

Minutes

Council Meeting

Wednesday 23 September 2026 at 7:00 PM

Gisborne Administration Centre

40 Robertson Street, Gisborne

(Hybrid)

DRAFT

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DRAFT

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 of Meetings Policy', which can be viewed on Council's website.

3 PRESENT

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

IN ATTENDANCE

Bernie O'Sullivan (Chief Executive Officer), Rebecca Stockfeld (Director Planning and Environment), Dominic Testoni (Director Assets and Operations), Martin Collins (Director Community), Lisa Knight (Director Corporate), Dawn Bray (Manager Governance and Performance), Lucy Olson (Senior Governance Office), Bree Carlson (Senior Governance Officer), Talysha Dawson (Governance Officer)

4 APOLOGIES

Nil

5 CONFLICTS OF INTEREST

Nil

6 PETITIONS

Nil

7 DEPUTATIONS AND PRESENTATIONS TO COUNCIL**7.1 PUBLIC QUESTIONS – ROBERT GREEN****Question 1:**

Previously the Mayor's Report has included a full itinerary of functions/meetings/events attended, this was great transparency. Can we read out the full list of those attended,

including dates. This is for Mayor Borthwick in the company of Mary-Ann Thomas MP, resident Annette Death or any political appointees or staff.

Answer:

Thank you for your question, Mr Green.

The Mayor's Report is intended to provide the community with an overview of community activities, events and initiatives of Shire-wide interest. While it provides insight into Council's engagements, it is not intended to serve as a detailed record of every meeting, event, function, date or attendee.

Accordingly, the Mayor's Report is a summary of community activities and initiatives of Shire-wide interest, rather than a comprehensive itinerary of attendances.

Question 2:

As above, can we have a full itinerary of any communication in any form text, email, phone or personal contact to or from CEO B. O'Sullivan MRSC office of from 1st July 2026 to 22 Sept this includes Mary-Ann Thomas MP, resident Annette Death, any other political appointees or and staff or representative of.

Answer:

Thank you for your question Mr Green.

The information that you have requested comprises a broad range of records and communications - that may contain personal, confidential, or third-party information. Council is unable to provide access to such records through an informal request process.

Access to Council documents is governed by the *Freedom of Information Act 1982 (Vic)*, and any request for access to records of this nature must be made in accordance with that Act.

Where detailed documentation is sought, access to those records may be requested as a Freedom of Information request.

8 ADOPTION OF MINUTES

Resolution 2026/129

Moved: Cr Rob Guthrie
Seconded: Cr Andrew Scanlon

That the minutes of the Scheduled Council Meeting of the Macedon Ranges Shire Council held on Wednesday 26 August 2026 as circulated be confirmed.

CARRIED

9 MAYOR'S REPORT

9.1 MAYOR'S REPORT - AUGUST-SEPTEMBER 2026

Resolution 2026/130

Moved: Cr Rob Guthrie
Seconded: Cr Alison Joseph

That Council receives and notes the Mayor's report.

CARRIED

10 RECORD OF MEETINGS OF COUNCILLORS AND COUNCIL STAFF

10.1	RECORD OF MEETINGS OF COUNCILLORS AND COUNCIL STAFF - AUGUST-SEPTEMBER 2026
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Summary

Rule 66 of Council's Governance Rules requires a written record of matters discussed at specified meetings of Councillors 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.

Recommendation

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

Cr Alison Joseph moved an amended officer recommendation.

Resolution 2026/131

Moved: Cr Alison Joseph
Seconded: Cr Andrew Scanlon

That Council receives and notes the record of meetings of Councillors and Council staff, as outlined in this report with the addition of Cr Jennifer Anderson attending the Chief Executive Officer Employment Remuneration Committee (CEO ERC) Workshop on Tuesday 8 September 2026.

CARRIED

11 PLANNING AND ENVIRONMENT REPORTS**PE.1 2027 ANZAC DAY COMMEMORATIVE SERVICES FUND****Summary**

ANZAC Day Commemorative Services Fund is designed to support community organisations that have traditionally organised ANZAC Day Commemorative Services and need financial support to cover traffic management costs for safe event delivery.

