

Council Meeting

Minutes

Monday 17 November 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
Cr Collin Ross
Cr Brett Owen
Cr Trudi Paton

Officers: James Collins Chief Executive Officer
Peter Benazic General Manager Infrastructure and Environment
Debbie Tyson General Manager Community & Planning Services
Wayne Mack General Manager Corporate Services
Peter Harris Manager Governance, Safety & Property
Sharyn Tilley Coordinator Governance and Councillor Services

The Meeting commenced at 7.01pm.

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.....	11
7.1	Town Planning Reports	11
7.1.1	Glismann Road Area Development Plan Approval.....	11
7.2	General Reports.....	12
7.2.1	Pakenham Golf Course (Deep Creek Reserve) Recommendations.....	12
7.2.2	Proposed Sale Of 1 Halford Street, Upper Beaconsfield.....	13
7.2.3	Proposed Sale Of Army Road Hall, Pakenham Upper.....	14
7.2.4	Road Discontinuance And Sale At 11 Rosebery Street Lang Lang.....	15
7.2.5	Pakenham Community Hospital Car Parking	16
7.2.6	Festival And Events Grant Program Review	17
7.3	Policy Reports	18
7.3.1	Rating Strategy Review - Community Panel	18
7.3.2	Draft Onsite Waste Management Plan 2026-2029	19
7.3.3	Domestic Animal Management Plan 2026-2029.....	20
7.4	Financial Reports.....	21
7.4.1	Quarterly Finance Report - Q1 September 2025.....	21
7.4.2	Contract Extension CT000100 – Kernow Immunisation Service	22
7.5	Activity Reports	23
7.5.1	Community Engagement Update - November 2025.....	23

7.5.2 Quarterly Environment Report - Q1 September 2025	24
7.5.3 Quarterly Performance & Growth Report - Q1 September 2025	25
7.5.4 Capital Works Report - November 2025	26
8 Reports By Councillors.....	27
9 Presentation Of Petitions.....	28
9.1 Request to asphalt Lenne Street, Upper Beaconsfield.....	28
9.2 Request to asphalt Sunderland Road, Upper Beaconsfield	28
10 Notices Of Motion	29
10.1 Notice Of Motion 1120 - Cr Potter	29
10.2 Notice Of Motion 1121 - Cr Nickell	30
11 Urgent Business.....	31
12 Councillor Questions.....	31
13 Mayoral Minute	31
14 Confidential Business.....	32
14.2 Appointment Of Acting Chief Executive Officer	33
15 Meeting Closure	34

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

Nil

4 Adoption And Confirmation Of Minutes

Resolution

Moved Cr Pomeroy, seconded Cr Thomsen

That Council confirm the minutes of Council Meeting 20 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

5 Declaration Of Interests

Cr Thomsen declared a conflict of interest in *Agenda Item 7.2.3 Proposed Sale of Army Road Hall, Pakenham Upper*.

Cr Roberts declared a conflict of interest in *Agenda Item 7.2.6 Festival and Events Grant Program Review*.

6 Community Questions

In accordance with clause 3.52.2 of the *Governance Rules*, any commentary or preamble submitted with community questions has been removed and was not read aloud.

Sami Herath submitted 2 questions, these were not read aloud at the Meeting as the questioner was not present.

Topic: Officer Town Centre

Question 1

What actions have the council taken to encourage retailers to engage more in these areas recently (specifically within the last year 2025)?

Question 2

What actions will the council take to encourage more retailers to invest in Officer west and north in the year 2026?

Response

Council is currently focussed on engaging with landowners, and the State Government who hold a significant portion of the land in the centre. Our Growth Area Planning and Subdivisions team maintain regular engagement with landowners and developers through pre-application meetings to ensure planning processes are streamlined and opportunities progress without delay. We currently have three active sites where we are providing detailed information and support to landowners and prospective developers. There will be further work in engaging retailers as part of the Council Plan initiative in 2026.

Stephanie Davies submitted 5 questions, these were not read aloud at the Meeting as the questioner was not present.

Topic: Item 7.2.1 Pakenham Golf Course (Deep Creek Reserve) Recommendations

Question 1

Why did Council proceed to Step 4 public consultation on redevelopment options when Step 1 of the Ministerial Direction – establishing golf as surplus – was never satisfied?

