

CONFIRMED MINUTES OF THE ORDINARY MEETING
OF THE RICHMOND SHIRE COUNCIL HELD IN THE BOARD ROOM, RICHMOND ON
TUESDAY 18 JANUARY 2022

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PRESENT

Present when the Mayor Cr Wharton declared the meeting open at 11:37am were:

COUNCILLORS:

Cr Wharton, Cr Kuhl, Cr Kennedy, Cr Buick, and Cr Geary

Cr Fox attended via Teleconference.

STAFF:

Chief Executive Officer – Peter Bennett, Director of Community Services and Development – Angela Henry, Director of Corporate Services – Peta Mitchell, Minutes Secretary – Tiana Grant and Minutes Secretary – Cherker Messer

PRAYER

Cr Buick read the prayer.

APOLOGIES

NIL

CONFIRMATION OF MINUTES

RESOLUTION 20220118.1

It was moved Cr Kuhl seconded Cr Buick and carried that the Minutes of the General Meeting of the Richmond Shire Council held in the Boardroom, Richmond on Tuesday 07 December 2021 be adopted as presented.

DECLARATIONS OF INTEREST

Mayor Wharton called for Declarations of Interest in matters listed on the Agenda:

Item 1.1 Building and Development Application – Ergon Energy

I, Councillor Geary inform the meeting that I have declared an interest in relation to item 1.1 Reports for Consideration – Works, as a result that I am employed by the company that owns the land.

Due to the nature of the item, it was agreed by the other Councillors that Councillor Geary was not required to leave the room but abstained from voting on the issue.

Item 2.2 Revised Policies

I, Councillor Fox inform the meeting that I have declared an interest in relation to item 2.2 Reports for Consideration – Office of the Chief Executive Officer, as a result that this Policy could apply to my relation.

As a result of the conflict of interest, I will be leaving the meeting while the matter is being discussed.

Item 3.4 Inwards Correspondence – Application for Fence Subsidy

I, Councillor Fox inform the meeting that I have declared an interest in relation to item 3.4 Reports for Consideration – Corporate Services, as a result that the Applicant is my relation.

As a result of the conflict of interest, I will be leaving the meeting while the matter is being discussed.

BUSINESS ARISING

NIL

1. REPORTS FOR CONSIDERATION - WORKS

1.1 Building and Development Application – Ergon Energy

EXECUTIVE SUMMARY

An assessment report for Development Application 13-21 (Ergon Energy) is being brought to council for consideration.

OFFICER'S RECOMMENDATION

That Council: *Approve the Development Application for Boundary Realignment at Lot 3 on R26823 and Lot 14 on SP189873.*

RESOLUTION 20220118.2

It was moved Cr Kuhl seconded Cr Kennedy and carried that Council approve the Development Application for Boundary Realignment at Lot 3 on R26823 and Lot 14 on SP189873.

REFERENCE DOCUMENT

- Development Application

2. REPORTS FOR CONSIDERATION – OFFICE OF THE CHIEF EXECUTIVE OFFICER

2.1 Richmond Shire Council Opening Prayer for Council Meetings

EXECUTIVE SUMMARY

Cr Fox made changes to the updated Council Meeting Prayer as Council requested at the December Council Meeting. Cr Kuhl has asked for some word corrections.

OFFICER'S RECOMMENDATION

That Council: *Approve the new Council Prayer with changes.*

RESOLUTION 20220118.3

It was moved Cr Fox seconded Cr Buick and carried that Council adopt the new Prayer presented to Council with changes.

After discussion around the Prayer, the following was agreed on:

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'Most gracious God, you call us as the elected members of the Richmond Shire Council and we ask you to give us integrity in heart, word and deed.'

We seek your spirit to be upon this council, govern our hearts and help us keep our debates honourable respecting our differences.

We ask that you strengthen your servant and our sovereign Queen Elizabeth.

We ask that you strengthen this Council and elected members of the Richmond Shire.

Amen.

REFERENCE DOCUMENT

- Prayer

2. REPORTS FOR CONSIDERATION – OFFICE OF THE CHIEF EXECUTIVE OFFICER

2.2 Revised Policies

EXECUTIVE SUMMARY

The Rural Fence Subsidy Policy has been updated to coincide with the Gates and Grids Policy as well as the Grids Replacement Policy.

