

CONFIRMED MINUTES OF THE ORDINARY MEETING
OF THE RICHMOND SHIRE COUNCIL HELD IN THE BOARD ROOM, RICHMOND ON
TUESDAY 21 FEBRUARY 2023

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PRESENT

Present when Deputy Mayor Cr Kuhl declared the meeting open at 10:30am were:

COUNCILLORS:

Cr Fox, CR Johnston, Cr Kennedy and Cr Buick.

STAFF:

Chief Executive Officer – Peter Bennett, Director of Community Services and Development – Angela Henry, Director of Corporate Services – Peta Mitchell and Minutes Secretary – Tiana Grant and Adelaide Tritton.

PRAYER

Cr Buick read the prayer

APOLOGIES

Nil

CONFIRMATION OF MINUTES

RESOLUTION 20230221.1

It was moved Cr Buick seconded Cr Johnston and carried that the Minutes of the General Meeting of the Richmond Shire Council held in the Board Room, Richmond on Tuesday 17 January 2023 be adopted as presented.

Attendance

Cr Wharton entered the Meeting at 10:31am and took the chair.

DECLARATIONS OF INTEREST

Mayor Cr Wharton called for Declarations of Interest in matters listed on the Agenda:

Nil

BUSINESS ARISING

Council discussed the action items and updates were requested.

Council discussed the action item regarding laying of turf at the lake on the water park side.

RESOLUTION 20230221.2

It was moved Cr Buick seconded Cr Kennedy and carried that Council would order 20x20m² of turf for the beach area on the water park side of the lake.

1. REPORTS FOR CONSIDERATION – WORKS

- 1.1 Inwards Correspondence – Letter from Landowner regarding Dundee-Dimora Road

EXECUTIVE SUMMARY

A landowner has requested Council works be done on the Dundee-Dimora Road.

OFFICER'S RECOMMENDATION

That Council: Discuss and agree on an outcome for the request to fix sections of the Dundee-Dimora Road.

Council unanimously agreed to place gravel in the concerned areas on the Dundee-Dimora Road.

REFERENCE DOCUMENT

- Letter

2. REPORTS FOR CONSIDERATION – OFFICE OF THE CHIEF EXECUTIVE OFFICER

2.1 Local Roads and Community Infrastructure Program – Phase 4

EXECUTIVE SUMMARY

Funding allocations have been given for the Local Roads and Community Infrastructure Program – Phase 4. Richmond Shire Council to receive \$557,208.00.

OFFICER'S RECOMMENDATION

That Council: That Council: Discuss and agree on a project that the funding could be allocated to.

Council discussed ideas on a project that the funding could be spent on.

Cr Wharton requested the funding be allocated to the continuation of upgrades to the town storm water project.

Cr Kennedy requested part of the funding be allocated to Shire roads to be able to maintain them.

RESOLUTION 20230221.3

It was moved Cr Kuhl seconded Cr Johnston and carried that the full funding allocation of \$557,208.00 be allocated to the continuation of upgrades to the town storm water project.

REFERENCE DOCUMENT

- Funding allocation

2. REPORTS FOR CONSIDERATION – OFFICE OF THE CHIEF EXECUTIVE OFFICER

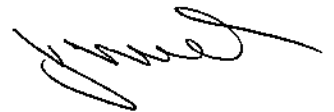
2.2 Richmond Shire Council Delegations Register

EXECUTIVE SUMMARY

The Delegations Register for Council to Chief Executive Officer is due for renewal every twelve months.

OFFICER'S RECOMMENDATION

That Council: Adopt the Delegations Register as presented.



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RESOLUTION 20230221.4

It was moved Cr Kuhl seconded Cr Buick and carried that the Delegations Register be adopted as presented.

REFERENCE DOCUMENT

- Delegations register

2. REPORTS FOR CONSIDERATION – OFFICE OF THE CHIEF EXECUTIVE OFFICER

2.3 Notification of Deadline for Postal-only Applications

EXECUTIVE SUMMARY

Notification that the deadline for postal-only ballot applications from councils is 30 April 2023. Councils who wish to apply will need to make resolutions for postal-only ballot votes.

OFFICER'S RECOMMENDATION

That Council: Agree to apply for postal-only ballot applications for the Local Election by 30 April 2023.

RESOLUTION 20230221.5

It was moved Cr Fox seconded Cr Kuhl and carried that Council apply for postal-only ballot applications for the Local Election by 30 April 2023.

