



CONFIRMED MINUTES

GENERAL MEETING OF

ETHERIDGE SHIRE COUNCIL

HELD

ST GEORGE STREET, GEORGETOWN

ON WEDNESDAY 22 JANUARY 2020,

COMMENCING AT 8.00AM

ETHERIDGE SHIRE COUNCIL

MINUTES OF THE GENERAL MEETING

HELD AT GEORGETOWN

ON WEDNESDAY 22 JANUARY 2020

COMMENCING AT 8.00AM

ATTENDANCE

Crs W Devlin, W Attwood, & T Gallagher

OFFICERS PRESENT

Mr. David Munro, Chief Executive Officer
Mr. Ian Kuhn, Director Corporate and Community Services
Mr. Les Morgan, Director Engineering Services
Miss. Melanie Hensel, Executive Assistant

GALLERY

Mr. Graham Steele
Mr. Joe Haase

The Mayor declared the meeting open at 8:05 am and welcomed all in attendance.

ATTENDANCE

Cr Loudon and Cr Bethel were not in attendance at the commencement of the meeting due to inclement weather.

ACKNOWLEDGEMENT TO COUNTRY

We respectfully acknowledge the Ewamian People - the traditional custodians of this land where we meet for the General Meeting. We pay our respects to the Ewamian People, especially the Elders, past and present and acknowledge their traditional customs and lores and recognize their continuing connection to this Country.

We look forward to a long and continuing relationship with the Ewamian People and value any opportunities in strengthening relationships and partnerships through collaboration by respecting their Country.

DECLARATIONS

Councillors discussed making declarations prior to each agenda item and agreed that this will be the best way forward.

CONSIDERATION OF MINUTES

General Meeting Minutes – Wednesday 18 December 2019

RESOLUTION:

That the Minutes of the General Council Meeting held at Georgetown on Wednesday 18 December 2019 be confirmed.

MOVED: Cr. Attwood

SECONDED: Cr. Gallagher

CARRIED
RESOLUTION NO.2020/GM2804
3/0

BUSINESS ARISING FROM GENERAL MEETING MINUTES

There was no Business arising from the December 2019 General Meeting Minutes.

ATTENDANCE

Cr. Bethel arrived at 8.07am.

INFORMATION BULLETIN

Business arising from the Information Bulletin

Cr Gallagher

- Requested an updated regarding the rubbish that was left at Greenhills Station by one of Councils road crews late last year. Mr. Les Morgan, Director Engineering Services, outlined his plan for ground rules for road crews to follow to improve this matter.

Cr Gallagher

- Discussed drought declarations for the Etheridge Shire and advised that at this stage the Department would not consider a drought declaration application for the whole Shire; however they would consider declarations from individual properties.

Cr Attwood

- Questioned why aren't there regular reports from GHD and LDI regarding the progress on the Dam and what is in place regarding the effects from weather events in relation to the progress of the Charleston Dam.
- Commended the excellent Einasleigh Common Report and asked if the Chief Executive Officer to pass on Councils comments.

Cr Devlin

- Queried the current water levels. Mr. Les Morgan, Director Engineering Services, responded that level 4 water restrictions are to be enacted for Forsyth and that the Water Department are working on contingencies in the event that there is no substantial rainfall.
- Commented on the burst water pipe situated along St George Street prior to Christmas. Requested that the Engineering Department prepare a plan for the upgrade of the reticulation system for Georgetown and look at grants and subsidies available to assist Council in the replacement of these assets for the 2020/21 Budget.

Mr. Ian Kuhn, Director Corporate and Community Services

- Acknowledged the good work that Mr. Rob Neilson has undertaken over the past 3 months as the temporary finance manager, and informed Council that the newly appointed Finance Manager has commenced this week being Mr Murray Cooper.

ATTENDANCE

Cr. Loudon arrived at 8.40am.

ATTENDANCE

Ian Kuhn left the meeting at 8.53am and returned at 8.54am.

CONSIDERATION OF OPEN REPORTS

GMCCS1.

Dust Abatement Sealing – Oak Park Road, Lyndhurst

EXECUTIVE SUMMARY

Council has received two applications for dust abatement seals on Oak Park Road, Lyndhurst. The merits of each project have been assessed and estimates of cost developed. Both applications warrant consideration due to the level of traffic, proximity of the residences to the unsealed road and the improvements that undertaking each project will bring to the road network. In the interests of fairness and transparency, each project has also been assessed against a standard matrix for prioritisation as detailed in this report.