In line with the resolution made at the Scheduled Council Meeting on 26 August, Council has referred the 2026/27 Council grant programs recommendations for Anzac Commemorative Services Support Fund grant to the Executive Leadership Team for review, and to the CEO for approval. This report is for Council to note the recipients.

Recommendation**That Council**

1. **Note the recipients of the Anzac Commemorative Services Support Fund for the 2027 Anzac Day commemoration.**
2. **Note the applications for the fund exceeded the budget for the fund and each recipients has a reduced amount requested by an equal amount \$539.25.**
3. **Note that Council will provide in kind support to all six services**

Procedural Note: Cr Anderson joined the meeting at 7:21pm

Cr Rob Guthrie moved an amended officer recommendation.

Resolution 2026/132

Moved: Cr Rob Guthrie

Seconded: Cr Andrew Scanlon

That Council:

1. **Note the recipients of the Anzac Commemorative Services Support Fund for the 2027 Anzac Day commemoration.**
2. **Note that as applications to the fund exceeded the available budget, each recipients requested funding amount has been reduced by an equal share of \$539.25, with the final funding allocations awarded as follows:**

		Funding Application	Funding Awarded	Shortfall
Mt Macedon ANZAC Day Dawn Service Inc	Mount Macedon ANZAC Day Dawn Service	\$5,000	\$4,460.75	\$539.25
Romsey Lancefield RSL Sub-Branch	Romsey Lancefield ANZAC Day Commemorative Service, Lancefield	\$4,511.76	\$3,972.51	\$539.25

Woodend RSL Sub-Branch	Woodend Anzac Day March	\$4,523.77	\$3,984.52	\$539.25
Gisborne RSL Sub Branch Inc.	Gisborne ANZAC Day Service	\$2,228.14	\$1,688.89	\$539.25
Kyneton RSL Sub-branch	Malmsbury Anzac Day March and Ceremony	\$2,460.06	\$1920.81	\$539.25
Kyneton RSL Sub-branch	Kyneton Anzac Day March and Ceremony	\$4,511.77	\$3,972.52	\$539.25
Total requested		\$23,235.50		
Total recommended			\$20,000	

3. Note that Council will provide in kind support to all six services.

CARRIED UNANIMOUSLY

12 CORPORATE REPORTS

COR.1 CONTRACTS TO BE AWARDED SEPTEMBER 2026

Summary

This report provides details of contracts proposed to be awarded under a delegation from Council, from the date of the last report to 26 August 2026. Although this report recommends noting the power delegated to Council officers, Council has the power to:

- a) direct that the Chief Executive Officer (CEO) award the contract under the direct delegation from Council; or
- b) specifically delegate the power to the CEO.

Resolution 2026/133

Moved: Cr Janet Pearce
Seconded: Cr Jennifer Anderson

That Council grants delegated authority to the Chief Executive Officer to award the following contracts:

1. **C26-148 Supply Panel Heating, Ventilation & Air Conditioning (HVAC) Services**

CARRIED

COR.2 DRAFT RELATED PARTY DISCLOSURE POLICY**Summary**

This report seeks Council adoption of the revised Related Party Disclosure Policy following a review to ensure alignment with current legislative requirements, accounting standards and governance best practice.

Resolution 2026/134

Moved: Cr Alison Joseph

Seconded: Cr Daniel Young

That Council adopts the revised Related Party Disclosure Policy 2026.

CARRIED

COR.3 QUARTERLY FINANCIAL REPORT - APRIL - JUNE 2026 AND CARRY FORWARDS 30 JUNE 2026**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 30 June 2026 for the 2025/26 financial year (Quarter 4), in accordance with the requirements of the *Local Government Act 2020*.

Resolution 2026/135

Moved: Cr Janet Pearce

Seconded: Cr Jennifer Anderson

That Council:

- 1. Receives the Quarterly Financial report as at 30 June 2026, in accordance with the requirements of the Local Government Act 2020; and**
- 2. Adopts the Carry Forward projects from the 2025/2026 to the 2026/2027 financial years.**

CARRIED

13 COMMUNITY REPORTS**COM.1 CENTRAL VICTORIAN PUBLIC LIBRARIES LTD LIBRARY AGREEMENT
WITH MEMBER COUNCILS****Summary**

The Central Victorian Public Libraries Ltd Library Agreement establishes the governance, funding and operational framework between the four member councils and Central Victorian Public Libraries Ltd for the ongoing delivery of public library services.

