

DISCLAIMER

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SOUTH BURNETT
REGIONAL COUNCIL

MINUTES

Ordinary Council Meeting
Wednesday, 28 January 2026

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**MINUTES OF SOUTH BURNETT REGIONAL COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE WARREN TRUSS CHAMBER, 45 GLENDON STREET, KINGAROY
ON WEDNESDAY, 28 JANUARY 2026 AT 9:00 AM**

PRESENT:

Councillors:

Mayor Kathy Duff, Cr Jane Erkens, Cr Linda Little, Cr Danita Potter, Cr Deb Dennien, Cr Heath Sander, Cr Ros Heit

Council Officers:

Mark Pitt (Chief Executive Officer), Aaron Meehan (General Manager Infrastructure), Kerri Anderson (General Manager Finance & Liveability), Simon Ginn (Manager Planning and Development), Leanne Petersen (Manager Facilities, Parks and NRM), Michael Hunter (Coordinator Commercial Enterprises), Kevin Searle (Manager Works), Danielle Gribble (Executive Assistant).

1 OPENING

Mayor Kathy Duff opened the meeting at 9.02am.

2 LEAVE OF ABSENCE / APOLOGIES

Nil

3 PRAYERS

A representative of Kingaroy District Ministry Association, Pastor Andy Dunkin offered prayers for Council and for the conduct of the Council meeting.

4 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

Cr Ros Heit acknowledged the traditional custodians of the land on which the meeting took place.

5 DECLARATION OF INTEREST

Nil

6 DEPUTATIONS/PETITIONS

Nil

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 MINUTES OF THE COUNCIL MEETING HELD ON 17 DECEMBER 2025

RESOLUTION 2026/315

Moved: Cr Linda Little

Seconded: Cr Jane Erkens

That the Minutes of the Council Meeting held on 17 December 2025 be received and the recommendations therein be adopted.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

8 MAYORAL MINUTE

Nil

9 NOTICES OF MOTION

Attendance:

At 9.14am Kevin Searle joined the meeting.

9.1 NOTICE OF MOTION – AMEND PROCUREMENT CONDITIONS FOR CONTRACTORS

RESOLUTION 2026/316

Moved: Cr Heath Sander

Seconded: Cr Jane Erkens

That South Burnett Regional Council amend its procurement conditions to include recoupment for consequential damages by contractors where appropriate and conduct ad hoc auditing of works by contractors.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

9.2 NOTICE OF MOTION - INSTALL CULVERT ON MIDDLE ROAD PROSTON

RESOLUTION 2026/317

Moved: Cr Heath Sander

Seconded: Cr Jane Erkens

That South Burnett Regional Council investigate improvements on Middle Road Proston, approximately 50m from Hivesville Proston Road and add to the capital works list for consideration in the 2026/2027 budget.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

10 COUNCILLOR DIVISIONAL UPDATES

The Mayor and Councillors provided an update on their divisions.

Attendance:

At 9.23am Kevin Searle left the meeting.

At 9.51am Michael Hunter joined the meeting.

11 BUSINESS OUTSTANDING

11.1 BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL MEETING

RESOLUTION 2026/318

Moved: Cr Ros Heit

Seconded: Cr Deb Dennien

That the Business Outstanding table for the Ordinary Council Meeting be received for information.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

11.2 QUESTION ON NOTICE - CONTACT WITH CUSTOMER REGARDING OUTCOME

Cr Linda Little asked when the customer will receive notification of the outcome of resolution 2025/205 – Application for permanent road closure relating to an unmaintained section of Tim Shea Creek Road which connects to Lot 53FY814?

12 EXECUTIVE SERVICES

12.1 ALGA NATIONAL GENERAL ASSEMBLY CALL FOR MOTIONS - 2026

RESOLUTION 2026/319

Moved: Cr Deb Dennien

Seconded: Cr Heath Sander

That South Burnett Regional Council resolves to submit the following resolutions to the National General Assembly of Local Government:

1. This National General Assembly calls on the Australian Government to cover all expenses and running costs for BOM weather equipment located at regional airports and aerodromes.
2. This National General Assembly calls on the Australian Government to instruct the BOM to conduct an immediate update on progress with the multi-million-dollar Australian Government programme to improve the state's flood warning network and include the bridge flood cameras networks.
3. This National Assembly calls on the Australian Government to restore the Financial Assistance Grants to 1% equivalent of the Commonwealth Taxation revenue.
4. This National Assembly calls on the Australian Government to consider a consistent National approach and legislation that ensures decommissioning of renewable energy sites is funded by the energy proponent and that greater setbacks are put in place to protect the health and amenity of residential properties adjacent to the renewable energy site.
5. This National General Assembly calls on the Australian Government to coordinate a national response to the housing crisis with particular focus on removing restrictive legislation

