

## **General Council Meeting**

Meeting of the Central Highlands Regional Council held  
in the **Council Chambers, 65 Egerton Street, Emerald**  
on

**Wednesday, 12 August 2020**  
**Commenced at 9.00am**

**COUNCIL MINUTES**

**CENTRAL HIGHLANDS REGIONAL COUNCIL**

**GENERAL MEETING OF COUNCIL**

**WEDNESDAY 12 AUGUST 2020**

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**MINUTES – GENERAL COUNCIL MEETING  
HELD AT 9.00AM WEDNESDAY 12 AUGUST 2020 IN THE CENTRAL HIGHLANDS REGIONAL  
COUNCIL CHAMBERS, EMERALD OFFICE**

**PRESENT**

**Councillors**

Councillor (Crs) Kerry Hayes (Mayor), Christine Rolfe (Deputy Mayor)  
Councillors (Crs) Charles Brimblecombe, Joseph Burns (arrived at 9.02am), Anne Carpenter, Natalie Curtis, Megan Daniels (retired from the meeting at 10.31am), Janice Moriarty and Gai Sypher

**Officers**

Chief Executive Officer Scott Mason, General Manager Communities John McDougall, General Manager Customer and Commercial Services Michelle Webster, Acting General Manager Infrastructure and Utilities Jason Hoolihan and Minute Secretary Marnie Wills

**APOLOGIES**

General Manager Corporate Services Margaret Gatt

**LEAVE OF ABSENCE**

Nil

**ACKNOWLEDGEMENT OF COUNTRY**

Mayor Hayes acknowledged the traditional custodians of the land on which we meet today and he paid our respects to the elders, past, present and emerging.

**Attendance**

Cr Burns attend the meeting at 9.02am

**OPENING PRAYER**

Pastor Tony Harrold from the Christian Covenant Community Inc (3CI) Church delivered the opening prayer.

**CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

**General Council Meeting: 22 July 2020**

**Resolution:**

Cr Carpenter moved and seconded by Cr Curtis “That the minutes of the previous General Council Meeting held on 22 July 2020 be confirmed.”

**2020 / 08 / 12 / 001**

Carried (9-0)

**Attendance**

Cr Daniels left the meeting at 9.06am

Manager Planning and Environment K. Byrne, Coordinator Planning and Development S. Pentland and Principal Planner Development Assessment S. Ronfeldt attended the meeting at 9.06am

**Special General Council Meeting: 29 July 2020**

**Resolution:**

Cr Brimblecombe moved and seconded by Cr Carpenter “That the minutes of the previous Special General Council Meeting held on 29 July 2020 be confirmed.”

**2020 / 08 / 12 / 002**

Carried (8-0)

## **BUSINESS ARISING OUT OF MINUTES**

Nil

## **OUTSTANDING MEETING ACTIONS**

Councillors reviewed the resolution register (meeting actions) update

## **REVIEW OF UPCOMING AGENDA ITEMS**

Discussions were held regarding upcoming agenda items.

### Attendance

Cr Daniels returned to the meeting at 9.09am

## **MATERIAL PERSONAL INTEREST, CONFLICT OF INTEREST, PERSONAL GIFTS AND BENEFITS**

Cr Hayes declared that he has a perceived conflict of interest in the closed session report regarding the Emerald Agricultural College Site Update (as defined by section 175D of the *Local Government Act 2009*) as follows: -

- (a) That his partner is an employee of Vancard Pty Ltd

Cr Hayes advised that he will be dealing with this declared conflict of interest by leaving the meeting while this matter is discussed and voted on.

## **PETITIONS (IF ANY)**

Nil

### Attendance

Administration Assistant A. Hill attended the meeting at 9.50am and left the meeting at 9.51am

## **DECISION ACTION REPORTS**

### **Communities**

#### **DA007-2020 - Negotiated Decision Report - MCU: Dwelling house within a Flood hazard area - 24 Symons Avenue Emerald**

##### **Purpose:**

The applicant has requested a negotiated decision notice in accordance with the provisions of the *Planning Act 2016*. Representations have been made against one condition of the approval.

