



# CONFIRMED MINUTES

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GENERAL MEETING OF  
ETHERIDGE SHIRE COUNCIL

HELD  
ST GEORGE STREET, GEORGETOWN

ON WEDNESDAY 15 JUNE 2016,

COMMENCING AT 9.00AM

**ETHERIDGE SHIRE COUNCIL**

**MINUTES OF THE GENERAL MEETING**

**HELD AT GEORGETOWN**

**ON WEDNESDAY 15 JUNE 2016**

**COMMENCING AT 9.00AM**

**ATTENDANCE**

Crs W Devlin, W Attwood, T Barnes, W Bethel & T Gallagher

**OFFICERS PRESENT**

Mr Michael Kitzelmann, Chief Executive Officer  
Mr David Munro, Director of Corporate and Community Services  
Mrs Tanya Robinson, Executive Assistant  
Mrs Jodi Kernan, Payroll / HR

**GALLERY**

Lester Borkowsky  
Delphine Jacobson  
David Falls

The Mayor declared the meeting open at 9.05am and welcomed all in attendance.

**WELCOME TO COUNTRY**

*We respectfully acknowledge the Ewamian People - the traditional custodians of this land where we meet for the General Meeting. We pay our respects to the Ewamian People, especially the Elders, past and present and acknowledge their traditional customs and lores and recognize their continuing connection to this Country.*

*We look forward to a long and continuing relationship with the Ewamian People and value any opportunities in strengthening relationships and partnerships through collaboration by respecting their Country.*

**CONSIDERATION OF MINUTES**

**General Meeting – Wednesday 18 May 2016**

**RESOLUTION:**

*That the Minutes of the General Council Meeting held at Georgetown on Wednesday 18 May 2016 be confirmed.*

**MOVED:** Cr Attwood

**SECONDED:** Cr Barnes

**CARRIED**  
**RESOLUTION NO.2016/GM1723**  
**5/0**

**Special Meeting – Wednesday 1 June 2016**

**RESOLUTION:**

*That the Minutes of the Special Council Meeting held at Georgetown on Wednesday 1 June 2016 be confirmed.*

**MOVED:** Cr Bethel

**SECONDED:** Cr Gallagher

**CARRIED**  
**RESOLUTION NO.2016/GM1724**  
**5/0**

**ATTENDANCE**

Tanya Robison attended the meeting at 9.06am

**SUSPENSION OF STANDING ORDERS**

**MOTION:**

*That Council suspends standing orders at 9.07am*

**MOVED:** Cr Attwood

**SECONDED:** Cr Barnes

**CARRIED**  
**RESOLUTION NO.2016/GM1725**  
**5/0**

**DEPUTATION**

Mr David Falls, Dr Catherine Ball and Mr Jeremy Fay from Remote Research Ranges attended the meeting to present a deputation on RRR – refer to presentation.

Setting up test sites, temporary restricted areas (training & research facility for RPAS) – Mt Surprise and Forsyth Airfields – have to apply for approvals from CASA.

Options for investing in the smaller communities for future development and communication with local operators and RPAS Training Facilitators.

RRR to continue discussions with the Chief Executive Officer.

**ATTENDANCE**

Mr David Falls, Dr Catherine Ball and Mr Jeremy Fay from Remote Research Ranges left the meeting at 9.54am

Michael Kitzelmann, CEO left the meeting at 9.55am

**RESUMPTION OF STANDING ORDERS**

**MOTION:**

*That Council resumes standing orders at 9.59am*

**MOVED:** Cr Barnes

**SECONDED:** Cr Gallagher

**CARRIED**  
**RESOLUTION NO.2016/GM1726**  
**5/0**

**ATTENDANCE**

Michael Kitzelmann, CEO returned to the meeting at 10.06am

Mayor Warren Devlin left the meeting at 10.05am and returned at 10.06am

**INFORMATION BULLETIN**

Discussions regarding reports from Engineering Services, Childcare Centre and Terrestrial Centre. Action Taken List from previous meetings.

