

CONFIRMED MINUTES OF THE ORDINARY MEETING  
OF THE RICHMOND SHIRE COUNCIL HELD IN THE BOARD ROOM, RICHMOND ON  
TUESDAY 15 MAY 2018

**PRESENT**

Present when the Mayor Cr Wharton declared the meeting open at 8:07am  
were:

**COUNCILLORS:**

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

**STAFF:**

Chief Executive Officer – Peter Bennett, Manager of Finance and  
Administration – Debbie Glyde, Director of Works – Michael Wanrooy and  
Minutes Secretary – Judy Norton.

**PRAYER**

Cr Bawden read the prayer.

**APOLOGIES**

**RESOLUTION 20180515.1**

*It was moved Cr Kuhl, seconded Cr Fox and carried that leave of absence be  
granted for Cr Pattel.*

**CONFIRMATION OF MINUTES**

**RESOLUTION 20180515.2**

*It was moved Cr Bawden, 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 April 2018 be adopted as tabled.*

**ACTION ITEMS AND RESOLUTIONS**

The sprinkler system at the Saleyards from the dip to outside yards on extension  
section is to be inspected and upgraded if necessary.

Rural Lands Officer to dig a burial pit at Maxwellton.

The gates at the Horse Paddocks are to be widened - included in next years' budget.

The Main Street sealing is to take place in the cooler months to prevent bleeding.

The CEO to follow up on the Certification of the Saleyard facility.

Cr Fox questioned if the new position of Dump Manager could be combined with the  
Airport caretaker role as in past years. There has been a complaint from the Toll  
Agent about bird strikes and requests for the strip to be run more often. Council  
suggested that the Toll representative could obtain the necessary qualifications to be  
able to run the strip just prior to each landing as he is already on site to take delivery  
of freight.



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TUESDAY 15 MAY 2018

Cr Bawden reported that the Trucking Paddock/Malvern Park boundary fence only needs new corners and stays as the pickets and wire are still in sound condition. One flood gate needs replacing. Rural Lands Officer to follow up.

Cr Wharton advised that the proposal discussed at the meeting with the Me and My Mum group as to converting the old library residence for their use would be addressed at the next committee meeting of the group. Quotes for the renovations would have to be sourced.

**MATTERS ARISING**

**ITEM 1.0 MATTERS ARISING**

*Nil*

**WORKS AND SERVICES**

**WORKS COORDINATORS REPORT**

**ITEM 2.0 WORKS COORDINATORS PROGRESS REPORT**

*Nil Report*

**WORKSHOP FOREMAN REPORT**

**ITEM 4.0 WORKSHOP REPORT**

*Noted*

**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*

**RURAL LAND OFFICERS REPORT**

**ITEM 7.0 RURAL LANDS OFFICERS REPORT**

*Nil Report*



2 | Page

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TUESDAY 15 MAY 2018

Cr Bawden reported that poisoning of the island within the 20 Mile Reserve has not taken effect. Possible reason being that it was washed away.

Cr Bawden questioned if the Bundock tank was being replaced.

Michael Wanrooy advised that the trial release of a bug to kill Coral Cactus at Rainscourt was proving successful.

Cr Wharton advised of the request from a land owner on the Winton Road to move a fence across O'Connell Creek whereby his land and the Butchers Paddock share a common boundary fence. The subject is to be discussed further in the next ordinary meeting of Council.

Cr Fox reported that the contract pilot engaged for 1080 baiting has advised that unless licensed under the Chemical Distribution Act his pilots are unable to perform the task in the Richmond Shire. The DOW to follow up.

The matter of the clean-up of the Butchers Paddock was discussed and Council have agreed to perform the work thereby setting a benchmark for the new lessee to follow.

Cr Wharton reported on a request from the Richmond Turf Club.

**Attendance**

Cr Fox declared an interest and left the room at 9:23am.

The Richmond Turf Club are intending to gravel sheet and install power and water to the Field Day sites and have requested that Council contribute 50% of the cost. David Fox is going to oversee the project, and will employ a private contractor to do the work.

Debbie advised that the budget amount of \$23,000.00 for the painting of the grandstand could be reallocated but no further funds were available until next financial year. Peter mentioned that a submission could be applied for under the Building our Regions funding closing this week with notification in the next three months if the club was willing to wait.

**Attendance**

Cr Fox re-entered the room at 9:34am.

