

CONFIRMED MINUTES OF THE ORDINARY MEETING
OF THE RICHMOND SHIRE COUNCIL HELD IN THE BOARD ROOM, RICHMOND ON
TUESDAY 16 OCTOBER 2018

PRESENT

Present when the Mayor Cr Wharton declared the meeting open at 8:04am
were:

COUNCILLORS:

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

STAFF:

Chief Executive Officer – Peter Bennett, Manager of Finance and Administration –
Debbie Glyde, Manager of Communities - Angela Henry and Minutes Secretary –
Judy Norton.

PRAYER

Cr Fox read the prayer.

APOLOGIES

Nil

CONFIRMATION OF MINUTES

RESOLUTION 20181016.1

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 18 September 2018 be adopted as tabled.

ACTION ITEMS AND RESOLUTIONS

Council discussed the matter that traffic was still traversing the grassed area to the Lake Playground/Waterpark and agreed that the current temporary barrier would be removed and a more permanent solution would be devised.

The problem of the bitumen breaking away on some of the town streets will be discussed in the next works meeting.

The bird scaring program currently in place seems to be moving the birds out of town but a huge population is now at the Racecourse.

Interviews for the Dump Manager are scheduled when time permits.

Cr Kuhl queried as to the level of certification required for the saleyards as another Shire have offered to assist with the process.

MATTERS ARISING

ITEM 1.0 MATTERS ARISING

WORKS AND SERVICES

WORKS COORDINATORS REPORT

Change in order of business to discuss Late Agenda Items

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ITEM 2.0 WORKS COORDINATORS PROGRESS REPORT

Attendance

Cr Wharton left the room at 8:26am

Cr Bawden commented on reports that the dust on the Croydon Road job was wrecking machinery and suggested that the road works should be carried out straight after the wet to prevent this problem. Council discussed the matter that jobs were being held up due to the approval process relating to the Flood Damage and other funded roadworks.

Cr Kuhl further commented that the road crew need to get onto the roads whilst the moisture is still there.

Cr Pattel questioned if more money could be allocated in the budget so that our crews could start the road repairs before approval is received. The CEO explained that, going forward, Council will be doing the pick-ups and submitting the photos etc. thereby speeding up the process.

Attendance

Cr Wharton re-entered the room at 8:35am.

Cr Wharton advised that he had attended a meeting with Barnaby Joyce recently and twenty-one other Councils are having the same issue of being held up with the approval process. He, and the Mayors of the other Shires, intend to take the matter further.

Cr Wharton commented on the instability of the Water Bucket at the waterpark and requested that the structure be strengthened and stabilised to prevent further damage.

AERODROME REPORTING OFFICER REPORT

ITEM 5.0 AERODROME REPORTING OFFICER REPORT

Noted

Cr Kuhl questioned if the Fod Boss at the Airport was to be used on a regular basis.

DIRECTOR OF WORKS REPORT

ITEM 6.0 DIRECTOR OF WORKS REPORT

Noted

The CEO presented a suggestion for the outside workforce to be issued with a themed Friday Shirt currently designed to raise awareness of mental health in the Shire.

Cr Kuhl suggested that the workforce should be canvassed to gauge their interest. The shirt would be provided as part of their annual issue and bear the Council logo.

The CEO suggested that, as an alternative, Council design their own Friday shirt more in keeping with the Richmond Shire and one that the entire workforce would be happy to wear.

Cr Wharton advised that the windmill at Cooglum has been offered to a local contractor for use as a communications tower.

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Order of business resumed.

WATER AND SEWERAGE OFFICER REPORT

ITEM 3.0 WATER AND SEWERAGE OFFICER PROGRESS REPORT

Noted

Cr Kennedy questioned why the water park pump was continually broken down.

