

Minutes

Council Meeting

Wednesday 26 February 2025 at 7:00 PM

Gisborne Administration Centre

40 Robertson Street, Gisborne

DRAFT

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1 ACKNOWLEDGEMENT OF COUNTRY

Macedon Ranges Shire Council acknowledges the Dja Dja Wurrung, Taungurung and Wurundjeri Woi Wurrung Peoples as the Traditional Owners and Custodians of this land and waterways. Council recognises their living cultures and ongoing connection to Country and pays respect to their Elders past, and present.

Council also acknowledges local Aboriginal and/or Torres Strait Islander residents of Macedon Ranges for their ongoing contribution to the diverse culture of our community.

2 RECORDING OF LIVE STREAMING OF THIS COUNCIL MEETING

This meeting was recorded and streamed live on the internet in accordance with Council's 'Live Streaming and Publishing Recordings of Meetings Policy, which can be viewed on Council's website.

3 PRESENT

Cr Dominic Bonanno (Mayor), Cr Kate Kendall (Deputy Mayor), Cr Jennifer Anderson, Cr Cassy Borthwick, Cr Alison Joseph, Cr Janet Pearce, Cr Andrew Scanlon, Cr Christine Walker, Cr Daniel Young

IN ATTENDANCE

Bernie O'Sullivan (Chief Executive Officer), Adele Drago-Stevens (Director Corporate), Rebecca Stockfeld (Director Planning and Environment), Maria Weiss (Director Community), Dominic Testoni (Director Assets and Operations), Jessica Clarke-Hong (Manager Governance and Performance), Lucy Olson (Senior Governance Officer - Council Business)

4 APOLOGIES

Nil

5 CONFLICTS OF INTEREST

Nil

6 PETITIONS

Nil

7 DEPUTATIONS AND PRESENTATIONS TO COUNCIL

Nil

8 ADOPTION OF MINUTES**Resolution 2025/1**

Moved: Cr Christine Walker
Seconded: Cr Cassy Borthwick

That Council confirms the minutes of the Scheduled Council Meeting of Macedon Ranges Shire Council held on 18 December 2024 and the Submitters Delegated Committee Meeting held on 19 February 2025, as circulated.

CARRIED

9 MAYOR'S REPORT**9.1 MAYOR'S REPORT - DECEMBER 2024 - FEBRUARY 2025****Resolution 2025/2**

Moved: Cr Janet Pearce
Seconded: Cr Alison Joseph

That Council receives and notes the Mayor's report.

CARRIED

10 RECORD OF MEETINGS OF COUNCILLORS AND COUNCIL STAFF

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| 10.1 RECORD OF MEETINGS OF COUNCILLORS AND COUNCIL STAFF - DECEMBER 2024 - FEBRUARY 2025 |
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Summary

Rule 66 of Council's Governance Rules requires a written record of matters discussed at specified meetings of Councilors and Council staff to be reported to the next practicable scheduled Council Meeting and recorded in the minutes of that meeting. This report provides a summary of meetings of Councillors and Council staff held since the last Council Meeting.

Resolution 2025/3

Moved: Cr Jennifer Anderson
Seconded: Cr Alison Joseph

That Council receives and notes the record of meetings of Councillors and Council staff, as outlined in this report.

CARRIED

11 PLANNING AND ENVIRONMENT REPORTS**PE.1 DRAFT KYNETON URBAN DESIGN FRAMEWORK - PHASE 3
CONSULTATION OUTCOMES****Summary**

At its September 2024 Scheduled Council Meeting Council resolved to undertake additional consultation on the draft Kyneton Urban Design Framework (UDF) and that the outcome of the additional consultation be reported back to the February 2025 Scheduled Council meeting.

The amended draft (dated September 2024) UDF was made available for community consultation between October–December 2024. Twenty (20) submissions were received. A summary and officer response has been completed for each submission and a small number of recommended changes to the September 2024 draft UDF outlined.

Resolution 2025/4

Moved: Cr Kate Kendall

Seconded: Cr Janet Pearce

That Council notes the consultation outcomes outlined in this report and that a final report and recommendation on the Kyneton Urban Design Framework Plan will come to the March 2025 Scheduled Council Meeting.

CARRIED

12 CHIEF EXECUTIVE OFFICER REPORTS**CX.1 RECOGNITION OF AUSTRALIA DAY HONOURS RECIPIENTS 2025****Summary**

The 2025 Australia Day Honours Awards included one person from the Macedon Ranges Shire Council Community:

- Dr Christine Helen Craik (AM)

Dr Christine Helen Craik of Darraweit Guim was recognised in the 2025 Australia Day Honours for significant service to the community as a social worker, to tertiary education, and as a volunteer.

Resolution 2025/5

Moved: Cr Cassy Borthwick

Seconded: Cr Alison Joseph

That Council writes a letter of congratulations to Dr Christine Helen Craik (AM) for recognition of their 2025 Australia Day Honour award.

