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## Ordinary Meeting of Council

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### MINUTES

Friday 10 February 2017

Quilpie Shire Council Boardroom  
50 Brolga Street, Quilpie Qld 4480





# ORDINARY MEETING OF COUNCIL

Friday 10 February 2017

Quilpie Shire Council Boardroom

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## MINUTES

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### 1 OPENING OF MEETING

The Mayor declared the meeting open at 9.13am.

### 2 PRESENT

Cr Stuart Mackenzie (Mayor)

Cr Jenny Hewson (Deputy Mayor)

Cr Bruce Paulsen

Cr Bob Hall

Cr Roger Volz

Mr Dave Burges (Chief Executive Officer)

In attendance: Mrs Nina Burges (Minutes Secretary)

### 3 APOLOGIES

Nil.

### 4 CONDOLENCES

Nil.

### 5 RECEIVING AND CONFIRMATION OF MINUTES

#### 5.1 (01/17) – Ordinary Meeting of QSC held Friday 13 January 2017

Minutes of the Ordinary Meeting of Quilpie Shire Council held in the Council Boardroom, 50 Brolga Street Quilpie on Friday, 13 January 2017.



Resolution No: (01-02-17)

**Moved by:** Cr Bruce Paulsen

**Seconded by:** Cr Bob Hall

*That the minutes of the Ordinary Meeting of Quilpie Shire Council held on Friday, 13 January 2017 are taken as read and confirmed as an accurate record of proceedings.*

5/0

## 6 ITEMS FROM PREVIOUS MEETINGS

### 6.1 Item 13.1 (01/17) – Notice of Intention to Resume

By letter of 20 December 2016, the Department of Transport and Main Roads have issued a 'Notice of Intention to Resume'. The notice is for approximately 1.1 Ha of land contained on Lot 8 on Plan G0810194. The intended use of the land is for the construction of a truck rest area.

At the Ordinary Meeting held on 13 January 2017 Council resolved to request that consideration be given to the relocation of the proposed works to the Kyabra Road / Diamantina Developmental Road intersection at Thylungra.

Advice has been received from the Department of Transport and Main Roads that there is no option for the relocation of the rest area due to the significant planning and financial investment already undertaken.

Resolution No: (02-02-17)

**Moved by:** Cr Bruce Paulsen

**Seconded by:** Cr Roger Volz

*That Council not lodge an objection to the Notice of intention to Resume for land as detailed on plan R211-22 for the purpose of transport infrastructure.*

5/0

## 7 MAYORAL REPORT

Mayor Mackenzie provided a verbal update on activities he has participated in since the January 2017 Ordinary meeting of Council. It was noted that the Australia Day celebrations were well attended however feedback has been received that the formal event should be held on Australia Day itself. At the January 2017 Ordinary Meeting of Council it was agreed that in future this will be the case.

Cr Mackenzie participated in an Advancing Regional Innovation Program (ARIP) teleconference with Remote Area Planning and Development Board (RAPAD) and Departmental representatives. This was followed up with a face to face meeting in Brisbane which involved RAPAD, Outback Queensland Tourism Authority (OQTA), South West Regional Economic Development (SWRED) and the Department.



The Mayor also participated in a Regional Development Australia (RDADDSW) teleconference, noting that the roles of the RDA groups are currently being reviewed by the Federal Government.

A SWRED meeting was held in Charleville, and was also attended by Cr Jenny Hewson.

## 8 STATUS REPORTS

### 8.1 (02/17) – Engineering Services Status Reports

Noted.

### 8.2 (02/17) – Corporate and Community Services Status Reports

Noted.

### 8.3 (02/17) – Financial Services Status Report

Noted.

### 8.4 (02/17) – Governance Status Reports

Noted.

## 9 ENGINEERING SERVICES

### 9.1 (02/17) – Provision of Disabled Parking Bays in Quilpie

Ms Jocelyn Wallace from the Charleville & Western Area Aboriginal & Torres Strait Islander Community Health Centre at 49 Brolga Street has requested Council's consideration to install a disabled parking space in close proximity of the Centre in Brolga Street. The reason for this request is that a number of clients that visit the Centre require a spot.

Resolution No: (03-02-17)

**Moved by:** Cr Jenny Hewson

**Seconded by:** Cr Bruce Paulsen

*That Council install a disabled parking bay outside the Charleville & Western Area Aboriginal & Torres Strait Islander Community Health Centre at 49 Brolga Street, Quilpie.*

5/0

## 10 CORPORATE AND COMMUNITY SERVICES

No reports.

