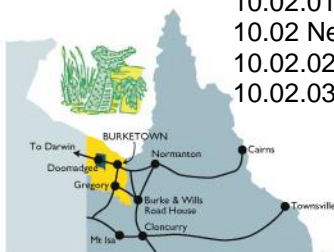




*Confirmed Minutes*  
*Burke Shire Council Ordinary General Meeting*  
*Wednesday 20<sup>th</sup> July 2011*  
*9.00am Council Chamber*

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## 01. Opening of Meeting

The Chair declared the Meeting open at 9.15am.

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## 02. Present

Cr Ernie Camp, Deputy Mayor - Chair  
Cr Tracy Forshaw  
Cr Tonya Murray  
Cr Bill Olive

Gary Letts, Chief Executive Officer  
Jenny Williams, Executive Assistant

Telephone Cr Annie Clarke, Mayor

Council notes that Cr Annie Clarke is attending this meeting via telephone due to family medical problems.

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## 03. Prayer

Cr Murray led Council in Prayer.

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## 04. Consideration of applications for leave of absence

That Council notes that no consideration of applications for leave of absence were received.

Moved: Cr Forshaw  
Seconded: Cr Murray

Carried 01.110720 4/0

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## 05. Confirmation of Minutes of Previous Meeting(s)

### 05.01 General Meeting 15<sup>th</sup> June 2011 and Special Meeting 26<sup>th</sup> June 2011

That the Minutes of the General Meeting of Council held on 15 June 2011 and Special Meeting held on 26 June 2011 as presented be confirmed by Council.

Moved: Cr Olive  
Seconded: Cr Forshaw

Carried 02.110720 4/0

FILE: BCS/G/CM/Minutes

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## 06. Condolences

No condolences noted for the meeting

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## 08. Councillor Reports

That the verbal reports provided by Councillors Camp, Forshaw, Murray and Olive be noted by Council.

Moved: Cr Murray  
Seconded: Cr Olive

Carried 03.110720 4/0

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## 07. Mayoral Minute and Report

That the verbal report provided by Councillor Clarke be noted by Council.

Moved: Cr Camp  
Seconded: Cr Forshaw

Carried 04.110720 4/0

---

## 09. Consideration of Notice(s) of Motion and Petitions

That Council notes that no Notices(s) of Motion and Petitions were received.

Moved: Cr Forshaw  
Seconded: Cr Olive

Carried 05.110720 4/0

---

## 10. Chief Executive Officers Reports

### 10.01.01 Chief Executive Officer Monthly Update Report

That Council notes the contents of the Chief Executive Officers July 2011 Monthly Update Report.

Moved Cr Forshaw  
Seconded Cr Murray

Carried 06.110720 4/0

FILE NO:BCS/G/CM/R/CEO

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### 10.01.02 Draft Council Driveways and Property Access Policy - For consideration

That Council delegates for the Chief Executive Officer to further develop the Driveways and Property Access Policy with the financial considerations and responsibilities information identified.

Moved Cr Murray  
Seconded Cr Forshaw

Carried 07.110720 4/0

FILE NO: BCS/PAP/Policy

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Cr Forshaw notes that she is a member of the Gregory Landcare Group and is Councils representative.

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10.01.03 Gregory Landcare Accommodation Costs

That Council notes the contents of the Gregory Landcare Accommodation Costs Report; and

That Council redraft the invoice at no cost to the Gregory Landcare Group due to the fact of the engaged contractor was unable to conduct their work at the time organised by the Landcare Group in their submission, as this situation has arisen due the fact the contractor had a short window of opportunity at this time to conduct the weed spraying.

Moved                      Cr Olive  
 Seconded                Cr Murray

Carried 08.110720            4/0

FILE NO: BCS/CommR/S/D/2011

Declaration: Conflict of Interest

The following Councillors declared a conflict of interest, or a perceived conflict of interest, in the following item and remained in the chamber for discussion and decision as they formed more than half of the members present at that time.

- Cr Forshaw      CWA, Gregory District Sport Association Inc, Gregory Downs Jockey Club, SES, Planet Downs Rural Fire Brigade, Gregory P and C
- Cr Camp         CWA, Gregory District Sport Association Inc, Gregory Downs Jockey Club, SES, School of the Air
- Cr Murray       Burketown Barramundi Fishing Organisation

Attendance

Cr Forshaw left the meeting from 10.47am to 10.59am.

