

**MINUTES FOR MARCH 2026 - WEST COAST COUNCIL ORDINARY MEETING OPEN AGENDA**

 24<sup>th</sup> March 2026 Commencing 5:03 PM – AEST

West Coast Council Chambers, 11 Sticht St Queenstown 7467

**Attendees (9)**

Shane Pitt; Robert Butterfield; Lindsay Newman; Kerry Graham; Liz Harmer; Annie McKay, Vikki Iwanicki; Dwayne Jordan, Scott Stringer

**Apology:**
**OPEN MEETING AGENDA**

These minutes are to be read in conjunction with the open meeting agenda.

**76/26 RECORD OF ATTENDANCE/APOLOGIES / LEAVE OF ABSENCE**

Councillors	Apology	Approved Leave	Non-Attendance	Attended
Mayor Shane Pitt				X
Deputy Mayor Robert Butterfield				X
Cr Lindsay Newman				X
Cr Scott Stringer				X
Cr Kerry Graham				X
Cr Liz Hamer				X
Cr Annie McKay				X
Cr Vikki Iwanicki				X
Cr Dwayne Jordan				X

Staff	Attended
General Manager	X
Director Infrastructure & Operations	X
Manager Organisational Performance	X

## **77/26 DECLARTIONS OF INTEREST**

*Local Government (Meeting Procedures) Regulations 2025 – 10(3)(f) and 10(8):*

Nil

## **77/26 CONFIRMATION OF MINUTES**

*Local Government (Meeting Procedures) Regulations 2025: Regulation 10(3)(b):*

<b>Recommendation</b>
That the minutes of the ordinary meeting of the West Coast Council, held at the West Coast Council Chambers, 11 Sticht Street Queenstown, on <b>24<sup>th</sup> February 2026</b> , a copy of which having previously been circulated to Councillors prior to the meeting, be confirmed as a true and accurate record.
<b>Moved: Cr Butterfield</b>
<b>Seconded: Cr Jordan</b>
<b>Outcome: Carried</b>

For: Mayor Pitt, Cr Butterfield, Cr Newman, Cr Graham, Cr McKay, Cr Iwanicki, Cr Jordan, Cr Stringer

Against: Cr Hamer

## **78/26 PUBLIC PARTICIPATION AND QUESTION TIME**

### **Local Government (Meeting Procedures) Regulations 2025 Regulation 33:**

#### **Questions on Notice**

**Anna Caville:**

"In regard to picnic tables/shelters around Strahan, are there any plans for replacing the outside picnic benches at Strahan beach? Whilst the undercover ones are in good condition, the outside ones seem to need replacing.

Also, a suggestion for Strahan skate park picnic table to have another one installed and a shelter over both. Not useable in winter in light rain and scorched in the summer heat.

Swan basin being a high traffic area a shelter over the picnic table on the water side would be ideal"

**Response:** In response to the question regarding picnic tables and shelters at Strahan Beach, the Strahan Skate Park and Swan Basin, Council advises that there is currently no confirmed program for replacement of the outdoor picnic tables at Strahan Beach, installation of an additional table and shelter at the skate park, or provision of a shelter at Swan Basin.

Council is currently progressing a broader asset management review across the region. Through this process, the condition, usage, renewal priorities and maintenance requirements of recreational assets will be assessed.

The locations referenced can be considered through Council's future recreational asset planning to determine whether renewal, upgrade or rationalisation works may be warranted.

## **79/26 PUBLIC QUESTIONS WITHOUT NOTICE**

#### **Questions without Notice**

Nil

## **81/26 COUNCILLOR QUESTIONS ON NOTICE**

### **Local Government (Meeting Procedures) Regulations 2025 – Regulations 35:**

#### **Questions on Notice**

##### **QT 14/26 Deputy Mayor Butterfield**

Could council please advise if there are any plans to modify and improve the footpath directly outside the Rosebery Memorial Hall.

This section of footpath contains several different levels and angles which may create potential slip or trip hazards for pedestrians accessing the hall.

