



# **MINUTES**

**General Meeting**

**24 April 2024**

UNCONFIRMED

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

## 1 WELCOME/HOUSEKEEPING

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

## 2 ATTENDEES

|                     |                    |   |
|---------------------|--------------------|---|
| <b>COUNCILLORS:</b> | Cr Leslie Hotz     | (Mayor)*  |
|                     | Cr Melinda Jones   | (Deputy Mayor / Division 1)*                    |
|                     | Cr Trina Vaughan   | (Division 2)                                    |
|                     | Cr Susan Payne     | (Division 3)                                    |
|                     | Cr Renee McGilvery | (Division 4)                                    |
|                     | Cr Michael Dingle  | (Division 5)                                    |
|                     | Cr Moira Thompson  | (Division 6)                                    |
| <b>OFFICERS:</b>    | Margot Stork       | (CEO)*  |
|                     | Anna Scott         | (General Manager Works)*                        |
|                     | Kim Mahoney        | (General Manager Corporate and Community)*      |
|                     | Jess Marteene      | (Administration Officer – Executive Services)*  |
|                     | Kat Bright         | (Senior Executive Assistant to the CEO & Mayor) |
|                     | Kath Hamilton      | (Executive Assistant to the GM C&C)*^           |
|                     | Marlene Carstens   | (Executive Assistant to the GM Works)*^         |
|                     | Merrilyn Cox       | (Financial Services Manager) ^*                 |
|                     | Michael Cartwright | (Governance, Policy and Risk Advisor)^          |
|                     | Rhys Habermann     | (Strategic Relationships Manager)*              |
| <b>GUESTS:</b>      | Tim Fynes-Clinton  | (King and Company)^*                            |

^ 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

Mayor Hotz commenced by extending heartfelt condolences to Cr Dingle for the passing of his late mother, offering support during this difficult time.

In acknowledgment of the recent tragic incident in Bondi Junction, Mayor Hotz expressed condolences to the families and recognised the lives lost.

Mayor Hotz announced the adjournment of today's meeting at 10.00am to enable Councillors to attend the Biggenden State School ANZAC service. The meeting would resume afterward to address any remaining agenda items.

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

|                               |                    |
|-------------------------------|--------------------|
| <i>Irene Ruge</i>             | <i>Dallarnil</i>   |
| <i>Evelyn Johnson</i>         | <i>Degilbo</i>     |
| <i>Tassie Dell</i>            | <i>Degilbo</i>     |
| <i>Victor Geiszler</i>        | <i>Eidsvold</i>    |
| <i>Evelyn Hebbard</i>         | <i>Gayndah</i>     |
| <i>Tupufakalangi Faulkafa</i> | <i>Gayndah</i>     |
| <i>Hazel Shultz</i>           | <i>Monto</i>       |
| <i>Lionel Murphy</i>          | <i>Monto</i>       |
| <i>Michael Muller</i>         | <i>Monto</i>       |
| <i>Burnetta Guthrie</i>       | <i>Mount Perry</i> |
| <i>Raymond Smith</i>          | <i>Mulgildie</i>   |
| <i>Timothy Doessel</i>        | <i>Mundubbera</i>  |

## 6 DEPUTATIONS/PETITIONS

Nil.

## 7 DECLARATIONS OF INTEREST

The Mayor informed the meeting that a confidential legal matter would be tabled at ITEM 14 – CONFIDENTIAL REPORTS so that it may be considered by Council.

I, Cr Les Hotz, inform this meeting pursuant to section 150EQ of the Local Government Act 2009, that I have a declarable conflict of interest with regards to a confidential item of business that will be addressed at ITEM 14 – CONFIDENTIAL REPORTS. This interest has been previously declared, and given the matter remains unresolved, I again intend to leave the Chamber during that discussion.

## 8 CONFIRMATION OF MINUTES

### 8.1 MINUTES OF THE GENERAL MEETING HELD ON 13 MARCH 2024

#### OFFICERS RECOMMENDATION

That the Minutes of the General Meeting held on 13 March 2024 be confirmed.

#### RESOLUTION 2024/51

Moved: Cr Michael Dingle

Seconded: Cr Melinda Jones

That the Minutes of the General Meeting held on 13 March 2024 be confirmed.

In Favour: Crs Leslie Hotz, Melinda Jones, Trina Vaughan, Susan Payne, Renee McGilvery, Michael Dingle and Moira Thompson

Against: Nil

**CARRIED 7/0**

## 8.2 MINUTES OF THE SPECIAL MEETING HELD ON 10 APRIL 2024

### OFFICERS RECOMMENDATION

That the Minutes of the Special Meeting held on 10 April 2024 be confirmed.

#### RESOLUTION 2024/52

Moved: Cr Renee McGilvery

Seconded: Cr Michael Dingle

That the Minutes of the Special Meeting held on 10 April 2024 be confirmed.

In Favour: Crs Leslie Hotz, Melinda Jones, Trina Vaughan, Susan Payne, Renee McGilvery, Michael Dingle and Moira Thompson

Against: Nil

**CARRIED 7/0**

## 9 OFFICE OF THE CHIEF EXECUTIVE OFFICER

### 9.1 OUTSTANDING COUNCIL RESOLUTIONS AND QUESTIONS ON NOTICE REPORT

#### OFFICERS RECOMMENDATION

That Council receive the Outstanding Council Resolutions and Questions on Notice Report from 30 June 2021 to 16 April 2024.

Cr Payne raised a query regarding item 20 on page 33 of the Agenda. Specifically, Cr Payne questioned why Deputy Mayor Jones was registered to attend the event instead of the Mayor. Cr Payne sought clarification on this matter. In response, Mayor Hotz explained his intention to attend the event despite Deputy Mayor Jones being listed. Through the Chair, Kat Bright addressed the Mayor's concern, acknowledging his intent to attend as per the Resolution and noted that Cr Jones had not yet been registered for the event. The discussion concluded with an understanding that Mayor Hotz would be the designated attendee for the event, as per the Resolution.

