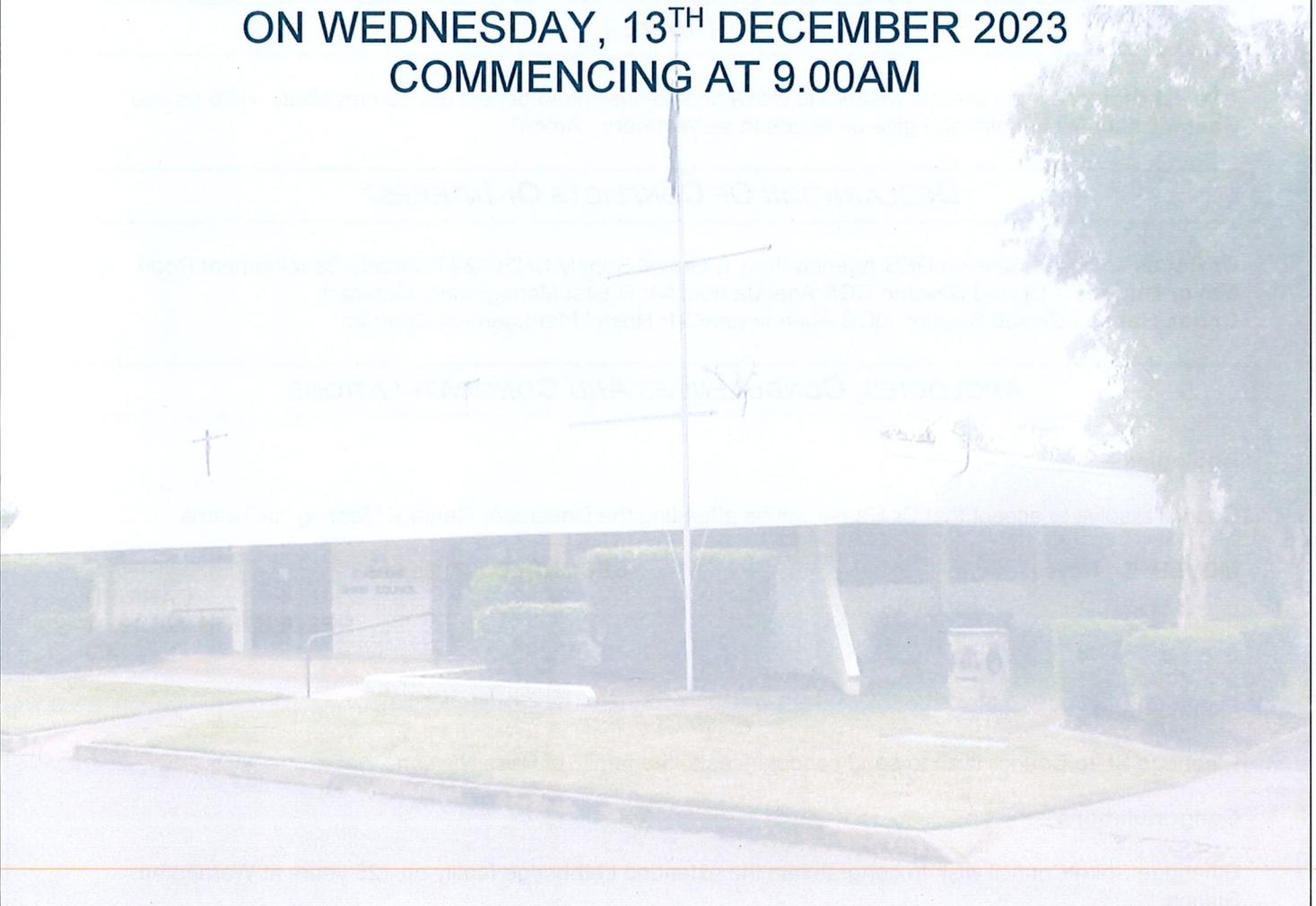




# Etheridge Shire Council

## CONFIRMED MINUTES

GENERAL MEETING OF  
ETHERIDGE SHIRE COUNCIL  
HELD AT COUNCIL CHAMBERS, GEORGETOWN  
ON WEDNESDAY, 13<sup>TH</sup> DECEMBER 2023  
COMMENCING AT 9.00AM



