



# WINTON SHIRE COUNCIL

**DRAFT Minutes 20/12/18**

**MINUTES OF THE GENERAL MEETING OF THE WINTON SHIRE COUNCIL**

**HELD IN THE BOARD ROOM, WINTON SHIRE COUNCIL,  
75 VINDEK STREET, WINTON ON THURSDAY 20 DECEMBER 2018,  
COMMENCING AT 8.02 am.**

**Present:** Cr GJ Baskett, Cr T Elliott, Cr T Harbour, Cr J Mann, Cr PS Mann and Cr JE Sale

Chief Executive Officer	-	R Bruhn
Minute Secretary	-	S Van Bael

**Attendance:** Mr C Dyer in attendance to discuss Playscape operations.

**Item 1: Acknowledgement of Country**

The Mayor recited the Acknowledgement of Country and on behalf of Council, extended condolences to:

- the family and friends of Pauleen Mitchel
- the family and friends of Sandy Whitehead
- the family and friends of Ted Delahunty
- the family and friends of Lance Kenna

The Mayor also thanked the Interim Chief Executive Officer Mr Bruce Davidson for his time and efforts in Winton.

**Item 2: Apologies**

Phil Krisanski                      Director of Works

**Item 3: Declaration of Pecuniary Interest and Conflict of Interest**

Cr Baskett invited Councillors to declare any relevant "Interest" to respective items.

- Cr T Elliott declared an interest in the Decisional Report: Walkway of Honour since she is the Acting Secretary for the Winton RSL sub-branch;
- Cr S Mann declared an interest in the Decisional Report: Non-Potable Water Standpipe near the Showgrounds as he is employed by RoadTec.

**Item 4: Petitions and Deputations**

Marcel Veraart and Shane Vardy                      re: Playscape Creations

Mr James Dein Sound Australia                      re: Winton's Way Out West Fest

**Item 5: Confirmation of Minutes**

**a. General Meeting held on 15 November 2018.**

**01.12.18** *Moved Cr S Mann* *Seconded Cr J Mann*  
That the minutes of the General Meeting held on 15 November 2018 be confirmed. **CARRIED 6-0**

**b. Special Meeting held on 28 November 2018.**

**02.12.18** *Moved Cr T Harbour* *Seconded Cr T Elliott*  
That the minutes of the Special Meeting held on 28 November 2018 be confirmed. **CARRIED 6-0**

**c. Special Meeting held on 10 December 2018**

**03.12.18** *Moved Cr T Elliott* *Seconded Cr J Sale*  
That the minutes of the Special Meeting held on 10 December 2018 be confirmed subject to the following alteration: -

Folio 16804 by amending the passage *'the possibility of being sub contracted to the contractor'* to read ***"the possibility of being sub-contracted to a sub-contractor."*** **CARRIED 6-0**

**Item 6: Mayor's Report**

The Mayor provided a verbal update on meetings and activities since 14 December 2018 and answered questions in relation to the report.

MAYOR MEETINGS & INSPECTIONS 15.11.18 to 14.12.18		
TYPE	PARTIES	PURPOSE
Event	Community	St Patricks Speech Night
Awards Ceremony	TEO and WMC Manager	Tourism Awards
Meeting	RAPADWSA	Strategic Group Quarterly Meeting
Teleconference	ORRTG	Strategic Group Meeting
Meeting	DDMG	District Disaster Management Meeting
Meeting	Waltzing Matilda Centre Board Members	Waltzing Matilda Centre Boards Meeting
Teleconference	AB Patterson College	Discuss new Facility
Meeting	OQTA	Awards in Winton 2019
Meeting	CAN	Winton Hospital
Meeting	Tourism Strategy Members	Tourism Advisory
Meeting	TEQ TEO and DCEO	Future Projects
Teleconference	CEO, TEO, Vision Splendid	Vision Splendid Institute
Teleconference	Outback Way Members	Finalise AGM
Meeting	James Dein and RSL Members	ANZAC Day Celebrations
Event	Community	WSS Lets Celebrate

