



Phone: 07 4745 5100  
Fax: 07 4745 5181  
office@burke.qld.gov.au

Musgrave Street Burketown  
PO Box 90  
BURKETOWN QLD 4830

# *Agenda and Business Papers*

## *Burke Shire Council Ordinary General Meeting*

### *Friday 14<sup>th</sup> December 2012*

### *9.00am Council Chambers*

9.00 am	Opening of meeting
10.30 am to 11.00 am	Morning Tea
12.30 pm to 1.00 pm	Lunch

01	Opening of Meeting.....	3
02	Record of Attendance .....	3
03	Prayer .....	3
04	Consideration of applications for leave of absence.....	3
05	Confirmation of minutes of previous meeting(s) .....	4
	05.01 General Meeting 22 November 2012.....	4
06	Condolences .....	4
07	Works and Services Reports .....	5
	07.01.01 Works and Services Monthly Update Report.....	6
08	Corporate and Community Services Reports.....	10
09	Chief Executive Officer Reports.....	12
	09.01.01 Chief Executive Officer Monthly Update Report .....	13
	09.01.02 Council Houses Burketown.....	16
	09.01.03 Application for Renewal of Pastoral Holding No 8/4277 Lot 1 GY14.....	18
10	Late Item Reports .....	20



11	Consideration of Notice(s) of Motion and Petitions.....	20
	11.01 Notices of Motion .....	20
	11.02 Petitions .....	20
12	Mayoral Minute and Report.....	20
13	Councillor Reports .....	20
14	New business of an urgent nature admitted by Council.....	20
15	Closed session reports .....	21
	15.01 Confidential Report – Application to Swap Land .....	21
16	Deputations and presentation scheduled for meeting.....	21
17	Closure of meeting .....	21

## 01 Opening of Meeting

---

The Mayor welcomed members and declared the meeting open at 8.30am.

## 02 Record of Attendance

---

Members	Cr Ernie Camp, Mayor - Chair Cr Paul Poole, Deputy Mayor Cr Zachary Duff Cr Tonya Murray
Officers	John Page, Chief Executive Officer Madison Marshall; Trainee (Minutes)
On Leave	Cr Tracy Forshaw

## 03 Prayer

---

Led by Cr Duff

## 04 Consideration of applications for leave of absence

---

Cr Tracy Forshaw would like consideration for her leave of absence for this meeting.

## 05 Confirmation of minutes of previous meeting(s)

---

### 05.01 General Meeting 22 November 2012

#### Recommendation

That the Minutes of the General Meeting of Council held on 22 November 2012 as presented be confirmed by Council.



121122 Confirmed  
Minutes.pdf

## 06 Condolences

---

None received at close of agenda.

## 07 Works and Services Reports

---

### 07. Works and Services Reports

#### 07.01.01 Works and Services Monthly Update Report

## Works and Services Reports

### 07.01.01 Works and Services Monthly Update Report

---

DEPARTMENT: Works and Services

RESPONSIBLE OFFICER: Acting Works Manager

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

DATE: 6<sup>th</sup> December 2012

LINK TO COUNCIL PLAN/S: Works Program

---

#### 1. WORKS MANAGER

##### Gregory – Lawn Hill Road

Bleeding issue is being monitored and corrective works will occur when needed, this is ongoing works

##### RMPC

Heavy formation grade on Camooweal road started this work done as far as funding would allow.

Inspections and logging are ongoing, there are some issues regarding grids that we are waiting feedback from TMR. Claim forms were lodged on time as per our contract.

##### Grids

Truganini Road Grid removed, will be sealed by jet patcher on Tuesday

Airport Grid removed will be sealed by jet patcher on Tuesday.

Water Treatment Plant Grid at Gregory will be installed when the other grids are repaired.

##### Pipeline to Cemetery

70% complete

Gregory Depot is in the process of a cleanup.