**ETHERIDGE SHIRE COUNCIL  
MINUTES OF THE GENERAL MEETING  
HELD AT COUNCIL CHAMBERS, GEORGETOWN  
ON WEDNESDAY 13<sup>TH</sup> DECEMBER 2023  
COMMENCING AT 9.00AM**

**ATTENDANCE**

Cr. Barry Hughes  
Cr. Laurell Royes  
Cr. Joe Haase (via Teams)  
Cr. Tony Gallagher  
Cr. Cameron Barnes

**OFFICERS PRESENT**

Mr. Ken Timms, Chief Executive Officer  
Mrs. Renee Bester, Executive Assistant

The Chair declared the meeting open at 9.04 am and welcomed all in attendance.

***ACKNOWLEDGEMENT TO COUNTRY***

"We would like to acknowledge the traditional owners of this land and pay our respects to the Elders past, present and future for they hold the history, cultural practice, and traditions, of their people."

***PRAYER***

"We ask that today you give us wisdom to make good decisions to benefit our communities. Help us see what will benefit our shire and give us hearts to serve others. Amen".

***DECLARATION OF CONFLICTS OF INTEREST***

**Cr Royes** – Closed Session DES Agenda Item 1: Gravel Supply CN20929 Kennedy Development Road  
**Mayor Hughes** – Closed Session DCS Agenda Item #1: Hostel Management Contract  
**Cr Joe Haase** - Closed Session DCS Agenda Item #1: Hostel Management Contract

***APOLOGIES, CONDOLENCES AND CONGRATULATIONS***

**Apologies –**

Council resolve to accept that Cr Haase will be attending the December General Meeting via Teams.

**MOVED:** Cr. Royes

**SECONDED:** Cr. Barnes

**CARRIED  
RESOLUTION #23.12.01  
4/0**

**Condolences –**

Etheridge Shire Council wish to send condolences to the family of Ross Nielsen.

**Congratulations –**

Etheridge Shire Council wish to congratulate the extended Lethbridge family on 125 years at Werrington Station.

**CONSIDERATION OF MINUTES**

**General Meeting Minutes – Wednesday 15<sup>th</sup> November 2023**

Corrections:

- Nil

**RESOLUTION:**

That the Minutes of the General Council Meeting held at Georgetown on Wednesday 15<sup>th</sup> November 2023 be confirmed.

**MOVED:** Cr. Royes

**SECONDED:** Cr. Hughes

**CARRIED  
RESOLUTION #23.12.02  
5/0**

**BUSINESS ARISING FROM GENERAL MINUTES**

**Cr Royes**

- #23.11.24 – Changed to Director of Engineering Services. Currently being considered
- #23.11.25 – Being considered. Part of CEO report
- #23.07.21 – Sandy Creek block of land. CEO delegated to negotiate. Currently looking for a new solution.
- #23.01.9 – Completed in the report under DES

**Cr Gallagher**

- #23.08.21 – Was there any road name suggestions that received considerable favour during the survey.
- #23.08.13 - Snap Send Solve update including notifications back to the end user

**Cr Barns**

- #23.11.22 – To be considered under the 2024/25 budget

**CONSIDERATION OF OPEN SESSION REPORTS**

**RESOLUTION**

That Council go into closed session at 9.25 am to discuss (b) industrial matters affecting employees under section 254J of the Local Government Regulation 2012 which states that:

- (1) A local government may resolve that all or part of a meeting of the local government be closed to the public.
- (2) A committee of a local government may resolve that all or part of a meeting of the committee be closed to the public.
- (3) However, a local government or a committee of a local government may make a resolution about a local government meeting under subsection (1) or (2) only if its Councillors or members consider it necessary to close the meeting to discuss the sale of land.

**MOVED:** Cr. Barnes

**SECONDED:** Cr. Gallagher

**CARRIED**  
**RESOLUTION #23.12.03**  
**5/0**

**ATTENDANCE**

Ken Timms (CEO) & Renee Bester (Executive Assistant) left the meeting room at 9.26am.