#### RESOLUTION 2024/53

Moved: Cr Susan Payne

Seconded: Cr Michael Dingle

That Council receive the Outstanding Council Resolutions and Questions on Notice Report from 30 June 2021 to 16 April 2024.

In Favour: Crs Leslie Hotz, Melinda Jones, Trina Vaughan, Susan Payne, Renee McGilvery, Michael Dingle and Moira Thompson

Against: Nil

**CARRIED 7/0**

**GM ACTION 2 QON - UPDATE ON OUTSTANDING RESOLUTION 2023/8**

Cr Jones sought clarification on when Councillors could expect to receive an update on the Road Register Classification Review considering officers have received a report, as outlined in item 5 on page 27 of the Agenda. In response, Anna Scott, through the Chair, addressed Cr Jones's query explaining that the Civil Works Manager's time is currently occupied with projects such as Cania Dam and the Gayndah Mt Perry sealing, which are consuming a significant amount of time. Due to this, a specific timeframe for the Road Register Classification Review update could not be provided at this time and the question would be taken on notice.

**GM ACTION 3 WASHDOWN BAYS TO BE PRESENTED AT A COUNCILLOR WORKSHOP**

Cr Jones raised a query concerning the Washdown Bays update, as outlined in item 6 on page 28 of the Agenda. Cr Jones inquired whether this matter would be brought to a workshop for new Councillors to be brought up to speed. Through the Chair, Margot Stork responded to Cr Jones confirming that an update on the Washdown Bays would indeed be presented at an upcoming Councillor Information Workshop.

**GM ACTION 4 REGIONALD MURRAY WILLIAMS AUSTRALIAN BUSH LEARNING CENTRE UPDATE AT A COUNCILLOR WORKSHOP**

Cr Jones queried if there was a timeframe considered to commence the community engagement for item 8 on page 28 of the Agenda. Through the Chair, Margot Stork responded to Cr Jones noted that currently, there is no specific timeframe for commencing the community engagement. Margot Stork indicated that the matter would be brought back to a workshop to ensure that new Councillors could be brought up to speed regarding the history and to discuss what the engagement process might look like.

## 9.2 STANDING ORDERS AND MODEL MEETING PROCEDURES

### OFFICERS RECOMMENDATION

That Council, in accordance with Section 150G of the *Local Government Act 2009*, adopt the Draft PRO-5005 Meeting Procedures and Standing Orders for Council Meetings and Standing Committees per attachment 1.

#### RESOLUTION 2024/54

Moved: Cr Trina Vaughan

Seconded: Cr Michael Dingle

That Council, in accordance with Section 150G of the *Local Government Act 2009*, adopt the Draft PRO-5005 Meeting Procedures and Standing Orders for Council Meetings and Standing Committees per attachment 1.

In Favour: Crs Leslie Hotz, Melinda Jones, Trina Vaughan, Susan Payne, Renee McGilvery, Michael Dingle and Moira Thompson

Against: Nil

**CARRIED 7/0**

## 9.3 AUDIT AND RISK COMMITTEE MEMBER APPOINTMENT - COUNCILLOR

### OFFICERS RECOMMENDATION

That Council, pursuant to section 264 of the *Local Government Regulation 2012*, appoint two (2) Councillors to the Audit and Risk Committee, as follows:

- Cr [enter name]
- Cr [enter name]

The Mayor called for expressions of interest for the Audit and Risk Committee Councillor Members. Cr McGilvery and Mayor Hotz expressed their interest as the Audit and Risk Committee Councillor Members.

#### RESOLUTION 2024/55

Moved: Cr Melinda Jones

Seconded: Cr Moira Thompson

That Council, pursuant to section 264 of the *Local Government Regulation 2012*, appoint two (2) Councillors to the Audit and Risk Committee, as follows:

- Mayor Leslie Hotz
- Cr Renee McGilvery

In Favour: Crs Leslie Hotz, Melinda Jones, Trina Vaughan, Susan Payne, Renee McGilvery, Michael Dingle and Moira Thompson

Against: Nil

**CARRIED 7/0**

## 9.4 COUNCILLOR PORTFOLIOS

### OFFICERS RECOMMENDATION

That Council appoints the following Councillors as Portfolio and Proxy / Assistant Portfolio Councillors:

| Portfolio                                   | Portfolio Councillor | Proxy / Assistant Councillor |
|---|----------------------|------------------------------|
| Water and Waste                             | Cr [enter name]      | Cr [enter name]              |
| Roads and Infrastructure                    | Cr [enter name]      | Cr [enter name]              |
| Arts, Sports and Recreation                 | Cr [enter name]      | Cr [enter name]              |
| Economic Development, Community and Tourism | Cr [enter name]      | Cr [enter name]              |

Cr Payne initiated a discussion regarding the implementation of Portfolios for Councillors. Cr McGilvery, Cr Vaughan, and Cr Thompson expressed their support for the concept.

Cr Jones further contributed to the discussion by making several suggestions for portfolio areas, distributing a list to Councillors during the meeting (refer below).

|                         |  |
|-------------------------|--|
| <b>Arts and Tourism</b> | <ul style="list-style-type: none"> <li>• Art galleries</li> <li>• RADF</li> <li>• Key Council events are delivered effectively across the region and community events are promoted and successful. Reviewing CSO, policies, event management process and support</li> <li>• Museums, historical societies, and art galleries are supported to ensure rich cultural precincts.</li> <li>• Leverage promotional opportunities and promote the regions tourism product through appropriate channels</li> <li>• Engage with Regional (and Local) Tourism Organisations, Drive Inland promotion organisation and Wide Bay Burnett Regional Arts Services Network</li> <li>• Strong and sustainable organisations and events supported by volunteers.</li> <li>• Services are delivered within legislative requirements. In the case of unreasonable costs associated with delivering these services, advocacy is initiated to seek an alternate solution for the benefit of community.</li> </ul> |
| <b>Community</b>        | <ul style="list-style-type: none"> <li>• Libraries</li> <li>• Support of Council's customer service charter</li> <li>• Accessibility - Region footpath program and inclusiveness in all NBRC owned assets</li> <li>• Cemeteries - Region wide improvement</li> <li>• Community engagement - Communication; wellbeing and liveability programs, active engagement</li> <li>• Community Halls - Assessment of usage and rationalisation and looking at ways to increase utilisation</li> <li>• Physical and Mental Health – QLD Health advocacy.</li> <li>• Federal Aged Care advocacy.</li> <li>• Caravans Parks – support the review into caravan park services</li> <li>• The North Burnett Transport Services continues to deliver service</li> </ul>  |