Special Meeting	Councillors	Elderslie Street Tender
Meeting	TEO, Film Producer and Director	Movie Opportunity
Interviews	DoW and CEO	Applicants for Director of Community Services
Teleconference	CEO	RAPAD Monthly Meeting
Meeting	Working Group	ANZAC Day
Inspection	CEO, DoW, Councillors	Onsite inspection of Elderslie Street

**04.12.18**      *Moved Cr S Mann*  
That the Mayor's Report be received.

*Seconded Cr J Sale*  
**CARRIED 6-0**

**Attendance:** 8:22am Marcel Veraart and Shane Vardy from Playscape attended the meeting to provide a presentation on the design work for the Winton Water Park and to seek feedback from Elected Members.

9:24am The Presentation concluded.

**Adjournment:** Council adjourned for Morning Tea with the 60 & Better Group at 9:30am.

**Resumption:** The Meeting resumed at 10:11am

## **Item 7      Decisional Reports**

### Western Picnic Race Club Inc.

**Summary:** Advice has been received from the Department of Natural Resources, Mines and Energy (DNRME) that an application from the Western Picnic Race Club Inc. (WPRC) has been received for the surrender of Special Lease 45/52252 – Lot 64 on AE113.

**05.12.18**      *Moved Cr S Mann*      *Seconded Cr T Elliott*  
That Council support the dedication of the lease area identified as Lot 64 on AE113 as a reserve for Strategic Land Management purposes with Council consenting to be the trustee of this reserve.  
**CARRIED 6-0**

### Council Advisory Committees - Community Membership

**Summary:** This report seeks to fill the positions on the 3 Community Committees where membership remains incomplete.

**06.12.18**      *Moved Cr S Mann*      *Seconded Cr J Mann*  
That Council accept the nominations of the following Community representatives to serve on Council's Advisory Committees.

#### *Drought Relief Committee*

Geoffrey Coupe, Debbie Nichols, Catherine White, Melvin Elliott (Mel), Lyn Fraser, Mike Grinke.

*Rural Lands Committee*

Debbie Nichols, Peter White, Taddy Howard, Dolly Grant.

*Regional Arts Development Fund (RADF)*

Robyn Stephens, Lyn Fraser.

**CARRIED 6-0**

Non-Potable Water Standpipe near Showgrounds

**Conflict of Interest:**

Cr S Mann declared a Conflict of Interest in this matter.

"I declare that I have a conflict of interest in this matter (as defined by section 175D of the Local Government Act 2009) as I am currently working for a company that uses the standpipe. I will be dealing with this declared conflict of interest by leaving the meeting while this matter is discussed and voted on."

**Departure:** Cr S Mann left the chamber at 10.21am.

**Summary:** The non-potable water supply available at the standpipe at the Showgrounds is currently available free of charge to all local residents and should be reviewed so that Council can recover the costs of providing the service. Investigations have been undertaken to determine the costs for Council and the amount of water being used by various parties. It has been determined that a charge of \$1.00 per kl is reasonable and appropriate.

**07.12.18** *Moved Cr J Mann* *Seconded Cr T Elliott*  
That Council amend the 2018/19 Fees & Charges Schedule to charge \$1.00 per kilolitre for Non-potable water at the Showgrounds standpipe to cover the costs of providing the service and future upgrading. **CARRIED 6-0**

**Attendance:** Cr S Mann returned to the meeting.

Meeting Procedures and Standing Orders for Council Meetings

**Summary:** This report addresses the changes required to be made by Council in response to provisions of the Local Government (Councillor Complaints) and Other Legislation Amendment Act 2018, relating to the inappropriate conduct of Councillors.

**08.12.18** *Moved Cr T Harbour* *Seconded Cr J Sale*  
That the report by the Acting Director Community and Economic Development on the introduction of the Local Government (Councillor Complaints) and Other Legislation Amendment Act 2018 be received and Council: -

1. Adopt the Model Meeting Procedures and Example Investigation Policy as published by the Department of Local Government, Racing and Multicultural Affairs;
2. Convene a Council Workshop to review Council's February 2015 Meeting Procedure Policy and the Department's Standing Orders for Council Meetings including Standing Committees 'Best Practice Guide'.