WORKSHOP FOREMAN REPORT

ITEM 4.0 WORKSHOP REPORT

Noted

RURAL LAND OFFICERS REPORT

ITEM 7.0 RURAL LANDS OFFICERS REPORT

Noted

SALEYARD CONTRACTORS REPORT

ITEM 8.0 SALEYARD CONTRACTORS REPORT

Noted

Cr Wharton reported on a suggestion that cement be laid underneath the double decker loading ramp so that it can be washed out and the dirt taken away. This will be more cost effective than the current method of using the vac truck.

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

TOWN SERVICES REPORT

ITEM 11.0 TOWN SERVICES REPORT

Noted

Cr Wharton commented on the removal and replacement of the tree outside of Landmark and why these obvious tasks are not actioned on when the need is seen in the first instance.

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Council also questioned why some of the drippers on the tree lines are not repaired when they are clearly not working as some surrounds are green and some are very dry.

The subject of the potted plants delivered to the Caravan Park in December last year was raised and some discussion ensued as to whose responsibility it was to plant them out.

Council is of the opinion that more initiative should be shown in these instances and when something needs doing to go ahead and do it if it is for the betterment of the location/situation.

Attendance

Cr Wharton left the room at 9:31am

The CEO showed a video of the recent street sweeper demonstration and all agreed that the machine was very effective albeit very costly.

Attendance

Cr Wharton re-entered the room at 9:35am.

SAFETY AND COMPLIANCE REPORT

ITEM 12.0 SAFETY AND COMPLIANCE REPORT

Noted

BUILDING AND TOWN PLANNING REPORT

ITEM 13.0 BUILDING AND TOWN PLANNING REPORT

Noted

Council viewed the correspondence regarding the new development and agreed to advise the applicant to engage a building certifier.

The same applicant is also to be advised of the expectation that landscaping to the current site is to be carried out forthwith as a requirement of the previous development application.

FINANCE AND ADMINISTRATION REPORT

ITEM 14.0 FINANCE REPORT

Noted

Item 14.1 Confidential Report - Internal Auditors Report

RESOLUTION 20181016.2

It was moved Cr Kennedy, seconded Cr Kuhl and carried that Council enter closed session according to section 275 (1) (h) of the Local Government Regulation 2012 to discuss the Confidential Report.

RESOLUTION 20181016.3



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It was moved Cr Kuhl seconded Cr Fox and carried that council exit closed session according to section 275 (1) (h) of the Local Government Regulation 2012 to discuss the Confidential Report.

Council discussed the content of the report and questioned some of the matters mentioned therein.

RESOLUTION 20181016.4

It was moved Cr Kuhl, seconded Cr Fox and carried that the Internal Auditors Report be noted and the information therein be acted upon going forward.

Meeting adjournment

RESOLUTION 20181016.5

It was moved Cr Kuhl, seconded Cr Kennedy and carried that the meeting adjourn for morning tea at 10:07am.

Meeting resumption

RESOLUTION 20181016.6

It was moved Cr Kuhl, seconded Cr Fox and carried that the meeting resume at 10:39am.

Attendance

Cr Wharton, Cr Kuhl, Cr Bawden, Cr Fox, Cr Pattel, Cr Kennedy, Peter Bennett, Debbie Glyde, Angela Henry and Judy Norton.

CHIEF EXECUTIVE OFFICER'S REPORT

ITEM 15.0 CEO REPORT

Noted

Item 15.1 Water Bottling Plant

The CEO reported that he had fielded an enquiry regarding Councils interest in applying for funding for the establishment of a water bottling plant. Council agreed not to go forward at this stage.

Item 15.2 Confidential Report – EBA Final Draft

Attendance

Angela Henry, Debbie Glyde and Judy Norton left the room at 10:55am.

RESOLUTION 20181016.7

It was moved Cr Kuhl, seconded Cr Kennedy and carried that Council enter closed session according to section 275 (1) (h) of the Local Government Regulation 2012 to discuss the Confidential Report.

Attendance

Cr Fox declared an interest and left the room at 11.34 prior to Confidential Item 18.5 being discussed.

