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Confirmed Minutes
Burke Shire Council Ordinary General Meeting
Thursday 21st February 2013
9.00am Council Chamber

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01. Opening of Meeting

The Chair declared the Meeting open at 9.04am.

02. Present

Cr Ernie Camp, Mayor - Chair
Cr Paul Poole, Deputy Mayor
Cr Zachary Duff
Cr Tracy Forshaw
Cr Tonya Murray

John Page; Chief Executive Officer
Philip Keirle; Deputy CEO
Frederick Aqvillin; Chief Financial Officer
Neil Klemola; Works Manager
Brett Harris; A/Workshop Fleet Manager
Jenny Williams; A/Executive Officer (Minutes)

03. Prayer

Cr Forshaw led Council in Prayer.

04. Consideration of applications for leave of absence

That no applications for leave of absence were received.

05. Confirmation of Minutes of Previous Meeting(s)

05.01 General Meeting 17 January 2013

That the Minutes of the General Meeting of Council held on Thursday 17th January 2013 as presented be confirmed by Council.

Moved: Cr Foshaw
Seconded: Cr Murray

Carried 01.130221 5/0

FILE: BCS/G/CM/Minutes

*Note Changes required - Page 10 – add in Chief Financial Officer into heading
Page 10 - Remuneration of Councillors – add in amount*

06. Condolences

Council noted the passing of Kevin Malone, Alita Ned and Jessie Doomadgee and expressed their condolences to their Families.

07 Deputy CEO Reports

07.02.01 Works and Services Monthly Update Report

Council notes the contents of the Works Manager February 2013 report.

Moved: Cr Camp
Seconded: Cr Murray

Carried 02.130221 5/0

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

Content – The training program has been organised to commence on the 25th, 26th and 27th of February (weather permitting) the trainer is Gordon Mears of MCT. We have begun in-house training in preparation for the issuing of tickets.

We have prepared a tender document and have submitted the tender for the vermin proof fencing around the airport. We are having ongoing discussions about the ground prep with Mayor Camp and Councillor Poole.

The EBA discussions are continuing and expected to be finalised over the next week or two, by all reports everyone seems happy with the progress. We continue to look into the availability of apprenticeships.

We have begun work on the three new BSC housing blocks in Bowen Street, concerns were raised about the effect on other properties in the area with the raising of the blocks. A compromise has been reached in that we won't raise the blocks as high, however we will place the homes on "stilts". Thus alleviating the problem of the dispersed water becoming an issue.

Solar street- lights were purchased for the Gregory (3). We have also purchased four cameras to be placed at strategic location to monitor river causeways.

We have installed a new circuit board with alarm at the water treatment plant in Burketown so as to stop the problems with artificial dosing data. We have also asked for a quote to enclose the SCADA system at the Gregory to stop the overheating problem.

Also asked for a quote for the doors at VMR, whilst doing some further research into the roofing situation at the hall. Have made enquiries into the cost of upgrading the tennis courts and this is ongoing.

Did a flight and drive throughout the shire to ascertain emergence works and flood damage program (Graeme Wills, JY) and have come up with an interim works program through to the end of the financial year. This is based on TIDS and Flood damage claims. As well as opening grades.

Have addressed the issue of the grid damage on the Gregory/Century road had a meeting with Century (MMG) reps Monday and have come to a satisfactory arrangement, still some minor points to discuss.

RANGER / WORKPLACE HEALTH AND SAFETY OFFICER

Induction/s - Cameron Ketchup – 14 Jan – Labourer, David Booth – 4 Feb - Labourer

Incident/s reported for this period – 4 9 Jan – Lawn Hill Road – Picking up signs, sign slipped & cut thumb

15 Jan– Depot – Hooking up airline truck to trailer which became jammed, placed pressure to unjam and suddenly became free causing a wound to left palm under thumb that required butterfly straps to close.

25 Jan– Shire Hall – working in toilets, no airflow or air-conditioning, became overheated, went home and showered and sat in air-conditioning, 5 Feb – WDR – Slasher started fire near Planet – put out with an extinguisher.

Hazard Inspection/s - Nil for this period Training - White Card online training

General- Testing and tagging meter returned recalibrated with spare parts and computer program – now waiting to get program loaded onto computer. When everything ready, Gregory employee has the qualifications to conduct our testing and tagging in house. Workers Compensation-Nil employees currently on a Workers Compensation claim or under taking, Workplace Rehabilitation

RANGERS ACTIVITIES – February 2013 Litter Management- No Campers along the river, Dumping Points x 7

all filled in and areas rehabilitated prior to the wet, Following is a summary of where bins are currently placed and maintained Pest Control - Weed spraying Rubber vine, Bellyache bush and Calotrope on Council road reserves and land when time permits, Weed control granules placed around cemetery graves for long-term grass control. Sprayed weeds House One fence lines and around shed, Sprayed vegetation regrowth and scrub growing on helipad at the Nicholson pump station, Spraying grass growth around guide posts and causeways around town area. Wharf road, Airport road, Floraville road to the bridge and WDR to the dump turnoff, Mosquito fogging, currently three times a week, depending on daily weather conditions, while mosquitoes are a problem, some misting carried out to those residences requesting the service, Misted Mellish Park for mosquitoes and sprayed council Gregory depot and two residences, DNR&M requested tentative 1080 baiting dates for 2013, First round 15 April and second round 23 September. General - Servicing Skytrans RPT flights and daily airport checks whilst Bob Marshall on leave. Monthly 1080 stock control sheet & Indemnity Forms to DNR Normanton.

TOWN SUPERVISOR - Works program is still continuing., Palms have been planted around wash down bay, Cameron Ketchup is doing a great job, A few of the boys have had some training on the skid steer

All staff that needed white cards (Building construction) has now done the training and is waiting for the tickets to arrive.

UTILITIES SERVICES MANAGER

Airport Perimeter fence – checked weekly, Slashing runway 03/21 work in progress

Runway 03/21 pothole patching is complete, Airport lighting is okay, AWIB weather station - Black Box has been reinstalled, Airport Shed, clean and tidy, stock take of equipment completed, PAALC unit is operational

Standby GenSet is operational

Nicholson Pumping Station - Switchboards are okay, Standby GenSet is operational, Pumpwell, Pipework and fittings are okay, Rising main to town is okay

Water Reticulation - Water service leaks – due to faulty fitting, ongoing replacement of corroded fittings

Water meter reading currently being conducted (quarterly) , Valves and hydrant maintenance is ongoing Cemetery - Upgrade of water service to cemetery is 100% complete, Renewal of poly pipes and fittings at cemetery grounds is 100% complete

Water Treatment - Lagoons ongoing maintenance, Embankment levelling of spoil from desilt, ongoing due to drying out this is being utilised as a training exercise for BSC staff and their tickets, Mowing/whipper snipping is ongoing

WATER SEWERAGE OFFICER - Due to the lack of rain/wet season, we have experienced a higher than usual monthly water usage:-

<i>January</i>	<i>Total kl</i>	<i>Per day/kl</i>
<i>2011</i>	<i>7,627</i>	<i>246</i>
<i>2012</i>	<i>18,982</i>	<i>612.32</i>
<i>2013</i>	<i>21,975</i>	<i>709</i>

Water metres have been read week beginning 11th February 2013. During the month of January we have experienced problems with our chemical dosing system which in turn caused a failure in water samples. We have now taken steps to rectify these problems by doing week-end checks as this is when 90% of problems occur. Ordering a new updated Dosing Controller which is web based for early detection of faults and for monitoring system. Costs \$ 2071.13, with web based program \$3371.00. This does not include installation which would be done by Clemments Electrical approximately 4hrs. A pump has been ordered, for transferring dosed chemicals to tank. This line currently does not have enough flow rates to install a non-return valve to stop chemicals coming in contact with probes. These items will help eliminate the problems we are continuously experiencing. Water Sample Failure: The January water samples we tested had a failure. This failure was due to the chlorine dosing pump failing and having to be replaced. Since the failure we have been doing week-end checks.

SEWERAGE: Sewerage Stations all working okay.

STP: New sewer pumps arrived December last year. Need to design a trash screen for sewer tank inlet at sewer tank. AQUATIC CENTRE: Pool E is currently off line at the moment due to water leak.

Other than that we are managing problems as they occur in the Water, Sewerage and Aquatic Centre. All systems are working okay.

ROADS - Escott Road maintenance opening grade was completed. Heavy shoulder grade commenced on Floraville Road 30% complete, 100% completion expected to be within the next fortnight, weather permitting. Replace gravel on Pear Tree Creek after washout from the rain. Fencing and yard at New house 90% complete waiting on pedestrian gate to arrive. New housing blocks fill, gravel carted to dump stockpile. Wills Development Road opening grade completed vegetation removal 80% complete. Sand bag Truganini Road for Emergency works to prevent scouring. Other works completed as required, and staff available. 2010 flood damage work – rubble removal from the repaired causeway to be stockpiled at the dump

07.03.01 Work Shop and Fleet Monthly Update Report

That Council notes the contents of the Workshop and Fleet Managers Monthly Update Report.

