

CONFIRMED MINUTES OF THE ORDINARY MEETING  
OF THE RICHMOND SHIRE COUNCIL HELD IN THE BOARD ROOM, RICHMOND ON  
TUESDAY 21 APRIL 2020

**PRESENT**

Present when the Mayor Cr Wharton declared the meeting open at 8:10am  
were:

**COUNCILLORS:**

CR Wharton, Cr Bawden, Cr Kuhl, Cr Fox, Cr Kennedy, Cr Geary

**STAFF:**

Chief Executive Officer – Peter Bennett, Director of Works – Bart Servaas, and Minutes  
Secretary – Tiana Grant.

**PRAYER**

Cr Wharton read the prayer.

**APOLOGIES**

Nil

**CONFIRMATION OF MINUTES**

***RESOLUTION 20200421.1***

*It was moved Cr Kuhl, seconded Cr Kennedy and carried that the Minutes of the General Meeting of the Richmond Shire Council held in the Boardroom, Richmond on Tuesday 17 March 2020 be adopted as tabled.*

***RESOLUTION 20200421.2***

*It was moved Cr Fox, seconded Cr Bawden and carried that the Minutes of the Post-Election Meeting of the Richmond Shire Council held in the Board Room, Richmond on Tuesday 15 April 2020 be adopted as tabled.*

**ACTION ITEMS AND RESOLUTIONS**

**MATTERS ARISING**

**ITEM 1.0      MATTERS ARISING**

Cr Wharton started the meeting by thanking Cr Kuhl for her dedication as Deputy Mayor over the last eight years and Welcomed Cr Bawden to the role.

Cr Kuhl asked if the playground at Bobby Murray Park had been dismantled.

CR Wharton advised that it will be on hold until parks re-open due to COVID-19.

Council discussed the grant funding that Council had applied for under the Drought Communities Fund, for the construction of new play equipment, however Council hasn't received monies as yet.

Cr Wharton advised Council that Queensland Rail have delayed their contract works until May.



1 | Page

UNCONFIRMED MINUTES OF THE ORDINARY MEETING  
OF THE RICHMOND SHIRE COUNCIL HELD IN THE BOARD ROOM, RICHMOND ON  
TUESDAY 21 APRIL 2020

Cr Kuhl asked if Regional Express Airlines will continue flights. Cr Wharton replied that they will continue with two flights per week.

Cr Wharton discussed the action item to impose the regulation for Rural Lands. Council agreed that this regulation should be made by Biosecurity Queensland and not Council.

Cr Wharton asked if the power had been connected to the Refuse Tip. Director of Works Bart Servaas advised that a Purchase Order had been done for a local contractor.

Cr Kuhl advised that the two tall bollards at the lake still did not have working solar lights and asked if Council had orders any. DOW Bart Servaas replied that Council had been in contact with a local contractor and will source the solar lights that were purchased.

Cr Wharton commented that the Wash Down Bay is looking good now that Council is cleaning it frequently.

<b>DIRECTOR OF WORKS REPORT</b>
---------------------------------

**ITEM 2.0      DIRECTOR OF WORKS PROGRESS REPORT**

*Noted*

Cr Bawden asked if Council will upgrade the grid on the Walkers Park Road.

Cr Kennedy advised Council that the grid at Windsor Park on the way to Judith Royal Station is dangerous and requested Council look at it.

Cr Wharton advised that he met with DOW Bart and Ricki regarding realigning the road where an old bore flowed over the road at Tarbrax Station.

DOW Bart Servaas advised Council that all RMPC work will be finalised by the end of June 2020.

Chief Executive Officer Peter Bennett requested the TAR truck fix the numerous potholes as soon as possible on Winton Road as it is dangerous to vehicles.

DOW Bart Servaas also advised that all QRA projects will be completed by the end of June 2020.

Cr Wharton asked if the tender for the new water mains had been sent out. DOW Bart Servaas noted that it hadn't, however as constructed plans are being drawn up and will go out to tender in the next month or so. Works are scheduled to take place in September 2020.

DOW Bart Servaas spoke about the Top Crossing on the Villadale Road and tenders will go out next month so that the tender price can be finalised to Queensland Reconstruction Authority by end of June 2020.