- Remove the following motions to the NQLGA Conference;
- 2. Local Government Elections
- 3. Small Miners Levy
- 4. Land Tenure
- 7. Resource Management Group Funding
- 8. NDRRA – Plant Utilisation Dates

**MOTION:**

*That Council request the Chief Executive Officer to submit the motions to the North Queensland Local Government Association Conference for the following topics; 1. National Parks Road access levy. 2. Irrigated Agriculture Water Allocation. 3. Vegetation Management.*

**MOVED:** Cr Attwood

**SECONDED:** Cr Gallagher

**CARRIED**  
**RESOLUTION NO.2016/GM1727**  
**5/0**

**SUSPENSION OF STANDING ORDERS**

**MOTION:**

*That Council suspends standing orders at 10.25am*

**MOVED:** Cr Attwood

**SECONDED:** Cr Bethel

**CARRIED**  
**RESOLUTION NO.2016/GM1728**  
**5/0**

**RESUMPTION OF STANDING ORDERS**

**MOTION:**

*That Council resumes standing orders at 11.05am*

**MOVED:** Cr Barnes

**SECONDED:** Cr Attwood

**CARRIED**  
**RESOLUTION NO.2016/GM1729**  
**5/0**

**ATTENDANCE**

Gary Fletcher, Acting Director of Engineering attended the meeting at 11.06am

**INFORMATION BULLETIN**

**RESOLUTION:**

Council resolves to authorise the Mayor to negotiate with the FNQRRTG for the allocation of the TIDS Funding on the Forsyth-Georgetown Road for 2016/2017, furthermore the Mayor is requested to present the outcomes of this negotiation to Council for formal ratification.

MOVED: Cr Attwood

SECONDED: Cr Gallagher

**CARRIED**  
**RESOLUTION NO.2016/GM1730**  
**5/0**

**ATTENDANCE**

David Munro, Deputy Chief Executive Officer left the meeting at 11.45am and returned at 11.47am.

**11. CONSIDERATION OF ENGINEERING SERVICES OPEN REPORTS**

**GMES1.**

AVDATA Australia – Airport Billing Service

**EXECUTIVE SUMMARY**

*Avdata is a billing agent for Australian airports. They recover some of the costs of running an airport by identifying aircraft using airport facilities, calculating usage charges and sending invoices to aircraft operators. Following receipt of payments from operators Avdata send monthly payments and usage reports to airport operators.*

*Money was allocated in the 2014/15 Budget to engage Avdata's equipment and services for a trial period of three months. This trial was extended following a resolution at the General Council Meeting held in June 2015.*

*Avdata have forwarded to Council evaluation of the data collected and a mock billing statement.*

*Council is asked to view all data and consider if there are benefits, either financially or for data collection, in continuing with the services of Avdata.*

**RESOLUTION:**

Due to the low level of traffic movement it is cost prohibitive to implement the Avdata system and as such it is recommended that Council discontinue with the engagement of Avdata's equipment and services.

MOVED: Cr Attwood

SECONDED: Cr Barnes

**CARRIED**  
**RESOLUTION NO.2016/GM1731**  
**5/0**

**ATTENDANCE**

Gary Fletcher, Acting Director of Engineering left the meeting at 12.15pm.

Jodi Kernan, Payroll/HR left the meeting at 12.13pm and returned at 12.15pm.

<b>6. CONSIDERATION OF CORPORATE &amp; COMMUNITY SERVICES OPEN REPORTS</b>
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**GMCCS1.**

Etheridge Shire Council – Operational Plan 2016/2017

**EXECUTIVE SUMMARY**

*The Local Government Regulation 2012 requires councils to adopt an annual Operational Plan each financial year, which needs to be consistent with the annual budget and state how the local government will –*

- (i) Progress the implementation of the 5 year corporate plan during the period of the annual operational plan; and*
- (ii) Manage operational risks.*

*The Operational Plan identifies projects, initiatives and services that Council will deliver during this financial year toward achieving the long term objectives of the Community Plan. It also provides direction to Council in setting the annual budget.*

**RESOLUTION**

**That Council:**

***Adopts the Etheridge Shire Council 2016/2017 Operational Plan pursuant to and in accordance with Section 174 of the Local Government Regulation 2012.***

