



## GENERAL MEETING MINUTES

HELD: ADMINISTRATION CENTRE  
COUNCIL CHAMBERS  
25 LANNERCOST STREET  
INGHAM QLD 4850

TUESDAY 27 OCTOBER 2020  
at 8.30AM

PRESENT - R Jayo Mayor (Chair)  
AP Cripps Deputy Mayor  
ME Brown Councillor  
AJ Lancini Councillor  
DM Marbelli Councillor  
KS Milton Councillor  
WG Skinner Councillor

- J Stewart Acting Chief Executive Officer (CEO) and Director Infrastructure and Utility Services Delivery (DIUS)  
B Exelby Director Corporate and Financial Services (DCFS)  
N McGrath Director Community and Development Services (DCDS)  
B Edwards Executive Officer (EO)

PRAYER - Councillor Milton began the meeting with Prayer

DECLARATIONS OF INTEREST -

The Mayor invited Councillors to use this opportunity to make public any Declarations of Interest.

No Declarations of Interest were identified.

PREVIOUS MINUTES - *Moved Councillor Lancini*  
*Seconded Councillor Brown*

**Resolution - That the Minutes of the General Meeting held on 29 September 2020 be approved as a correct record of proceedings and the Minutes be authorised and signed by the Mayor.**

**Carried 7-0  
271020-00**

BUSINESS

1. INFRASTRUCTURE AND UTILITY SERVICES

1.1 INFRASTRUCTURE and UTILITY SERVICES ACTIVITY REPORT

Consideration of Report to Council from Director Infrastructure and Utility Services dated 12 October 2020 regarding summary of activities undertaken during the month ending 30 September 2020.

*Moved Councillor Skinner*  
*Seconded Councillor Milton*

**Resolution – That Council receive and note the information in the Report.**

**Carried 7-0  
271020-01**

1.2 MONTHLY STATUS REPORT

Consideration of Report to Council from Director Infrastructure and Utility Services dated 12 October 2020 regarding monthly Infrastructure and Utility Services Status Report for the month ending 30 September 2020.

*Moved Councillor Lancini*  
*Seconded Councillor Milton*

**Resolution – That Council receive and note the information in the Report.**

**Carried 7-0  
271020-02**

1.3 2020-2021 CAPITAL PROJECTS STATUS REPORT for MONTH ENDING 30 SEPTEMBER 2020

Consideration of Report to Council from Director Infrastructure and Utility Services dated 12 October 2020 regarding a Status Report that provides a breakdown of projects as approved in the 2020-2021 Capital Works Program for the month ending 30 September 2020.

*Moved*        *Councillor Marbelli*  
*Seconded*   *Councillor Skinner*

**Resolution – That Council receive and note the information in the Report.**

**Carried 7-0  
271020-03**

1.4 NDRRA and DRFA QUARTERLY PROGRESS REPORT to 30 SEPTEMBER 2020

Consideration of Report to Council from Acting Infrastructure Assets Manager dated 6 October 2020 providing a comprehensive account of the delivery of the Natural Disaster Relief and Recovery Arrangements (NDRRA) and Disaster Recovery Funding Arrangements (DRFA) programs by Lonergan Project Services Pty Ltd for Council for the 2018 March Flooding event, 2018 Tropical Cyclone Nora, 2018 Tropical Cyclone Owen and 2019 Monsoon Trough.

*Moved*        *Councillor Skinner*  
*Seconded*   *Councillor Marbelli*

**Resolution – That Council receive and note the information in the Report.**

**Carried 7-0  
271020-04**

1.5 BRIDGES RENEWAL PROGRAM ROUND 5 – KIRKS BRIDGE and DESJARDINS CROSSING BRIDGE

Consideration of Report to Council from Director Infrastructure and Utility Services dated 15 October 2020 concerning Department of Infrastructure, Transport, Regional Development and Communications announcement that Council has been successful in securing funding of \$632,335 (excl. GST) for Kirks Bridge Replacement and \$201,250 (excl. GST) for Desjardins Crossing Bridge Replacement under the Bridges Renewal Program Round 5.