Cr Kennedy enquired when the new realignment on Croydon Road would be opened to the public. Cr Wharton informed Cr Kennedy is was scheduled for the next financial year.

CONFIRMED MINUTES OF THE ORDINARY MEETING  
OF THE RICHMOND SHIRE COUNCIL HELD IN THE BOARD ROOM, RICHMOND ON  
TUESDAY 21 APRIL 2020

Cr Kennedy asked if the shoulders on the Croydon Road from the Cambridge north to Etheldale Station could be graded, as the vegetation is a problem.

**TECHNICAL OFFICERS REPORT**

**ITEM 3.0 TECHNICAL OFFICERS PROGRESS REPORT**

*Noted*

Council commended the concrete footpath works recently completed at the corner of Moselle Meats.

Cr Geary asked if Council could leave a one square metre section free from concrete around any power poles when work is being done for future reference as Ergon Energy need to drill beside power poles when conducting their annual inspections. Potentially use road base in that one square metre section to stop weeds growing.

**WATER AND SEWERAGE OFFICERS REPORT**

**ITEM 4.0 WATER AND SEWERAGE OFFICERS PROGRESS REPORT**

*Noted*

Cr Wharton noticed that there is water pooling under 38 Goldring Street and requested the Local Laws Officer to investigate. It was discussed that Council possibly need to fill under the house to level out the ground.

CEO Peter Bennett advised that Council now have four full time permanent Qualified Plumbers working for Council.

**WORKSHOP FOREMAN REPORT**

**ITEM 5.0 WORKSHOP OFFICERS PROGRESS REPORT**

*Noted*

CEO Peter Bennett advised that Council have a new Qualified Mechanic starting on Council soon.

**AERODROME REPORTING OFFICERS REPORT**

**ITEM 6.0 AERODROME REPORTING OFFICERS PROGRESS REPORT**

*Noted*

**RURAL LAND OFFICERS REPORT**

**ITEM 7.0 RURAL LANDS OFFICERS PROGRESS REPORT**

*Noted*

CONFIRMED MINUTES OF THE ORDINARY MEETING  
OF THE RICHMOND SHIRE COUNCIL HELD IN THE BOARD ROOM, RICHMOND ON  
TUESDAY 21 APRIL 2020

Cr Bawden commended the Rural Lands Officers work on the fire ploughing the commons.

**WILD DOG CONTRACTORS REPORT**

**ITEM 8.0 WILD DOG CONTRACTORS PROGRESS REPORT**

*Noted*

**SALEYARD CONTRACTORS REPORT**

**ITEM 9.0 SALEYARD CONTRACTORS PROGRESS REPORT**

*Noted*

Discussion took place around the purchase of the saleyards land off Aurizon and that the valuer failed to turn up in January. Council will seek a new valuer to do a desktop valuation of the land and enter into negotiations with Aurizon.

**AGISTMENT ON TOWN COMMONS REPORT**

**ITEM 10.0 AGISTMENT ON TOWN COMMONS PROGRESS REPORT**

*Noted*

Cr Fox requested to seal the new amenities block at the Racecourse due to dust issues.

Cr Kuhl suggested adding crim safe to the exposed areas near the roof to keep ventilation in the amenities.

Cr Wharton noted that Council would look into it.

**LOCAL LAWS OFFICERS REPORT**

**ITEM 12.0 LOCAL LAWS OFFICERS PROGRESS REPORT**

*Nil Report*

**TOWN SERVICES REPORT**

**ITEM 13.0 TOWN SERVICES PROGRESS REPORT**

*Noted*

Cr Fox advised Council that the Richmond Turf Club were successful with flood damage funding in 2018-2019, however monies have not been received.

Cr Wharton suggested to set up a meeting with DOW Bart Servaas, Cr Fox and Town Services Supervisor to plan the landscaping of the racecourse.

Cr Kennedy advised that the transformer at the racecourse needs upgrading. Cr Geary noted that he would look into it.

