Ordinary Meeting of Council Minutes

Date:	**Thursday, 18 June, 2026**
Time:	**9:30am**
Location:	**Dalby Corporate Office, Western Downs Regional Council**

Councillors:	**Cr. A. N. Smith**
	Cr. K. A. Bourne
	Cr. O. G. Moore
	Cr. S. J. Condon
	Cr. P. T. Saxelby
	Cr. K. A. Maguire
	Cr. G. M. Olm
	Cr. M. J. James
	Cr. S. Bougoure
Officers:	**J. Taylor, Chief Executive Officer**
	B. Bacon, General Manager (Corporate Services)
	G. K. Cook, General Manager (Infrastructure Services)
	D. Fletcher, General Manager (Community & Liveability)
	B. Donald, Senior Executive Officer
	S. Edgar, Executive Officer (Corporate Services)

1. DECLARATION OF MEETING OPENING

The Chairperson declared the Meeting open at 9.34 AM.

2. OPENING PRAYER AND MINUTE SILENCE

Lloyd Courtney from the Dalby Presbyterian Church, delivered the opening prayer. This was followed by the observance of a minute silence.

3. APOLOGIES

There were no apologies.

4. CONGRATULATIONS

Cr. M. J. James

I would like congratulate Bryce Krause from Dalby, who we have previously congratulated in Council for excelling in swimming, has continued his incredible efforts in the pool. Bryce recently finished fifth in Australia in the Men's 50m backstroke, after breaking the Australian and Australian All-comers fifteen years records in the heats. Bryce, a former Dalby State School student now attends Toowoomba Grammar School and swims with Fairholme Aquatics Swim Club (FAST) under former Dalby coach Micheal Wise (now FAST Senior Swim Coach).

Congratulations are also extended to the *Chinchilla Cyclones Little Athletics Centre*, they were named the national award winner in the Outer Regional and Remote category at the 2026 Coles Little Athletics Australia Centre of the Year Award, presented at the Hall of Fame Ceremony held in Brisbane in April. Celebrated for its community engagement and innovation, it was very impressive for a country club that only started in 2019 to receive this national recognition.

5. CONFIRMATION OF MINUTES

5.1 Adopt Ordinary Meeting of Council Minutes 21 May 2026.

The Purpose of this Report is for Council to adopt the Minutes of the Ordinary Meeting of Council held on Thursday, 21 May 2026.

Moved By Cr. P. T. Saxelby
Seconded By Cr. G. M. Olm

That this Report be received and that:

1. The Unconfirmed Minutes of the Ordinary Meeting of Council held on Thursday, 21 May 2026, copies of which have been circulated to Members, be taken as read and confirmed.

CARRIED

6. BUSINESS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS

Cr O. G. Moore

(1) Request update on Council costings for cultural heritage. General Manager Cook to take question on notice.

7. DECLARATIONS OF CONFLICTS OF INTEREST

There were no declarations of conflicts of interest.

8. PRESENTATION OF PETITIONS BY COUNCILLORS

There were no petitions presented by councillors.

9. MAYORAL UPDATE

GM Cook left the room at 9:44 AM.

GM Cook entered the room at 9:47 AM.

9.1 Executive Services Mayoral Report May 2026

The purpose of this Report is to provide Council with significant meetings, forums and delegations attended by the Mayor during the month of May 2026.

COUNCIL RESOLUTION

Moved By Cr. K. A. Bourne
Seconded By Cr. S. J. Condon

That this Report be received and noted.

CARRIED

10. CONFIDENTIAL ITEMS

Section 254J of the Local Government Regulation 2012 in relation to Closed meetings provides:

(1) A local government may resolve that all or part of a meeting of the local government be closed to the public.

(2) A committee of a local government may resolve that all or part of a meeting of the committee be closed to the public.

