



# **MINUTES**

**General Meeting**

**28 August 2024**

**MINUTES OF NORTH BURNETT REGIONAL COUNCIL  
GENERAL MEETING  
HELD AT THE GAYNDAH BOARDROOM  
ON WEDNESDAY, 28 AUGUST 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 Trina Vaughan	(Division 2)
Cr Susan Payne	(Division 3)
Cr Renee McGilvery	(Division 4)
Cr Michael Dingle	(Division 5)
Cr Moira Thompson	(Division 6)

**OFFICERS:**

Craig Matheson	(Interim Chief Executive Officer)
Anna Scott	(General Manager Works)^
Kim Mahoney	(General Manager Corporate & Community)
Jenny Hall	(Customer Experience & Communities Manager)*^
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)^
Michael Cartwright	(Governance, Policy and Risk Advisor)^
Nori Luff	(Financial Services Manager)*
Rhys Habermann	(Executive Manager – Strategic Operations)

\*attended part of the meeting

^attended via Microsoft Teams

## 3 APOLOGIES/LEAVE OF ABSENCE

### RESOLUTION 2024/194

Moved: Cr Michael Dingle  
Seconded: Cr Renee McGilvery

That apologies from Cr Melinda Jones be received and accepted

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

Against: Nil

**CARRIED 6/0**

## 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>Neville Kunkel</i>	<i>Biggenden</i>
<i>Ashley Shadford</i>	<i>Gayndah</i>
<i>Gotthardt Buchholz</i>	<i>Gayndah</i>
<i>Inge Augenstein</i>	<i>Monto</i>
<i>Lloyd Dahtler</i>	<i>Monto</i>
<i>Raymond Grocke</i>	<i>Mount Perry</i>
<i>Andrew McBurnie</i>	<i>Mundubbera</i>

## 6 DEPUTATIONS/PETITIONS

Through the Chair, Cr Thompson presented a written petition received from Ms Michelle Bailey on 19 August 2024, which at that time contained 403 signatures.

The petition requests to have the amenities block (public toilets) located at the Dallarnil Sports Ground, on Main Road, Dallarnil, re-opened for public use.

While Cr Thompson recognised that the format of the petition was not strictly compliant with clause 15.2 of Council's Standing Orders, it was presented on behalf of, and at the request of, Ms Bailey.

### PETITION – AMENITIES BLOCK AT THE DALLARNIL SPORTS GROUND

#### RESOLUTION 2024/195

Moved: Cr Moira Thompson  
Seconded: Cr Renee McGilvery

That the petition received from Ms Michelle Bailey on 19 August 2024, containing 403 signatures at that time and calling for the re-opening for public use of the amenities block at the Dallarnil Sports Ground, be received by Council.

In Favour: Crs Leslie Hotz, Trina Vaughan, Renee McGilvery, and Moira Thompson

Against: Crs Susan Payne and Michale Dingle

**CARRIED 4/2**

## 7 DECLARATIONS OF INTEREST

Nil.

## 8 CONFIRMATION OF MINUTES

### 8.1 MINUTES OF THE GENERAL MEETING HELD ON 31 JULY 2024

#### OFFICERS RECOMMENDATION

That the Minutes of the General Meeting held on 31 July 2024 be confirmed.

#### RESOLUTION 2024/196

Moved: Cr Michael Dingle

Seconded: Cr Renee McGilvery

That the Minutes of the General Meeting held on 31 July 2024 be confirmed.

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

Against: Nil

**CARRIED 6/0**

### 8.2 MINUTES OF THE SPECIAL MEETING HELD ON 7 AUGUST 2024

#### OFFICERS RECOMMENDATION

That the Minutes of the Special Meeting held on 7 August 2024 be confirmed.

#### RESOLUTION 2024/197

Moved: Cr Moira Thompson

Seconded: Cr Trina Vaughan

That the Minutes of the Special Meeting held on 7 August 2024 be confirmed.

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

Against: Nil

**CARRIED 6/0**

### 8.3 MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING HELD ON 15 AUGUST 2024

#### OFFICERS RECOMMENDATION

That the Minutes of the Audit and Risk Committee Meeting held on 15 August 2024 be noted.

#### RESOLUTION 2024/198

Moved: Cr Renee McGilvery

Seconded: Cr Moira Thompson

That the Minutes of the Audit and Risk Committee Meeting held on 15 August 2024 be noted.

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

Against: Nil

**CARRIED 6/0**

## 9 OFFICE OF THE CHIEF EXECUTIVE OFFICER

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

#### OFFICERS RECOMMENDATION

That Council receives and notes the Outstanding Council Resolutions, Questions on Notice and Actions Report at **Attachments 1, 2 and 3** respectively for the period from 30 June 2021 to 14 August 2024.