|   |  |
|---|--|
|   | <p>excellence and public transport options for residents, travellers and itinerant workers</p> <ul style="list-style-type: none"> <li>• Public Lighting – support the review of Council’s urban street lighting position, giving consideration to community expectations and affordability.</li> <li>• Community services, facilities and spaces are well maintained and utilised</li> <li>• Inclusive communities which are enriched by our multicultural community.</li> <li>• Effective and timely communication with community</li> <li>• Services are delivered within legislative requirements. In the case of unreasonable costs associated with delivering these services, advocacy is initiated to seek an alternate solution for the benefit of community.</li> </ul>  |
| <p><b>Economic Development</b></p>                      | <ul style="list-style-type: none"> <li>• Planning and support for business and industry growth and development</li> <li>• Support of Councils planning scheme is managed in line with Planning Act, State legislation and policies</li> <li>• Minerals (mining and resources)</li> <li>• Wide Bay Burnett Resource Group</li> <li>• Renewables</li> <li>• Attraction of new business/industry</li> <li>• Retention of current business/industry</li> <li>• Reducing red tape</li> <li>• Economic development support for the community, including supporting small businesses and local contractors to upskill.</li> <li>• Local Spend Policy renewal; opportunities for local spend</li> <li>• Commercial and Industrial Land</li> <li>• Educational opportunities and skills development opportunities within the region</li> <li>• Regional skills retention</li> <li>• Development and diversification of our region’s business and industry where able.</li> <li>• New business or industries emerge in the region</li> <li>• A planning scheme for the future which enables growth.</li> </ul>   |
| <p><b>Sports, recreation, parks and open spaces</b></p> | <ul style="list-style-type: none"> <li>• Key Council Sport and Rec facilities are supported across the regional</li> <li>• Public Amenities - Safe parks, recreation areas and public conveniences are provided in key urban areas.</li> <li>• Support the Community Gyms in Mundubbera and Eidsvold whilst investigating longer term, sustainable delivery options</li> <li>• Safe to school program</li> <li>• Support the ongoing delivery of aerodrome and airstrip services in accordance with regulations</li> <li>• Aerodromes Compliance - opportunities (economic and funding)</li> <li>• Support of Councils Sport and Recreation Sporting grounds/reserves</li> <li>• Support of Councils Public swimming pools – support the management of swimming pool leases and operations in accordance with lease agreements, legislation and regulations</li> <li>• Support of Councils Playgrounds</li> <li>• Support of Councils Parks and open spaces</li> <li>• Services are delivered within legislative requirements. In the case of unreasonable costs associated with delivering these services, advocacy is initiated to seek an alternate solution for the benefit</li> </ul> |



|   |   |
|---|---|
| <p><b>Roads, Infrastructure and Environment</b></p> | <p>of community.</p> <ul style="list-style-type: none"> <li>• B Double Access - Heavy Vehicle Networks</li> <li>• Roads that provide connection across the region</li> <li>• Support of Councils Road classification in line with policies</li> <li>• Bridges are safe and appropriate to road requirements</li> <li>• Drainage</li> <li>• Urban Street and Rural Roads Maintenance</li> <li>• Plant is managed in line with Council policies</li> <li>• Support rural addressing consistently pursuant to the policy</li> <li>• Flood work is managed in line with State legislation and policies</li> <li>• Support of the Capital Projects in accordance with the approved scopes, programs and budgets.</li> <li>• Support of Councils Biosecurity plans and managed in line with State legislation and policies</li> <li>• Support natural resource management advice and education including regional weeds management, land protection and washdown bay operations, are managed in line with State legislation and policies</li> <li>• Quarries and Gravel pit are managed in line with State legislation and policies</li> <li>• Flying fox and Feral animals including wild dogs and pigs managed in line with State legislation and policies</li> <li>• Asset management plans are fully funded to deliver core services. In the case of insufficient funding, a fit for purpose solution is utilised.</li> <li>• Services are delivered within legislative requirements. In the case of unreasonable costs associated with delivering these services, advocacy is initiated to seek an alternate solution for the benefit of community.</li> </ul> |
| <p><b>Water &amp; Waste</b></p>                     | <ul style="list-style-type: none"> <li>• Produce water (Quality compliance) that meets the Australian Drinking Water Guidelines Health Standards</li> <li>• Water is managed in line with State legislation and policies</li> <li>• Water Treatment plants managed in line with State legislation and policies</li> <li>• Develop a regional waste facility that meets community and legislative requirements</li> <li>• Resource Recovery are managed in line with State legislation and policies</li> <li>• Support investigating options for waste diversion, reuse and recycling programs.</li> <li>• Waste Levy</li> <li>• Waste collection and reduction</li> <li>• Recycling</li> <li>• Water Sewerage infrastructure</li> <li>• Legislative compliance</li> <li>• Treatment plants</li> <li>• Services are delivered within legislative requirements. In the case of unreasonable costs associated with delivering these services, advocacy is initiated to seek an alternate solution for the benefit of community.</li> <li>• Urban and agricultural regional water security for future generations.</li> </ul>   |
| <p><b>Governance</b></p>                            | <ul style="list-style-type: none"> <li>• Compliance, decision making, processes and systems, IT</li> <li>• Finance Budget - participatory budgeting model</li> <li>• KPI's, grants</li> </ul>   |

|  |  |
|--|--|
|  | <ul style="list-style-type: none"> <li>• All essential services are delivered within Australian or Queensland guidelines, standards and legislation</li> <li>• Staff amenities</li> <li>• Office accommodation</li> <li>• WH&amp;S</li> <li>• Leasing and Contracts Management meet public sector governance standards, legal and regulatory requirements</li> <li>• Continuous Improvement</li> <li>• Advocacy campaigns are planned and effectively delivered for maximum impact.</li> <li>• Indigenous Cultural awareness; cultural celebration; indigenous heritage connections, preserving history, Reconciliation Action Plans (RAP), Indigenous Land Use Agreements (ILUA)</li> <li>• Robust governance, processes and support to ensure the effective delivery of essential services</li> <li>• Political advocacy to achieve a prosperous and sustainable community for future generations</li> </ul> |
|--|--|

### RESOLUTION 2024/56

Moved: Cr Trina Vaughan  
 Seconded: Cr Renee McGilvery

That Council lay Councillor Portfolios on the table until presented at an upcoming Councillor Information Workshop.