RESOLUTION

That Council:

Resolves to consider allocating funds within the 2020/2021 budget for dust suppression sealing at the Oak Park Homestead and Bagstowe Homestead and furthermore that Council delegate authority to the Chief Executive Officer to confirm the exact Road Chainages.

MOVED: Cr. Loudon

SECONDED: Cr. Gallagher

CARRIED
RESOLUTION NO.2020/GM2805
5/0

GMCCS2.

To make the Etheridge Shire Planning Scheme under the Planning Act 2016, Section 18

EXECUTIVE SUMMARY

The Etheridge Shire Planning Scheme (the planning scheme) has been prepared in accordance with the Planning Act 2016 (the Act) as a framework for managing development in a way that advances the purpose of the Act.

In seeking to achieve this purpose, the planning scheme sets out Etheridge Shire Council's intention for the future development in the planning scheme area, over the next 20 years.

The planning scheme applies to the entire area of Etheridge Shire including all premises, roads and internal waterways, and interrelates with the surrounding local government areas

In accordance with Step 8 of Stage 3 of the prescribed plan-making process that was issued by you the Department of the 11 April 2018 (prescribed process), the proposed scheme was publicly consulted for 40 business days between 23 September 2019 and 18 November 2019.

Consultation on the proposed scheme occurred in accordance with the approved Community Engagement Strategy.

RESOLUTION

That Council:

(i) Resolve, pursuant to step 18 of stage 5 of the prescribed plan-making process (issued to council on 11 April 2018 from the Department of State Development, Manufacturing, Infrastructure and Planning) to adopt the proposed Etheridge Shire Planning Scheme (attachment A), with a commencement date of [date – make it a week later than the gazette notice], and to publish a notice: - in the Queensland Government Gazette - in a newspaper circulating in the Etheridge Shire local government area - on Etheridge Shire Council's website

(ii) Directs, pursuant to step 19 of stage 5 of the prescribed plan-making process, that the following documents be provided to the Chief Executive of the Department of State Development, Manufacturing, Infrastructure and Planning: - a copy of the public notice - a copy of the planning scheme.

MOVED: Cr. Attwood

SECONDED: Cr. Gallagher

CARRIED
RESOLUTION NO.2020/GM2806
5/0

REASONS FOR DECISION

A local government preparing a new planning scheme must follow the process under a notice pursuant to section 18(3) of the Planning Act issued by the Director General of the Department of State Development, Manufacturing, Infrastructure and Planning. Under section 18(6) of the Planning Act, Etheridge Shire Council must make its planning scheme by following the process as outlined in the notice.

GMCCS3.

2019-20 Regional Arts Development Funding Program

EXECUTIVE SUMMARY

Council was successful in its application to the 2019-20 Regional Arts Development Fund and now has \$39,090 designated to the Arts Program. The budgeted RADF expenditure has been carried out and approval is now needed for the remainder of the proposed program.

RESOLUTION

That Council:

Resolve to approve the budget and resource considerations associated with the delivery of the 2019-20 Regional Arts Development Fund program to include the following activities;

- 1. Kokedama Workshops presented by Wrapt in String.*
- 2. Illustration Workshops presented by Katie Jones.*

MOVED: Cr. Loudon

SECONDED: Cr. Gallagher

CARRIED
RESOLUTION NO.2020/GM2807
5/0

REASONS FOR DECISION

- Strong community interest in the Kokedama workshops.
- Artworks developed at the Illustration Workshops will contribute to activities planned for Georgetown's 150 Year Celebration Event in August.
- Activities align with the funding criteria.

ATTENDANCE

Graham Steele left the meeting at 9.15am and returned at 9.20.

GMCCS4.

Einasleigh 4GX-lite Satellite Small Cell

EXECUTIVE SUMMARY

For a number of years Council has been lobbying the Federal Government along with community of Einasleigh to have a mobile tower installed within the Einasleigh area under the Federal Government's Mobile Black Spot Program to provide mobile and internet coverage to the community, the travelling public and also for disaster management.

The Einasleigh Progress Association has approached Council seeking assistance in financing a 4GX-lite Satellite Small Cell Tower for the Einasleigh Township and community.