Moved: Cr Forshaw
Seconded: Cr Murray

Carried 03.130221 5/0

FILE NO: BCS/G/CM/WFM

Content – WORKSHOP - 8-2-13 general servicing and wet season maintenance being the main work carried out. WORK FLEET - From 2012/13 budget - Tender 12-18 2 x 2WD utes- Completed - Tender 12-19 Elevating work platform- put on hold-can it be reinstated? - Tender 12-20 Quotes for Vacuum Sewer Sucker- Hard to get and expensive- may pay to buy second hand truck already fitted out. - Komatsu grader #489 Sold at Auction for 120K - Treatment plant genset- Will need to expedite as old one has bad corrosion and failed to start-have patched for now- sourcing quotes. - Skid steer- Sourcing 3 quotes - New vehicles extra to budget - Works Manager Landcruiser dual cab- refer resolution - Workshop and Fleet Manager Landcruiser tray back- refer resolution - Office vehicle Green machine- sourcing quotes

Attendance

John Page left the meeting from 9.55am to 10.01am.

07.01.01 Chief Financial Officer Monthly Update Report

That Council:-

1. Notes the contents of the Finance February 2013 Monthly Update Report; and
2. Notes attachments 6 and 7. Progress on job costing will be reported on monthly

Moved: Cr Duff
Seconded: Cr Poole

Carried 04.130221 5/0

FILENO: BCS/G/CM/R/CFO

Content – STATEMENT OF COMPREHENSIVE INCOME

Please note: The 'Statement of Comprehensive Income' is supported by the 'Budget Balance Sheet' report. The 'Budget Balance Sheet' report should be seen as supporting documentation (more detailed). You would only review it if you require additional information.

Income – Income increased by \$272,000 in relation to last month. This increase was mainly due to an increase in capital income – sale of assets (largest item: Grader) (\$134,000), the receipt of grants (\$59,000), and an increase in interest received (\$74,000).

Expenses – Expenses increased by \$606,000 in relation to last month. A large proportion of the increase was due to an increase in depreciation expense (\$141,000) - (manual depreciation had not been completed for December and January – expect a lesser increase in the March report). 'Employee benefits' increased by \$229,000, and 'materials and services' increased by \$235,000; these increases are in line with past increases during the three previous months.

Summary – **The current operating surplus was reduced by approx. \$334,000 in relation to last month. If this trend continues, the projected operating surplus of \$2,547,910 will be achieved with an additional reserve of \$703,000 available to be spent before the end of the financial year should any unforeseen expenses occur.**

STATEMENT OF FINANCIAL POSITION

Current Assets – Current assets decreased by \$254,000 (rounded) mainly due to the payment of outstanding Main Roads Department (MRD) invoices. It was discovered that MRD had invoices outstanding dating back to September. Once paid, these amounts were converted from 'current assets' into 'revenue', and hence the decrease in current assets after payment.

Non-Current Assets – Registered 'capital work-in-progress' (WIK) decreased by approx. \$412,000 during the month. This means that capital projects were completed and then converted mainly into 'property'. Hence 'property' together with some additional purchases increased by approx. \$423,000 during the same period. The completion of WIK projects (a quite large completion) is due to the fact that the last manual update was last completed in early December. Hence \$412,000 reflects the completion of capital projects since early December. Overall, non-current assets decreased by \$108,863 during the month due to an increase in 'accumulated depreciation' (reduction of asset valuations – also a manual process that had not been completed).

Current Liabilities – This item mainly reflects outstanding invoices and other known short term liabilities. Current liabilities reduced by \$32,000 compared to last month due to more invoices being paid. The increased payments were due to a review by the CFO, which indicated that the BSC had been paying many late payment fees in the last few months. The Finance Department was trying to pay invoices as close to the due date as possible, and instead ended up paying some invoices late. A new policy has been put in place to make sure that all invoices are paid a few days before the due date to avoid late payment fees. The interest received from the BSC day-to-day account is minimal, and hence the interest loss to council due to this policy is negligible.

Non-Current Liabilities – no material change. Non-current liabilities are to be considered low and with low risk to BSC as a result.

Summary – Overall the BSC asset base fell by a modest \$334,000 (or 0.3%). The CFO considers this to be a part of normal fluctuations. The BSC asset base is in good shape.

Please Note: There is large difference in the 'Total Community Equity' figures between last month and this month. 'Net Community Equity' was listed as \$66,696,187 in January. The correct figure was \$106,226,076. The figures have been corrected. 'Net Community Equity' should always match 'Net Community Assets'.

STATEMENT OF CASH FLOWS

Please note: The 'Statement of Cash Flows' is supported by the 'Revenue and Expenditure' report. The 'Revenue and Expenditure' report should be seen as supporting documentation (more detailed). You would only review it if you require additional information.

Net cash inflow from operating activities - 'Interest received', 'Rental income', and 'Non-capital grants and contributions' all increased in relation to last month. Combined the increase was \$143,000, which was mainly due to a small increase in the combined progress payments on already announced non-capital grants (due to the works department completing works). 'Interest payments' on BSC investments increased by \$74,000 (mainly Queensland Treasury Corporation related). 'Receipts from customer' also increased by a net \$313,000.

All the above was offset by an increase in 'payments to suppliers and employees'. Hence, the net cash inflow was \$39,000 less this month (or net cash inflow was reduced by 0.6%).

Net cash outflow from investing activities – 'Payments for property, plant and equipment' increased by \$32,000 (or 1.6%) in relation to last month. This wasn't due to any particular factor but part of normal variations. This was the only contributing reason as to why 'net cash outflow from investment activities' rose by \$24,000 in relation to last month.

Summary – In total the BSC net cash at hand decreased by \$64,000 (or 3.3%) during the month.

FINANCIAL REPORTS

As attached

NOTE TO COUNCIL – JOB COSTING

Job Costing – While the headline general ledger accounts of the BSC seems to be in fairly good order, the same cannot be said about the job costing accounts. As you may be aware, job costing is used by all areas to record expenditure. As of mid-January many of the job cost accounts lacked budget information, making it impossible for the Works Manager (and delegates) to monitor expenditure. The attached sheet titled 'Budget Preparation (initiation) – Job Cost Level' represents the beginning of the work of allocating known budgets down to a job cost level. This document is by no means complete. There will be monthly updates on progress.

For next financial year, budget control sheets will be established according to funding source (BSC General Funding, TIDS, Flood, NDRRA etc.). These sheets will total all the awarded budgets. All job cost centres will also have budgets attached to them, and will be made available to staff.

Attendance

Neil Klemola and Brett Harris left the meeting at 10.05am.

Adjournment

That Council suspended the standing orders at 10.05am to allow Mr Barry Riddiford from MMG to address Council.

15. Deputations and presentation scheduled for meeting

15.01 Barry Riddiford - Manager, Community & Stakeholder Partnerships - MMG Century

- Mine Closure - update
- Bidunggu post mine closure - update
- How can MMG can work with Council, where possible, to meet our training needs?
- Community Hub – update to MMG
- Housing – how can we work together to progress this issue in the Shire?
- Discussion re the availability of MMG Century community grants. What community grants, if any – MMG currently has established for remote and indigenous communities, and if any could apply to current needs within the Burke Shire Council that when applied in a targeted way would deliver a real community benefit. For example: Contribution to Pool upgrade to increase safety and increase the likelihood of children learning to swim and training community members to be accredited swimming coaches or an injection of funds into the library to update current stock; this could aid an increase literacy amongst the young and adolescent.
- Discussion re increased involvement in community events by MMG employees not just official representatives. Burke Shire is a wonderful area and has fantastic events such as Gregory Races, Burketown Fishing Comp that we would love to share and attendance would be good for community relations.

FILENO: BCS/CR/M/MMG

Adjournment

That Council adjourned the meeting from 10.23am to 11.03am.

Adjournment

That Council suspended the standing orders at 11.04am to allow Mr Garry Jeffries to talk about the Burketown Barramundi Grow-out Facility.

15.03 Garry Jefferies – Fish Restocking Facility

- Council to consider housing the Fish Restocking Facility in a separate shed
- Preferred setup of a new shed would be on the western boundary of the water treatment plant, easier access to the raw water intake
- Temporary fence is an issue for the Council staff and the people accessing the Fish Restocking Facility
- Send a proposal to Council
- Cannot guarantee a supply of fish at present, ideas around breeding in Burketown are being investigated

FILE NO: BCS/CS/FRF/BSBGF

Resume Proceedings

That Council resume proceedings of standing orders at 11.10am.

07 Deputy CEO Reports

07.04.01 Executive Officer Monthly Council Report

That Council notes the contents of the A/Executive Officer February 2013 Monthly Report.

