was answered by General Manager, Debbie Tyson and provided in the Minutes.

RE: Pakenham Golf Course

Question 1

I note council is recommending a 4-week consultation period for community comments about the Pakenham Golf Course feasibility study. I believe 4 weeks is far too short a time to get positive community engagement. Will council agree to a 6-week consultation period which will ensure the many people interested in the fate of the land and the golf course will be able to engage in the meaningful community consultation that council policies promote?

Response

Pending the outcome of the Council decision the community engagement will be set at 4 weeks.

Catherine Raeburn submitted 3 questions, responses are provided in the Minutes.

Question 1

What have you done to ensure that the traffic and pollution of the patrons moving to and from the proposed football grounds will not effect the ecosystem that has been so carefully planned?

Response

Council is considering this matter at tonight's meeting in regard to the next step being community engagement. Any subsequent decisions regarding the future use of the site will be brought back to Council for consideration before the end of the year.

Question 2

Have we truly enough options for families that are less financially capable of attending clubs and so forth?

Response

Council is considering this matter at tonight's meeting in regard to the next step being community engagement. Any subsequent decisions regarding the future use of the site will be brought back to Council for consideration before the end of the year

Question 3

Wouldn't it be of way more benefit to have something like a golf course where families can go and have fun together, learning and experiencing something that they could otherwise not experience?

Response

Council is considering this matter at tonight's meeting in regard to the next step being community engagement. Any subsequent decisions regarding the future use of the site will be brought back to Council for consideration before the end of the year.

Johanna Webster submitted 1 question, a response is provided in the Minutes.

Question 1

Would it be more prudent to spend funds putting more parking of the field in front of the Cardinia Life Pool for use at the venue and football grounds, rather than creating more grounds at the home of the old golf course?

Council is considering this matter at tonight's meeting in regard to the next step being community engagement. Any subsequent decisions regarding the future use of the site will be brought back to Council for consideration before the end of the year

Adrian Dowell submitted 1 question, and was present at the Meeting, the response was answered by General Manager, James Kelly and provided in the Minutes.

RE: "Sikh Temple" at 33 Officer Road, Officer.

Question 1

is Council proposing to install footpaths along the Southern end of Officer Road, Officer to allow people attending the temple to safely access the temple?

Response

Council delivers footpath improvements through its Footpath Expansion Program, which prioritises locations based on safety, connectivity, and community need.

At this stage, there are no plans to install a footpath along the southern end of Officer Road to provide access to the Sikh Temple at 33 Officer Road.

Kim Thomsen on behalf of Cardinia Concert Band submitted 6 questions, responses are provided in the Minutes.

Question 1

Who has instigated the two year non-occupancy law on the band not occupying the hall and why the band has only been notified of this on Friday and not when we were asked to vacate February 2024.

Response

Under clause 63.06 (Expiration of existing use rights) of the Cardinia Shire Planning Scheme, existing use rights can be lost if the use ceases for a continuous period of two years (Note: it can also be lost if the use has stopped for two or more periods which together total 2 years in any period of 3 years - *less relevant to the band for now*)

Question 2

Is there the possibility for an extension to this rule as we were asked to vacate and did not leave on our own accord.

Response

This requirement is set out in clause 63.06 (Expiration of existing use rights) of the Cardinia Planning Scheme, which is a planning scheme approved under the *Planning and Environment Act, 1987*. Council cannot extend or change this legislative requirement. The only option to maintain an existing use right would be to continue or recommence the use that has ceased before the use right expires.

Question 3

If this is a state or federal act from the minister have they ever upheld this law in previous settings? Has there been a precedent?

Response

Clause 63 - Existing use rights is a provision which forms part of every planning scheme governed by the *Planning and Environment Act 1987* in Victoria. The *Planning and Environment Act 1987* is a Victorian state Act. The Minister must abide by the same requirements. The only way to change its operation would be a planning scheme amendment to overhaul / change clause 63 (Existing Use Rights).