As the hall is a well-used community facility safe and accessible access is important for residents, visitors and particularly elderly members of the community.

Further to this as the footpath runs alongside a state growth highway, and I understand the issue was previously raised around 2017.

Could council please advise:

1. Whether any action has been taken since the issue was first raised in 2017 to alleviate the safety concerns
2. Whether council has sought or intends to seek funding or assistance in conjunction with State Growth to rectify the footpath and improve accessibility; and
3. Whether council will undertake a review of the site to ensure access is safe and more easily navigable, particularly for residents and those with limited mobility.

**Response:** Council is aware of the concerns regarding the condition of the footpath and entry approach outside the Rosebery Memorial Hall. The varying levels across this section of footpath have the potential to create slip or trip hazards, particularly for elderly residents and people with limited mobility accessing the facility.

1. **Action since the issue was raised in 2017**  
Council is currently reviewing available records to determine whether any works or interim measures were undertaken following the matter being raised in 2017.
2. **Funding or assistance with State Growth**  
Council has not sought external funding or assistance for this matter to date. Following inspection of the site and identification of the appropriate scope of works, Council will consider potential funding opportunities or engagement with the Department of State Growth if relevant.
3. **Review of the site and accessibility**  
Council will undertake a site inspection to assess the condition of the footpath and entry approach and determine appropriate treatment options to improve pedestrian safety and accessibility.

## **82/26 COUNCILLOR QUESTIONS WITHOUT NOTICE**

### **Local Government (Meeting Procedures) Regulations 2025 – Regulations 34:**

#### **Questions Without Notice**

<b>QT 15/26 Cr Graham</b>
<p>The way finding sign in Reid St was moved to a place where it no longer meets the purpose for why it was originally put in place.</p> <p>Is there an application to move the sign from a State Growth Road Reserve in place?</p> <p>And</p> <p>Is there an application in place to place the sign in its new location, being a Local Government reserve?</p> <p>If there is an application for both in place, who were the enabling persons that approved the shifting of the sign.</p>
<p><b>Response:</b></p> <p>As part of the PA that was issued for a driveway at 5 Harvey St permission was given to relocate the sign subject to obtaining relevant permits.</p> <p>A permit was issued by State Growth to carry out works on site but this related to the construction of a driveway. No mention was made on the application with regards to the moving of signage.</p>

<b>QT 16/26 Cr Iwanicki</b>
<p>Has Council received any correspondence from the Western Regional Strategic Partnership regarding the appointment of a local West Coast Project Officer? If not, can Council make inquiries as to the status of the recruitment process?</p>
<p><b>Response:</b></p> <p>The General Manager has not been advised on the recruitment process.</p> <p>Council will write to Western Strategic partnership regarding the above appointment and the process undertaken. Update to all to provided upon receipt of response.</p>

<b>QT 17/26 Cr McKay</b>
<p>As we approach the upcoming budget setting process, could a report be prepared for Councillors that provides a clear and comprehensive overview of Council’s asset position.</p> <p>Specifically, I am seeking:</p> <ul style="list-style-type: none"> <li>• An update on the current <b>Asset Management Plan</b>, including asset condition, renewal requirements, and any identified risks</li> <li>• A summary of the <b>asset register</b>, including the current valuation of assets</li> <li>• Any key insights that will assist Councillors in understanding asset sustainability and future funding requirements ahead of budget deliberations</li> </ul> <p>This information will be valuable in ensuring informed decision-making and a clear understanding of Council’s long-term asset responsibilities.</p>
<p><b>Response:</b></p> <p>A report will be provided to the April 2026 Meeting.</p>

<b>QT 18/26 Cr McKay</b>
<p>Currently the software used by Councillors (Diligent) has not been used for minutes and agendas. What is the plan for moving forward?</p>
<p><b>Response:</b></p> <p>Councillors can still access Diligent for the document library. We currently have a Councillor Portal under development which will incorporate all of the documents located on Diligent plus additional features.</p> <p>This portal will be demonstrated at the Councillor workshop on April 28.</p>