**MOVED:** Cr Barnes

**SECONDED:** Cr Gallagher

**CARRIED**  
**RESOLUTION NO.2016/GM1732**  
**5/0**

**RESOLUTION**

**That Council:**

***Request the Chief Executive officer to arrange a workshop to develop specific strategies to implement the Organisational Plan this workshop is to include Council and the Senior Executive Team.***

**MOVED:** Cr Attwood

**SECONDED:** Cr Barnes

**CARRIED**  
**RESOLUTION NO.2016/GM1733**  
**5/0**

**GMCCS2.**

Etheridge Shire Council – Revenue Statement 2016/2017

**EXECUTIVE SUMMARY**

*It is a requirement that Council prepare and adopt a Revenue Statement each financial year, with the purpose of the document is to explain the revenue measures adopted in the budget concerning:*

- The making of rates and charges;*
- The levying of rates;*
- The recovery of rates and charges;*
- Concessions for rates and charges*

**RESOLUTION**

**That Council:**

***Adopt the Revenue Statement 2016/2017 prepared in accordance with Section 172 of the Local Government Regulation 2012 and more specifically:-***

- (a) Pursuant to the Local Government Regulation 2012, Chapter 4 Rates & Charges, Part 5 Differential Rates and pursuant to Section 81 of the Local Government Regulation 2012,*

*Etheridge Shire Council will make and levy a differential general rate for the financial year ending 30 June 2017 as set out in Section A of the Revenue Statement.*

- (b) *Pursuant to the Local Government Regulation 2012, Chapter 4, Rates & Charges, Part 4 Minimum General Rate, Etheridge Shire Council will make a minimum differential rate for the financial year ending 30 June 2017 for each category of Differential General Rate as set out in Section A of the Revenue Statement.*
- (c) *Pursuant to Section 94(1)(b) of the Local Government Act 2009, Council will make and levy a special charge for the provision of waste management services for the urban areas of Forsayth, Einasleigh and Mt Surprise.*
- (d) *Pursuant to Section 94(1)(b) of the Local Government Act 2009, Council will make and levy Utility Charges as set out in Section A of the Revenue Statement.*
- (e) *Pursuant to Section 133 of the Local Government Regulation 2012, Council will charge interest of overdue rates at the rate of eleven percent calculated on a daily balance and charged at the end of the month on a compounding daily interest.*
- (f) *Pursuant to Section 118 of the Local Government Regulation 2012, all rates and charges levied by Council must be paid within thirty clear days after the notice is issued.*
- (g) *Pursuant to Section 130 of the Local Government Regulation 2012, Council will allow a fifteen percent discount on all General Rates & Utility Charges, if payment is made within thirty clear days from the date of issue of the rates notice.*
- (h) *Pursuant to Chapter 4 Rates & Charges, Part 10 Concessions, Council will allow rating concessions in the manner described in Section D of the Revenue Statement.*

MOVED: Cr Barnes

SECONDED: Cr Gallagher

CARRIED  
RESOLUTION NO.2016/GM1734  
5/0

#### **ADJOURNMENT**

Council adjourn for lunch at 12.30pm

#### **RESUMPTION**

Council resumed the meeting at 12.47pm, Cr Bethel and Michael Kitzelmann CEO, were not in attendance

#### **GMCCS3.**

Etheridge Shire Council's – Borrowing Policy 2016/2017

#### **EXECUTIVE SUMMARY**

*The Borrowing Policy provides for responsible financial management on loan funding for infrastructure capital projects by ensuring the level of Council indebtedness is within acceptable limits to Council, its ratepayers and interested external parties. This policy is in accordance with Section 192 of the Local Government Regulation 2012.*

#### **RESOLUTION:**

That Council:

*Resolve to adopt Etheridge Shire Council's Borrowing Policy 2016/2017 pursuant with Section 192 of the Local Government Regulation 2012.*

MOVED: Cr Gallagher

SECONDED: Cr Barnes

CARRIED  
RESOLUTION NO.2016/GM1735  
4/0

**ATTENDANCE**

Cr Bethel and Michael Kitzelmann returned to the meeting at 12.50pm.