Response

Council considered a report on this matter in August 2025 and are comfortable it is consistent with the guidelines. The guidelines encourage broader planning and community engagement, especially where major investment or alternative options might be considered.

Question 2

How was that consultation compliant with the Act's requirement for truthful, evidence-based engagement, when it misrepresented the viability findings and invited views on options the evidence had already ruled out?

Response

The consultation accurately reflected the feasibility study. The study confirmed golf is viable and ruled out selling or rezoning the land, but it did not rule out exploring other open space options. The engagement explained these findings, outlined the three options identified in the study and asked for community feedback, to inform Council's consideration of long-term

needs, financial sustainability and environmental factors before committing to major investment.

Question 3

What resolution or legal authority allowed officers to spend ratepayer funds on a redevelopment consultation process not authorised under Ministerial Direction 21, and how does that comply with Council's statutory duties of efficiency and transparency?

Response

On 18 August 2025 Council resolved to support Council officers to commence community engagement for 4 weeks.

Question 4

Given those binding planning determinations and the confirmed viability of golf, on what lawful or planning basis can Council again canvass redevelopment, and why is reinstatement of golf not the default action required to comply with both Ministerial Direction 21 and the existing zoning?

Response

Council is acting lawfully and in line with planning requirements. All options presented fit the Public Park and Recreation Zone and do not involve rezoning or sale.

Question 5

Did officers consider including, as a recommendation, a clear statement of Council's commitment to retain the 18-hole golf course and to work actively with potential partners to find a viable solution – instead of producing a report that effectively stalls and remains non-committal?

Response

The report outlines officers' position and recommendation.

Anthony Volpi submitted 3 questions, these were not read aloud at the Meeting as the questioner was not present.

Question 1

Can Council advise if the Deep Creek Golf course is blocked so as to not allow any motorised vehicle to enter?

Response

There is no authorised vehicle access onto the course.

Question 2

Does council have any plan to provide entrances to stop any further damage to the deep creek golf course?

Response

There are no current plans. Officers will monitor the situation and respond appropriately.

Question 3

Will the Council fine any person found to be illegally driving on any part of the golf with the exception of council works or contractors in the course of maintain the course?

Response

Yes, driving any vehicle other than in an area set aside for that purpose is prohibited.

Andrew Little submitted 3 questions, these were not read aloud at the Meeting as the questioner was not present.

Question 1

Is the Golf Course at Deep Creek Reserve still closed to members of the public?

Response

Yes, the golf course remains closed.

Question 2

A person who has been recording videos, posting on various social media forums was sighted driving his car through the Golf Course at Deep Creek Reserve, after hours and on weekends. Did Council authorise this person to have uncontrolled access to the site?

Response

Council did not authorise anyone to drive through the course.

Question 3

What is council doing to protect the Golf Course at Deep Creek from unauthorised access and will council install temporary fencing to ensure unauthorised access does not occur as this could result in damage to the asset?

Response

At this time, Council will not be installing temporary fencing and will take any enforcement action required.

Linda Amos submitted 8 questions, these were read and answered by General Manager Community and Planning Services.

Question 1

Given these obligations, can Council explain why the option of opening a connection between Glismann Road and Patrick Place was not assessed or considered as part of the Glismann Road Development Plan?

Question 2

In light of these statutory obligations and the clear planning benefits, why was the Patrick Place connection not evaluated or incorporated as a viable access option in the Development Plan, and will Council commit to formally reviewing this option as part of the next amendment or plan revision?

Response

The question of whether the Glismann Road Area Development Plan should enable a through-road connection to Patrick Place has been a topic of significant discussion and community interest over many years. This option was assessed during the early stages of the Development Plan process. Three earlier versions of the plan included a vehicle connection to Patrick Place. In response to community concerns, design issues, the impact on Patrick Place and the capacity of Glismann Road, Council adopted a position in 2018 that no vehicle access would be provided through Patrick Place.

This position was subsequently reflected in the planning scheme amendment and is now a key element of Development Plan Overlay Schedule 19 (DPO19). Both Council and the Panel were satisfied that the road network exhibited and approved as part of the amendment provided an appropriate and coordinated outcome. Any change to re-introduce a connection now, whether permanent or temporary, would require a new Planning Scheme Amendment.