**SALEYARD CONTRACTORS REPORT**

**ITEM 8.0 SALEYARD CONTRACTORS REPORT**

*Nil Report*

**AGISTMENT ON TOWN COMMONS REPORT**

CONFIRMED MINUTES OF THE ORDINARY MEETING  
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TUESDAY 15 MAY 2018

**ITEM 9.0 AGISTMENT ON TOWN COMMONS REPORT**

*Noted*

**LOCAL LAWS OFFICERS REPORT**

**ITEM 10.0 LOCAL LAWS OFFICERS REPORT**

*Nil Report*

**TOWN SERVICES REPORT**

**ITEM 11.0 TOWN SERVICES REPORT**

*Noted*

**SAFETY AND COMPLIANCE REPORT**

**ITEM 12.0 SAFETY AND COMPLIANCE REPORT**

*Nil Report*

**BUILDING AND TOWN PLANNING REPORT**

**ITEM 13.0 BUILDING AND TOWN PLANNING REPORT**

*Nil Report*

**FINANCE AND ADMINISTRATION REPORT**

**ITEM 14.0 FINANCE REPORT**

*Noted*

**Item 14.1 Dog Kennel Licences**

Debbie advised that anomalies in the Animal Register module were detected when the system was being prepared for change over to the new IT Vision program. Some current holders of Kennel Licences are in breach of their original application approval. The Local Laws Officer will determine if the owner is registered as a dog breeder, issued with a Breeder Identification Number (BIN) which is the **Supply Number** for every dog they breed. This Supply Number must be included in the microchip details for each dog they breed and be displayed when a dog is given away, supplied, sold or advertised.

Cr Kuhl gave an overview of the Australian Audit Office briefing recently attended.

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TUESDAY 15 MAY 2018

**Meeting adjournment**

**RESOLUTION 20180515.3**

*It was moved Cr Kuhl, seconded Cr Kennedy and carried that the meeting adjourn for morning tea at 10:01am.*

**Meeting resumption**

**RESOLUTION 20180515.4**

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

**Attendance**

Cr Wharton, Cr Kuhl, Cr Bawden, Cr Fox, Cr Kennedy, Peter Bennett, Debbie Glyde, Michael Wanrooy and Judy Norton.

**CHIEF EXECUTIVE OFFICER'S REPORT**

**ITEM 15.0 CEO REPORT**

*Noted*

Peter gave an overview of his and Cr Whartons' attendance at the recent NWQROC Meeting held in Brisbane. The benefit of having access to a range of Ministers far outweighed the distance travelled.

Item 15.1 Confidential Report – Outstanding Rates

**RESOLUTION 20180515.5**

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

**RESOLUTION 20180515.6**

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

**RESOLUTION 20170919.11**

*It was moved Cr Fox, seconded Cr Kennedy and carried that RICHMOND SHIRE COUNCIL, of 65 Goldring Street, Richmond, has, by Resolution made on the Fifteenth day of May 2018, decided under Section 140 of the Local Government Regulation 2012 to sell for overdue rates and charges land described as Lot 2 on Registered Plan RP17223, containing an area of 964m<sup>2</sup> and being located at 30 Goldring Street, Richmond Qld*

**REGIONAL DEVELOPMENT AUSTRALIA BOARD MEMBERS REPORT**

**ITEM 16.0 RDA REPORT**

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OF THE RICHMOND SHIRE COUNCIL HELD IN THE BOARD ROOM, RICHMOND ON  
TUESDAY 15 MAY 2018

*Nil Report*

Cr Kuhl advised that the next RDA Meeting was scheduled for 31 May 2018.

**CORRESPONDENCE AND TABLED ITEMS**

**ITEM 17.0 INWARDS CORRESPONDENCE**

*Noted*

**POLICIES, PROCEDURES AND LOCAL LAWS**

**ITEM 18.0 MONTHLY REPORT**

Council agreed to hold over reviewing the Social Media Policy until after the Industrial Training scheduled for Monday 21 May 2018.

**RESOLUTION 20180515.8**

*It was moved Cr Kuhl, seconded Cr Bawden and carried that Council approve the revised Acceptable Requests Policy as presented.*

**RESOLUTION 20180515.9**

*It was moved Cr Kuhl, seconded Cr Kennedy and carried that Council approve the revised Workplace Bullying Policy as presented.*

**RESOLUTION 20180515.10**

*It was moved Cr Kuhl, seconded Cr Bawden and carried that Council approve the revised Employee Assistance Policy as presented.*

**RESOLUTION 20180515.11**

*It was moved Cr Kuhl, seconded Cr Fox and carried that Council adopt the Councillor Code of Conduct Policy as presented.*

**RESOLUTION 20180515.12**

*It was moved Cr Kuhl, seconded Cr Fox and carried that Council adopt the Complaints about Public Officials Policy as presented.*

**RESOLUTION 20180515.13**

*It was moved Cr Fox, seconded Cr Kennedy and carried that Council adopt the Use of Councils Plant and Vehicles Policy as presented with the inclusion at 3.1.8 that penalties/fines will apply.*

***Change in Order of Business due to the Manager of Community Development and Services not attending until after lunch.***

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

**ITEM 20.0 RICHMOND AGED CARE CO-ORDINATOR'S REPORT**

*Noted*

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OF THE RICHMOND SHIRE COUNCIL HELD IN THE BOARD ROOM, RICHMOND ON  
TUESDAY 15 MAY 2018