**GMCCS4.**

Annual Budget – Budget Policy

**EXECUTIVE SUMMARY**

*To assist in the annual budget process Council had developed a Policy called “Etheridge Shire Council Budget Policy” which provides a framework for the administration of the Budget and establishes guidelines to ensure that known variations to the budget are addressed in a timely manner.*

*This policy is due for review as at 30 June 2016*

**RESOLUTION**

That Council:

*Resolve to adopt the Etheridge Shire Council - Budget Policy 2016/2017.*

MOVED: Cr Bethel

SECONDED: Cr Attwood

**CARRIED**

**RESOLUTION NO.2016/GM1736**

**5/0**

**GMCCS5.**

Adoption of Etheridge Shire Council's 2016/2017 Budget

**EXECUTIVE SUMMARY**

*The Budget Document for the 2016/2017 financial year has been prepared in accordance with legislation and with the Budget priorities from the Councillors, Executive Management Team and the Corporate Plan Objectives (2010 – 2017).*

*Each year the budget process is the most important part of the Corporate Calendar.*

*Changes to legislation in 2009 and 2012 now require local governments to consider the longer term when managing their finances. Etheridge Shire Council has taken this responsibility seriously and has been working to ensure that while this is a legislative requirement it is also good governance and management practice to ensure that the Council remains financially viable and planning becomes part of the way that we regularly do business.*

**RESOLUTION**

That Council:

*Adopt Etheridge Shire Council's 2016/2017 Budget in accordance with Section 107A of the Local Government Act 2009 (amended) and Section 170 of the Local Government Regulation 2012 and is compliant with Section 169 of the Local Government Regulation 2012, which reveals total revenue from ordinary activities amounting to \$24,023,979, total expenses from ordinary activities (including depreciation) amounting to \$23,902,471 and capital funding operations amounting to \$4,994,790.*

MOVED: Cr Devlin

SECONDED: Cr Gallagher

**CARRIED**

**RESOLUTION NO.2016/GM1737**

**5/0**

**ATTENDANCE**

Tanya Robinson, Executive Assistant left the meeting at 1.08pm and returned at 1.10pm.



**GMCCS6.**

Financial Performance (Actual v Budget) for the period 1 July 2015 to 31 May 2016

**EXECUTIVE SUMMARY**

*It is a statutory requirement under Section 204 of the Local Government Regulation 2012 that the Chief Executive Officer must present a Financial Report of its accounts to the Local Government at least monthly.*

**RESOLUTION**

That Council:

*Resolve to adopt the monthly Financial Report which incorporates the monthly statutory financial statements (Statement of Comprehensive Income, Statement of Financial Position & Statement of Cashflows) pursuant to and in accordance with Section 204 of the Local Government Regulation 2012 for the period ending 31 May 2016.*

MOVED: Cr Bethel

SECONDED: Cr Gallagher

**CARRIED**  
**RESOLUTION NO.2016/GM1738**  
**5/0**

**GMCCS7.**

Application for Conversion of Term Lease 0/020810 over Lot 19 on Plan N25638 to Freehold

**EXECUTIVE SUMMARY**

*Council has received correspondence from the Department of Natural Resources & Mines seeking Councils views and or requirements regarding an application to convert Term Lease (0/20810) to freehold tenure being property described as Lot 19 on N25638.*

**RESOLUTION**

That Council:

*Resolve to offer no objections for the conversion of Term Lease (0/20810) described as Lot 19 on N25638 to Freehold Tenure subject to the property remaining consistent with the rural zoning as described within Council's Planning Scheme.*

MOVED: Cr Bethel

SECONDED: Cr Barnes

**CARRIED**  
**RESOLUTION NO.2016/GM1739**  
**5/0**

**GMCCS8.**

Planning Scheme – Zonings within Township

**EXECUTIVE SUMMARY**

*At the last General Meeting dated 18 May 2016, Council requested management (via Resolution No. 2016/GM1684) to prepare a report identifying the various town planning zones for all properties within each township.*

*In addition, Council has commenced a full review of its current Town Planning Scheme to align the Planning Scheme to the current legislative requirements under the Sustainable Planning Act.*

**RESOLUTION**

**That Council:**

*Resolve to note and receive the Officers report regarding the current planning zones for each of its Townships and furthermore requests the Chief Executive Officer enter into negotiations to better align the activities within the townships to the town planning scheme.*

