



# **MINUTES**

**General Meeting**

**24 January 2024**

**MINUTES OF NORTH BURNETT REGIONAL COUNCIL  
GENERAL MEETING HELD AT THE EIDSVOLD BOARDROOM  
ON WEDNESDAY, 24 JANUARY 2024 AT 9:00 AM**

## **1 WELCOME/HOUSEKEEPING**

The Mayor declared the meeting open at 9.00am and welcomed all attendees.

## **2 ATTENDEES**

**COUNCILLORS:** Cr Leslie Hotz (Mayor)  
Cr Robert Radel (Deputy Mayor)  
Cr Dael Giddins  
Cr Kingsley Mesner  
Cr Melinda Jones  
Cr Michael Dingle  
Cr Susan Payne

**OFFICERS:** Margot Stork (CEO)  
Anna Scott (General Manager Works)  
Kim Mahoney (General Manager Corporate and Community)  
Allan Hull (Civil Works Manager)\*^  
Jane Sutherland (Assets, Facilities and Fleet Manager)\*^  
Jenny Hall (Community Development Stream Leader)\*^  
John Fraser (Development & Building Services Stream Leader)\*^  
Kat Bright (Senior Executive Assistant to the CEO and Mayor)  
Kath Hamilton (Executive Assistant to the GM Corporate and Community)  
Marlene Carstens (Executive Assistant to the GM Works)^  
Michael Cartwright (Governance, Policy and Risk Advisor)^  
Mike Lisle (Planning and Environment Manager)^  
Owen Jensen (Financial Services Manager)\*^  
Rhys Habermann (Acting Strategic Relationships Manager)

^ attended the meeting via Microsoft Teams    \* attended part of the meeting only

## **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>Bruce Downie</i>	<i>Biggenden</i>	<i>Audrey Goschnick</i>	<i>Monto</i>
<i>Harold Griffin</i>	<i>Biggenden</i>	<i>Colin Tranter</i>	<i>Monto</i>
<i>Rosie Dodd</i>	<i>Eidsvold</i>	<i>Gwendoline Hampson</i>	<i>Monto</i>
<i>Valerie Pashalis</i>	<i>Eidsvold</i>	<i>Raymond Radel</i>	<i>Monto</i>
<i>Gladys Colch</i>	<i>Gayndah</i>		
<i>John Ahern</i>	<i>Gayndah</i>		
<i>Ray Willis</i>	<i>Gayndah</i>		

## 6 DEPUTATIONS/PETITIONS

Nil.

## 7 DECLARATIONS OF INTEREST

There were nil declarations at this time.

## 8 CONFIRMATION OF MINUTES

### 8.1 MINUTES OF THE GENERAL MEETING HELD ON 13 DECEMBER 2023

#### OFFICERS RECOMMENDATION

That the Minutes of the General Meeting held on 13 December 2023 be confirmed.

Cr Giddins highlighted a spelling error on page 14 of the previous minutes where "Interest" was misspelled. Margot Stork, CEO, responded through the Chair, assuring that the administration error would be rectified in the confirmed minutes.

Additionally, Cr Payne noted that her name was omitted as an attendee on page 2. Margot Stork, CEO, responded through the Chair, acknowledging the administration error, and ensuring that it would be corrected in the confirmed minutes. It was clarified that Cr Payne was present and participated in the meeting held on 13 December 2023.

#### RESOLUTION 2024/1

Moved: Cr Dael Giddins

Seconded: Cr Michael Dingle

That the Minutes of the General Meeting held on 13 December 2023 be confirmed.

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

Against: Nil

**CARRIED 7/0**

## 9 OFFICE OF THE CHIEF EXECUTIVE OFFICER

### 9.1 OUTSTANDING COUNCIL RESOLUTIONS REPORT

#### OFFICERS RECOMMENDATION

That Council receive the Outstanding Council Resolutions Report from 30 June 2021 to 9 January 2024.

#### RESOLUTION 2024/2

Moved: Cr Susan Payne

Seconded: Cr Robert Radel

That Council receive the Outstanding Council Resolutions Report from 30 June 2021 to 9 January 2024.

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

Against: Nil

**CARRIED 7/0**

#### **202401\_1 ITEM 9.1 QON - STATUS OF OUTSTANDING RESOLUTION 2022/163**

Cr Giddins queried who was responsible for progressing outstanding resolution 2022/163 specifically in relation to the Rural Fire Levy funds. Margot Stork, CEO, responded through the Chair, noting that the question would be taken on notice and an update provided to Councillors.