**RESOLUTION**

Council resolved to come out of closed session at 9.44am.

**MOVED:** Cr. Royes

**SECONDED:** Cr. Barnes

**CARRIED**  
**RESOLUTION #23.12.04**  
**5/0**

**ATTENDANCE**

Renee Bester returned to the meeting room at 9.46am.

**RESOLUTION**

Council resolve to receive the letter from Director of Corporate Services and note the contents therein.

**MOVED:** Cr. Royes

**SECONDED:** Cr. Hughes

**CARRIED**  
**RESOLUTION #23.12.05**  
**5/0**

**ATTENDANCE**

Ken Timms returned to the meeting room at 9.48 am.

**Director Corporate Services**

**1. Briefing Report**

**RESOLUTION**

That Council acknowledges and receives the Director of Corporate Services' Briefing Report.

**MOVED:** Cr. Gallagher

**SECONDED:** Cr. Royes

**CARRIED**  
**RESOLUTION #23.12.06**  
**5/0**

**ADJOURNMENT**

Council adjourned the meeting for Morning Tea at 10.00am.

**RESUMPTION**

Council resumed the meeting at 10.24am.

**2. Financial Performance (Actual vs. Budget) for the period 1 July 2022 to 30<sup>th</sup> November 2023**

EXECUTIVE SUMMARY

Section 204 of the Local Government Regulation 2012 requires the Chief Executive Officer to present a Financial Report of its accounts to the Local Government at least monthly.

RESOLUTION

That Council pursuant Section 204 of the *Local Government Regulation 2012*, resolve to adopt the monthly Financial Report the period ending 30<sup>th</sup> November 2023, as presented.

**MOVED:** Cr. Hughes

**SECONDED:** Cr. Royes

**CARRIED**  
**RESOLUTION #23.12.07**  
5/0

**3. Audit Committee Meeting Minutes – 10<sup>th</sup> November 2023**

EXECUTIVE SUMMARY

In February 2022, Council reconstituted an Audit Committee.

The Audit Committee met on the 10th November 2023 to receive and consider Council's Annual General Purpose Financial Statements. A copy of the Minutes of the Audit Committee meeting is presented for Council's consideration.

RESOLUTION

That Council receive the minutes of the Audit Committee Meeting held 10th November 2023, and note the contents therein.

**MOVED:** Cr. Barnes

**SECONDED:** Cr. Royes

**CARRIED**  
**RESOLUTION #23.12.08**  
5/0

**4. 2022-23 Annual General Purpose Financial Statements**

EXECUTIVE SUMMARY

Following the presentation and reception of the final draft 2022/23 Annual General Purpose Financial Statements at the Audit Committee held 10<sup>th</sup> November 2023, I am delighted to report that the Queensland Audit Office has certified Council's Financial Statements and issued an unqualified audit opinion: that the statements give a true and fair view of Council's financial position as at 30<sup>th</sup> June 2023 and complies with the Local Government Regulation 2012 and Australian Accounting Standards.

RESOLUTION

That Council note QAO's certification of Council's 2022/23 Annual General Purpose Financial Statements and Management's Response.

**MOVED:** Cr. Hughes

**SECONDED:** Cr. Gallagher

**CARRIED**  
**RESOLUTION #23.12.09**  
5/0

## **5. 2022-23 Annual Report**

### EXECUTIVE SUMMARY

Pursuant to s182 of the Local Government Regulation 2012, Council must prepare an Annual Report for each financial year.

The draft 2022/23 Annual Report is presented for Council's adoption.

### RESOLUTION

That Council resolve to:

- adopt the 2022/23 Annual Report as presented, in accordance with s182 of the Local Government Regulation 2012,
- extend their thanks Etheridge Shire Council staff for the preparation of the Annual Report.

**MOVED:** Cr. Gallagher

**SECONDED:** Cr. Royes

**CARRIED**  
**RESOLUTION #23.12.10**  
**5/0**

## **6. Adoption of Little Gems Medical Conditions Policy**

### EXECUTIVE SUMMARY

A new Medical Conditions Policy has been created in order to comply with the requirements of the Education and Care Services National Regulations.

