



*Unconfirmed Minutes  
Burke Shire Council Ordinary General Meeting  
Wednesday 21<sup>st</sup> September 2011  
9.00am Council Chamber*

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01. Opening of Meeting

The Chair declared the Meeting open at 9.06am.

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02. Present

Cr Annie Clarke, Mayor - Chair  
Cr Ernie Camp, Deputy Mayor  
Cr Tracy Forshaw  
Cr Bill Olive  
Cr Tonya Murray – advised she would be delayed

Gary Letts, Chief Executive Officer  
Deborah Prosperus, Regional Partnership Officer (Minutes)

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03. Prayer

Cr Clarke 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 was received.

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05. Confirmation of Minutes of Previous Meeting(s)

05.01 General Meeting Wednesday 17<sup>th</sup> August 2011

That the Minutes of the General Meeting of Council held on Wednesday 17th August 2011 as presented be confirmed by Council.

Moved: Cr Forshaw  
Seconded: Cr Olive

Carried 01.110921 4/0

FILE: BCS/G/CM/Minutes

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06. Condolences

Council noted the passing of Gilbert Rex, expressed their condolences to the Family.

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Attendance

Cr Clarke left the meeting at 9.07am.

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08. Councillor Reports

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

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## 10. Chief Executive Officers Reports

### 10.01.01 Chief Executive Officer Monthly Update Report

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

Moved            Cr Forshaw  
Seconded       Cr Olive

Carried 02.110921            3/0

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

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### 10.01.03 50:50 Vision – Councils for Gender Equality Program

That Council wishes to participate in the 50:50 Vision program over the next 10 years and apply through the appropriate website.

Moved            Cr Olive  
Seconded       Cr Forshaw

Carried 03.110921            3/0

FILE NO: BCS/G/Councillors/PD

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### 10.01.04 MOA State Emergency Service

That Council notes the contents of the Memorandum of Agreement between The Department of Community Safety (acting through Emergency Management Queensland) and Burke Shire Council.

Moved            Cr Camp  
Seconded       Cr Forshaw

Carried 04.110921            3/0

FILE NO: BCS/EM/SES

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## Attendance

Cr Clarke entered the meeting at 9.34am.

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### 10.01.05 Proposed Marine Reserves for Gulf of Carpentaria

- a) That Council in conjunction with our neighbouring Shires submits an objection to the new legislation Marine Bioregional Plan through GSD to lodge a submission.
- b) That letters of support for the Karumba fishing Association to their submission
- c) That Council contacts the Burketown Barramundi Fishing Organisation urgently to inform them of the new legislation.
- d) That Council contacts Mount Isa Restocking Association urgently to inform them of the new legislation.

Moved            Cr Forshaw  
Seconded       Cr Olive

Carried 05.110921            4/0

FILE NO: BCS/EM/NMP

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#### 10.01.05 Proposed Marine Reserves for Gulf of Carpentaria

That the CEO contact Dr Kiessling, Director Tropical North Marine Conservation for her advice on the consultation session scheduled for Burke Shire in relation to the Marine Bioregional Plan, as stakeholders in our Shire have failed to be advised and consulted.

Moved  
Seconded      Cr Camp

Cr Clarke

Carried 06.110921      4/0

FILE NO: BCS/EM/NMP

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#### 10.01.06 Upcoming Meetings

That Council endorses the attendance by Council elected representative to attend the MITEZ meeting in Mount Isa on 7<sup>th</sup> October 2011; and

That Council endorses the attendance by a Councillor to attend the SEGRA 2011 conference in Geelong on 24th October 2011; and

That Council endorses not to send anyone to the Key Performance Indicator seminar.

That Council endorses the attendance by Cr Clarke to attend the Climate Change Conference at the Gold Coast on the 7th October 2011.

Moved              Cr Forshaw  
Seconded          Cr Olive

Carried 07.110921      4/0

FILE NO: BCS/G/Councillors/UM

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**MITEZ Meeting** – The next MITEZ meeting is on the 7th October 2011, Cr Annie Clarke is unable to attend, due to being at the LGAQ Conference.

