



# Burdekin Shire Council

# **MINUTES**

## **POST-ELECTION MEETING**

**HELD AT COUNCIL ADMINISTRATION BUILDING,  
145 YOUNG STREET, AYR**

**on 3 April 2024**

**COMMENCING AT 9:00AM**

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## **1. ATTENDANCE**

Councillor Pierina Dalle Cort, Councillor Max Musumeci, Councillor Michael Detenon, Council John Furnell, Councillor Amanda Hall, Councillor Fina Vasta, Councillor Callan Oar.

Mr. T. Brennan – Chief Executive Officer

Mr. N. O'Connor – Director Corporate and Community Services

Mr. N. Wellwood – Director of Infrastructure, Planning and Environmental Services

Minutes Clerk – Ms. G. Biffanti

## **2. PRAYER**

The meeting prayer was delivered by Pastor Mark Webley of the UR Church.

## **3. MAYOR OPENING REMARKS**

The Mayor extended a personal welcome to all attendees at the meeting and expressed gratitude to the voters for entrusting her with the role of Mayor. Additionally, she conveyed appreciation to her supporters, family, and friends whose encouragement motivated her to pursue another mayoral candidacy.

## **4. DECLARATION OF OFFICE**

In accordance with Section 169 of the *Local Government Act 2009*, each Councillor made a declaration of office in the prescribed form before the Chief Executive Officer.

## **5. APPOINTMENT OF DEPUTY MAYOR**

In accordance with Section 175(2) of the *Local Government Act 2009*, the Council is required to appoint by resolution a Deputy Mayor from its Councillors.

The Mayor called for nominees for Deputy Mayor.

Councillor Dalle Cort nominated Councillor Hall which was seconded by Councillor Vasta.

Councillor Oar nominated Councillor Musumeci which was seconded by Councillor Detenon.

Following addresses to the Council by both nominees the decision was put to a vote.

The results of the vote was Councillor Hall – 3 Votes: Councillor Musumeci – 4 Votes.

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**Resolution**

Moved Councillor Oar, seconded Councillor Detenon that in accordance with Section 175(2) of the *Local Government Act 2009*, Council appoint Councillor Max Musumeci to the position of Deputy Mayor.

CARRIED

**6. DETERMINE DAY AND TIME FOR ORDINARY COUNCIL MEETINGS**

In accordance with Section 256 (1) of the *Local Government Regulation 2012* the Council must consider at the post-election meeting, the day and time for the holding of other meetings. The Council must meet at least once in each month and the meetings are to be held at the local government's public office or for a particular meeting at another place fixed by resolution for the meeting (Section 257 *Local Government Regulation 2012*).

**Recommendation**

That in accordance with Section 256, of the *Local Government Regulation 2012* the Council decides that ordinary meetings will be held on the second and fourth Tuesday of each month commencing at 9:00am at the Council Chambers, 145 Young Street, Ayr.

**Resolution**

Moved Councillor Dalle Cort, seconded Councillor Musumeci that the recommendation be adopted.

CARRIED

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## **7. DETERMINE ORDER OF BUSINESS FOR ORDINARY COUNCIL MEETINGS**

Council is required to determine the Order of Business for the conduct of its Ordinary Council Meetings.

### **Recommendation**

That the Council determine the Order of Business for its Ordinary Council Meetings to be as follows:

1. Attendance
2. Prayer
3. Declaration of Interest
4. Minutes and Business Arising
5. Executive
  - 5.1 CEO
  - 5.2 Economic Development
6. Corporate and Community Services
  - 6.1 Client Services
  - 6.2 Community Development
  - 6.3 Financial and Administrative Services
  - 6.4 Governance
7. Infrastructure, Planning and Environmental Services
  - 7.1 Environmental and Health Services
  - 7.2 Operations
  - 7.3 Planning and Development
  - 7.4 Technical Services
8. Notice of Motion
9. Receipt of Petitions
10. Correspondence for Information
11. General Business
12. Closed Business Items
13. Delegations

### **Resolution**

Moved Councillor Musumeci, seconded Councillor Furnell that the recommendation be adopted.

CARRIED

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## **8. ADOPTION OF THE CODE OF CONDUCT FOR COUNCILLORS**

Under section 150D of the *Local Government Act 2009*, the Minister for Local Government must make a Code of Conduct stating the standards of behaviour for Councillors in the performance of their responsibilities as Councillors. In addition to this, the Code of Conduct may contain anything the Minister considers necessary for, or incidental to, the standards of behaviour.