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

12.2 CONFIRMING COUNCIL'S ATTENDANCE AT THE LGAQ CIVIC LEADERS SUMMIT, NATIONAL GENERAL ASSEMBLY, LOCAL GOVERNMENT ASSOCIATION QUEENSLAND (LGAQ) ANNUAL CONFERENCE 2026

RESOLUTION 2026/320

Moved: Cr Linda Little

Seconded: Cr Heath Sander

1. That Mayor Kathy Duff and Deputy Mayor Cr Ros Heit attend the LGAQ Civic Leaders Summit 2026.

2. That Mayor Kathy Duff, Cr Danita Potter, Cr Jane Erkens, Cr Heath Sander, Cr Ros Heit and Cr Deb Dennien attend the annual LGAQ Annual Conference 2026 as delegates and as observers.
3. That Cr Linda Little and Cr Deb Dennien attend the National General Assembly 2026.
4. That Cr Jane Erkens, Cr Linda Little, Cr Deb Dennien, Cr Heath Sander and Cr Danita Potter attend the Bush Council's Convention 2026.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

12.3 BIEDO QUARTERLY REPORT - OCTOBER - DECEMBER 2025

RESOLUTION 2026/321

Moved: Cr Ros Heit

Seconded: Cr Deb Dennien

That South Burnett Regional Council receive the BIEDO Partnership Report for the period October to December 2025 for information.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

13 FINANCE & LIVEABILITY

13.1 MONTHLY FINANCIAL INFORMATION - DECEMBER 2025

RESOLUTION 2026/322

Moved: Cr Linda Little

Seconded: Cr Deb Dennien

That the monthly Financial Report including capital works program as at 31 December 2025 be received and noted.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

13.1.1 QUESTION ON NOTICE - BREAKDOWN ON EXPENSES

Cr Heath Sander requested a breakdown and further information on the expenses paid in the other spend section, the amounts of

- \$36,171.96 and
- \$216,470

13.2 2026 YOUTH COUNCIL NOMINATIONS

RESOLUTION 2026/323

Moved: Cr Ros Heit

Seconded: Cr Jane Erkens

That South Burnett Regional Council:

1. Endorse the seventeen nominations received for the 2026 Youth Council
2. Endorse Councillor Danita Potter as the Council representative for Youth Council 2026
3. Endorse Councillor Jane Erkens as the Council representative for Youth Council 2026
4. Endorse Councillor Linda Little as the Council representative for Youth Council 2026

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

13.3 DEVELOPMENT PERMIT FOR A MATERIAL CHANGE OF USE FOR SHOP AND SERVICE INDUSTRY AT 48-50 KING STREET NANANGO (AND DESCRIBED AS LOTS 137 & 138 ON N231). APPLICANT: A & D PRIOR C/- GATEWAY SURVEY & PLANNING

RESOLUTION 2026/324

Moved: Cr Ros Heit

Seconded: Cr Heath Sander

That the matter lay on the table

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

13.4 LIST OF CORRESPONDENCE PENDING COMPLETION OF ASSESSMENT REPORT

RESOLUTION 2026/325

Moved: Cr Jane Erkens

Seconded: Cr Deb Dennien

That the List of Correspondence pending completion of Assessment Report as at 19 January 2026 be received and noted.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

13.5 DELEGATED AUTHORITY REPORTS (1 DECEMBER 2025 TO 31 DECEMBER 2025)

RESOLUTION 2026/326

Moved: Cr Deb Dennien

Seconded: Cr Linda Little

That South Burnett Regional Council note and receive the Delegated Authority Report, for the month of December 2025.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

13.5.1 QUESTION ON NOTICE - MAJOR ELECTRICITY INFRASTRUCTURE AT ALICE CREEK

Cr Ros Heit asked for an update on the major electricity infrastructure at Alice Creek

14 INFRASTRUCTURE

Attendance:

At 10.21am Leanne Petersen joined the meeting.

14.1 REQUEST FOR CONSIDERATION OF FINANCIAL CONTRIBUTION FOR THE REMOVAL OF TREES AT LYLE VIDLER OVAL KINGAROY

RESOLUTION 2026/327

Moved: Cr Ros Heit
 Seconded: Cr Danita Potter

That the matter be lifted from the table

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

RESOLUTION 2026/328

Moved: Cr Danita Potter
 Seconded: Cr Linda Little

That South Burnett Regional Council approves a financial contribution of \$1925 to Kingaroy Cricket Club for the removal of trees at Lyle Vidler Oval, Kingaroy. To be funded from the community grants fund allocation as an exceptional payment due to the safety risk.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

AMENDMENT

Moved: Cr Ros Heit
 Seconded: Cr Deb Dennien

That South Burnett Regional Council approves a financial contribution of 25% to Kingaroy Cricket Club for the removal of trees at Lyle Vidler Oval, Kingaroy and this be funded from the community grants fund allocation.

