

CONFIRMED MINUTES OF THE ORDINARY MEETING
OF THE RICHMOND SHIRE COUNCIL HELD IN THE BOARD ROOM, RICHMOND ON
TUESDAY 19 NOVEMBER 2019

PRESENT

Present when the Deputy Mayor Cr Kuhl declared the meeting open at 8:07am.
were:

COUNCILLORS:

Cr Kuhl, Cr Bawden, Cr Fox, Cr Kennedy, Cr Pattel.

STAFF:

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

PRAYER

Cr Kennedy read the prayer.

APOLOGIES

Cr Wharton and Manager of Community Services and Development – Angela Henry.

CONFIRMATION OF MINUTES

RESOLUTION 20191119.1

It was moved Cr Fox, seconded Cr Kennedy and carried that the Minutes of the General Meeting of the Richmond Shire Council held in the Boardroom, Richmond on Tuesday 22 October 2019 be adopted as tabled.

ACTION ITEMS AND RESOLUTIONS

MATTERS ARISING

ITEM 1.0 MATTERS ARISING

Cr Fox declared an interest for Item 16.2 in the confidential report.
Cr Pattel declared an interest for Items 18.1 and 18.2.

Cr Pattel had another resident on West Crawford Street complain about the dust from the Depot. Director of Works (DOW) Bart Servaas advised Council that the water truck has started regularly watering around that area.

Cr Kuhl advised that since last Council Meeting she has received a concept from the graphic designer for the painting on the Water Tower. The design has been circulated to Councillors, CEO and Manager of Community Services.

Cr Kuhl questioned if the Refuse Tip key had been sorted between Refuse Tip and Saleyards contractors.

WORKS AND SERVICES

Noted

Cr Kennedy asked if there was funding available for the Cambridge Crossing as he has had several complaints. Cr Fox and Cr Pattel mentioned they had also received complaints.



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CEO Peter Bennett produced an estimate that the Cambridge Crossing will cost \$4M. No funding available yet.

Councillors complimented the work the Municipal team have been doing recently.

WORKS COORDINATORS REPORT

ITEM 2.0 WORKS COORDINATORS PROGRESS REPORT

Noted

WATER AND SEWERAGE OFFICER REPORT

ITEM 3.0 WATER AND SEWERAGE OFFICER PROGRESS REPORT

Noted

Cr Kennedy asked if an Apprentice Plumber was an option for Council to consider. Chief Executive Officer (CEO) Peter Bennett advised that an apprentice is not an option for now due to a shortage of staff in the Plumbing team.

WORKSHOP FOREMAN REPORT

ITEM 4.0 WORKSHOP REPORT

Cr Kennedy asked when Council were receiving the new grader. DOW Bart Servaas noted it will arrive in early December.

AERODROME REPORTING OFFICER REPORT

ITEM 5.0 AERODROME REPORTING OFFICER REPORT

Nil Report

DIRECTOR OF WORKS REPORT

ITEM 6.0 DIRECTOR OF WORKS REPORT

Noted

Cr Kuhl asked if Cooks Creek on the Maxi – Kynuna Road had works planned. DOW Bart Servaas advised that a tender will be out within the next couple of weeks.

After a long discussion, all Councillors agreed that the Burleigh Road needs urgent action.

Cr Kennedy asked if Council cannot get a grader on the Burleigh Road as a high priority, if we could look at sourcing a contractor out of the Richmond Shire.

Cr Fox questioned why the Local Roads Program is no longer happening as the program worked well.



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Council also agreed that Councils maintenance grader needs to stay with the roads maintenance crew for future jobs.

CEO Peter Bennett agreed and advised Council that if they're happy Council will source an outside contractor.

RESOLUTION 20191119.2

It was moved Cr Pattel, seconded Cr Kennedy and carried that the Council maintenance graders remain for road maintenance only.

RESOLUTION 20191119.3

It was moved Cr Fox, seconded Cr Pattel and carried that Council hire outside contractors for future road maintenance and flood damage repairs where there is excessive work that the local contractors cannot complete on time.

Council asked if a register of complaints be brought to Council Meeting each month.