Independent legal advice obtained by Council officers did not identify any substantive changes required to the draft Agreement to safeguard Macedon Ranges Shire Council's material interests in the new library company.

Most minor amendments proposed by Council officers were incorporated into the final Agreement, which was approved by the Board of Central Victorian Public Libraries Ltd on 3 September 2026 through an out-of-session resolution. The Agreement is now being presented to the four member councils for formal approval and execution.

Resolution 2026/136

Moved: Cr Dominic Bonanno

Seconded: Cr Rob Guthrie

That Council approves the signing of the Central Victorian Public Libraries Ltd. Library Agreement by the CEO.

CARRIED

14 ASSETS AND OPERATIONS REPORTS**AO.1 RESPONSE TO PETITION IN RELATION TO THE SPEED LIMIT AND
INTERSECTION SAFETY ON GRAHAMS ROAD, LANCEFIELD****Summary**

A petition has been received from Denis Graham in Lancefield with 27 signatories stating:

Mayor and Councillors of the Macedon Ranges Shire Council, we the undersigned, petition Macedon Ranges Shire Council from June 25 to:

- (1) Reduce the speed limit along Grahams Road Lancefield to 60kmh*
- (2) Rectify the unsafe intersections of Mahers/Racecourse/Forbes Roads with Grahams Road.*

This report considers both the petition and the accompanying submission provided to Council, and provides recommendations based on regulatory and technical considerations to Councillors in regard to the speed limit and intersection safety along Grahams Road, Lancefield.

Recommendation:

That Council:

1. Notes that under the Department of Transport and Planning (DTP) Speed Zoning Policy, Grahams Road does not meet the criteria required to formalise the speed limit to 60km/h, and the default 100km/h rural speed limit will remain.
2. Notes the recent safety upgrades and maintenance works completed or organised by Council, including the installation of Winding Road warning signs with 60km/h advisory plates, installed Give Way infrastructure, and tree and vegetation trimming at the Racecourse Road and Forbes Road intersections.
3. Endorses Council officers undertaking further investigation and consultation with surrounding residents on the potential closure of Mahers Road at Grahams Road, including creation of a court bowl to remove the conflict point at the intersection, with the outcomes to be presented to a future Council meeting for consideration.
4. Advises the head petitioner of Council's decision, the recent improvement works, and the proposed further investigation and consultation regarding Mahers Road.

Cr Kate Kendall moved an alternative motion.

Motion

Moved: Cr Kate Kendall
Seconded: Cr Andrew Scanlon

That Council:

1. Notes the petition requesting that the speed limit along Grahams Road, Lancefield be reduced to 60 km/h and that safety improvements be undertaken at the Mahers Road, Racecourse Road and Forbes Road intersections.
2. Notes the assessment undertaken by Council officers against the Department of Transport and Planning Speed Zoning Policy and the advice that Grahams Road does not currently meet the applicable criteria for a 60 km/h speed zone.
3. Supports a reduction of the speed limit along Grahams Road, Lancefield to 80km/h and requests Officers to make an application to the Department of Transport and Planning seeking approval for the change.
4. Notes the recent safety upgrades and maintenance works completed or organised by Council, including the installation of Winding Road warning signs with 60 km/h advisory speed signs, Give Way infrastructure and vegetation trimming at the Racecourse Road and Forbes Road intersections.
5. Endorses further investigation and consultation with surrounding residents regarding the potential closure of Mahers Road at Grahams Road, including creation of a court bowl to remove the conflict point at the intersection, with the outcomes presented to a future Council meeting.
6. Advises the head petitioner of Council's decision.

Procedural Note: Cr Dominic Bonanno moved an amendment to the motion before the chair.

Amendment

Moved: Cr Dominic Bonanno
Seconded: Cr Janet Pearce

That the speed limit in point 3 be adjusted to 60km/h.