### ATTENDANCE

At 10.15am members of the 2016 Rural Management Team, Mrs Maree Radnedge, Ms Hollie McCarthy and Mrs Melissa Koutavas made presentation to Council on the event. Manager Corporate and Community Services, Mrs Lisa Hamlyn, and Manager Engineering Services, Mr Casey de Pereira were also in attendance.

## ADJOURNMENT

The meeting adjourned for morning tea at 10.40am and resumed at 11.05am.

## ATTENDANCE

Mrs Radnedge, Ms McCarthy, Mrs Koutavas, Mrs Hamlyn and Mr de Pereira left the meeting room at the conclusion of morning tea.

## ATTENDANCE

Council's Manager of Finance, Mr David Charlton, attended the meeting at 11.05am.

# 11 FINANCE

## 11.1 (02/17) – Finance Report Ending 31 January 2017

The Finance report was presented to Council for the period ending 31 January 2017.

### Resolution No: (04-02-17)

**Moved by:** Cr Bob Hall

**Seconded by:** Cr Bruce Paulsen

*That Council receives the Finance Report for the period ending 31 January 2017.*

5/0

## 11.2 (02/17) – Budget Review

Council adopted the 2016-2017 budget on the 14 July 2016. Legislation provides that Council may amend the budget at any time. It is prudent financial management to review the budget periodically and amend where necessary.

### Resolution No: (05-02-17)

**Moved by:** Cr Roger Volz

**Seconded by:** Cr Jenny Hewson

*That Council adopts the 2016-2017 budget amendments as presented.*

5/0



### 11.3 (02/17) – Rates Write Off

The Department of Natural Resources and Mines has advised that mining lease 60405 (assessment 00845-01200-000) expired in January 2017. Rates payable on this assessment have been outstanding for a number of years. Despite efforts of council officers' the owner of this assessment has not been able to be located. As the lease has now expired, it is recommended that the outstanding rates be written off due to the owner no longer having a title over the area.

Resolution No: (06-02-17)

**Moved by:** Cr Bob Hall

**Seconded by:** Cr Jenny Hewson

*That Council write off the amount of \$1664.41, being outstanding rates on assessment number 00845-01200-000.*

5/0

### 11.4 (02/17) – External Audit 2016-2017

Council has been advised by the Queensland Audit Office that *Prosperity Audit* has been appointed as Council's auditors for the 2016-2017 audit.

*Noted.*

### ATTENDANCE

Mr Charlton left the meeting at 11.48am.

## 12 GOVERNANCE

### 12.1 (02/17) – Streetscape Project

Council resolved to undertake an investigation of the Brolga Street streetscape and applied for Regional Arts Development Fund (RADF) funding. Pamela Denise was engaged to undertake the project. Pamela Denise presented the report to Council on 13 January. The final report has now been provided to Council.

Resolution No: (07-02-17)

**Moved by:** Cr Roger Volz

**Seconded by:** Cr Bruce Paulsen

*That Council receive the "Quilpie Shire Streetscape Project" report from Pamela Denise.*

5/0



#### CHANGE OF ORDER OF PROCEEDINGS

Item 12.2 – Request for Assistance – St Matthew’s Anglican Church. This matter was deferred for consideration pending confirmation of Council’s assistance to other similar organisations.

#### MATERIAL PERSONAL INTEREST DECLARED

Cr Mackenzie declared a Material Personal Interest in the following item (*as defined in section 172 of the Local Government Act 2009*), due to his position as Chairman of the Outback Gondwana Foundation. Cr Mackenzie dealt with this Material Personal Interest by leaving the meeting room, taking no part in the debate or discussion on the matter.

#### ATTENDANCE

Cr Mackenzie left the meeting at 12.10pm

#### CHAIRING OF MEETING

Cr Hewson assumed the Chair at 12.10pm.

#### 12.3 (02/17) – Request for Assistance – Eromanga Natural History Museum

By letter received 13 January 2017, the Eromanga Natural History Museum (ENHM) are requesting the use of the Eromanga Hall kitchen to prepare food for sale at the museum and have requested paying for one deposit only, rather than on each occasion.