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

**ITEM 21.0 OUTSIDE SCHOOL HOURS CARE CO-ORDINATOR'S REPORT**

*Noted*

**LIBRARIAN'S REPORT**

**ITEM 22.0 LIBRARIAN'S REPORT**

*Nil report*

**POOL MANAGER'S REPORT**

**ITEM 23.0 POOL MANAGER'S REPORT**

*Noted*

**TOURISM AND MARKETING REPORT**

**ITEM 24.0 TOURISM AND MARKETING OFFICER'S REPORT**

*Noted*

**LAKEVIEW CARAVAN PARK MANAGER'S REPORT**

**ITEM 25.0 MANAGER'S REPORT**

*Noted*

The matter of WIFI connection to the Van Park Residence was discussed at length. As the internet is connected to the office computer through the Council network the connection of WIFI was considered to be for the Managers personal use and therefore should be an expense incurred by themselves.

***Change in Order of Business to discuss Late Agenda.***

**WATER AND SEWERAGE OFFICER REPORT**

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

*Noted*

***Order of Business resumed.***

**GENERAL BUSINESS**

**ITEM 26.0 GENERAL BUSINESS**

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TUESDAY 15 MAY 2018

Cr Kuhl reported on her attendance at the meeting with RSL representatives to discuss the future of the RSL in Richmond and the subsequent disposal of the RSL Building. The general consensus of Council was that the building should be offered for private sale. All memorabilia and the Honour Roll will be returned to Council for display in the War Room at the Library.

Celebrating the centenary of Armistice Day was discussed and it was suggested that a ceremony should be held. Matter to be discussed further at a future ordinary meeting of Council.

Cr Bawden enquired if the footpath at the Richmond Butchery was to be completed.

Cr Bawden mentioned that a Maxwellton resident had suggested that the fire fighting plant should be tested on a regular basis. Rural Lands Officer to follow up.

Cr Kennedy queried if the Auction was going ahead as planned.

Cr Kuhl reported on the teleconference with Southern Gulf Catchments. The organisation is currently made up of seven Board members and seven staff with no local government stakeholders.

#### **Meeting adjournment**

##### **RESOLUTION 20180515.14**

*It was moved Cr Kuhl, seconded Cr Kennedy and carried that the meeting adjourn for lunch at 12:30pm.*

*Councillors inspected various work sites during the lunch break.*

#### **Meeting resumption**

**RESOLUTION 20180515.15** *It was moved Cr Fox, seconded Cr Kuhl and carried that the meeting resume at 2:15pm.*

#### **Attendance**

Cr Wharton, Cr Kuhl, Cr Bawden, Cr Fox, Cr Kennedy, Peter Bennett, Debbie Glyde, Michael Wanrooy, and Judy Norton.

#### **Attendance**

Angela Henry entered the room having returned from Mount Isa where she had been attending a Leading Aged Services Association Information Session on New Aged Care Standards

***Change in Order of Business to discuss Community Development and Services Report.***

### **MANAGER COMMUNITY DEVELOPMENT AND SERVICES REPORT**

#### **ITEM 19.0 MANAGER COMMUNITY DEVELOPMENT AND SERVICES REPORT**

*Noted*



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TUESDAY 15 MAY 2018

**Community Drought Support**

**RESOLUTION 20180515.16**

*It was moved Cr Kuhl, seconded Cr Fox and carried that Council allocate Community Drought Support funds totalling \$17,850.00 to the following:-*  
*\$5,000.00 for the Richmond Pony Club Gymkhana and Horsemanship Clinics.*  
*\$2,500.00 for Mary MacKillop House Spirituality Tune-Up weekend.*  
*\$3,800.00 for the Richmond Dirt Bike Club Annual Enduro*  
*\$2,500.00 for the Christmas Fete Fireworks.*  
*\$4,050.00 for the Christmas Lights and Decorated Gates Prizes.*

Angela advised that the Airport Mural was scheduled to commence on 2 July 2018.

**Order of Business resumed.**

Cr Fox presented suggestions for a Memorial Wall at the cemetery.

**RESOLUTION 20180515.17**

*It was moved Cr Bawden, seconded Cr Fox and carried that Council purchase a 50 hole wall 2200 x 1000 x 260 in Maple Red granite.*

Discussion regarding the postponement of the Auction ensued and owing to the lack of preparation the date has been pushed back until 7 July 2018 to allow time for cataloguing and advertising. The DOW to assist Stores Officers with the task.

**Information Reports**

**RESOLUTION 20180515.18**

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

**Meeting closure**

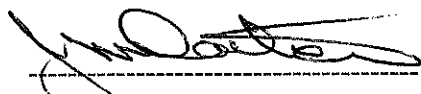
**RESOLUTION 20180515.19**

*It was moved Cr Kuhl, seconded Cr Kennedy and carried that the meeting close at 2:57pm.*

**Next Ordinary Meeting**

26 June, 2018

I hereby confirm that this is a true and correct record of the minutes of the Richmond Shire Council Ordinary Meeting Tuesday 15 May, 2018.

  
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Mayor