# Ordinary Meeting of Council

## MINUTES

Friday 13 December 2019

Quilpie Shire Council Boardroom
50 Brolga Street, Quilpie Qld 4480

Unconfirmed

# ORDINARY MEETING OF COUNCIL

Friday 13 December 2019

Quilpie Shire Council Boardroom

# MINUTES

Unconfirmed

## 1 OPENING OF MEETING

The Mayor declared the meeting open at 8.58am.

## 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)

**ATTENDANCE**

The 2019 Rural Management Challenge Team comprising Hannah Tully, Jeremy Grimm, Crystal Evans and Megan McFadzean attended the meeting at 9.00am to present to Council. The Team left the meeting at 9.10am.

## 3 APOLOGIES

Nil

## 4 CONDOLENCES

Council noted the recent passing of Monica Smith and Margaret Hall 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 Mackenzie declared he has a material personal interest (as defined by section 175B of the *Local Government Act 2009*) in item 14.3 as follows:

Cr Mackenzie is Chair of the Outback Gondwana Foundation which operates the Eromanga Natural History Museum and Cr Mackenzie's wife is the Collections Manager of the Eromanga Natural History Museum. The Eromanga Natural History Museum stands to gain a financial benefit depending on the outcome of Council's consideration of these matters.

Cr Mackenzie advised that in accordance with legislative requirements he will leave the meeting while the matters are discussed and voted on.

**CONFLICT OF INTEREST DECLARED**

Cr Paulsen declared he has a conflict of interest (as defined by section 175D of the *Local Government Act 2009*) in item 14.7 (Request for assistance – Quilpie Golf Club) as follows:

Cr Paulsen is President of the Quilpie Golf Club.

Cr Paulsen advised that he will be leaving the meeting while the matter is discussed and voted on.

**CONFLICT OF INTEREST DECLARED**

Cr Volz declared he has a conflict of interest (as defined by section 175D of the *Local Government Act 2009*) in item 14.7 (Request for assistance – Quilpie Golf Club) as follows:

Cr Volz is Secretary of the Quilpie Golf Club.

Cr Volz advised that he will be leaving the meeting while the matter is discussed and voted on.

# 6 RECEIVING AND CONFIRMATION OF MINUTES

## 6.1 (12/19) – Ordinary Meeting of Quilpie Shire Council held Friday 15 November 2019

Minutes of the Ordinary Meeting of Quilpie Shire Council held in the Council Boardroom, 50 Brolga Street Quilpie on Tuesday, 15 October 2019.

*Resolution No: (01-12-19)*

***Moved by:*** ***Cr Bob Hall***

***Seconded by:*** ***Cr Roger Volz***

*That the minutes of the Ordinary Meeting of Quilpie Shire Council held on Friday, 15 November 2019 are taken as read and confirmed as an accurate record of proceedings.*

*5/0*

# 7 ITEMS FROM PREVIOUS MEETINGS

Nil.

# 8 MAYORAL REPORT

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

Cr Mackenzie attended the Community Advisory Network meeting in Quilpie, and an Eromanga District Community Association meeting in Eromanga. The Mayor participated in an Economic Development Strategy workshop in Quilpie and travelled to Roma for meetings of the South West Regional Transport Group and the South West Regional Economic Development Group where the issue of carbon farming was discussed at length. The Mayor also attended the St Finbarr's awards evening and participated in a Regional Development Association (Darling Downs and South West) meeting via video conference.

The Mayor advised he has had a telephone conversation with Vaughan Johnson in relation to the Aurizon review and also spoke with Bruce Scott and Stephen Blore in relation to South Queensland Landscapes.

**ATTENDANCE**

Council's Director of Engineering, Mr Peter See attended the meeting at 10.00am

# 9 COUNCILLOR PORTFOLIO REPORTS

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

Councillors Hewson, Hall and Volz all participated in the Economic Development Strategy workshop and met with the Director General of the Department of Local Government, Racing and Multicultural Affairs, Mr Warwick Agnew, during his visit to Quilpie.

Cr Hewson attended the Community Advisory Network meeting, the Quilpie State College awards night, a meeting of the Quilpie and District Show Society and is currently finalising preparations for the Community Christmas party.

Cr Paulsen advised he attended both the St Finbarr's and Quilpie State College awards evenings.