*Moved*        *Councillor Milton*  
*Seconded*   *Councillor Brown*

**Resolution – That Council:**

- A. **Receive and note the Report confirming the funding secured for Kirks Bridge and Desjardins Crossing Bridge Replacements;**
- B. **Authorise the Chief Executive Officer in accordance with the *Local Government Act 2009* to execute the funding agreements with the Department of Infrastructure, Transport, Regional Development and Communications; and**
- C. **Authorise the Chief Executive Officer in accordance with the *Local Government Act 2009* to proceed with releasing tender documents for the replacement of Kirks Bridge and Desjardins Crossing Bridge.**

**Carried 7-0  
271020-05**

1.6 ORIENT ROAD WATER EXTENSION SURVEY RESULTS

Consideration of Report to Council from Utility Services Manager dated 19 October 2020 concerning results of Orient Road water extension survey carried out of residents who would benefit from installation of a water main in the area.

*Moved*      *Councillor Cripps*  
*Seconded*    *Councillor Lancini*

**Resolution – That Council:**

- A.    **Receive and note the information in the Report;**
- B.    **Advise residents that due to the results of the survey, this project will not proceed at the current time; and**
- C.    **Bring the project to a shovel ready status including certified drawings for any future funding applications that come available for this type of extension.**

**Carried 7-0  
271020-06**

1.7 COASTAL HAZARD ADAPTATION STRATEGY (CHAS) PHASE 5 REPORT

Consideration of Report to Council from Director Infrastructure and Utility Services dated 15 October 2020 concerning Hinchinbrook Coast 2100 Hinchinbrook Shire Coastal Hazard Adaptation Strategy Phase 5 Report prepared by GHD Pty Ltd as part of CHAS. This Queensland Government initiative, QCoast2100 is to assess the potential impacts of coastal hazards related to a defined set of climate change parameters set by the State.

*Moved*      *Councillor Brown*  
*Seconded*    *Councillor Lancini*

**Resolution – That Council receive and note the Coastal Hazard Adaptation Strategy Phase 5 Report.**

**Carried 7-0  
271020-07**

1.8 BROADWATER RALLY TRIAL – REQUEST FOR INKIND SUPPORT

Consideration of Report to Council from Director Infrastructure and Utility Services dated 15 October 2020 concerning request for inkind support from Townsville City Autosports Club for Council to undertake inkind works on Manor Creek Road, Dalrymple Road and Jocks Lodge Road at Abergowie in order for the Club to hold a trial rally event on the weekend of 7 November 2020.

*Moved*      *Councillor Milton*  
*Seconded*    *Councillor Brown*

**Resolution – That Council provide inkind support to the Townsville City Autosports Club for the holding of a trial rally in the Broadwater National Park Area on 7 November 2020 as follows:**

- A.    **Assistance with road improvements - gravel repairs to the entries and exits to the three creeks on Manor Creek Road – excavator and gravel \$2,500 (excl. GST);**
- B.    **The use of traffic control signage required for the duration of the rally - four hours of staff time and vehicle transportation to Broadwater including pick up post event \$250 (excl. GST);**
- C.    **Mowing of grass in the middle of the road, on the section of Dalrymple Road that is between the intersection of Dalrymple Road and Jocks Lodge Road, and Dalrymple Road and Broadwater Road - slasher \$600 (excl. GST); and**
- D.    **Assistance with event publicity with local media, should spectators continue to be allowed. No significant cost required.**

**Carried 7-0  
271020-08**

2. COMMUNITY and DEVELOPMENT SERVICES

2.1 COMMUNITY and DEVELOPMENT SERVICES ACTIVITY REPORT

Consideration of Report to Council from Director Community and Development Services dated 10 October 2020 regarding summary of activities undertaken during the month ending 30 September 2020.

*Councillor KS Milton left the meeting at 9.55am*

*Moved Councillor Brown  
Seconded Councillor Marbelli*

**Resolution – That Council receive and note the information in the Report.**

**Carried 6-0  
271020-09**

*DCDS left the meeting at 9.57am and Councillor KS Milton returned to the meeting*

2.2 MONTHLY STATUS REPORT

Consideration of Report to Council from Director Community and Development Services dated 12 October 2020 regarding monthly Development, Planning and Environmental Services Status Report for the month ending 30 September 2020.