REFERENCE DOCUMENT

- Flyer

3. REPORTS FOR CONSIDERATION – CORPORATE SERVICES

Item 3.1 Monthly Financial Report

EXECUTIVE SUMMARY

Council's monthly financial report in relation to the 2022/23 adopted budget is presented for consideration, together with Statement of Comprehensive Income, Statement of Financial Position and Statement of Cash Flow as at 31 January 2023.

OFFICER'S RECOMMENDATION


That Council: Receive the monthly financial report presenting the progress made as at 31 January 2023 in relation to the 2022/23 budget and including the:

- *Statement of Financial Position*
- *Statement of Comprehensive Income*
- *Statement of Cash Flows*

RESOLUTION 20230221.6

It was moved Cr Kuhl seconded Cr Buick and carried that Council Receive the monthly financial report presenting the progress made as at 31 January 2023 in relation to the 2022/23 budget and including the:

- *Statement of Financial Position*
- *Statement of Comprehensive Income*
- *Statement of Cash Flows*



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REFERENCE DOCUMENT

- Statement of Financial Position
- Statement of Comprehensive Income
- Statement of Cash Flows

4. REPORTS FOR CONSIDERATION – COMMUNITY SERVICES

Item 4.1 Minor Infrastructure Grant Open for Submissions

EXECUTIVE SUMMARY

The Department of Sport and Recreation opened its Minor Infrastructure Grant on 31 January 2023.

OFFICER'S RECOMMENDATION

That Council: Consult the budget for the relevant co-contributions for each project.

Council discussed project 1 and agreed to hold off on applying for grant funding.

Council discussed project 2 and agreed to add it to the budget and apply for grant funding.

RESOLUTION 20230221.7

It was moved Cr Buick seconded Cr Kuhl and carried that Council accept project 2 – Upgrade of lighting to Charlie Wehlow Oval.

REFERENCE DOCUMENT

- Nil

4. REPORTS FOR CONSIDERATION – COMMUNITY SERVICES

Item 4.2 Educational Program Policy

EXECUTIVE SUMMARY

Council to review and adopt the Educational Program Policy with changes.

OFFICER'S RECOMMENDATION

That Council: Adopt the Educational Program Policy with changes.

RESOLUTION 20230221.8

It was moved Cr Fox seconded Cr Kuhl and carried that Council adopt the Educational Program Policy with changes.

REFERENCE DOCUMENT

- Policy

4. REPORTS FOR CONSIDERATION – COMMUNITY SERVICES

Item 4.3 Physical Activity Policy

EXECUTIVE SUMMARY

Council to review and adopt the Physical Activity Policy with changes.

OFFICER'S RECOMMENDATION

That Council: Adopt the Physical Activity Policy with changes.

RESOLUTION 20230221.9

It was moved Cr Buick seconded Cr Johnston and carried that Council adopt the Physical Activity Policy with changes.

REFERENCE DOCUMENT

- Policy

4. REPORTS FOR CONSIDERATION – COMMUNITY SERVICES

Item 4.4 Acceptance and Refusal Authorisation Policy

EXECUTIVE SUMMARY

Council to review and adopt the Acceptance and Refusal Authorisation Policy.

OFFICER'S RECOMMENDATION

That Council: Adopt the Acceptance and Refusal Authorisation Policy with changes.

RESOLUTION 20230221.10

It was moved Cr Kuhl seconded Cr Johnston and carried that Council adopt the Acceptance and Refusal Authorisation Policy with changes.

REFERENCE DOCUMENT

- Policy

4. REPORTS FOR CONSIDERATION – COMMUNITY SERVICES

Item 4.5 Cyclone Management Policy

EXECUTIVE SUMMARY

Council to review and adopt the Cyclone Management Policy.

OFFICER'S RECOMMENDATION

That Council: Adopt the Cyclone Management Policy with changes.

RESOLUTION 20230221.11

It was moved Cr Kuhl seconded Cr Johnston and carried that Council adopt the Cyclone Management Policy with changes.

REFERENCE DOCUMENT

- Policy

4. REPORTS FOR CONSIDERATION – COMMUNITY SERVICES

Item 4.6 Delivery of Children to and from Education and Care Services Premises Policy

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EXECUTIVE SUMMARY

Council to review and adopt the Delivery of Children to and from Education and Care Services Premises Policy with changes.

OFFICER'S RECOMMENDATION

That Council: Adopt the Delivery of Children to and from Education and Care Services Premises Policy with changes.

RESOLUTION 20230221.12

It was moved Cr Fox seconded Cr Johnston and carried that Council adopt the Delivery of Children to and from Education and Care Services Premises Policy with changes.

REFERENCE DOCUMENT

- Policy

4. REPORTS FOR CONSIDERATION – COMMUNITY SERVICES

Item 4.7 Earthquake Management Policy

EXECUTIVE SUMMARY

Council to review and adopt the Earthquake Management Policy with changes.