Moved: Cr Forshaw
Seconded: Cr Murray

Carried 05.130221 5/0

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

Content – EVENTS - Australia Day - Australia Day 2013 went well with around 80 people in attendance. The day started with no power, but this did not stop people from arriving and having a good time. Two teams played cricket in the morning, with a few spectators hanging around in the heat to watch. I would like to thank Clinton Murray for organising this match. Ernie Camp team – 'Floraville Mongrels' won the match for 2013 with Chris James taking out the best on field trophy. Floraville Mongrel 159 defeated Lens Team 125. The Car Rally was well received with eight teams entering; the winning team was the Marshall Family. I would like to thank Amanda Wilkerson and Cheryl Portch for organising the questions for this event. We received five entries in the Scone bake-off with the winner being Carrol Cunningham with her plain scone recipe. I am sure more entries would have been received if the power had not gone off for some residents. It was not a good start to the day. The colouring-in competition had ten entries (Five Kindy, Pre and Grade One and five Grade two to Grade four). A combination of school not yet started and Vocational Care being cancelled did not help with receiving enough entries. Competition details were sent out to all Stations and copies placed around the towns. The kids had a great time with the games. Thankyou Glenda Booth for organising these, and of course the Piñatas were a great hit again. Thanks again Cheryl Portch.

Anzac Day - Kahleela Marshall has started organising Anzac Day, contact has been made with Army in Mount Isa – waiting on confirmation of how many Army staff will be available to come to Burketown.

Station Packs are being prepared, orders have been sent for the goodies to go into them.

Flyers have gone out to the Community. Follow-up flyers will be sent. Contact is currently being made with people who normally lay wreathes/raise flags.

Artour - Little Birung by Dr Tulp Performance

Will be visiting Burketown on Wednesday 17 April at 6.00pm

About the Performance - In Little Birung Megan Sarmardin sings the stories of six generations of women of her family, stories shared by her great grandmother, 97 year-old Flora Hoolihan, including recollections of Flora's North Queensland Ngadjon-Jii mother and grandmother. Megan reflects on how she came to understand Flora and to understand the gift of freedom and its cost.

In this 85-minute theatrical song cycle, written and composed by John Rodgers, Megan's exceptionally beautiful singing is complimented by the guitar master Jamie Clark and ranges superbly across styles and genres. The storytelling is assisted by the audio-visual presence of Flora, the one who has witnessed all six generations. Their stories unfold through time as this family has lived up to the challenges thrown down by history inspired by truly rare examples of courage and honour.

Art and Craft Show - First meeting has been held, so far only had two people attend. The date for the Arts and Craft show may need to be revised. Seems that it now clashes with the HACC trip to Camooweal, will present details to the next council meeting.

HOUSING UPDATE - Housing maintenance forms and process is currently working well. Maintenance component has now been handed over to the Depot to look after. Housing applications and tenancy paperwork will stay with the administration office for now. Council currently has four people on their waiting list, with no empty accommodation available. Council House and Unit will become vacant at the end of the month.

RADF - RADF committee and Council currently working on updating the Arts and Cultural Policy. This policy will be brought back to Council to adopt in the March meeting. Flyers will go out soon with upcoming workshops. RADF Bids are due 31st March 2013.
WEBSITE - The website is being kept up to date; more information will be required to be added over time.
OTHER - Information Centre has not yet opened for 2013. Council Newsletter – articles submission closed on Friday, draft will be sent out for review.

07.04.02 Home and Community Care Monthly Update Report

That Council notes the contents of the Home and Community Care Team Leader Officers February 2013 Monthly Update Report.

Moved: Cr Poole
Seconded: Cr Camp

Carried 06.130221 5/0

FILE NO: BCS/CommS/HACC/CR

Content – ATTENDANCE / UPCOMING CONFERENCES / TRAINING AND EXCURSIONS:
CBDC Clients:--- 4 - Social Support Clients:----3 Our numbers are still down and expect it to stay this way for another month or so.---- we do however have 7 clients on the books for CBDC, with 4 on Social Support. I have extended HACC to a five day week over the past couple of weeks to cover the days that I will be away—I will cover the remainder of the time when I return.(This is so that our funding is covered) I now have Maisie doing voluntary work at CBDC, helping with the morning tea's and crafts. Meetings at Gregory will resume on 28th March with ongoing meetings every fortnight. I will be in Brisbane at a Workforce Council Forum when I return from the cruise in March.
ACTIVITIES AND VISITORS: - Fishing and morning tea down at the wharf where clients caught several bream. Nature wall hangings using branches, leaves nuts and shells. Crafts planned -- Pine cone pin cushions Head /neck pillows for long trips in bus. Luncheon at the Caravan Park. Visited Leichardt Falls – morning tea/ collected craft material and ochre for paintings for Arts & Crafts Show. Cards and puzzles are still on our programs once a week.Ongoing visits from Health: Medicare Local ----- 19th February and 8th March Local Clinic each Tuesday – medications OTHER UPDATE - HACC plans a visit to the cemetery to check on graves of service man. We would like to (if allowed) place a poppy on these graves for Anzac Day. I have been told that there are a few graves there. An International Women's Day Luncheon has been organized for the 18th April at the Old Church/HACC Hall. Invitation have been already been done and flyers will be put out soon. Trash & Treasure and Raffle on Saturday, 13th April.

Attendance

Philip Keirle left the meeting at 11.30am.

08. Chief Executive Officer Reports

08.01.01 Chief Executive Officer Monthly Update Report

That council notes the contents of the Chief Executive Officer February 2013 Monthly Update Report.

Moved: Cr Camp
Seconded: Cr Duff

Carried 07.130221 5/0

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

Content – COUNCILLOR ATTENDANCE CONFERENCES & TRAINING - Nil
CURRENT TENDERS - 13-01 Airport Fencing, 13-03Requests for Quotation – Skidsteer Loader ,13-05 Requests for Quotation - Highbred Office Vehicle
DEVELOPMENT MATTERS - MCUExtraction and Associated Environmentally Relevant Activities – ERA 16(2) (c) Lawn Hill – Century Mine – Mining Lease Area ML90045:-
In response to your letter dated 7 February 2013 requesting an extension to the information request response period, under Section 279(b) of the Sustainable Planning Act 2009, I confirm that the Council is prepared to grant an extension for three (3) months up to an including 4 June 2013.
Burketown Hotel – Development Application – received notice of engagement by private certifier, boundaries alignment been rectified, waiting on lodgement of revised plans, have received draft plans.
See attachment for more information.

FOOD LICENSING LICENSES - Application sent to the Burketown Pub in December to complete their Food Business License.

OTHER RELEVANT INFORMATION - Council House – Anthony Street – Glendale Homes

*Mr Neil Klemola has commenced the tenancy of this house. - **Position of Deputy CEO and Works Manager** - Mr Frederick Aquilin commenced as Chief Financial Officer on 21st January, 2013*

*Mr Philip Keirle commenced as Deputy Chief Executive Officer on 11th February, 2013 - **Community Centre** - A revised plan following discussions with Crs Forshaw and Murray together with A/Executive Officer is available and direction is sought from Council as to moving this project forward..*

QRA Finalisation 2010 Event - *The required Form 9 was submitted by 20 December 2012 as promised to Council at the last meeting. QRA have now advised that the removal of the rubble at Floraville Road Crossings are to be included under the 2010 event so this will further stall the close off. Work is scheduled to commence on Tuesday, 19th February for the Burketown Rubbish Tip. Once completed and ledger updated we will be in a position to finally close off on this project.*

Enterprise Bargaining Agreement - *The affidavit has been forwarded to LGAQ for completion with Unions and Certification through the QIRC. **Burketown School Vacant Housing** - Council has approached the Education Queensland regarding leasing the house situated in Marshall Lane. An email received from Richard English states their policy in regards to this matter. **Burketown Hospital Infrastructure** - To be discussed. **Matters Raised by Councillor Forshaw** - To be discussed*

Town Entrances Signage - *To be discussed*

Perceived Conflict of Interest

Cr Forshaw and Cr Camp declared a perceived conflict of interest in this matter could exist (as per section 173 of the *Local Government Act 2009*), due to being a member of the Gregory Downs Jockey Club, but considered their position and was firmly of the opinion that they could participate in debate and vote on this matter in the public interest.

Attendance

Philip Keirle entered the meeting at 11.52am.

08.01.02 Gregory Downs Jockey Club Incorporated – Request for Donation

That the CEO forward an appropriately worded letter to the Gregory Downs Jockey Club in line with discussions in Councils meeting.

Moved: Cr Poole
Seconded: Cr Murray

Carried 08.130221 5/0

FILE NO: BCS/CR/S/D/212-13

Content – To present to Council a request for assistance from the Gregory Downs Jockey Club Inc for the installation of TV reception for the benefit of the community as a whole including arce meetings and the Gregory Mini School.

