

CONFIRMED MINUTES OF THE ORDINARY MEETING  
OF THE RICHMOND SHIRE COUNCIL HELD IN THE BOARD ROOM, RICHMOND ON  
TUESDAY 16 APRIL 2019

**PRESENT**

Present when the Mayor Cr Wharton declared the meeting open at 8:05am  
were:

**COUNCILLORS:**

Cr Wharton, Cr Kuhl, Cr Bawden, Cr Fox, Cr Pattel and Cr Kennedy

**STAFF:**

Chief Executive Officer – Peter Bennett, Director of Works – Bart Servaas,  
Manager of Communities – Angela Henry , Contract Manager of Finance –  
Gavin Herbst and Minutes Secretary – Judy Norton.

**PRAYER**

Cr Pattel read the prayer.

**APOLOGIES**

Nil

**CONFIRMATION OF MINUTES**

***RESOLUTION 20190416.1***

*It was moved Cr Kuhl, seconded Cr Fox and carried that the Minutes of the General Meeting of the Richmond Shire Council held in the Boardroom, Richmond on Tuesday 19 March 2019 be adopted as tabled.*

**ACTION ITEMS AND RESOLUTIONS**

**MATTERS ARISING**

**ITEM 1.0 MATTERS ARISING**

Cr Wharton gave an overview of the recently attended WQLGA Conference held in Longreach and advised that Richmond Shire would be hosting in 2020. A date is yet to be determined.

Conversation ensued as to the upgrade required to Council facilities prior to the event and an inspection of the Shire Hall will take place in the lunch break.

Cr Wharton declared the Action Item relating to the Certification of the Saleyards null and void owing to the lack of response from the stakeholders.

The date for the Sprint Races has been set for 24 August 2019.

Cr Kennedy questioned the progress on the installation of the new bore. The CEO responded that no information as to the successful applicants of the grant under which Council applied, had been released as yet.



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**WORKS AND SERVICES**

**WORKS COORDINATORS REPORT**

**ITEM 2.0 WORKS COORDINATORS PROGRESS REPORT**

*Nil Report*

**WATER AND SEWERAGE OFFICER REPORT**

**ITEM 3.0 WATER AND SEWERAGE OFFICER PROGRESS REPORT**

*Noted*

**WORKSHOP FOREMAN REPORT**

**ITEM 4.0 WORKSHOP REPORT**

*Noted*

**AERODROME REPORTING OFFICER REPORT**

**ITEM 5.0 AERODROME REPORTING OFFICER REPORT**

*Noted*

**DIRECTOR OF WORKS REPORT**

**ITEM 6.0 DIRECTOR OF WORKS REPORT**

To be discussed in Late Items

**RURAL LAND OFFICERS REPORT**

**ITEM 7.0 RURAL LANDS OFFICERS REPORT**

Cr Kuhl commented on the outbreak of Parthenium in the Flinders Shire, more precisely in the Flinders River, and the risk imposed to the Richmond Shire.

Cr Bawden suggested that the graziers be advised to be on the lookout for any infestation of not only Parthenium but Noogoora Burr and Prickly Acacia as well.

Council discussed the recent fencing of the Reserves/Commons/TMR Road Corridor and QR Rail corridor and Cr Wharton requested that claims be prepared for the completed work.

**SALEYARD CONTRACTORS REPORT**

**ITEM 8.0 SALEYARD CONTRACTORS REPORT**

*Nil Report*

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Council discussed the possibility of imposing a regulation that cattle brought in from other recognised weed areas are to be held in the yards for a minimum of seven (7) days to alleviate the spread of noxious weeds.

Cr Wharton mentioned the stockpile of hay remaining at the yards and suggested that it be offered for sale by expression of interest.

**AGISTMENT ON TOWN COMMONS REPORT**

**ITEM 9.0 AGISTMENT ON TOWN COMMONS REPORT**

*Nil Report until after muster*

**LOCAL LAWS OFFICERS REPORT**

**ITEM 10.0 LOCAL LAWS OFFICERS REPORT**

*Noted*

Council discussed the ongoing matter of mosquitos and sandflies and requested that fogging and spraying the township continue until the problem abates.

**REFUSE TIP CONTRACTORS REPORT**

**ITEM 11.0 REFUSE TIP CONTRACTORS REPORT**

*Noted*

**Order of Business changed to discuss Late Agenda Items**

**DIRECTOR OF WORKS REPORT**

**ITEM 6.0 DIRECTOR OF WORKS REPORT**

Cr Kennedy discussed the issue of water still running over Cambridge Crossing and requested the investigation into a permanent solution to make the crossing passable after future rain events.

