



# **MINUTES**

**General Meeting**

**26 October 2022**

**MINUTES OF NORTH BURNETT REGIONAL COUNCIL  
GENERAL MEETING  
HELD AT THE MT PERRY BOARDROOM  
ON WEDNESDAY, 26 OCTOBER 2022 AT 09:00AM**

**COUNCILLORS:** Mayor Leslie Hotz, Cr Robert Radel, Cr Michael Dingle, Cr Melinda Jones, Cr Susan Payne, Cr Dael Giddins and Cr Kingsley Mesner

**OFFICERS:** Margot Stork (Chief Executive Officer), Anna Scott (Interim General Manager Works), Skye Price (Interim General Manager Corporate and Community), Owen Jensen (Financial Services Manager), Carl Bacon (Civil Works Manager), Jenny Hall (Community Development Stream Leader), Tegan Bauer (Executive Assistant to the Mayor)

**1 WELCOME/HOUSEKEEPING**

The Mayor declared the meeting open at 9:00am.

**2 ATTENDEES**

The Mayor welcomed all attendees noting that Cr Jones joined the meeting via Microsoft Teams.

**3 APOLOGIES/LEAVE OF ABSENCE**

Nil.

**4 ACKNOWLEDGEMENT OF COUNTRY**

On behalf of Council, the Mayor extended an Acknowledgement of Country.

**5 MOMENT OF SILENCE AND REFLECTION**

The Mayor called for a moment of silence to pay respects to those who have passed in our region.

<i>Keith Aberdein</i>	<i>Biggenden</i>
<i>Bill Staib</i>	<i>Coalstoun Lakes</i>
<i>William Cooper</i>	<i>Gayndah</i>
<i>Alan Kirk</i>	<i>Gayndah</i>

**6 DEPUTATIONS/PETITIONS**

Nil.

**3 DECLARATIONS OF INTEREST**

Nil.

**8 CONFIRMATION OF MINUTES**

**8.1 MINUTES OF THE GENERAL MEETING HELD ON 28 SEPTEMBER 2022**

**OFFICERS RECOMMENDATION**

That the Minutes of the General Meeting held on 28 September 2022 be confirmed.

Moved: Cr Dingle

Seconded: Cr Mesner

**RESOLUTION 2022/150**

That the Minutes of the General Meeting held on 28 September 2022 be confirmed.

In Favour: Mayor Leslie Hotz, Cr Robert Radel, Cr Michael Dingle, Cr Susan Payne, Cr Dael Giddins, Cr Melinda Jones and Cr Kingsley Mesner.

Against: Nil.

**CARRIED 7/0**

**9 OFFICE OF THE CHIEF EXECUTIVE OFFICER****9.1 2022-2023 OPERATIONAL PLAN - Q1 OUTCOMES REPORT****OFFICERS RECOMMENDATION**

That in accordance with Section 174(3) of the *Local Government Regulation 2012 (Qld)*, Council receives the 2022-23 (FY23) Operational Plan – Q1 Progress Report for the period 1 July 2022 – 30 September 2022.

Moved: Cr Giddins

Seconded: Cr Radel

**RESOLUTION 2022/151**

That in accordance with Section 174(3) of the *Local Government Regulation 2012 (Qld)*, Council receives the 2022-23 (FY23) Operational Plan – Q1 Progress Report for the period 1 July 2022 – 30 September 2022.

In Favour: Mayor Leslie Hotz, Cr Robert Radel, Cr Michael Dingle, Cr Susan Payne, Cr Dael Giddins and Cr Melinda Jones.

Against: Cr Kingsley Mesner.

**CARRIED 6/1**

**202210\_1 Item 9.1 QON**

Mayor Hotz requested clarification if Item 27 Rural Addressing has budget allocation. Through the Chair, Skye Price (Interim General Manager Corporate and Communities) responded to Mayor Hotz noting that the question would be taken on notice.