### **9.2 APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER**

#### **OFFICERS RECOMMENDATION**

That Council, in accordance with Section 195 of the *Local Government Act 2009*, appoints Council's General Manager Corporate and Community Ms Mahoney, as Acting Chief Executive Officer effective from 5.00pm Friday 16 February 2024 until 8.00am Thursday 22 February 2024 when Ms Stork (CEO) will resume normal duties.

NOTE: During the meeting, Margot Stork, CEO, confirmed through the Chair that Ms Mahoney's appointment as Acting CEO from 5.00pm Friday 16 February 2024 until 8.00am Thursday 22 February 2024 would by extension include the CEO's role of Local Disaster Coordinator and the relevant notices would be provided as necessary.

#### **RESOLUTION 2024/3**

Moved: Cr Kingsley Mesner

Seconded: Cr Robert Radel

That Council, in accordance with Section 195 of the *Local Government Act 2009*, appoints Council's General Manager Corporate and Community Ms Mahoney, as Acting Chief Executive Officer effective from 5.00pm Friday 16 February 2024 until 8.00am Thursday 22 February 2024 when Ms Stork (CEO) will resume normal duties.

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

Against: Nil

**CARRIED 7/0**

### 9.3 2024 AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION NATIONAL GENERAL ASSEMBLY

#### OFFICERS RECOMMENDATION

That Council, in accordance with Statutory Policy Reimbursement and Provision of Facilities for Mayor and Councillors:

1. Appoint the Mayor or Deputy Mayor, and the CEO or delegate, as representatives to attend the 2024 Australian Local Government Association (the 'ALGA') National General Assembly (the 'NGA') in Canberra 2 – 4 July 2024.

That Council:

2. Move the following motions for inclusion in the motions to be debated at the 2024 Australian Local Government Association (the 'ALGA') National General Assembly (the 'NGA') in Canberra 2 – 4 July 2024:
  - a. This National General Assembly calls on the Australian Government to increase funding for local government Financial Assistance Grants to a level of at least 1% of Commonwealth taxation revenue.
  - b. This National General Assembly calls on the Australian Government to reassess the methodology used to calculate and distribute Financial Assistance Grants to ensure greater equity for all local governments.

#### RESOLUTION 2024/4

Moved: Cr Robert Radel

Seconded: Cr Dael Giddins

That Council, in accordance with Statutory Policy Reimbursement and Provision of Facilities for Mayor and Councillors:

1. Appoint the Mayor or Deputy Mayor, and the CEO or delegate, as representatives to attend the 2024 Australian Local Government Association (the 'ALGA') National General Assembly (the 'NGA') in Canberra 2 – 4 July 2024.

That Council:

2. Move the following motions for inclusion in the motions to be debated at the 2024 Australian Local Government Association (the 'ALGA') National General Assembly (the 'NGA') in Canberra 2 – 4 July 2024:
  - a. This National General Assembly calls on the Australian Government to increase funding for local government Financial Assistance Grants to a level of at least 1% of Commonwealth taxation revenue.
  - b. This National General Assembly calls on the Australian Government to reassess the methodology used to calculate and distribute Financial Assistance Grants to ensure greater support for financially unsustainable local governments who do not have the capabilities to increase own source revenue.

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

Against: Nil

**CARRIED 7/0**

#### 9.4 2023-2024 (FY24) - QUARTERLY PROGRESS REPORT (Q2)

##### OFFICERS RECOMMENDATION

That Council receive the 2023-24 (FY24) Q2 Progress Report for the period 1 October 2023 – 31 December 2023.

##### RESOLUTION 2024/5

Moved: Cr Susan Payne

Seconded: Cr Dael Giddins

That Council receive the 2023-24 (FY24) Q2 Progress Report for the period 1 October 2023 – 31 December 2023.

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

Against: Nil

**CARRIED 7/0**

#### 9.5 DRAFT LOCAL HOUSING ACTION PLAN (LHAP)

##### OFFICERS RECOMMENDATION

That Council endorses the draft North Burnett Local Housing Action Plan (LHAP).

**NOTE:** During the meeting Margot Stork, CEO, informed Councillors through the Chair, that Officers received a request from the Local Government Association of Queensland (LGAQ) after the Agenda was distributed requesting two (2) changes to the North Burnett Local Housing Action Plan (LHAP). LGAQ implied that these changes were at the request of the State Government.