**CARRIED 6-0**

The RAPAD Monthly Report

*Summary:* This report provides the Minutes of RAPAD's most recent meetings: -

- Annual General Meeting - 8<sup>th</sup> November 2018
- Board Meeting - 8<sup>th</sup> & 9<sup>th</sup> November 2018

The report highlights 10 issues arising from those meetings.

- 09.12.18**      *Moved Cr T Elliott*      *Seconded Cr T Harbour*
1. That the minutes of the RAPAD Annual General Meeting and Board meeting held on 8<sup>th</sup> and 9<sup>th</sup> November 2018 be received; and
  2. That Council oppose the approach by Vision Splendid to RAPAD in relation to CWQ Film Industry given its potential impact on Council's long-term strategy of establishing Winton as the unique location for film production in this region.
- CARRIED 6-0**

Replacement Furniture – Town Hall/Supper Room

*Summary:* A recent inspection of the chairs and trestles in the Town Hall and Supper Room has revealed many of these are in extremely poor condition and currently pose both a safety risk to users of these facilities and have the potential to damage the flooring.

There is currently no budget available for the replacement of furniture in the Town Hall and Supper Room and the purpose of this report is to seek Council approval for an allocation of up to \$25,000 to replace these items.

- 10.12.18**      *Moved Cr J Mann*      *Seconded Cr J Sale*
1. That Council approve a budget allocation of up to \$25,000 from surplus funds to replace chairs and trestles (including 2 trestle trolleys) for the Town Hall and Supper Room.
- CARRIED 6-0**

Waltzing Matilda Centre Limited

*Summary:* During a General Meeting of the Waltzing Matilda Centre Limited Board held on Wednesday 28 November 2018, it was determined to review: -

- The Waltzing Matilda Centre Limited – Board Terms of Reference;
- The Agreement (MoU) between The Waltzing Matilda Centre Limited and The Winton District Historical Society & Museum Inc. (WDHS&M).

Both documents were reviewed during the meeting and consensus was reached on the amendments. It was also determined that the amended agreement with the WDHS&M would be referred to their Committee (which is due to meet on Thursday 13 December 2018) to ensure their support for the changes.

This has now been received and the amended documents are now presented to Council for formal adoption.

- 11.12.18**      *Moved Cr S Mann*      *Seconded Cr T Elliott*  
1. That Council adopt the amended Waltzing Matilda Centre Limited – Board Terms of Reference;  
**CARRIED 6-0**

- 12.12.18**      *Moved Cr J Sale*      *Seconded Cr S Mann*  
2. That Council adopt the amended Agreement between The Waltzing Matilda Centre Limited and The Winton District Historical Society & Museum Inc.  
**CARRIED 6-0**

#### Grids Policy

*Summary:* On 14 November 2018, a grids policy workshop was held with the Councillors to provide direction to Council officers to develop a Grids Policy. The Assets Manager gave a presentation on the number of grids, types and conditions of grids and available data on ownership. In addition, policies from other neighbouring Councils were discussed and there were no consistent approaches for Council to refer to. A general agreement was reached on where Council saw the roles and responsibilities of the Landowners and Council.

- 13.12.18**      *Moved Cr J Mann*      *Seconded Cr J Sale*  
That Council receive the report and consider / review the draft policy at the January Meeting.  
**CARRIED 6-0**

#### Sealing Richmond Road (TMR Beef Road Project)

*Summary:* This report summarises the tender process and assessment undertaken for the tenders received for Sealing for the Pave and Seal project on Richmond Road as per TMR Specifications and recommends that the tender be awarded to RPQ Spray Seal Pty Ltd for \$310,970.34 excluding GST.

- 14.12.18**      *Moved Cr S Mann*      *Seconded Cr T Elliott*  
That Council awards the Sealing of the Richmond Rd Project to RPQ Spray Seal Pty Ltd for the sum of \$310,970.34 (Excl. GST) to be delivered to site on the Winton-Richmond Road.  
**CARRIED 6-0**

#### 2019 Winton Shire Council Ordinary Meetings Dates

*Summary:* In accordance with *Section 277* of the *Local Government Regulation 2012*, the Ordinary Meeting dates of the Winton Shire Council for 2019 are required to be established and advertised. The dates of meetings can be modified provided sufficient advertising is undertaken prior to the relevant meeting being undertaken.