Cr Hall attended a meeting of the Wild Dog Barrier Fence Group in Mitchell and the Wild Dog Advisory Committee meeting in Quilpie. Cr Hall advised the meeting he had been speaking with a couple of

Unconfirmed

residents in relation to the process for allocating tenders and spoke with Stephen Blore of South Queensland Landscapes. Cr Hall raised concerns in relation to the condition of the Quilpie Race Track for the Chief Executive Officer to follow up.

Cr Volz attended the Local Disaster Management Group meeting as Chair in the absence of Cr Mackenzie and attended the Wild Dog Advisory Committee meeting. He attended both the St Finbarr's and Quilpie State College awards evenings and expressed his thanks to local truck drivers who drive through town at an appropriate speed.

# 10 STATUS REPORTS

## 10.1 (12/19) – Engineering Services Status Reports

Noted.

## 10.2 (12/19) – Corporate and Community Services Status Reports

Noted.

## 10.3 (12/19) – Financial Services Status Report

Noted.

## 10.4 (12/19) – Governance Status Reports

Noted.

# 11 ENGINEERING SERVICES

## 11.1 (12/19) - Depot Energy Review

Hum Energy Group was engaged by Council to carry out a Basic Energy Audit on the Quilpie Depot building with the main intention of reviewing current electricity usage and identifying any obvious energy cost saving opportunities.

The key audit findings were $19,000 per year in approx. electricity cost savings, which represents more than a 50% reduction. The recommended energy saving measures have a strong business case with approx. $65,000 in capital costs, a simple project ROI of ~31% and simple payback of 3.3 years.

*Resolution No: (02-12-19)*

***Moved by:*** ***Cr Roger Volz***

***Seconded by:*** ***Cr Jenny Hewson***

*That Council receives the report from Hum Energy Group Pty Ltd and that Council call tenders for the supply and installation of solar panels at the Quilpie Depot and Quilpie Administration Office.*

*5/0*

Unconfirmed

## 11.2 (12/19) - Site Development Plan: Quilpie Waste Facility

Proterra Group has reviewed the current operations of the Quilpie Waste Management Facility. The site development plan has been compiled to address a range of ongoing issues with the present arrangements at the site.

*Resolution No: (03-12-19)*

***Moved by:*** ***Cr Bruce Paulsen***

***Seconded by:*** ***Cr Roger Volz***

*That Council receive the report and undertake the design of a transfer station at the Quilpie Landfill facility with a view to sourcing external funding for the project.*

*5/0*

**ADJOURNMENT**

The meeting adjourned for morning tea at 11.20am and resumed at 11.30am.

## 11.3 (12/19) - Quilpie Sewage Treatment Plan Process and Capacity Review

By letter of 12 March 2019, the Department of Environment and Science notified Council that they are investigating the operation of the Quilpie Sewage Treatment Plant (STP) in relation to the following Environmental Authority requirements:

- The pH of the released contaminants to waters must be 6.5 to 8.5; and
- The total quantity of contaminants released from the facility during any dry weather day must not exceed 700 cubic metres and during a wet weather day must not exceed 3500 cubic metres. Council has been requested to provide details of the total peak design capacity of the STP.

Council commissioned MJM Environmental Pty Ltd to carry out an assessment of the Quilpie Sewage Treatment Plant. The assessment was to determine the hydraulic capacity to treat all sewage received. The study found that there is sufficient capacity to cater for the current and anticipated need.

*Resolution No: (04-12-19)*

***Moved by:*** ***Cr Bob Hall***

***Seconded by:*** ***Cr Roger Volz***

*That Council receive the report and begin methodically monitoring the inflow volumes and the pH of the sewage entering the plant.*

*5/0*

## 11.4 (12/19) - Requests for Replacement of Utilities (Q31,Q32)

Requests for tenders have been called for the replacement of the utilities driven currently by the Road Construction and Maintenance Supervisor and the Pest and Livestock Management Coordinator.

Both officers currently operate 4WD utilities which are currently a Toyota Hilux and a Ford ranger respectively.

Both utilities as used presently are at the limit of their capabilities with regard to gross vehicle mass (GVM) and gross combination mass (GCM). Both vehicles are required to regularly tow trailers (Fuel & Canam trailer) to work sites. Both vehicles carry toolboxes and other equipment as needed.