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#### 10.02.01 Home and Community Care Monthly Update Report

- a) That Council notes the contents of the Home and Community Care Team Leader Officers September 2011 Monthly Update Report.
- b) That letters of thanks be sent to Col Baker (Bus driving), Pam De Joux, Jenny Letts for their contribution to a successful Drivers Reunion Trip
- c) That a letter of congratulations is sent to George Watson congratulating him on his induction into the Drivers Hall of Fame.

Moved              Cr Clarke  
Seconded          Cr Forshaw

Carried 08.110921      4/0

FILE NO: BCS/CommS/HACC/CR

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#### Adjournment

That Council adjourns the proceedings of standing orders at 10.30am for morning tea.

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#### Resume Proceedings

That Council resumes proceedings of standing orders at 11.10am.

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## Attendance

That Cr Murray entered the chambers at 11.10am.

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### 10.02.02 Community Officer Monthly Council Report

- a) That Council notes the contents of the Community Officers September 2011 Monthly Update Report.
- b) That letters of thanks be sent to those involved in the successful running of the Seniors Day and that a note be sent to the schools remarking on the excellent behaviour of the children.

Moved            Cr Clarke  
Seconded       Cr Forshaw

Carried 09.110921      5/0

FILE NO: BCS/G/CM/CO

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### 10.02.03 Community Plan Council Report

That Council notes the contents of the Regional Partnerships Officers September 2011 Community Plan Monthly Update Report.

Moved            Cr Murray  
Seconded                Cr Camp

Carried 10.110921      5/0

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

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### 10.02.04 Burke Shire Council Cemeteries Project Report

That Council notes the contents of the Regional Partnerships Officers September 2011 Cemeteries Update Report.

Moved            Cr Murray  
Seconded       Cr Camp

Carried 11.110921      5/0

FILE NO: BCS/ED/BSCCP

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### 10.02.05 Regional Partnerships Officer Monthly Report

- a) That Council notes the contents of the Regional Partnerships Officers September 2011 Monthly Update Report.
- b) That Council invite Savannah Way Ltd CEO; Russell Boswell to attend a pre-council meeting or a council meeting to discuss the organisation and benefits of upgrading of membership.

Moved            Cr Murray  
Seconded       Cr Camp

Carried 12.110921      5/0

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

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## Attendance

Cr Clarke left the meeting at 12.23pm.

## Attendance

Cr Clarke entered the meeting at 12.25pm. (not resuming chair)

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### 10.02.06 Burke Shire Local Government Draft Pest Management Plan 2011-2015

- a) That Council notes the contents of the Ranger/WHSO Officers September 2011 Monthly Update Report.
- b) That Council adopts the Burke Shire Local Government Pest Management Plan 2011-2015 for Ministerial approval

Moved                      Cr Camp  
Seconded                Cr Olive

Carried 13.110921      5/0

FILE NO: BCS/EnvirM/PM/P

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## Adjournment

That Council adjourns the proceedings of standing orders at 12.45pm.

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## Resume Proceedings

That Council resumes the proceedings of standing orders with all present at 1.46pm.

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

### 09.01 Notices of Motion

#### 09.01.01 Constitutional Recognition for Local Government

- a) That Burke Shire Council calls on the Federal Government to:
  - Recognise the successful delivery of the Roads to Recovery Program by local government since 2000; and
  - Continue the Roads to Recovery Program on a permanent basis to assist local government meet its responsibilities of providing access for its communities; and
  - Continue the Roads to Recovery Program with the current administrative arrangements; and
  - Provide an increase level of funding under a future Roads to Recovery Program that recognises the shortfall of funding on local roads of \$1.2 billion annually.
- b) That letters be sent to Bob Katter Independent Member for Kennedy, the Prime Minister Julia Gillard, the Minister for Infrastructure and Transport, Leader of the Opposition and Opposition Transport Spokesman.