Question 3

How does Council justify the many years during which landowners have been required to endure numerous processes, consultations, and obligations, only to now be presented with a Development Plan that still fails to resolve the core issues?

Question 4

How does Council intend to address the concerns, strain, and ongoing burden experienced by impacted landowners, and what steps will be taken to ensure that a workable and coordinated solution is finally delivered?

Response

The challenges faced in Glismann Road are not unique where fragmented land ownership and site constraints make coordinated development complex. Council will tonight consider the adoption of a Development Plan, but the timing and sequencing of development ultimately depend on landowners and market conditions.

To support coordinated, orderly and fair outcomes, Council has taken proactive steps, including:

- Funding technical investigations and specialist reports (approximately \$160,000) to address constraints and guide development.
- Introducing a Development Contributions Plan to share the cost of key infrastructure across all developers, rather than placing the full burden on individual landowners.
- Allocating budget for the Glismann Road Development Plan in 2024–2025) and appointing Urban Design and Management (UDM) to prepare the plan, supported by technical studies and informal engagement.
- Funding further investigations based on landowner feedback to address staging and access challenges.

If approved the Development Plan will enable subdivision applications to be considered and provides essential information for the development industry to understand requirements.

Council officers will continue working with landowners and developers through pre-application discussions on matters such as access, staging, and infrastructure delivery.

Question 5

What is Council's estimated monetary value of the construction costs for RD-02 (road pavement, drainage, traffic calming, etc.) that are not covered by DCP05 and which must be borne by individual developers? Has Council modelled the impact that these costs will have on the viability of developing the overall area?

Response

The Development Contribution Plan Project Costing Sheets were exhibited as part of Planning Scheme Amendment C238 and remain publicly available on Council's website.

The Project Sheets identify that the total cost of RD-02 is \$3,148,574. The DCP contribution represents approximately 38.5% of this cost. These quoted costs are based on 2022 estimates and will be indexed under DCP05 to reflect changes in construction prices over time.

The adoption of the Development Plan under consideration tonight does not change these DCP costs that were heavily scrutinised and endorsed by the Ministers appointed Planning Panel in 2022.

Question 7

The Council report acknowledges that the landowner of Property 3 is unlikely to subdivide. What fallback position does Council have for acquiring the necessary land (LA-01) for DCP infrastructure (RD-03) if the property owner remains unwilling to sell or develop (eg. Will Council use compulsory acquisition)?

Question 8

How quickly will Council act if the land remains undeveloped?

Response

LA-01 and RD-03 are identified as providing the southern access point for the western loop road. Council will not be acquiring LA-01 or constructing RD-03. The responsibility for delivering access and infrastructure within the approved framework rests with landowners and developers.

The Development Plan under consideration tonight provides two alternative road connection options at the northern end of the western loop road. These options ensure that all landowners have a pathway to achieve access without LA-01 and RD-03.

Tracey Bowe submitted 2 questions, these were read and answered by General Manager Infrastructure Services.

Question 1

When are the tender documents being prepared/issued for work to commence on Huxtable Rd?

Question 2

How long will the process take ie response within 30 days or longer and then awarded?

Response

Tenders for the construction of Huxtable Road in Pakenham Upper were open from 4 to 28 October 2025. Evaluation is now underway, with a contract expected to be awarded in December 2025.

7 Ordinary Business

7.1 Town Planning Reports

7.1.1 GLISMANN ROAD AREA DEVELOPMENT PLAN APPROVAL

Responsible GM:	Debbie Tyson
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. Vibrant Places</p> <p>2.1 Strategic planning - We ensure the Cardinia Shire Planning Scheme delivers high quality outcomes that preserve the liveability and identity of the municipality and protecting our natural environment, while also accommodating for population growth and economic development, while preserving the liveability and identity of the municipality and protecting our natural environment.</p> <p>3. Adaptive Environments</p> <p>3.1 Biodiversity - We protect our biodiversity and enhance our natural assets and diverse ecosystems.</p>

Resolution

Moved Cr Owen, seconded Cr Ross.