**202210\_2 Item 9.1 QON**

Mayor Hotz requested clarification if Item 27 Rural Addressing street signage will be replaced, and if signing for new property numbering will be supplied and erected by Council. Through the Chair, Anna Scott (Interim General Manager Works) responded to Mayor Hotz noting that the policy is currently under review and that the question would be taken on notice.

**NOTE:** Councillors noted that having correct signage on rural roads and properties is important for emergency services as GPS is not always correct.

**9.2 COUNCILLOR ACCEPTABLE REQUESTS AND EMPLOYEE INTERACTION GUIDELINES**

**OFFICERS RECOMMENDATION**

That pursuant to section 170A of the *Local Government Act 2009*, Council resolves to adopt Policy 1180 Councillor Acceptable Requests.

Moved: Cr Dingle

Seconded: Cr Radel

**RESOLUTION 2022/152**

That pursuant to section 170A of the *Local Government Act 2009*, Council resolves to adopt Policy 1180 Councillor Acceptable Requests.

In Favour: Mayor Leslie Hotz, Cr Robert Radel, Cr Michael Dingle, Cr Susan Payne, Cr Dael Giddins, Cr Melinda Jones and Cr Kingsley Mesner.

Against: Nil.

**CARRIED 7/0**

**NOTE:** Margot Stork (CEO) noted an administrative amendment to page 4 of the Policy to include LDMG Officer in the list of Responsible Officers.

**9.3 COUNCILLOR PORTFOLIOS**

**OFFICERS RECOMMENDATION**

That Council:

1. Agrees by Resolution to the development and implementation of Councillor portfolios in accordance with the proposed Terms of Reference and Operating Protocols as outlined in the Policy attached.
2. Endorse the establishment of 4 portfolios pursuant to Option 1 as referenced in the attached document, namely -

Portfolio	Strategic Focus - Examples
Water and Waste	Produce water that meets the Australian Drinking Water Guidelines Health Standards. Develop a regional waste facility that meets community and legislative requirements. Waste and Resource Recovery are managed in line with State legislation and policies.
Roads and Infrastructure	Roads that provide connection across the region. Bridges are safe and appropriate to road requirements.
Arts, Sports and Recreation	Key Council events are delivered effectively across the region and community events are promoted and successful. Museums, historical societies and art galleries are supported to ensure rich cultural precincts.
Economic Development, Community and Tourism	Planning and support so local groups are able to effectively operate and complete key projects and programs for the benefit of community. The North Burnett Transport Service continues to deliver service excellence and public transport options for residents and travellers. Community grants budget is effectively delivered in line with endorsed policy to enrich community events and projects. Community facilities are well maintained and utilised. Leverage promotional opportunities and promote the regions tourism product through appropriate channels.

3. Appoints by Resolution the following Councillors as Portfolio and Proxy / Assistant Portfolio Councillors:

Portfolio	Portfolio Councillor	Proxy / Assistant Councillor
Water and Waste	<Councillor>	<Councillor>
Roads and Infrastructure	<Councillor>	<Councillor>
Arts, Sports and Recreation	<Councillor>	<Councillor>
Economic Development, Community and Tourism	<Councillor>	<Councillor>

4. Authorises the Chief Executive Officer to amend the Portfolio Operating Protocols as required from time to time, to ensure operational needs continue to be met.

Moved: Cr Payne

Seconded: Cr Mesner

### **RESOLUTION 2022/153**

That Council:

1. Agrees by Resolution to the development and implementation of Councillor portfolios in accordance with the proposed Terms of Reference and Operating Protocols as outlined in the Policy attached.
2. Endorse the establishment of 4 portfolios pursuant to Option 1 as referenced in the attached document, namely –

Portfolio	Strategic Focus - Examples
Water and Waste	Produce water that meets the Australian Drinking Water Guidelines Health Standards. Develop a regional waste facility that meets community and legislative requirements. Waste and Resource Recovery are managed in line with State legislation and policies.
Roads and Infrastructure	Roads that provide connection across the region. Bridges are safe and appropriate to road requirements.
Arts, Sports and Recreation	Key Council events are delivered effectively across the region and community events are promoted and successful. Museums, historical societies and art galleries are supported to ensure rich cultural precincts.
Economic Development, Community and Tourism	Planning and support so local groups are able to effectively operate and complete key projects and programs for the benefit of community. The North Burnett Transport Service continues to deliver service excellence and public transport options for residents and travellers. Community grants budget is effectively delivered in line with endorsed policy to enrich community events and projects. Community facilities are well maintained and utilised. Leverage promotional opportunities and promote the regions tourism product through appropriate channels.