Moved:                      Cr Olive  
Seconded:                Cr Murray

Carried 14.110921      5/0

FILE NO: BCS/Roads/RTR

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#### 09.01.02 Support Speaker

That Burke Shire Council write to all relevant schools with a copy of the Brave hearts letter advising of 'Do the White Thing' Campaign for child protection program.

Moved            Cr Forshaw  
Seconded       Cr Murray

Carried 15.110921     5/0

FILE NO: BCS/Comms/Cha

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#### 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) ( f, h)*.

- (f) Starting or defending legal proceedings involving it; or
- (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.

Council moved into closed session at 2.10pm.

Moved            Cr Forshaw  
Seconded       Cr Olive

Carried 16.110921     5/0

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#### Attendance

Deborah Prosperus left the meeting at 2.10pm.

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#### 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 5.00pm.

Moved            Cr Camp  
Seconded       Cr Olive

Carried 17.110921     5/0

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#### Adjournment

Meeting adjourned at 5.05pm to recommence on Thursday 22nd September 2011

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## *Council Ordinary Meeting Continuation Thursday 22nd September 2011*

### 01 Opening of Meeting

The Mayor welcomed members and declared the meeting open at 2.15pm.

### 02 Record of Attendance

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

Officers       Gary Letts, Chief Executive Officer  
                 Deborah Prosperus; Regional Partnership Officer (Minutes)

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### 14 Closed session reports

#### 14.04 Acquisition of Land

That Council directs the CEO to progress the application for the acquisition of Lot 17 on SP24091.

Moved            Cr Forshaw  
Seconded       Cr Olive

Carried 18.110921      5/0

FILE NO: Confidential

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#### Declaration: Material Personal Interest

Cr Olive declared a material personal interest in report 14.01 and left the meeting at 2.25pm.

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#### 14.01 Application for Renewal of Pastoral Holding

That Council have no objection to renewal of Lot 2 on SP217472 for the proposed use of land for grazing.

Moved            Cr Murray  
Seconded       Cr Clarke

Carried 19.110921      4/0

FILE NO: PF/00400-00000-000

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#### Attendance

Cr Bill Olive entered meeting at 2.28pm.

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#### 14.02 Application for renewal of Special Lease

That Council have no objections to the renewal of special lease number 52375 described as Lot 17 on B13610 Parish of Burke. Item 14.02

Moved            Cr Forshaw  
Seconded       Cr Olive

Carried 20.110921      5/0

FILE NO: PF/168-30000-000

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#### 14.03 Staff Matters

That Council direct the CEO to obtain a second legal opinion from our accountants WHK and legal advice from King and Co re: staff matters.

Moved            Cr Murray  
Seconded       Cr Forshaw

Carried 21.110921      5/0

FILE NO: Confidential

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

#### 15.01 Local Government Elections Postal Voting

That Council directs the CEO to write to the Minister of Local Government and Planning to obtain advice on the 2012 Local Elections, requesting that the Council have a combination of Ballot and Postal Voting for this 2012 Election.

Moved            Cr Clarke  
Seconded       Cr Murray

Carried 22.110921      5/0

FILE NO: BCS/G/Elections

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#### Attendance

Cr Clarke left the meeting from 2.40pm to 2.43pm.

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### 10. Chief Executive Officers Reports

#### 10.01.02 Council Housing and Land

That Council directs the CEO to seek tenders for the following:

- a Two bedroom duplex and
- a 3 bedroom house

with high and low set options as per submitted specifications for delivery prior to December 2011.

Moved            Cr Murray  
Seconded       Cr Clarke

Carried 23.110921      5/0

FILE NO: BCS/CP/SH/NH

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#### 10.01.02 Council Housing and Land

That Council directs the CEO in conjunction with the Finance Manager to seek information for Councils capacity to manage suitable house/land packages.