In Favour: Nil

Against: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

LOST 0/7

ADJOURN MORNING TEA

RESOLUTION 2026/329

Moved: Cr Linda Little
Seconded: Cr Jane Erkens

That the meeting adjourn for morning tea at 10.28am. During the adjournment a presentation was made to Craig Handford for 40 years of service with SBRC.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0**RESUME MEETING**

RESOLUTION 2026/330

Moved: Cr Heath Sander
Seconded: Cr Deb Dennien

That the meeting resume at 11.13am.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0**Attendance:**

At 11.32am Simon Ginn left the meeting.

14.2 APPLICATION FOR FUNDING UNDER THE MULTICULTURAL CONNECT GRANTS PROGRAM FOR A STAGE AT MEMORIAL PARK, KINGAROY

RESOLUTION 2026/331

Moved: Cr Deb Dennien
Seconded: Cr Danita Potter

That South Burnett Regional Council:

1. Submit a funding application under the Multicultural Connect Grants Program for the construction of a Multicultural Multipurpose Entertainment Facility in Memorial Park, Kingaroy for a total project value of \$1,000,000; and
2. Council contribute matching funds of \$500,000 from the Kingaroy Swimming Pool and Memorial Park Precinct Restricted Reserves.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien and Ros Heit

Against: Cr Heath Sander

CARRIED 6/1

Attendance:

At 11.35am Leanne Petersen left the meeting.

14.3 PETITION REQUESTING ROAD IMPROVEMENTS TO ALLEN ROAD, SOUTH NANANGO

RESOLUTION 2026/332

Moved: Cr Jane Erkens

Seconded: Cr Deb Dennien

That Allen Road, South Nanango be scoped as a widening upgrade project and included onto the list of possible projects for future capital funding considerations and any minor maintenance improvements be considered through the Works operational budget.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

15 QUESTIONS ON NOTICE

Nil

16 INFORMATION SECTION

Nil

17 CONFIDENTIAL SECTION**Attendance:**

At 11.47am Simon Ginn entered the meeting.

At 11.47am Kerri Anderson entered the meeting.

RESOLUTION 2026/333

Moved: Cr Heath Sander

Seconded: Cr Linda Little

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 254J of the *Local Government Regulation 2012*:

17.1 Award of Tender no. SBRCQ 25/26-61 - Kingaroy Airport Masterplan

This matter is considered to be confidential under Section 254J - g of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with 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.

17.2 Application for concession - Assessment 10388-11400-000, 11193-14300-000 & 11663-01000-000

This matter is considered to be confidential under Section 254J - d of the Local Government Regulation, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with rating concessions.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

The meeting adjourned for lunch at 12.23pm and resumed at 1.16pm.

RESOLUTION 2026/334

Moved: Cr Ros Heit

Seconded: Cr Heath Sander

That Council moves out of Closed Council into Open Council at 1.19pm.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

Attendance:

At 1.19pm Kevin Searle left the meeting.

17.1 AWARD OF TENDER NO. SBRCQ 25/26-61 - KINGAROY AIRPORT MASTERPLAN

RESOLUTION 2026/335

Moved: Cr Linda Little

Seconded: Cr Heath Sander

That South Burnett Regional Council:

1. Engages PSA Infrastructure Pty Ltd for the value of \$105,840 (excluding GST) for the delivery of tender no. SBRCQ 25/26-61.
2. Delegates to the Chief Executive Officer the power to negotiate and finalise the engagement contract.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0

17.2 APPLICATION FOR CONCESSION - ASSESSMENT 10388-11400-000, 11193-14300-000 & 11663-01000-000**RESOLUTION 2026/336**

Moved: Cr Heath Sander

Seconded: Cr Jane Erkens

That South Burnett Regional Council does not accede to an ongoing rate remission for assessments 10388-11400-000, 11193-14300-000 & 11663-01000-000.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Deb Dennien, Heath Sander and Ros Heit

Against: Cr Danita Potter

CARRIED 6/1**MOTION – ALGA NATIONAL ASSEMBLY RESOLUTIONS****RESOLUTION 2026/337**

Moved: Cr Jane Erkens

Seconded: Cr Heath Sander

That the following items be added to the list of resolutions to be submitted to the ALGA National General Assembly

- This National General Assembly calls on the Australian Government to conduct a formal investigation into the sustained and significant increase in insurance costs and the factors contributing to those increases. The purpose of this request is to determine whether current pricing practices align with legal, regulatory, and actuarial standards and whether consumers are being treated fairly.
- This National General Assembly calls on the Australian Government to address issues and conduct an inquiry related to banking access and potential discrimination against regional and remote communities.

In Favour: Crs Kathy Duff, Jane Erkens, Linda Little, Danita Potter, Deb Dennien, Heath Sander and Ros Heit

Against: Nil

CARRIED 7/0**18 CLOSURE OF MEETING**

The Meeting closed at 1.32pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 18 February 2026.

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CHAIRPERSON