*Moved Councillor Marbelli  
Seconded Councillor Skinner*

**Resolution – That Council receive and note the information in the Report.**

**Carried 7-0  
271020-10**

2.3 ROTARY PARK PLAYGROUND THEME

Consideration of Report to Council from Director Community and Development Services dated 15 October 2020 concerning endorsement of results of community consultation carried out via poll to inform the theme of the new playground equipment in Rotary Park.

*Moved Councillor Brown  
Seconded Councillor Milton*

**Resolution – That Council:**

- A. Endorse the results of the community consultation; and**
- B. Authorise the Chief Executive Officer to proceed with securing concept designs for Council's ratification of an Agricultural themed playground in Rotary Park.**

**Carried 7-0  
271020-11**

*The meeting adjourned at 10.10am for morning tea and resumed at 10.20am*

2.4 COMMUNITY ACTIVITY GRANT POLICY

Consideration of Report to Council from Director Community and Development Services dated 14 October 2020 concerning adoption of revised Community Activity Grant Policy.

*Moved Councillor Brown  
Seconded Councillor Marbelli*

**Resolution – That Council defer consideration pending receipt of further clarification of points raised regarding Community Activity Grant Policy.**

**Carried 7-0  
271020-12**

2.5 RECOVERY PLAN ECONOMIC STIMULUS

Consideration of Report to Council from Director Community and Development Services dated 15 October 2020 seeking Council consideration of budget allocation required in order to further develop scope of potential economic stimulus initiatives and delivery of same as part of the COVID-19 Recovery Plan 2020 to support the local economy and increase visitation to the Shire.

Recommended – That Council:

- A. Approve the allocation of \$30,000 (excl. GST) from Council's Strategic Projects Budget for distribution as part of economic stimulus initiatives that align with the COVID-19 Recovery Plan; and
- B. Authorise the Chief Executive Officer via relevant staff to design and deliver economic stimulus initiatives that align with the COVID-19 Recovery Plan.

*Moved Councillor Brown*  
*Seconded Councillor Cripps*

That Council amend condition B.

**Carried 7-0  
271020-13**

*Moved Councillor Brown*  
*Seconded Councillor Cripps*

Resolution – That Council:

- A. Approve the allocation of \$30,000 (excl. GST) from Council's Strategic Projects Budget for distribution as part of economic stimulus initiatives that align with the COVID-19 Recovery Plan; and
- B. Authorise the Chief Executive Officer in conjunction with Council's Local Disaster Recovery Committee to design and deliver economic stimulus initiatives that align with the COVID-19 Recovery Plan.

**Carried 7-0  
271020-14**

*Town Planner, G Milford entered the meeting at 10.50am*

3. CORPORATE and FINANCIAL SERVICES

3.1 CORPORATE and FINANCIAL SERVICES ACTIVITY REPORT

Consideration of Report to Council from Director Corporate and Financial Services dated 12 October 2020 regarding summary of activities undertaken during the month ending 30 September 2020.

*Moved Councillor Cripps*  
*Seconded Councillor Marbelli*

Resolution – That Council receive and note the information in the Report.

**Carried 7-0  
271020-15**

*Built Environment Team Leader, H Roy entered the meeting at 10.58am*

3.2 MONTHLY STATUS REPORT

Consideration of Report to Council from Director Corporate and Financial Services dated 12 October 2020 regarding monthly Corporate and Financial Services Status Report for the month ending 31 August 2020.

*Moved Councillor Marbelli*  
*Seconded Councillor Cripps*

Resolution – That Council receive and note the information in the Report.

**Carried 7-0  
271020-16**

- 3.3 CORPORATE and FINANCIAL SERVICES FINANCE SUMMARY for the PERIOD ENDING 30 SEPTEMBER 2020  
Consideration of Report to Council from Director Corporate and Financial Services dated 16 October 2020 regarding a report of financial activities for the month ending 30 September 2020.

