



GLADSTONE
REGIONAL COUNCIL

GENERAL MEETING MINUTES

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

On Tuesday 21 April 2026

Commencing at 9.00am

**Leisa Dowling
CHIEF EXECUTIVE OFFICER**

Table of Contents

ITEM	PAGE
G/0.3.2. APOLOGIES AND LEAVE OF ABSENCE	3
G/0.3.3. MESSAGES OF CONDOLENCE	3
G/0.3.4. DECLARATION OF INTERESTS	3
G/1. MAYORAL STATEMENT OF CURRENT ISSUES.....	4
G/2. CONFIRMATION OF MINUTES	5
G/2.1. CONFIRMATION OF GENERAL MEETING MINUTES FOR 7 APRIL 2026	5
G/3. DEPUTATIONS	6
G/4. OFFICERS' REPORTS	7
G/4.1. MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 31 MARCH 2026.....	13
G/4.2. CONTRACT AND EXPENDITURE APPROVAL - TENDER PSA 34-26 MECHANICAL VENTILATION SERVICING & MAINTENANCE (AIR CONDITIONING).....	7
G/4.3. CONTRACT AND EXPENDITURE APPROVAL - TENDER 45-26 RETAIL ELECTRICITY (SMALL SITES)	8
G/4.4. REVIEW OF REVENUE POLICY.....	9
G/4.5. REVIEW OF WORK HEALTH AND SAFETY POLICY	10
G/4.6. APPLICATION FOR PERMANENT PARTIAL ROAD CLOSURE - CISLOWSKI ROAD, LOWMEAD	11
G/4.7. NAMING OF COUNCIL INFRASTRUCTURE ASSET - ARTHUR COGZELL.....	12
G/5. COUNCILLORS REPORT.....	14
G/5.1. LOCAL GOVERNMENT ASSOCIATION QUEENSLAND (LGAQ) CIVIC LEADERS SUMMIT 2026	14
G/6. URGENT BUSINESS.....	16
G/7. NOTICE OF MOTION	16
G/8. CONFIDENTIAL ITEMS	16

Elected Members

Councillor - Mayor M Burnett (via Teams)
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)
V Hankinson (Governance Business Partner)
S Penrose (Manager Governance and Risk, Acting)
T Whalley (General Manager Finance Governance and Risk, Acting)
C Quinn (General Manager People and Strategy)
K Lee (General Manager Community and Lifestyle)
M Holmes (General Manager Operations, Acting) (via Teams)
K Wilson (General Manager Customer Experience) (via Teams)
E Landman (Manager Environment and Conservation, Acting)
C Greenaway (Land Management Officer)
C Henderson (Manager Operations Support Services, Acting)
A Layton (Manager Contracts and Procurement, Acting)
K Reddy (Manager Health Safety and Wellbeing)
J Rossow (Financial Controller)
S Wales (Manager Customer Solutions)

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 Matt Burnett advised that he had a previously declared prescribed conflict of interest in relation to Item G/4.3 CONTRACT AND EXPENDITURE APPROVAL – TENDER 45-26 RETAIL ELECTRICITY (SMALL SITES) as he is the President of the Local Government Association of Queensland (LGAQ) and the Agenda item considers a contract between Council and Peak Services, an affiliate of LGAQ.

In accordance with the previously declared conflict of interest, Mayor Burnett advised that he would leave the meeting room for the consideration of Agenda Item G/4.3.

G/1. MAYORAL STATEMENT OF CURRENT ISSUES

There have been some big events since the last Council meeting, including the Ubobo Music Campout which I understand included a fantastic rendition of the 'Bruce Highway Blues' from Councillor Glenn Churchill. Perhaps the meeting can hear more about that in General Business.

The Miriam Vale Rodeo was held on Saturday 11 April 2026. Council hosted community forums, one in Boyne Island on Thursday 9 April 2026 and one in Baffle Creek on Saturday 11 April 2026. Councillor Leanne Patrick attended the Youth Council Waste Minimisation Workshop on Thursday 16 April at the Philip Street Communities and Families Precinct.