Cr Kuhl requested Council query the RACQ 131940 for road complaints received within the Shire.

Council requested the complaints Policy be followed up and updated and all staff are made aware of it.

Cr Kennedy commended the work that has been completed on local roads.

DOW Bart Servaas advised that contractors for the electrical work at the Caravan Park had been confirmed and were due to start this month.

RURAL LAND OFFICERS REPORT

ITEM 7.0 RURAL LANDS OFFICERS REPORT

Noted

Cr Kuhl advised that the Pest Management Group meeting was held in the Woolgar Room and was successful. Cr Kuhl thanked Works Administration Officer Amy Lawry for organising the meeting.

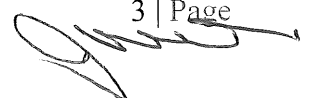
Cr Kuhl advised Council that the Biosecurity Plan was meant to be adopted at this meeting but it needs some minor changes and additional information.

Cr Kuhl also advised that under the Stock Route Act a Council cannot close a Stock Route to travelling stock. If due to conditions, an application has to be denied, the official wording is: "Pasture assessment shows feed is minimal and permits are unlikely to be issued"

Bulls and cows with calves under four months are not allowed on travelling Stock Routes.

Council discussed the Parthenium problem in the Richmond Shire. Rural Lands Officer to start treatment on commons and reserves as soon as it rains.

Under the joint Flinders and Richmond Shire Councils Parthenium Program, tenders have been called for contractors to treat the identified Parthenium areas. Treatment will commence immediately following sufficient rainfall.



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Council was asked to contribute to the poison costs and agreed.

RESOLUTION 20191119.4

It was moved Cr Bawden, seconded Cr Kennedy and carried that Council contribute up to \$500.00 for the Metsulfron 600WG poison for the Parthenium program.

Cr Kuhl advised that Richmond Shire Council are lacking in the pest and weed program compared to neighbouring Councils.

Cr Bawden mentioned that local roads need spraying for regrowth of woody weeds.

Cr Kennedy asked if a record could be kept when spraying Parthenium and road corridors.

DOW Bart Servaas to follow up on the budget Council had with Transport and Main Roads for weeds.

Rural Lands Officer to start a program for weeds.

Cr Pattel asked if there was room to add to the budget for next financial year. Council agreed.

RESOLUTION 20191119.5

It was moved Cr Bawden, seconded Cr Pattel and carried that Council increase the allocation for the pest & weed noxious plant destruction in next year's budget.

Cr Kuhl asked Greg Hoffman to add the Wild Dog Bounty to the NWROC Agenda, seeking a standard rate and State Government funding for the bounty.

Cr Kuhl advised Council that she received a confirmation email for the funding for the two year wild dog trapping agreement. Tender for the services of a trapper will be sent out by the weekend to take to next Council Meeting.

SALEYARD CONTRACTORS REPORT

ITEM 8.0 SALEYARD CONTRACTORS REPORT

Noted

AGISTMENT ON TOWN COMMONS REPORT

ITEM 9.0 AGISTMENT ON TOWN COMMONS REPORT


Noted

LOCAL LAWS OFFICERS REPORT

ITEM 10.0 LOCAL LAWS OFFICERS REPORT

Noted

Councillors discussed the current Corella problem around the Richmond Shire. It was agreed that Council continue the bird scaring program.



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Councillors discussed at length the Facebook poll regarding an animal boarding kennel in Richmond. The results showed high interest however Council agreed that it would be best left with a private enterprise.

REFUSE TIP CONTRACTORS REPORT

ITEM 11.0 REFUSE TIP CONTRACTORS REPORT

Noted

TOWN SERVICES REPORT

ITEM 12.0 TOWN SERVICES REPORT

Noted

Council discussed adding native trees to the Horse Sports fence line at the Racecourse and to beautify other parts of the area. It was agreed that Town Services produce a plan for Council.

RESOLUTION 20191119.6

It was moved Cr Fox, seconded Cr Bawden and carried that Town Services produce a plan for landscaping at the Racecourse.

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

Noted

Council discussed the Boundary Realignment at 78 Simpson Street again with an additional map.