### RESOLUTION

That Council approve and adopt the new Medical Conditions Policy for Little Gems Children's Centre.

**MOVED:** Cr. Royes

**SECONDED:** Cr. Barnes

**CARRIED**  
**RESOLUTION #23.12.11**  
**5/0**

## **CONSIDERATION OF CLOSED SESSION REPORTS**

### **Director Of Corporate Services**

## **7. Hostel Management Contract**

### RESOLUTION

That Council go into closed session at 10.53am to discuss (g) negotiations relating to a commercial matter involving the local government for which a public discussion would likely to prejudice the interests of the local government under section 254J of the Local Government Regulation 2012 which states that:

- (1) A local government may resolve that all or part of a meeting of the local government be closed to the public.
- (2) A committee of a local government may resolve that all or part of a meeting of the committee be closed to the public.
- (3) However, a local government or a committee of a local government may make a resolution about a local government meeting under subsection (1) or (2) only if its Councillors or members consider it necessary to close the meeting to discuss the sale of land.

**MOVED:** Cr. Gallagher

**SECONDED:** Cr. Hughes

**CARRIED**  
**RESOLUTION #23.12.12**

**CHAIR**

Cr. Royes undertook the role of Chair of the Meeting.

**ATTENDANCE**

Mayor Barry Hughes left the meeting at 10.54am.  
Cr. Joe Haase left the meeting at 10.57am.

**RESOLUTION**

Council resolve to come out of closed session at 11:10 am.

**MOVED:** Cr. Gallagher

**SECONDED:** Cr. Barnes

**CARRIED**  
**RESOLUTION #23.12.13**  
**3/0**

**8. Hostel Management Contract**

**EXECUTIVE SUMMARY**

Council retained the current Hostel managers on an initial 9 months contract, allowing both parties to gauge the other. At time of negotiating the contract, it was intended that the contract would be renegotiated for a longer term, resetting the contract to the full calendar year, recognising the Managers commenced in term 2 2023.

The current Hostel Managers have now submitted their fee proposal for Council's consideration.

**RESOLUTION**

That Council: -

1. Acknowledge the proposal, however, Council offer a CPI adjustment to the current Management Fee.

**MOVED:** Cr. Royes

**SECONDED:** Cr. Gallagher

**CARRIED**  
**RESOLUTION #23.12.14**  
**3/0**

**ATTENDANCE**

Mayor Barry Hughes and Cr. Joe Haase returned to the meeting at 11:12am.

**CHAIR**

Mayor Barry Hughes resumed the position of Chair.

**RESOLUTION**

That Council go into closed session at 11:14am to discuss (d) rating concessions under section 254J of the Local Government Regulation 2012 which states that:

- (1) A local government may resolve that all or part of a meeting of the local government be closed to the public.
- (2) A committee of a local government may resolve that all or part of a meeting of the committee be closed to the public.
- (3) However, a local government or a committee of a local government may make a resolution about a local government meeting under subsection (1) or (2) only if its Councillors or members consider it necessary to close the meeting to discuss the sale of land.

**MOVED:** Cr. Gallagher

**SECONDED:** Cr. Barnes

**CARRIED**  
**RESOLUTION #23.12.15**  
**5/0**

RESOLUTION

Council resolve to come out of closed session at 11:19

MOVED: Cr. Hughes

SECONDED: Cr. Royes

CARRIED  
RESOLUTION #23.12.16  
5/0

**9. Requests to waive interest and grant discount on overdue rates**

EXECUTIVE SUMMARY

Council issued annual rates notices on first of September 2023, with discount closing on the 18<sup>th</sup> October 2023. Letters were sent to property owners on the 10<sup>th</sup> November 2023 to advise owners their assessments had overdue balances. As a result, we have received an enquiry asking for grant of discount and waiving of accrued interest.

RESOLUTION

Pursuant to s120(1)(d) of the *Local Government Regulation 2012*, Council write-off accrued interest on assessments 297-00000, 355-7130, 441-00000 and 441-70000;

MOVED: Cr. Royes

SECONDED: Cr. Haase

CARRIED  
RESOLUTION #23.12.17  
5/0

ATTENDANCE

Raju Ranjit entered the meeting at 11.28am.