Moved            Cr Murray  
Seconded       Cr Olive

Carried 24.110921     5/0

FILE NO: BCS/CP/SH/NH

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#### 10.01.02 Council Housing and Land

That Council directs the CEO to identify the availability of suitable residential blocks of land at Gregory and Burketown and prepare them for sale.

Moved            Cr Forshaw  
Seconded       Cr Murray

Carried 25.110921     5/0

FILE NO: BCS/CP/SH/NH

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#### Attendance

Dennis Kerr; Director of Engineering Services entered the meeting at 3.10pm.

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### 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 September 2011 Monthly Update Report.

Moved            Cr Camp  
Seconded       Cr Murray

Carried 26.110921     5/0

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

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#### Attendance

Cr Murray left the meeting from 3.10pm to 3.12pm.

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#### Adjournment

That Council adjourn the proceedings of standing orders at 3.13pm to inform the Director of Engineering Services of the visit and discussions with the Major-General Dick Wilson of the Reconstruction Authority in relation to flood matters.

Moved            Cr Forshaw  
Seconded       Cr Clarke

Carried 27.110921     5/0

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## Resume Proceedings

That Council resume proceedings of standing orders at 3.15pm.

Moved            Cr Camp  
Seconded       Cr Clarke

Carried 28.110921     5/0

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## Attendance

Cr Murray left the meeting from 3.23pm to 3.31pm.

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## Attendance

Cr Murray left the meeting from 3.49pm to 3.51pm

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### 11.02.01 Street lighting requirements

That Council instructs CEO to enter into discussions with Ergon regarding the needs analysis of lighting requirements in Burketown and audit the existing street lighting.

Moved            Cr Murray  
Seconded       Cr Forshaw

Carried 29.110921     5/0

FILE NO: BCS/Roads/BS

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### 11.02.02 Burketown Kindergarten Sewerage Installation

That Council instructs CEO to enter into discussions with the Burketown Kindergarten regarding the intended sewerage instillation

Moved            Cr Camp  
Seconded       Cr Olive

Carried 30.110921     5/0

FILE NO: BCS/CommS/SP/BK

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### 11.02.03 Baiting in Burke Shire

That Council directs the CEO to contact all properties in the Shire requesting them to notify Council of their intention to bait so that the public can be notified through the Council distribution list.

Moved            Cr Murray  
Seconded       Cr Olive

Carried 31.110921     5/0

FILE NO: BCS/Envim/PM/B

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### 11.02.04 Generators for Gregory Water Treatment Plant

That Council permits the acquisition of the two Hino generators for the Gregory Water Treatment Plant. Plant Items 517 and 518.

Moved            Cr Camp  
Seconded       Cr Clarke

Carried 32.110921     5/0

FILE NO: BCS/WM/GW/WTP

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### 11.01.02 Digital Television Report

1. That Council resolves to upgrade to digital the Self Help Retransmission Facility in Burketown in a 3 phase program costing approximately \$17,200 per phase plus a license fee of \$3,750; and
2. That Council investigate the retransmission costs for Gregory, and
3. That Council looks into the subsidies for rural properties.

Moved Cr Clarke  
Seconded Cr Forshaw

Carried 33.110921 5/0

FILE NO: BCS/T/TTF/U

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### Declaration: Material Personal Interest

Cr Forshaw declared a material personal interest; or a perceived conflict of interest in report 11.01.03 and left the meeting at 5.00pm.

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### 11.01.03 T11-18 Floodways Tender Assessment Gregory Lawn Hill Road and Floraville Road

That Council endorse; Councils Consulting & Technical Officers undertake the project management of Civil Works referred to in Tender T11-17 and T11-18 with the works being executed on submitted hourly rates with the lowest tenderers for each tender, or, the sub subsequent lowest ranked tender, and each project have a maximum expenditure equivalent to the approved budgeted funding allocated to the project.

Moved Cr Olive  
Seconded Cr Camp

Carried 34.110921 4/0

FILE NO: BCS/TAQ/2011/11-18

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### Attendance

Cr Forshaw entered the meeting at 5.15pm.