##### **Resolution:**

Cr Daniels moved and seconded by Cr Burns "That Central Highlands Regional Council:

1. Seek an extension on the negotiated decision – DA007-2020; and
2. Request that a report be taken back to the next general council meeting regarding the standard required for rural residential standards for the crossroads between Codenwarra Road and Chalcedony Road intersections."

**Proposed Street Names - Covepoint Industrial Subdivision - Wills Road Emerald**

**Purpose:**

The purpose of this report is to seek council's decision in naming four new public roads constructed as part of a recent subdivision.

**Resolution:**

Cr Sypher moved and seconded by Cr Curtis "That Central Highlands Regional Council:

1. Approve the following names for the new roads as:
  - i. Sir Leslie Wilson Drive
  - ii. Harrys Place
  - iii. Elizabeth Bell Drive;
2. Approve the name "Ron Tucker" in principal with the designation of the road to be determined as an outcome of the current Minor change application CHA006-2020; and
3. Request the developer to ensure that the signs are printed and installed in accordance with council's standards."

**2020 / 08 / 12 / 004**

Carried (9-0)

Attendance

Manager Planning and Environment K. Byrne, Coordinator Planning and Development S. Pentland and Principal Planner Development Assessment S. Ronnfeldt left the meeting at 9.59am  
CEO S. Mason left the meeting at 10.00am and returned at 10.00am

Perceived Conflict of Interest

Cr Sypher declared that she has a perceived conflict of interest in the following matter due to her membership with the Emerald Jockey Club.

**New Year's Eve Fireworks Emerald Jockey Club**

**Purpose:**

The purpose of this report is to seek approval to support the Emerald Jockey Club in paying for proposed fireworks at the 2020 New Year's Eve celebrations at Pioneer Park, Emerald.

**Resolution:**

Cr Sypher moved and seconded by Cr Rolfe "That Central Highlands Regional Council does not support the donation towards fireworks for the Emerald Jockey Club New Year's Celebrations 2020."

**2020 / 08 / 12 / 005**

Carried (7-2)

Attendance

Cr Rolfe left the meeting at 10.20am  
Arts and Cultural Officers N. Pickering and K. Newman attended the meeting at 10.22am  
Cr Rolfe returned to the meeting at 10.23am  
General Manager Customer and Commercial Services M. Webster left the meeting at 10.23am  
General Manager Customer and Commercial Services M. Webster returned to the meeting at 10.26am

**Minutes - Central Highlands Arts and Cultural Advisory Committee (CHACAC) - 17 July 2020**

**Purpose:**

This report presents minutes of the Central Highlands Arts and Culture Advisory Committee planning meeting held face-to-face and online on 17 July 2020.

**Resolution:**

Cr Sypher moved and seconded by Cr Daniels “That Central Highlands Regional Council endorse the minutes of the Central Highlands Arts and Culture Advisory Committee Planning Meeting held on 17 July 2020.”

**2020 / 08 / 12 / 006**

Carried (9-0)

Attendance

Arts and Cultural Officers N. Pickering and K. Newman left the meeting at 10.30am

Adjournment

Meeting was adjourned at 10.31am  
Cr Daniels retired from the meeting.  
Meeting resumed at 10.50am

Attendance

Acting Manager Finance H. Kirby attended the meeting at 10.50am

**Corporate Services**

**Annual Valuation effective 30 June 2021**

**Purpose:**

In accordance with the *Land Valuation Act 2010*, the Valuer-General has written to Central Highlands Regional Council (Council) asking whether a statutory valuation of all rateable land in the Central Highlands region is supported. If the valuation is undertaken it would be effective on 30 June 2021 for rating purposes.

**Resolution:**

Cr Rolfe moved and seconded by Cr Brimblecombe “That Central Highlands Regional Council advise the Valuer-General that it supports the completion of a valuation of land in the Central Highlands Regional Council area, with the date of effect being 30 June 2021.”