### **83/26 MOTIONS ON NOTICE**

Nil

### **84/26 MOTIONS WITHOUT NOTICE**

Nil

### **85/26 MAYOR AND COUNCILLOR DIARIES AND COMMUNICATIONS**

<b>Noting Decision</b>
That Council note the Mayor & Councillor Diaries and Communications as presented.
<b>Outcome: Noted</b>

**COUNCILLOR GIFTS AND DONATIONS**

Nil

**86/26 COUNCIL WORKSHOPS**

**Local Government (Meeting Procedures) Regulations 2025, Clause 10(3)(c)**

<b>Noting Decision</b>
That Council note the following Workshops were conducted by Council since the last Ordinary Council Meeting:
<b>Outcome: Noted</b>

<b>Briefing / Workshop Dates</b>	<b>Subjects</b>
10 <sup>th</sup> March 2026	<ul style="list-style-type: none"> <li>Statewide Industrial Land Supply</li> </ul>
24 <sup>th</sup> March 2026	<ul style="list-style-type: none"> <li>Cradle Coast Authority – Presentation from CEO &amp; Chair</li> <li>Your Space Oceania – Housing Presentation</li> <li>Industrial Development &amp; Housing Proposal</li> <li>Recreational Vehicle (RV) Strategy &amp; Preparedness</li> <li>Carly &amp; Michael Vanderzwet – Verbal update on Projects</li> </ul>

**87/26 CORRESPONDENCE**

<b>Noting Decision</b>
That Council note the Correspondence, both incoming and outgoing, as presented.
<b>Outcome: Noted</b>

**88/26 COUNCIL DECISION STATUS REPORTS/ACTION ITEM LIST**

<b>Noting Decision</b>
That Council note the Status Report/Action Item of Open Council Meeting decisions be received.
<b>Outcome: Noted</b>

**89/26 ORGANISTAIONAL REPORTS FOR NOTING**

<b>Noting Decision</b>
That Council note the organisational reports.
<b>Outcome: Noted</b>

**91/26 REPORT – AUDITED LOCAL ROADS AND INFRASTRUCTURE PROGRAM AS AT JUNE 2025**

<b>Motion</b>
That Council receive the final audited Roads and Infrastructure Program report for the period ending 30 June 2025.
<b>Moved: Cr Stringer</b>
<b>Seconded: Cr Butterfield</b>
<b>Outcome: Carried</b>

For: Mayor Pitt, Cr Butterfield, Cr Newman, Cr Graham, Cr McKay, Cr Iwanicki, Cr Jordan, Cr Stringer, Cr Hamer  
 Against: Nil

**92/26 MATTERS PROPOSED FOR CLOSED MEETING**

<b>Motion</b>
That Council RESOLVE BY ABSOLUTE MAJORITY to go into Closed Session to discuss items from 93/26 to 106/26
<b>Moved: Cr Butterfield</b>
<b>Seconded: Cr Newman</b>
<b>Outcome: Carried</b>

For: Mayor Pitt, Cr Butterfield, Cr Newman, Cr Graham, Cr McKay, Cr Iwanicki, Cr Jordan, Cr Stringer, Cr Hamer

Against: Nil

<b>Item Number</b>	<b>Matter</b>	<b>Local Government (Meeting Procedures) Regulations 2025 (Meeting Closure Reference)</b>
<b>93/26</b>	Confirmation of meeting Minutes	17 (2)(h)
<b>95/26</b>	Councillor Raised issues & information	17 (2)(h)
<b>99/26</b>	Council Decision Statuses Reports/Action Items	17 (2)(h)
<b>100/26</b>	Correspondence	17 (2)(h)
<b>101/26</b>	General Manager's Certificate	17 (2)(h)
<b>102/26</b>	General Manager's Report	17 (2)(h)
<b>103/26</b>	Report	17 (2) (a)
<b>104/26</b>	Report	17 (2) (a)
<b>105/26</b>	Report	17 (2) (a)

**CLOSE OF MEETING, TIME BEING: 5:53PM**