In Favour: Crs Leslie Hotz, Melinda Jones, Trina Vaughan, Susan Payne, Renee McGilvery, Michael Dingle and Moira Thompson

Against: Nil

**CARRIED 7/0**

### GM ACTION 5 COUNCILLOR PORTFOLIOS TO BE TABLED AT A COUNCILLOR WORKSHOP

Following Cr Jones portfolio suggestions, Margot Stork responded to Cr Jones through the Chair, expressing her concern over potential crossover into operational areas. Specifically, the proposed portfolio of Governance, noting its potential overlap with the Audit and Risk Committee's responsibilities and inclusion of operational matters. Margot Stork acknowledged the importance of collaborating with senior staff to understand the scope of each portfolio. Cr Jones noted that her suggestions were populated from documents such as the Corporate Plan and agreed to revisit the discussion on portfolios in a future workshop to address concerns and refine the proposed structure/scope.

## 9.5 ELECTION OF THE LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND'S (LGAQ) POLICY EXECUTIVE DISTRICT REPRESENTATIVES 2024-2028

### OFFICERS RECOMMENDATION

That Council:

1. Endorse the nomination of [enter name] of [enter Council] as LGAQ's Policy Executive representative for the Wide Bay Burnett District; or
2. Endorse the nomination of Cr [enter name] of North Burnett Regional Council as LGAQ's Policy Executive representative for the Wide Bay Burnett District our district.

### RESOLUTION 2024/57

Moved: Cr Susan Payne

Seconded: Cr Michael Dingle

That Council endorse the nomination of Mayor Hartwig of Gympie Regional Council as LGAQ's Policy Executive representative for the Wide Bay Burnett District

In Favour: Crs Leslie Hotz, Melinda Jones, Trina Vaughan, Susan Payne, Renee McGilvery, Michael Dingle and Moira Thompson

Against: Nil

**CARRIED 7/0**

## 9.6 LOCAL AUTHORITY WASTE MANAGEMENT ADVISORY COMMITTEE (LAWMAC) MEMBERSHIP & DELEGATE NOMINATION

### OFFICERS RECOMMENDATION

That Council:

1. Continue its membership with the Local Authority Waste Management Advisory Committee (LAWMAC);
2. Endorse the attendance of Cr Payne, as the representative for North Burnett Regional Council at four quarterly meetings of the Local Authority Waste Management Advisory Committee, commencing with a meeting on 20 & 21 June, 2024 in Cairns; and
3. Support Cr Payne's nomination for a position on the Local Authority Waste Management Advisory Committee, Management Committee.

### RESOLUTION 2024/58

Moved: Cr Trina Vaughan

Seconded: Cr Michael Dingle

That Council:

1. Continue its membership with the Local Authority Waste Management Advisory Committee (LAWMAC);
2. Endorse the attendance of Cr Payne, as the representative for North Burnett Regional Council at four quarterly meetings of the Local Authority Waste Management Advisory Committee, commencing with a meeting on 20 & 21 June, 2024 in Cairns; and
3. Support Cr Payne's nomination for a position on the Local Authority Waste Management Advisory Committee, Management Committee.

In Favour: Crs Leslie Hotz, Trina Vaughan, Susan Payne, Renee McGilvery, Michael Dingle and Moira Thompson

Against: Nil

Abstained: Cr Melinda Jones

**CARRIED 6/1**

### GM ACTION 6 QON - COUNCILLOR ATTENDANCE AS AN OBSERVER AT LAWMAC EVENTS

Cr Jones raised a query regarding the possibility of other Councillors attending LAWMAC events as observers. In response, Margot Stork, through the Chair, addressed Cr Jones query noting that allowing other Councillors to attend LAWMAC events as observers could potentially incur a cost, considering these events are held around the state. However, Margot Stork assured Cr Jones that the question would be taken on notice, and further information would be provided regarding the feasibility and potential costs associated with such attendance.

## 9.7 LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND (LGAQ) CIVIC LEADERS SUMMIT 2024 AND PROPOSED CHANGE TO MEETING DATE FOR THE MAY 2024 GENERAL MEETING

### OFFICERS RECOMMENDATION

That Council, in accordance with Statutory Policy *1003 Reimbursement and Provision of Facilities for Mayor and Councillors*:

1. Appoint the Mayor, Councillors and CEO or delegate as representatives to attend the Civic Leaders Summit 2024 on the Gold Coast 21-22 May 2024; and
2. Agree to pay for the necessary costs directly associated with representation at this conference. Such expenses may include registration fees, travel costs, accommodation, parking and meals.

That Council, in accordance with provisions of Section 254B(4) of the *Local Government Regulation 2012*:

3. Reschedule the Ordinary Meeting of Council from Wednesday 22 May 2024, to Wednesday 29 May 2024; and
4. That the Ordinary Meeting of Council will be held in the Eidsvold Boardroom, commencing at 9.00am.

The Mayor called for expressions of interest from Councillors to attend the Civic Leaders Summit 2024.

Cr Jones, Cr Vaughan, Cr McGilvery, and Cr Thompson expressed their interest in attending the summit.

