



GLADSTONE
REGIONAL COUNCIL

GENERAL MEETING MINUTES

**HELD AT THE COUNCIL CHAMBERS - CIVIC CENTRE
101 GOONDOON STREET, GLADSTONE**

On Tuesday 21 July 2026

Commencing at 10.35am

**Leisa Dowling
CHIEF EXECUTIVE OFFICER**

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Elected Members

Councillor - Mayor M Burnett
Councillor G Churchill
Councillor K Davis
Councillor M Wagner
Councillor M Holzheimer
Councillor N Muszkat
Councillor S McClintock
Councillor L Patrick
Councillor C Cameron

Officers

L Dowling (Chief Executive Officer)
R Millett (Executive Secretary)
T Whalley (Manager Governance and Risk)
M Holmes (General Manager Finance Governance and Risk)
C Quinn (General Manager People and Strategy)
K Lee (General Manager Community and Lifestyle)
T Bignell (General Manager Operations)
M Francis (General Manager Assets and Environment)
K Wilson (General Manager Customer Experience)
P Baker (Asst Planning Engineer)
M Connolly (Corporate Strategy Specialist)

G/0.3.2. APOLOGIES AND LEAVE OF ABSENCE

Nil

G/0.3.3. MESSAGES OF CONDOLENCE

Nil

G/0.3.4. DECLARATION OF INTERESTS

Mayor Burnett

Mayor Matt Burnett advised that he has a material personal interest in relation to Agenda Item G/4.7 LGAQ 2026 CONFERENCE MOTIONS AND ATTENDANCE as he is the president of the Local Government Association Queensland (LGAQ) who would receive a financial benefit from the Councillor's attendance at the LGAQ conference.

Mayor Burnett advised that he will leave the meeting room for Agenda Item G/4.7.

G/1. MAYORAL STATEMENT OF CURRENT ISSUES

I'll start by referring to our budget which we just adopted. For those who missed the budget online, it was a \$441 million budget with a \$143 million capital works program and an average general rate increase of just 0.47%. This year we've introduced an averaging general rates model, which means valuations will be averaged across three years to make sure there's no significant increases to residents in their rates notice this year. One special thing I'd like to mention is the \$50,000 we've added to the Gladstone District Sports Foundation, which will help our aspiring Olympians in 2032. There's so much more to the budget, which you'll be able to find on Council's website.

In the last couple of weeks, we had the Central to Defence launch on Friday 10 July 2026 in Rockhampton, positioning Central Queensland as Australia's gateway to the Pacific. The business case outlines five priority investments, including a proposed submarine support facility at the Port of Gladstone, jointly driven by Gladstone Regional Council, Livingstone Shire Council and Rockhampton Regional Council, alongside Regional Development Australia. It's fantastic to work with our partners and our neighbours to ensure that we have a significant increased defence presence in Central Queensland.

We have just seen Exercise Austral Shield in Gladstone from Friday 3 July 2026 to Friday 17 July 2026. This exercise strengthened the local preparedness and critical infrastructure protection and Australian Defence Force (ADF) personnel actively connected with our community through local events. I refer to the local event organised at the Philip Street Communities and Families Precinct and thank Sha Phelps, Executive Officer to the Mayor, and the team who got involved and made sure that was a huge success. Sha works in my office and it's not normally her role to organise an event like that, but she did a fantastic job and was supported by the team, and it was a huge success. We thought a couple hundred people might turn up, but thousands of people turned up to the Philip Street Communities and Families Precinct. So much so that the young vets had to go to the shop many times to get more snags for the free sausage sizzle. Thank you to the community who turned up and acknowledge John Eade who played the music on the day, he was fantastic.

We've also just had Luminous at the Tondoon Botanic Gardens (TBG). Four magical nights and over 21,000 people attended the event this year, that's not including the under-fives. The event also celebrated 30 years of friendship with our sister city, Saiki, in Japan.

Coming up, we have National Tree Day on Saturday 26 July 2026. We have our Saiki visit. The mayor of Saiki will be in Gladstone with a delegation starting next week and celebrates 30 years of our friendship with our sister city in Japan.

Symphony Under the Stars is on Friday 31 July 2026 at the Gladstone Ports Corporation (GPC) Marina Parklands. Thanks to ConocoPhillips and the Queensland Symphony Orchestra.