Changes:

1. Modify the title page to remove part of the subheading to simply read “**Queensland Housing Strategy 2017-2027**,” removing any reference to the document being an initiative under that strategy.

Include an acknowledgement of country. This will be placed on page 3 under the partnership acknowledgment and read: “**Acknowledgement and respect is extended to the traditional owners and custodians, past and present, of the land within North Burnett.**”

##### RESOLUTION 2024/6

Moved: Cr Melinda Jones

Seconded: Cr Susan Payne

That Council endorses the draft North Burnett Local Housing Action Plan (LHAP).

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

Against: Nil

**CARRIED 7/0**

**9.6 AMENDMENT OF RESOLUTION 2023/237 CREATIVE RECOVERY WORKSHOPS****OFFICERS RECOMMENDATION**

That Council amends resolution 2023/237 2. (b) to replace the authorisation for entering into a contractual arrangement with Queensland Health's Regional Adversity Clinician to instead authorise the CEO to enter into a new contractual arrangement with Rachel Koster for the delivery of Creative Recovery Workshops, up to the value of \$18,000.

**RESOLUTION 2024/7**

Moved: Cr Dael Giddins

Seconded: Cr Kingsley Mesner

That Council amends resolution 2023/237 2. (b) to replace the authorisation for entering into a contractual arrangement with Queensland Health's Regional Adversity Clinician to instead authorise the CEO to enter into a new contractual arrangement with Rachel Koster for the delivery of Creative Recovery Workshops, up to the value of \$18,000.

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

Against: Nil

**CARRIED 7/0**

**9.7 FLOOD WARNING INFRASTRUCTURE MASTERPLAN****OFFICERS RECOMMENDATION**

That Council adopts the recommended North Burnett Flood Warning Infrastructure locations as set out below for inclusion in the Wide Bay Burnett Flood Warning Infrastructure Masterplan.

**RESOLUTION 2024/8**

Moved: Deputy Mayor Robert Radel

Seconded: Cr Melinda Jones

That Council adopts the recommended North Burnett Flood Warning Infrastructure locations as set out below for inclusion in the Wide Bay Burnett Flood Warning Infrastructure Masterplan.

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

Against: Nil

**CARRIED 7/0**

**202401\_2 ITEM 9.7 QON - FLOOD WARNING SIGN AT AUBURN RIVER ON HAWKWOOD ROAD, MUNDUBBERA**

Cr Payne queried if there was any consideration for a flood warning sign to be located at Auburn River on Hawkwood Road, Mundubbera. Margot Stork, CEO, responded through the Chair noting that the question would be taken on notice.

**202401\_3 ITEM 9.7 QON - FLOOD WARNING SIGN AT DALLARNIL & PROPOSED SIGN ON THE ISIS HIGHWAY (CHILDERS - BIGGENDEN ROAD)**

Cr Radel requested a point of clarification concerning the sign currently located at Dallarnil and if the proposed sign installation on the Isis Highway (Childers – Biggenden Road) would be additional to this. Margot Stork, CEO, responded through the Chair noting that the question would be taken on notice.

**10 CORPORATE AND COMMUNITY****10.1 FINANCE REPORT TO 31 DECEMBER 2023****OFFICERS RECOMMENDATION**

That Council, in accordance with section 204 *Local Government Regulation 2012 (Qld)*, receives the Finance Report for the period ended 31 December 2023.

**RESOLUTION 2024/9**

Moved: Cr Susan Payne

Seconded: Cr Michael Dingle

That Council, in accordance with section 204 *Local Government Regulation 2012 (Qld)*, receives the Finance Report for the period ended 31 December 2023.

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

Against: Nil

**CARRIED 7/0****10.2 QUARTERLY BUDGET REVIEW - DECEMBER 2023****OFFICERS RECOMMENDATION**

That Council:

1. Receives and notes the information within the Quarterly Budget Review – December 2023 report.
2. That in accordance with Section 170 of the *Local Government Regulation 2012*, Council resolves to amend the budget for the year ending 30 June 2024 to include recommended quarterly budget review amendments as presented.

**RESOLUTION 2024/10**

Moved: Cr Dael Giddins

Seconded: Cr Kingsley Mesner

That Council:

1. Receives and notes the information within the Quarterly Budget Review – December 2023 report.
2. That in accordance with Section 170 of the *Local Government Regulation 2012*, Council resolves to amend the budget for the year ending 30 June 2024 to include recommended quarterly budget review amendments as presented.



