

CONFIRMED MINUTES OF THE ORDINARY MEETING  
OF THE RICHMOND SHIRE COUNCIL HELD IN THE BOARD ROOM, RICHMOND ON  
TUESDAY 19 SEPTEMBER 2017

**PRESENT**

Present when the Mayor Cr Wharton declared the meeting open at 7:56am  
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 - Deborah Glyde, Manager of Communities – Angela Henry,  
Director Of Works – Michael Wanrooy and Minutes Secretary – Judy Norton.

**PRAYER**

Cr Pattel read the prayer.

**APOLOGIES**

*Nil*

**CONFIRMATION OF MINUTES**

**RESOLUTION 20170919.1**

*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 15 August 2017 be adopted as tabled.*

**ACTION ITEMS AND RESOLUTIONS**

**MATTERS ARISING**

**ITEM 1.0 MATTERS ARISING**

Cr Pattel is seeking nominations for the NQ Sports Star Awards 'Service to North Queensland Sport' category. To be discussed further in General Business.

**WORKS AND SERVICES**

**WORKS COORDINATOR'S REPORT**

**ITEM 2.0 WORKS COORDINATOR'S PROGRESS REPORT**

*Noted*

The DOW advised that the Council truck drivers were being offered more weekend work in lieu of engaging contractors.

The reported matter of the state in which Council venues are being left after functions was discussed and the overriding problem appears to be the scattering of rubbish

CONFIRMED MINUTES OF THE ORDINARY MEETING  
OF THE RICHMOND SHIRE COUNCIL HELD IN THE BOARD ROOM, RICHMOND ON  
TUESDAY 19 SEPTEMBER 2017

and the number of wheelie bins at the site. Council proposed to allocate a specific number of bins to each venue which will be stencilled with RSC and the location and said bins will be securely housed on site permanently. All forty four drums are to be removed.

**WATER AND SEWERAGE OFFICER REPORT**

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

*Noted*

Cr Pattel enquired if all of the water meters had been installed. Cr Kuhl acknowledged that the plumbers have had a heavy workload. The CEO advised that the water meters would become a priority after October when current scheduled works are completed. The meters are being read monthly but no charges have been applied to date.

**Attendance**

Cr Wharton left the room at 8:18am

**Attendance**

Cr Wharton re-entered the room at 8:20am

**WORKSHOP SUPERVISORS REPORT**

**ITEM 4.0 WORKSHOP REPORT**

*Noted*

**AERODROME REPORTING OFFICER REPORT**

**ITEM 5.0 AERODROME REPORTING OFFICER REPORT**

*Noted*

Council viewed a demonstration of the FOD BOSS and agreed unanimously that the device would be of great benefit to the Aerodrome runway and the town streets to remove loose stones and debris. DOW to source procurement.

**DIRECTOR OF WORKS REPORT**

**ITEM 6.0 DIRECTOR OF WORKS REPORT**

*Noted*

Cr Wharton enquired as to the progress at the cemetery. DOW to arrange removal of existing slabs before work can commence. Other works include the painting of the mesh fence at the swimming pool and the collection of guide posts left on the Maxi Frontage Road.

Council commented on the completion of the new Saleyard spelling yards and agreed that a charge should now be applied for use. The saleyard contractor to manage.

CONFIRMED MINUTES OF THE ORDINARY MEETING  
OF THE RICHMOND SHIRE COUNCIL HELD IN THE BOARD ROOM, RICHMOND ON  
TUESDAY 19 SEPTEMBER 2017

**RURAL LAND OFFICER REPORT**

**ITEM 7.0 RURAL LANDS OFFICERS REPORT**

*Noted*

The double decker loading ramp has been cleaned and the saleyard contractor to clean it every two months going forward.

Rural Lands Officer reported that the Prickly Acacia in the Butchers and Rodeo paddocks is increasing and requested that the parties responsible be contacted to eradicate the growth.

