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# Ordinary Meeting of Council

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## MINUTES

Friday 17 May 2019

Quilpie Shire Council Boardroom  
50 Brolga Street, Quilpie Qld 4480





# ORDINARY MEETING OF COUNCIL

Friday 17 May 2019

Quilpie Shire Council Boardroom

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## MINUTES

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### 1 OPENING OF MEETING

The Mayor declared the meeting open at 8.36am

### 2 PRESENT

Cr Stuart Mackenzie (Mayor)

Cr Jenny Hewson (Deputy Mayor)

Cr Bob Hall

Cr Roger Volz

Cr Bruce Paulsen

Mr Dave Burges (Chief Executive Officer)

In attendance: Mrs Nina Burges (Minutes Secretary)

### 3 APOLOGIES

Nil.

#### DEPUTATION

Mulga Mates Vice President, Mrs Karen Grimm and Treasurer, Ms Kerry Thompson attended the meeting at 8.37am, providing Council with a detailed update on progress of the centre.

Mrs Grimm and Ms Thompson left the meeting at 9.18am.



## 4 CONDOLENCES

Council noted the recent passing of Horace Nunn, Dee Crotty, Tony Pegler and Isaac Bain and expressed their condolences to their families.

## 5 DECLARATIONS OF INTEREST

Division 5A of the Local Government Act 2009 (the Act) requires Councillors to declare a Material Personal Interest or a Conflict of Interest should either apply regarding a matter that is before a Council meeting (refer Sections 175C and 175E of the Act). The Declaration should be made at the commencement of the meeting and prior to the matter being considered and voted upon by Council.

### MATERIAL PERSONAL INTEREST DECLARED

Cr Volz declared he has a material personal interest (as defined by section 175B of the *Local Government Act 2009*) in item 12.2 (Request for assistance – Quilpie Golf Club Inc.) as follows:

Cr Volz is Secretary of the Quilpie Golf Club Inc. The Quilpie Golf Club stands to gain a financial benefit depending on the outcome of Council's consideration of this matter.

Cr Volz advised that in accordance with legislative requirements he will leave the meeting while the matter is discussed and voted on.

### MATERIAL PERSONAL INTEREST DECLARED

Cr Paulsen declared he has a material personal interest (as defined by section 175B of the *Local Government Act 2009*) in item 12.2 (Request for assistance – Quilpie Golf Club Inc.) as follows:

Cr Paulsen is President of the Quilpie Golf Club Inc. The Quilpie Golf Club stands to gain a financial benefit depending on the outcome of Council's consideration of this matter.

Cr Paulsen advised that in accordance with legislative requirements he will leave the meeting while the matter is discussed and voted on.

## 6 RECEIVING AND CONFIRMATION OF MINUTES

### 6.1 (05/19) – Ordinary Meeting of Quilpie Shire Council held Friday 12 April 2019

Minutes of the Ordinary Meeting of Quilpie Shire Council held in the Council Boardroom, 50 Brolga Street Quilpie on Friday, 12 April 2019.

Resolution No: (01-05-19)

**Moved by:** Cr Roger Volz

**Seconded by:** Cr Bruce Paulsen

*That the minutes of the Ordinary Meeting of Quilpie Shire Council held on Friday, 12 April 2019 are taken as read and confirmed as an accurate record of proceedings.*

5/0



## 7 ITEMS FROM PREVIOUS MEETINGS

### 7.1 (05/19) (04/19) – Disability Access at Quilpie Airport

By email of 05 April 2019, David Brooksby, National Airports Manager of Regional Express (REX) has responded to a request made by Council in relation to the provision of disabled passenger lifter equipment at the Quilpie Airport. Mr Brooksby advised that REX is willing to supply a DPL to Quilpie Airport provided Council share the cost of supplying the unit. REX proposed that council pay \$10,000, which equates to half of the cost of a new unit, in annual instalments of \$1,000 per year for 10 years.

Following further discussions, REX have advised that they would be willing to consider a five (5) year option with the lift to remain in Quilpie and owned by Council after that time, noting that they would need to recoup the cost of the unit.

*Resolution No: (02-05-19)*

**Moved by:** Cr Bruce Paulsen

**Seconded by:** Cr Jenny Hewson

*That Council accept the offer from REX airlines to purchase a disabled passenger lift at a cost of \$1,000 per annum over a ten (10) year term.*

5/0

### 7.2 (05/19) (04/19) – Australian Local Government Association General Assembly

The Australian Local Government Association has invited Council colleagues to attend this year's National General Assembly of Local Government (NGA) in Canberra from 16-19 June.