##### Resolution No: (08-02-17)

**Moved by:** Cr Bob Hall

**Seconded by:** Cr Bruce Paulsen

*That Council agree for the Eromanga Natural History Museum to use the Eromanga hall kitchen for food preparation and that approval be granted to pay one only deposit on the condition that the total deposit amount is maintained and this approval is subject to the following conditions:*

- *That the facility is left in a clean and tidy condition on each occasion; and*
- *Availability for use of the facility by other hirers must be maintained.*

4/0

#### ATTENDANCE

Cr Mackenzie returned to the meeting at 12.16pm and resumed the position of Chair.



#### 12.4 (02/17) – Local Government Remuneration and Discipline Tribunal Report 2016

The *Local Government Regulation 2012* requires the Tribunal to determine, on or by 1 December, the maximum amount of remuneration to be paid from 1 July to mayors, deputy mayors, and councillors of all local governments (except Brisbane City Council). The Tribunal has decided to increase the maximum remuneration levels previously determined for each category of council by 2.0% from 1 July 2017.

The Tribunal has also determined that councils should, at the commencement of each financial year, identify the number of meetings that each councillor will need to attend to receive the meeting fee component of the remuneration level.

##### Resolution No: (09-02-17)

**Moved by:** Cr Bob Hall

**Seconded by:** Cr Jenny Hewson

*That in order to receive the full meeting fee component of the remuneration level, Councillors will be required to attend the twelve (12) Ordinary Meetings of Council.*

5/0

#### 12.5 (02/17) – New Planning Scheme

Council has agreed to a project being undertaken by the Department of Infrastructure, Local Government and Planning for the Department to develop fit for purpose planning schemes for four (4) member Councils of the South West Regional Economic Development (SWRED) Board.

The Murweh Shire scheme has been adopted and the Quilpie scheme is currently being finalised.

##### Resolution No: (10-02-17)

**Moved by:** Cr Jenny Hewson

**Seconded by:** Cr Bruce Paulsen

*That Council agrees with the draft planning scheme and to proceed to public consultation on the draft new planning scheme for a period of 30 business days to commence on 3 April 2017; and*

*That a public forum be held in Quilpie during the 30 day consultation period; and*

*That Council make an Alignment Amendment under the Alignment Amendment Rules to the local planning instrument.*

5/0

#### 12.6 (02/17) – Standing Orders Policy Review

At the January 2017 Ordinary Meeting of Council, agenda papers were amended to include an additional item following adoption of the minutes for the previous month, namely 'items arising from previous meetings'. Council is required to comply with the agenda listing outlined in its Standing Orders Policy and, as such, the policy should be amended to reflect this change.



Resolution No: (11-02-17)

**Moved by:** Cr Bruce Paulsen

**Seconded by:** Cr Jenny Hewson

*That Council amend Policy G.07 Standing Orders Policy to include the addition of an additional agenda item in section 3.3, namely item 6 "Items arising from Previous Meetings".*

5/0

## **12.7 (02/17) – Visitor Information Centre Operating Hours**

The operating hours of the Visitor Information Centre are dictated by the accreditation body. Under recent changes, in order to retain accreditation the Visitor Information Centre can be closed on no more than five (5) public holidays each year. Minimum hours of operation are (during our tourism season) 7 days a week with a minimum of 42 hours per week.

Noted.

## **13 CONFIDENTIAL**

Resolution No: (12-02-17)

**Moved by:** Cr Bruce Paulsen

**Seconded by:** Cr Roger Volz

*That Council enters into closed session under s275 of the Local Government Regulation 2012 at 1.15 pm to discuss the following matters:*

- *contracts proposed to be made by it;*
- *Staffing matters; and*
- *Lease renewal*

5/0

### **ATTENDANCE**

Cr Roger Volz left the meeting at 1.25pm and returned at 1.28pm.

### **ATTENDANCE**

Cr Bob Hall left the meeting at 1.50pm and returned at 1.55pm.

**Resolution No: (13-02-17)**

**Moved by:** Cr Roger Volz

**Seconded by:** Cr Jenny Hewson

*That Council moves out of Closed Session and resumes the Ordinary Meeting at 2.16pm.*

5/0

**13.1 (02/17) – RFP T16 F 1516 Corowa Road**

At the December 2016 meeting Council considered a request from Mr Bill Pegler to undertake various remedial and improvement works to sections of Corowa Road and requested staff to call quotations for the works. A Request for Pricing (RFP) was issued for various remedial and improvement works to sections of Corowa Road.