CARRIED

13 CORPORATE REPORTS**COR.1 INSTRUMENT OF APPOINTMENT AND AUTHORISATION****Summary**

This report seeks Council's approval to appoint an authorised officer under the *Planning and Environment Act 1987* (the Act) and the *Local Government Act 2020* (the Act) by an Instrument of Appointment and Authorisation. Under these Acts, only Council, by a resolution, can appoint authorised officers who must be employees of Council.

An Instrument of Appointment and Authorisation is required for an officer who has recently commenced with Council.

Resolution 2025/6

Moved: Cr Jennifer Anderson

Seconded: Cr Alison Joseph

That Council resolves that in the exercise of the powers conferred by section 147(4) of the *Planning and Environment Act 1987* and section 313 of the *Local Government Act 2020*:

- 1. Council officer named in the Instrument of Appointment and Authorisation provided in Attachment 1 be appointed and authorised;**
- 2. The Instrument of Appointment and Authorisation come into force upon signing and remain in force until Council determines to vary or revoke these; and**
- 3. The Instrument of Appointment and Authorisation in Attachment 1 is signed.**

CARRIED

COR.2 QUARTERLY FINANCIAL REPORT - OCTOBER TO DECEMBER 2024 AND MID YEAR BUDGET REVIEW 31 DECEMBER 2024**Summary**

The purpose of this report is to provide Council and the community with a report on the financial position of the Macedon Ranges Shire Council to 31 December 2024 for the 2024/2025 financial year (Quarter 2), in accordance with the requirements of the *Local Government Act 2020*.

Resolution 2025/7

Moved: Cr Christine Walker

Seconded: Cr Cassy Borthwick

That Council:

- 1. Receives the Quarterly Financial report as at 31 December 2024, in accordance with the requirements of the *Local Government Act 2020*; and**
- 2. Adopts the budget changes identified as part of the mid-year budget review.**

3. **Adopts the Reserve Transfers from the Community Facilities – East \$100,000.**
4. **The Chief Executive Officer acknowledges a revised budget is not required.**

CARRIED

14 COMMUNITY REPORTS

COM.1 COMMUNITY FUNDING SCHEME GUIDELINES UPDATE

Summary

To seek Council endorsement of the Grant Guidelines for the Community Funding Scheme and Small Project Grants in accordance with the Community Grants Policy.

Resolution 2025/8

Moved: Cr Janet Pearce
Seconded: Cr Alison Joseph

That Council:

1. **Endorse the amended *Eligibility Criteria* to the Community Funding Scheme and Small Project Grants Guidelines.**
2. **Approves the open and close dates for the Community Funding Scheme 2025-2026 round as 28th April 2025, 9am and 26th May 2025, 11pm respectively.**

CARRIED

COM.2 SMALL PROJECTS GRANT RECOMMENDATIONS

Summary

The Small Project Grants program supports projects and initiatives that:

- support local needs;
- are unlikely to be funded by other Council funding programs; and
- align with Council Plan priorities.

Council's Small Project Grants budget for 2024/25 is \$30,000 and not-for-profit groups can apply for a maximum of \$3000 per application.

Applications are assessed against set criteria outlined in the Small Project Grants guidelines. Funding recommendations are presented monthly at a Scheduled Council meeting for review and/or approval.

Two applications have been received, seeking a total of \$4213.00 in funding. The applications have been evaluated against the eligibility criteria and are deemed to be eligible.

Resolution 2025/9

Moved: Cr Jennifer Anderson
Seconded: Cr Cassy Borthwick

That Council:

1. Approves the awarding of a \$1213.00 Small Project Grant to Woodend Men's Shed, for their Safe Operations and Shed Promotion project; and
2. Approves the awarding of a \$3000.00 Small Project Grant to Macedon Ranges Accessible Arts Inc, for their Queerthentic project.

CARRIED**COM.3 COMMUNITY AWARDS GUIDELINES 2025 - BRIEFING REPORT****Purpose**

This report submits the 2025 Council Community Awards Nomination Guide for Council endorsement.

Resolution 2025/10

Moved: Cr Christine Walker

Seconded: Cr Alison Joseph

That Council approves the 2025 Community Awards Nomination Guide, including the nomination opening and closing dates set for March 2025.

CARRIED**15 NOTICES OF MOTION AND RESCISSION****NO. 1/2024-25: NOTICE OF MOTION - GREEN WASTE BUDGET SUBMISSION**

I, Councillor Kate Kendall, give notice that at the next Meeting of Council to be held on 26 February 2025, I intend to move the following motion:

Resolution 2025/11

Moved: Cr Kate Kendall

Seconded: Cr Janet Pearce

That Council:

1. Notes that 840 signatories have submitted their feedback on free green waste in the Shire;
2. Requests the feedback be received as a submission for consideration in the draft Budget 2025-2026;
3. Notes that the submission will be referred to the Council Meeting at which the draft Budget 2025-2026 is presented for adoption; and
4. Notes that responses and recommendations on the submission received will be prepared for Council's consideration at that meeting.

CARRIED

16 URGENT BUSINESS

Nil

17 CONFIDENTIAL REPORTS

Nil

The meeting closed at 7:30pm.

The minutes of this meeting will be confirmed at the Council Meeting held on 26 March 2025.

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