



**Minutes of the Ordinary Meeting** to be held at  
the Proserpine Community Centre, 36 Gardenia Street, Proserpine  
on Wednesday 11 July 2018 commencing at **9:00am**

**Councillors Present:**

A Willcox; J Clifford; R Petterson; J Collins; P Ramage; D Clark and M Brunker

**Council Officers Present:**

B Omundson (Chief Executive Officer); S Fernando (Chief Financial Officer); J Wright (Director Community & Environment); N McGaffin (Director Planning & Development); A Hagy (Director Customer Experience); T Pettiford (Acting Director Engineering Services); P Shuttlewood (Acting Director Corporate Services); P Fendley (Chief Staff Officer); J Hennessey (Engagement & Marketing Coordinator); E Lamb (Economic Development Project Planning Liaison Officer); R Felix (Economic Development Research Officer); M Douglas (Administration Officer)

**Other Details:**

The meeting commenced at 9.00am

The meeting closed at 9.43am

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## 2. Condolences

### 2.1 2018/07/11.01 CONDOLENCES

Moved by: P RAMAGE

Seconded by: M BRUNKER

Council observes one (1) minutes silence for the recently deceased.

#### MEETING DETAILS:

The motion was Carried 7/0

CARRIED

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### 3.2 Mayoral Update

|                                   |                                                                                                                                                                                                                                                                                                                                    |
|-----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Thursday<br>28 <sup>th</sup> June | <ul style="list-style-type: none"><li>• Shooting for Waking Up Bowen video</li><li>• Meeting with reporter from Bowen Independent in Bowen</li><li>• Meeting with Torgas in Bowen</li><li>• Meeting with Stone Island developer in Bowen</li></ul>                                                                                 |
| Friday<br>29 <sup>th</sup> June   | <ul style="list-style-type: none"><li>• NAIDOC celebrations at Bowen State School</li></ul>                                                                                                                                                                                                                                        |
| Saturday<br>30 <sup>th</sup> June | <ul style="list-style-type: none"><li>• St Mary's Catholic Debutante Ball in Bowen</li></ul>                                                                                                                                                                                                                                       |
| Monday<br>2 <sup>nd</sup> July    | <ul style="list-style-type: none"><li>• Community Catch Up at Mt Coolon</li></ul>                                                                                                                                                                                                                                                  |
| Tuesday<br>3 <sup>rd</sup> July   | <ul style="list-style-type: none"><li>• Interviews for Major Grants Officer in Proserpine</li></ul>                                                                                                                                                                                                                                |
| Wednesday<br>4 <sup>th</sup> July | <ul style="list-style-type: none"><li>• Shooting for Waking Up Airlie video at Broadwater carpark in Airlie Beach</li><li>• Briefing session in Proserpine</li><li>• Special TW Board Meeting in Cannonvale</li></ul>                                                                                                              |
| Thursday<br>5 <sup>th</sup> July  | <ul style="list-style-type: none"><li>• Meeting with Bowen Towage Services/Svitzer in Bowen</li><li>• Meeting with a resident in Bowen</li><li>• Meeting with reporter from Bowen Independent in Bowen</li><li>• Meeting with new editor for Bowen Independent, Whitsunday Times and Whitsunday Coast Guardian, in Bowen</li></ul> |
| Saturday<br>7 <sup>th</sup> July  | <ul style="list-style-type: none"><li>• Travelled to the Cape Gloucester area to check out the drainage works between Hydeaway Bay and Montes Reef resort</li></ul>                                                                                                                                                                |
| Monday<br>9 <sup>th</sup> July    | <ul style="list-style-type: none"><li>• Internal meetings in Bowen</li></ul>                                                                                                                                                                                                                                                       |
| Tuesday<br>10 <sup>th</sup> July  | <ul style="list-style-type: none"><li>• Shooting for Waking Up Proserpine video, in Proserpine</li></ul>                                                                                                                                                                                                                           |

|  |                                                                                                                                                                                                                                                                                       |
|--|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | <ul style="list-style-type: none"><li>• Federal announcement with Member for Dawson George Christensen in Bowen</li><li>• Federal announcement with Member for Dawson George Christensen in Proserpine</li><li>• Shute Harbour Stakeholder Meeting at Club Croc, Cannonvale</li></ul> |
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**4. Confirmation of Minutes**

**4.1 2018/07/11.02 CONFIRMATION OF MINUTES REPORT**

**Moved by: D CLARK**

**Seconded by: J CLIFFORD**

**Council confirms the Minutes of the Ordinary Meeting held on 27 June 2018.**

**MEETING DETAILS:**

The motion was Carried 7/0

**CARRIED**

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**9. Questions from Public Gallery**