3. Appoints by Resolution the following Councillors as Portfolio and Proxy / Assistant Portfolio Councillors:

Portfolio	Portfolio Councillor	Proxy / Assistant Councillor
Water and Waste	Cr Susan Payne	Cr Kingsley Mesner
Roads and Infrastructure	Cr Michael Dingle	Cr Kingsley Mesner Mayor Les Hotz
Arts, Sports and Recreation	Cr Dael Giddins	Cr Melinda Jones
Economic Development, Community and Tourism	Cr Melinda Jones	Cr Dael Giddins

4. Authorises the Chief Executive Officer to amend the Portfolio Operating Protocols as required from time to time, to ensure operational needs continue to be met.

**In Favour:** Mayor Leslie Hotz, Cr Michael Dingle, Cr Susan Payne, Cr Dael Giddins, Cr Melinda Jones and Cr Kingsley Mesner.

**Against:** Cr Robert Radel.

**CARRIED 6/1**

**ATTENDANCE:** At 9.51am Skye Price (Interim General Manager Corporate and Communities) left the meeting.

**ATTENDANCE:** At 9.52am Skye Price (Interim General Manager Corporate and Communities) returned to the meeting.

**ATTENDANCE:** At 9.52am, Owen Jensen (Financial Services Manager) joined the meeting.

## 10 CORPORATE AND COMMUNITY

### 10.1 FINANCE REPORT TO 30 SEPTEMBER 2022

#### OFFICERS RECOMMENDATION

That in accordance with section 204 *Local Government Regulation 2012 (Qld)*, Council receives the Finance Report for the period ended 30 September 2022.

Moved: Cr Payne

Seconded: Cr Radel

#### **RESOLUTION 2022/154**

That in accordance with section 204 *Local Government Regulation 2012 (Qld)*, Council receives the Finance Report for the period ended 30 September 2022.

In Favour: Mayor Leslie Hotz, Cr Robert Radel, Cr Michael Dingle, Cr Susan Payne, Cr Dael Giddins, Cr Melinda Jones and Cr Kingsley Mesner.

Against: Nil.

**CARRIED 7/0**

**ATTENDANCE:** At 10.12am Owen Jensen (Financial Services Manager) left the meeting.



**10.2 2023 AUSTRALIA DAY AWARD CEREMONIES AND EVENTS****OFFICERS RECOMMENDATION:**

That Council:

1. Endorse one (1) of the following Australia Day event models for 2023, with a review in 2028:
  - (a) Council facilitates one (1) Regional Citizenship Ceremony and a Regional Australia Day Awards Presentation Ceremony in one (1) location on 26 January each year rotated across the region, with no local events delivered by Council; or
  - (b) Council facilitates one (1) Regional Citizenship Ceremony and a Regional Australia Day Awards Presentation Ceremony in one (1) location on 26 January each year rotated across the region and six (6) local Australia Day Awards presentation ceremonies conducted in each of the six (6) communities of Biggenden, Gayndah, Mount Perry, Mundubbera, Eidsvold and Monto, prior to the 26 January each year; or
  - (c) Council facilitates six (6) Australia Day Awards Presentation ceremonies in each community of Biggenden, Gayndah, Mount Perry, Mundubbera, Eidsvold and Monto with no regional event. Citizenship Ceremony to rotate across the six (6) communities of Biggenden, Gayndah, Mount Perry, Mundubbera, Eidsvold and Monto on 26 January each year.
2. Endorse one (1) of the following Australia Day Award models from 2023:
  - (a) North Burnett Regional Awards only – no local awards; or
  - (b) North Burnett Regional Awards only with one (1) “Local Legend” Award issued for each community of Biggenden, Gayndah, Mount Perry, Mundubbera, Eidsvold and Monto; or
  - (c) North Burnett Regional Awards and Local awards for each community of Biggenden, Gayndah, Mount Perry, Mundubbera, Eidsvold and Monto with Regional Awards to be presented at the relevant local ceremony.
3. Endorse a change in the number of award categories from nine (9) to seven (7), with awards being: 1. Citizen of the Year, 2. Young Citizen of the Year, 3. Volunteer of the Year, 4. Sportsperson of the Year, 5. Cultural Award, 6. Service to Sport, and 7. Community Organisation of the Year.
4. If 2(b) is endorsed, endorse the addition of the Local Legend Award.

