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Confirmed Minutes Burke Shire Council Special Meeting Thursday 29 September 2016 2.00pm Council Chambers

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01. Opening of Meeting

The Chair declared the meeting open at 2.15pm.

02. Record of Attendance

Cr Ernie Camp; Mayor – Chair
Cr Paul Poole; Deputy Mayor
Cr John Clarke
Cr John Yanner
Cr Tonya Murray

Sharon Daishe; Chief Executive Officer
Nils Hay; Deputy CEO
Gordon Stumbris; Relieving Works Manager
Simbarashe Chimpaka; Finance Manager – via telephone
Philip Keirle; Governance & Projects Manager – via telephone
Madison Marshall; Executive Assistant (Minutes)

03. Chief Executive Officer Reports

03.03 RTA TIDS 5 year Road Program

DEPARTMENT:	Works and Services
RESPONSIBLE OFFICER:	Gordon Stumbris, Works Manager
DATE REPORT PREPARED:	29 September 2016
LINK TO COUNCIL PLAN/S:	Corporate Plan Asset Management Plan Annual budget 5 year roads program

1. PURPOSE

1. To consider and adopt the projects that Council intends to fund under the RTA TIDS (Road Transport Alliance Transport Infrastructure Development Scheme) for the 2017/18 to 2020/21 financial years.
2. To consider the amount of RTA TIDS funding in each year that Council is capable of matching.
3. To consider a change of scope to the current RTA TIDS funded project on Doomadgee East Road in order to stabilise edge break.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Gerard Read, Technical Coordinator for the North West Queensland Regional Roads and Transport Group (NWQRRTG), has advised Councils that the Technical Committee (TC) plans to draft the 2017/18 to 2020/21 works program for NWQRRTG at the TC meeting to be held on Friday 04 November in Karumba. (Note that Council's Acting Works Manager, Gordon Stumbris, and consulting engineer Keith Luckhurst will both attend this meeting). Gerard has requested all councils to:

- Review existing projects and advise changes;
- Present new projects if required;
- Indicate the maximum amount of RTA TIDS funding in each year that Council is capable of matching.

Financial sustainability

The following information was prepared by Philip Keirle, Governance and Projects Manager, regarding ability to match escalated funding offers.

Councils are required to remain financially sustainable. Councils are also heavily invested in seeking to maintain adequate levels of service across core areas of operation. The two ambitions have occasion to conflict.

This conflict exacerbates during financial years in which the State elevates its TIDS contribution. More money on roads ensures the maintenance of existing service levels at the same time as it negatively impacts the EOFY cash position of those Councils who must draw on reserves to fund their (additional) TIDS co-contribution.

In 2015-16 and 2016-17, the TIDS contribution from the State of Queensland was increased substantially. Prior to this increase, NWQROC Councils were operating annual TIDS budgets of

~\$800,000 (\$400K from DTMR, \$400K from Council. The increase has led to Councils overseeing an annual TIDS budget of \$1,600,000 (\$800K from DTMR, \$800K from Council) in 2015-16 and 2016-17.

In June 2016, the State of Queensland committed to maintaining this elevated TIDS funding through to 2020. While this funding is certainly welcome, the co-contribution requirements associated will have a significant impact on the long-term financial forecast of many Councils with operating revenue that barely covers operating expenditure (let alone capital expenditure).

Council raised this issue with fellow NWQRRTG (North West Queensland Regional Road Transport Group) members, DTMR (Department of Transport and Main Road) and LGAQ (Local Government Association of Queensland) at the NWQRRTG meeting on 09 September 2016 in Burketown. Greg Hoffman from LGAQ also spoke to this issue.

Workshop – RTA TIDS and changes to scope of work Doomadgee East Road

Councillors and staff considered the draft program for RTA TIDS at a workshop on Thursday 29 September 2016, including change of scope to the work on Doomadgee East Road. Following is a report prepared by Garth Kath relating to the change of scope.