RESOLUTION 20181016.8

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It was moved Cr Kennedy seconded Cr Kuhl and carried that council exit closed session according to section 275 (1) (h) of the Local Government Regulation 2012 to discuss the Confidential Report.

Attendance

Cr Fox, Angela Henry, Debbie Glyde and Judy Norton re-entered the room at 11:59am.

RESOLUTION 20181016.9

It was moved Cr Pattel, seconded Cr Kuhl and carried that Council approve for the final draft of the EBA to go to the Unions for their approval for the vote to occur.

RESOLUTION 20181016.10

It was moved Cr Kennedy, seconded Cr Kuhl and carried that Council follow due process toward the sale of property for rate arrears on Lot 54 RT120 described as 14 Goldring Street, Richmond and Lots 5-7 RP700613 described as 61 Goldring Street, Richmond..

Change in order of business to discuss late item Staff Memo

Council have no objections to staff dressing in themed attire on designated event days to promote Richmond Shire Council as a professional but enjoyable place to work. The practise will not be compulsory.

REGIONAL DEVELOPMENT AUSTRALIA BOARD MEMBERS REPORT

ITEM 16.0 RDA REPORT

Nil Report – no meetings attended

CONTRACT ENVIRONMENTAL HEALTH OFFICERS REPORT

ITEM 17.0 ENVIRONMENTAL HEALTH OFFICERS REPORT

Nil Report

CORRESPONDENCE AND TABLED ITEMS

ITEM 18.0 INWARDS CORRESPONDENCE

Item 18.1 Subject: Roads of Strategic Importance

Noted

Item 18.2 Subject: Proposed Boundary Realignment

RESOLUTION 20181016.11

It was moved Cr Kuhl, seconded Cr Fox and carried that Council advise the author of nil objection to the proposed boundary realignment.

Item 18.3 Subject: Application for Renewal of Special Lease

RESOLUTION 20181016.12

It was moved Cr Kuhl, seconded Cr Fox and carried that Council advise the author of nil objection as to the renewal of Special Lease 23/51516 described as Lot 2 on Crown Plan R26821.

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Item 18.4 Subject: Thank-you for Donation

Noted

POLICIES, PROCEDURES AND LOCAL LAWS

ITEM 19.0 MONTHLY REPORT

Council reviewed the following policies.

Item 19.1 **GARBAGE COLLECTION POLICY**

RESOLUTION 20181016.13

It was moved Cr Kennedy, seconded Cr Kuhl and carried that Council adopt the reviewed Garbage Collection Policy as presented.

Item 19.2 **CODE OF CONDUCT FOR EMPLOYEES POLICY**

RESOLUTION 20181016.14

It was moved Cr Pattel, seconded Cr Fox and carried that Council adopt the reviewed Code of Conduct for Employees Policy as presented.

Item 19.3 **RETIREMENT RESIGNATION GIFT POLICY**

RESOLUTION 20181016.15

It was moved Cr Kuhl, seconded Cr Fox and carried that Council adopt the reviewed Retirement Resignation Gift Policy as presented.

MANAGER COMMUNITY DEVELOPMENT AND SERVICES REPORT

ITEM 20.0 MANAGER COMMUNITY DEVELOPMENT AND SERVICES REPORT

Noted

The popularity of the newly opened Community Gym continues, now boasting seventy-three memberships to date. Cr Wharton suggested that curtains should be installed over the front door. Angela advised that she is sourcing quotes to have the glass tinted.

The Flying Skin Cancer Doctor free clinic was booked out within twenty-four hours.

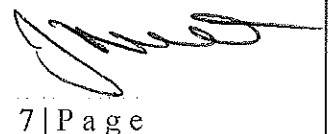
Cr Wharton advised that he had met with representatives from Project Red Socks (early detection of Prostate Cancer) and had discussed their attendance at a staff training session in 2019.

Cr Wharton is also in receipt of one and a half pallets of toys kindly donated by the Food Bank which will be distributed to the children at the Combined Services Christmas Party in December.

