



# **MINUTES**

**Ordinary Council Meeting**

**20 March 2019**

**MINUTES OF COOK SHIRE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE ADMINISTRATION CENTRE, 10 FURNEAUX STREET, COOKTOWN  
ON WEDNESDAY, 20 MARCH 2019 AT 9.00AM**

**1 AGENDA CONTENTS**

**2 ATTENDANCE**

Chair Cr Peter Scott (Mayor), Cr Robyn Holmes (Deputy Mayor), Cr John Dessmann, Cr John Giese, Cr Larissa Hale, Cr Kaz Price, Cr Alan Wilson, Linda Cardew (Chief Executive Officer), Lawrence Booth (Director Community, Economy and Innovation), Eric Brown (Director Organisational Business Services), David Klye (Director Infrastructure).

**3 MEETING OPENED**

At 8.55 am

**RESOLUTION 2019/46**

Moved: Cr Robyn Holmes (Deputy Mayor)

Seconded: Cr Larissa Hale

That Stand Orders be suspended.

**CARRIED**

At 9.17am

**RESOLUTION 2019/47**

Moved: Cr Larissa Hale

Seconded: Cr John Dessmann

That Standing Orders be resumed.

**CARRIED**

**4 APOLOGIES**

Nil

**5 ACKNOWLEDGEMENT OF COUNTRY**

Council acknowledges the Traditional Owners of the land on which we meet today and pay respect to Elders past, present and emerging.

**6 DECLARATIONS OF INTEREST**

Nil

**7 MAYORAL MINUTE****7.1 MAYORAL MINUTE - ELECTORAL DIVISIONS****RESOLUTION 2019/48**

That Council resolves to:

1. support Option 3 and create a second North-Western Division to include communities to the North and West of the Shire, including Palmer River, Lakeland, Laura and Coen, represented by two Councillors; and
2. approve an application to the Minister For Local Government and Electoral Commission of Queensland to request same.

**CARRIED**

**8 NOTICE OF BEREAVEMENT**

A minute's silence was observed as a mark of respect for those residents who passed away during the previous month.

**9 CONFIRMATION OF MINUTES****RESOLUTION 2019/49**

Moved: Cr Kaz Price

Seconded: Cr Larissa Hale

That the Minutes of the Ordinary Meeting held on 20 February 2019 be confirmed.

**CARRIED**

**10 BUSINESS ARISING**

Nil

**11 NOTIFIED MOTIONS**

Nil

**12 COUNCILLORS' REPORTS****12.1 COUNCILLORS' MONTHLY REPORT**

Moved: Cr Alan Wilson

Seconded: Cr John Dessmann

That the activities contained in the individual Councillors' monthly reports and travel requirements be endorsed by Council.

Cr Alan Wilson moved an amendment to the original motion as follows:

That approval be given for the following Councillors' leave of absence:

- Cr Kaz Price – 17 April 2019
- Cr Holmes – 17 April 2019
- Cr Giese – 17 April 2019.

The amendment was seconded by Cr John Dessmann.

### **RESOLUTION 2019/50**

Moved: Cr Larissa Hale

Seconded: Cr John Dessmann

1. That the activities contained in the individual Councillors' monthly reports and travel requirements be endorsed by Council.
2. That approval be given for the following Councillors' leave of absence:
  - Cr Kaz Price – 17 April 2019
  - Cr Holmes – 17 April 2019
  - Cr Giese – 17 April 2019.

**CARRIED**

At 9.28 am Cr Peter Scott (Mayor) left the meeting.

At 9.30 am Cr Peter Scott (Mayor) returned to the meeting.

At 9.32 am Cr Peter Scott (Mayor) left the meeting.

At 9.34 am Cr Peter Scott (Mayor) returned to the meeting.

At 9.39 am Cr Robyn Holmes (Deputy Mayor) left the meeting.

At 9.42 am Cr John Dessmann left the meeting.

At 9.43 am Cr John Dessmann returned to the meeting.

At 9.47 am Cr Robyn Holmes (Deputy Mayor) returned to the meeting.

At 9.55am Council adjourned the meeting.

At 10.45am Council resumed the meeting.

At 10.46 am Cr Larissa Hale left the meeting.

At 10.48 am Cr Larissa Hale returned to the meeting.

At 11.05 am Cr Peter Scott (Mayor) left the meeting.