**2020 / 08 / 12 / 007**

Carried (8-0)

**Amendment to Fees and Charges - Right to Information Access Fees**

**Purpose:**

The purpose of this report is to recommend an increase to the 2020-21 Right to Information access application fee and processing charge. These increases are in accordance with the amendment of the *Right to Information Regulation 2009* made on 31 July 2020, with respect to applications from 10 August 2020.

**Resolution:**

Cr Burns moved and seconded by Cr Curtis “That Central Highlands Regional Council adopt the following amendments to the Fees and Charges Register for the 2020-21 financial year:

1. the Right to Information Access Application Fee to \$51.70 (goods and services tax exempt); and
2. the Right to Information Processing Charge to \$8.00 (goods and services tax exempt) for each fifteen minutes or part thereof.”

2020 / 08 / 12 / 008

Carried (8-0)

Attendance

Acting Manager Finance H. Kirby left the meeting at 10.58am  
Manager Airport S. Kloppers attended the meeting at 10.58am  
CEO S. Mason left the meeting at 11.05am  
CEO S. Mason returned to the meeting at 11.06am  
Cr Burns left the meeting at 11.19am  
Cr Burns returned to the meeting at 11.20am  
EA CEO attended the meeting at 11.42am and left the meeting at 11.43am

## Customer and Commercial Services

### Emerald Airport Covered Walkway Installation

**Purpose:**

This report seeks a decision regarding the construction of a covered car park walkway at Emerald Airport.

**Resolution:**

Cr Sypher moved and seconded by Cr Burns “That Central Highlands Regional Council not progress with a contract variation for the Emerald Airport Terminal Redevelopment project for the construction of covered walkways at Emerald Airport in the short-term car park, due to cost and that the structures would provide only limited protection from weather for airport patrons.”

2020 / 08 / 12 / 009

Carried (7-1)

*Cr Moriarty requested for her vote be recorded against the motion*

Attendance

Manager Communities J. McDougall left the meeting at 11.47am

## Chief Executive Officer

### Local Government of Queensland (LGAQ) - 2020 Annual Conference

**Purpose:**

The Local Government Association of Queensland (LGAQ) 124<sup>th</sup> Annual Conference is being held on the Gold Coast from 19 – 21 October 2020.

This report is to determine Councillors attendance at this conference.

**Resolution:**

Cr Sypher moved and seconded by Cr Moriarty “That Central Highlands Regional Council be represented at the Local Government Association of Queensland (LGAQ) 124<sup>th</sup> Annual Conference to be held on the Gold Coast from 19 – 21 October 2020 by its Mayor, Cr Kerry Hayes (delegate), Deputy Mayor Cr Christine Rolfe (delegate) and Cr Brimblecombe, Cr Carpenter and Cr Curtis along with Chief Executive Officer Scott Mason.”

2020 / 08 / 12 / 010

Carried (9-0)

Attendance

Manager Communities J. McDougall returned to the meeting at 11.49am

**Special Holidays - 2021 Show Dates**

**Purpose:**

This report is seeking endorsement from Council to request special holidays to be observed in 2021 for districts in our local government area for the local agricultural shows.

**Resolution:**

Cr Burns moved and seconded by Cr Carpenter “That Central Highlands Regional Council advise the Office of Industrial Relations that it requires the following dates to be gazetted in the respective areas as the Show Holidays for 2021:

Capella / Tieri:	Friday 21 May 2021
Springsure / Rolleston:	Friday 28 May 2021
Emerald / Comet / Gemfields:	Wednesday 2 June 2021
Blackwater / Bluff / Dingo / Duaringa:	Wednesday 2 June 2021.”

2020 / 08 / 12 / 011

Carried (8-0)

**Local Government Association of Queensland (LGAQ) - 2020 Annual Conference - Call for Motions - Late Motion**

**Purpose:**

The Local Government Association of Queensland (LGAQ) 2020 Annual Conference is being held on the Gold Coast from 19 to 21 October 2020 at the Gold Coast Convention and Exhibition Centre.