OFFICER'S RECOMMENDATION

That Council: Adopt the Earthquake Management Policy with changes.

RESOLUTION 20230221.13

It was moved Cr Kennedy seconded Cr Buick and carried that Council adopt the Earthquake Management Policy with changes.

REFERENCE DOCUMENT

- Policy

4. REPORTS FOR CONSIDERATION – COMMUNITY SERVICES

Item 4.8 Emergency and Evacuation Policy

EXECUTIVE SUMMARY

Council to review and adopt the Emergency and Evacuation Policy with changes.

OFFICER'S RECOMMENDATION

That Council: Adopt the Emergency and Evacuation Policy with changes.

RESOLUTION 20230221.14

It was moved Cr Kuhl seconded Cr Johnston and carried that Council Adopt the Emergency and Evacuation Policy with changes.

REFERENCE DOCUMENT

- Policy

4. REPORTS FOR CONSIDERATION – COMMUNITY SERVICES

Item 4.9 Flood Management Policy

EXECUTIVE SUMMARY

Council to review and adopt the Flood Management Policy with changes.

OFFICER'S RECOMMENDATION

That Council: Adopt the Flood Management Policy with changes.

RESOLUTION 20230221.15

It was moved Cr Fox seconded Cr Kuhl and carried that Council Adopt the Flood Management Policy with changes.

REFERENCE DOCUMENT

- Policy

4. REPORTS FOR CONSIDERATION – COMMUNITY SERVICES

Item 4.10 Lockdown Policy

EXECUTIVE SUMMARY

Council to review and adopt the Lockdown Policy with changes.

OFFICER'S RECOMMENDATION

That Council: Adopt the Lockdown Policy with changes.

RESOLUTION 20230221.16

It was moved Cr Kennedy seconded Cr Buick and carried that Council Adopt the Lockdown Policy with changes.

REFERENCE DOCUMENT

- Policy

4. REPORTS FOR CONSIDERATION – COMMUNITY SERVICES

Item 4.11 Managing an Aggressive Parent Policy

EXECUTIVE SUMMARY

Council to review and adopt the Managing an Aggressive Parent Policy with changes.

OFFICER'S RECOMMENDATION

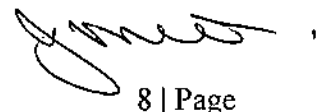
That Council: Adopt the Managing an Aggressive Parent Policy with changes.

RESOLUTION 20230221.17

It was moved Cr Kuhl seconded Cr Kennedy and carried that Council Adopt the Managing an Aggressive Parent Policy with changes.

REFERENCE DOCUMENT

- Policy



4. REPORTS FOR CONSIDERATION – COMMUNITY SERVICES

Item 4.12 Managing an Unidentified Dog Policy

EXECUTIVE SUMMARY

Council to review and adopt the Managing an Unidentified Dog Policy with changes.

OFFICER'S RECOMMENDATION

That Council: Adopt the Managing an Unidentified Dog Policy with changes.

RESOLUTION 20230221.18

It was moved Cr Kuhl seconded Cr Johnston and carried that Council Adopt the Managing an Unidentified Dog Policy with changes.

REFERENCE DOCUMENT

- Policy

4. REPORTS FOR CONSIDERATION – COMMUNITY SERVICES

Item 4.13 Safe Transportation Policy

EXECUTIVE SUMMARY

Council to review and adopt the Safe Transportation Policy with changes.

OFFICER'S RECOMMENDATION

That Council: Adopt the Safe Transportation Policy with changes.

RESOLUTION 20230221.19

It was moved Cr Fox seconded Cr Kuhl and carried that Council Adopt the Safe Transportation Policy with changes.

REFERENCE DOCUMENT

- Policy

Change of order of business to consider late items

2. REPORTS FOR CONSIDERATION – OFFICE OF THE CHIEF EXECUTIVE OFFICER

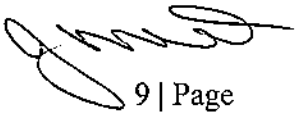
2.4 Richmond Wagon Adventures NW QLD

EXECUTIVE SUMMARY

An update has been given to Council from Richmond Wagon Adventures NW QLD regarding their new business ventures. It is a follow up from their initial letter on 10 June 2020.

OFFICER'S RECOMMENDATION

That Council: Allow Richmond Wagon Adventures NW QLD to place stand-up banners at the local tourist sites in Richmond.



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Council discussed at length the request to place stand-up banners at the local tourist sites in Richmond including Kronosaurus Korner, Lakeview Caravan Parka and Cambridge Ruins.