Noted.

## 8 MAYORAL REPORT

Mayor Mackenzie provided a verbal update on activities he has undertaken since the April 2019 Ordinary meeting of Council.

The Mayor received a briefing from the Assistant Commissioner for Queensland Fire and Emergency Services in relation to local reporting arrangements.

Cr Mackenzie travelled to Toowoomba for a meeting of the Executive Committee of Regional Development Australia Darling Downs and South West (RDA DDSW) and attended a second meeting via video conference.

All councillors attended a workshop to consider the 2019-2020 annual budget.

A meeting of the South West Regional Economic Development Board (SWRED) was held in Charleville. The Mayor participated via teleconference, while Cr Hewson travelled to Charleville to attend the meeting in person. A meeting of the SWRED tourism group was held via teleconference.

As Chair of the South West Regional Roads and Transport Group (SWRRTG), a teleconference was also held with Regional Director (Department of Transport and Main Roads), Ms Kym Murphy.

Cr Mackenzie and Cr Hewson attended the Community Advisory Network (CAN) meeting in Quilpie. A meeting of the local Business Development Group was held with all Councillors in attendance. The Mayor also participated in Anzac Day services and attended the Quilpie race meeting.

## **9 COUNCILLOR PORTFOLIO REPORTS**

Councillors provided a brief overview of activities they have undertaken since the April Ordinary Meeting of Council.

In addition to the activities outlined above, Cr Hewson also attended the Mulga Mates Annual General Meeting, a plant committee meeting and a workshop to discuss the Eromanga Natural History Museum.

Cr Hewson opened the Palette of Pastels gallery exhibition and extended her congratulations to the staff involved.

Crs Paulsen, Hall and Volz also attended the Mulga Mates Annual General Meeting along with Cr Hewson, the workshop to discuss the Eromanga Natural History Museum and participated in Anzac Day services. Cr Paulsen is continuing to hold discussions with the local Youth Group.

In addition to previously mentioned activities, Cr Hall advised he had held a number of discussions with members of the Quilpie Race Club during the month.

As Chair of Council's Audit Committee, Cr Hall attended a briefing from the Queensland Audit Office by teleconference.

Cr Hall noted that he will be travelling to Roma for a Wild Dog Barrier Fence meeting and an inspection of the fence in that area.

Crs Volz, Hewson and Paulsen attended a public meeting to gauge support for hosting activities to encourage visitors to spend time in Quilpie while travelling to the Big Red Bash. Cr Volz attended a Regional Arts Development Fund (RADF) meeting and attended the opening of the gallery exhibition.

### **ADJOURNMENT**

The meeting adjourned for morning tea at 10.33am and resumed at 10.45am.

## **10 STATUS REPORTS**

### **10.1 (05/19) – Engineering Services Status Reports**

Noted.

### **10.2 (05/19) – Corporate and Community Services Status Reports**

Noted.

### **10.3 (05/19) – Financial Services Status Report**

Noted.



## 10.4 (05/19) – Governance Status Reports

Noted.

## 11 ENGINEERING SERVICES

Nil Reports.

## 12 CORPORATE AND COMMUNITY SERVICES

### 12.1 (05/19) – RADF – Round 4

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 4 was advertised and closed on Tuesday 30<sup>th</sup> April 2019.

The RADF Committee met on Thursday 02 May 2019 to review the applications.

Resolution No: (03-05-19)

**Moved by:** Cr Bruce Paulsen

**Seconded by:** Cr Roger Volz

*That Council approve the following applications for Round 4, 2018-2019:*

Organisation	Project	Amount (Ex GST)
Quilpie Cultural Society	Hatmobile	1,412.00
Quilpie Cultural Society	Samantha Meurant Acrylics Toompine	1,348.00
QCWA Quilpie Branch	Samantha Meurant Workshops Quilpie	1,748.00
Quilpie Cultural Society	Lyn Barnes Junior Pastels Workshop	407.00
Quilpie & District Show Society	Cathy Drummond Workshop	6,389.00

5/0

### MATERIAL PERSONAL INTEREST DECLARED

Cr Volz declared he has a material personal interest (as defined by section 175B of the *Local Government Act 2009*) in the following item as follows:

Cr Volz is Secretary of the Quilpie Golf Club Inc. The Quilpie Golf Club stands to gain a financial benefit depending on the outcome of Council's consideration of this matter.