CONFIRMED MINUTES OF THE ORDINARY MEETING  
OF THE RICHMOND SHIRE COUNCIL HELD IN THE BOARD ROOM, RICHMOND ON  
TUESDAY 21 APRIL 2020

**POOL MANAGERS REPORT**

**Item 14.0 POOL MANAGERS PROGRESS REPORT**

*Nil Report*

**WORKPLACE HEALTH AND SAFETY REPORT**

**ITEM 15.0 WORKPLACE HEALTH AND SAFETY PROGRESS REPORT**

*Noted*

DOW Bart Servaas advised that teams are as small as possible due to COVID-19.

DWO Bart Servaas advised that the employee who severed his thumb in a workplace incident last year is back at work on light duties.

**BUILDING AND TOWN PLANNING REPORT**

**ITEM 16.0 BUILDING AND TOWN PLANNING PROGRESS REPORT**

*Nil report*

**FINANCE AND ADMINISTRATION REPORT**

**ITEM 18.0 FINANCE PROGRESS REPORT**

*Noted*

**Attendance**

Manager of Administration and Finance Colin Duffy entered the room at 9:39am.

Cr Geary left the room at 9:39am.

Cr Geary re-entered the room at 9:42am.

MAF Colin Duffy advised that Council have had an unused account with Suncorp Bank for a few years and requested Council decide to close it.

**RESOLUTION 20200421.3**

*It was moved Cr Kuhl, seconded Cr Fox and carried that Council close the unused account with Suncorp Bank.*

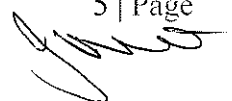
MAF Colin Duffy requested Council write off two outstanding debts due to no payments made.

**RESOLUTION 20200421.4**

*It was moved Cr Kuhl, seconded Cr Geary and carried that Council write off the amount of \$235.50 for the unblocking of the drain and \$453.20 raised by AvData for the use of the truck wash at the Richmond Saleyards.*

**RESOLUTION 20200421.5**

*It was moved Cr Kennedy, seconded Cr Kuhl and carried that Council write off the amounts of \$131.11 for the repairing the leak and \$209.50 for the inspection and repair of blocked toilet due to unknown whereabouts of the debtor.*



CONFIRMED MINUTES OF THE ORDINARY MEETING  
OF THE RICHMOND SHIRE COUNCIL HELD IN THE BOARD ROOM, RICHMOND ON  
TUESDAY 21 APRIL 2020

**Attendance**

MFA Colin Duffy left the room at 9:56am.

**Meeting Adjournment**

**RESOLUTION 20200421.6**

*It was moved Cr Bawden, seconded Cr Kuhl and carried that the meeting adjourn for morning tea at 9:56am.*

During the morning tea break Council held a Citizenship Ceremony for Elin Vehkala.

Council awarded CEO Peter Bennett on 15 years of Service with Richmond Shire Council.

**RESOLUTION 20200421.7**

*It was moved Cr Kuhl, seconded Cr Fox and carried that the meeting resume at 10:30am.*

<b>REGIONAL DEVELOPMENT AUSTRALIA BOARD MEMBERS REPORT</b>
--

**ITEM 19.0 REGIONAL DEVELOPMENT AUSTRALIA PROGRESS REPORT**

*Noted.*

<b>CORRESPONDENCE AND TABLED ITEMS</b>
--

**ITEM 20.0 INWARDS CORRESPONDENCE REPORT**

**Item 20.1** Appreciation letter from Toni Hodges

*Noted*

**Item 20.2** LGAQ – Rural Water & Waste Water

Cr Wharton advised that he was invited to attend a teleconference with other Queensland Councils regarding a proposed plan to provide water infrastructure to regional and remote Councils. He noted that he had issues with the plan in its current form and spoke about them at the meeting.

Cr Wharton asked Flinders Shire Council's Mayor Jane McNamara if she would be interested in representing the North West Councils on the LGAQ Policy Executive Management Committee.

Townsville City Council Mayor Jenny Hill advised she would also be a representative on the executive committee until the new was sworn in. Former McKinlay Shire Council Mayor Belinda Murphy was the North West's representative on this committee but did not recontest for Council and has step down from the role.

Council agreed we don't want to lose control of our water.