This report is seeking council’s retrospective endorsement of a motion that has been lodged by Council to the 2020 Local Government Association of Queensland Annual Conference.

**Resolution:**

Cr Rolfe moved and seconded by Cr Carpenter “That Central Highlands Regional Council retrospectively endorse the following motion that has been submitted to the 2020 Local Government Association of Queensland Annual Conference:

1. Horticultural Harvest Accommodation”

2020 / 08 / 12 / 012

Carried (8-0)

**DECISION ACTION – CLOSED SESSION**

**Into Closed Session**

**Resolution:**

Cr Carpenter moved and seconded by Cr Rolfe “That Council close its meeting to the public in accordance with Section 275 (1) (e) (d) of the *Local Government Regulation 2012* and that Council staff involved in the closed discussions remain in the room.”

2020 / 08 / 12 / 013

Carried (8-0)

The meeting was closed at 12.13pm



Attendance

Property and Leasing Officer R. Casey, Coordinator Property Services A. Hewitt and Principal Planner Strategic Land Use J. Hague attended the meeting at 12.13pm  
Cr Curtis left the meeting at 12.42pm  
Cr Curtis returned to the meeting at 12.46pm  
Cr Burns left the meeting at 12.48pm  
Cr Burns returned to the meeting at 12.50pm

**Tender Evaluation - Disposal of Zamia Views Estate Springsure, Lot 21 on SP214720 - 2020T100C**

Attendance

Property and Leasing Officer R. Casey and Principal Planner Strategic Land Use J. Hague left the meeting at 12.53pm

**Disposal of Council Assets**

**Out of Closed Session**

***Resolution:***

Cr Rolfe moved and seconded by Cr Burns “That the meeting now be re-opened to the public.”

**2020 / 08 / 12 / 014**

Carried (8-0)

The meeting was opened at 1.01pm

**Tender Evaluation - Disposal of Zamia Views Estate Springsure, Lot 21 on SP214720 - 2020T100C**

***Purpose:***

This report evaluates the tenders for contract number 2020T100C being the sale of Zamia Views Estate, Springsure, described as Lot 21 on SP214720, and makes recommendation to Council in relation to awarding the tender.

***Resolution:***

Cr Sypher moved and seconded by Cr Carpenter “That Central Highlands Regional Council award contract number 2020T100C being the sale of Zamia Views Estate Springsure described as Lot 21 on SP 214720 to Activ Civil Constructions Services.”

**2020 / 08 / 12 / 015**

Carried (8-0)

**Disposal of Council Assets**

***Purpose:***

The purpose of this report is to resolve to dispose of non-current valuable assets, being house only at 16, 18 and 20 Retro Street Emerald, and house and land at 19 King Street Duaringa and 11 William Street Duaringa by tender under section 227 and 228 of the *Local Government Regulation 2012*. If not sold by tender, apply the exception for disposing the assets as detailed within section 236 of the *Local Government Regulation 2012*.

**Resolution:**

Cr Burns moved and seconded by Cr Curtis “That Central Highlands Regional Council:

1. Approve the following ‘valuable non-current assets’ for disposal by tender under section 227 and 228 of the *Local Government Regulation 2012*.
  - a. House Only – 16, 18 and 20 Retro Street Emerald; and
  - b. House and Land – 19 King Street Duaringa and 11 William Street Duaringa.
2. Endorse the Chief Executive Officer to conduct the tender process, and:
  - a. Set the reserve prices.
  - b. Determine the sale conditions.
  - c. Negotiate amendments to the sale conditions that he considers necessary or appropriate to secure a sale in conformity with the sound contracting principles pursuant to section 104 of the *Local Government Act 2009*.
3. Approve, for any property in the schedule that remains unsold after having been offered for sale by tender:
  - a. The competitive sale process exception pursuant to section 236 of the *Local Government Regulation 2012*.
  - b. The Chief Executive Officer may sell a house (separately, and for removal, from the land) without inviting further tenders or offering it at auction, for a sum not less than \$1.00 more than the highest price tendered for the property.
  - c. The Chief Executive Officer may sell a property comprising land and improvements, without inviting further tenders or offering it at auction, for a sum not less than the higher of:
    - i. Market value; and
    - ii. A sum exceeding the highest price tendered for the property.
  - d. For each sale, subject to the minimum price requirements in subparagraphs (b) and (c), the Chief Executive Officer may:
    - i. Determine the sale conditions; and
    - ii. Negotiate amendments to the sale conditions that he considers necessary or appropriate in conformity with the sound contracting principles.
4. Approve the net sale proceeds to fund the purchase or construction of replacement housing in strategic community locations to be identified.”

2020 / 08 / 12 / 016

Carried (8-0)

Attendance

Coordinator Property Services A. Hewitt left the meeting at 1.03pm

Adjournment

Meeting was adjourned at 1.03pm

Meeting resumed at 1.50pm

## **INFORMATION REPORTS**

Attendance

Manager People and Culture J. Grillmeier attended the meeting at 1.50pm

Executive Assistant (CEO) A. Harris attended the meeting at 2.06pm and left at 2.06pm

General Manager Communities J. McDougall left the meeting at 2.06pm and returned at 2.06pm

## **Corporate Services**

### **Bi-monthly Workforce Update**

**Purpose:**

This report provides the bi-monthly workforce update as at 30 June 2020.

**Resolution:**

Cr Moriarty moved and seconded by Cr Brimblecombe “The Central Highlands Regional Council note the April 2020 bi-monthly workforce update.”

**2020 / 08 / 12 / 017**

Carried (8-0)

Attendance

Manager People and Culture J. Grillmeier left the meeting at 2.26pm  
Coordinator Property Services A. Hewitt attended the meeting at 2.26pm  
CEO S. Mason left the meeting at 2.26pm  
CEO S. Mason returned to the meeting at 2.30pm

## **Customer and Commercial Services**

### **Community Housing**

**Purpose:**

This report provides information on Central Highlands Regional Council’s Community Housing program.

**Resolution:**

Cr Burns moved and seconded by Cr Brimblecombe “That Central Highlands Regional Council receive the report on Council’s Community Housing program and note the information.”

**2020 / 08 / 12 / 018**

Carried (8-0)

Attendance

Coordinator Property Services A. Hewitt left the meeting at 2.43pm  
Minute Secretary M. Wills left the meeting at 2.43pm  
Minute Secretary M. Wills returned to the meeting at 2.45pm  
Cr Burns left the meeting at 2.49pm  
General Manager Communities J. McDougall left the meeting at 2.49pm  
Cr Burns returned to the meeting at 2.51pm  
General Manager Communities J. McDougall returned to the meeting at 2.55pm

## **Chief Executive Officer**

### **Office of the CEO - Departmental Update**

**Purpose:**

The following report provides an update on key activities for the Chief Executive Officer:

- Western Queensland Local Government Association - Annual General Meeting – 8 July 2020
- Department of Environment and Science Meeting - National Parks Road Maintenance – 16 July 2020
- Department of Agriculture and Fisheries Meeting - Wild Dogs – 16 July 2020

**Resolution:**

Cr Curtis moved and seconded by Cr Moriarty “That Central Highlands Regional Council receive the Office of the Chief Executive Officer departmental update report, highlighting key activities for the month of July.”

2020 / 08 / 12 / 019

Carried (8-0)

## **LATE AGENDA ITEMS**

Nil

## **CLOSED SESSION**

### **Into Closed Session**

**Resolution:**

Cr Brimblecombe moved and seconded by Cr Moriarty “That Council close its meeting to the public in accordance with Section 275 (1) (d) (h) of the *Local Government Regulation 2012* and that Council staff involved in the closed discussions remain in the room.”

