



Burdekin Shire Council

MINUTES

ORDINARY COUNCIL MEETING

**HELD AT COUNCIL ADMINISTRATION BUILDING,
145 YOUNG STREET, AYR**

on 27 June 2023

COMMENCING AT 10:49 AM

ORDER OF BUSINESS:

1. ATTENDANCE

Councillor Lyn McLaughlin, Councillor Sue Perry, Councillor Kaylee Boccalatte, Councillor Michael Detenon, Councillor John Furnell, Councillor Max Musumeci.

Mr. T. Brennan - Chief Executive Officer

Mr. N. Wellwood – Director of Infrastructure, Planning and Environmental Services

Mr. K. Byers - Manager Technical Services (Part)

Mr. D. Mulcahy - Manager Environmental and Health Services (Part)

Mrs. K. Cortabitarte - Financial Accountant Systems (Part)

Ms. L. Govan - Coordinator Environment and Health Projects (Part)

Minutes Clerk - Ms. G. Biffanti

Apologies - Councillor John Bonanno

Mr. N. O'Connor – Director Corporate and Community Services

2. PRAYER

The meeting prayer was delivered by Pastor Peter Holmes of the Australian Christian Churches at the Budget Meeting held prior to the Ordinary Council Meeting.

3. DECLARATIONS OF INTEREST

The Mayor called for declarations of interest.

Councillor McLaughlin advised she had a Declarable Conflict of Interest in relation to Item 4.3 RADF Advisory Group Minutes - 13 June 2023 as her nephew, Mark Vass is President of the Home Hill Harvest Festival Committee. Councillor McLaughlin advised of her intention to leave the meeting prior to this discussion.

4. MINUTES AND BUSINESS ARISING

4.1. Ordinary Council Meeting Minutes - 13 June 2023

Recommendation

That the minutes of the Ordinary Council Meeting held on 13 June 2023 be received as a true and correct record.

Resolution

Moved Councillor Perry, seconded Councillor Musumeci that the recommendation be adopted noting the following amendment to the Declaration of Interest made at the Ordinary Council Meeting - 23 May 2023 to read:

'Councillor Boccalatte advised she had a Declarable Conflict of Interest in relation to Item 4.4.5 RADF Advisory Group Minutes - 3 May 2023 Item 1.7 Burdekin Artisan Community Association as she has received gifts and made donations to the Burdekin Artisan

Community Association Incorporated.'

CARRIED

4.2. Burdekin Shire Road Safety Advisory Committee Meeting Minutes - 17 May 2023

Executive Summary

This report provides the Minutes of the Burdekin Shire Road Safety Advisory Meeting held on 17 May 2023.

Recommendation

Item 6.2.1 - Queensland Development Code For Fence Heights

That Council investigate requirements of the Queensland Development Code for fence heights on corner lots.

Item 6.2.2 - Community Announcement - Residence Reminder - Address and Nearby Crossroads - "000"

That Council liaise with the Media and Communications Officer to post a community announcement via social media to remind residents to clearly advise the "000" operator of their address and the nearby crossroad, allowing emergency services to respond more quickly.

Item 6.6.1 - Installation Of Chevron Markings - Removed Parking Bays - Queen Street, Ayr

That Council investigate installing chevron markings to make it obvious to drivers that parking is no longer permitted at the parking bays removed near Kids Crossing in Queen Street, Ayr.

That:

1. the minutes of the Burdekin Shire Road Safety Advisory Meeting held on 17 May 2023 be noted, and;
2. the recommendations as detailed in the minutes and summarised in Items 6.2.1, 6.2.2 and 6.6.1 above be adopted.

Resolution

Moved Councillor Musumeci, seconded Councillor Perry that the recommendation be adopted.

CARRIED

4.3. RADF Advisory Group Minutes - 13 June 2023

11.08am Councillor McLaughlin advised she had a Declarable Conflict of Interest in relation to Item 4.3 RADF Advisory Group Minutes - 13 June 2023 as her nephew, Mark Vass is President of the Home Hill Harvest Festival Committee. Councillor McLaughlin left the meeting.

Councillor Perry assumed the chair.

Executive Summary

This report provides the Minutes of the RADF Advisory Group Meeting held on Tuesday, 13 June 2023.