Cr Volz advised that in accordance with legislative requirements he will leave the meeting while the matter is discussed and voted on.



### **MATERIAL PERSONAL INTEREST DECLARED**

Cr Paulsen declared he has a material personal interest (as defined by section 175B of the *Local Government Act 2009*) in the following item as follows:

Cr Paulsen is President of the Quilpie Golf Club Inc. The Quilpie Golf Club stands to gain a financial benefit depending on the outcome of Council's consideration of this matter.

Cr Paulsen advised that in accordance with legislative requirements he will leave the meeting while the matter is discussed and voted on.

### **ATTENDANCE**

Cr Volz and Cr Paulsen left the meeting at 10.48am.

### **12.2 (05/19) – Quilpie Golf Club Inc. request for Financial Assistance**

An application has been received from the Quilpie Golf Club Inc. requesting Council's consideration of assistance by way of contributing payment toward prizes for the Annual Quilpie Golf Club Open Weekend.

Quilpie Golf Club have advised that they will be holding their Annual Golf Open Weekend on 17 and 18 August 2019 and are requesting a contribution from Council to assist with the cost of purchasing prizes for this event in an effort to attract an increased number participants.

Resolution No: (04-05-19)

**Moved by:** Cr Jenny Hewson

**Seconded by:** Cr Bob Hall

*That Council approves the request received from the Quilpie Golf Club Inc. to provide assistance of \$2,500 to assist with the cost of purchasing prizes for the Quilpie Golf Open Weekend, subject to the prizes being purchased from business operators within the Quilpie Shire Council area where possible.*

3/0

### **ATTENDANCE**

Crs Paulsen and Volz returned to the meeting at 10.51am.

## **13 FINANCE**

### **ATTENDANCE**

Council's Manager Finance, Ms Arminda David attended the meeting at 10.56am.



### 13.1 (05/19) – Budget Review

Council adopted the 2018-2019 budget on the 22 June 2018. 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: (05-05-19)

**Moved by:** Cr Roger Volz

**Seconded by:** Cr Jenny Hewson

*That Council adopt the amendments to the 2018-2019 budget as presented in item 13.1 of the accompanying agenda.*

5/0

Resolution No: (06-05-19)

**Moved by:** Cr Roger Volz

**Seconded by:** Cr Bruce Paulsen

*That Council adopt the amendments to the 2018-2019 capital works budget as presented and approve the purchase of a twelve (12) tonne excavator in the current financial year.*

4/1

### 13.2 (05/19) – Finance Report for Month Ending 30 April 2019

The Finance report for the period ending 30 April 2019 was presented to Council for consideration.

Resolution No: (07-05-19)

**Moved by:** Cr Bob Hall

**Seconded by:** Cr Bruce Paulsen

*That Council receives the Finance Report for the period ending 30 April 2019.*

5/0

### ATTENDANCE

Ms David left the meeting at 11.26am.



## 14 GOVERNANCE

### 14.1 (05/19) – Policy Review – C.01 Community Assistance Policy

Council undertakes a review of a range of policies throughout the year. A draft revised Community Assistance Policy was presented to Council for consideration.

Resolution No: (08-05-19)

**Moved by:** Cr Roger Volz

**Seconded by:** Cr Bruce Paulsen

*That Council review and adopt the revised policy C.01 Community Assistance Policy as presented in item 14.1 of the accompanying agenda.*

5/0

### 14.2 (05/19) – Policy Review – C.03 Caravan and Camping Policy

Council undertakes a review of a range of policies throughout the year. A draft revised Caravan and Camping Policy was presented to Council for consideration.

Resolution No: (09-05-19)

**Moved by:** Cr Jenny Hewson

**Seconded by:** Cr Roger Volz

*That Council review and adopt the revised policy C.03 Caravan and Camping Policy as presented in item 14.2 of the accompanying agenda.*

5/0

### 14.3 (05/19) – Review of Council's Corporate Plan 2017-2022

Council prepared the current Corporate Plan in 2017.

Councillors have previously been provided a copy of the 2017-2022 Corporate Plan.

Various minor amendments to the Plan were discussed at the April 2019 meeting of Council.