Total works: 13050m (within Chainage 0 – 28km)

These 13050m are not the only evidence of edge break however they are the sections in worst condition and unable to be repair by shoulder grading. To prevent this damage in future shoulder grading would be strongly recommended, with the insides of corners and both sides on straights to be the priority as they tend to get the worst damage with corner cutting and high speed passing in regards to the straights.

With the edge break in the condition that it is in there are two common methods for repair, shoulder dig out and replace with seal or stabilise and seal. In the past we have had works similar to the shoulder dig out and replace when Graham Bailey Earthmoving conducted shoulder reconstruction on Floraville Road, Truganini Road, Doomadgee East Road and Doomadgee West Road. These all came in with mixed rates of cost due to the proximity to water or gravel with an average of \$52/m (without seal), the price currently proposed by SPA is \$26.85/m (without seal) which I believe is a value for money option as it should produce a better end product than the shoulder box and replace too.

The proposed treatment is to bring in material from Armraynald Gravel Pit to build up the shoulder and then stabilise with cement over the edge of the broken seal. The current width proposed is 1.5m from the centreline as this will create a 900m unsealed shoulder made of stabilised material as the stabiliser is 2.4m wide. Once this is completed 1.5m of seal will be sprayed to return the road to the full design width of 6m with fully constructed shoulder for passing of trucks or nervous drivers.

At a rate of \$26.85/m the stabilisation will come to a total cost of approximately \$350,000 and additional seal at approximately \$5/m² coming to a cost of approximately \$98,000. Making the total cost of this variation to project \$448,000.

The implications of not doing this work will result in the reseal currently scheduled having to be cancelled or postponed as many segments of the Doomadgee East Road have reduced to less than 5.6m in width due to this edge break, if this continues this road will no longer be a sealed two way road as it will not have a sealed width great enough for two passing cars.

In regards to budget concerns, due to QRA now releasing an approval for the December Flood Event we are now aware of \$846,000 of works that will be funded by QRA. With total works in the stabilisation contract on Doomadgee East Road (including edge break) coming to \$1,434,000 this leaves only \$588,000 to be funded by TIDS. This project is currently budgeted at \$888,000 in the five year roads program leaving approximately \$300,000 of excess TIDS to be put into Reseals or other projects. So even after undertaking this extension of scope Burke Shire Council will have an excess of \$300,000 to attribute to other projects due to the flood funding coming through.

3. PROPOSAL

It is proposed that Council adopts the program as discussed at the workshop, including changes to the scope of currently in progress work for Doomadgee East to stabilise edge break.

It is proposed that Council informs RRTG of its budget position regarding matching funds (refer recommendation).

4. OFFICER'S RECOMMENDATION

1. That Council notes the contents of this report and its attachments;
2. That Council requests approval for the change in scope to previously approved works for the 2016/17 financial year in order to stabilise edge break on Doomadgee East road;
3. That Council adopts the RTA TIDS projects for the 2016/17 to 2020/21 financial years, as detailed in the attached schedule and summarised below (inclusive of the change in scope referenced in 2.above), for submission to the NWQRRTG;

Year	ROAD	Work Type	Distance	Est. Cost	BSC	Other
2016-2017	Doomadgee West	Initial Seal	6.16	\$441,500	\$221,000	\$221,000
2016-2017	Doomadgee East	Patching	23.9	\$42,000	\$21,000	\$21,000
2016-2017	Doomadgee East	Rehabilitation	5.9	\$888,000	\$444,000	\$444,000
2016-2017	Burketown Airport Apron	Reseal		\$144,000	\$72,000	\$72,000
2016-2017	Doomadgee East	Reseal	22.1	\$884,500	\$442,000	\$442,000
2017-2018	Gregory Airport	Reseal & Line Mark		Total Cost \$330,000 TIDS \$220,000	\$110,000	\$110,000 TIDS \$110,000 RAAP
2017-2018	Floraville Road	Reseal	12.4	\$560,000	\$280,000	\$280,000
2017-2018	Floraville Road	Reseal	8.9	\$400,000	Match with R2R	\$400,000
2018-2019	Floraville Road	Reseal	7.9	\$354,000	\$177,000	\$177,000
2018-2019	Doomadgee East	Reseal	9.9	\$446,000	\$223,000	\$223,000
2018-2019	Doomadgee East	Reseal	1.2	\$54,000	Match with R2R	\$54,000