RESOLUTION 20191119.7

It was moved Cr Pattel, seconded Cr Kennedy and carried that the Boundary Realignment for 78 Simpson Street be approved.

FINANCE AND ADMINISTRATION REPORT

ITEM 15.0 FINANCE REPORT

Noted

Manager of Finance and Administration (MFA) Colin Duffy queried if Council were interested in Synergy Softs electronic payment system, Integrapay Services. It was agreed this system has no benefit to Council.



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RESOLUTION 20191119.8

It was moved Cr Pattel, seconded Cr Kennedy and carried that Council decline Synergy Soft electronic payment system, Integrapay Services quote, as it has no benefit to Council.

CHIEF EXECUTIVE OFFICER'S REPORT

ITEM 16.0 CEO REPORT

Noted

Attendance

Cr Kennedy left the room at 9:52am

Cr Kennedy re-entered the room at 9:55am

RESOLUTION 20191119.9

It was moved Cr Fox, seconded Cr Pattel and carried that the meeting adjourn for morning tea at 9:55am.

RESOLUTION 20191119.10

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

Change of order of business to consider late items

RESOLUTION 20191119.11

It was moved Cr Kennedy, seconded Cr Pattel and carried that Council enter closed session according to Local Government Regulation 2012 Section 275 (1) (c) (e) to consider the Richmond Cattle yards.

RESOLUTION 20191119.12

It was moved Cr Kennedy, seconded Cr Fox and carried that Council exit closed session according to Local Government Regulation 2012 Section 275 (1) (c) (e).

Council discussed at length the purchase of the Richmond cattle yards and while in favour of the purchase, decided that Richmond Shire Council would get an independent valuation.

RESOLUTION 20191119.13

It was moved Cr Pattel, seconded Cr Bawden and carried that Council notify Aurizon of their interest in the purchase of the Richmond cattle yards but they would be seeking an independent valuation.

Attendance

Cr Fox declared an interest and left the room at 10:49am.

RESOLUTION 20191119.14

It was moved Cr Bawden, seconded Cr Kennedy and carried that Council enter closed session according to Local Government Regulation 2012 Section 275 (1) (c) (e) to consider the Helicopter Preferred Suppliers tender.

RESOLUTION 20191119.15

It was moved Cr Kennedy, seconded Cr Pattel and carried that Council exit closed session according to Local Government Regulation 2012 Section 275 (1) (c) (e).

Attendance



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Cr Fox re-entered the room at 10:56am.

RESOLUTION 20191119.16

It was moved Cr Pattel, seconded Cr Kennedy and carried that Council accept Fox Helicopters Expression of Interest 1920_01 for Helicopter Services as a primary contractor and all other Queensland Services that tendered as secondary contractors.

Attendance

MFA Colin Duffy and Minutes Secretary Tiana Grant left the room at 10:58am.

RESOLUTION 20191119.17

It was moved Cr Pattel, seconded Cr Fox and carried that Council enter closed session according to Local Government Regulation 2012 Section 275 (1) (c) (e) to consider staff Christmas bonus.

RESOLUTION 20191119.18

It was moved Cr Kennedy, seconded Cr Pattel and carried that Council exit closed session according to Local Government Regulation 2012 Section 275 (1) (c) (e).

Attendance

MFA Colin Duffy and Minutes Secretary Tiana Grant re-entered the room at 11:33am.

RESOLUTION 20191119.19

It was moved Cr Kennedy, seconded Cr Fox and carried that Council reward a Christmas bonus of \$600.00 for 2019 for all staff and Council also agreed to give a \$100.00 voucher to all staff to use in local businesses in lieu of a staff Christmas party.

Change of business to consider late items

Item 16.4 Culverts

Hold item until after lunch where a site inspection can be performed.

Item 16.5 Building Better Regions

Cr Kuhl asked if plans could be considered for Stage 3 at Kronosaurus Korner. CEO Peter Bennett advised that construction drawings will be organised and a business case be produced.

RESOLUTION 20191119.20

It was moved Cr Pattel, seconded Cr Fox and carried that Council put forward Kronosaurus Korner Stage 3 in Round Four Building Better Regions funding.