*Resolution No: (05-12-19)*

***Moved by:*** ***Cr Bob Hall***

***Seconded by:*** ***Cr Bruce Paulsen***

*That Council receive the report and:*

- *Approve that the specification for utilities for the Road Construction and Maintenance Supervisor and the Pest and Livestock Management Coordinator to be for a Landcruiser V8 or equivalent; and*
- *Accept the quotation from O'Brien Toyota subject to negotiation of the vehicle model.*

*3/2*

**ATTENDANCE**

Mr See left the meeting at 12.21pm.

# 12 CORPORATE AND COMMUNITY SERVICES

## 12.1 (12/19) - SWHHS Request to Vary Lease Agreement

The Residential Lease Agreement for 65-67 Galah Street Quilpie between Council and South West Hospital & Health Service expired on 21 October 2019. Correspondence was received from Chris Small, Director of Strategy, Performance and Government - SWHHS during the month requesting Council's consideration of a rent reduction of $100 per week to reflect the current market decrease.

Until such time as Council accepts this offer or otherwise, SWHHS will continue to remit the current rental amount.

*Resolution No: (06-12-19)*

***Moved by:*** ***Cr Jenny Hewson***

***Seconded by:*** ***Cr Bob Hall***

*That Council does not approve the request received from South West Hospital & Health Service to review the current rental amount within the Residential Lease Agreement and decrease it by $100 per week.*

*5/0*

# 13 FINANCE

## 13.1 (12/19) - Request for Rates Recovery Action and Allowance of Discount

The outstanding rates for the assessment 00844-52000-000 are for Mining Lease 60040 and are from the period 01 January 2015 to 30 June 2015. The lease expired on 1 July 2015 and the owner has not been charged rates since. The $16.44 is the 'discount' component as payment was received 7 April 2015 and rates were due 27 March 2015.

The owner of assessment 00077-0000-000 has requested Council consider allowing the discount for the period 01 July to 31 December 2019. Payment was received by Council on 11 October 2019. Rates were due for the period on 2 October 2019. The ratepayer requests the discount be allowed as the bank cheque was drawn before the due date and they have never been late for a payment since 2005. Administration does not keep records of the date a cheque is drawn.

*Resolution No: (07-12-19)*

***Moved by:*** ***Cr Bob Hall***

***Seconded by:*** ***Cr Roger Volz***

*That Council write off the amount of $16.44 from assessment 00844-52000-000.*

*5/0*

*Resolution No: (08-12-19)*

***Moved by:*** ***Cr Roger Volz***

***Seconded by:*** ***Cr Jenny Hewson***

*That Council not allow discount of $28.98 on assessment 00077-00000-000.*

*5/0*

## 13.2 (12/19) – Financial Services Report for Month Ending 30 November 2019

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

*Resolution No: (09-12-19)*

***Moved by:*** ***Cr Bruce Paulsen***

***Seconded by:*** ***Cr Bob Hall***

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

*5/0*

**DEPUTATION**

Mr Stephen Blore, a Director of Southern Queensland Landscapes, attended the meeting and made a presentation to Council on potential indigenous projects the organisation is considering at 12.49pm.

**ATTENDANCE**

Mr Blore left the meeting at 1.35pm.

# 14 GOVERNANCE

## 14.1 (12/19) - Works for Queensland Program Feedback

By letter of 19 November 2019, the Hon Annastacia Palaszczuk MP, Premier of Queensland and Minister for Trade; and the Hon Stirling Hinchliffe MP, Minister for Local Government, Minister for Racing and Minister for Multicultural Affairs, are requesting feedback on the State Government's *Works for Queensland* Program.

*Noted.*

## 14.2 (12/19) - Request for Memorial – Francis Minnett

By letter of 11 November 2019, Mr Noel Minnett has requested Council consider a memorial to the late Francis (Frankie) Minnett.

*Resolution No: (10-12-19)*

***Moved by:*** ***Cr Bob Hall***

***Seconded by:*** ***Cr Roger Volz***

*That Council regretfully not approve the request from Noel Minnett to have a memorial to the late Francis Minnett at John Waugh Park in Quilpie.*

*5/0*

**MATERIAL PERSONAL INTEREST DECLARED**

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

Cr Mackenzie is Chair of the Outback Gondwana Foundation which operates the Eromanga Natural History Museum and Cr Mackenzie's wife is the Collections Manager of the Eromanga Natural History Museum. The Eromanga Natural History Museum stands to gain a financial benefit depending on the outcome of Council's consideration of this matter.