(3) However, a local government or a committee of a local government may make a resolution about a local government meeting under subsection (1) or (2) only if its councillors or members consider it necessary to close the meeting to discuss one or more of the following matters—

(a) the appointment, discipline or dismissal of the chief executive officer;

(b) industrial matters affecting employees;

(c) the local government's budget;

(d) rating concessions;

(e) 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;

(f) matters that may directly affect the health and safety of an individual or a group of individuals;

(g) 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;

(h) negotiations relating to the taking of land by the local government under the Acquisition of Land Act 1967;

(i) a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.

(j) an investigation report given to the local government under chapter 5A, part 3, division 5 of the Act.

(4) However, a local government or a committee of a local government must not resolve that a part of a local government meeting at which a decision mentioned in section 150ER(2), 150ES(3) or 150EU(2) of the Act will be considered, discussed, voted on or made be closed.

(5) A resolution that a local government meeting be closed must—

(a) state the matter mentioned in subsection (3) that is to be discussed; and

(b) include an overview of what is to be discussed while the meeting is closed.

(6) A local government or a committee of a local government must not make a resolution (other than a procedural resolution) in a local government meeting, or a part of a local government meeting, that is closed.

COUNCIL RESOLUTION - CLOSE MEETING

Moved By Cr. K. A. Bourne
Seconded By Cr. P. T. Saxelby

That Council resolve to close the Meeting in accordance with Section 254J (i) of the *Local Government Regulation 2012* at 9.53am to discuss the following Confidential Reports:

1. Community and Liveability Report Western Downs Manufacturing Shaping the Energy Future Program

CARRIED

COUNCIL RESOLUTION - OPEN MEETING

Moved By Cr. K. A. Bourne
Seconded By Cr. S. J. Condon

That Council resolve to reopen the Meeting at 9:56am.

CARRIED

10.1 EXECUTIVE SERVICES

10.2 CORPORATE SERVICES

10.3 COMMUNITY AND LIVEABILITY

10.3.1 Community & Liveability Report - Western Downs Manufacturing: Shaping the Energy Future Program

The purpose of this report is to provide Council a summary of the Western Downs Manufacturing: Shaping the Energy Future Program finalised on the 22 April 2026.

COUNCIL RESOLUTION

Moved By Cr. K. A. Bourne
Seconded By Cr. S. J. Condon

That this Report is received and noted.

CARRIED

10.4 INFRASTRUCTURE SERVICES

11. DEPUTATION

There were no deputations.

12. PLANNING

12.1 (030.2025.812.001) Community and Liveability Report Development Application for Material Change of Use for Dwelling House at 35 Boyd Street Chinchilla Kerry M Ryan Pty Ltd

The purpose of this Report is for Council to decide the proposed development for a Material Change of Use to establish a Dwelling House on land described as Lot 4 on C24317 and situated at 35 Boyd Street, Chinchilla.

COUNCIL RESOLUTION

Moved By Cr. K. A. Bourne
Seconded By Cr. M. J. James

That this Report be received and that:

1. The application for a Material Change of Use to establish a Dwelling House on land described as Lot 4 on C24317 and located at 35 Boyd Street, Chinchilla, be considered, and that Council decide to refuse the application, based on the following grounds:

(1) The entire subject site is identified within an Extreme Flood Hazard Area illustrated by the Flood Hazard Overlay Mapping of the Western Downs Planning Scheme 2017 incorporating Amendment 2.

(2) The proposed development involves establishing a new Accommodation Activity (ie Dwelling) within an Extreme Flood Hazard Area.

(3) The Flood Model Mapping identifies the site is subject to flooding with a minimum water depth of 3.05 metres and a maximum water depth of 4.22 metres during a 1% Annual Exceedance Probability Flood Event. The flood water depth at the location for the proposed Dwelling House on the site is 3 metres to 4 metres during a 1% Annual Exceedance Probability Flood Event.