That Council:

1. Approves the Glismann Road Area Development Plan (November 2025) (Attachment 3 to this report) under the provisions of Section 4.0 of Schedule 19 to Clause 43.04 Development Plan Overlay of the Cardinia Planning Scheme, and:
 - a. Approves minor administrative, formatting, and editorial changes to improve clarity and consistency throughout the document, provided such changes do not alter the strategic intent of the Development Plan.
 - b. Requires that any changes made to the document be recorded in an appendix to the approved and stamped Glismann Road Area Development Plan.
2. Notes the Engagement Outcomes Report (October 2025) (Attachment 4 to this report) and:
 - a. Thanks landowners and key internal and external stakeholders for their valuable participation and input during the informal engagement process.
 - b. Acknowledges the feedback received and its important role in shaping the Glismann Road Area Development Plan (GRADP).

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 PAKENHAM GOLF COURSE (DEEP CREEK RESERVE) RECOMMENDATIONS

Responsible GM:	Debbie Tyson
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. Vibrant Places</p> <p>2.5 Community and open space infrastructure - We plan, deliver and maintain recreation facilities, open spaces and places that support community connection and promote the health and wellbeing of the community.</p> <p>5. Responsible Leaders</p> <p>5.2 Engagement - We build trust and encourage participation in Council decision-making by providing ongoing opportunities for people to have their say, ensuring the diverse voices of the Cardinia community are heard and considered.</p> <p>5.3 Long term financial sustainability - We manage Council's resources prudently and efficiently to ensure long-term financial sustainability.</p>

Alternate Resolution

Moved Cr Pomeroy, seconded Cr Paton.

That Council:

1. Notes the findings of the Pakenham Golf Course community engagement outcomes report.
2. Endorses officers to undertake an Expression of Interest (EOI) process for the future management of the Pakenham Golf Course, with the option for a long-term lease arrangement. The EOI will invite proposals aligned with the use of golf at the site alongside alternative proposals in accordance with the permitted zoning.
3. Acknowledges that it has not made a decision to continue golf at the site, and that any future decision regarding the continuation of golf will be informed by the proposals received through the EOI process.

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 PROPOSED SALE OF 1 HALFORD STREET, UPPER BEACONSFIELD

Responsible GM:	Wayne Mack
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. 5.1.2 Manage our finances responsibly and leave a positive legacy for future generations.

Alternate Resolution

Moved Cr Owen, seconded Cr Ross.

That Council:

1. Notes and thanks the public for the feedback received during the community consultation for the proposed future use of 1 Halford St Upper Beaconsfield;
2. Resolves to retain the land in Council ownership and that the future use of 1 Halford Street Upper Beaconsfield and be considered as part of the pending review of the 2009 Upper Beaconsfield Township Strategy; and
3. Explores opportunities for use of the land in accordance with Council's Leasing and Licensing Policy.

For: Cr Nickell, Cr Owen, Cr Paton, Cr Roberts, Cr Ross and Cr Thomsen

Against: Cr Kowarzik, Cr Pomeroy and Cr Potter

Carried

7.2.3 PROPOSED SALE OF ARMY ROAD HALL, PAKENHAM UPPER

Responsible GM:	Wayne Mack
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. 5.1.2 Manage our finances responsibly and leave a positive legacy for future generations.

Cr Thomsen left the meeting at 8.16 pm having declared a Conflict of interest in the item.

Resolution

Moved Cr Ross, seconded Cr Roberts.

That Council:

1. Notes and thanks the public for the feedback received during the community consultation for the proposed sale of Army Road Hall by private treaty to the Cardinia Civic Concert Band;
2. Notes it has met the requirements of section 114 of the *Local Government Act 2020*;
3. Resolves to sell Lot 1 on TP238546B and Lot 1 on TP29705C, known as the Army Road Hall at Pakenham Upper by private treaty to the Cardinia Civic Concert Band for the certified valuation sum of \$20,000 ex GST, (plus costs); and
4. Authorises the Chief Executive Officer to finalise negotiations and to sign the Contract of Sale and all other necessary documents associated with the sale of Lot 1 on TP238546B and Lot 1 on TP29705C, known as the Army Road Hall at Pakenham Upper to the Cardinia Civic Concert Band.