Cr Kuhl suggested that a meeting with the agistees and agents be scheduled for Friday 29 September at 5:30pm to discuss the JBAS.

Cr Fox enquired if any funding for the trapping of wild dogs had been released and CEO advised that Richmond Shire had been unsuccessful in the last round.

Cr Kuhl advised that to comply with Councils On-Farm Biosecurity Plans the Saleyard contractor should implement the use of feeding record for purchased feeds forms.

You should ensure that all introduced stock feeds are accompanied by a Commodity Vendor Declaration (CVD). This is your guarantee that the feed you purchased is safe from chemical contamination. In the absence of a CVD you need to assess the risk (and keep a record of same). Alternatively, you can have a sample tested for residues.

**SALEYARD REPORT**

**ITEM 8.0 SALEYARD CONTRACTORS REPORT**

*Nil report*

Council discussed the necessity of regular cleaning of the loading ramp. Cr Bawden recommended a means of cementing back into the forcing yards into the loading ramp to lessen the build-up of dirt on the ramp.

**AGISTMENT ON TOWN COMMONS REPORT**

**ITEM 9.0 AGISTMENT ON TOWN COMMONS REPORT**

*Noted*

**TOWN SERVICES REPORT**

**ITEM 10.0 TOWN SERVICES REPORT**

*Noted*

Council discussed the possibility of upskilling the Town Services supervisor with horticulture and management training. DOW to follow up.

**SAFETY AND COMPLIANCE REPORT**

CONFIRMED MINUTES OF THE ORDINARY MEETING  
OF THE RICHMOND SHIRE COUNCIL HELD IN THE BOARD ROOM, RICHMOND ON  
TUESDAY 19 SEPTEMBER 2017

**ITEM 11.0 SAFETY AND COMPLIANCE REPORT**

*Noted*

The matter of the back log of work orders was raised again when Council discussed the outstanding electrical work at the Day Care Centre. Council requested that if work was not completed in three months that another contractor/supplier be awarded the task.

**Attendance**

Cr Kennedy left the room at 9:30am

**Attendance**

Cr Kennedy re-entered the room at 9:32am

Council suggested that the community be notified of the duties to be carried out by the new local laws officer and that the current local laws be reviewed.

**BUILDING AND TOWN PLANNING REPORT**

**ITEM 12.0 BUILDING AND TOWN PLANNING REPORT**

*Nil report*

**FINANCE AND ADMINISTRATION REPORT**

**ITEM 13.0 FINANCE REPORT**

*Noted*

Item 13.1 State Wage Increase

**RESOLUTION 20170919.2**

*It was moved Cr Kuhl, seconded Cr Fox and carried that Council approve the State Wage Increase of 3.3% for the 2017/18 year, effective from pay period 7.*

Item 13.2 Revised Commercial Charges and Regulatory Charges

Council discussed the implementation of a fee for the use of the new spelling yards at the Saleyards. The decision was to charge \$0.66/head (GST Inc) per day or part thereof for a minimum of 200 head.

**RESOLUTION 20170919.3**

*It was moved Cr Kuhl, seconded Cr Bawden and carried that Council adopt the revised Commercial and Regulatory charges for 2017/18.*

**Change in Order of Business to break for Morning Tea.**

**Meeting adjournment**

**RESOLUTION 20170919.4**

CONFIRMED MINUTES OF THE ORDINARY MEETING  
OF THE RICHMOND SHIRE COUNCIL HELD IN THE BOARD ROOM, RICHMOND ON  
TUESDAY 19 SEPTEMBER 2017

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

Length of Service certificates were presented to Ricki Davidson (30 years), Phillip Chappell (30 years), Brendan Aspinall (20 years) and Jodie Fox (10 years) during morning tea. John Cameron (20 years) was unable to attend.