The Walking for Warriors event was on Friday 17 April 2026 and Saturday 18 April 2026. The Bella the Brave (Run for a Cure 2026) was attended by the Deputy Mayor Natalia Muszkat on Sunday 19 April 2026.

Councillor Mellissa Holzheimer participated in the Connected Cafe and Colour Run which is an event that we would like to hear more about.

That is a summary of the events that the region has hosted and we have a lot more coming up including:

1. Anzac Day commemorative services both locally and right across Australia on Saturday 25 April 2026 with Councillors looking to attend as many of those commemorative services as possible across the region;
2. Friday 1 May 2026 until Sunday 3 May 2026 will be the Boyne Tannum Hook Up, Australia's largest family fishing festival;
3. The Beach Arts Music (BAM) Markets will also be held during this same weekend on Saturday 2 May 2026;
4. This will be followed by the Labour Day Festivities on Monday 4 May 2026 at the Gladstone Marina with the 2027 event being proposed for Apex Park in Gladstone;
5. Also in May will be the 1770 Festival on Saturday 23 May 2026; and
6. In June, the annual Mount Larcom Show (Saturday 20 June 2026 and Sunday 21 June 2026).

G/2. CONFIRMATION OF MINUTES

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

Responsible Officer: Chief Executive Officer

Prepared By: Executive Secretary

Council Meeting Date: 21 April 2026

File Ref: CM7.2

Purpose:

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

Officer's Recommendation:

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

GM/26/5653 Council Resolution:

Moved Cr Holzheimer

Seconded Cr Patrick

That the Officer's Recommendation be adopted.

CARRIED

The Chair altered the Order of Business so that Item G/4.1 Monthly Financial Report for the period ending 31 March 2026 be moved to the end of the Officer Reports section of the agenda.

G/3. DEPUTATIONS

Nil

G/4. OFFICERS' REPORTS

G/4.2. CONTRACT AND EXPENDITURE APPROVAL - TENDER PSA 34-26 MECHANICAL VENTILATION SERVICING & MAINTENANCE (AIR CONDITIONING)

Responsible Officer: General Manager Finance Governance and Risk

Prepared By: Manager Contracts and Procurement (Tender Process) and Manager Maintenance
(Contract Owner)

Council Meeting Date: 21 April 2026

File Ref: FM21.1

Purpose:

This report seeks resolution from Council to enter into a contract with Pretrac Pty Ltd trading as AC AIRE for the provision of Mechanical Ventilation Servicing & Maintenance (Air Conditioning) under a preferred supplier arrangement (PSA).

Officer's Recommendation:

That Council:

1. Endorse the Tender Evaluation Panel's recommendation to accept the offer and enter into a Contract with Pretrac Pty Ltd trading as AC AIRE for Tender PSA 34-26; and
2. Authorises the estimated total cumulative expenditure of \$5,000,000 ex GST with Pretrac Pty Ltd trading as AC AIRE under PSA 34-26 in accordance with Council's Register of Financial Delegations for the five-year term; and
3. Authorise the Chief Executive Officer to enter into the PSA for an initial term of two years with the provision to extend a further three periods of one year each with Pretrac Pty Ltd trading as AC AIRE.

GM/26/5654 Council Resolution:

Moved Cr Churchill
Seconded Cr Wagner

That the Officer's Recommendation be adopted.

CARRIED

G/4.3. CONTRACT AND EXPENDITURE APPROVAL - TENDER 45-26 RETAIL ELECTRICITY (SMALL SITES)

Responsible Officer: General Manager Finance Governance and Risk

Prepared By: Manager Contracts and Procurement

Council Meeting Date: 21 April 2026

File Ref: FM21.1

The Mayor (declarable conflict of interest) left the meeting for Agenda Item G/4.3 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/4.3.