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

Carried

7.2.4 ROAD DISCONTINUANCE AND SALE AT 11 ROSEBERY STREET LANG LANG

Responsible GM:	Wayne Mack
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. Responsible Leaders 5.2 Engagement - We build trust and encourage participation in Council decision-making by providing ongoing opportunities for people to have their say, ensuring the diverse voices of the Cardinia community are heard and considered. 5.3 Long term financial sustainability - We manage Council's resources prudently and efficiently to ensure long-term financial sustainability.

Cr Thomsen returned to the meeting at 8.33 pm.

Resolution

Moved Cr Paton, seconded Cr Pomeroy.

That Council:

1. Gives notice of its intention to discontinue the 61m² of laneway south-east of 11 Rosebery Street Lang Lang and transfer this to the abutting landowner at 11 Rosebery for the market value of \$10,000 excluding GST plus reimbursement of associated costs including but not limited to valuations, surveying services, legals and lodgement;
2. Commences community engagement under s223 of the *Local Government Act 1989* and s.114 of the *Local Government Act 2020* in regard to the proposed discontinuance and transfer; and
3. Considers a report on the outcome of any submissions to be heard, prior to making a final decision on the discontinuance and transfer at a future Council Meeting.

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

Against: Nil

Carried

7.2.5 PAKENHAM COMMUNITY HOSPITAL CAR PARKING

Responsible GM:	Peter Benazic
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. Thriving Communities 1.4 Community Services - We support, advocate for, and seek to attract accessible health and community services to meet the needs of a growing and diverse community. 2. Vibrant Places 2.6 Infrastructure funding - We advocate to and partner with all levels of government to deliver projects that improve our community infrastructure, open spaces and precincts to meet the needs of our growing Shire.

Resolution

Moved Cr Roberts, seconded Cr Thomsen.

That Council notes the ongoing advocacy efforts of Council officers to encourage Monash Health to provide free parking at the Pakenham Community Hospital.

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

Against: Nil

Carried

7.2.6 FESTIVAL AND EVENTS GRANT PROGRAM REVIEW

Responsible GM:	Debbie Tyson
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. Thriving Communities 1.1. Community culture and identity - We enrich local identity and foster opportunities for the community to make meaningful connections through creative arts, events and cultural expression. 5. Responsible Leaders 5.7 Governance - We maintain a high level of transparent, accountable, unbiased and representative governance.

Cr Roberts left the meeting at 8.46pm having declared a conflict of interest in the item.

Resolution

Moved Cr Paton, seconded Cr Nickell.

That Council:

1. Notes the review of the 2025-26 Festivals and Events Grant Program, including program compliance analysis, applicant feedback, and insights gathered through community consultation.
2. Endorses a community engagement process to be undertaken in accordance with the *Local Government Act 2020* to inform the development of a Festivals and Events Grant Funding Policy.
3. Receives a further report in April 2026 presenting the draft Festivals and Events Grant Funding Policy informed by community engagement findings for Council consideration.

For: Cr Kowarzik, Cr Potter, Cr Ross and Cr Thomsen

Against: Cr Nickell, Cr Owen, Cr Paton and Cr Pomeroy

Carried on casting vote of the Mayor.

7.3 Policy Reports

7.3.1 RATING STRATEGY REVIEW - COMMUNITY PANEL

Responsible GM:	Wayne Mack
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. Responsible Leaders 5.2 Engagement - We build trust and encourage participation in Council decision-making by providing ongoing opportunities for people to have their say, ensuring the diverse voices of the Cardinia community are heard and considered. 5.3 Long term financial sustainability - We manage Council's resources prudently and efficiently to ensure long-term financial sustainability.

At 9.06pm Cr Roberts returned to the Meeting.

Resolution

Moved Cr Potter, seconded Cr Ross.

That Council endorses the deliberative community engagement remit and process (Attachment 1) to inform Council's review of its property rating classifications within the Revenue and Rating Plan 2025-2029.

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

Against: Nil

Carried

Moved Cr Ross, seconded Cr Nickell

The meeting be adjourned for ten minutes.

Carried

Meeting adjourned at 9.12pm.