**CONSIDERATION OF OPEN SESSION REPORTS**

**Director of Engineering Services**

**10. Director of Engineering Services Briefing Report**

RESOLUTION

That Council acknowledges and receives the Director of Engineering Services' Briefing Report.

MOVED: Cr. Hughes

SECONDED: Cr. Haase

CARRIED  
RESOLUTION #23.12.18  
5/0

**11. Development Application for Forsayth Transfer Station**

EXECUTIVE SUMMARY

The purpose of this report is to inform Council about the Development Application for the proposed Waste Transfer Station. Based on the current situation, Council can agree that the site (Lot 3 SP273181) is already developed as a waste management services as described in the Utility Installation definition and the new WTS is NOT a material change of use on the site.

RESOLUTION

That Council agrees that the site (Lot 3 SP273181) is already developed as a waste management services as described in the Utility Installation definition and the new WTS is NOT a material change of use on the site.

**MOVED:** Cr. Barnes

**SECONDED:** Cr. Gallagher

**CARRIED**  
**RESOLUTION #23.12.19**  
**5/0**

**ATTENDANCE**

Cr Laurelle Royes left the meeting at 11:59am.

**RESOLUTION**

That Council go into closed session at 12:00 pm to discuss (g) negotiations relating to a commercial matter involving the local government for which a public discussion would likely to prejudice the interests of the local government under section 254J of the Local Government Regulation 2012 which states that:

- (1) A local government may resolve that all or part of a meeting of the local government be closed to the public.
- (2) A committee of a local government may resolve that all or part of a meeting of the committee be closed to the public.
- (3) However, a local government or a committee of a local government may make a resolution about a local government meeting under subsection (1) or (2) only if its Councillors or members consider it necessary to close the meeting to discuss the sale of land.

**MOVED:** Cr. Hughes

**SECONDED:** Cr. Barnes

**CARRIED**  
**RESOLUTION #23.12.20**  
**4/0**

**RESOLUTION**

Council resolve to come out of closed session at 12:03pm

**MOVED:** Cr. Barnes

**SECONDED:** Cr. Haase

**CARRIED**  
**RESOLUTION #23.12.21**  
**4/0**

**Director Of Engineering Services**

**12. Gravel Supply CN20929 Kennedy Development Road**

**EXECUTIVE SUMMARY**

The quotes were assessed and compared Gunther Resources provided the best value for money, but TMR did not accept their test results due to a high plasticity and softer rock with the test results supplied.

Due to this the next best was Kidner Contracting who test results were passed onto TMR and were accepted for this project.

**RESOLUTION**

That Council resolves to accept the quote provided by Kidner Contracting for the Supply and Delivery of Gravel for Kennedy Developmental Road Rehabilitation Works to the value of \$489,687.00 Incl GST

**MOVED:** Cr. Barnes

**SECONDED:** Cr. Haase

**CARRIED**  
**RESOLUTION #23.12.22**  
**4/0**

**ATTENDANCE**

Cr Laurelle Royes returned to the meeting at 12:05pm.

**RESOLUTION**

That Council go into closed session at 12:06pm am to discuss (g) negotiations relating to a commercial matter involving the local government for which a public discussion would likely to prejudice the interests of the local government under section 254J of the Local Government Regulation 2012 which states that:

- (1) A local government may resolve that all or part of a meeting of the local government be closed to the public.
- (2) A committee of a local government may resolve that all or part of a meeting of the committee be closed to the public.
- (3) However, a local government or a committee of a local government may make a resolution about a local government meeting under subsection (1) or (2) only if its Councillors or members consider it necessary to close the meeting to discuss the sale of land.

**MOVED:** Cr. Barnes

**SECONDED:** Cr. Haase

**CARRIED  
RESOLUTION #23.12.23  
5/0**

RESOLUTION

Council resolve to come out of closed session at 12:26pm.

**MOVED:** Cr. Gallagher

**SECONDED:** Cr. Royes

**CARRIED  
RESOLUTION #23.12.24  
5/0**

**13. Construction of Waste Transfer Station**

EXECUTIVE SUMMARY

The quotations were assessed based on the experience, previous performance and prices. The NCH Civil Construction has provided the best value for money and evaluation score is 91 where as the scoring value of the Ikin Civil is 88.