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### Declaration: Material Personal Interest

Cr Forshaw declared a material personal interest; or a perceived conflict of interest in report 11.01.04 and left the meeting at 5.17pm.

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### 11.01.04 T11-19 Bitumen Sealing Program Tenders Assessment Report

That Council endorses; the Reseal, New Sealing, and Restoration Sealing Program as detailed including the recommend Tender of Sunstate Group QLD for a "Bitumen Full Service" application at a total cost up to \$1.727m

Moved Cr Clarke  
Seconded Cr Olive

Carried 35.110921 4/0

FILE NO: BCS/TAQ/2011/11-19

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### Attendance

Cr Forshaw entered the meeting at 5.20pm.

Cr Murray left chambers at 5.20pm

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#### 11.01.05 Stabilising Full Service and Rotary Mixer Reclaimer Hire Report

That Council endorses; the use by way of resource sharing with RoadTek, the Ausroads Stabilisers and associated machinery to make a full service crew while in the equipment is in the Shire up to \$2,000,000.

Moved Cr Olive  
Seconded Cr Camp

Carried 36.110921 4/0

FILE NO: BCS/EmergM/NDRRA/2010

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### Attendance

Cr Murray entered chambers at 5.30pm.

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#### Declaration: Material Personal Interest

Cr Forshaw declared a material personal interest; or a perceived conflict of interest in report 11.01.06 and left the meeting at 5.35pm.

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#### 11.01.06 T11-20 Tender Aerodrome Lighting Restoration Project Preliminary Advice Report

That council delegates the authority to the CEO and Mayor to decide on the appropriate tenderers to the Tender T11-20 for the contract to install the Burketown Runway and Taxiway lighting restoration and to report to councils October meeting for endorsement.

Moved Cr Murray  
Seconded Cr Olive

Carried 37.110921 4/0

FILE NO: BCS/TAQ/2011/11-20

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### Attendance

Deborah Glyde; Finance Manager entered chambers at 5.35pm.

Cr Forshaw entered the meeting at 5.41pm.

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#### Declaration: Material Personal Interest

Cr Forshaw declared a material personal interest; or a perceived conflict of interest in relation to Job 6801 and left the meeting at 5.42pm.

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### Attendance

Deborah Prosperus; Regional Partnership Officer left the chambers at 5.42pm.

Dennis Kerr; Director of Engineering Services left the chambers at 5.59pm.

Cr Forshaw and Deborah Prosperus entered the chambers at 6.00pm

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## 12. Finance Manager Reports

### 12.01.01 Finance Manager Monthly Update Report

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

Moved            Cr Camp  
Seconded       Cr Murray

Carried 38.110921     5/0

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

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### 12.01.02 Councillors Expenses Reimbursement Policy

Council adopts Version 3 of the Councillor Expenses Reimbursement Policy as per section 45 of the Local Government (Operations) Regulations 2010.

Moved            Cr Forshaw  
Seconded       Cr Murray

Carried 39.110921     5/0

FILE NO: BCS/PAP/Policy

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### 12.01.03 Draft General Purpose Financial Statements

Council receives the draft General Purpose Financial Statements as per section 161 of the Local Government (Finance, Plans and Reporting) Regulation 2010 that will be presented to the auditor-general for auditing.

Moved            Cr Clarke  
Seconded       Cr Forshaw

Carried 40.110921     5/0

FILE NO: BCS/FM/FR/AFR

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### 12.02.01 Payroll HR Monthly Update Report

That Council notes the contents of the Payroll and HR Officers September 2011 Monthly Update Report.

Moved            Cr Camp  
Seconded       Cr Forshaw

Carried 41.110921     5/0

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.

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## 16. Deputations and presentation scheduled for meeting

Council notes that no deputations or presentations were scheduled for this meeting.

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## 17. Closure of Meeting

The Chair declared the Meeting closed at 6.20pm.

The next Ordinary Meeting of Burke Shire Council is Wednesday 19<sup>th</sup> October 2011.

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