Cr Payne expressed the view that the opportunity to attend this event would be best for the three (3) new Councillors. In response, Cr Jones queried whether other Councillors who wished to attend could fund their attendance themselves. Margot Stork, through the Chair, responded to Cr Jones, indicating that self-funded attendance by other Councillors would be acceptable.

**RESOLUTION 2024/59**

Moved: Cr Moira Thompson

Seconded: Cr Trina Vaughan

That Council, in accordance with Statutory Policy *1003 Reimbursement and Provision of Facilities for Mayor and Councillors*:

1. Appoint the Mayor, Cr Vaughan, Cr McGilvery and Cr Thompson and CEO or delegate as representatives to attend the Civic Leaders Summit 2024 on the Gold Coast 21-22 May 2024; and
2. Agree to pay for the necessary costs directly associated with representation at this conference. Such expenses may include registration fees, travel costs, accommodation, parking and meals.

That Council, in accordance with provisions of Section 254B(4) of the *Local Government Regulation 2012*:

3. Reschedule the Ordinary Meeting of Council from Wednesday 22 May 2024, to Wednesday 29 May 2024; and
4. That the Ordinary Meeting of Council will be held in the Eidsvold Boardroom, commencing at 9.00am.

In Favour: Crs Leslie Hotz, Melinda Jones, Trina Vaughan, Susan Payne, Renee McGilvery, Michael Dingle and Moira Thompson

Against: Nil

**CARRIED 7/0**

At 10.00am, the Mayor adjourned the meeting to allow Councillors to attend the Biggenden State School ANZAC Day Commemoration.

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At 11.24am, the Mayor reconvened the meeting.

## 9.8 LOCAL GOVERNMENT ASSOCIATION OF QUEENSLAND (LGAQ) ANNUAL CONFERENCE AND PROPOSED CHANGE TO MEETING DATE FOR THE OCTOBER 2024 GENERAL MEETING

### OFFICERS RECOMMENDATION

That Council, in accordance with Statutory Policy *1003 Reimbursement and Provision of Facilities for Mayor and Councillors*:

1. Appoint two (2) Councillors and the CEO as formal representatives to attend the Local Government Association Queensland Annual Conference in Brisbane from 21 – 23 October 2024.
2. Agree to pay for the necessary costs directly associated with representation at conferences. Such expenses may include registration fees, travel costs, accommodation, parking and meals.

That Council, in accordance with provisions of Section 254B(4) of the *Local Government Regulation 2012*:

3. Reschedule the Ordinary Meeting of Council from Wednesday 23 October 2024, to Wednesday 30 October 2024; and
4. That the Ordinary Meeting of Council will be held in the Biggenden Boardroom, commencing at 9.00am.

The Mayor called for expressions of interest from Councillors to attend the LGAQ Annual Conference.

Cr Jones, Cr Dingle, Mayor Hotz, Cr Vaughan, Cr McGilvery, and Cr Thompson expressed their interest in attending the summit.

Cr Payne expressed her view regarding the attendance of six (6) councillors, stating that she does not support it based on the importance of being mindful of the Council's financial position, particularly considering that returning councillors have already attended similar events in the previous term.

**RESOLUTION 2024/60**

Moved: Cr Melinda Jones

Seconded: Cr Trina Vaughan

That Council, in accordance with Statutory Policy *1003 Reimbursement and Provision of Facilities for Mayor and Councillors*:

1. Appoint the Mayor, five (5) Councillors being Cr Jones, Cr Vaughan, Cr McGilvery, Cr Thompson and Cr Dingle and the CEO as formal representatives to attend the Local Government Association Queensland Annual Conference in Brisbane from 21 – 23 October 2024.
2. Agree to pay for the necessary costs directly associated with representation at conferences. Such expenses may include registration fees, travel costs, accommodation, parking and meals.

That Council, in accordance with provisions of Section 254B(4) of the *Local Government Regulation 2012*:

3. Reschedule the Ordinary Meeting of Council from Wednesday 23 October 2024, to Wednesday 30 October 2024; and
4. That the Ordinary Meeting of Council will be held in the Biggenden Boardroom, commencing at 9.00am.

In Favour: Crs Leslie Hotz, Melinda Jones, Trina Vaughan, Renee McGilvery, Michael Dingle and Moira Thompson

Against: Cr Susan Payne

**CARRIED 6/1**

**GM ACTION 7 LGAQ ANNUAL CONFERENCE MOTIONS TO BE DISCUSSED AT A COUNCILLOR WORKSHOP**

Cr Jones requested that councillors attending the conference be briefed on the proposed motions closer to the event suggesting that this briefing should follow a Councillor Workshop and subsequent Resolution of Council determining the motions.

**GM ACTION 8 COUNCILLOR CONFERENCE ATTENDANCE REPORT TEMPLATE**

Cr Thompson requested that a report template be provided to councillors attending events on behalf of the council. The purpose of this template would be to facilitate reporting upon their return from the event and would be beneficial for ensuring consistency and thoroughness in reporting.



## 9.9 2023-2024 (FY24) - QUARTERLY PROGRESS REPORT (Q3)

### OFFICERS RECOMMENDATION

That Council receive the 2023-24 (FY24) Q3 Progress Report for the period 1 January 2024 – 31 March 2024.

**NOTE:** The report will be tabled at the upcoming Councillor Information Workshop for discussion.

#### RESOLUTION 2024/61

Moved: Cr Melinda Jones  
Seconded: Cr Renee McGilvery

That Council receive the 2023-24 (FY24) Q3 Progress Report for the period 1 January 2024 – 31 March 2024.

In Favour: Crs Leslie Hotz, Melinda Jones, Trina Vaughan, Susan Payne, Renee McGilvery, Michael Dingle and Moira Thompson

Against: Nil

**CARRIED 7/0**

At 11.39am, Merrilyn Cox (Financial Services Manager) joined the meeting.

## 10 CORPORATE AND COMMUNITY

### 10.1 FINANCE REPORT TO 31 MARCH 2024

#### OFFICERS RECOMMENDATION

That Council, in accordance with section 204 *Local Government Regulation 2012*, receives the Finance Report for the period ended 31 March 2024.