Council agreed to write to the applicant to advise that the request is approved with conditions. The applicant will also need approval from Kronosaurus Korner.

RESOLUTION 20230221.20

It was moved Cr Kennedy seconded Cr Buick and carried that Council approve the request to allow Richmond Wagon Adventures NW QLD place stand-up banners at local tourists sites in Richmond with conditions.

REFERENCE DOCUMENT

- Letter

CLOSED SESSION

2. REPORTS FOR CONSIDERATION – OFFICE OF THE CHIEF EXECUTIVE OFFICER

2.5 Tertiary Bursary Application

RESOLUTION 20230221.21

It was moved Cr Buick, seconded Cr Fox and carried that Council enter a closed session according to the Local Government Regulation 2012 Section 275, (1) (c) the local government's budget.

RESOLUTION 20230221.22

It was moved Cr Kuhl, seconded Cr Buick and carried that Council exit closed session according to Local Government Regulation 2012 Section 275, (1) (c) the local government's budget.

EXECUTIVE SUMMARY

A Tertiary Bursary Application has been received from a local resident to complete her studies at James Cook University for Bachelor of Veterinary Science.

OFFICER'S RECOMMENDATION

That Council: Approve the Tertiary Bursary Application received.

RESOLUTION 20230221.23

It was moved Cr Buick seconded Cr Kuhl and carried that Council approve the Tertiary Bursary Application.

REFERENCE DOCUMENT

- Tertiary Bursary Application

2. REPORTS FOR CONSIDERATION – OFFICE OF THE CHIEF EXECUTIVE OFFICER

2.6 Quote for the Swimming Pool

RESOLUTION 20230221.24

It was moved Cr Johnston, seconded Cr Buick and carried that Council enter a closed session according to the Local Government Regulation 2012 Section 275, (1) (c) the local government's budget.

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RESOLUTION 20230221.25

It was moved Cr Kuhl, seconded Cr Buick and carried that Council exit closed session according to Local Government Regulation 2012 Section 275, (1) (c) the local government's budget.

EXECUTIVE SUMMARY

A quote has been received for the upgrade the footpath, driveway and ramp for the Swimming Pool as discussed.

OFFICER'S RECOMMENDATION

That Council: Accept the quote received from the Contractor.

Council discussed at length the quote, and agreed to hold over to March Council Meeting after the Councillors assess the area and agree on costings.

REFERENCE DOCUMENT

- Quote

GENERAL BUSINESS

Cr Fox advised that the Richmond Amateur Swim Club are applying for a grant and are seeking a letter of support and permission to construct infrastructure at the pool.

RESOLUTION 20230221.26

It was moved Cr Kennedy, seconded Cr Kuhl and carried that Council agree to write a letter of support and give permission to construct infrastructure at the pool.

Cr Fox thanked Council on behalf of the Richmond State School and P&C for the Pedestrian Crossing on the Flinders Highway and the Master Class at Kronosaurus Korner.

Cr Fox updated Council on the CAN meeting that was held recently.

Cr Wharton advised that he had a meeting with Ruth Heather from Queensland Health regarding the hospital and health services in Richmond.

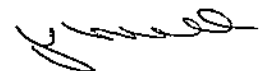
Cr Johnston advised that she has had some complaints regarding the changes of the Community Broadcast and what is not being advertised anymore.

Council discussed at length the potential of Kronosaurus Korner creating a database for Community Broadcast as Council will only be broadcasting Council information.

Cr Johnston advised that she went to the Cambridge Ruins recently and requested that the gardens needed some attention before tourist season as it is not appealing at the moment.

Cr Buick asked when the culverts that are located near the top crossing will be installed in the first floodway after the Top Crossing. CEO Peter Bennett advised he will get a quote for a cement base slab to be constructed for the culverts to sit on and advise Council of the costs.

Cr Buick advised that the town laneways are quite muddy, and it is main access for some homeowners. Cr Wharton noted it would be a good job to do now while it is too wet for the works crews to work on existing jobs.



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Cr Wharton proposed to get quotes to build billboards for Council to then rent to local businesses to place on the outskirts of town for advertising.

CLOSE OF MEETING

RESOLUTION 20230221.27

It was moved Cr Kuhl, seconded Cr Johnston, and carried that the information reports be received and noted.

Meeting closure


RESOLUTION 20230221.28

It was moved Cr Kuhl, seconded Cr Buick and carried that the meeting close at 12:59pm.

Next Ordinary Meeting

21 March 2023

I hereby confirm that this is a true and correct record of the minutes of the Richmond Shire Council Ordinary Meeting Tuesday 21 February 2023.



Mayor