#### RESOLUTION 2024/199

Moved: Cr Trina Vaughan

Seconded: Cr Moira Thompson

That Council receives and notes the Outstanding Council Resolutions, Questions on Notice and Actions Report at **Attachments 1, 2 and 3** respectively for the period from 30 June 2021 to 14 August 2024.

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

Against: Nil

**CARRIED 6/0**

**GM ACTION 42 QON - VISY LEASE DURATION**

Cr Vaughan enquired as to the length of the Trustee Lease over part 113 BON1559 to Visy Board Pty Ltd as outlined in Resolution 2023/200 on page 41 of the Agenda. Through the Chair, Mr Cartwright responded noting that the question would be taken on notice.

**GM ACTION 43 QON - BIGGENDEN SWIMMING POOL UTILISATION DATA**

Cr Thompson expressed concerns about low attendance at the Biggenden Swimming Pool during the open season. Through the Chair, Mr Matheson indicated that the question would be taken on notice, and the utilisation data would be provided.

**GM ACTION 44 QON - BIGGENDEN RURAL FIRE SERVICE - SALEYARDS ROAD SHED CONSTRUCTION UPDATE**

Cr Thompson highlighted that the shed construction at Saleyards Road in Biggenden has stalled and queried if an update could be provided from the Biggenden Rural Fire Service (RFS). Through the Chair, Mr Matheson committed to following up with the Biggenden RFS to request resolution of the issue as a priority and provide an update to Councillors.

**9.2 STATUTORY POLICY 1022 COUNCILLOR CONDUCT INVESTIGATIONS****OFFICERS RECOMMENDATION**

That in accordance with section 150AE of the *Local Government Act 2009*, Council adopt by resolution, Statutory Policy 1022 – Councillor Conduct Investigations at **Attachment 1** to this report, to replace Statutory Policy 1022 – Councillor Conduct Investigations which was adopted by Council on 29 May 2024.

**RESOLUTION 2024/200**

Moved: Cr Renee McGilvery

Seconded: Cr Susan Payne

That in accordance with section 150AE of the *Local Government Act 2009*, Council adopt by resolution Statutory Policy 1022 – Councillor Conduct Investigations at **Attachment 1** to this report, to replace Statutory Policy 1022 – Councillor Conduct Investigations which was adopted by Council on 29 May 2024.

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

Against: Nil

**CARRIED 6/0**

### 9.3 PROPOSED DIVESTMENT OF RESERVE

#### OFFICERS RECOMMENDATION

That:

1. Council Resolution 2024/123 be rescinded.
2. Council authorises the Chief Executive Officer under section 50 of the *Land Act 1994*, to file a Notice of Vacation of Office by Trustee with the State Department of Resources.

#### RESOLUTION 2024/201

Moved: Cr Michael Dingle

Seconded: Cr Trina Vaughan

That:

1. Council Resolution 2024/123 be rescinded.
2. Council authorises the Chief Executive Officer under section 50 of the *Land Act 1994*, to file a Notice of Vacation of Office by Trustee with the State Department of Resources.

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

Against: Nil

**CARRIED 6/0**

## 9.4 2024 END-OF-YEAR CLOSURE AND ESSENTIAL SERVICE PROVISION

### OFFICERS RECOMMENDATION

That Council notes:

1. The closure of Council offices, including Customer Service and Library Centres, from close of business on Tuesday, 24 December 2024, reopening at 8:30am on Thursday, 2 January 2025.
2. The outside workforce will conclude duties on Friday, 13 December 2024, and recommence on Monday, 6 January 2025, in accordance with the Certified Agreement provisions.

### RESOLUTION 2024/202

Moved: Cr Michael Dingle

Seconded: Cr Moira Thompson

That Council notes:

1. The closure of Council offices, including Customer Service and Library Centres, from close of business on Tuesday, 24 December 2024, reopening at 8:30am on Thursday, 2 January 2025.
2. The outside workforce will conclude duties on Friday, 13 December 2024, and recommence on Monday, 6 January 2025, in accordance with the Certified Agreement provisions.

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

Against: Nil

**CARRIED 6/0**

## 10 CORPORATE AND COMMUNITY

### 10.1 FINANCE REPORT AS AT 31 JULY 2024

#### OFFICERS RECOMMENDATION

That in accordance with section 204 (2) (b) of the *Local Government Regulation 2012*, Council receive and note the Finance Report for the period ending 31 July 2024 at **Attachment 1** to this report.

### RESOLUTION 2024/203

Moved: Cr Susan Payne

Seconded: Cr Moira Thompson

That in accordance with section 204 (2) (b) of the *Local Government Regulation 2012*, Council receive and note the Finance Report for the period ending 31 July 2024 at **Attachment 1** to this report.