#### RESOLUTION 2024/62

Moved: Cr Susan Payne  
Seconded: Cr Michael Dingle

That Council, in accordance with section 204 *Local Government Regulation 2012*, receives the Finance Report for the period ended 31 March 2024.

In Favour: Crs Leslie Hotz, Melinda Jones, Trina Vaughan, Susan Payne, Renee McGilvery, Michael Dingle and Moira Thompson

Against: Nil

**CARRIED 7/0**

### GM ACTION 9 COMMUNICATION REGARDING PAYMENT OF RATES

Cr McGilvery requested that Council communicate the various options available to the community for paying their rates ahead of time (i.e. payments can be made weekly, fortnightly, monthly, etc.). Through the Chair, Kim Mahoney, responded to Cr McGilvery noting that efforts would be made to disseminate information regarding the different payment options available.

At 11.45am, Merrilyn Cox (Financial Services Manager) left the meeting.

## 11 WORKS

### 11.1 PARADISE DAM REFERENCE GROUP (PDRG) FEBRUARY MEETING SUMMARY

#### OFFICERS RECOMMENDATION

That Council notes the draft meeting summary provided by Sunwater following the 29 February 2024 Paradise Dam Reference Group Meeting.

**NOTE:** Anna Scott noted that the meeting summary was not in fact a draft and suggested that the officers recommendation would be to remove that reference.

At 11.48am, Jane Sutherland (Assets, Facilities and Fleet Manager) joined the meeting.

#### RESOLUTION 2024/63

Moved: Cr Susan Payne

Seconded: Cr Renee McGilvery

That Council notes the meeting summary provided by Sunwater following the 29 February 2024 Paradise Dam Reference Group Meeting.

In Favour: Crs Leslie Hotz, Melinda Jones, Trina Vaughan, Susan Payne, Renee McGilvery, Michael Dingle and Moira Thompson

Against: Nil

**CARRIED 7/0**

#### GM ACTION 10 PARADISE DAM COMMUNICATIONS ON UPDATES

Cr Thompson requested that communications regarding works at Paradise Dam continue to be circulated through the Mayor's Media Releases and newspapers with the aim being to advise the community about what is happening with the project. Through the Chair, Anna Scott responded to Cr Thompson noting that Council would continue to share Sunwater Media Releases regarding Paradise Dam works and providing the relevant Sunwater contact details for anyone that wishes to get in contact with them directly.

## 12 COUNCILLOR REPORTS

Due to the recent commencement of this Council term, Councillor Reports had not yet been established. As members acclimate to their roles and responsibilities, reporting will resume at the next General Meeting of Council.

**13 URGENT BUSINESS****13.1 ACKNOWLEDGMENT OF SERVICE TO RETIRING COUNCILLORS****RESOLUTION 2024/64**

Moved: Cr Michael Dingle  
Seconded: Cr Renee McGilvery

That Council discuss an acknowledgement of service to retiring councillors as an urgent matter of business.

In Favour: Crs Leslie Hotz, Melinda Jones, Trina Vaughan, Susan Payne, Renee McGilvery, Michael Dingle and Moira Thompson

Against: Nil

**CARRIED 7/0**

**RESOLUTION 2024/65**

Moved: Cr Trina Vaughan  
Seconded: Cr Renee McGilvery

That Council provides letters of acknowledgement to retired Councillors Robbie Radel, Kingsley Mesner, and Dael Giddins, expressing gratitude for their service and recognising their valuable contributions to their respective communities and North Burnett Regional Council.

In Favour: Crs Leslie Hotz, Melinda Jones, Trina Vaughan, Susan Payne, Renee McGilvery, Michael Dingle and Moira Thompson

Against: Nil

**CARRIED 7/0**

**13.2 REVIEW OF LIBRARY OPERATION HOURS****RESOLUTION 2024/66**

Moved: Cr Trina Vaughan  
Seconded: Cr Moira Thompson

That Council discuss a review of library operation hours as an urgent matter of business.

In Favour: Crs Leslie Hotz, Melinda Jones, Trina Vaughan, Susan Payne, Renee McGilvery, Michael Dingle and Moira Thompson

Against: Nil

**CARRIED 7/0**

The Mayor began by noting the importance of reviewing the library operation hours in Eidsvold, Biggenden, and Mt Perry, as promised by many candidates during their election campaigns and following community feedback.

In response, Cr Payne highlighted that Councillors made the initial decision to reduce hours as part of the Service Delivery Review, considering utilisation data, predicted cost savings, and Council's overall financial position.

The Mayor suggested that he is yet to see any savings and highlighted that the communities in Eidsvold, Biggenden, and Mt Perry should not be treated differently to Monto, Mundubbera, and Gayndah communities. In response, Cr Payne clarified that these communities were not being treated differently. The operation hours in those towns were simply reduced based on the utilisation data presented, whereas the utilisation in Gayndah, Monto, and Mundubbera warranted the additional hours of operation.

**RESOLUTION 2024/67**

Moved: Mayor Leslie Hotz  
Seconded: Cr Renee McGilvery

That Council:

1. Conduct a review of library operation hours in Eidsvold, Biggenden, and Mt Perry.
2. Officers bring this matter back to a Councillor Information Workshop with a proposed way forward including consideration of costs and consultation.

In Favour: Crs Leslie Hotz, Melinda Jones, Trina Vaughan, Renee McGilvery, Michael Dingle and Moira Thompson

Against: Nil

Abstained: Cr Susan Payne

**CARRIED 6/1**

Through the Chair, Margot Stork responded to this resolution emphasising the need for new Councillors to be brought up to speed and a comprehensive discussion had at a Councillor Workshop on a proposed way forward for a review. Margot highlighted the need for consultation with community, staff and unions, as well as the evaluation of costs of such a review.

**13.3 REVIEW OF DATA/STATISTICS FOR WASHDOWN BAYS****RESOLUTION 2024/68**

Moved: Cr Trina Vaughan  
Seconded: Cr Renee McGilvery

That Council discuss Washdown Bays as an urgent matter of business.