7.3.2 DRAFT ONSITE WASTE MANAGEMENT PLAN 2026-2029

Responsible GM:	Debbie Tyson
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. Thriving Communities</p> <p>1.3 Wellbeing and liveability - With diverse partner agencies we work to protect, improve and promote community health and wellbeing by implementing the Cardinia Shire Council Liveability Plan 2017-2029.</p> <p>5. Responsible Leaders</p> <p>5.1 Customer focus - We deliver customer-centered service that is clear, accessible, and responsive.</p> <p>5.2 Engagement - We build trust and encourage participation in Council decision-making by providing ongoing opportunities for people to have their say, ensuring the diverse voices of the Cardinia community are heard and considered.</p> <p>5.5 Continuous improvement - We take advantage of emerging technologies to continuously improve our customer experience, ensure our services are efficient, scalable and secure.</p>

At 9.20pm the Meeting resumed.

Resolution

Moved Cr Nickell, seconded Cr Pomeroy.

That Council:

1. Endorses the Draft Onsite Wastewater Management Plan (OWMP) 2026-2029.
2. Supports 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 DOMESTIC ANIMAL MANAGEMENT PLAN 2026-2029

Responsible GM:	Debbie Tyson
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. Thriving Communities</p> <p>1.3 Wellbeing and liveability - With diverse partner agencies we work to protect, improve and promote community health and wellbeing by implementing the Cardinia Shire Council Liveability Plan 2017-2029.</p> <p>5. Responsible Leaders</p> <p>5.1 Customer focus - We deliver customer-centered service that is clear, accessible, and responsive.</p> <p>5.2 Engagement - We build trust and encourage participation in Council decision-making by providing ongoing opportunities for people to have their say, ensuring the diverse voices of the Cardinia community are heard and considered.</p> <p>5.4 Advocacy - We act as a proactive and powerful advocate for our community, influencing outcomes that improve and enhance quality of life, access to services and future opportunities for our residents.</p> <p>5.5 Continuous improvement - We take advantage of emerging technologies to continuously improve our customer experience, ensure our services are efficient, scalable and secure.</p>

Resolution

Moved Cr Thomsen, seconded Cr Roberts.

That Council:

1. Adopts the Domestic Animal Management Plan 2026-2029 in accordance with the requirements of section 68A of the *Domestic Animals Act 1994*.
2. Publishes the new Domestic Animal Management Plan 2026-2029 to Cardinia's website.

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 QUARTERLY FINANCE REPORT - Q1 SEPTEMBER 2025

Responsible GM:	Wayne Mack
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. Responsible Leaders 5.3 Long term financial sustainability - We manage Council's resources prudently and efficiently to ensure long-term financial sustainability.

Resolution

Moved Cr Pomeroy, seconded Cr Ross.

That Council:

1. Receives and notes the quarterly financial report for the three months to 30 September 2025, for the purpose of section 97 of the *Local Government Act 2020*.
2. Notes that the Chief Executive Officer, as required under section 97(3) of the *Local Government Act 2020*, is of the opinion that a revised budget is not required.

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

Against: Nil

Carried

7.4.2 CONTRACT EXTENSION CT000100 – KERNOW IMMUNISATION SERVICE

Responsible GM:	Debbie Tyson
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. Thriving Communities 1.4 Community Services - We support, advocate for, and seek to attract accessible health and community services to meet the needs of a growing and diverse community.

Resolution

Moved Cr Owen, seconded Cr Thomsen.

That Council approves the contract extension CT000100 – Kernow Immunisation Service for a further 6 months, to a total contract sum of \$156,000.00 (excluding GST), with a revised a contract completion date of 30 June 2026.

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 COMMUNITY ENGAGEMENT UPDATE - NOVEMBER 2025

Responsible GM:	Wayne Mack
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. Responsible Leaders 5.2 Engagement - We build trust and encourage participation in Council decision-making by providing ongoing opportunities for people to have their say, ensuring the diverse voices of the Cardinia community are heard and considered.

Resolution

Moved Cr Roberts, seconded Cr Pomeroy.

That Council notes the community engagement update for November 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 QUARTERLY ENVIRONMENT REPORT - Q1 SEPTEMBER 2025

Responsible GM:	Peter Benazic
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. Adaptive Environments 3.1 Biodiversity - We protect our biodiversity and enhance our natural assets and diverse ecosystems. 3.2 Emergency preparedness - We partner with the community to strengthen our readiness and resilience to climate-related events and other emergencies. 3.3 Climate change - We partner with the community and business to respond to, and build resilience against, the impacts of climate change. 3.5 Waste - We collaborate with the community, industry and all levels of government to reduce our reliance on landfill and enhance resource recovery, with a focus on long-term sustainable services.