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

Against: Nil



**CARRIED 6/0**

**GM ACTION 45 STOCK ROUTES OVERVIEW**

Cr Vaughan requested an overview of the stock routes, including but not limited to, details on agistment (fees, terms, land availability and management), geographic information (maps, key locations, and land ownership), usage and access patterns, recent maintenance activities and budget, applicable regulations, etc. Through the Chair, Ms Mahoney confirmed that an overview would be provided.

**GM ACTION QON - DISCREPANCY IN BUDGETED VS. ACTUAL RENTAL INCOME**

Cr Payne observed a significant discrepancy between the budgeted rental income of \$28,000 for FY 24/25 and the actual income of \$4,000. Through the Chair, Ms Luff noted that this question would be taken on notice.

**10.2 2023-24 REGIONAL ARTS DEVELOPMENT FUND (RADF) PROGRAM**

**OFFICERS RECOMMENDATION**

That Council endorse a Regional Arts Development Fund Council-led Initiative to award each North Burnett region-based Show Society a bursary payment of \$796.00 each, for the purpose of engaging local artists or emerging local artists to deliver an arts and cultural experience at a North Burnett Agricultural Show in 2025.

**RESOLUTION 2024/204**

Moved: Cr Renee McGilvery  
 Seconded: Cr Michael Dingle

That Council endorse a Regional Arts Development Fund Council-led Initiative to award each North Burnett region-based Show Society a bursary payment of \$796.00 each, for the purpose of engaging local artists or emerging local artists to deliver an arts and cultural experience at a North Burnett Agricultural Show in 2025.

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

Against: Nil

**CARRIED 6/0**

### 10.3 QUEENSLAND AUDIT OFFICE (QAO) 2024 AUDIT AND RISK COMMITTEE BRIEFING PAPER

#### OFFICERS RECOMMENDATION

That Council notes the 2024 Audit and Risk Committee Briefing Paper, as prepared by the Queensland Audit Office at **Attachment 1**.

#### RESOLUTION 2024/205

Moved: Cr Trina Vaughan  
Seconded: Cr Moira Thompson

That Council notes the 2024 Audit and Risk Committee Briefing Paper, as prepared by the Queensland Audit Office at **Attachment 1**

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

Against: Nil

**CARRIED 6/0**

### 11 WORKS

Nil.

### 12 COUNCILLOR REPORTS

#### 12.1 OVERVIEW OF MAYOR AND COUNCILLORS ACTIVITIES - JULY 2024

#### OFFICERS RECOMMENDATION

That Council receives the Councillor Reports for the period 1 July 2024 to 31 July 2024.

#### RESOLUTION 2024/206

Moved: Cr Moira Thompson  
Seconded: Cr Michael Dingle

That Council receives the Councillor Reports for the period 1 July 2024 to 31 July 2024

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

Against: Nil

**CARRIED 6/0**

## 12.2 COUNCILLOR ENGAGEMENTS & INSIGHTS FORM - ANZDEM CONFERENCE JULY 2024

### OFFICERS RECOMMENDATION

That Council receive the report from Cr Vaughan, Cr McGilvery and Cr Jones regarding their participation at the Australia and New Zealand Disaster and Emergency Management (ANZDEM) Conference held on the Gold Coast from 21-23 July 2024.

#### RESOLUTION 2024/207

Moved: Cr Renee McGilvery  
Seconded: Cr Moira Thompson

That Council receive the report from Cr Vaughan, Cr McGilvery and Cr Jones regarding their participation at the Australia and New Zealand Disaster and Emergency Management (ANZDEM) Conference held on the Gold Coast from 21-23 July 2024.

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

Against: Nil

**CARRIED 6/0**

## 12.3 COUNCILLOR ENGAGEMENTS & INSIGHTS FORM - BUNDABERG REGION FUTURES FORUM

### OFFICERS RECOMMENDATION

That Council receive the report from Cr Thompson regarding her participation in the Bundaberg Region Futures Forum held on 25 July 2024.

#### RESOLUTION 2024/208

Moved: Cr Trina Vaughan  
Seconded: Cr Moira Thompson

That Council receive the report from Cr Thompson regarding her participation in the Bundaberg Region Futures Forum held on 25 July 2024.

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

Against: Nil

**CARRIED 6/0**

## 13 URGENT BUSINESS

Nil.

## 14 CONFIDENTIAL REPORTS

Nil.

**15 CLOSURE OF MEETING**

The Meeting closed at 9.57am.

The minutes of this meeting were confirmed at the General Meeting held on 25 September 2024.

  
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CHAIRPERSON