07 Deputy CEO Reports

07.05.01 Appointing an Acting Chief Executive Officer

That Council authorises the Mayor to appoint a qualified person to act at the Chief Executive Officer during –

- a) Any vacancy, or all vacancies, in the position; or
- b) Any period, or all periods, when the CEO is absent from duty or cannot, for another reason, perform the CEO's responsibilities.

Moved: Cr Duff
Seconded: Cr Murray

Carried 09.130221 5/0

FILE NO: BCS/CM/A/DR

Content – Council acknowledges suggested changes to delegations

1. Council determine whether to adopt new resolution relating to the delegation of the powers and authority of the
2. CEO in certain situations consistent with the LGA (Qld) 2009.
3. The CEO updates the Delegations Register as required
4. Council repeal resolution 05.090415 at its next meeting.
 - a) The CEO updates the Delegations Register as required

09 Late Item Reports

09.01 Flexible Funding Program – Community Recovery

That Council delegate authority to the CEO to secure a minimum of two trailer mounted electric signs to encompass the flexible funding plus a discretion of \$5000 at auction and if not successful to call quotations for the trailer mounted electric sign.

Moved: Cr Forshaw
Seconded: Cr Murray

Carried 10.130221 5/0 FILENO: BCS/EmergM/NDRRA/2010 & BCS/GAS/FM/2011

Content – To seek Council's direction on the proposal for a Trailer mounted electronic sign under the Flexible Funding Program (\$45,000) to be utilised for warnings as far as cyclones or other disasters approaching as well as road conditions and other similar situations.

09.02 Air Services to the Gulf

That Council authorise the Mayor and CEO:-

1. To raise matters for consideration when the new contract for Air service provision to the Gulf; and
2. To seek a meeting in Burketown with representatives of Department of Transport and Main Roads to discuss the issues raised by Council.

Moved: Cr Forshaw
Seconded: Cr Murray

Carried 11.130221 5/0

FILE NO: BCS/TAT/SP/S

Content – To seek Council's views on the provision of Air Services to the Gulf.

09.04 Application for Renewal of a Rural Lease Lot 2CP 817875

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 Rural Lease Pastoral Holding No 8/3218 – Lot 2 on Crown Plan 817875

Moved: Cr Camp
Seconded: Cr Duff

Carried 12.130221 5/0

FILE NO: PF/00396-10000-000

Content – Department of Natural Resources and Mines are seeking Council's views and any objection to the application for renewal of Pastoral Holding No 8/3218 – Lot 2 on Crown Plan 817875 being part of Beames Brook Station.

Declaration: Material Personal Interest

Cr Murray declared a material personal interest (as per section 172 of the *Local Government Act 2009*) in report 09.05 and left the meeting at 12.23pm.

09.05 Department of Natural Resources and Mines Request Views/Comments Lease Renewal Applications 2015

That Council authorise the Chief Executive Officer to advise Department of Natural Resources and Mines that Council has no objection to the application for renewal of leases over the following lots:-

Tenure Type	Title ref	Exp Date	Area (ha)	Location
Lease Term	109Pc37	30.06.2015	254.0000	Woodslake
Pastoral Hold	2cp817875	30.09.2015	8,4700.0000	Beames Brook
"	118PC41	31.12.2015	225,000.0000	Escott
Preferential PH	3505PH1038	30.06.2015	19,760.0000	Pendine

Moved: Cr Duff
Seconded: Cr Camp

Carried 13.130221 4/0

FILE NO: PF/00249-80000-000,
PF/00396-10000-000, PF/00400-10000-000;
PF/00407-10000-000

Content – Department of Natural resources and Mines is seeking Council's views/comments for Lease Renewals for 2015 as detailed hereunder.

Attendance

Cr Murray entered the meeting at 12.29pm.

Adjournment

That Council adjourned the meeting at 11.48am to 1.36pm for lunch; at resumption, all were present except Philip Keirle.

Attendance

Brett Harris entered the meeting at 1.36pm.

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) (h)*.

Council moved into closed session at 1.37pm.

Moved: Cr Camp
Seconded: Cr Murray

Carried 14.130221 5/0

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 2.25pm.

Moved: Cr Camp
Seconded: Cr Murray

Carried 15.130221 5/0

09.03 Plant Hire Rates

That Council adopt the plant hire rates as submitted effective from Wednesday 26th February 2013

Wet Hire Comparison Rates

Plant Number	Description	BSC Less Labour	New Wet Hire Rate
		BSC	
441	12000 Water Tank	10	
469	Multi Tyre	88	140
479	Water Truck	62	114
	Water Truck Combo	72	124
480	Prime Movers	148	200
481	Water tanker	28	
	Water Tanker Combo		176
506	Drum Roller	69	121
522	140m grader	144	196
523	140m grader	144	196
524	hilux 2wd	22	74
536	landcruiser	24	76
545	job truck	44	96
426	low loader	90	
	Truck and Low Loader	238	290
470	loader	117	169
427	side tipper	29	

428	side tipper	29	
429	dolly	15	
486	side tipper	29	
487	dolly	15	
551	Prime Movers	148	200
	Tripple Road Train		314
548	cat excavator	130	182

Moved: Cr Poole
 Seconded: Cr Camp

Carried 16.130221 5/0

FILE NO: BCS/PES/P/PHR

Content – To determine plant hire rates compared with surrounding Shires. A proposed new plant hire rate were completed and some have been adopted

07.03.02 Reapplied - 12-19 Quotation for Elevated Work Platforms

That Council accepts the quote from Queensland Access for the supply of a self propelled work platform at a cost of \$56,595.00 inclusive of GST.

Moved: Cr Poole
 Seconded: Cr Duff

Carried 17.130221 5/0

FILE NO: BCS/TAQ/2012/12-19

Content – To determine the best option to purchase Elevated Work Platforms. Previously deferred by council on the 18th September 2012, then passed by council 18th October - original resolutions attached for your information. At budget meeting it was then decided to hold the purchase

07.03.03 13-02 Quotation for Landcruiser Dual Cab and Tray Back

That Council purchases the Dual Cab Ute from Pacific Toyota for \$73,985.00 inclusive of GST.

Moved: Cr Camp
 Seconded: Cr Forshaw

Carried 18.130221 5/0

FILE NO: BCS/TAQ/2013/13-02

Content – To determine the best option to purchase new council vehicle for the WM and if a vehicle should be provided to WFM.

Attendance

Brett Harris and Frederick Aquilin left the meeting at 2.27pm

Attendance

Kelly Gardner entered the meeting at 2.29pm.

15. Deputations and presentation scheduled for meeting

15.02 Kelly Gardner – CLCAC Wellesley Islands Indigenous Protected Area (IPA) project

Significance of the Wellesley Islands

Some of the cultural significance

- Traditional country of the Lardil, Yangkaal and Kaiadilt Peoples and part of the traditional country of the Gangalidda People
- Over 160 cultural heritage sites of significance have been identified in the Wellesley Islands Sea Claim, but there are many more
- The region contains the largest collection of stone fish traps in the southern hemisphere, and some say the world (there is some dispute on how to count them)
- The cornerstone of traditional laws and customs for each of the four groups is to ask permission to access country, including se country
- Each estate has an estate boss who controls access to that area of country and the use of its resources

Some of the environmental significance

- The Gulf of Carpentaria is one of only two places in the world where the Morning Glory cloud formation occurs and this region is the most reliable for its formation
- Pisonia Island has the only stand of Pisonia Grandis east of the great barrier reef and is type specific to the island – there is only 180ha of this tree species remaining in Australia
- The Bountifuls, Pisonia and Rocky Islands are one of four major green turtle rookeries in Australia and the population is genetically different from east coast populations
- The Bountifuls and Pisonia Island support major nesting populations of flatback turtles, recognised as one of only six significant breeding sites in Australia
- There are dozens of species of birds listed under various international migratory bird agreements, including rare and endangered species
- There are various species of marine mammals and marine reptiles listed as vulnerable, rare or endangered that inhabit the waters of the region, three of which are listed on the Bonn Convention
- The region contains nationally significant wetlands, seven of which are on the Register of the National Estate

The Bountifuls – an example of critical habitat

- North Bountiful Island supports the largest Crested Tern breeding colony in the world
- South Bountiful Island supports the second largest breeding colony of Roseate Terns in eastern Australia (this species is threatened in the northern hemisphere)
 - Each of these species represents more than one percent of the global population.
- The Bountifuls is one of the few remaining areas where interesting green turtles conduct intertidal basking

Rocky and Manowar – another critical habitat

- Manowar Island supports a frigate bird colony which contains approximately 60% of this species in Australia, being more than one percent of the global population
- Rocky and Manowar Islands support the largest brown booby nesting population in eastern Australia and the Coral Sea – again more than 1% of the global population

The immediate areas around each of these islands teems with life that is considered of critical habitat importance.

The IPA journey – so far...