*Moved*      *Councillor Cripps*  
*Seconded*   *Councillor Brown*

**Resolution – That Council receive and note the information in the Report.**

**Carried 7-0  
271020-17**

- 3.4 2020 INTERIM REPORT from the QUEENSLAND AUDIT OFFICE  
Consideration of Report to Council from Director Corporate and Financial Services dated 13 October 2020 tabling of the Queensland Audit Office 2020 Interim Report.

*Moved*      *Councillor Cripps*  
*Seconded*   *Councillor Skinner*

**Resolution – That Council receive and note the information in the 2020 Interim Report from the Queensland Audit Office.**

**Carried 7-0  
271020-18**

- 3.5 AUDIT COMMITTEE MEETING MINUTES – 18 SEPTEMBER 2020  
Consideration of Report to Council from Director Corporate and Financial Services dated 13 October 2020 providing Audit Committee Minutes from Meeting held on 18 September 2020 for Council's information.

*Moved*      *Councillor Cripps*  
*Seconded*   *Councillor Brown*

**Resolution – That Council receive and acknowledge the Minutes from the Audit Committee held on 18 September 2020.**

**Carried 7-0  
271020-19**

- 3.6 RATES PAYMENT INCENTIVE SCHEME  
Consideration of Report to Council from Director Corporate and Financial Services dated 12 October 2020 regarding drawing the winner of the \$2,000 Rates Payment Incentive Scheme adopted as part of the 2020-2021 Budget to encourage and reward ratepayers for paying their rates on time and in full.

*An electronic draw of rates assessment properties was undertaken and a subsequent winner identified.*

*Moved*      *Councillor Brown*  
*Seconded*   *Councillor Cripps*

**Resolution – That Council:**

- A. Receive and note the information in the Report; and**
- B. The winner of the \$2,000 Rates Payment Incentive Scheme was No. 203 – 36 Willow Street Allingham – William and Donna Ward.**

**Carried 7-0  
271020-20**

3.7 MATERIAL CHANGE of USE – SHOP – DRIVE THROUGH BOTTLE SHOP  
KEAST STREET LUCINDA – LOT 1 and LOT 4 on SP186122

Consideration of Report to Council from Planning Consultant dated 12 October 2020 regarding Development Application for Material Change of Use – Shop – Drive Through Bottle Shop on land described as Lot 1 and Lot 4 on SP186122 and located at 6 Keast Street Lucinda.

*Moved Councillor Milton*  
*Seconded Councillor Marbelli*

**Resolution – That Council approve the proposed Material Change of Use – Shop – Drive Through Bottle Shop on land described as Lot 1 and Lot 4 on SP186122 and located at 6 Keast Street Lucinda, subject to reasonable and relevant conditions, as set out in Attachment A and Infrastructure Charges Notice, as set out in Attachment F.**

**Carried 7-0  
271020-21**

3.8 MATERIAL CHANGE of USE – DWELLING HOUSES and OPERATIONAL WORK – CIVIL WORKS  
CARTWRIGHT STREET INGHAM – LOT 1 and LOT 2 on RP731380

Consideration of Report to Council from Planning Consultant dated 12 October 2020 regarding Development Application for Material Change of Use – Dwelling Houses and Operational Work – Civil Works on land described as Lot 1 and Lot 2 on RP731380 and located at 87 Cartwright Street Ingham.

*Moved Councillor Cripps*  
*Seconded Councillor Brown*

**Resolution – That Council approve the proposed Material Change of Use - Dwelling Houses and Operational Work - Civil Works associated with RC19/0001 on land known as Lot 1 and Lot 2 on RP731380 located at 87 Cartwright Street Ingham, subject to reasonable and relevant conditions, as set out in Attachment A, Attachment B (subject to amendment of Title of Condition 11 from Stormwater Drainage to “Access and Stormwater Drainage” and insert the word “generally” after “Lots 2 to 7” and before “in accordance”) and the Infrastructure Charges Notice as set out in Attachment F.**

**Carried 7-0  
271020-22**

3.9 REFERRAL AGENCY RESPONSE – DESIGN and SITING  
CARTWRIGHT STREET INGHAM – LOT 1 and LOT 2 on RP731380

Consideration of Report to Council from Planning Consultant dated 12 October 2020 concerning a request for a Referral Agency Response for Class 1 Building Envelope Plan for future dwelling houses on land described as Lot 1 and Lot 2 on RP731380 and located at 87 Cartwright Street Ingham.