Year	ROAD	Work Type	Distance	Est. Cost	BSC	Other
2018-2019	Doomadgee East	Reseal	7.7	\$346,000	Match with R2R	\$346,000
2019-2020	Doomadgee East	Reseal	11.6	\$523,000	\$261,500	\$261,500
2019-2020	Floraville Road	Reseal	6.2	\$277,000	\$138,500	\$138,500
2019-2020	Floraville Road	Reseal	7.4	\$333,754	Match with R2R	\$333,754

4. That Council's updates its adopted 5 year road program to reflect the revised RTA TIDS program;
5. That Council informs the NWQRRTG that it has budgeted an amount of \$800,000 to match RTA TIDS funding in each financial year to 2019/2020 being a combination of general revenue and allowable Roads to Recovery (R2R) funds; however:
 - a. The amount of available matching funds may increase or decrease as a result of matters outside Council's control including increases or decreases in other funding sources, rain events, new funding opportunities etc.
 - b. Council wishes to reserve the right to consider its capability to match any new RTA TIDS or other funding on its merits at the time that the funding becomes available; and
 - c. Council notes that work on the Doomadgee East and Doomadgee West roads, being primary access roads to an identified ATSI community, may qualify for a waiver of the matching criteria. In that case Council's ability to match funding is not a limiting factor on the amount of TIDS funding that Council is able to expend on qualifying projects in any year.

03.03 RTA TIDS 5 year Road Program

1. That Council notes the contents of this report and its attachments;
2. That Council requests approval for the change in scope to previously approved works for the 2016/17 financial year in order to stabilise edge break on Doomadgee East road;
3. That Council adopts the RTA TIDS projects for the 2016/17 to 2020/21 financial years, as detailed in the attached schedule and summarised below (inclusive of the change in scope referenced in 2.above), for submission to the NWQRTTG;

Year	ROAD	Work Type	Distance	Est. Cost	BSC	Other
2016-2017	Doomadgee West	Initial Seal	6.16	\$441,500	\$221,000	\$221,000
2016-2017	Doomadgee East	Patching	23.9	\$42,000	\$21,000	\$21,000
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2017-2018	Gregory Airport	Reseal & Line Mark		Total Cost \$330,000 TIDS \$220,000	\$110,000	\$110,000 TIDS \$110,000 RAAP
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2018-2019	Doomadgee East	Reseal	9.9	\$446,000	\$223,000	\$223,000
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2018-2019	Doomadgee East	Reseal	7.7	\$346,000	Match with R2R	\$346,000
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2019-2020	Floraville Road	Reseal	7.4	\$333,754	Match with R2R	\$333,754

4. That Council's updates its adopted 5 year road program to reflect the revised RTA TIDS program;
5. That Council informs the NWQRRRTG that it has budgeted an amount of \$800,000 to match RTA TIDS funding in each financial year to 2019/2020 being a combination of general revenue and allowable Roads to Recovery (R2R) funds; however:
 - a. The amount of available matching funds may increase or decrease as a result of matters outside Council's control including increases or decreases in other funding sources, rain events, new funding opportunities etc.
 - b. Council wishes to reserve the right to consider its capability to match any new RTA TIDS or other funding on its merits at the time that the funding becomes available; and
 - c. Council notes that work on the Doomadgee East and Doomadgee West roads, being primary access roads to an identified ATSI community, may qualify for a waiver of the matching criteria. In that case Council's ability to match funding is not a limiting factor on the amount of TIDS funding that Council is able to expend on qualifying projects in any year.