Guard rails and covered tables were removed in anticipation of the wet season, will be reinstalled after wet season as per usual. Albert River Bridge (Old) flood damage seal completed.

#### 2. RANGER / WORKPLACE HEALTH AND SAFETY OFFICER

##### Induction/s

Nakischa McKean – 19 Nov – Town Crew

Kahleela Marshall – 28 Nov – Office worker

##### Workers Compensation

- Nil employees currently on a Workers Compensation claim or under taking Workplace Rehabilitation
- MV legal request for information on a previous employee who had been on workers compensation after her accident in 2009 and had her claim terminated is now attempting to sue council, advised MV legal to contact CEO direct for the information required

##### Incident/s reported

Nil reported for this period.

##### Litter Management

Dumping Points x 7 all filled in and areas rehabilitated prior to the wet.

#### Animal Control

- Second round of 1080 baiting commenced Monday 15th October. A total of 13 properties participated with a record total of 6650kg of meat injected with pig strength 1080 equated to 13300 baits distributed.
- Had 2 Cat traps at residences, total 4 cats destroyed.
- Cat trap sent to Gregory caretaker.
- Residents dog causing problems at the Police station & residence

#### Pest Control

- Weed spraying Rubber vine, Belly ache bush and Calotrope on Council road reserves and land when time permits.
- Received requests for mosquito misting and have sprayed 24 town residences, only two requests received from Gregory so far for misting (none from properties), will arrange a trip to Gregory when more interest is shown.

#### General

- Works Safety, Traffic Management and Environmental plans developed for RMPC works on the Gregory/ Camooweal road, induction (WHS Management plan, Traffic Management plan, and Environmental and Cultural heritage inductions) of crew, contractors and monitors to works held on the 7<sup>th</sup> November at the Gregory depot.
- Audited by Main Roads on our RMPC activities and our compliance thereto :-
  - WHS Management Plan
  - RMPC Quality audit
  - Traffic Management plan and Traffic control plan
  - Environmental Management plan
  - Cultural Heritage audit
  - Auditing our records of Inductions content and attendances, Daily tool box training sessions topics and daily attendance records, Daily sight signage records, Records of daily site hazard inspections, Daily site cultural heritage prestart notice and daily field occurrence/sign off, sight copies of permits for water and gravel, records of environmental inspections..
- Monthly 1080 stock control sheet & Indemnity Forms to DNR Normanton.
- Attended Southern Gulf Catchments Pest task force meeting in Croydon, was very well attended by Land protection officers topics discussed were :-
  - Dept NR&M Stock Route Management
  - Dept T&MR Regional Projects update
  - Northern Australian Quarantine Strategy – Project updates
  - Biological controls & new research (Grader grass & Parkinsonia)
  - Weeds of National significance - Gamba grass threat to North West Qld
  - Weeds of National Significance – Bellyache Bush Strategic plan and implications for Gulf Catchments.
  - Southern Gulf Catchments – Project & Funding updates
  - Biosecurity Queensland – State Developments

### 3. TOWN SUPERVISOR

- Parks and Gardens staff are continuing with the works program
- Have new employee Keisha McKean who is working well
- Cleaning tick and flick sheets created and are being utilised these are the units and two offices
- Christmas Trees and banners have been installed
- \$2500 for plants has been approved; some plants will go around the depot rest in the green house.
- Green house is going to be utilised to try to establish our own plants to minimise the cost of plants.

#### 4. WORKSHOP AND FLEET MANAGER

30-11-12 General servicing and maintenance being the main work carried out.