*Moved Councillor Brown*  
*Seconded Councillor Lancini*

**Resolution – That Council issue a referral agency response for the proposed Class 1 building envelopes associated with RC19/0001 on land known as Lot 1 and Lot 2 on RP731380 and located at 87 Cartwright Street Ingham, subject to conditions as set out in Attachment A.**

**Carried 7-0  
271020-23**



3.10 REFERRAL AGENCY RESPONSE – DESIGN and SITING  
PATTERSON PARADE LUCINDA – LOT 41 on L46918

Consideration of Report to Council from Planning Consultant dated 12 October 2020 concerning a request for a Referral Agency Response for Class 1 Building Extension – Patio Extension and Class 10a Building – Shed on land described as Lot 41 on L46918 and located at 64 Patterson Parade Lucinda.

*Moved Councillor Marbelli  
Seconded Councillor Cripps*

**Resolution – That Council issue a Referral Agency Response for the proposed Class 1a building extension - patio extension)and Class 10a building - shed at Lot 41 on L46918 and located at 64 Patterson Parade Lucinda, subject to conditions as set out in Attachment A.**

**Carried 7-0  
271020-24**

3.11 SURRENDER and RE-ISSUE of ROAD LICENCE over LOT 1 on CROWN PLAN RL4239  
CORNER BARBEROS ROAD and HEARDS ROAD YURUGA

Consideration of Report to Council from Director Corporate and Financial Services dated 12 October 2020 concerning request from Department of Natural Resources, Mines and Energy seeking Council's views and/or requirements for Application to Surrender and Re-Issue of Road Licence over Lot 1 on Crown Plan RL4239 at corner of Barberos Road and Heards Road Yuruga currently utilised for cane growing purposes.

*Moved Councillor Cripps  
Seconded Councillor Lancini*

**Resolution – That Council advise the Department of Natural Resources, Mines and Energy that it has no objection in relation to the Application to Surrender and subsequent re-issue of Road Licence 24/4239 over Lot 1 on Crown Plan RL4239 situated at corner of Barberos Road and Heards Road Yuruga.**

**Carried 7-0  
271020-25**

3.12 NOTICE of APPLICATION for DETERMINATION of NATIVE TITLE in the STATE of QUEENSLAND

Consideration of Report to Council from Director Corporate and Financial Services dated 8 October 2020 concerning acceptance by the Native Title Registrar of an Application for Registration for the Gurambilbarra Wulgurukaba People for the GW MADA Claim which relates to the far outer extent of the Shire which is wholly within the Coral Sea. Hinchinbrook Shire Council has been identified as a Local Government Authority in the claimant area covered by the Application.

*Moved Councillor Cripps  
Seconded Councillor Milton*

**Resolution – That Council:**

- A. Complete the Notice of Intention to become a Party to an Application being for the Virginia Wyles and Ors on behalf of the Gurambilbarra Wulgurukaba People for the GW Mada Claim, Federal Court File Number QUD176/2020; and**
- B. Authorise the Chief Executive Officer to engage in negotiations relating with the GW Mada Claim in the interest of Council.**

**Carried 7-0  
271020-26**

*Town Planner, G Milford and Built Environment Team Leader H Roy left the meeting at 12.02pm*

4. GOVERNANCE

4.1 OFFICE of the MAYOR and CHIEF EXECUTIVE OFFICER ACTIVITY REPORT

Consideration of Report to Council from Acting Chief Executive Officer dated 12 October 2020 concerning summary of activities undertaken in the Office of the Mayor and Chief Executive Officer during the month ending 30 September 2020.