**MOVED:** Cr Barnes

**SECONDED:** Cr Attwood

**CARRIED**  
**RESOLUTION NO.2016/GM1740**  
**4/1**

Cr Bethel voted against the motion

**GMCCS9.**

Request for Financial Assistance from the Forsyth Town Infrastructure Reserve

**EXECUTIVE SUMMARY**

*Council has received correspondence from the Forsyth Improvements Group seeking access to the Forsyth Town Infrastructure Reserve to restore the old historical truck that is located within the Caschafor Park precinct.*

*The vehicle has a long standing history within the Forsyth area having been used as a vehicle to cart goods and items within the Shire and is well received by the tourists and forms an integral part of the historical items that are on display within the township.*

**RESOLUTION**

**That Council:**

*Resolve to transfer \$1,000 from the Forsyth Town Infrastructure Reserve to assist with the restoration of the old historic truck located at Caschafor Park, Forsyth.*

**MOVED:** Cr Gallagher

**SECONDED:** Cr Attwood

**CARRIED**  
**RESOLUTION NO.2016/GM1741**  
**4/0**

**DECLARATION OF INTEREST**

Cr Barnes declared an interest GMCCS9 and did not vote on the motion.

**GMCCS10.**

Community Drought Funding Program

**EXECUTIVE SUMMARY**

*Council has received funds from the State Government via the State's "Community Drought Support Fund" to enable Council to assist or organize community events to build on resilience.*

*At the last General Meeting dated 18 May 2016, Council has requested management (via Resolution 2016/GM1682) to prepare a report and list a number of potential events that these funds could be utilised for.*

**RESOLUTION**

That Council:

*Resolve to utilise the 2015/2016 Community Drought Support Funds for the following Community Events:*

- (1) Etheridge Show – assist with the supply of “rides & slides”;*
- (2) Etheridge Shire 2016/2017 film festival;*
- (3) Support for community events throughout the shire on application;*

MOVED: Cr Gallagher

SECONDED: Cr Barnes

**CARRIED**  
**RESOLUTION NO.2016/GM1742**  
**5/0**

**ATTENDANCE**

Cr Gallagher, Jodi Bethel Payroll/HR and Michael Kitzelmann Chief Executive Officer left the meeting at 2.00pm.

**GMCCS11.**

Application to Purchase State Land – Mt Surprise & Georgetown

**EXECUTIVE SUMMARY**

*Over the past few months, Council has had preliminary discussions regarding the purchase of State Land in Mt Surprise and Georgetown.*

*To progress this matter further, Council is required to submit an application to the Department of Natural Resources & Mines for their assessment of the application which will then lead to a formal Offer Document being issued to Council’s for consideration of the terms and conditions contained within the Offer Document.*

*Council has prepared the necessary application documents for submitting to the Department of Natural Resources & Mines.*

**RESOLUTION**

That Council:

*Resolve to lodge Part A (LA10) and Part B (LA00) being an “Application to Purchase or Lease State Land” for land described as Lot(s) 1-11 of SP252513; Lot(s) 38-40 on SP252513 and Lot 14 on SP129833 situated in the township of Mt Surprise and furthermore that Council resolve to lodge Part A (LA10); Part B (LA18) and Part C (LA30) being an “Application for Road Closure” for land described as road reserve situated west of the Georgetown Township.*

MOVED: Cr Barnes

SECONDED: Cr Bethel

**CARRIED**  
**RESOLUTION NO.2016/GM1743**  
**4/0**

**ATTENDANCE**

Cr Bethel left the meeting at 2.17pm and returned at 2.24pm

**GMCCS12.**

Etheridge Shire Council – Urban / Masterplan

**EXECUTIVE SUMMARY**

*Etheridge Shire has been identified by a number of developers as a potential area for large scale irrigated agricultural developments, large scale alternative energy developments (wind, solar) and rare earth mineral mining (lithium & gold).*

*If these projects proceed, there will be an impact on Councils townships, therefore based on the development that may occur over the next 12-24 months, Council has been discussing the future of our townships within the Etheridge Shire. While Council has in place its Planning Scheme to deal with Development Applications per say, Council is in the process of developing its Urban Plan / Master Plan for each of our townships to look at future areas of development (residential, commercial, industrial, open space, traffic management etc...)*