OFFICER'S RECOMMENDATION

That Council: *Adopt the Rural Fence Subsidy Policy with changes.*

Attendance

Cr Fox declared an interest and left the meeting at 11:57am.

Council discussed at length the Rural Fence Subsidy Policy and agreed that major changes were needed and have requested for it to be brought back to the February meeting to adopt.

Attendance

CEO Peter Bennett left the room at 12:16pm.

CEO Peter Bennett re-entered the room at 12:23pm.

Cr Geary left the room at 12:36pm.

Cr Geary re-entered the room at 12:44pm.

REFERENCE DOCUMENT

- Policy

Attendance

Cr Fox re-entered the meeting 12:44am

2. REPORTS FOR CONSIDERATION – OFFICE OF THE CHIEF EXECUTIVE OFFICER

2.3 Revised Policies

EXECUTIVE SUMMARY

The Grid Replacement Policy has been updated to coincide with the Gates and Grids Policy as well as the Rural Fence Subsidy Policy.

OFFICER'S RECOMMENDATION

That Council: *Adopt the Grid Replacement Policy as presented.*

RESOLUTION 20220118.4

It was moved Cr Buick seconded Cr Kuhl and carried that Council adopt the Grid Replacement Policy with changes.

REFERENCE DOCUMENT

- Policy

2. REPORTS FOR CONSIDERATION – OFFICE OF THE CHIEF EXECUTIVE OFFICER

2.4 Revised Policies

EXECUTIVE SUMMARY

The Gates and Grids Policy has been created to coincide with the Grids Replacement Policy as well as the Rural Fence Subsidy Policy.

OFFICER'S RECOMMENDATION

That Council: *Adopt the Gates and Grids Policy as presented.*

Attendance

DCSD Angela Henry left the room at 12:54pm

RESOLUTION 20220118.5

It was moved Cr Kuhl seconded Cr Kennedy and carried that Council adopt the Gates and Grids Policy with changes.

REFERENCE DOCUMENT

- Policy

3. REPORTS FOR CONSIDERATION – CORPORATE SERVICES

3.1 Monthly Financial Report

EXECUTIVE SUMMARY

Council's monthly financial report in relation to the 2021/22 adopted budgeted is presented for consideration, together with Statement of Comprehensive Income, Statement of Financial Position and Statement of Cash Flow as at 31st December 2021.

OFFICER'S RECOMMENDATION

That Council: *Receive the monthly financial report presenting the progress made as at 31st December 2021 in relation to the 2021/22 budget and including the:*

- ***Statement of Financial Position***
 - ***Statement of Comprehensive Income***
 - ***Statement of Cash Flows***
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RESOLUTION 20220118.6

It was moved Cr Geary seconded Cr Kuhl and carried that Council Receive the monthly financial report presenting the progress made as at 31st December 2021 in relation to the 2021/22 budget and including the Statement of Financial Position, Statement of Comprehensive Income and Statement of Cash Flows.

REFERENCE DOCUMENT

- Statement of Comprehensive Income
- Statement of Financial Position
- Statement of Cash Flows

Meeting Adjournment

RESOLUTION 20220118.7

It was moved Cr Kuhl seconded Cr Geary and carried that Council adjourn the meeting for lunch at 1:02pm.

RESOLUTION 20220118.8

It was moved Cr Kuhl seconded Cr Buick and carried that Council resume the meeting at 1:39pm.

Attendance

COUNCILLORS:

Cr Wharton, Cr Kuhl, Cr Kennedy, Cr Buick, and Cr Geary

Cr Fox attended via Teleconference

STAFF:

Director of Community Services and Development – Angela Henry, Director of Corporate Services – Peta Mitchell, Minutes Secretary – Tiana Grant and Minutes Secretary – Cherkera Messer

3. REPORTS FOR CONSIDERATION – CORPORATE SERVICES
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3.2 Monthly Financial Report

EXECUTIVE SUMMARY

As required by Section 174(3) of the *Local Government Regulation 2012*, a progress report on the implementation of Council's 2021/2022 Operational Plan at the end of the December quarter is tabled for Council's consideration.