Recommendation

Item 7 - Consideration of Applications received in RADF 2022/2023 Round 2

Applicant	Project	Requested Funding	Recommended Funding
Home Hill Harvest Festival	Finishing the exterior of the "Gateway to the Burdekin" installation with vinyl cladding of images of pioneers of the district.	\$5,000.00	\$5,000.00
Home Hill Chamber of Commerce	Create metal silhouette of a couple sitting at a table and chairs and add to the "4806" artwork in Home Hill. <i>The meeting recommends funding of the project on the condition that a final concept drawing is provided which indicates where the silhouette is to be attached to the "4806" posts.</i>	\$3,700.00	\$3,700.00
Lower Burdekin Celtic Dancing Association	Towards cost of conducting a weekend of Highland dancing lessons delivered by a teacher/adjudicator registered with the Royal Scottish Official Board of Highland Dancing	\$3,000.00	\$3,000.00
Burdekin Uniting Church	Towards cost of conducting inaugural Gospel Music Festival at Burdekin Theatre Forecourt on 27 August 2023. <i>The meeting recommends that it be suggested to the Burdekin Uniting Church that stallholders be charged a fee to assist to offset costs.</i>	\$5,180.00	\$5,000.00

Estelle Poots	Development of a comprehensive online course for holistic healing and trauma release with an emphasis on the arts, deliver in person trauma releasing art and singing workshops culminating in an art exhibition. This is a regional event. <i>The meeting recommends funding of the project to a lesser amount on the condition that Mrs Poots provides information on how it is intended to engage with the Burdekin community and provides further information on the budget.</i>	\$1,800.00	\$915.00
		\$18,680.00	\$17,615.00

Item 8.1 Recommendation for Production of Short Videos of RADF Success Stories

1. It is recommended that short videos of RADF success stories be produced which could be placed on social media outlets as a promotional tool for the RADF program.

That:

1. The minutes of the RADF Advisory Group Meeting held on 13 June 2023 be noted, and;
2. The recommendations as detailed in the minutes and summarised in Items 7 and 8.1 be adopted.

Resolution

Moved Councillor Detenon, seconded Councillor Boccalatte that the recommendation be adopted.

CARRIED

11.09am - Mr. Byers left the meeting.

11.12am - Councillor McLaughlin returned to the meeting and resumed the chair.

4.4. Audit Committee Meeting Minutes - 14 June 2023

Executive Summary

This report provides the Minutes of the Audit Committee Meeting held on 14 June 2023.

Recommendation

Item 3 Minutes from the previous Audit Committee Meeting

That the minutes from the previous meeting be formally adopted by the Committee with the addition of the recorded amendment.

Item 4.1 and 4.2 QAO Emerging issues and reports to Parliament and External Audit Progress

That the Committee note the QAO Briefing Paper and 2023 Interim Audit Report.

Item 4.3 Consider need for closed session briefing with Crowe/QAO

That the Committee agree a closed session briefing is not required.

Item 5.1 Annual Internal Audit Plan – formal endorsement by Committee

That the Committee adopt the revised Internal Audit Plan.

Item 6.1 Presentation of Risk Management Committee Meeting Minutes

That the Committee note the Risk Management Committee Meeting minutes from 31 May 2023.

Item 6.2 Long Term Financial Forecast

That the Committee note the Long Term Financial Forecast.

Item 7.1 Chairperson's Annual Report

That the Committee endorse the Audit Committee Chairperson's 2022/2023 Annual Report to be presented to Council.

Item 8.1 Annual Infrastructure Valuation Methodology Report

That the Committee note the 2022-2023 Internal Valuation Report.

That:

1. the minutes of the Audit Committee meeting held on 14 June 2023 be noted; and
2. the recommendations as detailed in the minutes and summarised in Items 3 to 8.1 above be adopted.

Resolution

Moved Councillor Detenon, seconded Councillor Boccalatte that the recommendation be adopted.

CARRIED

5. EXECUTIVE

5.1. CEO

5.2. ECONOMIC DEVELOPMENT

6. CORPORATE AND COMMUNITY SERVICES

6.1. CLIENT SERVICES

6.2. COMMUNITY DEVELOPMENT

6.3. FINANCIAL AND ADMINISTRATIVE SERVICES

6.3.1. Consideration for Annual Valuation - 2024 Revaluation Program

Executive Summary

Council has received correspondence from Laura Dietrich, Valuer-General, Department of Resources, seeking Council's view in relation to the revaluation of the Burdekin Shire as part of the 30 June 2024 Revaluation Program.