Question 4

What would be the cost for the band to purchase the hall?

Response

The cost would need to be determined by a Council Resolution and is not available at this time.

Question 5

When can we file for a motion to abstain for six months to allow us time to get funding, sponsorship or grants?

Response

The only way to maintain or reinstate existing use rights is to return to regular operation and use. This would need to be done before the current 2-year time frame (Feb 2026) expired.

Question 6

In the event that our hall is not sustainable, is there capacity in the repurposing and planning of the golf course clubrooms to house the band and all of its subgroups, ensembles, orchestra's and choirs in one of the suitable spaces in this facility moving forward.

Response

Council will discuss options with the band, presently the Deep Creek Centre has not been considered for this purpose.

Bill Ronald submitted 1 question, and was present at the Meeting, the response was answered by General Manager, Wayne Mack and provided in the Minutes.

RE: Community Satisfaction Survey 2025

Question 1

The local government Victoria's annual community satisfaction survey 2025, had 56 of the 79 Victorian Councils participate including the Melbourne City Council, this equates to 71% of all councils, Cardinia Shire Council was one of the few who chose not to participate in this survey and has for the last 4 years engaged Metroplis Research to undertake its own survey; what is the cost to engage Metroplis and why does Council prefer to undertake its own research as opposed to joining the Government run survey?

Response

The cost of the annual community satisfaction survey in 2025 was approx. \$59,000. The survey conducted by Metropolis ensures a higher number of respondents (minimum 900 respondents) as compared to the MAV community satisfaction survey (400 respondents for participating municipalities), and Metropolis conduct 'in field' face-to-face interviews at Council's request. Metropolis conducted surveys on behalf of 19 municipalities in 2025.

7 Ordinary Business

7.1 Town Planning Reports

7.1.1 PLANNING MATTERS DEALT WITH BY OFFICERS UNDER DELEGATED AUTHORITY - AUGUST 2025

Responsible GM:	Debbie Tyson
Author:	Jason Gilbert
Staff Disclosure:	All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.
Council Plan Reference:	5.1 We practise responsible leadership 5.1.1 Build trust through meaningful community engagement and transparent decision-making.

Resolution

Moved Cr Owen, seconded Cr Potter.

That Council note the 'Planning Matters Dealt with by Officers Under Delegated Authority – August 2025' report.

For: Cr Kowarzik, Cr Nickell, Cr Owen, Cr Paton, Cr Pomeroy, Cr Potter, Cr Roberts, Cr Ross and Cr Thomsen

Against: Nil

Carried

7.1.2 PLANNING MATTERS VCAT REPORT - AUGUST 2025

Responsible GM:	Debbie Tyson
Author:	Jason Gilbert
Staff Disclosure:	All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.
Council Plan Reference:	5.1 We practise responsible leadership 5.1.1 Build trust through meaningful community engagement and transparent decision-making.

Resolution

Moved Cr Thomsen, seconded Cr Pomeroy.

That Council note the 'Planning Matters VCAT Report – August 2025' report.

For: Cr Kowarzik, Cr Nickell, Cr Owen, Cr Paton, Cr Pomeroy, Cr Potter, Cr Roberts, Cr Ross and Cr Thomsen

Against: Nil

Carried

7.1.3 PLANNING SCHEME AMENDMENT ACTIVITY - AUGUST 2025

Responsible GM:	Debbie Tyson
Author:	Marcelle Bell
Staff Disclosure:	All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.
Council Plan Reference:	5.1 We practise responsible leadership 5.1.1 Build trust through meaningful community engagement and transparent decision-making. 5.1.4 Maximise value for our community through efficient service delivery, innovation, strategic partnerships and advocacy. 5.1.5 Champion the collective values of the community through the Councillors' governance of the shire.

Resolution

Moved Cr Pomeroy, seconded Cr Thomsen.

That Council note the 'Active Planning Scheme Amendments' report in Table 1.