Except for the January 2019 meeting, the prepared dates scheduled are the third Thursday of the respective month.

- 15.12.18**      *Moved Cr T Harbour*      *Seconded Cr S Mann*  
THAT Council adopts its Ordinary Meeting dates for 2019 in accordance with the attached schedule and provides public notice of these dates in accordance with *Section 217* of the *Local Government Regulation 2012*.  
**CARRIED 6-0**

## Late Reports

**Attendance:** Charles Dyer in attendance from 11.38am.

### Walk of Honour

**Declaration:** Cr T Elliott declared a perceived Conflict of Interest.

"I declare that I have a perceived conflict of interest in this matter (as defined the Local Government Act 2009, section 175D) as I am the Acting Secretary of the Winton RSL sub-branch. I have determined that this perceived interest is not of sufficient significance that it will lead me to making a decision on the matter that is contrary to the public interest. I will best perform my responsibility of serving the overall public interest of the whole of the Council's area by participating in the discussion and voting on this matter."

### 16.12.18

**Summary:** This report provides an update to Council on the plans, cost estimates and funding sources for the completion of the Walk of Honour project at the Waltzing Matilda Centre incorporating the replacement and installation of the RSL Honour Boards, conflict interpretive signage, plus the design and installation of feature lighting.

The Winton Shire Council is providing technical support and project guidance to the Winton RSL sub-branch to complete the Walk of Honour adjacent to the Waltzing Matilda Centre.

**17.12.18**      *Moved Cr J Mann*      *Seconded Cr S Mann*  
                 THAT the report be received;      **CARRIED 6-0**

**18.12.18**      *Moved Cr T Harbour*      *Seconded Cr S Mann*  
                 THAT Council seek written confirmation from RSL Queensland, RSL Townsville and the Winton RSL sub-branch on their financial contribution towards the replacement of the Honour Boards;      **CARRIED 6-0**

**19.12.18**      *Moved Cr T Elliott*      *Seconded Cr S Mann*  
                 THAT Council engage ARM Signs to complete the conflict interpretive signage based on the very high standard of work completed for the Winton District Historical Society and Museum;      **CARRIED 6-0**

**20.12.18**      *Moved Cr S Mann*      *Seconded Cr T Elliott*  
                 THAT Council undertake the project management for the works, including facilitation with the Winton RSL sub-branch (and their chosen contractor/s) and Council's contractors for the installation of signage and lighting.  
                 **CARRIED 6-0**

### Silhouette Sunset Project (part 1)

Council staff have been discussing the possibility of creating a new 'silhouette' project to enhance the Winton landscape. With the second "Winton Way Out

West Fest" for 2019 fast approaching, there is an opportunity to create a landmark that will be a unique attraction and marketing opportunity.

*Winton Silhouette Sunsets* is a range of signs and steel cut-outs that locals and visitors can observe, photograph and pose with. There is currently no budget allocation for this project in 2019 and should Council decide to approve this project, it will also need to determine where it will be funded from.

**21.12.18**      *Moved Cr T Elliott*      *Seconded Cr T Harbour*  
1. THAT the report be received;      **CARRIED 6-0**

**22.12.18**      *Moved Cr T Elliott*      *Seconded Cr S Mann*  
2. THAT Council approve the Silhouette Sunset Project - Part 1 at an estimated cost of \$30,000 with the project to be funded from the unallocated funds available through the Drought Communities Program – Round 2.  
**CARRIED 6-0**

**Departure:** Charles Dyer departed the meeting at 12.22pm.

**Item 8:      Advisory Committee Reports**

**23.12.18**      *Moved Cr J Sale*      *Seconded Cr S Mann*  
THAT the Minutes of the Regional Arts Development Fund Meeting be received.      **CARRIED 6-0**