Purpose:

This report seeks resolution from Council to consider providing the Chief Executive Officer with the authorisation to enter into a contestable energy supply agreement (Small Sites) for the term between 1 October 2026 to 30 September 2030, dependent on outcome of evaluation and whether a 1, 2, 3 or possibly a year agreement is entered into.

Officer's Recommendation:

That Council:

1. Authorise the Chief Executive Officer to accept the best value price for contestable electricity supply and execute the Contract within 1 week of a price being submitted;
2. Authorises the estimated total cumulative expenditure of \$1,480,000 ex GST over a possible four year period with awarded supplier as a result of the tender process.

GM/26/5655 Council Resolution:

Moved Cr Cameron

Seconded Cr Davis

That the Officer's Recommendation be adopted.

CARRIED

For the motion: Cr Muszkat, Cr Holzheimer, Cr Wagner, Cr Churchill, Cr Davis, Cr Patrick, Cr Holzheimer, Cr McClintock, Cr Cameron

Against the motion: Nil

Ineligible: Mayor Burnett

G/4.4. REVIEW OF REVENUE POLICY

Responsible Officer: General Manager Finance Governance and Risk

Prepared By: Governance Business Partner

Council Meeting Date: 21 April 2026

File Ref: CM28.2

Purpose:

To consider the annual review of the Revenue Policy prior to the adoption of the 2026/2027 budget.

Officer's Recommendation:

That Council adopt the Revenue Policy provided as Attachment 1 to the Officer's Report and apply it to the 2026/2027 financial year.

GM/26/5656 Council Resolution:

Moved Cr Muszkat
Seconded Cr Wagner

That the Officer's Recommendation be adopted.

CARRIED

G/4.5. REVIEW OF WORK HEALTH AND SAFETY POLICY

Responsible Officer: General Manager Finance Governance and Risk

Prepared By: Governance Business Partner

Council Meeting Date: 21 April 2026

File Ref: CM28.2

Purpose:

This report presents a revised Work Health and Safety Policy for Council's consideration.

Officer's Recommendation:

That Council adopt the Work Health and Safety Policy provided as Attachment 1 to the Officer's report.

GM/26/5657 Council Resolution:

Moved Cr Holzheimer

Seconded Cr Muszkat

That the Officer's Recommendation be adopted.

CARRIED

G/4.6. APPLICATION FOR PERMANENT PARTIAL ROAD CLOSURE - CISLOWSKI ROAD, LOWMEAD

Responsible Officer: General Manager Assets and Environment

Prepared By: Manager Environment & Conservation and Land Management Officer

Council Meeting Date: 21 April 2026

File Ref: RD7.3

Purpose:

The purpose of this report is to allow Council to consider whether to support an application for permanent road closure of a portion of Cislowski Road, Lowmead.

Officer's Recommendation:

That Council support the application for permanent partial closure of Cislowski Road, Lowmead where it is situated on Road Licence BAP20997 within Lot 8 SP243465.

GM/26/5658 Council Resolution:

Moved Cr McClintock

Seconded Cr Davis

That Council offer no objection to the application for permanent partial closure of Cislowski Road, Lowmead where it is situated on Road Licence BAP20997 within Lot 8 SP243465.

CARRIED

Statement of Reasons (s254H of the Local Government Regulation 2012): To reflect Council's 'non-objection' to the proposal rather than Council's 'support' to align with Council's previously adopted approach of non-objection to third party applications where appropriate.

G/4.7. NAMING OF COUNCIL INFRASTRUCTURE ASSET - ARTHUR COGZELL

Responsible Officer: General Manager Customer Experience

Prepared By: Manager Customer Solutions

Council Meeting Date: 21 April 2026

File Ref: CR13.1

Purpose:

For Council to consider a request to add the name 'Arthur Cogzell', to the Approved Place Name Register and utilise to name Council Park asset located on Bowton Street, Turkey Beach.