At 11.07 am Cr Peter Scott (Mayor) returned to the meeting.

## **12.2 CHIEF EXECUTIVE OFFICER'S MONTHLY REPORT**

### **RESOLUTION 2019/51**

Moved: Cr Larissa Hale

Seconded: Cr John Dessmann

That the activities contained in the Chief Executive Officer's monthly report and travel requirements be endorsed by Council.

**CARRIED**

At 11.48 am Cr Larissa Hale left the meeting.

At 11.49 am Cr Peter Scott (Mayor) left the meeting.

At 11:51 am Cr Larissa Hale returned to the meeting.

At 11.52 am Cr Peter Scott (Mayor) returned to the meeting.

At 11.56 am Cr Peter Scott (Mayor) left the meeting.

At 11.59 am Cr Peter Scott (Mayor) returned to the meeting.

**13 EXECUTIVE SERVICES - REPORTS****13.1 HISTORIC RAILWAY PROJECT - STATUS REVIEW****RESOLUTION 2019/52**

Moved: Cr John Dessmann

Seconded: Cr John Giese

That Council resolves to:

1. note and support the officer's comments under each of the review topics numbered 1-6; and
2. request Council's Chief Executive Officer to write to Mr George in accordance with the adopted comments and to encourage Mr George to take all steps to seek external funding as an incorporated not for profit association.

**CARRIED**

**13.2 EASEMENT - COEN RANGER BASE SEWERAGE SYSTEM****RESOLUTION 2019/53**

Moved: Cr John Giese

Seconded: Cr Alan Wilson

That Council resolves to:

1. advise the Department of Natural Resources, Mines and Energy via the returning of the required documentation that Council does not object to the easement on Lot 18 SP 142881 Coen being registered; and
2. delegate authority to the Chief Executive Officer pursuant to s 257 of the Local Government Act to progress the proceedings in Council's interests by returning the required documentation.

**CARRIED**

At 12.04 pm Cr John Giese left the meeting.

At 12.06 pm Cr John Giese returned to the meeting.

**14 ORGANISATIONAL BUSINESS SERVICES – REPORTS****14.1 FINANCIAL STATEMENTS - FEBRUARY 2019****RESOLUTION 2019/54**

Moved: Cr Kaz Price

Seconded: Cr Larissa Hale

That Council resolves to:

1. Note the financial report as required under section 204 of the *Local Government Regulation 2012* (QLD) for February 2019.
2. Note the revenue and expenditure statement for February 2019.
3. Note the operational plan initiatives report for February 2019.
4. Note the capital works program for February 2019.

**CARRIED**

**14.2 ADOPTION OF THE AUDIT AND RISK COMMITTEE CHARTER****RESOLUTION 2019/55**

Moved: Cr Alan Wilson

Seconded: Cr Kaz Price

That Council resolves to adopt the revised Audit and Risk Committee Charter incorporating the changes recommended by the Audit and Risk Committee on 4 March 2019.

**CARRIED**

**14.3 ADOPTION OF THE ENTERPRISE RISK MANAGEMENT POLICY AND FRAMEWORK****RESOLUTION 2019/56**

Moved: Cr Kaz Price

Seconded: Cr Robyn Holmes (Deputy Mayor)

That Council adopts the Enterprise Risk Management Policy and Framework.

**CARRIED**

**14.4 AUDIT AND RISK COMMITTEE MEETING MINUTES - 4 MARCH 2019****RESOLUTION 2019/57**

Moved: Cr Alan Wilson

Seconded: Cr Kaz Price

That Council notes the Minutes of the Audit and Risk Committee Meeting held on 4 March 2019.

**CARRIED**

**14.7 COOKTOWN DISCOVERY FESTIVAL 2019 - MARKET STALL APPLICATIONS - EARLY BIRD DISCOUNT****RESOLUTION 2019/60**

Moved: Cr John Dessmann

Seconded: Cr Alan Wilson

That:

1. Council approves the Early Bird Discount for the 2019 Cooktown Discovery Festival market stall permit applications; and
2. Under Section 257 of the Local Government Act 2009, Delegation of Local Government Powers, Council delegates authority to the Chief Executive Officer to amend the Schedule of Fees and Charges as required for operational purposes relating to the Discovery Festival.