Procedural note: The motion was accepted by mover and seconder and became the substantive motion.

Motion

Moved: Cr Kate Kendall
Seconded: Cr Andrew Scanlon

That Council:

1. Notes the petition requesting that the speed limit along Grahams Road, Lancefield be reduced to 60 km/h and that safety improvements be undertaken at the Mahers Road, Racecourse Road and Forbes Road intersections.
2. Notes the assessment undertaken by Council officers against the Department of Transport and Planning Speed Zoning Policy and the advice that Grahams Road does not currently meet the applicable criteria for a 60 km/h speed zone.
3. Supports a reduction of the speed limit along Grahams Road, Lancefield to 60km/h and requests Officers to make an application to the Department of Transport and Planning seeking approval for the change.
4. Notes the recent safety upgrades and maintenance works completed or organised by Council, including the installation of Winding Road warning signs with 60 km/h advisory speed signs, Give Way infrastructure and vegetation trimming at the Racecourse Road and Forbes Road intersections.
5. Endorses further investigation and consultation with surrounding residents regarding the potential closure of Mahers Road at Grahams Road, including creation of a court bowl to remove the conflict point at the intersection, with the outcomes presented to a future Council meeting.
6. Advises the head petitioner of Council's decision.

In Favour: Crs Dominic Bonanno, Kate Kendall, Janet Pearce and Andrew Scanlon

Against: Crs Cassy Borthwick, Daniel Young, Jennifer Anderson, Rob Guthrie and Alison Joseph

LOST 4/5

Cr Jennifer Anderson moved the officer recommendation.

Motion

Moved: Cr Jennifer Anderson
Seconded: Cr Rob Guthrie

That Council:

1. Notes that under the Department of Transport and Planning (DTP) Speed Zoning Policy, Grahams Road does not meet the criteria required to formalise the speed limit to 60km/h, and the default 100km/h rural speed limit will remain.
-

2. Notes the recent safety upgrades and maintenance works completed or organised by Council, including the installation of Winding Road warning signs with 60km/h advisory plates, installed Give Way infrastructure, and tree and vegetation trimming at the Racecourse Road and Forbes Road intersections.
3. Endorses Council officers undertaking further investigation and consultation with surrounding residents on the potential closure of Mahers Road at Grahams Road, including creation of a court bowl to remove the conflict point at the intersection, with the outcomes to be presented to a future Council meeting for consideration.
4. Advises the head petitioner of Council's decision, the recent improvement works, and the proposed further investigation and consultation regarding Mahers Road.

In Favour: Crs Cassy Borthwick, Jennifer Anderson and Rob Guthrie

Against: Crs Daniel Young, Dominic Bonanno, Alison Joseph, Kate Kendall, Janet Pearce and Andrew Scanlon

LOST 3/6

Cr Kate Kendall moved an alternative motion.

Resolution 2026/137

Moved: Cr Kate Kendall

Seconded: Cr Dominic Bonanno

That Council:

1. Notes the petition requesting that the speed limit along Grahams Road, Lancefield be reduced to 60 km/h and that safety improvements be undertaken at the Mahers Road, Racecourse Road and Forbes Road intersections.
2. Notes the assessment undertaken by Council officers against the Department of Transport and Planning Speed Zoning Policy and the advice that Grahams Road does not currently meet the applicable criteria for a 60 km/h speed zone.
3. Supports a reduction of the speed limit along Grahams Road, Lancefield to 80km/h and requests Officers to make an application to the Department of Transport and Planning seeking approval for the change.
4. Notes the recent safety upgrades and maintenance works completed or organised by Council, including the installation of Winding Road warning signs with 60 km/h advisory speed signs, Give Way infrastructure and vegetation trimming at the Racecourse Road and Forbes Road intersections.
5. Endorses further investigation and consultation with surrounding residents regarding the potential closure of Mahers Road at Grahams Road, including creation of a court bowl to remove the conflict point at the intersection, with the outcomes presented to a future Council meeting.
6. Advises the head petitioner of Council's decision.