*Council has engaged a specialised firm to assist Council formulate an “Urban Plan / Master Plan” for the four townships.*

*This report is to seek additional information from Council to clarify and quantify the potential growth numbers that have been stated through initial briefing sessions between Council and the Consultant which took place in February 2016 during the Economic Development Forum.*

**RESOLUTION**

**That Council:**

***Resolve to note and receive the Officers report and furthermore that Council provides RPS with the amended data.***

**MOVED:** Cr Attwood

**SECONDED:** Cr Bethel

**CARRIED**  
**RESOLUTION NO.2016/GM1744**  
**4/0**

**GMCCS13.**

Update Pest Management Committee

**EXECUTIVE SUMMARY**

***The Pest Management Committee met on the 25 May 2016 to discuss further arrangements and Pest Management activities.***

**RESOLUTION**

**That Council:**

***Notes and receives the report and endorses the following recommendations made by the Pest Management Committee;***

- 1. To rescind the previous authorised inspectors and that all newly appointed existing members on the Pest Management Committee and the Etheridge Shire Councillors be endorsed as authorised inspectors for wild dog and cat scalps.***
- 2. That all funds associated with weed control be coordinated by the Pest Management Coordinator to ensure Council is achieving the best value for money. This will include budgeted funds out of the Councils general revenue, any funds out of drought assistance money for weed control and any funds within the Road Maintenance Performance Contract.***
- 3. That the town commons within all four townships of Etheridge Shire be reviewed and that the fencing be checked for maintenance and condition so that where available this land can be better utilised by local residents.***
- 4. That the Pest Management Committee investigate the conduct of a pest symposium field day in November 2016.***
- 5. That the Pest Management Coordinator liaise with the Mt Surprise Rural Fire Service to organise a controlled burn in partnership with Queensland Parks and Wildlife Service in and adjacent with the Undara National Park entrance.***

**MOVED:** Cr Bethel

**SECONDED:** Cr Barnes

**CARRIED**  
**RESOLUTION NO.2016/GM1745**  
**4/0**

**ATTENDANCE**

Michael Kitzelmann Chief Executive Officer returned to the meeting at 2.30pm

**GENERAL BUSINESS**

**Cr Barnes**

- Purchase of inflatable rides

**RESOLUTION:**

That Council requests the Chief Executive Officer to investigate the purchase of inflatable rides for use at community events.

MOVED: Cr Barnes

SECONDED: Cr Attwood

**CARRIED**  
**RESOLUTION NO.2016/GM1746**  
**4/0**

**RESOLUTION:**

That Council requests the Chief Executive Officer to make publicly available information pertaining to equipment available for hire.

MOVED: Cr Barnes

SECONDED: Cr Bethel

**CARRIED**  
**RESOLUTION NO.2016/GM1747**  
**4/0**

**SUSPENSION OF STANDING ORDERS**

**MOTION:**

*That Council suspends standing orders at 2.36pm*

MOVED: Cr Barnes

SECONDED: Cr Attwood

**CARRIED**  
**RESOLUTION NO.2016/GM1748**  
**4/0**

**RESUMPTION OF STANDING ORDERS**

**MOTION:**

*That Council resumes standing orders at 3.07pm*

MOVED: Cr Attwood

SECONDED: Cr Barnes

**CARRIED**  
**RESOLUTION NO.2016/GM1749**  
**4/0**

**DEPUTATION**

JoAnn Resing from DAAF attended the meeting at to present a deputation on the NBN's Sky Muster Program

Etheridge Shire Residents can apply for NBN Sky Muster Satellite Internet, all buildings that cannot access fiber optic or fixed wireless are eligible.

**ATTENDANCE**

Cr Bethel left the meeting at 3.08pm and returned at 3.09pm.

**Cr Devlin**

- Mt Surprise Community Garden
- Access to the Mango Farm

**CONCLUSION**

There being no further business the Mayor declared the Meeting closed at 3.25pm.

These minutes will be confirmed by Council at the General Meeting held on the Wednesday 20 July 2016.

.....  
MAYOR

...../...../.....  
DATE