Moved: Cr Payne

Seconded: Cr Dingle

**MOTION**

That Council endorses:

1. a) Facilitates one (1) Regional Citizenship Ceremony and a Regional Australia Day Awards Presentation ceremony in one (1) location on 26 January each year rotated across the region with no local events delivered by Council;
2. b) North Burnett Regional Awards only with one (1) “Local Legend” Award issued for each community of Biggenden, Gayndah, Mount Perry, Mundubbera, Eidsvold and Monto;
3. Endorse a change in the number of award categories from nine (9) to seven (7), with awards being: 1. Citizen of the Year, 2. Young Citizen of the Year, 3. Volunteer of the Year, 4. Sportsperson of the Year, 5. Cultural Award, 6. Service to Sport, and 7. Community Organisation of the Year.
4. Endorse the addition of the Local Legend Award.

Cr Jones proposed an Amended Motion, as follows:

Moved: Cr Jones

Seconded: Cr Giddins

**AMENDMENT (ONE)**

That Council:

1. Endorse the following Australia Day event model for 2023, with the intent to transition community for one (1) regional event beyond 2023:  
That, Council co-facilitates with community, six (6) Australia Day Awards Presentation ceremonies in each community of Biggenden, Gayndah, Mount Perry, Mundubbera, Eidsvold and Monto, should they choose to participate, on a date selected by such community.  
That, Council facilitates one (1) Regional Citizenship Ceremony and a Regional Australia Day Awards Presentation ceremony in one (1) location on 26 January each year rotated across the region, with the intent of one (1) regional event moving forward.
2. Endorse the following Australia Day Award models for 2023, with the intent to transition community for one (1) North Burnett Regional Award focus beyond 2024:  
That, Council facilitates North Burnett Regional Awards, with the intent to co-design future regional award categories with community.  
That, Local awards for each community of Biggenden, Gayndah, Mount Perry, Mundubbera, Eidsvold and Monto remain, should community choose to participate.
3. Endorse a change in the number of award categories from nine (9) to seven (7), with awards being: 1. Citizen of the Year, 2. Young Citizen of the Year, 3. Volunteer of the Year, 4. Sportsperson of the Year, 5. Cultural Award, 6. Service to Sport, and 7. Community Organisation of the Year and all future changes be in consultation with community.
4. That Council applies for Australia Day Community Grants to reduce the financial impact on Council to transitioning our communities to one (1) regional event.

In Favour: Mayor Leslie Hotz, Cr Dael Giddins and Cr Melinda Jones.

Against: Cr Robert Radel, Cr Michael Dingle, Cr Susan Payne and Cr Kingsley Mesner.

**LOST 3/4**

The original Motion proposed by Cr Payne and seconded by Cr Dingle was put and carried.

**RESOLUTION 2022/155**

That Council endorses:

1. a) Facilitates one (1) Regional Citizenship Ceremony and a Regional Australia Day Awards Presentation ceremony in one (1) location on 26 January each year rotated across the region with no local events delivered by Council;
2. b) North Burnett Regional Awards only with one (1) "Local Legend" Award issued for each community of Biggenden, Gayndah, Mount Perry, Mundubbera, Eidsvold and Monto;
3. Endorse a change in the number of award categories from nine (9) to seven (7), with awards being: 1. Citizen of the Year, 2. Young Citizen of the Year, 3. Volunteer of the Year, 4. Sportsperson of the Year, 5. Cultural Award, 6. Service to Sport, and 7. Community Organisation of the Year.
4. Endorse the addition of the Local Legend Award.