In Favour: Crs Leslie Hotz, Melinda Jones, Trina Vaughan, Susan Payne, Renee McGilvery, Michael Dingle and Moira Thompson

Against: Nil

**CARRIED 7/0**

The Mayor began by stating that users of the Washdown facilities are complaining about the costs associated with the service and as such, a review of the data and statistics was requested.

Through the Chair, Margot Stork responded to the Mayor, stating that this is a significant piece of work and mentioned that Officers are currently working on providing an update to Councillors at an upcoming Councillor Information Workshop.

Cr Payne expressed her opinion that since Officers are already working on providing an update to Councillors, she felt that Councillors should wait to receive the update before requesting anything further. Through the Chair, Margot responded to Cr Payne highlighting the need for new councillors to be brought up to speed on the matter.

Further, Margot noted that the Mayor had mentioned data he had received from the community. The Mayor responded to Margot confirming that he would provide this data to the CEO for consideration.

**RESOLUTION 2024/69**

Moved: Mayor Leslie Hotz  
Seconded: Cr Trina Vaughan

That Council:

1. Conduct a review of data and statistics related to Washdown Bays throughout the region and provide an update to Councillors at an upcoming Councillor Information Workshop; and
2. Table a report detailing the findings and recommendations of this review for consideration at a future Council General Meeting.

In Favour: Crs Leslie Hotz, Melinda Jones, Trina Vaughan, Renee McGilvery, Michael Dingle and Moira Thompson

Against: Cr Susan Payne

**CARRIED 6/1**

**13.4 REVIEW OF DATA FOR TABLELANDS ROAD MAINTENANCE****RESOLUTION 2024/70**

Moved: Cr Michael Dingle  
Seconded: Cr Renee McGilvery

That Council discuss Tablelands Road as an urgent matter of business.

In Favour: Crs Leslie Hotz, Melinda Jones, Trina Vaughan, Susan Payne, Renee McGilvery, Michael Dingle and Moira Thompson

Against: Nil

**CARRIED 7/0**

The Mayor noted that there are ongoing complaints from landowners on Tablelands Road regarding the unmaintained 4km section of road that services five (5) sets of cattle yards. The Mayor highlighted that there are no residences beyond the point where the road maintenance ends and confirmed that it is a gazetted road with no gates. The Mayor stated that landowners have been told that to maintain this section of road, it would cost Council \$125,000.00. Landowners raised a query with the Mayor regarding the possibility of hiring a contractor themselves and having Council reimburse the contractor for the work done.

Through the Chair, Anna Scott responded to the Mayor noting that where the road maintenance ends is a different category of road and as per Council's policy, it is not listed on Council's Asset Register and is therefore not maintained.

Cr Payne responded to Councillors highlighting that in her opinion, since Officers are already working on the outstanding resolution of Council being the Road Register Classifications review, she felt that Councillors should wait to receive an update before requesting anything further. In response, the Mayor and Cr McGilvery expressed their concerns for Tablelands Road in particular.

Through the Chair, Anna Scott confirmed that she had reviewed letters received from Tablelands Road landowner/s in 2008/9 which indicated that the road had not been maintained some nine years prior.

In a closing response, Margot Stork emphasised the need for all Councillors to be aware of the risks involved in the proposed actions as queried by landowners and noted that a discussion would be tabled at an upcoming Councillor Information Workshop to understand the background and costs associated to conduct the review.

**RESOLUTION 2024/71**

Moved: Mayor Leslie Hotz  
Seconded: Cr Renee McGilvery

That Council conduct a review of the data provided for the maintenance of the unmaintained section of Tablelands Road and provide an update to Councillors at an upcoming Councillor Information Workshop including costs to conduct the review.

In Favour: Crs Leslie Hotz, Melinda Jones, Trina Vaughan, Renee McGilvery, Michael Dingle and Moira Thompson

Against: Nil

Abstained: Cr Susan Payne

**CARRIED 6/1**

I, Cr Les Hotz, inform this meeting pursuant to section 150EQ of the *Local Government Act 2009*, that I have just been made aware that I have a declarable conflict of interest with regards to the Monto Administration Building - Drainage and Remediation Works that Support Structural Repairs that will be addressed at ITEM 14 – CONFIDENTIAL REPORTS. This interest arises as I have personal relations with a proposed Tenderer. As a result of this declarable conflict of interest, I will leave the chambers while the matter is discussed, and the vote is taken.

At 12:28pm, Mayor Leslie Hotz left the meeting.

## 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 254J of the *Local Government Regulation 2012*:

#### 14.1 Monto Administration Building - Drainage and Remediation Works that Support Structural Repairs

This matter is considered to be confidential under 254J - 254J(3)(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.

#### RESOLUTION 2024/72

Moved: Cr Michael Dingle  
Seconded: Cr Renee McGilvery

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 254J of the *Local Government Regulation 2012*:

#### 14.1 Monto Administration Building - Drainage and Remediation Works that Support Structural Repairs

This matter is considered to be confidential under 254J - 254J(3)(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.

In Favour: Crs Melinda Jones, Trina Vaughan, Susan Payne, Renee McGilvery, Michael Dingle and Moira Thompson

Against: Nil

**CARRIED 6/0**

**THE MEETING MOVED INTO A CLOSED SESSION AT 12.30pm.**

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

At 12.34pm, Jess Marteene left the meeting.

**RESOLUTION 2024/73**

Moved: Cr Michael Dingle  
Seconded: Cr Moira Thompson

That Council moves out of Closed Session into Open Session.

In Favour: Crs Melinda Jones, Trina Vaughan, Susan Payne, Renee McGilvery, Michael Dingle and Moira Thompson

Against: Nil

**CARRIED 6/0**

**THE MEETING MOVED BACK INTO AN OPEN SESSION AT 12.48pm.****14.1 MONTA ADMINISTRATION BUILDING - DRAINAGE AND REMEDIATION WORKS THAT SUPPORT STRUCTURAL REPAIRS****OFFICERS RECOMMENDATION**

That Council allocates an additional capital budget of \$190,000 for the internal and external works for the Monto Administration building.

