

Annual Statutory Council Meeting

Minutes

Monday 24 November 2025

Commenced at 7:00 PM

Council Chambers
20 Siding Avenue, Officer
Victoria

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

Officers: James Collins Chief Executive Officer
 Debbie Tyson General Manager Community & Planning Services
 Peter Benazic General Manager Infrastructure and Environment
 Wayne Mack General Manager Corporate Services
 Peter Harris Manager Governance, Safety & Property
 Allison Southwell Chief Finance Officer
 Tracey Varley Manager Communications and Engagement
 Sharyn Tilley Coordinator Governance and Councillor Services
 Laurie Baran Team Leader Communications
 Natalie Bennett Mayor and Councillor Support Officer

Meeting opened at 7.00pm.

Order of Business

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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 Acknowledgements

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

There were no apologies.

4 Declaration Of Interests

There were no declarations of interest.

5 Ordinary Business

5.1 DETERMINATION OF THE PERIOD OF OFFICE FOR MAYOR AND DEPUTY MAYOR

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 Kowarzik, seconded Cr Pomeroy.

That Council determines the term of office for the Mayor and Deputy Mayor as being for one year.

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

Against: Nil

Carried

5.2 ELECTION OF MAYOR

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.

The Chief Executive Officer called for nominations for the election of the Mayor.

Cr Ross was nominated by Cr Nickell and seconded by Cr Pomeroy.

Cr Potter was nominated by Cr Pomeroy and seconded by Cr Kowarzik.

Cr Owen nominated himself and was seconded by Cr Paton.

As there were three nominations received the Chief Executive Officer put each nomination to a vote in the order they were received.

Nomination	Votes
Cr Ross	Cr Ross, Cr Nickell, Cr Kowarzik
Cr Potter	Cr Pomeroy, Cr Potter
Cr Owen	Cr Roberts, Cr Thomsen, Cr Owen, Cr Paton

As a majority of votes was not obtained and second round of voting was required. As Cr Potter had the fewest number of votes she was declared defeated.

Nomination	Votes
Cr Ross	Cr Ross, Cr Nickell, Cr Potter, Cr Kowarzik
Cr Owen	Cr Roberts, Cr Thomsen, Cr Owen, Cr Pomeroy, Cr Paton

Cr Owen received a majority of votes and was declared elected as the Mayor of Cardinia Shire Council for a one year term.

Resolution

Moved Cr Owen, seconded Cr Paton

That Council:

1. Calls for nominations for the election of the Mayor and, if required undertakes the election process.
2. Confirms Cr Owen to the position of Mayor effective immediately until the next election of the Mayor which must be held on a day to be determined by the Council that is as close to the end of the one year term as is reasonably practicable.

Carried

Mayor, Cr Owen took the Chair.

5.3 ELECTION OF THE DEPUTY MAYOR

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.

The Mayor called for nominations for the election of the Deputy Mayor.

Cr Potter was nominated by Cr Ross and seconded by Cr Kowarzik.

Cr Ross was nominated by Cr Pomeroy and seconded by Cr Kowarzik.

Cr Roberts nominated by Cr Nickell and was seconded by Cr Paton.

As there were three nominations received the Mayor put each nomination to a vote in the order they were received.

Nomination	Votes
Cr Potter	Cr Potter Cr Thomsen, Cr Pomeroy
Cr Ross	Cr Ross, Cr Kowarzik
Cr Roberts	Cr Roberts, Cr Owen, Cr Nickell, Cr Paton

As a majority of votes was not obtained a second round of voting was required. As Cr Ross had the fewest number of votes, he was declared defeated.

Nomination	Votes
Cr Potter	Cr Pomeroy, Cr Potter, Cr Ross, Cr Thomsen
Cr Roberts	Cr Roberts, Cr Owen, Cr Nickell, Cr Paton, Cr Kowarzik

Cr Roberts received a majority of votes and was declared elected as the Deputy Mayor of Cardinia Shire Council for a one-year term.

Resolution

Moved Cr Nickell, seconded Cr Paton

That Council:

1. Calls for nominations for the election of Deputy Mayor and, if required, undertakes the election process.
2. Confirms Cr Roberts to the position of Deputy Mayor effective immediately until the next election of the Deputy Mayor which must be held on a day to be determined by the Council that is as close to the end of the one year term as is reasonably practicable.

Carried

5.4 MEETING DATES 2026

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 Ross, seconded Cr Thomsen.

That Council:

- Adopts the following Council meeting timetable for 2026, with all meetings to commence at 6pm and held in the Council Chamber, Civic Centre, Siding Avenue, Officer, unless otherwise notified:

Date	Time	Location
Monday, 16 February 2026	6.00pm	Council Chamber, Civic Centre, Siding Avenue, Officer
Monday 16 March 2026	6.00pm	Council Chamber, Civic Centre, Siding Avenue, Officer
Monday 20 April 2026	6.00pm	Council Chamber, Civic Centre, Siding Avenue, Officer
Monday 18 May 2026	6.00pm	Council Chamber, Civic Centre, Siding Avenue, Officer
Monday 15 June 2026	6.00pm	Council Chamber, Civic Centre, Siding Avenue, Officer
Monday 20 July 2026	6.00pm	Council Chamber, Civic Centre, Siding Avenue, Officer
Monday 17 August 2026	6.00pm	Council Chamber, Civic Centre, Siding Avenue, Officer
Monday 21 September 2026	6.00pm	Council Chamber, Civic Centre, Siding Avenue, Officer
Monday 19 October 2026	6.00pm	Council Chamber, Civic Centre, Siding Avenue, Officer
Monday 16 November 2026	6.00pm	Council Chamber, Civic Centre, Siding Avenue, Officer
Monday 23 November 2026 <i>(Annual Statutory Meeting)</i>	6.00pm	Council Chamber, Civic Centre, Siding Avenue, Officer
Monday 14 December 2026	6.00pm	Council Chamber, Civic Centre, Siding Avenue, Officer

- Disbands Town Planning Committee and revokes the Instrument of Delegation (Attachment 1).

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

Against: Nil

Carried

6 Urgent Business

There was no urgent business.

7 Meeting Closure

Meeting closed at 7.33pm.

Minutes confirmed
Mayor