The NCH Civil construction is currently working on the drainage project in Einasleigh and Forsayth and performing satisfactorily.

RESOLUTION

That Council:

- resolves to accept the quote provided by NCH Civil Construction to construct concrete slabs, retaining wall, fences and entrance gate to the value of \$ 349,037 Ex. GST.
- Notify affected stakeholders of the mandatory Department of Environment requirements

**MOVED:** Cr. Gallagher

**SECONDED:** Cr. Barns

**CARRIED  
RESOLUTION #23.12.25  
5/0**

**14. Purchase of Second hand Concrete Agitator**

EXECUTIVE SUMMARY

The 2023/2024 budget provides for the procurement of one concrete agitator truck.

Staff who assessed these two vehicles have all agreed that the Izuzu eight-wheeler agitator is the better option for Council fleet based on age, automatic transmission and condition of the truck

RESOLUTION

That Council resolves to accept the following offer for the purchase of the Isuzu 8-Wheeler Concrete Agitator from RCG Logistics Pty Ltd for \$143,000.00 Excl GST

**MOVED:** Cr. Hughes

**SECONDED:** Cr. Barnes

**CARRIED**  
**RESOLUTION #23.12.26**  
**5/0**

**ADJOURNMENT**

Council adjourned the meeting for Lunch at 12.29pm.

**RESUMPTION**

Council resumed the meeting at 1.26pm.

**CONSIDERATION OF OPEN SESSION ADDENDUM REPORTS**

**Director of Engineering Services**

**15. Grant Application for Remote Airstrip Upgrade Program**

EXECUTIVE SUMMARY

Mount Surprise Aerodrome and Einasleigh Aerodrome are classified as an Aeroplane Landing Area (ALA), unlike the higher "Certified" category aerodrome, there is no formal requirement for an ALA to meet the standards prescribed within MOS 139. There is however a requirement to meet the minimum operating standards specified by the Royal Flying Doctor Service (RFDS), which generally align with MOS 139.

The purpose of this report is for Council to note the lodgment of a grant application for Mt. Surprise and Einasleigh Airport under Remote Airstrip Upgrade Program Round Ten.

RESOLUTION

1. That Council agrees to apply an application of 50/50 funding partnership between Australian Government's Remote Airstrip Upgrade Program Round Ten and Council to upgrade the animal exclusion fences in Mt. Surprise and Einasleigh Airport

**MOVED:** Cr. Gallagher

**SECONDED:** Cr. Haase

**CARRIED**  
**RESOLUTION #23.12.27**  
**5/0**

**16. Road Register**

EXECUTIVE SUMMARY

Preparation and ongoing maintenance of a current Road Register is the Council's statutory requirements. The register includes road name, its hierarchy and type of roads and will be available for inspection by the public.

RESOLUTION

That Council:

1. Accepts and implement the road register 2022 version.
2. Review the 2024 Road Register at a Councillor Workshop scheduled for Wednesday, 17<sup>th</sup> January 2024.

**MOVED:** Cr. Hughes

**SECONDED:** Cr. Royes

**CARRIED**  
**RESOLUTION #23.12.28**  
**5/0**

**ATTENDANCE**

Raju Ranjit left the meeting at 1:40pm.

## **Chief Executive Officer**

### **17. Georgetown Industrial Estate**

#### EXECUTIVE SUMMARY

Etheridge Shire Council have recently purchased the Georgetown Industrial Estate (Lots A & B TSV19080) and engaged RPS Surveys to advance the development. Etheridge Shire Council, RPS Surveys and Liz Taylor met in Cairns on 8<sup>th</sup> December 2023. From this meeting, RPS Surveys have provided the attached information for Council to consider.