**Meeting resumption**

**RESOLUTION 20170919.5**

*It was moved Cr Kuhl, seconded Cr Fox and carried that the meeting resume at 10:27am.*

**Attendance**

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

**Change in Order of Business for George Milford to present the new Town Plan to Council.**

Council viewed the new town plan and made twelve changes. George Milford will amend the report which will be adopted at the October General Meeting. George also requested information on the mapping flood overlay for the Richmond Shire which he has not been able to obtain.

**RESOLUTION 20170919.6**

*It was moved Cr Kuhl, seconded Cr Fox and carried that Council*

1. Resolve to prepare a new Planning Scheme under the *Planning Act (2016)*, to:
  - a. maintain a contemporary Scheme which supports the right uses in the right locations.
  - b. support Council initiatives for the development of the Shire
  - c. appropriately address state interests.
2. Give the notice of the *Intention to make a new Planning Scheme* to the Chief Executive of the Department of Infrastructure Local Government and Planning in accordance with section 18(2) of the *Planning Act (2016)*.
3. Give the Chief Executive the Planning Scheme and Planning Scheme maps.

**Attendance**

George Milford left the room at 11:32am

**Change in order of business to complete the Finance Report.**

Debbie advised Council that while testing the assets the auditors found that the water and sewerage indexing was incorrect due to an error in the vlookup used by the valuers. This will result in a delay in the financial statements being signed off.

Debbie also advised Council that she had received a phone call from LGAQ in regards to the independent member on the internal audit committee. They will no longer be offering their services due to the resignation of Suresh, and they will not be replacing him. This has now left a vacancy on the internal committee to be filled.

CONFIRMED MINUTES OF THE ORDINARY MEETING  
OF THE RICHMOND SHIRE COUNCIL HELD IN THE BOARD ROOM, RICHMOND ON  
TUESDAY 19 SEPTEMBER 2017

Council suggested that Paul Fynn from Maclean Partners might be interested in the position.

Dol Ranabhat will commence in the finance officer role on Monday 25 September 2017.

A handwritten signature in black ink, appearing to be 'Dol Ranabhat', located at the bottom right of the page.

CONFIRMED MINUTES OF THE ORDINARY MEETING  
OF THE RICHMOND SHIRE COUNCIL HELD IN THE BOARD ROOM, RICHMOND ON  
TUESDAY 19 SEPTEMBER 2017

**CHIEF EXECUTIVE OFFICER REPORT**

**ITEM 14.0 CEO REPORT**

Item 14.1 EBA Update

Peter discussed where other Shires have had their agreements held up due to the Unions becoming involved. He advised that all Local Government awards are state-based and many councils have their own enterprise agreements of which the Unions are party to.

Item 14.2 Revised Rate Charges

**RESOLUTION 20170919.7**

*It was moved Cr Kuhl, seconded Cr Pattel and carried that Council adopt the revised Rate charges for 2017/18.*

**Change in Order of Business to discuss the Confidential Report.**

Item 14.3 Confidential session

Item 1 Overdue Rates

**RESOLUTION 20170919.8**

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

Cr Wharton requested all staff to leave the room.

**Attendance**

Peter Bennett, Debbie Glyde, Angela Henry, Michael Wanrooy and Judy Norton left the room at 12:00pm.

**Attendance**

Peter Bennett, Debbie Glyde, Angela Henry, Michael Wanrooy and Judy Norton re-entered the room at 12:39pm.

**RESOLUTION 20170919.9**

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

**RESOLUTION 20170919.10**

*It was moved Cr Pattel seconded Cr Kuhl and carried that RICHMOND SHIRE COUNCIL, of 65 Goldring Street, Richmond, has, by Resolution made on the Nineteenth day of September 2017, decided under Section 140 of the Local Government Regulation 2012 to sell for overdue rates and charges land owned by you and described as Lot 2 on Registered Plan 717223, containing an area of 964m<sup>2</sup> and being located at 30 Goldring Street, Richmond Qld.*

CONFIRMED MINUTES OF THE ORDINARY MEETING  
OF THE RICHMOND SHIRE COUNCIL HELD IN THE BOARD ROOM, RICHMOND ON  
TUESDAY 19 SEPTEMBER 2017