2020 / 08 / 12 / 020

Carried (8-0)

The meeting was closed at 3.16pm

Attendance

Acting Manager Finance H. Kirby attended the meeting at 3.16pm

### **General Rate Concession Application for Assessment 29316**

Attendance

Acting Manager Finance H. Kirby left the meeting at 3.36pm

Conflict of Interest

Cr Hayes confirmed his previous conflict of interest in the following matter and left the meeting while the matter was being discussed and voted on. Cr Hayes left the meeting at 3.36pm

Cr Rolfe assumed the chair

Attendance

Manager Planning and Environment attended the meeting at 3.37pm

General Manager Communities J. McDougall left the meeting at 4.00pm

General Manager Communities J. McDougall returned to the meeting at 4.18pm

### **Emerald Agricultural College Site Update - July 2020**

**Out of Closed Session**

***Resolution:***

Cr Brimblecombe moved and seconded by Cr Curtis “That the meeting now be re-opened to the public.”

**2020 / 08 / 12 / 021**

Carried (7-0)

The meeting was opened at 4.35pm

**Attendance**

Minute Secretary left the meeting at 4.35pm and returned at 4.36pm

**Emerald Agricultural College Site Update - July 2020**

***Purpose:***

The purpose of this report is to provide Council with an update a recent meeting held between Central Highlands Regional Council (CHRC) and Department Agriculture and Fisheries (DAF) in Brisbane on 16 July 2020.

***Resolution:***

Cr Curtis moved and seconded by Cr Carpenter “That Central Highlands Regional Council receive and note the report.”

**2020 / 08 / 12 / 022**

Carried (7-0)

**Attendance**

Cr Hayes returned to the meeting at 4.37pm and resumed the chair.

**General Rate Concession Application for Assessment 29316**

***Purpose:***

A request has been received from a not for profit organisation seeking a 100% general rate concession. This is the second application that the organisation has submitted. The initial application, which was considered by council at the general meeting on 9 July 2019, was not endorsed.

***Resolution:***

Cr Sypher moved and seconded by Cr Burns “That Central Highlands Regional Council:

1. Resolve not to grant a concession of 100% relating to assessment 29316 of the annual general rate in accordance with sections 120 and 121 of the *Local Government Regulation 2012*; and
2. Progress other support options and initiatives discussed at the Strategic and Briefing Forum on 20 January 2020:
  - Take an appropriate motion to the Australian Local Government Association (ALGA) 2020 National Conference under the theme, ‘Working Together for our Communities.’
  - Arrange a deputation with the Honourable Greg Hunt, Minister for Health.
  - Request to have Dr McPhee present a session at the ALGA conference.
  - Consider involvement in the Compassionate Communities Charter once it is proposed formally to Council.
  - Determine how Council can provide support from a local government perspective.”

**2020 / 08 / 12 / 023**

Carried (8-0)

## **GENERAL BUSINESS**

*(Verbal matters raised by Councillors either as a question, acknowledgement and or additional follow-up by officers)*

Cr Sypher

- Advised that at a recent meeting with Glencore, that they requested for a councillor/s be a member of the Valeria Mine Community Reference Group

### **Council External Committee Representative - Valeria Mine Community Reference Group**

#### **Resolution:**

Cr Burns moved and seconded by Cr Carpenter “That Central Highlands Regional Council nominate Cr Sypher and Cr Curtis (as alternate) as the Council’s representative on the Valeria Mine Community Reference Group.”

**2020 / 08 / 12 / 024**

Carried (8-0)

Cr Moriarty

- Congratulated the Connected Communities team in being adaptable during the COVID19 Pandemic citing the upcoming Seniors Week celebrations – 595 registrations have been received

Cr Brimblecombe

- Enquired regarding the capacity that Council should be allowing for a proposed Entertainment and Evacuation Centre?

## **CLOSURE OF MEETING**

There being no further business, the Mayor closed the meeting at 4.44pm

CONFIRMED

MAYOR

DATE