(4) The subject site has frontage to Boyd Street. Boyd Street is also identified as being subject to Extreme Flood Hazard Area. Boyd Street leading into and at the intersection with Heeney Street, is subject to flooding with a water depth of 3 metres to 4 metres during a 1% Annual Exceedance Probability Flood Event. The intersection of Boyd Street and Helena Street is subject to flooding with a water depth of 4 metres to 7.5 metres during a 1% Annual Exceedance Probability Flood Event. The proposed access to the site is also located in an identified Minor Stormwater Overland Flow Path.

(5) As a consequence of the matters stated in paragraphs (1) to (4) above:

(a) the proposed development will result in an increase to the number of persons at risk from flooding;

(b) the associated consequences of flooding could result in impacts on the proposed building and supporting infrastructure and personal possessions; and

(c) the proposed development will result in the establishment of an Accommodation Activity where flood-free vehicle evacuation access between a Dwelling House and a flood-safe accessible road is not available.

(6) Despite the matters stated in paragraph (5), it has not been demonstrated that there is sufficient planning justification to approve the development.

(7) It has not been demonstrated that the proposed use is unable to be located on land outside an Extreme Flood Hazard Area.

(8) Because of the matters stated in paragraphs (1) to (7) above, the proposed development does not comply with the following Assessment Benchmarks of the Western Downs Planning Scheme 2017 incorporating Amendment 2:

(a) Strategic Plan, Liveable Communities and Housing, Element - Safe Communities, Specific Outcome 3.3.7.1(1);

(b) Strategic Plan, Safety and Resilience to Hazards, Strategic Outcomes 3.7.1(1) and (2);

(c) Strategic Plan, Safety and Resilience to Hazards, Element - Natural Hazards, Specific Outcome 3.7.2.1(3);

(d) Recreation and Open Space Zone, Overall Outcome (11);

(e) Flood Hazard Overlay Code, paragraph 8.2.4.2(1)(iii) and (iv);

(f) Performance Outcome 3 of the Flood Hazard Overlay Code;

(g) Performance Outcome 4 of the Flood Hazard Overlay Code; nor

(h) Performance Outcome 5 of the Flood Hazard Overlay Code.

(i) Compliance with the Assessment Benchmarks cannot be achieved by the imposition of development conditions.

CARRIED

13. EXECUTIVE SERVICES

13.1 Executive Services Report Outstanding Actions June 2026

The purpose of this report is to provide Council with an update on the status of outstanding Council Meeting Action Items.

COUNCIL RESOLUTION

Moved By Cr. O. G. Moore
Seconded By Cr. G. M. Olm

That Council resolves to receive the Outstanding Actions Report for June 2026.

CARRIED

13.2 Executive Services Chief Executive Officer Report May 2026

The purpose of this Report is to provide Council with significant meetings, forums and delegations attended by the Chief Executive Officer during the month of May 2026.

COUNCIL RESOLUTION

Moved By Cr. S. J. Condon
Seconded By Cr. K. A. Maguire

That this Report be received.

CARRIED

14. CORPORATE SERVICES

14.1 Corporate Services Cattle Tick Administration Fee at Dalby Regional Saleyards

The purpose of this report is for Council to consider the introduction of a commercial administrative fee for consignments of cattle arriving at Dalby Regional Saleyards with the presence of cattle ticks.

COUNCIL RESOLUTION

Moved By Cr. M. J. James
Seconded By Cr. K. A. Bourne

That Council resolves to adopt the following fee associated with the Dalby Regional Saleyards:

Name	Year 2026/27 Fee (including GST)	Legislative References	GST	Fee Type
Cattle Tick Administration (per consignment)	$2,750	*Local Government Act 2009* 262 (3)(c)	Y	Administration Fee

CARRIED

14.2 Corporate Services Procurement Report Exception for Inviting Written Quotes or Tenders

This report seeks a Council resolution to except inviting written quotes or tenders in accordance with Section 235(a) and/or 235(b) of the *Local Government Regulation 2012*. This is because there is only one supplier reasonably practical and disadvantageous to do so.