**RESOLUTION 20170919.11**

*It was moved Cr Pattel, seconded Cr Kuhl and carried that RICHMOND SHIRE COUNCIL, of 65 Goldring Street, Richmond, has, by Resolution made on the Nineteenth day of September 2017, decided under Section 140 of the Local Government Regulation 2012 to sell for overdue rates and charges land owned by you and described as Lot 23 on Registered Plan RT120, containing an area of 2,254m<sup>2</sup> and being located at 68 Simpson Street, Richmond Qld.*

**RESOLUTION 20170919.12**

*It was moved Cr Pattel, seconded Cr Kuhl and carried that RICHMOND SHIRE COUNCIL, of 65 Goldring Street, Richmond, has, by Resolution made on the Nineteenth day of September 2017, decided under Section 140 of the Local Government Regulation 2012 to sell for overdue rates and charges land owned by you and described as Lots 24-25 on Registered Plan RT12, containing an area of 3,538m<sup>2</sup> and being located at 60-62 Simpson Street, Richmond Qld.*

Item 2 Chief Executive Officer position review.

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

Item 6.2 Costings accrued to Shire Roads

*Noted*

**Attendance**

Cr Wharton left the room at 12:48pm

**Attendance**

Cr Wharton re-entered the room at 12:49pm

Item 14.4 Tenders

Tenders closed on 11 September 2017 for all plant budgeted for the current financial year which was planned to buy new.

TENDER	RECOMMENDED	COST EX GST
1 Replace Wagon 815( Mayor)	Charters Towers Toyota	\$ 41,845.89
2 Replace Dual Cab Hilux 755	Charters Towers Toyota	\$ 5,689.70
3 Replace 4 tonne Forklift	CAT Hastings Deering	\$ 63,500.00
4 Purchase 140M Grader no trade	CAT Hastings Deering	\$ 470,000.00
5 Replace Water Trailer sell 314 & 415	MNT North Star Trailer	\$ 80,121.82
6 Purchase Prime Mover Truck no trade	UD Truck	\$ 183,376.36
7 Replace Garbage Compactor 616	Tony Ireland Isuzu	\$ 296,482.31

**RESOLUTION 20170919.13**

*It was moved Cr Kuhl, seconded Cr Kennedy and carried that council accept Charters Towers Toyota Tender for 2017 Toyota Series 200 Landcruiser with trade of plant 815.*

**RESOLUTION 20170919.14**

*It was moved Cr Kuhl, seconded Cr Fox and carried that council accept Charters Towers Toyota Tender for 2017 Toyota Hilux with trade of plant 755.*



CONFIRMED MINUTES OF THE ORDINARY MEETING  
OF THE RICHMOND SHIRE COUNCIL HELD IN THE BOARD ROOM, RICHMOND ON  
TUESDAY 19 SEPTEMBER 2017

**RESOLUTION 20170919.15**

*It was moved Cr Kennedy, seconded Cr Bawden and carried that council accept Hastings Deering Tender for DP45N Forklift with sale of 4 tonne pneumatic tyre forklift to Richmond Freight Transport.*

**RESOLUTION 20170919.16**

*It was moved Cr Kuhl, seconded Cr Kennedy and carried that council accept Hastings Deering Tender for 140M Grader with no trade.*

**RESOLUTION 20170919.17**

*It was moved Cr Pattel, seconded Cr Kuhl and carried that council accept MNT Trailers Tender for Water Tanker with sale of plant 314 & 415 to Olsen Contracting.*

**RESOLUTION 20170919.18**

*It was moved Cr Kennedy, seconded Cr Kuhl and carried that council accept VCV Townsville Tender for UD GW26420HAL Truck with no trade.*

**RESOLUTION 20170919.19**

*It was moved Cr Kuhl, seconded Cr Kennedy and carried that council accept Tony Ireland Isuzu Tender for Garbage Compactor 12V2U Bucher FVD165-300 Auto with trade of plant 616.*