Plant Item	Works Carried Out
Plant #426 Low loader	⇒ Tyres
Plant #427 Side tipper	⇒ Tyres
Plant #472 Quad Bike	⇒ Poison pump
Plant #480 Prime mover	⇒ Air bag, power steering, cab mounts
Plant #481 Tanker	⇒ Rocker box and torque rod bushes
Plant #485 Backhoe	⇒ Black smoke
Plant #489 Komatsu Grader	⇒ Prepare for auction
Plant #501 Job Truck	⇒ Sold to K&G Booth
Plant #522 Cat Grader	⇒ 2,000 hr service
Plant #529 1565 Mower	⇒ Spindles
Plant #534 Landcruiser	⇒ 10,000 km service
Plant #538 Workshop Truck	⇒ Fit new tool box
Plant #551 Prime mover	⇒ First Service
Gregory Intake Pumps	⇒ Fitted new pumps, desilted well, pump one wiring failed

Tender update from budget 2011/12

- 12-01. 2 x Hilux's. Ordered 24-4-12 Have arrived in Cairns awaiting fit out
- From 2012/13 budget
- Tender 12-18 2 x 2WD utes- Ordered
- Tender 12-19 Elevating work platform- put on hold
- Tender 12-20 Quotes for Vacuum Sewer Sucker- Hard to get and expensive- may pay to buy second hand truck already fitted out.
- Sale of Jetpatcher- Sale has been put on hold
- Treatment plant genset- Will need to expedite as old one has bad corrosion and failed to start.
- Skidsteer- Have started sourcing through Local buy

#### 5. UTILITIES SERVICES MANAGER

All operations are running accordingly with some maintenance and repair works required.

##### Airport

- John Hunter QAC and Jeff Rankin QAL visited on Wednesday 7<sup>th</sup> November 2012 for inspection of runway in particular Airport Lighting, report to be issued.
- Continual monitoring of wallaby intrusion of the enclosure, they are continually digging under the fence.

##### Water Supply

- Certificate III in water completed and sent 15<sup>th</sup> November 2012, staff completing at this time were Jarrod Campbell, Robert Marshall and David Marshall. Anthony Loechte requested an extension and was granted until the 11<sup>th</sup> December 2012.
- Water Lagoon 2 desilt completed, other works is the tidy up of the embankment.
- New 50mm poly ling upgrade commenced on the 19<sup>th</sup> November 2012
- Connection of water service to the new teachers accommodation completed 19<sup>th</sup> November 2012.

#### 6. WATER SEWERAGE OFFICER

##### Burketown Water

- WTP generator is now running.
- The total water usage of 25205kl being used for the month. The daily average is 840.16kl per day.



- New cemetery and rodeo ground pipe line. Cemetery line has been installed from the water main to the cemetery meter, this is 70% complete.
- New Rodeo ground pipe line to commence 4<sup>th</sup> December 2012.
- Number one pump to the filters is going out on an earth fault first occurrence 29<sup>th</sup> November 2012; still have pump two and three operational.
- Number one VSD drive pump to town has a seal gone which will require replacement, this needs to be investigated.

Sewerage

- Sewer operating as per normal. Pumps to be connected in the near future.
- Sewer Station Number 2 Pump Number 2 will require replacement before the wet season.

Aquatic Centre

- There has been attempts of unlawful entry into the pool complex, these are repaired as they found however this is becoming more frequent.
- Pool D has been out of commission for approx two weeks as parts are required to fix it. Hopefully these parts will arrive shortly, as at the 30<sup>th</sup> November 2012 these parts had not yet arrived.

7. OFFICER'S RECOMMENDATION

Council notes the contents of the Acting Works Manager December 2012 report.

ATTACHMENTS

NIL

## 08 Corporate and Community Services Reports

---

08. Corporate and Community Services Reports

## Corporate and Community Services Reports

Noted in Chief Executive Officer's reports.