RESOLUTION

That Council:

Resolve to transfer funds from the Einasleigh Community Infrastructure Fund for \$30,000 to assist the Einasleigh Progress Association in the acquisition of a 4GX-lite Satellite Small Cell Tower which is to be located and housed within the Telstra allotment described as Lot 44 on GB117

MOVED: Cr. Bethel

SECONDED: Cr. Gallagher

CARRIED
RESOLUTION NO.2020/GM2808
5/0

REASONS FOR DECISION

This will provide the township with mobile and internet access and also provide Council with an additional communication vehicle during disaster management events plus the advantage of not being responsible for the ongoing discretionary costs for the small cell unit.

GMCCS5.

Councillor Remuneration 2020/21

EXECUTIVE SUMMARY

Each year the Local Government Remuneration and Discipline Tribunal review the rate of pay applicable to Councillors in each category of Council. Having decided on a maximum amount of remuneration for each category before 1 December each year, the Tribunal must prepare a remuneration schedule and a report within 14 days. A copy of the schedule and report must be provided to the Minister, and the schedule must be published in the Queensland Government Gazette.

Councils must pay the maximum amount of remuneration to councillors unless, by resolution within 90 days of the gazettal of a new schedule, they decide on another amount which cannot exceed the maximum decided by the Tribunal.

RESOLUTION

That Council:

Resolve to accept the Local Government Remuneration and Discipline Tribunal Schedule of Rates for Councilor’s remuneration effective from 1st July 2020 in accordance with Section 247 of the Local Government Act 2009 and furthermore that Council resolve to identify, that the General Meetings and Budget (workshop) Meetings are those “identified “meetings where the presence of all councillors is expected to attend to receive the meeting fee component of the remuneration level set out in the Local Government Remuneration and Discipline Tribunal’s remuneration schedule below.

| | Salary 1 July 19 to 30/6/20 | Salary 1 July 20 to 30/6/21 | Difference | %increase /decrease |
|---------------------|--------------------------------|--------------------------------|------------|------------------------|
| Mayor | \$106,100 | \$108,222 | \$2,122 | 2.0% |
| Deputy Mayor | \$61,211 | \$62,435 | \$1,224 | 2.0% |
| Councillors | (see Note 2) \$53,049 | (see Note 2) \$54,110 | \$1,061 | 2.0% |

Note 2

For councillors in Category 1 councils, a base payment of \$36,073.28 is payable for the 12 months commencing on 1 July 2020. A meeting fee of \$1,503.06 per calendar month (or fortnightly equivalent) is payable for attendance at, and participation in, scheduled meetings of council subject to certification by the mayor and/or chief executive officer of the council. Mayors and deputy mayors in category 1 councils are to receive the full annual remuneration level shown.

MOVED Cr. Attwood

SECONDED: Cr. Bethel

CARRIED
RESOLUTION NO.2020/GM2809
5/0

REASONS FOR DECISION

The Local Government Remuneration & Discipline Tribunal determines the level of remuneration that each Category of Council is to receive each year which is in accordance with S.247 of the Local Government Act 2009

GMCCS6.

Etheridge Shire Council – Governance Framework

EXECUTIVE SUMMARY

Etheridge Shire Council has developed a Corporate Governance Framework to ensure compliance with legislation and best practice democratic local government. The Framework is not a policy or statement of intent, but rather a document which outlines council's governance policies and practices. It provides readers with an overview of the governance program that has been put in place in order to assist elected members, management and employees in meeting their governance responsibilities. Council is committed to high standards of corporate governance and accountability and seeks continuous improvement in this regard.

Governance is an important concept and impacts on council as a whole and on all sectors of the community. The practice of good governance is increasingly seen as critical for ensuring that:

- *the organisation meets legal and ethical compliance*
- *decisions are made in the interests of stakeholders*
- *the organisation behaves as a good corporate citizen should.*

Good governance encompasses authority, accountability, stewardship, leadership, direction and control. It allows our council to evaluate, direct and monitors its activities.

RESOLUTION

That Council:

Endorse the Etheridge Shire Council Governance Framework Manual and furthermore that the Council acknowledges the level of compliance that is being achieved by Council and Staff.