For: Cr Kowarzik, Cr Nickell, Cr Owen, Cr Paton, Cr Pomeroy, Cr Potter, Cr Roberts, Cr Ross and Cr Thomsen

Against: Nil

Carried

7.2 General Reports

7.2.1 PETITION RESPONSE - TEMPERATURE OF CARDINIA LIFE CHANGEROOM & 25M POOL

Responsible GM:	Debbie Tyson
Author:	Jo Kennedy
Staff Disclosure:	All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.
Council Plan Reference:	2.1 We support the creation of liveable spaces and places 2.1.1 Advocate, plan for and deliver accessible community infrastructure and services that address community need.

Resolution

Moved Cr Thomsen, seconded Cr Roberts.

That Council:

1. Notes that works are underway including repairs to the compressor valves, filter replacement, motor repairs and building management system repair.
2. Notes that replacement of the dehumidifier units will be investigated and considered in Council's future capital works program.

For: Cr Kowarzik, Cr Nickell, Cr Owen, Cr Paton, Cr Pomeroy, Cr Potter, Cr Roberts, Cr Ross and Cr Thomsen

Against: Nil

Carried

7.2.2 APPOINTMENT OF COMMITTEE MEMBERS TO THE NOBELIUS HERITAGE PARK AND EMERALD MUSEUM COMMUNITY ASSET COMMITTEE

Responsible GM:	James Kelly
Author:	Desiree Lovell
Staff Disclosure:	All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.
Council Plan Reference:	1.1 We empower our communities to be healthy, connected and resilient 1.1.2 Enrich local identity and opportunities for the community to connect through art, history and cultural expression. 1.1.3 Lead by example in creating an inclusive and welcoming community for all by facilitating community education, capacity building, connection and celebration of our diversity. 1.1.5 Work closely with the community to deliver programs that build community resilience, relating to a pandemic or other disasters.

Resolution

Moved Cr Nickell, seconded Cr Owen.

That the following appointments be made to the Nobelius Heritage Park and Emerald Museum Committee of Management for a two-year term.

- Pauline Murphy (President)
- Anne Carter (Secretary)
- Julia Bell (Treasurer)
- Kerry Champness
- Anne Deschepper
- Chris Eichler
- Norma Pugh

For: Cr Kowarzik, Cr Nickell, Cr Owen, Cr Paton, Cr Pomeroy, Cr Potter, Cr Roberts, Cr Ross and Cr Thomsen

Against: Nil

Carried

7.2.3 DEEP CREEK RESERVE PAKENHAM GOLF COURSE FEASIBILITY STUDY AND OPTIONS

Responsible GM:	Debbie Tyson
Author:	Sam Cross
Staff Disclosure:	All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.
Council Plan Reference:	<p>2.1 We support the creation of liveable spaces and places</p> <p>2.1.1 Advocate, plan for and deliver accessible community infrastructure and services that address community need.</p> <p>2.1.2 Plan and maintain safe, inclusive and connected open spaces, places and active travel routes.</p> <p>5.1 We practise responsible leadership</p> <p>5.1.1 Build trust through meaningful community engagement and transparent decision-making.</p> <p>5.1.2 Manage our finances responsibly and leave a positive legacy for future generations.</p>

Resolution

Moved Cr Pomeroy, seconded Cr Roberts.

That Council:

1. Resolve that it has no intention to rezone and sell land that is the Pakenham Golf Course.
2. Note the findings of the Pakenham Golf Course Feasibility Study and proposed options including:
 - a. Option 1 – Golf
 - b. Option 2 – Active Reserve
 - c. Option 3 – Passive Reserve
3. Support Council officers to commence community engagement for 4 weeks on the options presented in the Pakenham Golf Course Feasibility Study. Community feedback will be considered as part of Council's overall decision-making process for the future of the Pakenham Golf Course.