Moved: Cr Poole

Seconded: Cr Yanner

Carried 160929.01 5/0

03.01 Burke Shire Council - Adoption of Asset & Services Management Plan

DEPARTMENT:	Office of the Chief Executive Officer
RESPONSIBLE OFFICER:	Philip Keirle, Governance and Projects Manager
DATE REPORT PREPARED:	25 September 2016
LINK TO COUNCIL PLAN/S:	Corporate Plan Operational Plan Budget (Capital Expenditure & 10 year financial forecast)

1. PURPOSE

To submit the Burke Shire Council Asset & Services Management Plan 2017-2026 to Council for consideration, review and subsequent adoption.

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

In November 2009, the Queensland Government in conjunction with the LGAQ lodged a formal submission with the Commonwealth Government seeking funding from the Local Government Reform Fund to support Councils in the development of Asset Management plans.

Council's first Asset & Services Management Plan was funded through this initiative and developed immediately after the completion of a full revaluation of Council's assets by APV in 2010. The Plan was adopted at the Ordinary Council meeting in April 2012.

09.01.03 Asset & Services Management Plan 2012-2021.

That Council adopts the draft Asset and Services Management Plan as presented.

Moved: Cr Forshaw

Seconded: Cr Olive

Carried 13.120418 4/0 FILE NO: BCS/G/AM/MP

Council also developed Total Management Plans (TMPs) for its Water & Wastewater services in accordance with the program funding requirements of the Water and Sewerage Program (WASP), a state funded program that provided substantial discounts on capital expenditure on water and wastewater treatment assets. The TMPs have not been actively utilized by Council since the demise of the WASP some years ago.

For a variety of reasons, the Asset Management Plan of 2012 did not end up doing the work it was intended to do. This has been a sector-wide phenomenon for small to medium sized local government entities Australia-wide. Given the comprehensive nature of the commitment as well as the skill set required to implement and embed a functional, effective and enduring asset management systems, this is not surprising.

Since late 2014, Council has redoubled its efforts on developing and embedding a successful asset management framework. Given the increased maturity of Council's financial management and governance systems, as well as the increased resourcing allocated to asset management, the opportunity to embed this framework and associated practices has never been more promising.

3. PROPOSAL

That Council receives the Burke Shire Council Asset and Services Management Plan 2017-2026.

That Council adopts the Burke Shire Council Asset and Services Management Plan 2017-2026.

4. OFFICER'S RECOMMENDATION

1. That Council receives the Burke Shire Council Asset and Services Management Plan 2017-2026.
2. That Council adopts the Burke Shire Council Asset and Services Management Plan 2017-2026.

03.01 Burke Shire Council - Adoption of Asset & Services Management Plan

- 1. That Council receives the Burke Shire Council Asset and Services Management Plan 2017-2026.**
- 2. That Council adopts the Burke Shire Council Asset and Services Management Plan 2017-2026.**

Moved: Cr Murray

Seconded: Cr Poole

Carried 160929.02 5/0

Attendance

Keith Luckhurst from George Bourne and Associates entered the meeting from 2.46pm to 3.01pm.

03.02 Repairs to runway at Gregory Airstrip

DEPARTMENT:	Works and Services
RESPONSIBLE OFFICER:	Gordon Stumbris, Works Manager
DATE REPORT PREPARED:	27 September 2016
LINK TO COUNCIL PLAN/S:	Corporate Plan Asset Management Plan Annual budget 5 year roads program

1. PURPOSE

The purpose of this report is to consider:

1. Emergency repairs to the bitumen surface of the runway at Gregory airstrip
2. Future work to either reseal or rejuvenate the runway in order to prevent further breakdown of the bitumen surface
3. How the emergency repairs and future work will be funded, including the opportunity afforded by the Regional Aviation Access Programme (RAAP) Remote Airstrip Upgrade (RAU) Funding Component

2. BACKGROUND & PREVIOUS COUNCIL CONSIDERATION

Council owns and operates the airstrip at Gregory. The airstrip is used by the Royal Flying Doctor Service (RFDS) for clinic visits and medical transfers. It also provides critical access to the remote township of Gregory when roads are closed due to flooding which routinely occurs during the wet season.