MOVED: Cr. Loudon

SECONDED: Cr. Bethel

CARRIED
RESOLUTION NO.2020/GM2810
5/0

REASONS FOR DECISION

Governance is an important concept and impacts on council as a whole and on all sectors of the community. The practice of good governance is increasingly seen as critical for ensuring that:

- the organisation meets legal and ethical compliance
- decisions are made in the interests of stakeholders
- the organisation behaves as a good corporate citizen should

GMCCS7.

Design and Siting Standard for Single Detached Housing – On Lots 450m2 and Over Including Class 10 Structures (Lot 29 On Sp217469)

EXECUTIVE SUMMARY

Council has received an Application for a dispensation for a siting setback for a Class 10 structure (Shed/Carport) located on Lot 29 on SP217469.

The Queensland Development Code, Mandatory Parts 1.1 and 1.2, governs the siting requirements of Class 1 (dwellings) and Class 10 buildings/structures (non-habitable ancillary buildings). Where a Class 1 or Class 10 building /structure cannot comply with the Code, then an application for concurrence response is required to be made at the time of lodging the building application.

RESOLUTION

That Council:

Resolve to refuse the application for a siting setback dispensation along the front boundary of Lot 29 on SP217469 for the Class 10 structure however Council resolve to approve an amended siting setback dispensation of 4.0 metres from the front boundary (as per attachment A) as there appears to be no valid reason for the location of the Shed to be sited along the front boundary considering there is adequate room to site the Shed back from the front boundary and in addition this also provides adequate access from the front boundary to the said allotment and to the Class 10 structure.

MOVED: Cr. Attwood

SECONDED: Cr. Gallagher

CARRIED
RESOLUTION NO.2020/GM2811
5/0

REASONS FOR DECISION

Queensland Development Code, Mandatory Parts 1.1 and 1.2, governs the siting requirements of Class 1 (dwellings) and Class 10 buildings/structures (non-habitable ancillary buildings). Where a Class 1 or Class 10 building /structure cannot comply with the Code, then an application for concurrence response is required to be made at the time of lodging the building application.

GMCCS8.

Design and Siting Standard for Single Detached Housing – On Lots 450m2 and Over Including Class 10 Structures (Lot 28 On Sp217469)

EXECUTIVE SUMMARY

Council has received an Application for a dispensation for a siting setback for a Class 10 structure (Shed/Carport) located on Lot 28 on SP217469.

The Queensland Development Code, Mandatory Parts 1.1 and 1.2, governs the siting requirements of Class 1 (dwellings) and Class 10 buildings/structures (non-habitable ancillary buildings). Where a Class 1 or Class 10 building /structure cannot comply with the Code, then an application for concurrence response is required to be made at the time of lodging the building application

RESOLUTION

That Council:

Resolve to approve the application for a siting setback dispensation along the front boundary of Lot 28 on SP217469 for the Class 10 structure.

MOVED: Cr. Bethel

SECONDED: Cr. Gallagher

CARRIED
RESOLUTION NO.2020/GM2812
5/0

REASONS FOR DECISION

Queensland Development Code, Mandatory Parts 1.1 and 1.2, governs the siting requirements of Class 1 (dwellings) and Class 10 buildings/structures (non-habitable ancillary buildings). Where a Class 1 or Class 10 building /structure cannot comply with the Code, then an application for concurrence response is required to be made at the time of lodging the building application.

GMCCS9.

Financial Performance (Actual v Budget) for the period 1 July 2019 to 30 June 2020

EXECUTIVE SUMMARY

It is a statutory requirement under Section 204 of the Local Government Regulation 2012 that the Chief Executive Officer must present a Financial Report of its accounts to the Local Government at least monthly.

RESOLUTION

That Council:

Resolve to adopt the monthly Financial Report which incorporates the monthly statutory financial statements (Statement of Comprehensive Income, Statement of Financial Position & Statement of Cashflows) pursuant to and in accordance with Section 204 of the Local Government Regulation 2012 for the period ending 31 December 2019.

MOVED: Cr. Bethel

SECONDED: Cr. Attwood

CARRIED
RESOLUTION NO.2020/GM2813
5/0

REASONS FOR DECISION

Section 204 of the Local Government Regulation 2012 states that the Chief Executive Officer must present a Financial Report of its accounts to the Local Government and furthermore that the financial statements must be presented if the local government holds its ordinary meetings monthly or less frequently to each meeting and the Financial Report presented to a meeting must be for the period of the financial year up to a day as near as practicable to the end of the previous month.