The Mayor called a member of the gallery to order. A suspension of standing orders followed, the Meeting recommenced at 8.00pm after 5 minutes.

For: Cr Kowarzik, Cr Owen, Cr Pomeroy, Cr Potter, Cr Roberts, Cr Ross and Cr Thomsen

Against: Cr Nickell and Cr Paton

Carried

7.2.4 KOO WEE RUP RSL OPTIONS FOR RELOCATION AND PETITION

Responsible GM:	Wayne Mack
Author:	Erin Moore
Staff Disclosure:	All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.
Council Plan Reference:	<p>1.1 We empower our communities to be healthy, connected and resilient</p> <p>1.1.1 Plan for, and support the delivery of, accessible health and social services that address critical gaps in provision.</p> <p>5.1 We practise responsible leadership</p> <p>5.1.1 Build trust through meaningful community engagement and transparent decision-making.</p> <p>5.1.2 Manage our finances responsibly and leave a positive legacy for future generations.</p>

Resolution

Moved Cr Paton, seconded Cr Ross.

That Council:

1. Acknowledges the position the Koo Wee Rup Returned Service League Sub-Branch (the RSL) are in and notes assistance provided to support the RSL in developing options for their future premises;
2. Does not support Options 1-5 of land within Cochrane Park;
3. Supports further discussion of Options 7 and 8 with the RSL, and the existing tenant (Bowling Club) for the Bowls Pavillion and Community Asset Committee of the Koo Wee Rup Community Complex, before proceeding to appropriate community engagement if required;
4. Supports further discussion with VicTrack for Option 6 as the landowner, subject to additional information for a building project that is feasible, compliant and designed to satisfactory standards being provided by the RSL; and
5. Encourages the RSL to continue to explore alternative opportunities, including commercial opportunities and other shared use locations within Koo Wee Rup.

For: Cr Kowarzik, Cr Nickell, Cr Owen, Cr Paton, Cr Pomeroy, Cr Potter, Cr Roberts, Cr Ross and Cr Thomsen

Against: Nil

Carried

The Mayor thanked Cr Paton for acknowledging that the day marked the anniversary of the battle of Long Tan, Vietnam and requested that this recognition be recorded in the minutes.

7.3 Policy Reports

7.3.1 DRAFT ASSET PLAN 2025-2035

Responsible GM:	James Kelly
Author:	Mitchell Morris
Staff Disclosure:	All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.
Council Plan Reference:	1.1 We empower our communities to be healthy, connected and resilient 1.1.1 Plan for, and support the delivery of, accessible health and social services that address critical gaps in provision. 1.1.3 Lead by example in creating an inclusive and welcoming community for all by facilitating community education, capacity building, connection and celebration of our diversity.

Resolution

Moved Cr Thomsen, seconded Cr Ross.

That Council:

1. Endorses (in principle) the Draft Asset Plan, and undertake a further phase of community engagement, and
2. Following the completion of the community engagement, receive the outcomes of the further engagement and further consider a final Asset Plan to satisfy the requirements of the *Local Government Act 2020* prior to 31 October 2025.

For: Cr Kowarzik, Cr Nickell, Cr Owen, Cr Paton, Cr Pomeroy, Cr Potter, Cr Roberts, Cr Ross and Cr Thomsen

Against: Nil

Carried

7.3.2 ADOPT DRAFT DOMESTIC ANIMAL MANAGEMENT PLAN 2026-2029

Responsible GM:	Debbie Tyson
Author:	Linda Ross and Lauren Wilby
Staff Disclosure:	All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.
Council Plan Reference:	<p>1.1 We empower our communities to be healthy, connected and resilient</p> <p>1.1.1 Plan for, and support the delivery of, accessible health and social services that address critical gaps in provision.</p> <p>1.1.4 Facilitate a partnership approach to create safer communities.</p> <p>5.1 We practise responsible leadership</p> <p>5.1.1 Build trust through meaningful community engagement and transparent decision-making.</p>

Resolution

Moved Cr Potter, seconded Cr Ross.