Cr Kennedy suggested that dropping ballast as a temporary measure would alleviate the need of machinery having to clear the crossing every couple of days.

Discussion ensued as to other possibilities including the placing of box culverts or installing a grid bridge. The DOW to prepare costings for a satisfactory solution.

**Grant Funding**

**RESOLUTION 20190416.2**

*It was moved Cr Kennedy, seconded Cr Fox and carried that Council approve the amount of \$406,650 in the 19/20 Budget for the installation of new runway lights at the Aerodrome.*

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Cr Wharton suggested the implementation of a kerb and gutter program for all town streets.

**Racecourse Amenities Upgrade**

**Attendance**

Cr Kennedy and Cr Fox declared an interest and left the room at 9:21am.

Cr Wharton discussed recent correspondence from the Turf Club regarding the construction of the new Racecourse Amenities.

The general consensus was that the work proceed as planned as the funding must be expended by 30 June 2019.

**Attendance**

Cr Kennedy and Cr Fox re-entered the room at 9:40am.

**TOWN SERVICES REPORT**

**ITEM 12.0 TOWN SERVICES REPORT**

*Noted*

Council commented on the overall improvement of the Township and acknowledged the hard work of the Town Services crew.

Cr Kuhl suggested a tidy up of the area near the Lake and questioned if the replacement plantings at the Airport had been completed.

CEO advised that the soil in the pots was currently being replaced to better prepare for the new plantings.

**Meeting adjournment**

**RESOLUTION 20190416.3**

*It was moved Cr Kuhl, seconded Cr Kennedy and carried that the meeting adjourn for morning tea at 9:59am.*

**Meeting resumption**

**RESOLUTION 20190416.4**

*It was moved Cr Pattel, seconded Cr Kuhl and carried that the meeting resume at 10:28am.*

**Attendance**

Cr Wharton, Cr Kuhl, Cr Bawden, Cr Fox, Cr Pattel, Cr Kennedy, Peter Bennett, Angela Henry, Bart Servaas, Gavin Herbst and Judy Norton.



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**FINANCE AND ADMINISTRATION REPORT**

**ITEM 15.0 FINANCE REPORT**

*Noted*

**Resume Order of Business**

**SAFETY AND COMPLIANCE REPORT**

**ITEM 13.0 SAFETY AND COMPLIANCE REPORT**

*Noted*

**BUILDING AND TOWN PLANNING REPORT**

**ITEM 14.0 BUILDING AND TOWN PLANNING REPORT**

*Nil Report*

**CHIEF EXECUTIVE OFFICER'S REPORT**

**ITEM 16.0 CEO REPORT**

*Noted*

Cr Wharton gave an overview of the meeting in late March with Epic Environmental referencing the St Elmo Project. Epic have since advised that the message that they heard very clearly during their visits was around the importance of the project to the region. As a result, they have produced a regional overview factsheet outlining the concerns and opportunities of the project.

Item 16.1 Resolution – Restoration of FAGs to 1%

**RESOLUTION 20190416.5**

*It was moved Cr Pattel, seconded Cr Kennedy and carried that Council supports the Local Government of Queensland in lobbying the Federal Government to restore Financial Assistance Grants (FAGs) funding to at least one percent of total Commonwealth taxation revenue.*

Item 16.2 Kronosaurus Korner Curator Contract

**RESOLUTION 20190416.6**

*It was moved Cr Bawden, seconded Cr Kuhl and carried that Cr Wharton, Cr Pattel and the CEO sit on the review panel to discuss the renewal of the Kronosaurus Korner Curator Contract.*

**Attendance**

Cr Kennedy left the room at 10:58am.

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**Attendance**

Cr Kennedy re-entered the room at 10:59am.

**Change in order of Business to discuss Late Agenda Item**

**REGIONAL DEVELOPMENT AUSTRALIA BOARD MEMBERS REPORT**

**ITEM 17.0 RDA REPORT**

*Noted*

Cr Kuhl gave an overview of the recently attended meeting in Townsville.

**Resume Order of Business**

**CORRESPONDENCE AND TABLED ITEMS**

**ITEM 18.0 INWARDS CORRESPONDENCE**

*Noted*

Item 18.1 & 18.2

Council discussed the correspondence to and from the Townsville Hospital and Health Service and committed to supporting the advocacy for the placement of a full time Community Health Nurse in the Richmond Shire.