CONFIRMED MINUTES OF THE ORDINARY MEETING  
OF THE RICHMOND SHIRE COUNCIL HELD IN THE BOARD ROOM, RICHMOND ON  
TUESDAY 21 APRIL 2020

**MANAGER COMMUNITY DEVELOPMENT AND SERVICES REPORT**

**ITEM 22.0 MANAGER COMMUNITY SERVICES PROGRESS REPORT**

*Noted*

**COMMUNITY DEVELOPMENT OFFICER'S REPORT**

**ITEM 23.0 COMMUNITY DEVELOPMENT OFFICERS PROGRESS REPORT**

*Noted*

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

**ITEM 24.0 RICHMOND AGED CARE CO-ORDINATOR'S PROGRESS REPORT**

*Noted*

Cr Wharton advised that he has been invited to join the employment panel for the new Director of Nursing position at the Richmond Hospital.

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

**ITEM 25.0 OSHC CO-ORDINATOR'S PROGRESS REPORT**

*Nil*

**LIBRARIAN'S REPORT**

**ITEM 26.0 LIBRARIAN'S PROGRESS REPORT**

*Nil*

*Change of order of business to consider late items.*

**REFUSE TIP CONTRACTORS REPORT**

**ITEM 11.0 REFUSE TIP CONTRACTORS PROGRESS REPORT**

*Noted*

Cr Bawden raised the amount of concrete that is currently at the refuse tip and asked what Council was going to do with it. Cr Kennedy suggested getting a contractor to possibly crush it all up. Council to look into cost of crushing and disposal.

**CHIEF EXECUTIVE OFFICER'S REPORT**

**ITEM 17.0 CHIEF EXECUTIVE OFFICERS PROGRESS REPORT**

*Noted*

CONFIRMED MINUTES OF THE ORDINARY MEETING  
OF THE RICHMOND SHIRE COUNCIL HELD IN THE BOARD ROOM, RICHMOND ON  
TUESDAY 21 APRIL 2020

**Item 17.4 Organisations Chart**

*Noted*

**Item 17.5 Mayor's Calendar**

*Noted*

**Item 17.6 Council Newsletter**

*Noted*

**Item 17.7 New Town Bore Land Swap**

**RESOLUTION 20200421.8**

*It was moved Cr Kuhl, seconded Cr Kennedy and carried that Council authorise the CEO to enter into a land swap sub-lease agreement.*

**Item 17.8 Covid-19 Lockdown Stage**

CEO Peter Bennett introduced a new lockdown procedure that lists different stages of lockdown. Richmond Shire Council are currently in Stage 1.

Cr Fox noted that community members have asked what Council are doing about the health and safety of our town.

Cr Wharton replied that Council have done the best that we can and will continue to follow instructions from the Federal and Queensland Government.

**Item 17.9 Racecourse Proposed Works**

**Attendance**

Cr Fox declared an interest and left the room at 11:36am.

**RESOLUTION 20200421.9**

*It was moved Cr Bawden, seconded Cr Kuhl and carried that Council pour a new slab and erect the shed on it. Council also agreed to pour a new slab of concrete at the back of the bar area at the Racecourse.*

**Attendance**

Cr Fox re-entered the room at 11:40am.

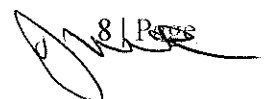
**Item 17.10 Councillor Induction Training**

All Councillors agreed that the non-compulsory Councillor Induction training was non-essential and would not take part.

**Item 17.11 Councillor Remuneration**

**RESOLUTION 20200421.10**

*It was moved Cr Fox, seconded Cr Kuhl and carried that Council approve the new remuneration for Councillors as of 01 July 2020.*

 & Page



**POLICIES, PROCEDURES AND LOCAL LAWS**

**ITEM 21.0 POLICIES, PROCEDURES AND LOCAL LAWS REPORT**

*Noted*

**Attendance**

Cr Fox declared an interest and left the room at 11:59am.

**RESOLUTION 20200421.11**

*It was moved Cr Kuhl, Seconded Cr Kennedy and carried that Council adopt the Agistment Policy with changes.*

Cr Kuhl requested that Council meet with all agistees after COVID-19 to explain the Policy and for them to sign and return it to Council.

**Attendance**

Cr Fox re-entered the room at 12:22pm.

Cr Kuhl requested that any Policies that are approved with changes need to return to the following Council Meeting.