#### RESOLUTION

That Council resolve:

- a. To progress an approval process over land generally identified on the GEORGETOWN INDUSTRIAL ESTATE - CONCEPT PLAN, DRAWING: AU011658, DATED 30/8/2023, prepared by RPS, for industry purposes and generally in accordance with the Etheridge Shire Planning Scheme Township Zone (Industrial Precinct).
- b. That, the either of the following two (2) Options be pursued to progress the approval process:
  - Option 1 - Undertake a Planning Scheme Amendment in accordance with section 18 of the Planning Act 2016; and the Chief Executive Officer be delegated authority to give notice of the Planning Scheme Amendment to the Chief Executive in accordance with section 18(2) of the Planning Act 2016; or
  - Option 2 – Make an Application for a Preliminary Approval (Variation Request) for Material Change of Use, to vary the Planning Scheme to apply the provisions of the Etheridge Shire Planning Scheme Township Zone (Industrial Precinct) to the land.
- c. The Chief Executive Officer be delegated authority to enter into any necessary contracts to procure the services of suitable consultants

**MOVED:** Cr. Gallagher

**SECONDED:** Cr. Hughes

**CARRIED**  
**RESOLUTION #23.12.29**  
**5/0**

### **18. Chief Executive Officer Briefing Report**

#### RESOLUTION

That Council acknowledges and receives the Chief Executive Officers Briefing Report.

**MOVED:** Cr. Barnes

**SECONDED:** Cr. Haase

**CARRIED**  
**RESOLUTION #23.12.30**  
**5/0**

#### ATTENDANCE

Cr Barns left the meeting at 2.24pm and returned at 2.28pm.  
Renee Bester left the meeting at 2.36pm and returned at 2.39pm.

**GENERAL BUSINESS**

<b>Cr Gallagher</b> – Employee concerns about camping out allowance which I thought should be in their E.B.A . However he and fellow workers are not happy & I believe this matter should be dealt with.	CEO
<b>Cr Gallagher</b> - Request for a light above entrance at Sports Centre	CEO
<b>Cr Gallagher</b> - Forsayth Town Common We had an email from Colin McFarlane 2 years ago about wanting to put cattle on the Forsayth Common. There are other people as well. Are we going to do anything about it?	DCS
<b>Cr Gallagher</b> - Water Forsayth Cemetery I notice the water is on to the cemetery at Forsayth , but there is no tap to access it yet?	DES
<b>Cr Royes</b> - High Street Housing - who is this housing for?	DCS
<b>Cr Royes</b> - Katter's Australian Party's Education (General Provisions) (Extension of Primary Schools in Remote Areas) Amendment Bill 2023	MAYOR
<b>Cr Royes</b> - Road register - accuracy and consensus to ensure possible 2024 QRA claim is accurate (meets community/landholder expectations)	DES
<b>Cr Royes</b> - Request that all 1080 baiting costs/use etc are recorded in clear concise graphs to allow council to make good decisions based on data.	DCS
<b>Cr Haase</b> - Camp out allowances for work crews	CEO
<b>Cr Haase</b> - Kidston Columbarium wall	DES/CEO
<b>Cr Haase</b> - Kerb and channel at sports centre has an abrupt ending	DES

**ATTENDANCE**

Mayor Barry Hughes left the meeting at 3.25pm and returned at 3.28pm.

**RESOLUTION**

That Council acknowledges a recent request for an increase to camping out allowance, Council have resolved that the most appropriate way is to negotiate a new EBA Agreement and Council is willing to commence those negotiations during 2024.

**MOVED:** Cr. Gallagher

**SECONDED:** Cr. Royes

**CARRIED**  
**RESOLUTION #23.12.31**  
**5/0**

**ATTENDANCE**

Ken Timms & Renee Bester left the meeting at 3.48pm.

**RESOLUTION**

That Council go into closed session at 3.50pm to discuss (b) industrial matters affecting employees under section 254J of the Local Government Regulation 2012 which states that:

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- (2) A committee of a local government may resolve that all or part of a meeting of the committee be closed to the public.
- (3) However, a local government or a committee of a local government may make a resolution about a local government meeting under subsection (1) or (2) only if its Councillors or members consider it necessary to close the meeting to discuss the sale of land.

**MOVED:** Cr. Royes

**SECONDED:** Cr. Gallagher

**CARRIED**  
**RESOLUTION #23.12.32**  
**5/0**

**RESOLUTION**

Council resolve to come out of closed session at 4.25pm.