GMCCS10.

Etheridge Shire Council - Acquisition of Goods & Services and the Carrying out of the Procurement Principles' Policy

EXECUTIVE SUMMARY

The Local Government Regulation 2012 states that each local government must have in place a policy about procurement (a procurement policy). Council has an existing procurement policy which is with the Local Government Regulation 2012.

In addition, it is a requirement under the Regulation that Council reviews its Procurement Policy at least every 12 months.

RESOLUTION

That Council:

Adopt the "Acquisition of Goods & Services and the Carrying out of the Procurement Principles Policy" in accordance with Section 198 of the Local Government Regulation 2012.

MOVED: Cr. Gallagher

SECONDED: Cr. Loudon

CARRIED
RESOLUTION NO.2020/GM2814
5/0

REASONS FOR DECISION

It is a requirement under the Local Government Regulation 2012 that each local government must have in place a policy about procurement (a procurement policy). In addition, it is a requirement under the Regulation that Council reviews its Procurement Policy at least every 12 months.

ADJOURNMENT

Council adjourn for morning tea at 9:45am.

RESUMPTION

Council resumed the meeting at 10.05am.

GALLERY

Mr. Graham Steele and Mr. Joe Haase did not return after adjournment.

GENERAL BUSINESS

Cr Gallagher

- Requested an update as to the progress of the installation of 4KZ radio station.
- Advised Council that the Georgetown Cricket Club has circulated a letter to Councillors regarding their ideas pertaining to the upgrade of the Canteen & Catering Building located at the Greg Bethel Memorial Oval.
- Requested that Council organise a meeting with all Community Groups within Georgetown to discuss the town's 150 year celebration.
- Wanted to know if it was possible to place local published books about stories of the Shire within Terrestrial.
- Requested Council's thoughts on running a Bus Tour of the town showcasing the historical sites with the tour telling stories of the town's history.
- Would like Council to consider a request from a Forsayth resident regarding the purchase of their Agate Collection which has been sourced from local Agates for display within the Terrestrial Centre.
- Requested that Council contact the Queensland Police Service in relation to their future intentions of the current Police House.

RESOLUTION:

That Council:

Resolve to delegate authority to the Chief Executive Officer requesting that an independent appraisal be undertaken of the Agate collection at Forsayth prior to Council committing to the purchase.

MOVED: Cr. Gallagher

SECONDED: Cr. Loudon

CARRIED
RESOLUTION NO.2020/GM2815
4/1

RESOLUTION:

That council:

Resolve to delegate authority to the Chief executive Officer to write to the Queensland Police Service in relation to the future use of the Georgetown Police House.

MOVED: Gallagher

SECONDED: Cr. Attwood

CARRIED
RESOLUTION NO.2020/GM2816
5/0

Cr Loudon

- Raised the issue of Council Dams of rural properties and requested that an audit be undertaken as to where Council Dams are located and that Council should have written agreements with the property owners in place.
- Discussed the café facility as part of the upgrade to the Terrestrial Centre and asked if this facility could be used to provide meals to community members who may need and or require this type of service. Councillors discussed local cafés catering for eligible community members.
- Requested an update on the proposed Industrial land west of Georgetown.

Cr Bethel

- Requested that Council conduct a workshop on:
 - Identifying new gravel pits

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- Identifying new water sites (dams, bores)
 - having gravel pits prepared prior to the commencement of road works
 - most cost effective way of preparing gravel pits (Council or Contractor)
 - carting of gravel from pits to job sites
- Requested that Council call for quotes on a 2nd Hand Prime Mover (as approved within the 2019/20 Budget)

RESOLUTION:

That Council:

Resolve to delegate authority to the Chief Executive Officer to obtain quotes on a secondhand Prime Mover and furthermore that a report be presented back to Council for the February 2020 General Meeting.

MOVED: Cr. Bethel

SECONDED: Cr. Gallagher

CARRIED
RESOLUTION NO.2020/GM2817
5/0

Cr Devlin

- Raised the issues of drought and fire, and the application for Drought Declaring the Etheridge Shire following a smaller than usual wet season.

ATTENDANCE

Les Morgan left the meeting at 11.05am and returned at 11.07am

ATTENDANCE

Mr. Ian Kuhn, Director Corporate and Community Services left the meeting at 11.24am and returned at 11.27am.