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

Against: Nil

**CARRIED 7/0**

### 10.3 MUNDUBBERA CARAVAN PARK

#### OFFICERS RECOMMENDATION

That Council resolves:

1. It does not support use of land in Seligman Avenue, Mundubbera, described as Lot 220 YL965 and Lot 1 RP179812, for camping, accommodation, caravan park or any similar purpose; due to the risks associated with natural hazards.
2. To investigate the requirements (time/funding) to support use of the land for “free camping” and other temporary activities such as events and provide a report back to Council.

That Council notes:

3. That any person can progress a development application for a Material Change of Use for a Caravan Park or like facility on the land, noting that such an application would require State Government’s consent as ‘owner’ of Lot 220 YL965 and Council’s consent as ‘owner’ of Lot 1 RP 179812.
4. That any person can make application to the State Government (Department of Resources) to purchase Lot 220 YL965.

#### RESOLUTION 2024/11

Moved: Cr Dael Giddins

Seconded: Cr Melinda Jones

That Council resolves to lay the report on the table until further information is provided at an upcoming Councillor Information Workshop.

In Favour: Crs Melinda Jones and Dael Giddins

Against: Crs Leslie Hotz, Robert Radel, Susan Payne, Michael Dingle and Kingsley Mesner

**LOST 2/5**

#### RESOLUTION 2024/12

Moved: Cr Susan Payne

Seconded: Cr Kingsley Mesner

That Council notes:

1. That Council Officers will work with community to allow usage of Lot 220 YL965 and Lot 1 RP 179812 for temporary events.
2. That any person can progress a development application for a Material Change of Use for a Caravan Park or like facility on the land, noting that such an application would require State Government’s consent as ‘owner’ of Lot 220 YL965 and Council’s consent as ‘owner’ of Lot 1 RP 179812.

3. That any person can make application to the State Government (Department of Resources) to purchase Lot 220 YL965.

In Favour: Crs Leslie Hotz, Robert Radel, Susan Payne, Michael Dingle and Kingsley Mesner

Against: Crs Melinda Jones and Dael Giddins

**CARRIED 5/2**

#### **10.4 SHOW HOLIDAY COMMUNITY ENGAGEMENT**

##### **OFFICERS RECOMMENDATION**

That Council:

1. Endorse no changes to the show holiday dates for 2025 and appoint the following Show holidays for the region from 2025 onwards:
  - a. Mundubbera – Friday of Mundubbera’s show in May each year.
  - b. Biggenden, Eidsvold, Gayndah, Mt Perry and Monto – Monday of the Brisbane Royal Queensland Show (Ekka), in August each year.
2. Authorise the Chief Executive Officer to submit Show Holiday nominations, as per Resolution 1 (one), for the North Burnett Region, to the Queensland Government’s Office of Industrial Relations when requested each year.
3. Note the Show Holiday Engagement Outcome Report.

##### **RESOLUTION 2024/13**

Moved: Cr Susan Payne

Seconded: Cr Robert Radel

That Council:

1. Endorse no changes to the show holiday dates for 2025 and appoint the following Show holidays for the region from 2025 onwards:
  - a. Mundubbera – Friday of Mundubbera’s show in May each year.
  - b. Biggenden, Eidsvold, Gayndah, Mt Perry and Monto – Monday of the Brisbane Royal Queensland Show (Ekka), in August each year.
2. Authorise the Chief Executive Officer to submit Show Holiday nominations, as per Resolution 1 (one), for the North Burnett Region, to the Queensland Government’s Office of Industrial Relations when requested each year.
3. Note the Show Holiday Engagement Outcome Report.

In Favour: Crs Leslie Hotz, Robert Radel, Susan Payne, Michael Dingle and Kingsley Mesner

Against: Crs Melinda Jones and Dael Giddins

**CARRIED 5/2**

## 10.5 FACILITY HIRE POLICY REVIEW

### OFFICERS RECOMMENDATION

1. That Council:
  - a. Remove any reference to 'Free Meeting Room Use' and 'Policy 113 Not-for-Profit Community Organisations and In-kind Support' from the adopted 2023-24 Fees and Charges.
  - b. Policy 113 be specifically rescinded and all reference to that policy be removed from current Council documents.
2. That Council note operational changes will be made (commencing 1 March 2024) to ensure:
  - a. 1004 Community Grants Policy is applied as adopted resulting in a consistent approach to the hiring of Council facilities (meeting rooms/halls), and
  - b. The consistent application of Hire Charges as per Council's adopted 2023-24 Fees and Charges, as amended by Resolution 1.
  - c. That Council note that Policy 235 Council Community Halls and Room Hire and Policy 269 Free Use of Meeting Rooms for Not-for-Profit Organisations, have lapsed and no longer have effect.