16.6 operational plan

The quarterly operational plan update was discussed and noted.

Attendance

Cr Fox left the room at 12:27pm

Cr Fox re-entered the room at 12:30pm

Item 16.7 Lord Pastoral



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RESOLUTION 20191119.21

It was moved Cr Pattel, seconded Cr Fox and carried that the grid application for Gladevale Access Road be approved and an application form and Grid Policy be sent.

Change of order of business

REGIONAL DEVELOPMENT AUSTRALIA BOARD MEMBERS REPORT

ITEM 17.0 RDA REPORT

Noted

CORRESPONDENCE AND TABLED ITEMS

ITEM 18.0 INWARDS CORRESPONDENCE

Cr Pattel declared an interest on Items 18.1 and 18.2.

Council agreed that CEO Peter Bennett will follow up on the request for a donation for the Richmond State Schools Annual Presentation Night.

Councillors agreed to respond themselves to attend the Richmond State Schools Annual Presentation Night.

Cr Kuhl advised the Councillors that Richmond Shire Council had been approved for \$1M drought funding and asked how they would like it spent around the community. After a long discussion it was decided that a decision would be made at the December Meeting.

RESOLUTION 20191119.22

It was moved Cr Fox, seconded Cr Pattel and carried that the meeting adjourn for lunch at 1:06pm.

During the lunch break Councillors and CEO Peter Bennett, MFA Colin Duffy and DOW Bart Servaas visited the renovations of the Outside School Hours Centre (OSHC) and the Council stockpile site where 20 small-condemned culverts are located. Council also visited the intersection on Goldring Street where it meets the Flinders Highway to discuss the Give Way signage.

Resume the meeting.

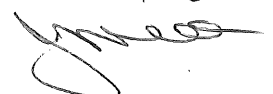
RESOLUTION 20191119.23

It was moved Cr Fox, seconded Cr Bawden and carried that the meeting resume at 2:44pm.

RESOLUTION 20191119.24

It was moved Cr Kennedy, seconded Cr Fox and carried that Council sell 20 small culverts located behind the stockpile western side of Pattel Drive for \$50.00 each as is where is.

Council spoke about the current give way sign on the corner of Goldring and Larsen Street and decided to consult with TMR for appropriate placing of signs to meet road traffic rules and reduce confusion.



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RESOLUTION 20191119.25

It was moved Cr Fox, seconded Cr Kennedy and carried that Council speak with TMR for appropriate placing of the Give Way sign on the Corner of Goldring and Larsen Street at Kronosaurus Korner.

Attendance

CEO Peter Bennett left the room at 2:54pm

DOW Bart Servaas left the room at 2:54pm

CEO Peter Bennett re-entered the room at 2:56pm

DOW Bart Servaas re-entered the room at 2:59pm

18.4 Cattle Tick Dip

RESOLUTION 20191119.26

It was moved Cr Kennedy, seconded Cr Fox and carried that Council delegates CEO Peter Bennett to contact Department of Agriculture and Fisheries to consider accepting ownership of the dip assets at Richmond and Maxwellton.

POLICIES, PROCEDURES AND LOCAL LAWS

ITEM 19.0 MONTHLY REPORT

Noted

MANAGER COMMUNITY DEVELOPMENT AND SERVICES REPORT

ITEM 20.0 MANAGER COMMUNITY DEVELOPMENT AND SERVICES REPORT

Noted

Cr Kuhl spoke about the Christmas light/decorate your gate and Council agreed to continue with tradition.

RESOLUTION 20191119.27

It was moved Cr Pattel, seconded Cr Fox and carried that Council agrees to continue with the Christmas light/decorate your gate competition for 2019.

Cr Pattel and Cr Fox declared an interest for the Australia Day Ceremony.

Council received one expression of interest from the Richmond State School P&C to host the Australia Day Ceremony for 2020 and Councillors agreed to approve this expression of interest.

Council discussed the Memorandum for the Meeting room bookings at length and decided that the Woolgar Room can be used for any Government, Business or Community Groups for meetings only (No Private Functions). CEO Peter Bennett to draft another memorandum with meeting room changes and report to the December Council meeting.