**Attendance**

Cr Pattel left the room at 11:13am.

**Attendance**

Peter Bennett left the room at 11:14am.

**Attendance**

Cr Pattel re-entered the room at 11:14am.

**POLICIES, PROCEDURES AND LOCAL LAWS**

**ITEM 19.0 MONTHLY REPORT**

Council reviewed the following policies.

Item 19.1     **ACCEPTABLE REQUESTS POLICY**

**RESOLUTION 20190416.7**

*It was moved Cr Kuhl, seconded Cr Fox and carried that Council adopt the reviewed Acceptable Requests Policy as presented.*

Item 19.2     **AGISTMENT POLICY**

**RESOLUTION 20190416.8**

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*It was moved Cr Kuhl, seconded Cr Bawden and carried that Council adopt the reviewed Agistment Policy as presented*

Item 19.3      **UNIFORM POLICY**

**RESOLUTION 20190416.9**

*It was moved Cr Fox, seconded Cr Kuhl and carried that Council adopt the reviewed Uniform Policy as presented*

Item 19.4      **SOCIAL MEDIA POLICY**

**RESOLUTION 20190416.10**

*It was moved Cr Kuhl, seconded Cr Kennedy and carried that Council adopt the reviewed Social Media Policy as presented*

Item 19.5      **EXIT INTERVIEW POLICY**

**RESOLUTION 20190416.11**

*It was moved Cr Fox, seconded Cr Kuhl and carried that Council adopt the reviewed Exit Interview Policy as presented.*

Item 19.6      **MOBILE VENDOR POLICY**

**RESOLUTION 20190416.12**

*It was moved Cr Bawden, seconded Cr Kuhl and carried that Council adopt the reviewed Mobile Vendor Policy as presented*

Item 19.7      **WORKING IN EXTREME HEAT POLICY**

**RESOLUTION 20190416.13**

*It was moved Cr Kuhl, seconded Cr Fox and carried that Council adopt the reviewed Working in Extreme Heat Policy as presented*

Item 19.8      **COMMUNITY ENGAGEMENT POLICY**

**RESOLUTION 20190416.14**

*It was moved Cr Kuhl, seconded Cr Fox and carried that Council adopt the reviewed Community Engagement Policy as presented*

Item 19.9      **FRAUD AND CORRUPTION POLICY**

**RESOLUTION 20190416.15**

*It was moved Cr Kuhl, seconded Cr Bawden and carried that Council adopt the reviewed Fraud and Corruption Policy as presented*

Item 19.10     **RELATED PARTIES POLICY**

**RESOLUTION 20190416.16**

*It was moved Cr Kuhl, seconded Cr Kennedy and carried that Council adopt the reviewed Related Parties Policy as presented*

Item 19.11     **USE OF COUNCILS PLANT AND VEHICLES POLICY**

**RESOLUTION 20190416.17**

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*It was moved Cr Kuhl, seconded Cr Fox and carried that Council adopt the reviewed Use of Councils Plant and Vehicles Policy as presented*

**Attendance**

Peter Bennett re-entered the room at 11:23am.

**MANAGER COMMUNITY DEVELOPMENT AND SERVICES REPORT**

**ITEM 20.0 MANAGER COMMUNITY DEVELOPMENT AND SERVICES REPORT**

*Noted*

Angela advised that funding had just been released to provide a two year tenure for a Community Development Officer. Council discussed the possibility of appointing a suitably qualified person into the role.

Cr Kennedy enquired on the progress of the Oval Upgrade. The site inspection is scheduled for May with the actual works to begin after the end of the junior rugby league season.

**RICHMOND AGED CARE CO-ORDINATOR'S REPORT**

**ITEM 21.0 RICHMOND AGED CARE CO-ORDINATOR'S REPORT**

*Noted*

**OUTSIDE SCHOOL HOURS CARE CO-ORDINATOR'S REPORT**

**ITEM 22.0 OUTSIDE SCHOOL HOURS CARE CO-ORDINATOR'S REPORT**

*Noted*

**Attendance**

Cr Kennedy left the room at 11:37am.