### RESOLUTION 2024/14

Moved: Cr Susan Payne

Seconded: Cr Kingsley Mesner

1. That Council
  - a. Remove any reference to 'Free Meeting Room Use' and 'Policy 113 Not-for-Profit Community Organisations and In-kind Support' from the adopted 2023-24 Fees and Charges.
  - b. Policy 113 be specifically rescinded and all reference to that policy be removed from current Council documents.
2. That Council note operational changes will be made (commencing 1 March 2024) to ensure:
  - a. 1004 Community Grants Policy is applied as adopted resulting in a consistent approach to the hiring of Council facilities (meeting rooms/halls), and
  - b. The consistent application of Hire Charges as per Council's adopted 2023-24 Fees and Charges, as amended by Resolution 1.
  - c. That Council note that Policy 235 Council Community Halls and Room Hire and Policy 269 Free Use of Meeting Rooms for Not-for-Profit Organisations, have lapsed and no longer have effect.

In Favour: Crs Leslie Hotz, Robert Radel, Susan Payne and Kingsley Mesner

Against: Crs Melinda Jones, Dael Giddins and Michael Dingle

**CARRIED 4/3**

## 11 WORKS

### 11.1 REGIONAL ROAD GROUP MEMBERSHIP FEES

#### OFFICERS RECOMMENDATION

That Council resolve to:

1. The reinstatement of membership fees for the Wide Bay Burnett Regional Roads and Transport Group; and
2. Pay the fees for 2023/24, as calculated accordance with the 2014/15 formula with the inclusion of the Cherbourg Aboriginal Shire Council, and delegate payment of the fees to Council's Manager Civil Works.

#### RESOLUTION 2024/15

Moved: Cr Kingsley Mesner

Seconded: Cr Michael Dingle

That Council resolve to:

1. The reinstatement of membership fees for the Wide Bay Burnett Regional Roads and Transport Group; and
2. Pay the fees for 2023/24, as calculated accordance with the 2014/15 formula with the inclusion of the Cherbourg Aboriginal Shire Council, and delegate payment of the fees to Council's Manager Civil Works.

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

Against: Nil

**CARRIED 7/0**

### 11.2 MONTO ADMINISTRATION BUILDING - OUTCOME OF ADDITIONAL STRUCTURAL INVESTIGATIONS

#### OFFICERS RECOMMENDATION

That Council amend part 1 of Resolution 2023/22 to:

1. Resolves to undertake repairs to the Monto Administration Building in accordance with the detailed design and specification to be finalised by ATC Consulting Engineers and Project Managers.

#### RESOLUTION 2024/16

Moved: Cr Susan Payne

Seconded: Cr Melinda Jones

That Council amend part 1 of Resolution 2023/22 to:

1. Resolves to undertake repairs within the current allocated budget to the Monto Administration Building in accordance with the detailed design and specification to be finalised by ATC Consulting Engineers and Project Managers.

<u>In Favour:</u>	Crs Leslie Hotz, Robert Radel, Melinda Jones, Susan Payne, Dael Giddins, Michael Dingle and Kingsley Mesner
<u>Against:</u>	Nil
<b>CARRIED 7/0</b>	

## 12 COUNCILLOR REPORTS

### 12.1 MAYOR AND COUNCILLORS REPORTS

#### OFFICERS RECOMMENDATION

That Council receives the Councillor Reports for the period 1 December 2023 to 31 December 2023.

<b>RESOLUTION 2024/17</b>	
Moved:	Cr Dael Giddins
Seconded:	Cr Melinda Jones
That Council receives the Councillor Reports for the period 1 December 2023 to 31 December 2023.	
<u>In Favour:</u>	Crs Leslie Hotz, Robert Radel, Melinda Jones, Dael Giddins, Michael Dingle and Kingsley Mesner
<u>Against:</u>	Cr Susan Payne
<b>CARRIED 6/1</b>	

## 13 URGENT BUSINESS

Nil.

## 14 CONFIDENTIAL REPORTS

Nil.

## 15 CLOSURE OF MEETING

The Meeting closed at 11.29am.

The minutes of this meeting were confirmed at the General Meeting held on 28 February 2024.

  
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CHAIRPERSON