**Meeting adjournment**

**RESOLUTION 20170919.20**

*It was moved Cr Kuhl seconded Cr Pattel and carried that the meeting adjourn for lunch at 12:53pm.*

**Meeting resumption**

**RESOLUTION 20170919.21**

*It was moved Cr Kuhl, seconded Cr Pattel and carried that the meeting resume at 1:57pm.*

**Attendance**

Cr Wharton, Cr Kuhl, Cr Bawden, Cr Fox, Cr Pattel, Cr Kennedy, Peter Bennett, Debbie Glyde, Angela Henry, Michael Wanrooy, Glen Graham (CEO Mitez) and Judy Norton.

**Change in Order of Business for Mitez presentation by Glen Graham**

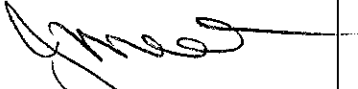
Council viewed a short presentation delivered by the CEO of Mitez, Glen Graham.

**Attendance**

Cr Pattel left the room at 2:26pm  
Glen Graham left the room at 2:28pm  
John Wharton left the room at 2:28pm

**Attendance**

Cr Pattel re-entered the room at 2:28pm  
Cr Wharton re-entered the room at 2:30pm



9 | Page

CONFIRMED MINUTES OF THE ORDINARY MEETING  
OF THE RICHMOND SHIRE COUNCIL HELD IN THE BOARD ROOM, RICHMOND ON  
TUESDAY 19 SEPTEMBER 2017

**Change in Order of Business to resume with Agenda Items**

**RDA BOARD REPRESENTATIVES REPORT**

**ITEM 15.0 RDA REPORT**

*Nil report*

**CORRESPONDENCE AND TABLED ITEMS**

**ITEM 16.0 INWARDS CORRESPONDENCE**

Item 16.1 Grid Replacement Gladevale/Cintra Boundary

Council approved the replacement of the Gladevale/Cintra boundary grid under the Grid Subsidy Replacement Program Policy.

Item 16.2 Thank you from the Mary MacKillop Spirituality Centre

*Noted*

**Change in Order of Business to discuss late correspondence**

Item 16.3 Rural Addressing and Road Name Changes – Croydon Shire

Council were unanimous in the decision not to change the Richmond/Croydon Road name to the Matilda Byway.

Item 20.0 OSHC Monthly statistic

*Noted*

**Change in Order of Business to resume with Agenda Items**

**POLICIES, PROCEDURES AND LOCAL LAWS**

**ITEM 17.0 MONTHLY REPORT**

*Nil report*

**MANAGER COMMUNITY DEVELOPMENT AND SERVICES REPORT**

**ITEM 18.0 MANAGER COMMUNITY DEVELOPMENT AND SERVICES REPORT**

**Request for Community Drought Support**

**Attendance**

Cr Fox and Cr Pattel declared an interest and left the room at 3.14pm

CONFIRMED MINUTES OF THE ORDINARY MEETING  
OF THE RICHMOND SHIRE COUNCIL HELD IN THE BOARD ROOM, RICHMOND ON  
TUESDAY 19 SEPTEMBER 2017

Jeremy Hamilton tendered his resignation after one week as Pool caretaker. Council suggested that the position be readvertised.

**TOURISM AND MARKETING REPORT**

**ITEM 23.0 TOURISM AND MARKETING OFFICER'S REPORT**

*Noted*

**LAKEVIEW CARAVAN PARK MANAGER'S REPORT**

**ITEM 24.0 MANAGER'S REPORT**

*Noted*

**GENERAL BUSINESS**

**ITEM 25.0 GENERAL BUSINESS**

Cr Wharton commented on the decline in numbers at the Caravan Park Dinners and suggested that it is not viable for the clubs to cater late in the season. Cr Pattel advised that clubs are given the opportunity for date allocation both in the peak and on the shoulder of the season. Cr Pattel also suggested that a sandwich board be displayed to advertise the dinners next year.