**LIBRARIAN'S REPORT**

**ITEM 23.0 LIBRARIAN'S REPORT**

*Noted*

**Attendance**

Cr Kennedy re-entered the room at 11:40am

**POOL MANAGER'S REPORT**

**ITEM 24.0 POOL MANAGER'S REPORT**

*Noted*

**TOURISM AND MARKETING REPORT**



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**ITEM 25.0 TOURISM AND MARKETING OFFICER'S REPORT**

*Noted*

**LAKEVIEW CARAVAN PARK MANAGER'S REPORT**

**ITEM 26.0 MANAGER'S REPORT**

*Noted*

**GENERAL BUSINESS**

**ITEM 27.0 GENERAL BUSINESS**

Cr Bawden enquired if the majority of the outside workforce would be on leave over the Easter/Anzac Day period. The CEO advised that a skeleton crew would be remaining at work over that time.

Cr Kennedy questioned if any plans had been made for the dozer brought in from Gracedale late last year.

Cr Kennedy also advised that he had been in contact with a Telstra representative regarding the recent outages and was advised that upgrades have been performed with the work culminating today.

Cr Kennedy acknowledged that the DOW was aware of the washouts on the Coalbrook Road.

Cr Kennedy reiterated his earlier concerns for the Cambridge Crossing and requested that ballast be tipped there as a short term solution.

Cr Kuhl advised that the Recovery Plan was currently sitting with the Queensland Government and a revision of the document would take place after the lunch break.

Cr Fox also expressed her concerns for Cambridge Crossing and supports the temporary solution of dropping ballast.

Cr Fox mentioned the Tackling Regional Adversity through Integrated Care (TRAIC) Grant Expression of Interest 2019/20 and enquired if Council would make application and hold the funds in Trust for distribution.

Cr Fox explained the 'Friends of ICPA' initiative and that Local Governments are being encouraged to join to boost membership numbers.

**RESOLUTION 20190416.18**

*It was moved Cr Fox, seconded Cr Kennedy and carried that Council become a 'Friend of ICPA' for the yearly membership fee of \$50.00.*

Cr Wharton discussed the information received from Ergon that they are intending to place three more employees in Richmond. Owing to the shortage of housing at this time Cr Wharton intends to write to Ergon suggesting that they invest in providing staff housing in Richmond.

Cr Bawden suggested that funding for Community Housing could be sourced.

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Cr Wharton discussed the recommencement of Council maintaining the road and crossing at Mt Norman as was the agreement from the past when the road was changed.

Cr Kennedy advised that he had contacted suppliers regarding the installation of a fuel storage facility at the Airport and had received some positive feedback. The previous suggestion that Council provide the infrastructure seems to be favourable to suppliers.

**Meeting adjournment**

**RESOLUTION 20190416.19**

*It was moved Cr Kuhl, seconded Cr Fox and carried that the meeting adjourn for lunch at 12:13pm.*

An inspection of Council facilities will be conducted prior to attending the lunch venue.

**Meeting resumption**

**RESOLUTION 20190416.20**

*It was moved Cr Fox, seconded Cr Kuhl and carried that the meeting resume at 1:48pm.*

**Attendance**

Cr Wharton, Cr Kuhl, Cr Bawden, Cr Fox, Cr Kennedy, Cr Pattel, Peter Bennett, Angela Henry, Bart Servaas, Gavin Herbst and Judy Norton.

**LOCAL RECOVERY PLAN**

Council perused the Local Recovery Plan prepared after the North and Far North Queensland Monsoon Trough 25 January – 6 February 2019 as presented.

**Attendance**

Bart Servaas and Gavin Herbst left the room at 1:49pm.

After making some minor changes Cr Kuhl advised that the plan would be sent for finalisation.

Cr Kuhl further advised of the intention to obtain quotes to relocate the Boardroom extension on the old Administration building to behind the Library for use as additional office space/meeting room.

A new post and chain fence is to be constructed at the Lakeview Caravan Park to restrict vehicle access directly into the Gazebo.

**Information Reports**

**RESOLUTION 20190416.21**

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

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**Meeting closure**

**RESOLUTION 20190416.22**

*It was moved Cr Fox, seconded Cr Pattel and carried that the meeting close at 2:40pm.*

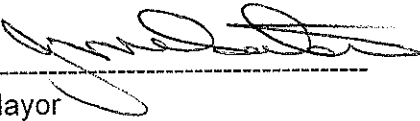
**Next Meeting (Pre Budget Meeting)**

20 May, 2019

**Next Ordinary Meeting**

21 May, 2019

I hereby confirm that this is a true and correct record of the minutes of the Richmond Shire Council Ordinary Meeting Tuesday 16 April, 2019.

  
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Mayor