That Council adopts the Draft Domestic Animal Management Plan 2026-2029 and support commencement of community engagement.

For: Cr Kowarzik, Cr Nickell, Cr Owen, Cr Paton, Cr Pomeroy, Cr Potter, Cr Roberts, Cr Ross and Cr Thomsen

Against: Nil

Carried

7.3.3 COMMUNITY CAPITAL WORKS GRANT POLICY ENDORSEMENT

Responsible GM:	Debbie Tyson
Author:	Fiona Barrientos & Nat Noonan
Staff Disclosure:	All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.
Council Plan Reference:	<p>1.1 We empower our communities to be healthy, connected and resilient</p> <p>1.1.3 Lead by example in creating an inclusive and welcoming community for all by facilitating community education, capacity building, connection and celebration of our diversity.</p> <p>2.1 We support the creation of liveable spaces and places</p> <p>2.1.1 Advocate, plan for and deliver accessible community infrastructure and services that address community need.</p>

The Mayor noted an administration error on page 7 of the Attached Guidelines, the date of the 'Implementation of Funds should state: 27 May 2027'. This change will be reflected in the document when uploaded to the website following the meeting.

Resolution

Moved Cr Owen, seconded Cr Roberts.

That Council endorses the new Community Capital Works Grant Policy.

For: Cr Kowarzik, Cr Nickell, Cr Owen, Cr Paton, Cr Pomeroy, Cr Potter, Cr Roberts, Cr Ross and Cr Thomsen

Against: Nil

Carried

7.4 Financial Reports

7.4.1 CAPITAL WORKS REPORT AUGUST 2025

Responsible GM:	James Kelly
Author:	Maria Fletcher
Staff Disclosure:	All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.
Council Plan Reference:	<p>2.1 We support the creation of liveable spaces and places</p> <p>2.1.1 Advocate, plan for and deliver accessible community infrastructure and services that address community need.</p> <p>2.1.2 Plan and maintain safe, inclusive and connected open spaces, places and active travel routes.</p> <p>2.1.5 Upgrade Council's road network to improve safety and connectivity while considering traffic demand and freight transport needs.</p> <p>5.1 We practise responsible leadership</p> <p>5.1.2 Manage our finances responsibly and leave a positive legacy for future generations.</p>

Resolution

Moved Cr Ross, seconded Cr Roberts.

That Council:

1. Receives and notes the performance report for the FY24/25 Capital Plan
2. Approves carry forward of \$3,072,879 from the FY24/25 Capital Plan for completion in the FY25/26 Capital plan, as set out in Appendix 1
3. Notes the following in-year adjustments of the FY25/26 Capital Plan
 - a. delivery of Koo Wee Rup netball court refurbishment and lighting replacement
 - b. design of Officer South Road
 - c. changes to child projects in the Sealed Road and Road Pavement renewal programs

Cr Pomeroy left the Meeting at 8.52pm and returned at 8.53pm.

For: Cr Kowarzik, Cr Nickell, Cr Owen, Cr Paton, Cr Pomeroy, Cr Potter, Cr Roberts, Cr Ross and Cr Thomsen

Against: Nil

Carried

7.5 Activity Reports

7.5.1 PERFORMANCE AND GROWTH REPORTS Q4 2024 2025

Responsible GM:	Wayne Mack
Author:	Owen Hardidge, Porshia Sidhu
Staff Disclosure:	All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.
Council Plan Reference:	5.1 We practise responsible leadership 5.1.1 Build trust through meaningful community engagement and transparent decision-making. 5.1.4 Maximise value for our community through efficient service delivery, innovation, strategic partnerships and advocacy.

Resolution

Moved Cr Ross, seconded Cr Pomeroy.

That Council receive and note the contents of the Performance and Growth Reports for Quarter 4 2024-2025.