COUNCIL RESOLUTION

Moved By Cr. O. G. Moore
Seconded By Cr. M. J. James

That Council resolves pursuant to section 235 of the *Local Government Regulation 2012* that it may enter into a medium-sized or large-sized contractual arrangement without first inviting written quotes or tenders due to the following circumstances:

1. there is only one supplier reasonably available for the following goods, services, or works:
   a. access to telecommunications towers and associated infrastructure: The Trustee for Towers Business Operating Trust trading as Amplitel Pty Ltd, ABN 75 357 171 746 and Telstra Corporation Ltd trading as Telstra InfraCo, ABN 33 051 775 556; and
2. it is impractical or disadvantageous to invite written quotes or tenders for the following goods, services, or works:
   a. supply of bitumen emulsion; Downer EDI Works Pty Ltd, ABN 66 008 709 608.
   b. fuel monitoring and bowser control system; Compac Sales Pty. Ltd., ABN 40 090 001 826.

The effect of this resolution will expire on 30 June 2028, before which a new assessment of and recommendation on these exceptions is to be provided to an Ordinary Meeting of Council for their continued effect.

CARRIED

14.3 Corporate Services Report Child Safety and Wellbeing Policy

The purpose of this Report is to present the *Child Safety and Wellbeing Policy* for Council's adoption to comply with the child safe standards and universal principle under the *Child Safe Organisations Act 2024* (Qld).

COUNCIL RESOLUTION

Moved By Cr. M. J. James
Seconded By Cr. O. G. Moore

That Council resolve to:

1. adopt the *Child Safety and Wellbeing Policy* (Attachment One); and
2. endorse the Western Downs Regional Council Commitment to Child Safety (Attachment Two).

CARRIED

14.4 Corporate Services Report Review Complex Assets and Components Policy and the Impairment of Assets Policy

The purpose of this report is to seek Council's resolution to rescind the *Complex Assets and Components Policy* and the *Impairment of Assets Policy*.

COUNCIL RESOLUTION

Moved By Cr. S. J. Condon
Seconded By Cr. K. A. Maguire

That Council resolves to rescind the *Complex Assets and Components Policy* (Attachment One) and the *Impairment of Assets Policy* (Attachment Two).

CARRIED

14.5 Corporate Services Report Rescind Community Housing Policies

The purpose of this report is to rescind the *Tenancy Management of Community and Crisis Housing Properties Policy* and the *Community Housing Rent Policy*.

COUNCIL RESOLUTION

Moved By Cr. M. J. James
Seconded By Cr. K. A. Bourne

That Council resolves to rescind the *Tenancy Management of Community and Crisis Housing Properties Policy* (Attachmdnt One) and the *Community Housing Rent Policy* (Attachment Two).

CARRIED

14.6 Corporate Services Report Rescind Dalby Showgrounds Camping Policy

The purpose of this report is to rescind the *Dalby Showgrounds Camping Policy*, as the activity is adequately and appropriately managed through *Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads)*.

COUNCIL RESOLUTION

Moved By Cr. S. Bougoure
Seconded By Cr. K. A. Maguire

That Council resolves to rescind the *Dalby Showgrounds Camping Policy* (Attachment One).

CARRIED

The Chairperson adjourned the meeting at 10:29am.

Meeting resumed at 10.46am.

14.7 Corporate Services Report Rescind Contribution to Dividing Fences Policy

The purpose of this report is to rescind of the *Contribution to Dividing Fences Policy* as the activity is adequately and appropriately managed through the *Neighbourhood Disputes (Dividing Fences and Trees) Act 2011*.

COUNCIL RESOLUTION

Moved By Cr. O. G. Moore
Seconded By Cr. P. T. Saxelby

That Council resolves to rescind the Contribution to Dividing Fences Policy (Attachment One).

CARRIED

14.8 Corporate Services Financial Report May 2026

This report provides Council with the Financial Report for the period ending 31 May 2026.