Before assuming public office, all Councillors must make a Declaration of Office and commit to complying with the Local Government Principles and obligations of Councillors in accordance with section 169 of the *Local Government Act 2009* as well as the standards of behaviour set out in the Code of Conduct for Councillors. As part of that declaration, Councillors must declare that they will abide by the Code of Conduct.

### **Resolution**

Moved Councillor Furnell, seconded Councillor Hall that the Council adopt the Code of Conduct for Councillors as made by the Minister for Local Government.

CARRIED

## **9. APPOINTMENTS TO VARIOUS COMMITTEES AND EXTERNAL ORGANISATIONS**

Council is involved with a number of internal and external committees and organisations that require a council representative to participate and attend meetings. Appointment of representatives to these committees is by resolution.

### **Recommendation**

That Council endorse the appointment of Councillor representatives to internal and external committees and organisations as recorded in Appendix A – List of Advisory Committees and External Organisations as seen below.

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# APPENDIX A

## List of Advisory Committees and External Organisations

Committee / Organisation	Representation Requirements	Meeting Frequency	Councillor/s Appointed
Audit Committee	The Audit Committee Membership includes two (2) Councillors and three (3) Independent External Members (including an Independent Chairperson). The role of the Audit Committee is to provide independent assurance and assistance to Council on the risk, control and compliance frameworks, and Council's external accountability responsibilities as prescribed in the <i>Local Government Act and Regulation</i> . Council's Internal Audit Function and Risk Management Committee both report to the Audit Committee. The Audit Committee also play an important role in reviewing the financial statements. The Councillor representatives are not required to have any specific qualifications; however, all committee members are expected to engage in supplementary reading materials relevant to the committee's objectives. Agenda items (including reports and briefing materials) are generally forwarded to members on the Friday prior to a Wednesday meeting.	Five (5) to six (6) meetings per year. Meetings are scheduled in advance at the beginning of each calendar year and are aligned around Council's external audit and financial reporting deadlines.	Councillor Michael Detenon Councillor Callan Oar
Ayr Chamber of Commerce		Second Tuesday of every month.	No delegate set – it will alternate.
Burdekin Bowen Integrated Flood Plain Management Advisory Committee (BBIFMAC)		Every two (2) months.	Councillor Max Musumeci
Burdekin Bowen Local Marine Advisory Committee		Every three (3) months.	Councillor Michael Detenon
Burdekin Community Association		Monthly.	Councillor Fina Vasta

Committee / Organisation	Representation Requirements	Meeting Frequency	Councillor/s Appointed
Burdekin Landcare Group		The first Tuesday every three (3) months.	Councillor Michael Detenon
Burdekin Local Disaster Management Group	<p>In accordance with the provisions of the <i>Disaster Management Act</i>, the members of the group must be appointed by the Local Government.</p> <p>At least one (1) person appointed must be nominated by the Chief Executive of the Department responsible for Disaster Management. At least one (1) person appointed must be a Councillor of the Local Government. The person appointed as the Chairperson must be a Councillor of the Local Government.</p> <p>The relevant Local Government for a local group may appoint a person as a member, only if satisfied that the person has the necessary expertise or experience to be a member.</p>	<p>The third Friday of each month from October to April.</p> <p>Additional meetings during an event.</p>	<p>Chairperson – Mayor</p> <p>Deputy Mayor</p> <p>Councillor John Furnell</p>
Burdekin Neighbourhood Centre Association		The first Friday of every month	Councillor Fina Vasta
Burdekin Shire Road Safety Advisory Committee	Representatives include local Queensland Police Service, Queensland Ambulance Service, Queensland Fire and Emergency Services, the Department of Transport and Main Roads and Wilmar. Council nominates one (1) Councillor to Chair the meeting.	The third Wednesday every three (3) months. (February, May, August and November)	Chair – Councillor Max Musumeci
Burdekin Shire Rivers Improvement Trust	<p>The Chairman of this Trust is a Government Representative appointed by the Governor in Council.</p> <p>Under Section 5 of the <i>River Improvement Trust Act 1940</i>, a Local Government may appoint two (2) representatives for the Trust and such representatives shall be Councillors.</p>	The third Friday every two (2) months or as required.	<p>Mayor</p> <p>Councillor Callan Oar</p>