G/2. CONFIRMATION OF MINUTES

G/2.1. CONFIRMATION OF GENERAL MEETING MINUTES FOR 7 JULY 2026

Responsible Officer: Chief Executive Officer

Prepared By: Executive Secretary

Council Meeting Date: 21 July 2026

File Ref: CM7.2

Purpose:

Confirmation of the minutes of the General Meeting held on 7 July 2026.

Officer's Recommendation:

That the minutes of the General Meeting of Council held on 7 July 2026 be confirmed.

GM/26/5717 Council Resolution:

Moved Cr Holzheimer

Seconded Cr Davis

That the Officer's Recommendation be adopted.

CARRIED

G/3. DEPUTATIONS

Nil

G/4. OFFICERS' REPORTS

G/4.1. GLADSTONE REGION WALKING NETWORK PLANS

Responsible Officer: General Manager Assets and Environment

Prepared By: Asset Planning Engineer

Council Meeting Date: 21 July 2026

File Ref: TT6.2

Purpose:

The purpose of this report is to present the Walking Network Plans to Council for endorsement to complete funding requirements and enable Council to access future funding programs to deliver pathways identified in the plans.

Officer's Recommendation:

That Council endorse the:

- Calliope Walking Network Plan (Version 5.1)
- Tannum Sands and Boyne Island Walking Network Plan (Version 5.1)
- Agnes Water Walking Network Plan (Version 5.1)

GM/26/5718 Council Resolution:

Moved Cr Churchill

Seconded Cr Cameron

That the Officer's Recommendation be adopted.

CARRIED

G/4.2. CENTRAL QUEENSLAND PRINCIPAL CYCLE NETWORK PLAN

Responsible Officer: General Manager Assets and Environment

Prepared By: Asset Planning Engineer

Council Meeting Date: 21 July 2026

File Ref: RD8.1

Purpose:

The purpose of this report is to seek Council endorsement Principal Cycle Network Plan maps relevant to the Gladstone Regional Council.

Officer's Recommendation:

That Council endorse the Queensland Principal Cycle Network Gladstone Regional Council (maps 78 – 113) (refer attachment 1 of the Officer's Report).

GM/26/5719 Council Resolution:

Moved Cr McClintock

Seconded Cr Churchill

That the Officer's Recommendation be adopted.

CARRIED

G/4.3. PHILIP STREET COMMUNITY ADVISORY ANNUAL REPORT

Responsible Officer: General Manager Community and Lifestyle

Prepared By: Senior Program Support Officer

Council Meeting Date: 21 July 2026

File Ref: CR3.2

Purpose:

The purpose of this report is to provide Council with a progress update on the operations of the Philip Street Communities and Families Precinct Advisory Committee.

Officer's Recommendation:

That Council receive the Philip Street Communities and Families Precinct Advisory Committee Annual Report 2025.

GM/26/5720 Council Resolution:

Moved Cr Holzheimer

Seconded Cr Wagner

That the Officer's Recommendation be adopted.

CARRIED

G/4.4. REVIEW OF COUNCIL MEETINGS PROCEDURES POLICY

Responsible Officer: General Manager Finance Governance and Risk

Prepared By: Manager Governance and Risk

Council Meeting Date: 21 July 2026

File Ref: CM7.2

Purpose:

To present a revised Council Meetings Procedures Policy, incorporating recent amendments to the Model Meeting Procedures and Best Practice Standing Orders for Council's consideration.

Officer's Recommendation:

That Council adopt the Council Meetings Procedures Policy (Version 8) (attachment 1 to the Officer's Report).

GM/26/5721 Council Resolution:

Moved Cr Holzheimer
Seconded Cr Churchill

That the Officer's Recommendation be adopted.

CARRIED

G/4.5. GLADSTONE AIRPORT CORPORATION STATEMENT OF CORPORATE INTENT FINANCIAL YEAR 2027

Responsible Officer: General Manager Finance Governance and Risk

Prepared By: Manager Governance and Risk

Council Meeting Date: 21 July 2026

File Ref: FM19.1

Purpose:

This report seeks Council consideration of the Gladstone Airport Corporation's Statement of Corporate Intent for the Financial Year 2027.