Resolution

Moved Cr Owen, seconded Cr Ross.

That Council note this report.

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

Against: Nil

Carried

7.5.3 QUARTERLY PERFORMANCE & GROWTH REPORT - Q1 SEPTEMBER 2025

Responsible GM:	Wayne Mack
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. Responsible Leaders 5.2 Engagement - We build trust and encourage participation in Council decision-making by providing ongoing opportunities for people to have their say, ensuring the diverse voices of the Cardinia community are heard and considered. 5.7 Governance - We maintain a high level of transparent, accountable, unbiased and representative governance.

Resolution

Moved Cr Pomeroy, seconded Cr Roberts.

That Council receive and note the contents of the Performance and Growth Reports for Quarter 1 2025-2026.

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

Against: Nil

Carried

7.5.4 CAPITAL WORKS REPORT - NOVEMBER 2025

Responsible GM:	Peter Benazic
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. Vibrant Places</p> <p>2.2 Annual capital project planning - We identify and deliver capital projects that provide and renew public infrastructure.</p> <p>2.3 Road network - We partner with agencies to plan, deliver and maintain an integrated transport network that supports connected communities into the future.</p> <p>2.5 Community and open space infrastructure - We plan, deliver and maintain recreation facilities, open spaces and places that support community connection and promote the health and wellbeing of the community.</p> <p>5. Responsible Leaders</p> <p>5.3 Long term financial sustainability - We manage Council's resources prudently and efficiently to ensure long-term financial sustainability.</p>

Resolution

Moved Cr Ross, seconded Cr Thomsen.

That Council receives and notes the performance report for the FY25/26 Capital Plan to end of Period 4 (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

8 Reports By Councillors

Cr Pomeroy addressed Council by reporting on:

- Myli appointed a new CEO and Board Directors.
- Bunyip Opportunity Shop opened at its new site.
- Bunyip RSL remembrance day service.

Thanked Councillors for their support in her first year as Deputy Mayor.

Cr Owen addressed Council by reporting on:

- Passing of Calvin Grees
- Passing of Gwen Neve
- Upper Beaconsfield CFA celebrated 100 years of serving the community.
- Mt Burnett Road, Gembrook Sealing, consultation drop in session

Cr Ross addressed Council by reporting on:

- Lang Lang Remembrance Day service
- Cardinia Cultural Centre latest exhibition
- Community Leadership Program Graduation
- Koo Wee Rup Regional Health Service
- Ward tour with the CEO

Cr Roberts addressed Council by reporting on:

- Outlook Community Centre, has many activities on offer
- Cardinia Cultural Centre Exhibition
- Remembrance Day Service in Pakenham

Cr Potter addressed Council by reporting on:

- Officer District Business Annual General Meeting
- ONE Officer Business network meeting
- Officer Ward Neighbourhood Watch Group formed.
- Victorian Multicultural Commission Event
- Community Leadership Program Graduation

9 Presentation Of Petitions

There are 2 petitions from our community to consider.

9.1 REQUEST TO ASPHALT LENNE STREET, UPPER BEACONSFIELD

Cr Owen tabled a petition titled 'Request to asphalt Lenne Street, Upper Beaconsfield'.

Resolution

Moved Cr Owen, Seconded Cr Ross

That Council:

1. Receives petition titled, 'Request to asphalt Lenne Street, Upper Beaconsfield'.
2. Considers a report on the matter at or prior to its Council Meeting in March 2026.
3. Notifies the lead petitioner, John Carney of the progress of the petition.

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

Against: Nil

Carried

9.2 REQUEST TO ASPHALT SUNDERLAND ROAD, UPPER BEACONSFIELD

Cr Owen tabled a petition titled 'Request to asphalt Sunderland Road, Upper Beaconsfield'.