- There have been two positive determinations of Native Title over the Wellesley Islands region

- The Sea Claim in 2004, taking approximately 10 years to complete provided for non-exclusive Native Title over much of the area claimed for 5nm from the mainland and around many of the larger islands, with smaller areas determined for the more remote and less frequented islands
 - The Land Claim in 2009 gave the majority of the islands as exclusive Native Title, except for the town area of Gununa (Mornington Island) and parts of Sweers
- In 2009 the Traditional Owners began exploring ways to maximise the benefits of positive Native Title determination – one of those ways was the concept of an IPA
- What is an IPA?
 - The IPA program was developed in 1996 to provide a clear planning framework for Traditional Owners to manage country in an ecologically sustainable manner, whilst allowing them to meet cultural obligations to care for country in an culturally appropriate manner
 - The Federal Government subscribed to the IUCN definition of a protected area for their inclusion on the National Reserve.
 - This definition includes legal means of protection, but importantly includes any other effective means. This is where the IPA program focuses – on other effective means.
 - The IPA is a voluntary declaration by Traditional Owners to manage their country utilising these other effective means – that is there is no legally binding agreements in force and no legal consequences!
- The Wellesley Islands IPA is a first for Australia in that it focuses largely on sea country.
- Currently there is no government policy on sea country IPA and what they mean.
- The consequence is that until recently the government had no position on what threshold would need to be met in order for the Traditional Owners to declare.

The Traditional Owner Friendly Fishery Symbol

- Traditional Owners have spent several years developing a working relationship with the various commercial fishing sectors operating in the region.
- Out of these consultations the concept of the Traditional Owner Friendly Fishery Symbol was born.
- This concept involved the development of an access protocol, a cultural heritage induction and use of a symbol for fishers to take to the marketplace to increase the value of their product.
- Their participation in the scheme is voluntary, though most agree the use of such a symbol would have a beneficial impact on the price they receive for their product.

Where to from here...

- The government has now determined that the threshold for declaration of the IPA will be the support of agencies that have a management responsibility for the area – that is Fisheries Queensland, National Parks, Recreation, Sport and Racing and local government.
- With the support of these agencies the Traditional Owners are hoping to declare the IPA by the end of this financial year, though all processes need to be finalised by April – no declaration, then no IPA.
- With the declaration of the IPA funding will be made available to Traditional Owners to manage the area in accordance with the management plan that has been developed through the consultation process.
- Management guidelines that will direct the day-to-day ranger activities are currently being reviewed and finalised.
- We would like to request a letter of support from Burke Shire Council, being the adjacent local government authority, for the declaration of the IPA.

FILE NO: BCS/LUAP/P/IPA

Attendance

Cr Forshaw left the meeting from 3.01pm to 3.03pm.

Kelly Gardner left the meeting at 3.08pm.

13. New business of an urgent nature admitted by Council

13.01 Wellesley Island Indigenous Protected Area

That Council provides a letter of support for the declaration of a Wellesley Island Indigenous Protected Area.

Moved: Cr Camp

Seconded: Cr Duff

Carried 19.130221 5/0

FILE NO: BCS/LUAP/P/IPA

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) (h)*.

Council moved into closed session at 3.18pm.

Moved: Cr Poole

Seconded: Cr Murray

Carried 20.130221 5/0

Move into Open Session

That the meeting resume in open session to consider recommendations arising out of the closed session.

Council resumed open session at 3.42pm.

Moved: Cr Poole

Seconded: Cr Duff

Carried 21.130221 5/0

14.01 Complaint – Burke Shire Hall – Burketown

That Council authorise the Chief Executive Officer to forward an appropriately worded reply to Mrs Cunningham as discussed at this Meeting.

Moved: Cr Forshaw

Seconded: Cr Poole

Carried 22.130221 5/0

FILE NO: BCS/CP/SP/SB/BSHB

Declaration: Conflict of Interest

Cr Murray declared that a perceived conflict of interest in this matter could exist (as per section 173 of the *Local Government Act 2009*), due to being a member of the Burketown Barramundi Fishing Org, but that she had considered her position and was firmly of the opinion she could participate in debate and vote on this matter in the public interest.

14.02 Fish Re-stocking Facility Burketown

That Council give in principle support and request the fish restocking group to submit a proposal including costing to Council for consideration at the next meeting.

Moved: Cr Poole
Seconded: Cr Forshaw

Carried 23.130221 5/0 Cr Murray voted in favour of the motion

FILE NO: BCS/CS/FRF/BSBGF

14.03 Visitor Information Centre - Burketown

That Council authorise the Chief Executive Officer to forward an appropriately worded reply to Mrs Harris as discussed at this Meeting.

Moved: Cr Murray
Seconded: Cr Poole

Carried 24.130221 5/0

FILE NO: BCS/CS/TIC

10. Consideration of Notice(s) of Motion and Petitions

10.01 Notices of Motion

10.02 Petitions

No Notices(s) of Motion and Petitions were received.

11. Mayoral Minute and Report

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

Moved: Cr Murray
Seconded: Cr Duff

Carried 25.130221 5/0

Attended the following:

- EBA discussions/planning – participated as required in interviews with each employee – assisted in the redevelopment of position descriptions and KPI's as required – signed off all contracts of employment
- JCC – attended initial meeting,
- Burketown State School – pinned the badges on BSS leaders for 2013
- Teleconference – MMG – re roadworks
- Australia Day –no nominations received this year. Captained winning team for inaugural annual Cricket Match (won despite my cricket prowess not because of – it is amazing what can be achieved if you have a good team under you). With the

projected completion of the road sealing to Burketown this year perhaps this could become a Gregory/country vs Burketown match? Attendance increased as the day wore on – Car Rally was popular, some great entries in the Scone Bake-off, kids, big and small, enjoyed all the games and always love the piñata. Thanks to all who came along and enthusiastically participated in the day's events, assisted in the preparation for the day and on the day and my congratulations to all the winners.

- Meetings with CEO, WM, Rural Foreman and discussions with residents – development of sites for additional housing. After discussion it was agreed to build up to a minimum to reduce impact on surrounding houses and increase house elevation. Flood mapping and recent flooding events here and elsewhere have indicated need to be circumspect and proactive when developing housing sites.

Correspondence

- Minister for Education – following up on Gregory school – awaiting response
- Paul Woodhouse – NW Hospital Board – re QH infrastructure
- EQ – re EQ infrastructure

GSD

- Refining planning for upcoming meetings in Karumba – meeting with MMG, Board Meeting, meeting with Infrastructure Australia CEO
- Discussions re refining membership categories and benefits to enhance membership
- Review of Gulf Flight Services contract – up for renewal in September
- CEO attended meeting regarding future funding in Brisbane
- Letter to Robbie Katter – re his 10 point Regional Plan presented to the Premier

I would like to acknowledge and thank those individuals, businesses and community groups that responded to other Australians in difficulty as a result of recent natural disasters and ran, donated to or supported the events thus enabling to assist a school in Tasmania, an ex- Burketown family whose home was severely impacted by a tornado in Burrum Heads and those affected by bushfires in Etheridge and Croydon Shires. The swift response and generosity shown highlights what a compassionate community our Shire is. We may be only small in numbers but our hearts are big.

I would also like to thank all staff for their willingness and honesty throughout the EBA process. Whilst the EBA is finalised there remains much to do to ensure we keep moving forward to create a dynamic, responsive and cohesive organisation that is a happy place to work. I thank Ken Hunt for his assistance and advice throughout the process and his willingness to share his knowledge with us.

I would like to welcome Frederick Aquilin and Phillip Keirle to Council. Their skillsets are going to be of enormous value to Council as it seeks to strengthen and move itself forward .

12. Councillor Reports

That the verbal reports provided by Councillors Duff, Forshaw, Murray and Poole be noted by Council.

Moved: Cr Murray
Seconded: Cr Duff

Carried 26.130221 5/0

Cr Forshaw

- 26/1/13 – Australia Day – Our family celebrated on the Strand, Townsville.
- 8/2/13 – Gregory Park BBQ & Table/Chairs area – had a meeting with Tony & Martin about where they should go. Also the position of the solar street lights.
- 9/2/13 – Lunch with Paul, Zach and new council employees, Phil Keirle (Deputy CEO) and Fred Aquilin (Chief Financial Officer).
- 10/2/13 – RDA – Meeting in Mt Isa.
RDA supporting continued funding for regional economic bodies, ie, GSD, MITEZ, TEL & RAPID
- Lunch with Mt Isa Mayor Tony McGrady & Cloncurry Mayor Andrew Daniels – attracting and keeping people to the west to live and work.
- 28 applications were received in our district for funding in RDAF round 3 & 4.
- Burke Shire wasn't successful with their two application – one for Solar Farm at Gregory and Digital TV at Gregory
- Carpentaria Shire Council has made it through the first level, with their application for the Monsoon Centre in Normanton. Canberra RDA now decides who receives funding.
- 13/3/13 – Via Phone – Joint Consultative Committee meeting – with Council Employees and Crs.
- RFDS Clinic at Gregory – clarity with Qld Health on who pays the Public Liability – waiting for an answer.
- Main Roads/RoadTek are continuing roadworks on the Gregory-Burke & Wills Road in between storms.
- Gravel cartage has stopped on the Gregory-Burketown Road – due to wet weather.
- Gravel sections on the Camooweal Road are holding up – black soil areas rough/wheel ruts.
- Satellite TV has been installed in the Gregory Hall, bar & bookies area ready for the May Day Horse Races.