Following receipt of a photograph on 18 August 2016 showing stripping of the bitumen seal on the runway at Gregory Airstrip, Council's ARO (airport reporting officer) inspected the runway on 22 August 2016. The ARO reported a depression in an area of approximately 58 metres, and 2.9 metres off the centre line on the western side. The officer noted that this may have been caused by aircraft landing during the wet season, with water ponding on the eastern side of the centreline.

Keith Luckhurst of George Bourne and Associates (GBA - consulting engineers to Burke Shire Council), and Gordon Stumbris, Acting Works Manager, have conducted further inspections. GBA have provided a report on the work required to strengthen and stabilise the runway surface in the longer term (refer attachment). After inspecting the runway on 21 September 2016 Gordon Stumbris reported that there are remedial (patching) works that need to be undertaken prior to any rejuvenation / resealing works (refer attachments). This work is urgently required to make the airstrip safe before the wet season and to prevent further breakdown of the seal, however it is expected that the surface will quickly deteriorate if the stripping and ponding are not addressed in the longer term.

Council has not provided for this work in the budget for 2016/17, or the forecast for the following financial years. The \$20,000 provided in the current budget for Gregory Airport operations & maintenance is to cover slashing, lighting, inspections, gables and cones, and fencing maintenance. It appears that minimal work has been done at Gregory airport in recent prior years; and the runway surface, line marking and lighting have had limited attention. Historical data shows the following expenditure:

Expenditure Item	2015-16	2014-15	2013-14

Slashing & Ground Maintenance	10,185	6,094	0
Cones and Gables	0	3,357	0
Lighting	0	0	697
inspections	0	0	7,000
Totals	10,185	9,451	7,697

This information raises broader implications regarding management of the Gregory airstrip, which should be addressed under the portfolio of the Works Manager by standardising a process of documented inspections, reporting and follow-up actions. However this does not change the need to make urgent repairs to the runway, and prevent further breakdown of the bitumen with a longer term solution.

Future management of this asset needs to be considered in Council's integrated planning instruments (corporate, operational, long term financial and asset management plans).

3. PROPOSAL

It is proposed that Council staff immediately carry out patching of the area of the Gregory runway where seal has stripped, and patching of deformed areas where water is ponding. This will require authorisation of expenditure that is not in the budget.

It is further proposed that Council will either reseal or rejuvenate the Gregory runway during the 2017 dry season. To fund this work it is proposed that Council submits an application for funding under the Regional Aviation Access Programme (RAAP) Remote Airstrip Upgrade (RAU) Funding Component for the reseal or rejuvenation. If approved, this funding can be matched on a thirds basis (one third RAAP; one third BSC own source; one third TIDS). If RAAP funding is not secured, it is proposed that Council funds the work 50:50 BSC and TIDS. This will require provision for capital works in the 2017/18 budget. As the cost of the reseal or rejuvenation work is expected to be greater than \$200,000 it will be necessary to go to tender.

4. OFFICER'S RECOMMENDATION

1. That Council notes the contents of this report and its attachments
2. Emergency Repairs Gregory Runway - That Council:
 - a. Approves immediate emergency work at Gregory airstrip to patch areas where seal has stripped and where water is ponding; and
 - b. Pursuant to the Local Government Regulation 2012 s.173 authorises expenditure on this work that will exceed the amount authorised in the 2016/17 annual budget for Gregory Airstrip by approximately \$42,000, to be funded from Burke Shire Council's own-source revenue; and
 - c. Pursuant to the Local Government Regulation 2012 s.173 (4), takes this expenditure into account when amending the adopted 2016/17 budget pursuant to s.170.
3. Future Work Gregory Runway - That Council:
 - a. Approves the reseal of the bitumen surface of the runway at Gregory airport at a cost of approximately \$330,000 (ex GST); and

- b. Submits an application for funding for this work to Round Four of the 2016/17 Regional Aviation Access Programme (RAAP) Remote Airstrip Upgrade (RAU) Funding Component; and
- c. Agrees to fund this work in the 2017/18 financial year and that the source of funding will be split between Burke Shire Council own source funds, TIDS (Transport Infrastructure Development Scheme) and RAAP if approved.
- d. Notes that if the RAAP funding is not approved, Council will have the option to consider whether to proceed with the reseal funded 50:50 Burke Shire Council and TIDS, or to scale the project back to rejuvenation.