RICHMOND AGED CARE CO-ORDINATOR'S REPORT

ITEM 21.0 RICHMOND AGED CARE CO-ORDINATOR'S REPORT

Noted



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OUTSIDE SCHOOL HOURS CARE CO-ORDINATOR'S REPORT

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

Noted

Cr Wharton, Cr Fox, Angela Henry and Teena Chappell have met with members of the community to further discuss registering for the service through myGov.

Meeting adjournment

RESOLUTION 20181016.16

It was moved Cr Pattel, seconded Cr Kennedy and carried that the meeting adjourn for lunch at 12:41pm.

Lunch taken in chambers

Change in order of business so that Council could interview the applicant for the role of Director of Works via Skype.

Change in order of business for deputation from Envirobank representative.

Sam Reuben, Professional Advisor for Envirobank in North Queensland, presented Council with an overview of how they help Councils across Australia reduce litter in their parks and public spaces, and engage the people who live and work within their boundaries. By rolling out recycling solutions that harness the power of container deposit schemes and incentivising people to recycle, it is a great way to reward the community as well as helping the environment.

Change in order of business to conduct the scheduled Kronosaurus Korner Board Meeting

Order of business resumed

Meeting resumption

Attendance

Cr Kuhl, Cr Bawden, Cr Fox, Cr Pattel, Cr Kennedy, Peter Bennett, Debbie Glyde Angela Henry and Judy Norton.

Cr Kuhl took the chair in the absence of Cr Wharton who had another commitment.

RESOLUTION 20181016.17

It was moved Cr Fox, seconded Cr Kennedy and carried that the meeting resume at 4:29pm.

LIBRARIAN'S REPORT

ITEM 23.0 LIBRARIAN'S REPORT

Noted

POOL MANAGER'S REPORT

ITEM 24.0 POOL MANAGER'S REPORT

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Nil Report

TOURISM AND MARKETING REPORT

ITEM 25.0 TOURISM AND MARKETING OFFICER'S REPORT

Noted

LAKEVIEW CARAVAN PARK MANAGER'S REPORT

ITEM 26.0 MANAGER'S REPORT

Noted

Council suggested that the Managers be advised of a simplified process of reporting problems at the Caravan Park without waiting to report to the meeting.

Council requested that the training for the taking of online bookings commence on 01 November, 2018 and that items of interest from Caravan Park guests are posted on Social Media.

GENERAL BUSINESS

ITEM 27.0 GENERAL BUSINESS

Cr Bawden enquired if the Essex repeater was in operation. Cr Bawden advised that the owner of the Butchery has requested that the footpath upgrade on that corner be held over until their new cold room is installed in the new-year.

Cr Kennedy reported on correspondence that he had received regarding camping at the motorbike club facility and Council discussed the required response.

Cr Fox enquired about the new plantings at the Racecourse. Cr Fox reported a near miss at Kronosaurus Korner and it was suggested that the speed limit through the CBD should be changed to 40km/hour.

Cr Fox advised that the Department of Education supports the relocation of Me and My Mum to the former Library residence on the understanding that any costs associated with the renovations of the new premise, will be managed between Richmond Early Education Centre Inc. (REEC) and the Richmond Shire Council as well as the ongoing lease arrangements. Cr Fox requested that the lease be drawn up ASAP.

Cr Pattel discussed funding sources to promote the Bush Racing.

Cr Kuhl asked if the Building Better Regions Funding could be utilised for Stage 3 of Kronosaurus Korner.

All Councillors were asked to make suggestions for future funding but decided to wait until after the Annual Conference where they may be able to glean further ideas.

Information Reports

RESOLUTION 20181016.18

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

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Meeting closure


RESOLUTION 20181016.19

It was moved Cr Bawden, seconded Cr Kuhl and carried that the meeting close at 5:30pm.

Next Ordinary Meeting

20 November, 2018

I hereby confirm that this is a true and correct record of the minutes of the Richmond Shire Council Ordinary Meeting Tuesday 16 October, 2018.



Mayor