COUNCIL RESOLUTION

Moved By Cr. O. G. Moore
Seconded By Cr. S. J. Condon

That Council resolves to:

1. receive the May 2026 Financial Report; and
2. amend the adopted 2026-2027 Register of Cost Recovery Fees and Commercial Charges by replacing the Renewable Energy Community Benefits Scheme fees with the following, to take effect from 1 July 2026:

Project	2026-2027 Fee (including GST)	GST Applicable	Fee Type
Administrative costs associated with Council's involvement in the undertaking of a Renewable Energy Community Benefit Scheme - Low	$14,230.00	N	Service Fee
Administrative costs associated with Council's involvement in the undertaking of a Renewable Energy Community Benefit Scheme - Medium	$28,883.00	N	Service Fee

Project	2026-2027 Fee (including GST)	GST Applicable	Fee Type
Administrative costs associated with Council's involvement in the undertaking of a Renewable Energy Community Benefit Scheme - High	$51,592.00	N	Service Fee

CARRIED

15. INFRASTRUCTURE SERVICES

15.1 Infrastructure Services Report - May 2026 Capital Works Progress Update and 2025/26 Capital Project Budget Variances

The purpose of this report is:

(a) to provide Council with an update on the 2025/26 Capital Works Program for May 2026;

(b) to inform council of budget variances in the works 2025/26 capital programme and seek Council approval for the cost variances greater than ten per cent;

(c) to seek Council approval for budget increased for projects affected by the 2026 fuel price increases.

COUNCIL RESOLUTION

Moved By Cr. G. M. Olm
Seconded By Cr. P. T. Saxelby

That this report be received and that Council approve the Infrastructure Services 2025/26 Transport Budget Variances including increasing the capital budget by $1,630,956 due to the fuel price increase experienced in material and services during 2026 and minor cost overruns across multiple projects in the 2025/26 Capital Program, with additional revenue received of $460,000 in 2025/26.

CARRIED

15.2 Infrastructure Services 2025/26 Fleet Replacement Capital Budget Variances

The purpose of the report is to inform Council of budget variances within the approved 2025/26 Yellow and White Fleet Replacement capital programme and seek Council approval for these budget variances

COUNCIL RESOLUTION

Moved By Cr. O. G. Moore
Seconded By Cr. G. M. Olm

That this report be received and that Council approves additional expenditure budget of $139,095 (exclusive of goods and services tax) for the 2025/26 Yellow and White Fleet Replacement Capital Programme as listed in section one (1) of this report

CARRIED

16. COMMUNITY AND LIVEABILITY

16.1 Community and Liveability - Disposal of Land Parcel Lot 5 on RP46591

The purpose of this Report is to seek Council's approval to invite Expressions of Interest prior to considering invitations to tender for the lease of land located within Lot 5 on RP46591, known as Russel Park in the Bunya Mountains.

The subject land comprises part of a larger parcel of approximately 455 hectares, with the proposed disposal relating specifically to a lease area of approximately 2-3 hectares.

COUNCIL RESOLUTION

Moved By Cr. K. A. Maguire
Seconded By Cr. K. A. Bourne

That this Report be received and Council resolves that it is in the public interest, pursuant to section 228(3) of the Local Government Regulation 2012 (Qld) to invite Expressions of Interest (EOI) to lease approximately 2.37 hectares within Lot 5 on RP46591, in Russell Park within Bunya Mountains for high-end short-term tourism accommodation for the following reasons:

(1) leasing the land is expected to result in it reaching its full potential through high-end tourism accommodation within Bunya Mountains;

(2) an EOI allows interested parties to submit proposals stating the land, consistent with the Trust Deed. Council will then assess the proposals for the benefit of the community and assess the suitability of the applicant;

(3) following the EOI, Council may invite tenders from short-listed submissions that are in the best interests of the community and to filter out proposals that are not considered to be appropriate; and

(4) EOI submissions will be required to align to Council's Economic Development Strategy 2023-2028 and Tourism and Destination Events Strategy 2023 - 2028, along with measurable outcomes.