Cr Murray

- Burketown School P and C Meeting
- Burketown Kindy Meeting
- Fishing Club AGM
- Attended JCC Meeting

Cr Duff

- Cr Duff and Cr Poole travelled to Gregory to introduce DCEO and CFO to meet Cr Forshaw and the community
- Attended the Uranium Committee Dinner in Mount Isa

Cr Poole

- Cr Duff and Cr Poole travelled to Gregory to introduce DCEO and CFO to meet Cr Forshaw and the community
- Attended the Uranium Committee Dinner in Mount Isa
- Attended JCC Meeting
- Attending meetings with the Mayor

16. Closure of Meeting

The Chair declared the Meeting closed at 4.01pm.

Attachment One



Confirmed Minutes Burke Shire Council Ordinary General Meeting Thursday 17th January 2013 9.00am Council Chamber

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Confirmed

Initial

Burke Shire Council – Minutes Ordinary Meeting – Thursday 17 January 2013

01. Opening of Meeting

The Chair declared the Meeting open at 9.03am.

02. Present

Cr Ernie Camp, Mayor - Chair
Cr Paul Poole, Deputy Mayor
Cr Tracy Forshaw
Cr Tonya Murray

Away Cr Zachary Duff

John Page, Chief Executive Officer
Neil Klemola, Works Manager
Jenny Williams, Executive Assistant

03. Prayer

Cr Murray led Council in Prayer.

04. Consideration of applications for leave of absence

That Council accepts Cr Duff leave of absence for the 17th January 2013 Council Meeting.

Moved: Cr Murray
Seconded: Cr Poole

Carried 01.130117 4/0

05. Confirmation of Minutes of Previous Meeting(s)

05.01 General Meeting Thursday 14 December 2012

That the Minutes of the General Meeting of Council held on Thursday 14 December 2012 as presented be confirmed by Council.

Moved: Cr Murray
Seconded: Cr Camp

Carried 02.130117 4/0

FILE: BCS/G/CM/Minutes

06. Condolences

Council expressed their condolences to the Owens and Bismark Families.

Note - Cr Forshaw thanked Council for the flowers sent to her family.

07. Works and Services Reports

07.01.01 Works and Services Monthly Update Report

That council notes the contents of the Works and Services January 2013 Update report.

Moved: Cr Poole
Seconded: Cr Murray

Carried 03.130117 4/0

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

Content – WORKS MANAGER

Firstly I would like to thank a few people for assisting in making my transition into the position of Works Manager a smooth one. Cassy Hinds and JY have been invaluable in their support and knowledge in helping me navigate my way around the existing works programs and computer systems in place. I feel also mention must be made of David Charlton who has provided technical support in the way of discovery and clarification of budget and spreadsheets, as well as the entire workforce who have welcomed me to the position.

Secondly I would also like to mention Mayor Ernie Camp, Councillors Paul Poole and Zack Duff as well as the CEO John Page and his wife Cheryl and my no means least Jenny Williams for their warm welcome to town and mentoring advice.

It is a steep learning curve and all help has been sincerely appreciated.

I feel pleased to be part of the Burke Shire Council's restructuring and progressive move forward and for this opportunity. I thank the Mayor and Councillors for my appointment.

There are a number of issues I would like to red flag as possible problem areas in the near future that may require a one off investment to provide more effective results and legislative compliance in some instances. These are not a major issue at present but will eventually become one.

- SCADA cooling system at Gregory Downs Water Treatment Plant
- Water flow meters at Escott Pump Station (record accurate information)
- Flow metres at the sewerage works
- A total upgrade for the Sewerage Treatment Plant

There are also a number of areas of concern which do not require extra funding, however they will take up a lot of human resources, time and that is identifying and rectifying anomalies in both budget reporting procedures and simplifying the cost coding systems. I feel if we can adopt the KISS principal in these areas we will note significant improvement in cost effectiveness.

To bring you up to date with immediate changes implemented in an endeavour to boost morale and increase productivity we have introduced both a weekly toolbox meeting and supervisors meeting, which endeavours to give both transparency and ownership to all the stakeholders involved. (Because not only are they the work force they are rate payers and voters as well).

This has the flow on effect of increased productivity and a happy and informed workforce results in less down time.

We have also introduced a skills register and 2-week works look ahead, in which work time frame will be adopted. This has the benefit of utilising both workforce and plant in the most effective way. It also highlights areas of concern in the sense of skills that are lacking, where we need to look at people to fill the void.

*Escott Road upgrade - Trim and brush over Escott Rd (general maintenance upgrade), with excess spoil carted to Simpson Gully.
Floraville Road. (Flood damage)- Work continuing; repairing of shoulders on damaged sections approx 220 metres. Work will be ongoing into next week.*

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Lawn Hill Road. (TIDS - Repair sections of road where excessive bleeding is occurring approx 1.7kms, at the same time patching of potholes.

Lawn Hill to Doomadgee Road. - Take photos for flood damage claims ongoing.

RMPC.- Inspections and logging are ongoing; there are still some issues with grids on the Lawn Hill road to be resolved.

General overview; did a shire inspection along with RMPC Supervisor so as to acquaint myself with the shire boundaries.

RANGER/WORKPLACE HEALTH AND SAFETY OFFICER

Induction/s - Neil Klemola – 7 Jan – Works Manager

Litter Management No campers along river. Bins not brought in for the wet are emptied as needed.

Pest Control

- Draft Stock Route Management Plan for our Shire edited by working group now with council.
- Weed spraying Rubber vine, Belly ache bush and Calotrope on Council road reserves and land when time permits.
- Weed spraying airport fence lines, main airstrip, airport lights, and gables around windsocks, radio tower and facilities had already been sprayed.
- Weed spraying cemetery graves and fence lines.
- Sprayed weeds house 1 fence lines and around shed.
- Started mosquito fogging due to requests from the public 7th January 2013

General

- Monthly 1080 stock control sheet & Indemnity Forms to DNR Normanton.
- Servicing Skytrans RPT flights and daily airport checks when Bob Marshall on leave.
- Testing and tagging meter returned recalibrated with spare parts and computer program – now waiting for computer to load program onto – being repaired. When everything ready, Gregory caretaker has the qualifications to conduct our testing and tagging in house.
- Work Crews toolbox talk topics when and as required
- Second air testing gas meter has been returned from its annual calibration.

TOWN SUPERVISOR

- Now that all staff are back we are getting back into the works schedule that we are currently using.
- I would like to suggest that Council purchase an established Christmas fir tree holding a ceremony for the planting and a plaque, this to be in a fenced off area which would allow for the Christmas scene to happen. Then come Christmas time the children would feel as if the tree was theirs (ownership) they could help decorate the tree and it would be more of a community effort

WORKSHOP AND FLEET MANAGER

General servicing and a maintenance being the main work carried out.

Tender update from budget 2011/12

- 12-01. 2 x Hilux's. Completed

From 2012/13 budget

- Tender 12-18 2 x 2WD utes- Ordered. One has arrived other next week
- Tender 12-19 Elevating work platform- put on hold - can it be reinstated?
- Tender 12-20 Quotes for Vacuum Sewer Sucker- Hard to get and expensive- may pay to buy second hand truck already fitted out.
- Komatsu grader #489 awaiting auction 24-1-13 at Manheim's
- Treatment plant genset- Will need to expedite as old one has bad corrosion and failed to start-have patched for now.
- Skidsteer - Have started sourcing through Local buy

UTILITIES SERVICES MANAGER

Water Reticulation

- 26th December 2012 there was a major leak causing the shutdown of services in east Bowen Street, the cause was an eroded tapping band and crack in the main caused by water pressure from the leak.
- There have been a few minor leaks that have been attended to in a timely manner.

Water Treatment

- Inflow of water from recent flooding of the Nicholson River is a concern due to water quality.
- Control of this situation is being actioned by Alum Dosing during pumping from Nicholson River Pumping Station to prevent Discoloration and Turbidity

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- There has been a minor leak of chlorine, spilling from the container pod from which we are dosing. There was a considerable amount of spill on the floor which caused a large amount of gas generated from the spill. Not forgetting the temperature in the building (sauna)
- Once the building was aired / ventilated and spill flushed with water, work commenced on finding the cause. A fitting on the outlet tap was leaking, when repaired everything was back to normal.
- Ground and building maintenance ongoing
- During checks of the system it was discovered that a large amount of acid had leaked out onto the floor. Because the delivery poly line to the tank is under pressure it sprayed over the floor and equipment causing a very high gas and fume presence
- Aired and ventilated area prior to shutting down the pump
- Flush the area contaminated by the spill by hosing down to rid to rid all fumes and gases
- Repaired leaking pipe tested and commissioned pump again
- Chlorination unit ORP malfunctioning at times which requires a reset other than that operating normally
- Burketown and Gregory water samples are programmed for Tuesday 15th January 2013 to be sent to Laboratory Services Cairns.