**24.12.18**      *Moved Cr T Elliott*      *Seconded Cr T Harbour*  
THAT the Minutes of the Wild Dog Management Committee Meeting be received.      **CARRIED 6-0**

**25.12.18**      *Moved Cr J Sale*      *Seconded Cr S Mann*  
THAT the Minutes of the Tourism Implementation Strategy Committee Meeting be received.      **CARRIED 6-0**

**26.12.18**      *Moved Cr J Sale*      *Seconded Cr J Mann*  
THAT the Minutes of the Shire Beautification and Cemetery Advisory Committee Meeting be received.      **CARRIED 6-0**

**27.12.18**      *Moved Cr T Elliott*      *Seconded Cr S Mann*  
THAT the Minutes of the Showgrounds Users Advisory Committee Meeting be received.      **CARRIED 6-0**

**28.12.18**      *Moved Cr S Mann*      *Seconded Cr T Elliott*  
THAT the Minutes of the Waltzing Matilda Centre General Meeting be received.      **CARRIED 6-0**

**Adjourned:** Council adjourned at 1.21pm for lunch and returned at 1.39pm with all in attendance.

**Presentation:** James Dein in attendance via teleconference at 1.42pm to update Council on the Winton Way Out West Fest.

**Departure:** James Dein departed the meeting at 2.11pm.

**Item 9: Correspondence**

Department of Infrastructure, Regional Development and Cities

Advise the Reconstruction of the Waltzing Matilda Centre project has been assessed as complete.

**29.12.18** *Moved Cr J Sale* *Seconded Cr T Elliott*  
**CARRIED 6-0**  
That Council receive and note the information.

Bravehearts Foundation Limited

Certificate of Appreciation.

**30.12.18** *Moved Cr S Mann* *Seconded Cr J Mann*  
**CARRIED 6-0**  
That Council receive and note the information.

Winton State School

Certificate of Appreciation.

**31.12.18** *Moved Cr T Harbour* *Seconded Cr J Sale*  
**CARRIED 6-0**  
That Council receive and note the information.

Rockhampton Regional Council

Finalist Economic Development Initiatives Rural & Remote Areas.

**32.12.18** *Moved Cr J Mann* *Seconded Cr S Mann*  
**CARRIED 6-0**  
That Council receive and note the information.

Senator the Hon. Ian Macdonald

Letter of Appreciation.

**33.12.18** *Moved Cr J Mann* *Seconded Cr J Sale*  
**CARRIED 6-0**  
That Council receive and note the information.

Department of Communities, Disability Services and Seniors

Funding Approval for 60 and Better Program.

**34.12.18** *Moved Cr J Sale* *Seconded Cr S Mann*  
**CARRIED 6-0**  
That Council receive and note the information.

Caboolture State School  
Acceptance of gifts.

**35.12.18**      *Moved Cr S Mann*      *Seconded Cr T Elliott*  
That Council receive and note the information.      **CARRIED 6-0**

**Item 10:**      **Late Correspondence**  
Nil

**Item 11:**      **Confidential Section**  
Nil

**Item 12:**      **Officers Reports**

**CEO's Information and Financial Report**

**36.11.18**      *Moved Cr S Mann*      *Seconded Cr T Elliott*  
That the CEO's Financial Report be received and noted.      **CARRIED 6-0**

**37.12.18**      *Moved Cr S Mann*      *Seconded Cr J Sale*  
That the CEO's Information Report be received and noted.      **CARRIED 6-0**

**Works and Utilities Information Report.**

**38.12.18**      *Moved Cr S Mann*      *Seconded Cr T Harbour*  
That the Works and Utilities Information Report be received and noted.      **CARRIED 6-0**

**Corporate & Community Services Information Report.**

**39.12.18**      *Moved Cr T Elliott*      *Seconded Cr J Mann*  
That the Community Services Information Report be received and noted.      **CARRIED 6-0**

**Item 12:**      **Date of Next Meeting**  
Ordinary Meeting 24<sup>th</sup> January 2019

**Closure:**      The meeting closed at 3.32pm.

**Confirmation:**  
Confirmed before me this 24<sup>th</sup> January 2019.

Signed .....  
Cr G Baskett  
Mayor