OFFICER'S RECOMMENDATION

That Council: Receive and note the Quarter 2 progress report of RSC 2021/2022 Operational Plan for the October to December 2021 reporting period.

Cr Geary noted that the cardboard compactor in the Operational Plan was in Aerodrome Budget and needed to be moved to the Refuse Tip.

RESOLUTION 20220118.9

It was moved Cr Kuhl seconded Cr Kennedy and carried that Council Receive and note the Quarter 2 progress report of RSC 2021/2022 Operational Plan for the October to December 2021 reporting period.

REFERENCE DOCUMENT

- Operational Plan 2021-22 December Quarter

3. REPORTS FOR CONSIDERATION – CORPORATE SERVICES

3.3 Inwards Correspondence – Correspondence from the Director- General

EXECUTIVE SUMMARY

Council to discuss attached correspondence from Mr. Damien Walker, Director-General. Potentially Council could replace all the flood cameras.

OFFICER'S RECOMMENDATION

That Council: *Council discuss ideas for the Chief Executive officer to apply for a portion of the funding.*

Attendance

CEO Peter Bennett re-entered the meeting at 1:46pm

RESOLUTION 20220118.10

It was moved Cr Fox seconded Cr Geary and carried that Council approve to apply for grant funding to replace all flood cameras.

REFERENCE DOCUMENT

- Correspondence from the Department

Attendance

Cr Fox left the meeting at 1:49pm

3. REPORTS FOR CONSIDERATION – CORPORATE SERVICES

3.4 Inwards Correspondence – Application for Fence Subsidy

EXECUTIVE SUMMARY

An application for Fence Subsidy for the Boundary for The Old Dairy, Boree Road, which joins the Town Common.

OFFICER'S RECOMMENDATION

That Council: *Council approve the Application for Fence Subsidy for The Old Dairy, Boree Road.*

RESOLUTION 20220118.11

It was moved Cr Kennedy, seconded Cr Geary and carried that Council approve the application for Fence Subsidy for The Old Dairy, Boree Road.

REFERENCE DOCUMENT

- Application

5. REPORTS FOR CONSIDERATION – TOURISM AND MARKETING

5.1 Caravan Park – 2022 Fees & Charges

EXECUTIVE SUMMARY

The Caravan Park Manager has put forward 2022 Fees & Charges for Council to discuss and agree on to be adopted from February 1, 2022.

OFFICER'S RECOMMENDATION

That Council: *Council approve the 2022 fees & charges as presented.*

RESOLUTION 20220118.12

It was moved Cr Kuhl seconded Cr Buick and carried that Council approve the 2022 fees & charges as presented.

Change of order of business to consider late items

2. REPORTS FOR CONSIDERATION – OFFICE OF THE CHIEF EXECUTIVE OFFICER

2.4 Richmond Local Disaster Management Plan

EXECUTIVE SUMMARY

Richmond Local Disaster Management Plan is needing to be adopted by Council to be endorsed.

OFFICER'S RECOMMENDATION

That Council: *Adopt the Richmond Local Disaster Management Plan as presented.*

RESOLUTION 20220118.13

It was moved Cr Kuhl seconded Cr Buick and carried that Council adopt the Richmond Local Disaster Management Plan as presented.

REFERENCE DOCUMENT

- Richmond Local Disaster Management Plan

2. REPORTS FOR CONSIDERATION – OFFICE OF THE CHIEF EXECUTIVE OFFICER

2.5 Revised Policy

EXECUTIVE SUMMARY

The Apprenticeship Policy has been updated to reflect changes made within Apprenticeships.

OFFICER'S RECOMMENDATION

That Council: *Adopt that Apprenticeship Policy as presented.*

RESOLUTION 20220118.14

It was moved Cr Kuhl seconded Cr Buick and carried that Council Adopt that Apprenticeship Policy with changes.

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REFERENCE DOCUMENT

- Policy

Attendance

CEO Peter Bennett left the room at 1:59pm

TABLED ITEMS

DCSD Angela Henry received a late RADF application for Branches Performing Arts to continue Dance within the Shire for 2022.

Council unanimously agreed to approve the application.

Attendance

CEO Peter Bennet re-entered the room at 2:02pm

DCSD Angela Henry asked Council if they would like to cancel the Australia Day Awards event.