**Resolution No: (14-02-17)**

**Moved by:** Cr Roger Volz

**Seconded by:** Cr Jenny Hewson

*That Council award RFP T16 F 1516 to Eromanga Contracting for the amount of \$229,213.33 including GST.*

5/0

**13.2 (02/17) – Tourism and Marketing Review Implementation**

Council resolved to undertake a review of their tourism, marketing and business development functions at the July 2016 meeting of Council. The final report was presented to Council at the January 2017 meeting and the report was received as presented.

At the January meeting Council considered recommendation 6 in detail and requested a revised organisational structure be presented to the February meeting for consideration.

**Resolution No: (15-02-17)**

**Moved by:** Cr Bruce Paulsen

**Seconded by:** Cr Jenny Hewson

*That Council amend the organisational structure to incorporate a new position of Marketing and Promotions Officer reporting to the Chief Executive Officer.*

5/0



## 14 LATE CONFIDENTIAL ITEMS

### 14.1 (02/17) – Quote Q27 1617 Design of Quilpie Airport Terminal

The State Government recently announced the *Works for Queenslanders* funding program, awarding Quilpie Shire Council \$1.1 Million to undertake infrastructure projects. Council has previously considered potential projects and has applied to redevelop the Quilpie Airport Terminal with the majority of this funding. As such, a quotation has been called for the design of the proposed new facility.

Resolution No: (16-02-17)

**Moved by:** Cr Bob Hall

**Seconded by:** Cr Bruce Paulsen

*That Council accept the quotation from Brandon and Associates to undertake the design works for the new Quilpie Airport Terminal at an estimated cost of \$29,810 including GST.*

5/0

### 14.2 (02/17) – Renewal of Special Lease 204518

By email of 7 February 2017, SLAM are requesting Council's views or requirements that the department should consider when assessing the renewal of Special Lease 204518. The purpose of the Special Lease is for Business (Electricity Supply and Depot).

Resolution No: (17-02-17)

**Moved by:** Cr Jenny Hewson

**Seconded by:** Cr Bruce Paulsen

*That Council has no requirements in relation to the proposed renewal of Special Lease 204518 over Lot 4 on SP20451 for Business (Electricity Supply and Depot) and that Council is not aware of any non-indigenous cultural heritage issues associated with the land.*

5/0

### 14.3 (02/17) – Tender T16 1516 Register of Pre-Qualified Suppliers – Contractors for 2016-2018

The Panel of Pre-Qualified Suppliers – Contractors allows contractors to nominate for inclusion under a range of categories. Steve Bonsey Transport, who is already on the panel, has submitted updated documents, requesting inclusion in additional categories. The omission of several categories was inadvertently made when submitting tender documents in 2016.

Resolution No: (18-02-17)

**Moved by:** Cr Bob Hall

**Seconded by:** Cr Jenny Hewson



*That Council accepts the submission from Steve Bonsey Transport for inclusion on T16 Register of Pre-Qualified Suppliers – Contractors for 2016-2018 under the following work categories:*

- Gravel road maintenance and/or re-sheeting; and
- Gravel road construction.

5/0

## 15 LATE ITEMS

### 15.1 (02/17) – RADF Round 2

The Queensland Government, through Arts Queensland, provides Regional Arts Development Funds (RADF) to councils. Councils also provide financial and in-kind support to RADF delivery as local projects, initiatives and grants programs. Round 2 has been advertised and closed on Monday 6 February 2017. The RADF Committee met on Wednesday 8 February and reviewed the one application.

Resolution No: (19-02-17)

**Moved by:** Cr Roger Volz

**Seconded by:** Cr Bob Hall

*That Council approve the following application for Round 2, 2016-2017:*

Organisation	Project	Amount (excl GST)
Outback Fringe Festival	Louise Gronold photography workshop	\$1693.33

5/0

### 15.2 (02/17) – Council Carbon Farming Opportunity

By letter dated 01 February 2017, *Select Carbon* is offering its services to discuss carbon farming and exploring opportunities to generate an alternative income stream via Australian Carbon Credit Units (ACCUs) from currently under utilised council land.

Noted.

### ATTENDANCE

Cr Hewson left the meeting at 2.30pm and returned at 2.34pm.