Resolution No: (10-05-19)

**Moved by:** Cr Bob Hall

**Seconded by:** Cr Jenny Hewson

*That Council adopt the revised 2017-2022 Corporate Plan as presented in item 14.3 of the accompanying agenda.*

5/0



#### 14.4 (05/19) – Audit Committee Meeting Minutes

It is a requirement under the *Local Government Regulation 2012* that a written report on the matters reviewed at an Audit Committee meeting be provided to Council.

Resolution No: (11-05-19)

**Moved by:** Cr Bob Hall

**Seconded by:** Cr Roger Volz

*That the minutes of the Audit Committee meeting held on 12 April 2019 be received and noted.*

5/0

#### 14.5 (05/19) – Delegations Register

The Local Government Act 2009 requires a Chief Executive Officer (CEO) to establish a register of delegations which must record all delegations by the Council, Mayor or CEO.

The Local Government Association of Queensland (LGAQ) provides (through the services of King and Co Solicitors) a delegations database to assist Councils in identifying potential amendments to delegated activities. While delegations must be reviewed annually, continual changes to legislation see the LGAQ database updated generally every six (6) months.

Resolution No: (12-05-19)

**Moved by:** Cr Bob Hall

**Seconded by:** Cr Jenny Hewson

*That pursuant to section 257 of the Local Government Act 2009, the powers referred to in the document titled "Register of Delegations – Council to CEO" are adopted in accordance with the proposed amendments presented in item 14.5 of the accompanying agenda.*

5/0

### 15 CONFIDENTIAL

Nil.

### 16 LATE CONFIDENTIAL ITEMS

Nil.

### 17 LATE ITEMS

#### MATERIAL PERSONAL INTEREST DECLARED

Cr Volz declared he has a material personal interest (as defined by section 175B of the *Local Government Act 2009*) in the following item:



The Toompine Progress Association has made application for funding under Regional Arts Development Fund. If successful, Cr Volz will be employed by the Association to undertake a woodworking workshop.

Cr Volz advised that in accordance with legislative requirements he will leave the meeting while the matter is discussed and voted on.

#### ATTENDANCE

Cr Volz left the meeting at 12.06pm.

### 17.1 (05/19) – Regional Arts Development Fund – Late Applications

Two (2) late applications were received for the fourth and final round of the 2018-2019 Regional Arts Development Fund program.

*Resolution No: (13-05-19)*

**Moved by:** Cr Bob Hall

**Seconded by:** Cr Bruce Paulsen

*That Council approve the following applications for Round 4, 2018-2019:*

Organisation	Project	Amount (Ex GST)
Mulga Mates	Quilpie Cuisine Cookbook	Up to a maximum of \$3,000.00
Toompine Progress Association	Toompine Woodwork Workshop	\$598.00

4/0

#### ATTENDANCE

Cr Volz returned to the meeting at 12.26pm.

## 18 GENERAL BUSINESS

#### ATTENDANCE

Council's Manager Corporate and Community Services, Mrs Lisa Hamlyn, attended the meeting at 12.35pm.

### 18.1 (05/19) – Accommodation to Access Medical Facilities

Council has received an enquiry from a property owner seeking temporary accommodation use whilst accessing the hospital to visit a relative who is receiving long-term care. The cost for regular accommodation is prohibitive.

Noted.

### ATTENDANCE

Mrs Lisa Hamlyn left the meeting at 1.10pm.

### 18.2 (05/19) – Policy Reviews

Council reviews all its policies on an annual or bi-annual basis. A number of policies have been forwarded to Councillors for consideration. Council feedback on a number of policies was requested.

Noted.

### 18.3 (05/19) – Mulga Mates

Council considered a number of requests submitted by the Mulga Mates Committee in relation to the ongoing operations of the centre.

Noted. This matter will be further considered at the June 2019 Ordinary Meeting of Council.

## 19 MEETING DATES

The next Ordinary Meeting of Quilpie Shire Council will take place on Friday 14 June 2019 in the Quilpie Shire Council Boardroom commencing at 9.30am.

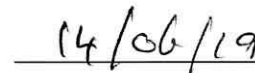
There being no further business the Mayor declared the meeting closed at 2.09pm.

I hereby certify that the foregoing is a true record of the Minutes of the Proceedings of the Ordinary Meeting held on the Friday, 17 May 2019.

Submitted to the Ordinary Meeting of Council held on the Friday, 14 June 2019.



Cr Stuart Mackenzie



Date

**Mayor of Quilpie Shire Council**