Sewer System

- All pumping stations operating had no incidents to date normal routine checks happening.
- Bilvet ongoing maintenance
- UV unit is not operational – have to order parts for lamps and seals
- 2 pumps to be installed to action with availability of an electrician
- Lagoons are okay – require ordinary maintenance

Nicholson Pump Station

- Standby Genset checked and operated on a regular basis
- Switchboard all okay
- Pump well / pumps / valves all okay
- Rising main all okay – require a further inspection before the wet
- Shed and ground ongoing maintenance

Airport

- Slashing to Runway 03/21 commenced 8th January 2013
- Lopping of trees in flight path commenced 7th January 2013
- Runway windsock lights all operational
- PAALC System operational
- New Weather Station – Part taken away for repair, Rankin Electrical Queensland Airport Lighting

Building Maintenance Requests

General maintenance is being done on buildings as and when it is required. House 10 Tenant Norm Welsh requires the kitchen to be completed and some tidying up works, this will need to be quoted as soon as a possible, they have been living in an incomplete home for some time. These are not the only problems with this property however the rest are being dealt with as efficiently as possible. (As trade people are available)

There also seems to be an ongoing problem with the toilet in the Administration Office, this has been looked at several times and the issue continues to occur. Not certain of what to do with this situation.

Pensioners Units 1-7 these units have old tap ware in them and this is causing several leakages inside the buildings. They are also difficult for people with arthritis and other complaints to operate. The suggestion would be to replace all tap ware in the units with appropriate tap ware. Some consultation with a physio therapist maybe required to determine the best product.

A request for quotation has been sent to 3 companies (two local) for the servicing of the Burke Shires air conditioners, in all shire properties. The air conditioners seem to be having trouble with the heat, this appears to be an ongoing problem and if they are serviced more regularly this may assist in operating more effectively. Also to check for any faults that there may be.

The Depot office air conditioners have been struggling for some time to cool down the main office a request has been made for a quotation for split systems this may also cut down the running costs as one air conditioner is very old and needs to run 24 / 7 due to the IT components in the office.

Attendance

David Charlton entered the meeting at 9.36am.

Attendance

Cr Murray left the meeting from 9.58am to 10.02am.

John Page left the meeting from 10.11am to 10.15am

08. Corporate and Community Services Reports**08.01.01 Finance Monthly Update Report**

That Council notes the contents of the Finance January 2013 Monthly Update Report.

Moved: Cr Forshaw

Seconded: Cr Murray

Carried 04.130117 4/0

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

Content – STATEMENT OF COMPREHENSIVE INCOME REVENUE

Rates, Levies and Charges – Decreased by almost \$19,000 due to the original budget understating the amount of discount allowed.

Fees and Charges – Decreased by \$4,200 due to revenue for waste disposal originally set at \$8,000 with current actual at zero.

Interest Received – Current actual which only includes QTC interest to November is \$280,000. This implies a full year of around \$600,000 giving a budget increase of \$200,000.

Sales Revenue – As flood damage revenue is still under review there has been no charge while other recoverable works has already reached the budget of \$50,000 so a conservative increase of \$30,000 has been incorporated.

Grants, subsidies etc. – Some minor changes to RADF, HACC and Community Events to reflect actual revenues but the principle change of around \$2,000,000 is a result of budgeting for a full year of grants. The Federal Treasurer however, in the interest of obtaining a surplus budget, paid half of the grant last year and as it is probable that there will be a change of government in Canberra in 2013 it is unlikely that he will be making an early payment this year. The result is a drastic drop in funding for Council.

Capital Grants – Increased by \$91,000 to reflect the State Govt contribution to the Community Centre. (This is 10% of the total grant less GST).

Expenses - Wages and Materials – Increase by \$626,760 to reflect actual expenditure to date. It is not possible for the system to separate these two in Financial Reporting. Refer to detail sheets.

Depreciation – There has been a reduction in depreciation expense budget due to the original budget reflecting the prior year figure. In 2010/11 there was a revaluation which inflated the depreciation charge for 2011/12. This was amended during the audit and these new figures reflect a more accurate charge for 12/13.

Summary – While revenue budget has declined overall by 1.7 million dollars and depreciation expense has increased by 700,000 this is largely offset by reduction in depreciating of 1.9 million for a total reduction in the net operating surplus of a little over 370 thousand dollars.

STATEMENT OF FINANCIAL POSITION

Current Assets – Council's budgeted cash position has decline by 2.5 million dollars due principally to the reduction in the FAGS grant. While depreciation expense has also reduced by 2 million, it is not a cash expense so there is no improvement in the cash position.

Non Current Assets – There is a change in the value of NCA due to a reduction in accumulated depreciation directly reflecting the reduction in depreciation expense. The WIP budget is reduced by over 5 million but this simply anticipates the completion of various projects which are transferred to PPE accounts. There is no change to the Capital Expenditure budget.

Summary – The overall net worth of Council will decline in line with the reduction in net operating surplus from the Income Statement.

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STATEMENT OF CASH FLOWS

This statement summarises the changes in Cash and shows the position going from a positive \$900,000 to a negative \$1.6 million. Refer to Current Asset commentary in the SFP section.

Revenue and Expenditure Budget

This report is provided for the benefit of Councillors as the Statement of Comprehensive Income is unable to show the budget figures where an account is split between Wages and Materials. The split does work for actual figures but not budget.

Budget Balance Sheet

There has been no change to the Capital Expenditure budget but this report shows changes to the set up of the budget such that the budgeted expenditure now appears in the PPE accounts rather than the WIP accounts. Additionally there have been some small changes to employee benefit accounts and the refuse restoration provision.

Attendance

Dave Charlton left the meeting at 10.27am.

Attendance

John Page and Cr Forshaw left the meeting from 10.27am to 10.28am

Ken Hunt entered at 10.28am.

16. Deputations and presentation scheduled for meeting

16.01 Ken Hunt - Update on EBA and HR Procedures

Gave an update on the EBA and associated processes with level and skills audit and development of position descriptions for each employee.

Adjournment

That Council adjourned the meeting for Morning Tea from 10.31am to 10.45am.

15. 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) (b and h).

Council moved into closed session at 10.45pm.

Moved: Cr Murray

Seconded: Cr Camp

Carried 05.130117 4/0

Real Conflict of interest

Cr Murray declared a real conflict of interest (as per section 173 of the *Local Government Act 2009*) on this matter due to discussions about staffing and organisational structure and left the meeting room at 10.48am, taking no part in the debate or decision of the meeting.

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Attendance

Neil Klemola left the meeting at 11.39am.
 Cr Murray entered at 11.39am.
 Ken Hunt left the meeting at 12.05pm.
 Neil Klemola entered at 12.42pm to 12.50pm.

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 12.51pm.

Moved: Cr Camp
 Seconded: Cr Forshaw

Carried 06.130117 4/0

15.02 Organisational Structure

That council accepts the organisational structure as presented.

Moved: Cr Poole
 Seconded: Cr Forshaw

Carried 07.130117 4/0

FILE NO: BCS/G/OS

Adjournment

That Council adjourned the meeting for Lunch from 12.55pm to 2.13pm.

09. Chief Executive Officer Reports

09.01.01 Chief Executive Officer Monthly Update Report

That council

Notes the contents of the Chief Executive Officer January 2013 Monthly Update Report; and

Require the owners of the Burketown Hotel to provide an indemnity and notation on their insurance policy covering Council for the 600mm overhang on the hotel.

Moved: Cr Poole
 Seconded: Cr Camp

Carried 08.130117 4/0

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

Content – DEVELOPMENT MATTERS

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

Burketown Hotel – Development Application – received notice of engagement by private certifier, boundaries alignment been rectified, waiting on lodgement of revised plans, have received draft plans and forwarded to Councillors for comment.

FOOD LICENSING LICENSES

Application sent to the Burketown Pub in December to complete their Food Business License.

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OTHER RELEVANT INFORMATIONAustralia Day Celebrations

A fun day of activities including cricket match, car rally, cook-off (scones), school activities, games. Australia Day/competition awards and BBQ lunch running from 8am to 3pm.

Council House – Anthony Street – Glendale Homes

Water and sewerage connected, rain water tank installed. Driveway being concreted by Council staff. Awaiting Ergon to connect power.