Cr Wharton advised that the community meeting to discuss the new Hospital had been well attended and Council intends to move forward with the process.

Cr Bawden requested that the community be notified that Lake Fred Tritton is closed to motor boats one week before the annual Fishing Comp to allow the fish to settle.

Cr Bawden questioned if the depth sign had been reinstalled at Alick Creek and if an Expression of Interest could be circulated for the poisoning of the Shire roadsides due to the resurgence of tree suckers. Council would supply the chemical.

The safety issue at the Maxwellton loading ramp was revisited and Cr Bawden suggested that a tender be called for the required repairs.

Cr Kennedy queried if graziers can be compensated with in-kind work for the removal of gravel from their private pits. Cr Wharton advised that had been the practise in the past.

Cr Kuhl question if the road repair in front of the freight deopt in Hillier Street had been completed and Michael advised that the work would be undertaken in conjunction with the sealing of the RV Park.

Cr Kulh advised that a planning meeting to discuss the Racecourse upgrade would take place with interested stakeholders after the Council meeting.

Cr Fox commented that White Balloon Day was a huge success at the new venue of the State School. She thanked everyone involved.

CONFIRMED MINUTES OF THE ORDINARY MEETING  
OF THE RICHMOND SHIRE COUNCIL HELD IN THE BOARD ROOM, RICHMOND ON  
TUESDAY 19 SEPTEMBER 2017

**RESOLUTION 20170919.22**

*It was moved Cr Kuhl, seconded Cr Kennedy and carried that \$500.00 of the Community Drought Support funding be allocated to the Richmond State School to hold a special day in memory of Daniel Morecombe on Friday 27 October 2017.*

**Attendance**

Cr Fox and Cr Pattel re-entered the room at 3:15pm

**Australia Day**

Council agreed with the suggestion to view and decide on the Australia Day nominations at the January 2018 general meeting.

**Wall of Remembrance**

Council decided in unison that the Wall of Remembrance should wrap behind the existing monument between the two trees at the rear.

**Flexible Financial Hardship**

Cr Kuhl suggested that reminders go out to the community to redeem their vouchers.

**New Library**

Renovations are almost complete. Once cleaned the Work for the Dole scheme will assist with relocating furniture etc.

**RADF**

Council agreed to proceed with sourcing costings to erect the Airport Screen.

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

**ITEM 19.0 RICHMOND AGED CARE CO-ORDINATOR'S REPORT**

*Noted*

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

**ITEM 20.0 OUTSIDE SCHOOL HOURS CARE CO-ORDINATOR'S REPORT**

*Noted*

**LIBRARIAN'S REPORT**

**ITEM 21.0 LIBRARIAN'S REPORT**

*Noted*

**Attendance**

Peter Bennett left the room at 3:24pm

**POOL MANAGER'S REPORT**

**ITEM 22.0 POOL MANAGER'S REPORT**

*Nil Report – Pool closed*



CONFIRMED MINUTES OF THE ORDINARY MEETING  
OF THE RICHMOND SHIRE COUNCIL HELD IN THE BOARD ROOM, RICHMOND ON  
TUESDAY 19 SEPTEMBER 2017

Cr Pattel called for nominations for the NQ Sports Star Awards 'Service to North Queensland Sport' category. Several names were submitted with overall agreement of the nominee chosen.

Cr Pattel questioned if a representative from Kronosaurus Korner should attend Destination Q Connect Qld in November. Council agreed that Jodie Fox should attend.

**Information Reports**

**RESOLUTION 20170919.23**

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

**Meeting closure**


**RESOLUTION 20170919.24**

*It was moved Cr Fox, seconded Cr Pattel and carried that the meeting close at 3:55pm.*

**Next Ordinary Meeting**

24 October 2017

I hereby confirm that this is a true and correct record of the minutes of the Richmond Shire Council Ordinary Meeting Tuesday 19 September, 2017.

  
-----  
Mayor