In Favour: Cr Robert Radel, Cr Michael Dingle, Cr Susan Payne, and Cr Kingsley Mesner.

Against: Mayor Leslie Hotz, Cr Dael Giddins and Cr Melinda Jones.

**CARRIED 4/3**

## 11 WORKS

### 11.1 COUNCILLOR REPLACEMENT VEHICLES - VEHICLE TYPE OPTIONS

#### OFFICERS RECOMMENDATION

That Council endorses the procurement of unleaded petrol, small sized SUVs to replace the existing six (6) Councillor vehicles.

Moved: Cr Giddins

Seconded: Cr Dingle

**RESOLUTION 2022/156**

That Council endorses the procurement of unleaded petrol, small sized SUVs to replace the existing six (6) Councillor vehicles.

In Favour: Mayor Leslie Hotz, Cr Michael Dingle, Cr Dael Giddins and Cr Kingsley Mesner.

Against: Cr Susan Payne, Cr Robert Radel and Cr Melinda Jones (abstained)

**CARRIED 4/3**

## 12 COUNCILLOR REPORTS

### 12.1 MAYOR AND COUNCILLORS REPORTS

#### OFFICERS RECOMMENDATION

That the Councillor Reports be received for the period of 1 September to 30 September 2022.

Moved: Cr Giddins

Seconded: Cr Dingle

#### **RESOLUTION 2022/157**

That the Councillor Reports be received for the period of 1 September to 30 September 2022.

In Favour: Mayor Leslie Hotz, Cr Robert Radel, Cr Michael Dingle, Cr Susan Payne, Cr Dael Giddins, Cr Melinda Jones and Cr Kingsley Mesner.

Against: Nil.

**CARRIED 7/0**

**13 URGENT BUSINESS**

Moved: Cr Radel

Seconded: Cr Dingle

**RESOLUTION 2022/158**

That Council provide leave to Councillor Susan Payne to raise a matter of urgent business concerning attendance at LAWMAC quarterly meetings.

In Favour: Mayor Leslie Hotz, Cr Robert Radel, Cr Michael Dingle, Cr Susan Payne, Cr Dael Giddins, Cr Melinda Jones and Cr Kingsley Mesner.

Against: Nil.

**CARRIED 7/0**

Moved: Cr Payne

Seconded: Cr Radel

**RESOLUTION 2022/159**

That Council endorse the attendance of Councillor Susan Payne, as the representative for North Burnett Regional Council at four quarterly meetings of LAWMAC, commencing with a meeting on 17 and 18 November 2022.

In Favour: Mayor Leslie Hotz, Cr Robert Radel, Cr Michael Dingle, Cr Susan Payne and Cr Kingsley Mesner.

Against: Cr Michael Dingle, Cr Dael Giddins and Cr Melinda Jones.

**CARRIED 4/3**

## 14 CONFIDENTIAL REPORTS

### OFFICERS RECOMMENDATION

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 275(1) of the *Local Government Regulation 2012*:

#### 14.1 Sale of Council Vehicle to the Burnett Inland Economic Development Organisation (BIEDO)

This matter is considered to be confidential under Section 254J(3)(a)-(i) - g of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

#### 14.2 Rural Fire Levy Expenditure

This matter is considered to be confidential under Section 254J(3)(a)-(i) - c of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with the local government's budget.

Moved: Cr Radel

Seconded: Cr Dingle

### **RESOLUTION 2022/158**

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 275(1) of the *Local Government Regulation 2012*:

#### 14.1 Sale of Council Vehicle to the Burnett Inland Economic Development Organisation (BIEDO)

This matter is considered to be confidential under Section 254J(3)(a)-(i) - g of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

#### 14.2 Rural Fire Levy Expenditure

This matter is considered to be confidential under Section 254J(3)(a)-(i) - c of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with the local government's budget.