10.01.04 Council Donations to Community Organisations for 2011/12 Budget

That Council include the following community donations for 2011/2012:-

ORGANISATION	IN-KIND REQUEST	MONETARY REQUEST	Total Donation Amount 2011/12
Gregory Downs Jockey Club Incorporated	Printing of race books (approx \$600.00)  Rubbish Collection (approx \$700) <b>TOTAL= \$1300.00</b>	<b>\$5000.00</b>	<b>\$6300.00</b>
Gregory District Sporting Association Incorporated	Printing of programmes (approx \$100.00)  Rubbish Collection (approx \$700) <b>TOTAL= \$800.00</b>	<b>\$2500.00</b>	<b>\$3300.00</b>
Gregory Branch QCWA	Rubbish Collection (Approx \$700)  Printing of programmes (approx \$100.00) <b>TOTAL= \$800.00</b>	(Approximately \$600 CWA purchasing two requesting \$600 for the cost of half = \$1200 for the two boards requested) <b>\$600.00</b>	<b>\$1400.00</b>

Gregory SES	Pay for service and maintenance of the SES boat, motor and trailer (Suggested \$5000.00)		
	<b>TOTAL= \$1000.00</b>		<b>\$1000.00</b>
Burketown SES	Maintenance, fuel, Flood boat, trailer, outboard, training, road accident trailer & items (Suggested \$5000.00)		
	<b>TOTAL= \$5000.00</b>		<b>\$5000.00</b>

Moved Cr Murray  
 Seconded Cr Olive

Carried 09.110720 4/0 Councillors Forshaw and Camp declared a conflict of interest in Item 10.01.04 in accordance with the *Local Government Act 2009* s.173(6) remained in the room, voting in the affirmative.

FILE NO: BCS/CommR/S/D/2011

10.01.04 Council Donations to Community Organisations for 2011/12 Budget

That Council include the following community donations for 2011/2012:-

ORGANISATION	IN-KIND REQUEST	MONETARY REQUEST	Total Donation Amount 2011/12
North Queensland Helicopter Rescue Service		\$5000.00	\$5000.00
Gulf Sport and Recreation	Use of the Bus for the transport of ten students to a Hockey camp in Karumba run during Vocational Care.		\$2500.00
	<b>TOTAL = \$2500.00</b>		

Moved Cr Camp  
 Seconded Cr Forshaw

Carried 10.110720 4/0

FILE NO: BCS/CommR/S/D/2011

Attendance

Cr Camp left the meeting at 11.30am.

10.01.04 Council Donations to Community Organisations for 2011/12 Budget

That Council include the following community donations for 2011/2012:-

ORGANISATION	IN-KIND REQUEST	MONETARY REQUEST	Total Donation Amount 2011/12
MISOTA Gregory Minischool	Rubbish Collection (approx \$700)		
	<b>TOTAL= \$700.00</b>		<b>\$700.00</b>

Moved Cr Forshaw  
 Seconded Cr Olive

Carried 11.110720 3/0

FILE NO: BCS/CommR/S/D/2011

Attendance

Cr Camp entered the meeting at 11.31am.

Attendance

Cr Murray left the meeting at 11.31am.

10.01.04 Council Donations to Community Organisations for 2011/12 Budget

That Council include the following community donations for 2011/2012:-

ORGANISATION	IN-KIND REQUEST	MONETARY REQUEST	Total Donation Amount 2011/12
Burketown Barramundi Fishing Organisation Incorporated	Rubbish Collection (Approx \$700)  Printing of programmes (approx \$600.00)		
	<b>TOTAL= \$1300.00</b>	<b>\$5000.00</b>	<b>\$6840.00</b>

Moved Cr Forshaw  
 Seconded Cr Camp

Carried 12.110720 3/0

FILE NO: BCS/CommR/S/D/2011

Attendance

Cr Camp entered the meeting at 11.32am.

Attendance

Cr Forshaw left the meeting at 11.32am.

10.01.04 Council Donations to Community Organisations for 2011/12 Budget

That Council include the following community donations for 2011/2012:-

ORGANISATION	IN-KIND REQUEST	MONETARY REQUEST	Total Donation Amount 2011/12
Gregory School P&C		\$500.00 (school camp) \$250 (fishing comp) \$250 (trivia night)	<b>\$1000.00</b>

Moved Cr Olive  
Seconded Cr Camp

Carried 13.110720 3/0

FILE NO: BCS/CommR/S/D/2011

Attendance

Cr Forshaw entered the meeting at 11.33am.