## 09 Chief Executive Officer Reports

---

### 09. Chief Executive Officer Reports

09.01.01 Chief Executive Officer Monthly Update Report

09.01.02 Council Houses Burketown

09.01.03 Application for Renewal of Pastoral Holding No 8/4277 Lot 1 GY14

## Chief Executive Officer Reports

### 09.01.01 Chief Executive Officer Monthly Update Report

---

DEPARTMENT: Office of the Chief Executive Officer  
RESPONSIBLE OFFICER: John Page; Chief Executive Officer  
FILE NO: BCS/G/CM/R/CEO  
DATE: 12<sup>th</sup> November 2012

---

1. COUNCILLOR ATTENDANCE CONFERENCES & TRAINING

Nil

2. CURRENT TENDERS

No tenders at present

3. DEVELOPMENT MATTERS

MCU Extraction and Associated Environmentally Relevant Activities – ERA 16(2) (c) Lawn Hill – Century Mine – Mining Lease Area ML90045:-

Council has issued an Information Request regarding road impacts- no response has been received to date;

DEHP has granted themselves an Extension of Time until 3 October 2012 to provide a response to the application; and

DTMR issued an Information Request for more traffic impact information on 14 September 2012.

On that basis there is no action required from the Council – it is now up to the applicant to respond to the Information Requests.

Burketown Hotel – Development Application – received notice of engagement by private certifier, boundaries alignment been rectified, waiting on lodgement of revised plans, including changes to the veranda area.

Gregory – Two new applications received for dwellings in Gregory. Both have commenced and will be completed shortly.

*See attachment for more information.*

4. FOOD LICENSING LICENSES

Nil

5. OTHER RELEVANT INFORMATION

**Christmas in the Park – Ann-Maree Rickerby**

All is in ready for Christmas in the Park this afternoon

**Council House – Anthony Street – Glendale Homes**

Water and sewerage connected. Awaiting rain water tank (ordered). Driveway being concreted by Council staff.

**Position of Deputy CEO and Works Manager**

Mr Neil Klemola appointed as Works Manager to commence on 2<sup>nd</sup> January, 2013  
Interviews being conducted for DCEO position.

**Decisions Made under Delegated Authority**

Application for funding made under the Regional Development Australia Fund Rounds Three and Four.

Round Three – Digital Television Retransmission for Gregory Downs	\$75,000
Round Four – Solar Power Station – Gregory Downs	\$2,975,000

**Community Centre**

Council's application for funding was successful and a grant of \$1,000,000 been given. The funding documents have been signed and forwarded back to the Department. Mr Greg Adsett, Architect to attend Council's January, 2013 Meeting

**Airport Fencing Burketown**

Originally Airport Services (Mr John Hunter) was going to Project Manage this however after further thoughts and discussion Council's new Works manager will be managing this project.

**Airport Terminal and Evacuation Centre Concept Plan**

Draft concept plan received and has been forwarded to Councillors and needs to be discussed at this meeting.

**Operational Plan**

A review of the Operational Plan as required on a quarterly basis has been undertaken and will be reported to this meeting in a separate report.

**QRA Finalisation 2010 Event**

A verbal report will be given on the outcome of the finalisation visit by QRA for 2010 event.

**Flexible Funding DLG \$45000**

Council originally decided to prepare emergency packs to utilise these funds. However Council has since expressed concern at these packs. A Direction is required on how Council would like to see these funds expended as Department of Local Government has requested that these funds be utilised expeditiously. The funds cannot be spent on capital and the original purpose was a community awareness program.

**Festive Season**

On behalf of the staff I extend thanks for the support and assistance during the year and extend best wishes to you and your families for a happy and safe festive season.

**Enterprise Bargaining Agreement.**

The EBA has been circulated to all staff and a vote held Thursday, 13<sup>th</sup> December, 2012. I will advise the outcome as soon as it is known.

**Finance Report**

The statements for consideration by Council are attached and will be expanded on verbally at the meeting.

6. OFFICER'S RECOMMENDATION

That council notes the contents of the Chief Executive Officer December 2012 Monthly Update Report.