Cr Mackenzie advised that in accordance with legislative requirements he will leave the meeting while the matters are discussed and voted on.

**ATTENDANCE**

Cr Mackenzie left the meeting at 1.58pm and Cr Hewson assumed the role of Chair.

## 14.3 (12/19) - Request for Assistance – Eromanga Natural History Museum

By letter received 08 November 2019, the Eromanga Natural History Museum is requesting assistance from Council to undertake additional development of their website and to update their business case.

*Resolution No: (11-12-19)*

***Moved by:*** ***Cr Bob Hall***

***Seconded by:*** ***Cr Roger Volz***

*That Council approve the request for assistance to the value of $10,000 from the Eromanga Natural History Museum for additional development of their website ($5,000) and to update the business case for future stages of development ($5,000) with the funds to be sourced from the Eromanga Community Development Fund.*

*4/0*

**ATTENDANCE**

Cr Mackenzie returned to the meeting at 2.02pm and resumed the position of Chair.

## 14.4 (12/19) - Drought Community Program - Extension

On 07 November 2019 the Australian Government committed to provide an additional $1 million each to 122 drought-affected councils and shires under the Drought Community Programme – Extension. The government also committed $1 million each to new drought-affected councils and shires. These measures are designed to provide an immediate economic stimulus to drought-affected communities by investing in projects that support jobs and business income.

Quilpie Shire Council is included as one of the councils announced.

*Resolution No: (12-12-19)*

***Moved by:*** ***Cr Roger Volz***

***Seconded by:*** ***Cr Jenny Hewson***

*That Council allocate the following projects under the Drought Community Programme – Extension:*

- *Wild Dog Exclusion Fencing - $500,000;*
- *Eromanga Beautification Project – $80,000;*

- *Virtual Reality Project - $90,000;*
- *Quilpie Racetrack Remediation - $80,000*

*5/0*

*Resolution No: (13-12-19)*

***Moved by:*** ***Cr Bruce Paulsen***

***Seconded by:*** ***Cr Bob Hall***

*That Council call Expressions of Interest for a business shopfront refurbishment subsidy program.*

*5/0*

## 14.5 (12/19) - Council Meeting Dates 2020

Section 277 of the Regulation states that Council must, at least once in each year, publish a notice of the days and times when:

a) Its ordinary meetings will be held; and (if applicable)
b) The ordinary meetings of its standing committees will be held.

The notice must be displayed in a local newspaper, on Council's website and in the administration office.

Traditionally this term of Council has preferred the second Friday in the month for the holding of Council meetings. Naturally, days and times for holding meetings may also need to be reviewed by the new Council following the elections in March.

*Resolution No: (14-12-19)*

***Moved by:*** ***Cr Bob Hall***

***Seconded by:*** ***Cr Jenny Hewson***

*That Council confirm the day and times of Ordinary Meetings of Council for 2020 will generally be held on the second Friday of each month with the exception of January and February which will be Tuesday 14 January and Friday 21 February respectively.*

*5/0*

## 14.6 (12/19) - Eromanga District Community Association

The Eromanga District Community Association (EDCA) have requested Council consider various initiatives for the town. These issues were discussed at their recent meeting of 28 November 2019.

Correspondence will be forwarded to Council in due course detailing the requests and priorities however at the time of finalizing this report no details had been provided by EDCA.

The goal is to have a masterplan with prioritised projects, some of which could be shovel ready to implement as opportunities arise.

*Resolution No: (15-12-19)*

***Moved by:*** ***Cr Bruce Paulsen***

***Seconded by:*** ***Cr Jenny Hewson***

*That Council commission the preparation of a masterplan for various streetscape and improvement projects for the town of Eromanga and fund the project from the Eromanga Community Development funds.*

*5/0*

**CONFLICT OF INTEREST DECLARED**

Cr Paulsen declared he has a conflict of interest (as defined by section 175D of the *Local Government Act 2009*) in the following item.

Cr Paulsen is President of the Quilpie Golf Club. Cr Paulsen advised that he will be leaving the meeting while the matter is discussed and voted on.

**CONFLICT OF INTEREST DECLARED**

Cr Volz declared he has a conflict of interest (as defined by section 175D of the *Local Government Act 2009*) in the following item.

Cr Volz is Secretary of the Quilpie Golf Club. Cr Volz advised that he will be leaving the meeting while the matter is discussed and voted on.