### 15.3 (02/17) – Request for Sponsorship Quilpie Diggers Race Club

By email of 06 February 2017, the Quilpie Diggers Race Club is seeking sponsorship for the Quilpie Centenary Cup to be held on 06 May 2017.



Council has recently reviewed the Community Assistance Policy and this request should be considered under that policy.

**Resolution No: (20-02-17)**

**Moved by:** Cr Jenny Hewson

**Seconded by:** Cr Roger Volz

*That Council take up Bronze sponsorship (\$1,500) for the Quilpie Centenary Cup to be held on 06 May 2017.*

4/1

**CHANGE OF ORDER OF PROCEEDINGS**

Item 12.2 – Request for Assistance – St Matthew’s Anglican Church. This matter was re tabled for consideration following confirmation of Council’s assistance to other similar organisations.

**12.2 (02/17) – Request for Assistance – St Matthew’s Anglican Church**

By letter of 19 January 2017, the Warden of St Matthew’s Anglican Church, Quilpie, is requesting assistance by way of Council staff maintaining the church grounds.

**Resolution No: (21-02-17)**

**Moved by:** Cr Roger Volz

**Seconded by:** Cr Jenny Hewson

*That Council agree to undertake grounds maintenance at St Matthew’s Anglican Church.*

5/0

**16 GENERAL BUSINESS**

**16.1 (02/17) – Rail Freight Costs**

By correspondence dated 24 January 2017, the Branch Manager of Landmark Quilpie has expressed concerns in relation to the apparent price rises regularly being experienced for rail freight deliveries by Aurizon.

**Resolution No: (22-02-17)**

**Moved by:** Cr Bruce Paulsen

**Seconded by:** Cr Jenny Hewson

*That Council write to Aurizon and relevant state and federal representatives highlighting its concerns in relation to rail freight transport costs.*

5/0



## 16.2 (02/17) – Clean Up Quilpie Campaign

Council Officers have been requested to undertake a campaign to encourage residents to clean and tidy yards etc. in the lead up to the Quilpie Centenary Celebrations. Council may wish to consider implementing a one off 'kerb side clean up' service whereby residents may take advantage of an opportunity for the removal of large items (eg car bodies), tree branches etc. by Council.

Resolution No: (23-02-17)

**Moved by:** Cr Roger Volz

**Seconded by:** Cr Bruce Paulsen

*That Council implement a kerbside clean-up program for Quilpie residents in the lead up to the Centenary celebrations.*

5/0

## 16.3 (02/17) – Request to Consider Lease of Council Reserves

A request has been received for Council to consider leasing reserve land to individuals for grazing purposes.

Resolution No: (24-02-17)

**Moved by:** Cr Bob Hall

**Seconded by:** Cr Jenny Hewson

That Council advertise for tenders to lease the following reserves subject to the lessees being responsible for maintenance and fencing:

Lot 2 NK839117;

Lot 3 NK839117; and

Lot 55 NK12.

5/0

## 16.4 (02/17) – Councillor Requests

Councillors were invited to raise any matters of interest or concern.

- The absence of a flood marker at the South Comongin crossing will be rectified;
- The Department of Transport and Main Roads will be approached to undertake remedial action to reduce the risk of accident at the crest near the Baldy Top turnoff on the Quilpie – Thargomindah Road;
- Residents will be encouraged to display house numbers on their properties to assist emergency personnel locate addresses;



- A request was made to undertake some remedial works on the approach roads to the 'Secco';
- A request was made to consider signage at the approaches to town reminding visitors / travellers of the 'give way' road rules;
- General town appearance matters and minor maintenance issues were noted; and
- Queensland Rail will be approached with a request for assistance in cleaning up the railway station area.

## 17 MEETING DATES

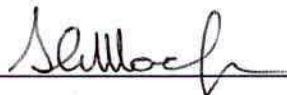
The next Ordinary meeting of Quilpie Shire Council will take place on Friday, 10 March 2017 in the Quilpie Shire Council Boardroom, commencing at 9.30am.

There being no further business the Mayor declared the meeting closed at 4.25pm.

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I hereby certify that the foregoing is a true record of the Minutes of the Proceedings of the Ordinary Meeting held on the Friday, 10 February 2017.

Submitted to the Ordinary Meeting of Council held on the Friday, 10 March 2017.



Cr Stuart Mackenzie

10 / 3 / 17

Date

**Mayor of Quilpie Shire Council**