Officer's Recommendation:

That Council:

1. Approve the application to add the name Arthur Cogzell to the Approved Place Names Register.
2. Use the name Arthur Cogzell to name the park area located on Bowton Street, Turkey Beach (Lot 30 SP165868).

GM/26/5659 Council Resolution:

Moved Cr Davis

Seconded Cr Wagner

That the Officer's Recommendation be adopted.

CARRIED

G/4.1. MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 31 MARCH 2026

Responsible Officer: General Manager Finance Governance and Risk

Prepared By: Management Accounting Specialist

Council Meeting Date: 21 April 2026

File Ref: FM15.1

Purpose:

To present the monthly financial report outlining the progress made in relation to Council's 2025/2026 budget for the period ending 31 March 2026.

Officer's Recommendation:

This report seeks Council adoption of the Monthly Financial Statements for the year 2025-26 to date, for the period ended 31 March 2026.

GM/26/5660 Council Resolution:

Moved Cr Muszkat
Seconded Cr Cameron

That the Officer's Recommendation be adopted.

CARRIED

G/5. COUNCILLORS REPORT

G/5.1. LOCAL GOVERNMENT ASSOCIATION QUEENSLAND (LGAQ) CIVIC LEADERS SUMMIT 2026

Responsible Officer: Chief Executive Officer

Prepared By: Cr Leanne Patrick

Council Meeting Date: 21 April 2026

File Ref: CM7.2

Purpose:

To provide Council with an overview of the key themes, discussions and learnings from the 2026 Local Government Association Queensland (LGAQ) Civic Leaders Summit, attended by elected members and senior local government representatives from across Queensland.

Councillor's Recommendation:

That the report from Councillor Patrick regarding the Local Government Association Queensland (LGAQ) Civic Leaders Summit 2026 be received.

GM/26/5661 Council Resolution:

Moved Cr Churchill
Seconded Cr Cameron

That the Officer's Recommendation be adopted.

CARRIED

Ubobo Music Campout

Councillor Glenn Churchill, Councillor Leanne Patrick and Councillor Mellissa Holzheimer briefed the meeting on the annual Ubobo Music Campout which was held from Tuesday 7 April 2026 until Sunday 12 April 2026. All Councillor attendees agreed that the event had been highly successful and a credit to the organising bodies. It was mentioned that there had been over 150 camp sites filled during the week-long event, with both locals and visitors taking advantage of the music and entertainment in the beautiful country setting of the Boyne Valley. Cr Patrick spoke on behalf of the Mayor at the event with Cr Churchill delivering a great rendition of his song the 'Bruce Highway Blues'.

Walking for Warriors Endurance Challenge

Cr Churchill and Councillor Simon McClintock provided the meeting with an overview on the Walking for Warriors Endurance Challenge event which attracted over 200 participants. It was mentioned that over \$100,000 has been raised for young veterans and first responders of Central Queensland since the inaugural event. Councillor attendees reported that the event had provided a great opportunity for participants to have powerful conversations about trauma, loss and shared experiences in a supportive environment. It was acknowledged that the event embodies the core values of the Walking for Warriors Endurance Challenge being sacrifice, courage, mateship, respect, endurance, vision and values. Cr Churchill and Cr McClintock congratulated all those involved and expressed appreciation of the efforts of the event organisers in delivering this annual event.

Recognition of former Councillor Maxine Brushe and her husband Fred Brushe

Cr Patrick provided an overview on a recent function to celebrate and honour the contributions of former Councillor Maxine Brushe and her husband Fred Brushe who have made significant contributions to the Boyne Tannum community over many years, including their more recent contributions to the Beach Arts Music (BAM) Markets and through the Boyne Tannum Arts Business and Community Association. The meeting noted that a plaque will be installed to publicly recognise their tireless work both past and present.

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 10.20AM