Position of Deputy CEO, Works Manager and Chief Financial Officer

Mr Neil Klemola commenced duties on Monday 7th January, 2013

Mr Frederick Aquilin will commence as Chief Financial Officer on 21st January, 2013

Mr Philip Keirle will commence as Deputy Chief Executive Officer on 11th February, 2013

Community Centre

Mr Greg Adsett, Architect will attend Council's January, 2013 Meeting.

Airport Fencing Burketown

Mr Neil Klemola will project manage this project.

Airport Terminal and Evacuation Centre Concept Plan

Similar to the Community Centre will be discussed with Mr Greg Adsett.

QRA Finalisation 2010 Event

The required Form 9 was submitted by 20 December 2012 as promised to Council at the last meeting.

Enterprise Bargaining Agreement

The EBA was voted on 13th December and 34 yes 1 no. The Affidavit etc has been forwarded to LGAQ for completion with Unions and Certification through the QIRC.

09.01.02 Adoption of Councillor Remuneration Schedule

That Council adopt the Councillor Remuneration Schedule as determined by the Local Government Remuneration and Discipline Tribunal for the 2013 calendar year:-

Category One

	%	\$pa
Mayor	52.5	\$73,803
Deputy Mayor	22.5	\$31,630
Councillor	16	\$22,492

Moved: Cr Forshaw

Seconded: Cr Murray

Carried 09.130117 4/0

FILE NO: BCS/G/C/CA

Content – To present to Council for consideration and adoption the Councillor Remuneration Schedule as determined by the Tribunal Council under Section 42 (5) of the 2010 Local Government (Operations) Regulation is required to adopt the Schedule within 90 days of the schedule being gazetted. The Schedule was gazetted on 14th December, 2013. The remuneration is for the calendar year.

09.01.03 Proposal to Rename Gregory Downs Township Gregory

That Council notes the information regarding the application for the name change from Gregory Downs to Gregory.

Moved: Cr Camp

Seconded: Cr Forshaw

Carried 10.130117 4/0

FILE NO: BCS/LUAP/P/GNC

Content – To present to Council for consideration the proposal to change the name of Gregory Downs township to Gregory and seek Council's comments.

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09.02.01 Arts and Craft Show 2013

That the Burke Shire Council Arts and Craft Show for 2013 be held on the 24th August 2013.

Moved: Cr Murray
Seconded: Cr Forshaw

Carried 11.130117 4/0

FILE NO: BCS/CR/E/ACS/2013

Content – The Burke Shire Arts and Craft show is due to be held in 2013. Require Council to decide on a date for this event. Every other year, Council provides the funding for an Arts and Craft Show which is held in Burketown. An advisory group is formulated comprising of community members and a Council staff member as the liaison officer.

In 2011 the Arts and Craft Show was held on Saturday 2nd July 2011. Due to this date being earlier than previous years, not any many entries were received especially in the Horticulture section. Previous Years Show Dates:- 2nd July 2011, 29th August 2009, 30th August 2008, 18th August 2007, 12th August 2006. The committee at the time noted in their post show meeting that Council should consider changing the date of the show to late August or early September 2013.

09.02.02 Home and Community Care Monthly Update Report

That Council notes the contents of the Home and Community Care Team Leader Officers January 2013 Monthly Update Report.

Moved: Cr Poole
Seconded: Cr Forshaw

Carried 12.130117 4/0

FILE NO: BCS/CommS/HACC/CR

Content – ATTENDANCE / UPCOMING CONFERENCES / TRAINING AND EXCURSIONS:

CBDC Clients:--- 3, Social Support Clients:---2 We only have a handful of clients starting off the year with most staying away until after the wet season.

ACTIVITIES AND VISITORS:

- *Gardening – Lenny has been keeping our garden watered over the Christmas break with some concern that 3 little pigs (from the corner) have been wreaking havoc-digging up the roses and making a mess.*
- *This year I have planned several outings with the bus that include shopping trips, overnight stays and day trips. Light woodworking projects for the men with the ladies wanting to try their hand at bread making, floral art and rug hooking will add to the other crafts and activities.*

HACC officially resumes on Tuesday in Burketown on Tuesday 15th January while Gregory will start up again on Thursday 21st March. In the meantime I have been making Social calls to clients in town with a Social trip out to Gregory planned for Friday.

Ongoing visits from Health: Medicare Local ----- 8th February, Local Clinic each Tuesday – medications

OTHER UPDATE

The HACC National Service Standards (due every 3yrs) will be assessed again in June but from my understanding this year mine is a self assessment.

I have updated and renewed my HACC Policies to fit the criteria as required for the Standards and they are ready for endorsement.

There may be one or two "new" policies that I have to add but I am waiting for confirmation.

➤ *These HACC changes are planned in the next three years:-*

Access Points: The Commonwealth HACC Program is expected to introduce an intake and assessment service before 2015. New Intake and Assessment tools will be introduced with those Access Points.

Fees: The Commonwealth HACC Program is expected to introduce standardized fees prior to 2015.

Aged Care Reforms: It is expected that the Commonwealth HACC Program will transition to the Home Support Program by 2015.

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10. Late Item Reports

10.01 RADF Committee Recommendations

That Council:-

1. Complete the review of the Arts and Cultural Policy and present back for adoption before 30 June 2013.
2. Writes to Arts Qld requesting that RADF Regional Training Workshops for NW Qld be held after Easter.
3. Approves to host a Regional Training Workshop in the Shire.

Moved: Cr Forshaw

Seconded: Cr Poole

Carried 13.130117 4/0

FILE NO: BCS/CS/A/RADF

Content - The RADF Program, established in 1991, is a highly successful State and Local Government partnership that supports professional artists and arts practitioners living in regional Queensland. The Program focuses on the development of quality art and arts practice for, and with, regional communities.

The RADF Program's key stakeholders are the Queensland Government Department of Education, Training and the Arts, through Arts Queensland and the local councils that participate in the program. These stakeholders support arts and cultural development, RADF committees, regional and remote communities and their arts and cultural workers.

The partnership between Arts Queensland and local government is important to ensure RADF grants are used in the best possible way to support professional arts outcomes and development in regional Queensland, by following six overarching RADF Principles.

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

None Received

12. Mayoral Minute and Report

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

Moved: Cr Murray

Seconded: Cr Poole

Carried 14.130117 4/0

Content –

- Christmas In The Park – It was fantastic to see so many families come and enjoy the evening. All in attendance had a great time – the kids loved the balloons that glowed in the dark, the helicopter lolly drop, chasing the Lollyman and of course – Santa. The cent sale was popular too. It was great to see all the different community groups coming together with council to create a fun evening for all. Thanks to all those who worked hard to make this event the success it was. A special thanks to Santa Claus. I feel that this event was more community driven than council driven and it was fantastic to see community wanting to take ownership of the event.
- Attended BSC Christmas Breakup
- Letter written to Minister for Education – clarifying situation with Gregory Educational Facility and associated infrastructure

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- Attended the office on Friday before Christmas Closure
- Attended office – reopening after Xmas closure
- Spoken to media regarding potential mining expansion
- EBA/PR – with Ken Hunt and Staff
- Phone Interview for Chief Financial Officer
- Coordinated the delivery of 3 trailers of hay to the fire ravaged Etheridge and Croydon Shires. Thanks to Lorraine Station for donation of two trailers of hay, Hawkins Transport for delivery at cost – which Burke Shire is funding as its contribution and Carpentaria Shire for covering the cost of the third trailer of hay. It is much needed and appreciated by residents in those Shires.
- Tasmanian Bushfire Fundraiser – attended this and while a small crowd it was enthusiastic and over \$650 was raised to support a state school in a Tasmanian community devastated by fire. Thanks to the organisers of this event for responding so quickly to support our fellow Australians who are suffering at this time.
- GSD – discussions regarding Regional Mayoral meeting with MMG, press release re Small Business Support funding, upcoming meeting in Karumba in March

Even though we are only 17 days into the New Year I have spent 9 of those in the office working with Staff, progressing matters mainly relating to staffing, HR, position descriptions and looking at possible restructures where needed. I would like to thank all staff for actively engaging in the process with myself and Ken Hunt, BSC's HR consultant.

I'd like to welcome Neil Klemola to staff.

13. Councillor Reports

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

Moved: Cr Camp
Seconded: Cr Poole

Carried 03.110720 4/0

Content:-

Cr Forshaw – attended the Gregory Race Meeting, Event along with Canoe Race is still being held on May Day Weekend.

Note Paul Rossi enquired with the filling of the council blocks in Bowen Street in respect to additional flooding of his block opposite. Council is going to check with the DNR in regards to the level of fill.

FILE NO: PF/00010-60000-000

Adjournment

That Council adjourned the meeting for Afternoon Tea from 3.16pm to 4.10pm.

17. Closure of Meeting

The Chair declared the Meeting closed at 4.10pm

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CONFIRMED

INITIAL

I hereby certify that these pages numbered 1 to 33 – constitute the Confirmed Meeting minutes of the Council Meeting of Burke Shire Council held on Thursday 21st February 2013.

Mayor Cr Ernie Camp