ATTACHMENTS



Development  
Applications.xls

1. Development Applications -



Councillor Calendar -  
1 Dec to 31 Jan 2013

2. Councillor Calendar -



Statement of  
Comprehensive Income

3. Statement of Comprehensive Income -



Statement of  
Financial Position.pdf

4. Statement of Financial Position -



Statement of Cash  
Flows.pdf

5. Statement of Cash Flows -



Net Current  
Assets.pdf

6. Net Current Assets -

## Chief Executive Officer Reports

### 09.01.02 Council Houses Burketown

---

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	John Page; Chief Executive Officer
FILE NO:	BCS/CP/SH/NH
DATE:	6 <sup>th</sup> December 2012
LINK TO COUNCIL PLAN/S:	Corporate Plan

---

1. PURPOSE (Executive Summary)

To present to Council floor plans for the 2 three bedroom houses to be established in Bowen Street, Burketown.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council decided that additional houses should be built on Council land in Bowen Street Burketown and requested that floor plans be submitted for approval so that when tenders are called there is a standard floor plan instead of the tenderer putting forward a floor plan.

3. PROPOSAL

To submit to Council for consideration some floor plans as well as the one provided by Garry Jefferies.

4. FINANCIAL & RESOURCE IMPLICATIONS

Budget 2012/2013

5. POLICY & LEGAL IMPLICATIONS

Local Government Act and Regulations.

6. CRITICAL DATES & IMPLEMENTATION

Nil

7. CONSULTATION

Nil

8. CONCLUSION

Council to consider and decide on an appropriate floor plan.



9. OFFICER'S RECOMMENDATION

That Council authorise the Chief Executive Officer to call tenders for the acquisition of two three bedroom houses to be located on Council land in Bowen Street, Burketown.

ATTACHMENTS



3 Bedroom Floor  
Plans.pdf

1. Floor plans Garry Jefferies
2. **Other Floor Plans – to be forwarded separately**

## Chief Executive Officer Reports

09.01.03 Application for Renewal of Pastoral Holding No 8/4277 Lot 1 GY14

---

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	John Page; Chief Executive Officer
FILE NO:	PF/00403-00000-000
DATE:	10 <sup>th</sup> December, 2012
LINK TO COUNCIL PLAN/S:	NA

---

1. PURPOSE (Executive Summary)

Council has been notified by DNR&M that an application for renewal of the above Pastoral Holding has been made by Paraway Pastoral Company and Council's views are sought.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council in the past would have been asked for their views. The block of land is located on the south west boundary of the Shire and part of this lot is located in Mount Isa City area.

3. PROPOSAL

The proposal is to advise NR&M that Council offers no objection to the application for renewal of the lease.

4. FINANCIAL & RESOURCE IMPLICATIONS

No Cost

5. POLICY & LEGAL IMPLICATIONS

Nil

6. CRITICAL DATES & IMPLEMENTATION

28<sup>th</sup> January, 2013

7. CONSULTATION

Nil

8. CONCLUSION

I cannot see any reason for Council to object to the application.

9. OFFICER'S RECOMMENDATION

That Council authorise the Chief Executive Officer to advise the Department of Natural Resources and Mines that it offers no objection to the application for renewal of Pastoral Holding No 8/4277 Lot 1 GY14.

ATTACHMENTS



121203 Application  
for Renewal 1GY14.p

1. Letter from DNR&M -

## 10 Late Item Reports

---

None received at time of agenda preparation

## 11 Consideration of Notice(s) of Motion and Petitions

---

### 11.01 Notices of Motion

None received at time of agenda preparation

### 11.02 Petitions

None received at time of agenda preparation

## 12 Mayoral Minute and Report

---

Report to be provided to meeting.

## 13 Councillor Reports

---

Councillors will provide reports to the meeting.

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

---

Recommendation (if required)

That Council consider the following matters as they are considered to be of an urgent nature requiring immediate consideration by Council:-

## 15 Closed session reports

---

15.01 Confidential Report – Application to Swap Land

## 16 Deputations and presentation scheduled for meeting

---

None received at time of agenda preparation

## 17 Closure of meeting

---

The next Ordinary Meeting of Burke Shire Council is scheduled for Thursday 17 January 2012.