**TOURISM AND MARKETING REPORT**

**ITEM 27.0 TOURISM AND MARKETING OFFICER'S PROGRESS REPORT**

*Noted*

**Attendance**

Kronosaurus Korner Manager Jodie Fox entered the room at 12:27pm.

KK Manager Jodie Fox spoke about the Job Keeper funding and advised that they were not eligible because they cannot demonstrate a loss of income of more than 30% for the twelve month period. This is likely to change after next month though.

KK Manager Jodie Fox advised that they are running the Lakeview Caravan Park while there are no managers and she notified Council of some minor upgrades that are needed.

KK Manager Jodie Fox advised that they have cancelled all advertising until further notice and that has cut costs.

It was asked if the new ablution block at the Caravan Park was open. KK Manager Jodie Fox advised that it wasn't opened to her knowledge.

DOW Bart Servaas to follow up and open the block if possible.

**LAKEVIEW CARAVAN PARK MANAGER'S REPORT**

**ITEM 28.0 MANAGER'S REPORT**

*Noted*



CONFIRMED MINUTES OF THE ORDINARY MEETING  
OF THE RICHMOND SHIRE COUNCIL HELD IN THE BOARD ROOM, RICHMOND ON  
TUESDAY 21 APRIL 2020

KK Manager Jodie Fox asked if Council were happy for the staff to deep clean the rooms including cleaning of the walls, window sills and fans.

Council agreed this was the best time to deep clean.

**Attendance**

KK Manager Jodie Fox left the room at 12:47pm.

**RESOLUTION 20200421.12**

*It was moved Cr Fox, seconded Cr Kuhl and carried that Council enter closed session according to Local Government Regulation 2012 Section 275 (1) (h) to consider the Swimming Pool Contract.*

**RESOLUTION 20200421.13**

*It was moved Cr Kennedy, seconded Cr Bawden and carried that Council exit closed session.*

**RESOLUTION 20200421.14**

*It was moved Cr Bawden, seconded Cr Kuhl and carried that Council terminate the Swimming Pool Contract due to COVID-19.*

**RESOLUTION 20200421.15**

*It was moved Cr Fox, seconded Cr Kuhl and carried that Council enter closed session according to Local Government Regulation 2012 Section 275 (1) (e) to consider the Racecourse Grandstand Painting Tender.*

**RESOLUTION 20200421.16**

*It was moved Cr Kennedy, seconded Cr Bawden and carried that Council exit closed session.*

**RESOLUTION 20200421.17**

*It was moved Cr Kennedy, seconded Cr Kuhl and carried that accept Power Blasting for the Racecourse Grandstand Tender pending budget approval.*

**GENERAL BUSINESS**

**ITEM 29.0 GENERAL BUSINESS**

Cr Geary asked if boating is allowed on the lake.

Cr Wharton advised that boats are allowed in the lake only to fish with no more than two people.

Cr Wharton requested the trees on the Flinders Highway near the sub-station be watered. Request to ask the Town Services Supervisor to follow up on.

Cr Kennedy requested a date for Councillor Road Run. May 5 was agreed by all Councillors.

Cr Kuhl noted that QRIDA funding had exhausted for small businesses funding.

CONFIRMED MINUTES OF THE ORDINARY MEETING  
OF THE RICHMOND SHIRE COUNCIL HELD IN THE BOARD ROOM, RICHMOND ON  
TUESDAY 21 APRIL 2020

DOW Bart Servaas to see which contractor has been awarded the contract to carry out flood damage works on the road that Stafford's access and provide an estimate time when the works would take place.

**Tertiary bursary**

**RESOLUTION 20200421.18**

*It was moved Cr Kennedy, seconded Cr Fox and carried that the Tertiary Bursary application for Nakita Corlis be approved.*

**RESOLUTION 20200421.19**

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

**Meeting closure**

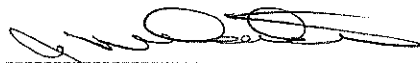
**RESOLUTION 20200421.20**

*It was moved Cr Kuhl, seconded Cr Geary and carried that the meeting close at 1:12pm.*

**Next Ordinary Meeting**

19 May 2020

I hereby confirm that this is a true and correct record of the minutes of the Richmond Shire Council Ordinary Meeting Tuesday 21 April 2020.



-----  
Mayor