Council agreed that the event will go ahead if all COVID-19 precautions were followed.

CLOSED SESSION

2. REPORTS FOR CONSIDERATION – OFFICE OF THE CHIEF EXECUTIVE OFFICER

2.6 Lakeview Caravan Park Contract 2022

RESOLUTION 20220118.15

It was moved Cr Kuhl, Seconded Cr Geary and carried that Council enter a closed session according to the Local Government Regulation 2012 Section 275 (1) (e) contracts proposed to be made by it to consider Lakeview Caravan Park Contract.

RESOLUTION 20220118.16

It was moved Cr Buick, Seconded Cr Kennedy and carried that Council exit closed session according to Local Government Regulation 2012 Section 275 (1) (e).

EXECUTIVE SUMMARY

Council don't currently have a written contract with Kronosaurus Korner for the Lakeview Caravan Park. After discussions with Kronosaurus Korner Staff minor changes have been made for adoption.

OFFICER'S RECOMMENDATION

That Council: *Approve to adopt the Lakeview Caravan Park Contract as presented.*

RESOLUTION 20220118.17

It was moved Cr Geary seconded Cr Kuhl and carried that Council adopt the Lakeview Caravan Park Contract as presented.

REFERENCE DOCUMENT

- Contract

2. REPORTS FOR CONSIDERATION – OFFICE OF THE CHIEF EXECUTIVE OFFICER

2.7 Burleigh Crossing Tender Review

RESOLUTION 20220118.18

It was moved Cr Kuhl, Seconded Cr Kennedy and carried that Council enter a closed session according to the Local Government Regulation 2012 Section 275 (1) (h) other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage to consider the Burleigh Crossing Tender Review.

RESOLUTION 20220118.19

It was moved Cr Kuhl, Seconded Cr Kennedy and carried that Council exit closed session according to Local Government Regulation 2012 Section 275 (1) (h).

EXECUTIVE SUMMARY

Contractors Redfrost are reviewing Tenders and would like to share notes and information collected so far.

OFFICER'S RECOMMENDATION

That Council: Review and comment on the notes from the Contractor.

Council discussed figures and unanimously agreed to create a committee with the Mayor, Cr Kennedy and CEO Peter Bennett to meet with the Redfrost to discuss options once more information has been obtained.

GENERAL BUSINESS

Cr Geary officially tendered his resignation from his position on Council effective 28 January 2022 and thanked Richmond Shire Council for the opportunity to be a Councillor for two terms. Mayor John Wharton congratulated Cr Geary on his promotion and wished him all the best for the future from everyone at Council.

CEO Peter Bennett advised that ECQ had been notified and a letter to the Local Government Minister had been sent requesting a full postal ballot for the upcoming by-election.

Cr Kuhl voiced her concerns with the recruitment of a Director of Works and asked for an update. CEO Peter Bennett advised that the job would be readvertised this week.

Cr Kuhl also asked for an update on the COVID-19 plan for Richmond Shire Council. DCSD Angela Henry advised that an Executive meeting was being held Wednesday 19th January 2022 to discuss.

Cr Kennedy asked if the community could be made aware of the scheduled works at Hazelwood Channels.

Cr Buick asked about the power upgrade at the Racecourse. Council are aware that a Purchase Order has been completed for the local electrician. Council request for an update on works.

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Cr Wharton requested for new buoys that are connected by rope to replace the current buoys at the Lake as they have moved and will continue to move with so much activity in the Lake.

CEO Peter Bennett advised Council that the new schedule of forward works needed to be submitted to TMR and requested where Council wish to spend the 2024 to 2026 financial year TIDS funding. Council agreed that they wish to seal the Maxi-Frontage Road and implement a gravel re-sheeting program on Class A Shire Roads.

Cr Kennedy noted that the realignment on the Croydon Road has been a great investment to the Shire.

CLOSE OF MEETING

RESOLUTION 20220118.20

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

Meeting closure

RESOLUTION 20220118.21

It was moved Cr Kennedy, seconded Cr Buick and carried that the meeting close at 2:49pm.

Next Ordinary Meeting

15 February 2022

I hereby confirm that this is a true and correct record of the minutes of the Richmond Shire Council Ordinary Meeting Tuesday 18 January 2022.

Mayor