**CARRIED**

**14.5 COOKTOWN 2020 ADVISORY COMMITTEE MINUTES MARCH 2019****RESOLUTION 2019/58**

Moved: Cr Larissa Hale

Seconded: Cr Kaz Price

1. That Council adopts the name and philosophy of Cooktown Expo 2020, as opposed to "Festival" to better reflect its ambitions while providing the prospect of an ongoing event; allowing for broader philanthropic opportunities to be explored.
2. That the Minutes from the March meeting be noted.

**CARRIED**

At 12.33 pm Council adjourned the meeting.

At 1.15 pm Council resumed the meeting.

**14.6 ARTS AND CULTURE POLICY AND PUBLIC ART POLICY REVIEW****RESOLUTION 2019/59**

Moved: Cr Larissa Hale

Seconded: Cr Robyn Holmes (Deputy Mayor)

That Council accept and adopt the reviewed:

1. Arts and Culture Policy dated 20 March 2019, and
2. Public Art Policy dated 20 March 2019.

**CARRIED**

**14.8 COOKTOWN 2020 ADVISORY COMMITTEE MEETING MINUTES FEBRUARY 2019****RESOLUTION 2019/61**

Moved: Cr Kaz Price

Seconded: Cr John Giese

That the Minutes and Recommendations from the Cooktown 2020 Advisory Committee at its meeting on 4<sup>th</sup> February 2019 be noted.

**CARRIED**

**14.9 COOKTOWN GARDEN PARTY - 1 JUNE 2019****RESOLUTION 2019/62**

Moved: Cr Alan Wilson

Seconded: Cr Kaz Price

That:

1. Council does not proceed with the Garden Party on 1 June 2019; and
2. Council approves the reallocation of the \$70,000 budget from the Garden Party to operational expenses associated with the 2019 Cooktown Discovery Festival.

**CARRIED**

**15 INFRASTRUCTURE - REPORTS****15.1 ASSET MANAGEMENT POLICY****RESOLUTION 2019/63**

Moved: Cr Alan Wilson

Seconded: Cr Kaz Price

That Council adopts the draft Cook Shire Council Asset Management Policy attached.

**CARRIED**



**16 CONFIDENTIAL REPORTS****RECOMMENDATION**

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 275 of the Local Government Regulation 2012:

**16.1 RETURN ACTIVATED SLUDGE AND MIXER REALIGNMENT AND REPLACEMENT - COOKTOWN SEWAGE TREATMENT PLANT**

This matter is considered to be confidential under Section 275(e) of the Local Government Regulation 2012, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with contracts proposed to be made by Cook Shire Council.

**16.2 WRITE OF OUTSTANDING DEBTS**

This matter is considered to be confidential under Section 275(h) of the Local Government Regulation 2012, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

**RESOLUTION 2019/64**

Moved: Cr Larissa Hale

Seconded: Cr Alan Wilson

That Council moves into Closed Council.

**CARRIED**

At 2.35 pm Cr Alan Wilson left the meeting.

At 2.37 pm Cr Alan Wilson returned to the meeting.

**RESOLUTION 2019/65**

Moved: Cr Kaz Price

Seconded: Cr John Dessmann

That Council moves out of Closed Council into Open Council.

**CARRIED**

**16.1 RETURN ACTIVATED SLUDGE AND MIXER REALIGNMENT AND REPLACEMENT - COOKTOWN SEWAGE TREATMENT PLANT**

**RESOLUTION 2019/66**

Moved: Cr Alan Wilson

Seconded: Cr John Giese

That, pursuant to s257 of the Local Government Act, Council resolves to delegate authority to the Chief Executive Officer to enter into a contract with RE-PUMP AUSTRALIA PTY LTD of 53 Jijaws Street, Sumner Park to replace the return activated sludge pumps and mixers, at a cost of \$450,108 (excluding GST), and to make any minor administrative amendments to the contract as may be required.

**CARRIED**

**16.2 WRITE-OFF OUTSTANDING DEBTS**

**RESOLUTION 2019/67**

Moved: Cr John Giese

Seconded: Cr Kaz Price

That Council resolves to write off the debt outstanding on Assessment 10025617 and Debtor # 30099 in accordance with the reasons identified in the body of this report.

**CARRIED**

**The Meeting closed at 3.00pm.**

**The minutes of this meeting will be confirmed at the Ordinary Council Meeting to be held on 17 April 2019.**

.....  
**CHAIRPERSON**