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**PUBLIC QUESTION TIME**

At this time in the meeting the opportunity is provided to members of the gallery to ask questions of the Council or to make statements about the Council and its operations. Under Council's Standing Orders the following applies in relation to this public question time:

1. In every Council Meeting time shall be set aside to permit members of the public to address the Council on matters of public interest related to local government. Questions from the Public Gallery will be taken on notice and may or may not be responded to at the Meeting and must be submitted in writing to Council prior to the Council Meeting in accordance with Council's Policy for Standing Orders – Meetings. The time allocated shall not exceed fifteen (15) minutes and no more than three (3) speakers shall be permitted to speak at any one (1) meeting. The right of any individual to address the Council during this period shall be at absolute discretion of the Council.
2. If any address or comment is irrelevant, offensive, or unduly long, the Chairperson may require the person to cease making the submission or comment.
3. Any person addressing the Council shall stand, state their name and address, act and speak with decorum and frame any remarks in respectful and courteous language.

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**10. Office of the Mayor and CEO**

**10.1 2018/07/11.03 ADMINISTRATIVE ACTION COMPLAINTS  
MANAGEMENT POLICY**

**Moved by: D CLARK**

**Seconded by: R PETERSON**

**Council resolves to;**

- a) revoke the Administrative Action Complaints Management Policy adopted 27 August 2014; and
- b) adopt the amended Administrative Action Complaints Management Policy.

**MEETING DETAILS:**

The motion was Carried 7/0

**CARRIED**

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**10. Office of the Mayor and CEO**  
**10.2 2018/07/11.04 ENTERTAINMENT AND HOSPITALITY POLICY**

**Moved by: J CLIFFORD**  
**Seconded by: M BRUNKER**

**Council resolves to;**

- a) revoke the Entertainment and Hospitality Policy adopted 23 September, 2015; and**
- b) adopt the Entertainment and Hospitality Policy.**

**MEETING DETAILS:**

The motion was Carried 7/0

**CARRIED**

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**10. Office of the Mayor and CEO**  
**10.3 2018/07/11.05 INCOMING GRANT FUNDING APPLICATION POLICY**

**Moved by: J COLLINS**  
**Seconded by: J CLIFFORD**

**Council resolves to;**

- a) revoke the Major Grant Fund Application Policy 082.01 adopted on 11 November 2015; and**
- b) adopt the Incoming Grant Funding Application Policy.**

**MEETING DETAILS:**

The motion was Carried 7/0

**CARRIED**

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10. Office of the Mayor and CEO  
10.4 2018/07/11.06 WHITSUNDAY START-UP BUSINESS SUPPORT PROGRAM

Moved by: R PETERSON

Seconded by: P RAMAGE

Council resolves to develop and deliver a Council-administered business start-up grants program targeting small business growth opportunities across the Whitsunday Region.

**MEETING DETAILS:**

The motion was Carried 7/0

**CARRIED**

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12. Planning and Development Services  
12.1 2018/07/11.07 20090357 - REQUEST TO EXTEND CURRENCY PERIOD - MCU FOR 19 ACCOMMODATION UNITS, REFRESHMENT PREMISES AND SHOPS - BROADWATER AVENUE & SHUTE HARBOUR ROAD, AIRLIE BEACH - CJHA PTY LTD V/- VISION SURVEYS QLD PTY LTD

Moved by: J COLLINS

Seconded by: D CLARK

Council resolves to approve the request for an extension of relevant period for Application number 20090357 - Development Permit for Material Change of Use, to 14 July 2020.

**MEETING DETAILS:**

The motion was Carried 6/1

**CARRIED**

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**13. Community and Environment**

**13.1 2018/07/11.08 SPORT & RECREATION CLUB GRANTS - JULY 2018**

**Moved by: J COLLINS**

**Seconded by: P RAMAGE**

**Council resolves to approve the payment of a Sport & Recreation Club Grant to Proserpine Veteran Golfers Association Inc. for \$1,500.00.**

**MEETING DETAILS:**

The motion was Carried 7/0

**CARRIED**

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**13. Community and Environment**

**13.2 2018/07/11.09 REQUEST FOR SPONSORSHIP - WHITSUNDAY REEF FESTIVAL 2018**

**Moved by: J CLIFFORD**

**Seconded by: R PETERSON**

**Council resolves to sponsor the Whitsunday Reef Festival being held on the 2<sup>nd</sup> to 5<sup>th</sup> August, 2018 in the form of \$5,000 cash and up to \$5,000 in kind support.**

**MEETING DETAILS:**

The motion was Carried 7/0

**CARRIED**

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**13. Community and Environment**