For: Cr Kowarzik, Cr Nickell, Cr Owen, Cr Paton, Cr Pomeroy, Cr Potter, Cr Roberts, Cr Ross and Cr Thomsen

Against: Nil

Carried

7.5.2 COMMUNITY ENGAGEMENT UPDATE

Responsible GM:	Wayne Mack
Author:	Emma Wilkinson
Staff Disclosure:	All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.
Council Plan Reference:	5.1 We practise responsible leadership 5.1.1 Build trust through meaningful community engagement and transparent decision-making.

Resolution

Moved Cr Thomsen, seconded Cr Ross.

That Council notes the Community Engagement Update for August 2025.

Cr Owen left the Council Meeting at 9.17pm and did not return to the Meeting.

For: Cr Kowarzik, Cr Nickell, Cr Paton, Cr Pomeroy, Cr Potter, Cr Roberts, Cr Ross and Cr Thomsen

Against: Nil

Carried

7.5.3 AUDIT & RISK COMMITTEE BI-ANNUAL REPORT - AUGUST 2025

Responsible GM:	Wayne Mack
Author:	Bec Whiting
Staff Disclosure:	All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.
Council Plan Reference:	5.1 We practise responsible leadership 5.1.5 Champion the collective values of the community through the Councillors' governance of the shire.

Resolution

Moved Cr Paton, seconded Cr Nickell.

That Council note this report.

For: Cr Kowarzik, Cr Nickell, Cr Paton, Cr Pomeroy, Cr Potter, Cr Roberts, Cr Ross and Cr Thomsen

Against: Nil

Carried

7.5.4 ENVIRONMENT COUNCIL PLAN INITIATIVES QUARTERLY REPORT

Responsible GM:	James Kelly
Author:	Desiree Lovell and Jacqui Kelly
Staff Disclosure:	All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.
Council Plan Reference:	3.1 We value our natural assets and support our biodiversity to thrive 3.1.1 Partner with community, business and industry to take action on, and adapt to, climate change. 3.1.2 Actively move towards zero waste through increasing waste recovery and reuse. 3.1.3 Work with community to improve and manage our natural assets, biodiversity and cultural heritage. 3.1.4 Plan and advocate for better water cycle planning and management to reduce environmental impacts. 3.1.5 Facilitate community stewardship to build preparedness for natural threats.

Resolution

Moved Cr Pomeroy, seconded Cr Thomsen.

That Council note this report.

For: Cr Kowarzik, Cr Nickell, Cr Paton, Cr Pomeroy, Cr Potter, Cr Roberts, Cr Ross and Cr Thomsen

Against: Nil

Carried

8 Reports By Councillors

Cr Roberts addressed Council by reporting on:

- Pakenham Seniors Lunch

Cr Pomeroy left the Meeting at 9.27pm.

- Glenda George Farewell retirement lunch, commented on some of her contributions to community.

Cr Thomsen addressed Council by reporting on:

- Buln Buln, new childcare centre and commented how happy everyone is with the new centre.
- Lakeside Resident Group - Live Life Expo, whilst it was a great event, attendance was slower than expected.
- Toomuc Ward Fountain has stopped again, new parts are being sourced and it should be flowing again in no time at all.

Cr Pomeroy returned to the Meeting at 9.30pm.

Cr Paton addressed Council by reporting on:

- Ladies Auxillary Koo Wee Rup Regional Health services celebrated 70years of Grace & Giving and Annual General Meeting (AGM) and commented on the many contributions of this group of women to the community.
- Emergency Services and Funds rally
- 'Not in her name' campaign
- Council Drought relief information sessions

Cr Potter addressed Council by reporting on:

- World Breast Feeding week and sent a shout to new Mums and mentioned a support line.
- Happy 10th Birthday to 'Follow Bless Collective' who support the community
- Invite local businesses in Officer Ward to meet on the first Friday of the Month, 7pm at the Civic Centre.
- Melbourne Touch Sixes Rugby International Tournament on the 20 September at the Comely Banks Recreation Reserve Officer.
- Coffee with a Councillor next Tuesday, 1.30pm at Cafe 445 Princes Hwy, Officer