Committee / Organisation	Representation Requirements	Meeting Frequency	Councillor/s Appointed
Burdekin Water Futures	Includes representatives from Lower Burdekin Water, Council and the State Government Department responsible for Natural Resources, Sunwater, NQ Dry Tropics, BSES, CSIRO Land and Water, Landcare and Burdekin River Irrigation Area Committee.	Irregular at present	Chair - Mayor
Community Grants Panel	This group meets to consider Community Grants applications. The Panel comprises of two (2) Councillors and a number of Council Officers.	Three (3) times per year – three (3) rounds	Councillor John Furnell Councillor Fina Vasta
Community and Cultural Development Advisory Group (CCDAG)	Ten representatives from the community with understanding of Sport and Recreation/Arts and Cultural Development. Council invites interested persons wishing to nominate as a member of the CCDAG to submit an Expression of Interest to Council by returning a completed nomination form. Members wishing to act as Chair for the group will have an opportunity to nominate. The Chair will then be selected by Council based on merit and experience.	Held every two (2) months	Councillor John Furnell Councillor Max Musumeci
District Disaster Management Group		As required	Mayor (Chair of LDMG)



Committee / Organisation	Representation Requirements	Meeting Frequency	Councillor/s Appointed
Economic Development Advisory Group	<p>The group will consist of a maximum of 10 representatives from business/industry and the community. The following skills and experience will be considered in relation to the selection of members of the group:</p> <ul style="list-style-type: none"> <li>• Relevant industry experience</li> <li>• Relevant professional knowledge and expertise</li> <li>• Understanding of the drivers of economic or tourism development</li> <li>• Understanding of the Burdekin Shire business community or industry sectors</li> <li>• Personal qualities that encourage collaboration, information sharing, innovative thinking and commitment</li> <li>• Members will ideally reside within the Burdekin Shire local government area.</li> </ul> <p>The Council representatives on the group will be two Councillors appointed by Council and supported by the Economic Development Coordinator and Tourism Officer. The Mayor is an ex officio member of all advisory groups and may attend at any stage.</p>	Every Two (2) months	Councillor Michael Detenon Councillor Max Musumeci
Home Hill Chamber of Commerce		The third Wednesday of every month	No delegate set – it will alternate.
Local Authority Waste Management Advisory Committee (LAWMAC)	This committee meets at venues around North Queensland.	Three (3) times per year	Councillor Callan Oar

Committee / Organisation	Representation Requirements	Meeting Frequency	Councillor/s Appointed
Lower Burdekin Water Board (including Finance and Audit Committee and Communication Focus Group)	<i>One Council representative</i> is nominated to serve on this board. Board directors are appointed by Government Order in Council on the recommendation of the State Minister responsible for Resource Management.	<ul style="list-style-type: none"> <li>Board Meeting – the third Thursday of every month</li> <li>Monthly Committee Meeting</li> <li>Additional meetings as required</li> </ul>	Councillor Amanda Hall
North Queensland Regional Organisation of Councils (NQ ROC)	Mayor from each Council are a member of the organisation.	Every two (2) months	Mayor Chief Executive Officer
North Queensland Sports Foundation	Burdekin Shire usually nominates one (1) Council Representative and one (1) Community Representative. However, a Council Representative is not mandatory.	Every two (2) to three (3) months	Councillor Callan Oar Manager Community Services
Reef Guardian Councils	Consists of two (2) Executives, Councillors and two (2) working group members	Twice yearly	Mayor Councillor Michael Detenon
Regional Arts Development Fund (RADF) Committee	This committee meets to consider and make recommendations to Council on RADF Applications received in two (2) funding rounds per year.	Meets every six (6) months	Chair – TBC Councillor John Furnell Councillor Fina Vasta
Regional Roads Transport Group (NQRRTG)	Includes representatives from Hinchinbrook Shire Council, Charters Towers Regional Council, Townsville City Council, Burdekin Shire Council and the Department of Transport and Main Roads. <i>The Mayor and the Director of Infrastructure, Planning and Environmental Services or Manager Technical Services</i> are required to attend.	Every three (3) months	Mayor Director of Infrastructure, Planning and Environmental Services or Manager Technical Services

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**Resolution**

Moved Councillor Oar, seconded by Councillor Vasta that the recommendation be adopted.

CARRIED

There being no further business the meeting closed at 9.26am.

**These minutes were confirmed by Council at the Ordinary Council Meeting held on 23 April 2024.**

**MAYOR**

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