**RESOLUTION 2024/74**

Moved: Cr Michael Dingle  
Seconded: Cr Renee McGilvery

That Council allocates an additional capital budget of \$190,000 for the internal and external works for the Monto Administration building.

In Favour: Crs Melinda Jones, Trina Vaughan, Susan Payne, Renee McGilvery, Michael Dingle and Moira Thompson

Against: Nil

**CARRIED 6/0**

At 12.50pm, Margot Stork, Anna Scott, Kim Mahoney, Rhys Haberman, Kath Hamilton and Marlene Carstens left the meeting.

**14.2 CONFIDENTIAL LEGAL MATTER****RESOLUTION 2024/75**

Moved: Cr Michael Dingle  
Seconded: Cr Susan Payne

That Council considers the confidential matter listed below in a meeting closed to the public in accordance with Section 254J of the *Local Government Regulation 2012*:

**14.2 CONFIDENTIAL LEGAL MATTER**

This matter is considered to be confidential under section 254J(3)(e) of the *Local Government Regulation 2012* – legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government.



|                          |   |
|--------------------------|---|
| <b><u>In Favour:</u></b> | Crs Melinda Jones, Trina Vaughan, Susan Payne, Renee McGilvery, Michael Dingle and Moira Thompson |
| <b><u>Against:</u></b>   | Nil   |
| <b>CARRIED 6/0</b>       |   |

### **THE MEETING MOVED INTO A CLOSED SESSION AT 12.50pm.**

At 12.52pm, Tim Fynes-Clinton joined the meeting.

**NOTE:** During the confidential closed session, Councillors discussed the confidential matter listed above.

### **RESOLUTION 2024/76**

Moved: Cr Trina Vaughan

Seconded: Cr Michael Dingle

That Council moves out of Closed Session into Open Session.

**In Favour:** Crs Melinda Jones, Trina Vaughan, Susan Payne, Renee McGilvery, Michael Dingle and Moira Thompson

**Against:** Nil

**CARRIED 6/0**

### **THE MEETING MOVED BACK INTO AN OPEN SESSION AT 12.56pm.**

I, Cr Melinda Jones, inform this meeting pursuant to section 150EQ of the *Local Government Act 2009*, that I have a declarable conflict of interest with regards to the confidential legal matter being addressed at ITEM 14 – CONFIDENTIAL REPORTS. This interest is that my name is mentioned in the matter, although I am not familiar with the content. This interest has been previously declared, and given the matter remains unresolved, I intend to remain in the room and participate in the discussion and decision/vote.

### **DECLARATION OF INTEREST - CR JONES**

#### **MOTION**

Moved: Cr Renee McGilvery

Seconded: Cr Michael Dingle

That Cr Jones, participate in the discussion and decision/vote despite the Councillor's conflict of interest.

Cr Payne informed the attendees that she had sought independent legal advice stating that Cr Jones should not remain in the meeting due to her name being mentioned in the matter.

**AMENDMENT****RESOLUTION 2024/77**

Moved: Cr Susan Payne  
Seconded: Cr Trina Vaughan

That Cr Jones leave the meeting and does not participate in the discussion nor decision/vote.

In Favour: Crs Trina Vaughan, Susan Payne and Moira Thompson

Against: Crs Renee McGilvery and Michael Dingle

**CARRIED 3/2**

**APPOINTMENT OF CHAIRPERSON****RESOLUTION 2024/78**

Moved: Cr Trina Vaughan  
Seconded: Cr Renee McGilvery

That Council appoint Cr Dingle as Chairperson in the absence of the Mayor and Deputy Mayor.

In Favour: Crs Melinda Jones, Trina Vaughan, Susan Payne, Renee McGilvery, Michael Dingle and Moira Thompson

Against: Nil

**CARRIED 6/0**

At 1:03pm, Cr Melinda Jones left the meeting.

**14.2 CONFIDENTIAL LEGAL MATTER****RESOLUTION 2024/79**

Moved: Cr Renee McGilvery  
Seconded: Cr Trina Vaughan

That Council considers the confidential matter listed below in a meeting closed to the public in accordance with Section 254J of the *Local Government Regulation 2012*:

**14.2 CONFIDENTIAL LEGAL MATTER**

This matter is considered to be confidential under section 254J(3)(e) of the *Local Government Regulation 2012* – legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government.

In Favour: Crs Trina Vaughan, Susan Payne, Renee McGilvery, Michael Dingle and Moira Thompson

Against: Nil

**CARRIED 5/0**

**THE MEETING MOVED INTO A CLOSED SESSION AT 1.03pm.**

At 1.26pm, Tim Fynes-Clinton left the meeting.

At 1.58pm, Tim Fynes-Clinton joined the meeting.

At 2.12pm, Tim Fynes-Clinton left the meeting.

**RESOLUTION 2024/80**

Moved: Cr Renee McGilvery

Seconded: Cr Susan Payne

That Council moves out of Closed Session into Open Session.

In Favour: Crs Trina Vaughan, Susan Payne, Renee McGilvery, Michael Dingle and Moira Thompson

Against: Nil

**CARRIED 5/0**

**THE MEETING MOVED BACK INTO AN OPEN SESSION AT 2.14pm.****14.2 CONFIDENTIAL LEGAL MATTER****RESOLUTION 2024/81**

Moved: Cr Susan Payne

Seconded: Cr Renee McGilvery

That Council instructs King & Company to:

1. Negotiate with Hopgood Ganim in accordance with the position reached in the closed (and confidential) session of this closed meeting; and
2. Report back to Council, via its Governance, Policy and Risk Advisor, at the conclusion of that negotiation.

In Favour: Crs Trina Vaughan, Susan Payne, Renee McGilvery, Michael Dingle and Moira Thompson

Against: Nil

**CARRIED 5/0**

**15 CLOSURE OF MEETING**

The Meeting closed at 2.15pm.

The minutes of this meeting were confirmed at the General Meeting held on 29 May 2024.

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**CHAIRPERSON**