Officer's Recommendation:

That:

1. Council endorse the Gladstone Airport Corporation's Statement of Corporate Intent for the Financial Year 2027 with the following amendments to "*Appendix 4 – Social License to Operate*" as follows:

At page 24, insert:

"7. GRC recognises that as part of GAC's community presence, GAC may wish to support community initiatives through sponsorships and grants. In order to optimise community support between GRC and GAC, any sponsorship or grants must be in accordance with a community support policy to be approved by GRC each year along with the Statement of Corporate Intent."

2. Gladstone Airport Corporation provide the draft Statement of Corporate Intent for the Financial Year 2028 to Council no later than 30 April 2027 as required by s94(4)(a) of the *Local Government (Beneficial Enterprises and Business Activities) Regulation 2010*.

GM/26/5722 Council Resolution:

Moved Cr Davis

Seconded Cr Muszkat

That the Officer's Recommendation be adopted.

CARRIED

G/4.6. MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 30 JUNE 2026

Responsible Officer: General Manager Finance Governance and Risk

Prepared By: Management Accounting Specialist

Council Meeting Date: 21 July 2026

File Ref: FM15.1

Purpose:

This report seeks Council adoption of the Monthly Financial Statements for the year 2025-26 to date, for the period ended 30 June 2026.

Officer's Recommendation:

That Council receive the Monthly Financial Report for the period ended 30 June 2026 provided in accordance with s204 of the Local Government Regulation 2012.

GM/26/5723 Council Resolution:

Moved Cr McClintock

Seconded Cr Churchill

That the Officer's Recommendation be adopted.

CARRIED

G/4.7. LGAQ 2026 CONFERENCE MOTIONS AND ATTENDANCE

Responsible Officer: General Manager People and Strategy

Prepared By: Manager Strategy & Improvement

Council Meeting Date: 21 July 2026

File Ref: GR3.1

Mayor Burnett (material personal interest) left the meeting room for Agenda Item G/4.7. and did not participate in the decision.
(refer G/0.3.4. Declaration of Interests section of the minutes - page 3)

Deputy Mayor Muszkat chaired the meeting for Agenda Item G/4.7.

Purpose:

The purpose of this report is to provide Council with the opportunity to consider motions for submission to the Local Government Association of Queensland (LGAQ) Annual Conference 2026 and authorise Councillor attendance at key conferences that support Council's strategic advocacy priorities and representation of the Gladstone Region community.

Officer's Recommendation:

That Council:

1. Submit the following conference motions to the Local Government Association Queensland (LGAQ) for consideration:
 - (a) Modernisation of the Model Local Laws
 - (b) Qld Fire Permit System Reform
 - (c) Acting as Provider of Last Resort Government Services
2. Authorise attendance at the following Conferences:
 - (a) Councillor Patrick, Councillor McClintock, Councillor Cameron and Councillor Holzheimer to attend the LGAQ Annual Conference, 19 – 21 October 2026 in Cairns as Council delegates, noting Mayor Burnett is scheduled to attend as President of the Local Government Association Queensland.
 - (b) Councillor McClintock to attend the Land Forces International Land Defence Exposition, 6 – 8 October in Perth.

GM/26/5724 Council Resolution:

Moved Cr Patrick

Seconded Cr Wagner

That the Officer's Recommendation be adopted.

CARRIED

G/5. COUNCILLORS REPORT

Councillor Michelle Wagner mentioned that she had the pleasure of attending the Seniors Expo held at Yaralla's Gladstone Entertainment Centre. Cr Wagner acknowledged that several other Councillors also attended throughout the day and they were able to sit down with people to talk. Cr Wagner highlighted that there were 49 stall holders, with stall holders contributing to some prizes. Cr Wagner noted that she received a lot of feedback from people who didn't know particular services existed, or there were new people to the area who wanted to connect with others and there were stalls that could assist with that. Cr Wagner congratulated everyone involved in the event, including Relationships Australia and others that have been integral in organising the event. Cr Wagner encouraged seniors to attend the future events.

G/6. URGENT BUSINESS

Nil

G/7. NOTICE OF MOTION

Nil

G/8. CONFIDENTIAL ITEMS

Nil

There being no further business the Mayor formally closed the meeting.

THE MEETING CLOSED AT 11.30am.