Cr Devlin left the meeting at 11.27am and returned at 11.29am.

Cr Attwood left the meeting at 11.35 am and returned at 11.37am.

SUSPENSION OF STANDING ORDERS

RESOLUTION:

That Council suspends standing orders at 11:39am.

MOVED: Cr. Attwood

SECONDED: Cr. Loudon

CARRIED
RESOLUTION NO.2020/GM2818
5/0

ATTENDANCE

Mr. Tony Potter, Strategic & Planning Engineer entered the meeting at 11:40am.

CLOSURE OF MEETING

RESOLUTION:

That in accordance with Section 275(1) e & h of the Local Government Regulation 2012, the meeting be closed to the public to discuss the following matters;

- *Etheridge Shire Council – University Scholarship Program 2020*
- *Charleston Dam*

MOVED: Cr. Attwood

SECONDED: Cr. Gallagher

CARRIED
RESOLUTION NO.2020/GM2819
5/0

ATTENDANCE

Miss Melanie Hensel, Executive Assistant left the meeting at 11.40am.

Cr. Bethel left the meeting at 12.15pm and returned to the meeting at 12.16pm

Miss Melanie Hensel, Executive Assistant returned to the meeting at 12:41pm.

Cr Loudon Left the meeting at 12.43pm and returned to the meeting at 12.45pm.

Mr. Ian Kuhn, Director Corporate and Community Services left the meeting at 12.44pm and returned at 12.46pm.

RESUMPTION OF STANDING ORDERS

RESOLUTION:

That Council resumes standing orders at 12:41pm.

MOVED: Cr. Attwood

SECONDED: Cr Bethel

CARRIED
RESOLUTION NO.2020/GM2820
5/0

CONSIDERATION OF CLOSED REPORTS

GMCCS11.

Etheridge Shire Council – University Scholarship Program 2020

EXECUTIVE SUMMARY

In the 2013/14 financial year Council introduced a University / Tertiary Scholarship program for the Etheridge Shire. Within the 2019/20 Budget Council has continued to sponsor and support this Scholarship Program with, Council providing a \$5,000 Scholarship for the 1st year of the successful applicant's full-time studies.

To be eligible for a Scholarship, the student needs to maintain their residency in the Etheridge Shire through their parents/guardian. The student therefore may be attending boarding school outside the Shire when they apply for a Scholarship.

Nominations closed as at Friday 20th December 2019.

RESOLUTION

That Council:

Resolve to award the 2020 Etheridge Shire Council University / Tertiary Scholarship to Miss Judith Zahner, and furthermore that the Council offers Miss Judith Zahner the opportunity to undertake unpaid vacation work with Council to assist Miss Zahner's tertiary studies.

MOVED: Cr. Loudon

SECONDED: Cr. Bethel

CARRIED
RESOLUTION NO.2020/GM2821
5/0

REASONS FOR DECISION

Council has continued to support and sponsor this Scholarship arrangement and provides financial assistance towards their educational expenses and provides much needed assistance to the families.

CONSIDERATION OF CLOSED REPORTS

GMCCS12.

Charleston Dam

EXECUTIVE SUMMARY

Under S.170 of the Local Government Regulation 2012 Council has the ability and power to amend its original Budget at any time prior to the end of the financial year as long as the amended Budget complies with S.169 of the Local Government Regulation 2012.

Over the past few weeks Council has been working with the main contractor in relation to the works that are required to be completed and the issues that have arisen from the construction.

RECOMMENDATION

That Council:

Resolve to request the Chief Executive Officer to prepare an amended Budget for adoption by Council at the February General Meeting in accordance with S.170 (3) of the Local Government Regulation 2012

MOVED: Cr. Attwood

SECONDED: Cr. Gallagher

CARRIED
RESOLUTION NO.2020/GM2822
5/0

REASONS FOR DECISION

Council has agreed to several variations with the various contractors for the construction of the Charleston Dam Project, and furthermore Council is required to adhere to S.170 of the Local Government Regulation 2012 when amending its Budget.

CONCLUSION

There being no further business the Mayor declared the Meeting closed 12:45pm.

These minutes will be confirmed by Council at the General Meeting held on the Wednesday the 19th February 2020.

.....
MAYOR

...../...../.....
DATE