In Favour: Mayor Leslie Hotz, Cr Robert Radel, Cr Michael Dingle, Cr Susan Payne, Cr Dael Giddins, Cr Melinda Jones and Cr Kingsley Mesner.

Against: Nil.

**CARRIED 7/0**

### **THE MEETING MOVED INTO A CLOSED SESSION AT 11.25AM.**

**NOTE:** During the confidential closed session, Councillors discussed the content in the confidential reports listed above.

**OFFICERS RECOMMENDATION**

That Council moves out of Closed Session into Open Session.

Moved: Cr Radel

Seconded: Cr Giddins

**RESOLUTION 2022/161**

That Council moves out of Closed Session into Open Session.

In Favour: Mayor Leslie Hotz, Cr Robert Radel, Cr Michael Dingle, Cr Susan Payne, Cr Dael Giddins, Cr Melinda Jones and Cr Kingsley Mesner.

Against: Nil.

**CARRIED 7/0**

**THE MEETING MOVED BACK INTO AN OPEN SESSION AT 11.35am.**

**14.1 SALE OF COUNCIL VEHICLE TO THE BURNETT INLAND ECONOMIC DEVELOPMENT ORGANISATION (BIEDO)****OFFICERS RECOMMENDATION**

That Council resolves to apply the exception under Section 236(1)(b)(ii) of the Local Government Regulation 2012, to dispose of the non-current asset item PEQ13040, being a 2015 Ford Territory TX identified by its Vehicle Inspection Number 6FPAAAJGATFE81540, to the Burnett Inland Economic Development Organisation for the sum of \$13,250 incl GST without going to tender or auction.

Moved: Cr Radel

Seconded: Cr Dingle

**RESOLUTION 2022/160**

That Council resolves to apply the exception under Section 236(1)(b)(ii) of the Local Government Regulation 2012, to dispose of the non-current asset item PEQ13040, being a 2015 Ford Territory TX identified by its Vehicle Inspection Number 6FPAAAJGATFE81540, to the Burnett Inland Economic Development Organisation for the sum of \$13,250 incl GST without going to tender or auction.

In Favour: Mayor Leslie Hotz, Cr Robert Radel, Cr Michael Dingle, Cr Susan Payne, Cr Dael Giddins, Cr Melinda Jones and Cr Kingsley Mesner.

Against: Nil.

**CARRIED 7/0**

**14.2 RURAL FIRE LEVY EXPENDITURE****OFFICERS RECOMMENDATION**

That Council:

1. Endorse Biggenden Rural Fire Brigade's request to utilise Rural Fire Levy funds to the value of \$35,813.15 towards construction of a suitably approved shed at Saleyards Road, Biggenden; and
2. Endorse Mount Perry Rural Fire Brigade's request to utilise Rural Fire Levy Funds to the value of \$900.00 to install a Wireless Access Point at 11 Elliot Street, Mount Perry.

Moved: Cr Radel

Seconded: Cr Giddins

**RESOLUTION 2022/161**

That Council:

1. Endorse Biggenden Rural Fire Brigade's request to utilise Rural Fire Levy funds to the value of \$35,813.15 towards construction of a suitably approved shed at Saleyards Road, Biggenden; and
2. Endorse Mount Perry Rural Fire Brigade's request to utilise Rural Fire Levy Funds to the value of \$900.00 to install a Wireless Access Point at 11 Elliot Street, Mount Perry.

In Favour: Mayor Leslie Hotz, Cr Robert Radel, Cr Michael Dingle, Cr Susan Payne, Cr Dael Giddins, Cr Melinda Jones and Cr Kingsley Mesner.

Against: Nil.

**CARRIED 7/0**

**4 CLOSURE OF MEETING**

The Meeting closed at 11.37am.

The minutes of this meeting were confirmed at the General Meeting held on 23 November 2022.

  
.....  
CHAIRPERSON