Cr Kennedy requested that the Booking Policies and Procedure be updated and staff made aware of these changes as the bookings procedure is not up to standard.



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It was asked that all Community Broadcasts regarding a booking of a Council facility be checked before being sent to the public to minimise future issues.

Cr Kuhl proposed that the Woolgar Room may only be hired between the hours of 9am-4pm on weekdays and on half days from 9am-11am. Any exceptions must be approved by the CEO.

RESOLUTION 20191119.28

It was moved Cr Kennedy, seconded Cr Fox and carried that the guidelines for bookings of Council meeting rooms be revised and brought to the December meeting.

Bookings procedure must include:

1. All applications must have signed a hire form by hand or email
2. Community Broadcasts must be checked before posting
3. Any bookings for the Woolgar Room that aren't Council affiliated must only be hired between the hours of 9am-4pm weekdays and on half days 9am-11am. Any exceptions must be approved by the CEO
4. Written confirmation of received application must be given and confirmation once approved/denied must also be recorded

COMMUNITY DEVELOPMENT OFFICER'S REPORT

Noted

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

Council congratulates the OSHC recent assessment report completed by the Early Childhood Education and Care Department of Education.

LIBRARIAN'S REPORT

ITEM 23.0 LIBRARIAN'S REPORT

Noted

POOL MANAGER'S REPORT

ITEM 24.0 POOL MANAGER'S REPORT

Noted

CEO Peter Bennett advised Council that we would revise the Pool Contract at the February/March 2020 Council Meeting.



TOURISM AND MARKETING REPORT

ITEM 25.0 TOURISM AND MARKETING OFFICER'S REPORT

Cr Kuhl is disappointed with the lack of service given to Council's cameras on our local roads. CEO Peter Bennett advised Council that he has spoken with the service provider and asked that the cameras be working before the wet season gets underway.

Cr Kuhl requested that the tourism budget be increased in the 20/21 budget.

Attendance

Cr Fox advised she needed to leave at 4:30pm

Cr Fox mentioned that the cleaning of the new toilet facility at the Racecourse is not practical.

Cr Kuhl mentioned potentially raising the hire cost of the Racecourse so that the Council would be responsible for the cleaning of the toilets after an event.

Attendance

Cr Fox left the meeting at 4:29pm

Cr Pattel advised Council she was once again successfully appointed on the OQTA Board. Cr Kuhl congratulated her.

LAKEVIEW CARAVAN PARK MANAGER'S REPORT

ITEM 26.0 MANAGER'S REPORT

Noted

GENERAL BUSINESS

ITEM 27.0 GENERAL BUSINESS

Cr Bawden asked CEO Peter Bennett if he had received a donation request from Richmond State School to donate sand for the School oval. CEO Peter Bennett advised that he had received an application and approved it.

Cr Kennedy asked when a grader will be on the Burleigh Road for works and DOW Bart Servaas notified him that it was on that road as at the time of this meeting.

Cr Kuhl also notified Council that the entire Richmond Shire is in Hazardous Zone 2 of the Agricultural Chemical Distribution Control Act 1966, which restricts the use of certain herbicides and distribution permits are needed for application other than authorized techniques.

A hazardous area distribution permit is issued under the *Agricultural Chemicals Distribution Control Act 1966* to either a licensed ground distribution contractor or aerial distribution contractor. The permit allows ground or aerial distribution (application) of restricted herbicides in a hazardous area by licensed commercial operators or licensed pilots in command of aircraft.



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This restriction is very difficult to rescind and due to the existing and developing agricultural projects within the Shire, it is recommended that it remain in place.

RESOLUTION 20191119.29

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

Meeting closure

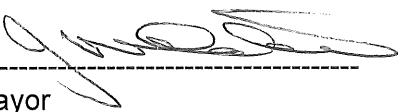
RESOLUTION 20191119.30

It was moved Cr Pattel, seconded Cr Kennedy and carried that the meeting close at 4:40pm.

Next Ordinary Meeting

10 December 2019

I hereby confirm that this is a true and correct record of the minutes of the Richmond Shire Council Ordinary Meeting Tuesday 19 November 2019.



Mayor