**ATTENDANCE**

Cr Paulsen and Cr Volz left the meeting at 3.16pm.

## 14.7 (12/19) - Request for Assistance - Quilpie Golf Club

The Quilpie Golf Club has submitted a request under the Community Assistance Program to waive the building application fees for several projects, namely the relocation of an old shed from the former Council depot site and the restumping of the Golf Club building.

Council has previously approved the relocation of the shed from the former depot site.

*Resolution No: (16-12-19)*

***Moved by:*** ***Cr Bob Hall***

***Seconded by:*** ***Cr Jenny Hewson***

*That Council approve the application to waive building application fees for the relocation of an old shed and the restumping of the Golf Club building.*

*3/0*

### 14.8 (12/19) - School Leaver Employment Program

It has been recognised that there is limited support and employment opportunities within the Shire for students with an identified disability after they leave the education system and for those students who have not been able to access a more traditional senior education away from Quilpie. Council is one of the major employers within the Shire and has the resources to assist these students with their transition from school to employment by offering a twelve month employment program.

*Noted.*

### 14.9 (12/19) - Request for Grid

By letter received 02 December 2019, Mr Andy Purvis is requesting approval to install a grid at the Wild Dog Barrier fence crossing on Boondoon Road. The WDBF gate is located at the end of the Council road and is the entrance to Boondoon.

The adjacent property to the east is Wyrapa.

*Resolution No: (17-12-19)*

***Moved by:*** ***Cr Roger Volz***

***Seconded by:*** ***Cr Jenny Hewson***

*That Council not approve the request from Mr Andy Purvis for a grid on Boondoon Road in the interest of maintaining the integrity of the wild dog barrier fence.*

*5/0*

## 15 CONFIDENTIAL ITEMS

Nil.

## 16 LATE CONFIDENTIAL ITEMS

Nil.

## 17 LATE ITEMS

### 17.1 (12/19) - RFQ38 1920 Quilpie Adavale Road Bitumen Sealing

Quotations for next section of the Quilpie Adavale (Red) Road bitumen sealing, from 66.0km to 70.6km were called via Vendor Panel (LocalBuy) on Wednesday 27 November 2019. Three submissions were received on Vendor Panel by the closing time.

Unconfirmed

*Resolution No: (18-12-19)*

***Moved by:*** ***Cr Bruce Paulsen***

***Seconded by:*** ***Cr Jenny Hewson***

*That Council award RFQ38 1920 Quilpie Adavale Road Bitumen Sealing to RPQ Spray Seal Pty Ltd for the value of $254,045.00 including GST.*

*5/0*

# 18 GENERAL BUSINESS

## 18.1 (12/19) – Allocation of additional Roads to Recovery (R2R) Funding

As part of their Drought Support Package, the Australian Government has provided Council with an additional year of *Roads To Recovery* Funding (spread over two years). This equates to approximately $445,000 for two financial years with projects to be determined in due course.

**ATTENDANCE**

Council's Director of Corporate and Community Services, Mrs Lisa Hamlyn attended the meeting at 3.46pm.

## 18.2 (12/19) – Eromanga Pool Management

There have been some concerns raised in relation to the opening of the Eromanga Pool by members of the public. In order to ensure the safety of all Eromanga residents, a detailed protocol for qualified members of the public who volunteer time supervising at the pool will be developed.

**ATTENDANCE**

Mrs Hamlyn left the meeting at 4.27pm.

## 18.3 (12/19) – 2020 Elected Member Calendar

The Chief Executive Officer presented a proposed program of meetings and workshops to Council for the first six (6) months of 2020.

## 18.4 (12/19) – Chief Executive Officer Leave

The Chief Executive Officer will be taking annual leave for approximately six (6) weeks in 2020. Discussions were held as to whether someone should be engaged to relieve in the position.

# 19 MEETING DATES

The next Ordinary Meeting of Quilpie Shire Council will take place on Tuesday 14 January 2020 in the Quilpie Shire Council Boardroom commencing at 9.30am.

There being no further business the Mayor declared the meeting closed at 4.46pm.

I hereby certify that the foregoing is a true record of the Minutes of the Proceedings of the Ordinary Meeting held on the Friday, 13 December 2019.

Submitted to the Ordinary Meeting of Council held on Tuesday, 14 January 2020.

| | |
|---|---|
| Cr Stuart Mackenzie | Date |

**Mayor of Quilpie Shire Council**

Unconfirmed