Recommendation

That Council responds to the Valuer-General supporting the inclusion of the Burdekin Shire in the Department of Resources' 2024 Revaluation Program.

Resolution

Moved Councillor Furnell, seconded Councillor Perry that the recommendation be adopted.

CARRIED

6.3.2. Monthly Financial Report - May 2023

Recommendation

That the Monthly Financial Report for Period Ending 31 May 2023 be received.

Resolution

Moved Councillor Detenon, seconded Councillor Boccalatte that the recommendation be adopted.

CARRIED

11.25am - Mr. Mulcahy and Ms. Govan entered the meeting.

11.51am - Mrs. Cortabitarte left the meeting.

6.4. GOVERNANCE

6.4.1. Audit Committee Chairperson's 2022/2023 Annual Report

Executive Summary

Council's Audit Committee (the Committee) has been established in accordance with requirements of the *Local Government Act 2009*. The Committee operates independently of management and plays a key role in assisting Council discharge its responsibilities for the efficient, effective, economical, and ethical use of ratepayer's resources. The Committee does this by providing independent oversight and assurance of Council's governance and internal control frameworks, financial reporting, and compliance with relevant legislation.

In accordance with the *Local Government Regulation 2012*, the Committee is to examine the internal audit plan, reports of internal audit activity, a draft of the financial statements before being provided to the auditor-general, and the auditor-general's audit report and observation report of the financial statements.

The Committee meets in accordance with an adopted meeting schedule and provides prompt and constructive reports directly to Council via the provision of meeting minutes. In addition, the Independent Chairperson is required to provide an Annual Report to Council on the performance of the Committee throughout the year.

Recommendation

That Council notes the attached Audit Committee Chairperson's 2022/2023 Annual Report.

Resolution

Moved Councillor Detenon, seconded Councillor Perry that the recommendation be adopted.

CARRIED

7. INFRASTRUCTURE, PLANNING AND ENVIRONMENTAL SERVICES

7.1. ENVIRONMENTAL AND HEALTH SERVICES

7.1.1. Amendment to 2023/2024 Fees and Charges - Pool Fees and Waste Disposal Charges

Executive Summary

When reviewing the fees and charges for 2023/2024, further investigation was required to determine appropriate fees for Pools – Private Functions After Hours.

Following discussion with the Pool Managers, agreement was reached on appropriate fees

which are recommended for adoption. The fees are based on cost recovery for the Pool Managers who would have to employ the lifeguards to supervise the function.

In addition, further checking has identified an inconsistency in the Waste Disposal Charges which is recommended to change.

Recommendation

That Council approves the following changes to the 2023/2024 Fees and Charges:

2023/2024 Fees and Charges	Fee (Including GST)
<p>Pool Fees</p> <p>Ayr and Home Hill Pools</p> <p>Private Functions After Hours - minimum 2 hours and up to 50 people; close by 10 p.m.</p> <p>Home Hill Pool (functions greater than 2 hours incur additional \$120 per hour) (functions greater than 50 people to be negotiated with Pool Manager)</p> <p>Ayr Pool (functions greater than 2 hours incur additional \$120 per hour) (functions greater than 50 people to be negotiated with Pool Manager)</p> <p>Ayr Pool – Pool and Water Park (functions greater than 2 hours incur additional \$180 per hour) (functions greater than 50 people to be negotiated with Pool Manager)</p>	<p>\$400.00</p> <p>\$400.00</p> <p>\$620.00</p>
<p>Transfer Station (Home Hill, Ayr, Giru and Clare)</p> <p>Commercial and Industrial Commercial Recyclables</p> <p>Cardboard – per m3</p>	<p>\$16.00</p>

Resolution

Moved Councillor Musumeci, seconded Councillor Boccalatte that the recommendation be adopted.

CARRIED

12.04pm - Mr. Mulcahy and Ms. Govan left the meeting.

7.2. OPERATIONS

7.3. PLANNING AND DEVELOPMENT

7.4. TECHNICAL SERVICES

8. NOTICE OF MOTION

9. RECEIPT OF PETITIONS

10. CORRESPONDENCE FOR INFORMATION

11. GENERAL BUSINESS

12. CLOSED BUSINESS ITEMS

13. DELEGATION

There being no further business the meeting closed at 12.35pm.

These minutes were confirmed by Council at the Ordinary Council Meeting held on 11 July 2023.

MAYOR