10.01.04 Council Donations to Community Organisations for 2011/12 Budget

That council allocates \$5000 from the donations budget to be matched by \$5000 from the area promotion for a total of \$10,000 for development and purchase of promotional products for the Shire; and

That a report be brought back to the September meeting for consideration by Council.

Moved Cr Camp  
Seconded Cr Murray

Carried 14.110720 4/0

Attendance

Cr Olive left the meeting from 11.38am to 11.40am.

10.01.05 NDRRA Funding Update

That Council consider the program of the Community Development and Recovery Package Flexible Funding Program be used for emergency shelter services at the airport in conjunction with office upgrade facilities at the Burketown Airport.

Moved Cr Murray  
Seconded Cr Olive

Carried 15.110720 4/0

FILE NO: BCS/EmerM/NDRRA/2011-12

10.02.01 Community Officer Monthly Report

That the Burke Shire Arts N Craft show is to occur on the last weekend of August each year of the event.

Moved Cr Murray  
Seconded Cr Olive

Carried 16.110720 4/0

FILE NO: BCS/CommR/E/TYC and BCS/CommR/E/BSANCS



## 11. Director Engineering Services Reports

### 11.01.01 Director of Engineering Services Monthly Update Report

That Council notes the contents of the Director of Engineering Services July 2011 Monthly Update Report.

Moved                    Cr Murray  
Seconded               Cr Camp

Carried 21.110520       4/0

FILE NO: BCS/G/CM/R/DES

---

### Declaration: Material Personal Interest

Cr Forshaw declared a material personal interest in report 11.01.02 and left the meeting at 1.55pm.

---

### 11.01.02 Resources & Gregory - Camooweal Road Gravel Resheeting Project

That Council endorses the expenditure of up to \$2.3m with Forshaw Contracting in fortnightly instalments as completed works are certified by Council and Department of Main Roads staff.

Moved                    Cr Camp  
Seconded               Cr Olive

Carried 22.110520       3/0

FILE NO: BSC/Roads/Flood Damage

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### Attendance

Cr Forshaw entered the meeting at 2.02pm.

---

### Attendance

Dennis Kerr; Director Engineering Services left the meeting at 2.03pm.

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### Attendance

Darren Foster phoned into the meeting at 2.04pm.

---

## 10. Chief Executive Officers Reports

### 10.02.05 Project Officer Monthly Report – June 2011 Council Meeting

That Council note the contents and receive the Project Officer's Monthly Report for the July 2011 Council Meeting.

Moved                    Cr Forshaw  
Seconded               Cr Murray

Carried 23.110520       4/0

FILE NO: BCS/G/CM/R/PO

---

10.02.04 Project Officer Community Plan Monthly Report – July 2011 Council Meeting

That Council note the contents and receive the Project Officer's Community Plan Monthly Report to the July 2011 Meeting.

Moved            Cr  
Seconded       Cr

Carried 24.110520       4/0

FILE NO: BCS/CommR/Policy/CCP

---

Attendance

Darren Foster left the meeting at 2.37pm.

---

14 Closed session reports

That Council move into closed session to discuss confidential items as stated in the *Local Government (Operations) Regulation 2010* in Chapter 5 Administration, Part 2 Local government meetings and committees, under *Sections 72 (1) (e, g and h)*. Council moved into closed session at 2.40pm.

Moved            Cr Forshaw  
Seconded       Cr Olive

Carried 25.110520       4/0

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Attendance

Cr Annie Clarke left the meeting at 2.55pm.

---

Declaration: Material Personal Interest

Cr Forshaw declared a material personal interest in report 14.05 and left the meeting at 2.55pm.

---

Move into Open Session

That the meeting resume in open session to consider recommendations arising out of the closed session. Council resumed open session at 3.14pm.

Moved            Cr Olive  
Seconded       Cr Camp

Carried 26.110520       3/0

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14.05 Material Change of Use Application

That Council issue a Development Permit for the Material Change of Use Application for Extraction (Quarry Extension) on land described as Part of Lot 2984 on PH 1906, Parish of Temmum and Tekum, being part of Mellish Park Station, Gregory Downs known as Horse Creek Quarry, as shown on the Queensland Government Plan – SP 20020851 – Operational Area (attached): GPS Positions;

Peg 1	54 K 310480 7911540
Peg 2	54 K 310519 7911388
Peg 3	54 K 310663 7910965
Peg 4	54 K 310752 7911752
Peg 5	54 K 310859 7911167
Peg 6	54 K 311085 7911227,

subject to the following conditions:

1. The operation of the quarry is required to comply with a current Sales Permit issued by the Queensland Government.
2. The operation of the quarry is required to comply with a current Quarry Management Plan signed between the quarry operator and the Queensland Government.
3. The operation of the quarry is required to comply with current Department of Primary Industry (now part of the Department of Employment, Economic Development and Innovation) Permit/s.
4. Operation of the quarry is required to be undertaken in accordance with a current Environmentally Relevant Activity (ERA) 16 – Licence/Permit issued by the Department of Environment and Resource Management.
5. Any advertising devices required in association with the quarry are required to comply with the Advertising Devices Code in the Burke Shire Planning Scheme, in terms of size and location.
6. Access to the quarry on Mellish Park Station is to be kept in good condition and regularly maintained to allow efficient and safe access to the quarry site at all times by both heavy vehicles and conventional vehicles.
7. Access to Gregory Downs Camooweal Road from the site is to be kept in good condition and regularly maintained to allow efficient and safe access to and from the site of the quarry via the public road at all times by both heavy vehicles and conventional vehicles.
8. Should the quarry operations cease, the site of the quarry is to be remediated to its original state prior to quarry operations ceasing, including the removal of any buildings or equipment associated with the operation of the quarry.

Moved            Cr Camp  
 Seconded       Cr Olive

Carried 27.110520      3/0

FILE NO: BCS/DA/DA2011-05

Attendance

Cr Tracy Forshaw entered the meeting at 3.15pm.

14.01 Damages Claim information request

That Council accepts the Damages Claim update report as presented.

Moved            Cr Olive  
 Seconded       Cr Forshaw

Carried 28.110520     4/0

FILE NO: BCS/HR/WC/BJ

14.02 Ergon Energy Trustee Lease Update

That Council accepts the Statutory Declaration as presented and gives permission for Ergon Energy to precede for the removal of the existing ground water tanks and shed at the front of the site, and the preparation of the site earthworks at Lot 19 on CP B13620 Anthony Street Burketown.

Moved            Cr Murray  
 Seconded       Cr Olive

Carried 29.110520     4/0

FILE NO: BCS/CP/Lease/PL/Ergon

14.03 Leasing of Land in Burke Shire

That Council advertises an Expression of Interest to those who would be interested in Leasing Lot 46 Musgrave Street Burketown subject to the following conditions:

- ⇒ an initial lease period of five years with an option for a further period of five years to apply and the renewal of this to be reassessed at the expiration of this period;
- ⇒ an annual rent of '\$TBA in EOI application' (incl. GST), with the increase in rent tied to the CPI;
- ⇒ rates and outgoings to be the lessee's responsibility;
- ⇒ costs associated with the preparation of the lease to be met by the lessee;
- ⇒ all development must be approved in accordance with the relevant State Government legislation and Council requirements;
- ⇒ ownership of improvements reverts to Council at the end of the lease unless Council determines otherwise;
- ⇒ the lease is provided for the purposes of a '*TBA in EOI application*' area however in the event that this development is not approved or does not proceed then the lease ceases; and
- ⇒ the block is to be cleaned up at the end of the lease as determined by Council.

Moved            Cr Forshaw  
 Seconded       Cr Camp

Carried 30.110520     4/0

FILE NO: BCS/CP/Lease/PL

#### 14.04 Native Title Update

That Council notes the contents of the Native Title Update Report.

Moved            Cr Camp  
Seconded       Cr Forshaw

Carried 31.110520     4/0

FILE NO: BCS/NT/QUD 84 and BCS/NT/QUD6022

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#### Attendance

Cr Olive left the meeting at 3.17pm.

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#### Attendance

Deborah Glyde; Finance Manager entered the meeting at 3.18pm.

---

#### Attendance

Cr Olive entered the meeting at 3.20pm.

---

## 12. Finance Manager Reports

### 12.01.01 Finance Manager Monthly Update Report

That Council notes the contents of the Finance Managers June 2011 Monthly Update Report.

Moved            Cr Olive  
Seconded       Cr Forshaw

Carried 32.110520     4/0

FILE NO: BCS/G/CM/R/FM

---

### 12.01.02 Advertising Policy

Council adopts the Advertising Policy for 2011-12 financial years.