Resolution

Moved Cr Owen, seconded Cr Ross

That Council:

1. Receives petition titled, 'Request to asphalt Sunderland Road Beaconsfield Upper'.
2. Considers a report on the matter at or prior to its Council Meeting in March 2026.
3. Notifies the lead petitioner, Chris Horbury of the progress of the petition.

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

Against: Nil

Carried

10 Notices Of Motion

10.1 NOTICE OF MOTION 1120 - CR POTTER

Resolution

Moved Cr Potter, seconded Cr Ross.

That Council:

1. Writes to the Minister for Health to express Council's deep concern regarding the exclusion of Meningococcal B from Victoria's immunisation schedule; and
2. Calls on the Minister to reinstate funding for the PRIME program, in order to safeguard equitable access to immunisation for refugee and asylum seeker communities.

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

Against: Nil

Carried

10.2 NOTICE OF MOTION 1121 - CR NICKELL

Resolution

Moved Cr Nickell, seconded Cr Pomeroy.

That Council:

1. In support of rapid implementation of the proposed approach to Special Charge Schemes, includes consideration of ways to give appropriate priority to roads with the following characteristics:
 - a. in upcoming work on refining the approach to and implementation of Special Charge Schemes and/or
 - b. the Unsealed Roads Strategy, for:
 - i. Roads in the residential areas (not the rural connector roads), where Lot sizes fall outside the target for the SCS Program. e.g. average frontage greater than 40m, or only some of road frontage has residential lots.
 - ii. Roads in the residential areas where no. 1 applies and/or that carry a high proportion of traffic which come from side streets (ie minor collector roads).
 - iii. Roads in residential areas where traffic volumes or terrain mean that a higher standard of surface or drainage treatment is required than the SCS Program Standards and cost per metre will therefore be prohibitive to adjacent residents.
 - iv. Roads in residential areas where the terrain causes adverse environmental or maintenance overheads, which warrant sealing and or construction of drainage.
2. In parallel to the development of a consistent Special Charge Scheme approach and the Unsealed Roads Strategy outlined in recommendation No.1, includes consideration of an inclusive process for residents to be involved in deciding the speed limit on local roads which have not been sealed to date, as a way of mitigating harmful effects in the interim.

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

Against: Nil

Carried

11 Urgent Business

There was no urgent business.

12 Councillor Questions

Cr Roberts asked the three questions and the General Manager Community and Planning Services answered.

Question 1

What Local laws need to be adhered to when displaying Seasonal lights and decorations?

Response

Seasonal lights and decorations must not obstruct or encroach on roads, footpaths, or nature strips. If decorations extend onto public land or restrict access, they may be prohibited or require a permit under Council's Community Local Law.

Question 2

For those choosing to visit local light displays what courtesies should viewers keep in mind for local residents regarding parking, rubbish and noise?

Response

We ask that visitors follow the Victorian Road Rules, Environment Protection Act and Cardinia Shire Community Local Law, while being considerate of residents. This includes:

- Not parking on nature strips, footpaths, reserves, dividing strips, or traffic islands. Always obey signage and avoid blocking driveways or access points.
- Visitors should only dispose of waste in bins or take it home with them; and
- Visitors need to keep noise to a minimum, especially during evening hours, to respect residential amenity.

Question 3

Does Council allow food vendors and/or carriage rides in the areas where lights are displayed?

Response

Under Council's Local Law, a person must not sell or trade from any car, caravan, trailer, or other vehicle on a road (including a road reserve, footpath, or nature strip), in a public place, or on property adjacent to a road or public place without a permit.

For carriage rides, a permit is not required, but operators must:

- Comply with Council's Community Local Law regarding the clean-up of any animal excrement deposited on roads by animals under their control; and
- Ensure compliance with the Road Safety Road Rules, including the requirement to use appropriate lights when operating an animal-drawn vehicle at night or in hazardous weather conditions. This is enforced by Victoria Police.

13 Mayoral Minute

The Mayor acknowledged Cardinia's participation in the 16 Days of Activism.

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, Councilor 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 Roberts.

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 – Appointment of Acting Chief Executive Officer is designated confidential on the grounds that it relates to s.3(1)(f) Personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.

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

Against: Nil

Carried

Meeting adjourned at 10.50pm.

15 Meeting Closure

Meeting closed at 10.59pm.

Minutes confirmed
Mayor