*Moved*      *Councillor Skinner*  
*Seconded*    *Councillor Lancini*

**Resolution – That Council receive and note the information in the Report.**

**Carried 7-0  
271020-27**

4.2 MONTHLY STATUS REPORT

Consideration of Report to Council from Acting Chief Executive Officer dated 12 October 2020 concerning monthly Office of the Mayor and Chief Executive Officer Status Report for the month ending 30 September 2020.

*Moved*      *Councillor Brown*  
*Seconded*    *Councillor Milton*

**Resolution – That Council receive and note the information in the Report.**

**Carried 7-0  
271020-28**

4.3 QUARTERLY 2020-2021 OPERATIONAL PLAN REPORT as at 30 SEPTEMBER 2020

Consideration of Report to Council from Chief Executive Officer dated 12 October 2020 seeking adoption of the Quarterly 2020-2021 Operational Plan Report for the quarter ending 30 September 2020.

*Moved*      *Councillor Skinner*  
*Seconded*    *Councillor Marbelli*

**Resolution – That Council received and note the information in the Report.**

**Carried 7-0  
271020-29**

DCDS N McGrath re-entered the meeting at 12.18pm

4.4 REMOVAL of CAR PARKING BAYS in FRONT of INGHAM HOSPITAL  
McILWRAITH STREET INGHAM

Consideration of Report to Council from Mayor Ramon Jayo dated 7 October 2020 seeking Council views regarding removal of car parking bays in front of Ingham Hospital at McIlwraith Street Ingham to eliminate the potential for injury to members of the public who climb through the gardens to gain access to the front entrance to the hospital.

*Moved*      *Councillor Lancini*  
*Seconded*    *Councillor Marbelli*

**Resolution – That Council is not inclined to consider an approach to remove car parking bays on McIlwraith Street immediately in front of hospital access ramps, to alleviate a potential accident/injury, or otherwise.**

**Carried 7-0  
271020-30**

4.5 COUNCILLOR ACTIVITY REPORT as at 30 SEPTEMBER 2020

Consideration of Report to Council from Acting Chief Executive Officer dated 12 October 2020 providing Councillor Activity Reports for the month ending 30 September 2020 to ensure transparency and public scrutiny.

*Moved*        *Councillor Milton*  
*Seconded*   *Councillor Brown*

**Resolution – That Council receive and note the information in the Report.**

**Carried 7-0  
271020-31**

**NOTICE OF MOTION TO REPEAL**

5.1 NOTICE OF MOTION – WARRENS HILL and DANGERCAMP ROAD WATER MAIN INVESTIGATIONS

Consideration of Notice of Motion from Mayor Ramon Jayo dated 13 October 2020 regarding his intention to move that the following resolution passed by Council at its General Meeting on 28 April 2020 relating to *Item 1.11 – Warrens Hill and Dangercamp Road Water Main Investigations* and reading:

That Council:

- A. Receive and note the information in the report; and
- B. Authorise the Chief Executive Officer via relevant staff to write to stakeholders confirming that Council would consider the construction of a water main extension, subject to a contribution of \$781 (excl. GST) annual property payment for 20 years for the construction costs of the proposed water main in lieu of external funding becoming available.

be repealed.

*Moved*        *Mayor Jayo*  
*Seconded*   *Councillor Lancini*

**Resolution – That the following resolution passed by Council at its General Meeting on 28 April 2020 relating to *Item 1.11 – Warrens Hill and Dangercamp Road Water Main Investigations* and reading:**

That Council:

- A. Receive and note the information in the report; and
- B. Authorise the Chief Executive Officer via relevant staff to write to stakeholders confirming that Council would consider the construction of a water main extension, subject to a contribution of \$781 (excl. GST) annual property payment for 20 years for the construction costs of the proposed water main in lieu of external funding becoming available.

be repealed.

**Carried 7-0  
271020-32**

CONCLUSION – This concluded the business of the meeting which closed at 12.25 pm

**APPROVED, CONFIRMED and ADOPTED on 24 November 2020**

---

**Councillor R Jayo – MAYOR**