Moved            Cr Murray  
Seconded       Cr Forshaw

Carried 33.110520     4/0

FILE NO: BCS/P&P/Policy

---

### 12.01.03 Borrowing Policy

Council adopts the Borrowing Policy for 2011-12 financial years.

Moved            Cr Camp  
Seconded       Cr Olive

Carried 34.110520     4/0

FILE NO: BCS/P&P/Policy

---

12.01.04 Fees and Charges 2011-12

Council adopts the fees and charges for 2011-12 financial years.

Moved            Cr Forshaw  
Seconded       Cr Olive

Carried 35.110520     4/0

FILE NO: BCS/FM/F&C

---

12.01.05 Grants to Community Organisations Policy

Council adopts the Grants to Community Organisations Policy for 2011-12 financial years.

Moved            Cr Murray  
Seconded       Cr Forshaw

Carried 36.110520     4/0

FILE NO: BCS/P&P/Policy

---

12.01.06 Investment Policy

Council adopts the Investment Policy for 2011-12 financial years.

Moved            Cr Camp  
Seconded       Cr Forshaw

Carried 37.110520     4/0

FILE NO: BCS/P&P/Policy

---

12.01.07 Purchasing Policy

Council adopts the Purchasing Policy for 2011-12 financial years.

Moved            Cr Murray  
Seconded       Cr Forshaw

Carried 38.110520     4/0

FILE NO: BCS/P&P/Policy

---

12.01.08 Revenue Policy

Council adopts the Revenue Policy for 2011-12 financial years.

Moved            Cr Forshaw  
Seconded       Cr Camp

Carried 39.110520     4/0

FILE NO: BCS/P&P/Policy

---

12.01.09 Revised Budget Information

That Council notes the contents of the Finance Managers Revised Budget Information Update Report.

Moved            Cr Olive  
Seconded       Cr Forshaw

Carried 40.110520     4/0

FILE NO: BCS/P&P/Policy

---

#### 12.01.10 Business Software Replacement and Support Tender

Council defers the tender process and the CEO write and advise Civica of Councils intentions and concerns.

Moved            Cr Camp  
Seconded       Cr Murray

Carried 41.110520     4/0

FILE NO: BCS/TAQ/2011/11-06

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#### 12.01.11 Entertainment and Hospitality Policy

Council adopts the Entertainment and Hospitality Policy for 2011-12 financial years.

Moved            Cr Forshaw  
Seconded       Cr Olive

Carried 42.110520     4/0

FILE NO: BCS/P&P/Policy

---

#### 12.02.01 Payroll HR Monthly Update Report

That Council notes the contents of the Payroll HR Officer July 2011 Monthly Update Report.

Moved            Cr Murray  
Seconded       Cr Forshaw

Carried 43.110520     4/0

FILE NO: BCS/G/CM/R/PHR

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### 13 Consideration of committee recommendations

That Council notes that no consideration of committee recommendations were received.

Moved:            Cr Forshaw  
Seconded:       Cr Murray

Carried 44.110520     4/0

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#### Attendance

Debbie Glyde; Finance Manager left the meeting at 4.41pm.

---

### 15 New business of an urgent nature admitted by Council

#### 15.01 Closed Road Access – Joy Arnold

That the CEO write to Joy Arnold advising the Council is still awaiting the confirmation of the documentation supplied by DERM. Council is looking for agreeable reconciliation on this issue.

Moved:            Cr Camp  
Seconded:       Cr Forshaw

Carried 45.110520     4/0

FILE NO: BCS/PF/00113-00000-000

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### 15.02 Camping Gregory

That Council erect signs stating 'no campervans or caravans past this point' at the eastern and western access to the old Gregory river bridge.

Moved: Cr Murray  
Seconded: Cr Olive

Carried 46.110520 4/0

---

### 16. Deputations and presentation scheduled for meeting

That Council notes the presentation to the Burke Shire Local Disaster Management Group by Joint Operational Support Service (JOSS) CAPT - David Lowe and WO2 - Robert Chandler, EMQ; Counter Disaster & Rescue Service; Area Director - Elliott Dunn and Mount Isa Police; OPSO DDMG - Cameron Barwick.

Moved: Cr Forshaw  
Seconded: Cr Olive

Carried 47.110520 4/0

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### 17. Closure of Meeting

The Chair declared the Meeting closed at 5.13pm.

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I hereby certify that these pages numbered 1 to 17 - constitute the Confirmed minutes of the Council Meeting of Burke Shire Council held on Wednesday 20 July 2011.

.....  
**DEPUTY MAYOR**