03.02 Repairs to runway at Gregory Airstrip

- 1. That Council notes the contents of this report and its attachments**
- 2. Emergency Repairs Gregory Runway - That Council:**
 - a. Approves immediate emergency work at Gregory airstrip to patch areas where seal has stripped and where water is ponding; and
 - b. Pursuant to the Local Government Regulation 2012 s.173 authorises expenditure on this work that will exceed the amount authorised in the 2016/17 annual budget for Gregory Airstrip by approximately \$42,000, to be funded from Burke Shire Council's own-source revenue; and
 - c. Pursuant to the Local Government Regulation 2012 s.173 (4), takes this expenditure into account when amending the adopted 2016/17 budget pursuant to s.170.
- 3. Future Work Gregory Runway - That Council:**
 - a. Approves the reseal of the bitumen surface of the runway at Gregory airport at a cost of approximately \$330,000 (ex GST); and
 - b. Submits an application for funding for this work to Round Four of the 2016/17 Regional Aviation Access Programme (RAAP) Remote Airstrip Upgrade (RAU) Funding Component; and
 - c. Agrees to fund this work in the 2017/18 financial year and that the source of funding will be split between Burke Shire Council own source funds, TIDS (Transport Infrastructure Development Scheme) and RAAP if approved.
 - d. Notes that if the RAAP funding is not approved, Council will have the option to consider whether to proceed with the reseal funded 50:50 Burke Shire Council and TIDS, or to scale the project back to rejuvenation.

Moved: Cr Camp

Seconded: Cr Murray

Carried 160929.03 5/0

Declaration: Material Personal Interest

Cr Murray declared a material personal interest (as per section 172 of the *Local Government Act 2009*) in the closed session report and left the meeting at 3.24pm.

Declaration: Material Personal Interest

Cr Yanner declared a material personal interest (as per section 172 of the *Local Government Act 2009*) in the closed session report and left the meeting at 3.24pm.

04. Closed Session Reports

That Council move into closed session to discuss confidential items as stated in the *Local Government Regulation 2012* in Chapter 8 Administration, Part 2 Local government meetings and committees, under Sections 275 (1) (e - contracts proposed to be made by it).

Council moved into closed session at 3.25pm.

Moved: Cr Poole

Seconded: Cr Clarke

Carried 160929.04 3/0

Attendance

Philip Keirle and Simba Chimpaka left the meeting at 4.47pm.

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 4.47pm.

Moved: Cr Camp

Seconded: Cr Clarke

Carried 160929.05 3/0

04.01 Closed Session - 2016-13 Drought Communities Program Re-sheeting

- 1. That the report/attachment be deemed a confidential document and be treated as such in accordance with Local Government Regulation 2012 in Chapter 8 Administration, Part 2 Local government meetings and committees, under Sections 275 (1)(e) and that the document remain confidential unless council decides otherwise by resolution; and**
- 2. That Council note the contents of the report; and**
- 3. That Council notes the contents and recommendations contained in the Tender Evaluation Report; and**
- 4. That Council notes the objectives of the Drought Communities Programme; and**
- 5. That Council defers a decision regarding the 2016-13 Lawn Hill National Park Road Re-sheeting tender until Council is able to secure permission to extract gravel from Pit No. 8.**

Moved: Cr Camp

Seconded: Cr Poole

Carried 160929.06 3/0

Attendance

Cr Camp left the meeting from 4.55pm to 4.56pm.

Cr Yanner and Cr Murray entered the meeting at 4.59pm

05. Closure of meeting

The Chair declared the meeting close at 5.02pm.

I hereby certify that these pages numbered 1 to 14 – constitute the Confirmed Special Meeting minutes of the Council Meeting of Burke Shire Council held on Thursday 29 September 2016.

Mayor Cr Ernie Camp