**13.3 2018/07/11.10 POLICY REVIEW - DONATIONS & CONCESSIONS FOR NOT FOR PROFITS AND AFFORDABLE HOUSING ORGANISATIONS**

**Moved by: M BRUNKER**

**Seconded by: J COLLINS**

**Council resolves to:**

**a) revoke the following policies;**

- i. Donations for Not For Profit Organisations - Affordable Housing POLC-CS-R-013 - Adopted 26 April 2012**
- ii. Donations & Concessions for Not For Profit Organisations POLC-CS-R-011 - Adopted 26 April 2012**

**b) adopt the following policies;**

- i. Donations on Rates & Services Charges - Affordable Housing Organisations Policy 2018-2020, and,**
- ii. Donations on Rates & Services Charges for Not For Profit Organisations Policy 2018-2020.**

**MEETING DETAILS:**

Cr Clifford declared a perceived Conflict of Interest in accordance with Section 173 of the Local Government Act 2009 due to the matter that she is the Chair and Council Representative for the Whitsunday Housing Company and left the meeting room at 9.15am taking no part in the debate on this matter.

The motion was Carried 6/0

**CARRIED**

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***Cr Clifford returned to the meeting at 9.17am***

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**13. Community and Environment**

**13.4 2018/07/11.11 POLICY REVIEW - ELITE PERFORMANCE FINANCIAL ASSISTANCE POLICY**

**Moved by: J CLIFFORD**

**Seconded by: M BRUNKER**

**Council resolves to:**

- a) revoke the Elite Performance Financial Assistance Policy 2015/053 Version: 2 - Adopted 11 October 2017; and**
- b) adopt the Financial Support for a Junior Elite Athlete Policy 2018-2020.**

**MEETING DETAILS:**

The motion was Carried 7/0

**CARRIED**

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**15. Customer Experience**

**15.1 2018/07/11.12 ANNUAL REVIEW OF WASTE MANAGEMENT STRATEGY 2017-2021**

**Moved by: J CLIFFORD**

**Seconded by: M BRUNKER**

**Council receives the annual review of the Waste Management Strategy.**

**MEETING DETAILS:**

The motion was Carried 7/0

**CARRIED**

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**16. General Business**

**16.1 2018/07/11.13 PETER DELAMOTHE ROAD UPGRADE**

**Moved by: M BRUNKER**

**Seconded by: P RAMAGE**

**Council resolves that the Mayor approach the Minister for Main Roads to seek his urgent attention with respect to the last 14 kilometres (approximate) of the Peter Delamothe Road (Bowen Development Road) to be brought up to the current standard of a modern highway in order to address safety concerns.**

**MEETING DETAILS:**

The motion was Carried 7/0

**CARRIED**

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**18. Procedural Motion**

**18.1 2018/07/11.14 PROCEDURAL MOTION - CLOSE OF MEETING**

**Moved by: J CLIFFORD**

**Seconded by: D CLARK**

**Council resolves to close the meeting to the public at 9.27am in accordance with Section 275 of the Local Government Regulations 2012, for the purpose of discussing employee or industrial matters, budget, rating concessions, contractual matters, legal proceedings, planning matters or other business likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.**

**17.2.1 Rates and Sundry Debtors - June 2018**

(f) starting or defending legal proceedings involving it

**17.5.1 Works for QLD - Round 2 Projects**

(e) contracts proposed to be made by it

**MEETING DETAILS:**

The motion was Carried 7/0

**CARRIED**

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**18. Procedural Motion**

**18.2 2018/07/11.15 PROCEDURAL MOTION - REOPEN OF MEETING**

**Moved by: J CLIFFORD**

**Seconded by: P RAMAGE**

**Council resolves to reopen the meeting to the general public at 9.41am.**

**MEETING DETAILS:**

The motion was Carried 7/0

**CARRIED**

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**17.2 Confidential Matters - Corporate Services**

**17.2.1 2018/07/11.16 RATES AND SUNDRY DEBTORS - JUNE 2018**

**Moved by: J CLIFFORD**

**Seconded by: R PETERSON**

**Council receives the June 2018 report detailing actions taken to collect outstanding debts and rates.**

**MEETING DETAILS:**

The motion was Carried 7/0

**CARRIED**

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**17.5 Confidential Matters - Engineering Services**

**17.5.1 2018/07/11.17 WORKS FOR QLD - ROUND 2 PROJECTS**

**Moved by: R PETERSON**

**Seconded by: J CLIFFORD**

**Council resolves to construct projects as outlined in this report with funding received from Department of Infrastructure, Local Government & Planning (DILGP) under Works for Queensland (W4Q) round 2.**

**MEETING DETAILS:**

The motion was Carried 7/0

**CARRIED**

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*The meeting closed at 9.43am*

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Confirmed as a true and correct recording this 25 July 2018

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**Cr Andrew Willcox  
MAYOR**