In Favour: Crs Dominic Bonanno, Alison Joseph, Kate Kendall, Janet Pearce and Andrew Scanlon

Against: Crs Cassy Borthwick, Daniel Young, Jennifer Anderson and Rob Guthrie

CARRIED 5/4

AO.2 DRAFT PUBLIC ROAD PROCEDURE

Summary

To present the updated Public Road Procedure for Council adoption. The updated procedure addresses an outstanding internal audit recommendation and provides a clearer, more robust framework for assessing requests to add roads to the Register of Public Roads.

Resolution 2026/138

Moved: Cr Alison Joseph

Seconded: Cr Daniel Young

That Council adopts the Draft Public Road Procedure.

CARRIED

AO.3 INFRASTRUCTURE PERMIT POLICY

Summary

The Infrastructure Permit Policy has been developed to consolidate Council's existing requirements relating to asset protection, works within road reserves, traffic management and vehicle crossings into a single, contemporary policy framework.

Councillors were briefed on the draft policy on 18 August 2026. The policy was subsequently updated in response to Councillor feedback and has now been approved by the Executive Leadership Team as an administrative and operational policy.

This report recommends that Council rescind the three existing policies superseded by the new Infrastructure Permit Policy and note the new policy and its ongoing oversight through the Executive Leadership Team.

Resolution 2026/139

Moved: Cr Rob Guthrie

Seconded: Cr Alison Joseph

That Council:

- 1. Notes that the Infrastructure Permit Policy has been approved by the Executive Leadership Team.**
 - 2. Rescinds the following superseded Council policies:**
 - (a) Asset Protection Policy, adopted 23 March 2005;**
 - (b) Processing of Requests for Approval for an Event / Activity on a Road / Street Policy, adopted 26 October 2011; and**
-

(c) Activity on a Road Permit Policy, adopted 15 December 2007.

3. Notes that future reviews and amendments to the Infrastructure Permit Policy will be considered and approved by the Executive Leadership Team.

CARRIED

AO.4 DRAFT RIDDELLS CREEK RECREATION RESERVE MASTER PLAN

Summary

The purpose of this report is to seek Council endorsement of the draft Riddells Creek Recreation Reserve Master Plan (Attachment 1) for public exhibition and community feedback. The feedback received will inform the preparation of the final Master Plan for future consideration by Council.

Resolution 2026/140

Moved: Cr Dominic Bonanno

Seconded: Cr Daniel Young

That Council endorses the release of the draft Riddells Creek Recreation Reserve Master Plan (Attachment 1) for a four-week period of public exhibition and community feedback from 5 October 2026 to 2 November 2026.

CARRIED

15 NOTICES OF MOTION AND RESCISSION

NO. 10/2026-27: NOTICE OF MOTION - LEAVE OF ABSENCE - CR KENDALL

I, Councillor Kate Kendall, give notice that at the next Meeting of Council to be held on 23 September 2026, I intend to move the following motion:

Resolution 2026/141

Moved: Cr Kate Kendall

Seconded: Cr Andrew Scanlon

That Council:

1. Grants Councillor Kate Kendall a leave of absence under 35(4) of the *Local Government Act 2020* to contest the 2026 Victorian State Election, commencing 1 October 2026 and concluding upon the declaration of the result for the District of Macedon.
2. Note that Cr Kendall will not receive a Councillor allowance during this time

.CARRIED

NO. 11/2026-27: NOTICE OF MOTION - LEAVE OF ABSENCE - CR BONANNO

I, Councillor Dominic Bonanno, give notice that at the next Meeting of Council to be held on 23 September 2026, I intend to move the following motion:

Resolution 2026/142

Moved: Cr Dominic Bonanno

Seconded: Cr Rob Guthrie

That Council:

1. Approves a leave of absence of two months for myself, Cr Dom Bonanno, for the period commencing Thursday 24 September 2026 until Monday 30 November 2026 in accordance with Section 35(4) of the Local Government Act 2020, and
2. Notes that I, Cr Dom Bonanno, will not receive a Councillor allowance during this time.

CARRIED

16 URGENT BUSINESS

Nil

17 CONFIDENTIAL REPORTS

Nil

The meeting closed at 8:37pm.

The minutes of this meeting will be confirmed at the Council Meeting held on 28 October 2026.