(5) invited tenderers will require proponents, as part of any subsequent tender process, will need to undertake appropriate cultural heritage due diligence. This includes preparation of Cultural Heritage Assessments and, where required, Cultural Heritage Management Plans, to ensure alignment with legislative requirements and respect for First Nations cultural heritage values.

CARRIED (5 to 4)

For: Cr. K. A. Bourne, Cr. K. A. Maguire, , Cr. M. J. James, Cr. S. J. Condon, and A. N. Smitt

Against: Cr. S. Bougoure, Cr. O. G. Moore, Cr. P. T. Saxelby, and Cr. G. M. Olm

16.2 Community and Liveability - Disposal of Land Parcel Lot 1 on RP199335, Lots 1, 2 and 3 on RP94461 and Lot 2 on RP62125.

The purpose of this Report is to seek Council's approval to invite Expressions of Interest before considering calling for written Tenders for the disposal of Lot 1 on RP199335, Lots 1, 2 and 3 on RP94461 and Lot 2 on RP62125 in Dalby.

COUNCIL RESOLUTION

Moved By Cr. K. A. Bourne
Seconded By Cr. K. A. Maguire

That this Report be received and Council resolves that it is in the public interest, pursuant to section 228(3)of the Local Government Regulation 2012 (Qld) to invite Expressions of Interest ('EOI') to dispose of Lot 1 on RP199335, Lots 1, 2 and 3 on RP94461 and Lot 2 on RP62125 (commonly referred to as 'Drayton 107') in Dalby for mixed-use development, for the following reasons:

1. disposing of the land is expected to result in it reaching its full potential by offering land to obtain further mixed-use development opportunities to Dalby;
2. it will allow all interested parties to submit detailed proposals stating their interest in utilising / acquiring the land. Council will then assess the best proposed use of the land for the benefit of the community and assess the suitability of the applicant;
3. it will allow Council to invite tenders from short-listed submissions considered to be in the best interests of the community; and
4. it will require vendors to provide submissions aligned to Council's Economic Development Strategy 2023-2028 and Communities Partnering Framework.

CARRIED (8 to 1)

16.3 Community and Liveability Report Endorse Library Strategic Plan 2026-29

The purpose of this report is to seek Council's endorsement of the Library Strategic Plan 2026-2029.

COUNCIL RESOLUTION

Moved By Cr. P. T. Saxelby
Seconded By Cr. K. A. Bourne

That this report be received and that Council endorses the Library Strategic Plan 2026-29.

CARRIED

16.4 Community and Liveability Report Meandarra ANZAC Memorial Museum Entry Fees

This report seeks Council approval for the Meandarra ANZAC Memorial Museum Committee to retain and administer entry fee revenue collected during weekend opening hours, and to waive entry fees on Saturday, 25 July 2026 for the 80th anniversary of the Meandarra Glenmorgan RSL Sub-Branch, and annually on ANZAC Day.

COUNCIL RESOLUTION

Moved By Cr. K. A. Maguire
Seconded By Cr. S. Bougoure

That this report be received and Council approves The Meandarra ANZAC Memorial Museum Committee administering and receiving the proceeds from weekend opening hours, and that entry fees be waived on 25 July 2026 and ANZAC Day annually to recognise the significant anniversaries.

CARRIED

17. NOTICES OF MOTION

17.1 CONSIDERATION OF NOTICES OF MOTION/BUSINESS

There were no notices of motion/business presented for consideration.

17.2 RECEPTION OF NOTICES OF MOTION FOR NEXT MEETING

There were no notices of motion presented for the next meeting.

18. URGENT GENERAL BUSINESS

(1) Cr. O. G. Moore requested an update on the completion of road repairs around Tara. Advised that the repairs will be completed by 30 June 2026.

19. MEETING CLOSURE

The Meeting concluded at 11:08am