Cr Ross addressed Council by reporting on:

- Citizenship Ceremony, well attended and a privilege to go along and be part of their journey.
- Green Wedge Event to share concerns and challenges in these areas.
- South East Homeless and Alliance Launch, an event that brought many local services together.
- Buln Buln, new childcare and community centre and commented that Cardinia Shire was the first council in Victoria to have a multi kinder under one roof.
- Spark Illuminating Ewaste stories exhibition at the Cardinia Cultural Centre

Cr Pomeroy addressed Council by reporting on:

- St James 50th Anniversary Nar Nar Goon
- Book week is ahead, good luck to all those making preparations this week.

Cr Nickell addressed Council by reporting on:

- AGM Nobelius Park, it was a pleasure to attend

- Alma Treloar Dog Park Cockatoo
- Emerald Lake Stakeholders meeting reconvened
- AGM Over 50s Group, commented that it is a very active group
- Meet the Mayor session in Emerald

9 Presentation Of Petitions

There was no petitions.

10 Notices Of Motion

10.1 NOTICE OF MOTION 1117 - CR NICKELL

Cr Thomsen left the meeting at 9.42pm with a material conflict of interest in this item as he is a member of a committee that may be a potential beneficiary of a grant.

Alternate Resolution

Moved Cr Nickell, seconded Cr Ross.

That Council fund the organising Committee for Emerald Carols by the Lake an amount up to \$5,000, being the Community Festivals Grant shortfall for FY2025/26.

For: Cr Kowarzik, Cr Nickell, Cr Paton and Cr Ross

Against: Cr Pomeroy, Cr Potter and Cr Roberts

Carried

Cr Thomsen returned to the Meeting at 9.57pm.

11 Urgent Business

There was no Urgent Business.

12 Councillor Questions

There was no Councillor questions.

13 Mayoral Minute

The Mayor advised that community volunteer Audrey Dodson is undergoing some significant health issues and expressed on behalf of Council that our thoughts are with Audrey and Graham and the Dodson family.

14. Confidential Business

The *Local Government Act 2020* (the Act), section 66 provides that if a council or delegated committee determines that a meeting is to be closed to the public to consider confidential information, the Council or delegated committee must record in the minutes of the meeting that are available for public inspection:

- a) the ground or grounds for determining to close the meeting to the public by reference to the grounds specified in the definition of ***confidential information*** in section 3(1); and
- b) an explanation of why the specified ground or grounds applied.

The Act defines ***confidential information*** in s.3(1)(a)-(l), and includes information that may prejudice or impact; commercial negotiations, the security of Council, land use planning, law enforcement, legal privilege, personal information, private commercial information, confidential meeting information, internal arbitration, Councillor conduct panel information and information specified under s.77 of the previous *Local Government Act 1989*.

Once confidential information has been considered and decided in a closed session of a Council Meeting, a further resolution to resume open Council is required.

Resolution

Moved Cr Pomeroy, seconded Cr Thomsen.

That Council pursuant to section 66(5)(a) and (b) of the *Local Government Act 2020* close the Council Meeting to the public to consider the following confidential information:

1. Agenda Item 14.1 – Contract RFT000072 - Cardinia Youth Hub - Private commercial information is designated confidential on the grounds that it relates to s.3(1)(g) Private commercial information, being information provided by a business, commercial or financial undertaking that—(i) relates to trade secrets; or (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage;

For: Cr Kowarzik, Cr Nickell, Cr Paton, Cr Pomeroy, Cr Potter, Cr Roberts, Cr Ross and Cr Thomsen

Against: Nil

Carried

At 9.59pm the Meeting was adjourned and closed to the public.

15 Meeting Closure

Meeting closed at 10.30pm.

Minutes confirmed
Mayor