



# **MINUTES**

## **Ordinary Council Meeting**

**8 September 2021**

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**MINUTES OF YORKE PENINSULA  
COUNCIL MEETING  
HELD VIA ZOOM VIDEO CONFERENCING FROM 8 ELIZABETH STREET MAITLAND ON  
WEDNESDAY, 8 SEPTEMBER 2021 AT 5.32PM**

**1 WELCOME AND ACKNOWLEDGEMENT OF COUNTRY BY MAYOR**

Mayor Darren Braund welcomed everyone to the meeting and declared the meeting open.

**2 OPENING PRAYER**

**3 PRESENT**

Mayor Darren Braund, Cr Tania Stock, Cr Richard Carruthers, Cr Adam Meyer, Cr Leanne O'Brien, Cr Anthony Bennett, Cr Naomi Bittner, Cr Kristin Murdock, Cr David Langford, Cr Roger Johns, Cr Michael Murdock.

**In Attendance**

Andrew Cameron (CEO), Roger Brooks (Director Development Services), Andre Kompler (Director Assets & Infrastructure Services), Sid Jain (Manager Financial Services), Tramy Ngo (Business & Economic Development Officer), Natalie McDonald (Minute Secretary).

**4 LEAVE OF ABSENCE**

Nil

**5 APOLOGIES**

Cr John Rich

**6 CONFLICT OF INTEREST**

Mayor Darren Braund reminded all Elected Members of the requirement to disclose any conflict of interest in relation to any matters before Council.

<b>CONFLICT OF INTEREST DECLARATION</b>	
Disclosure of [type] of Conflict of Interest being declared	Material
Elected Member Name	Cr Naomi Bittner
Matter to be discussed ( <i>Agenda Item #</i> )	24.2
Nature of the Interest ( <i>as described by the Member</i> )	I am the director of an agribusiness company that both uses and provides professional services with R&B Agriculture.
Manner in which the Member addressed the Actual or Perceived Conflict of Interest	Leave the room.
If the Member voted on the matter, the manner in which he or she voted	N/A
The manner in which majority of persons who were entitled to vote at the meeting voted on the matter	CARRIED 168/2021 (8/09/2021)

<b>CONFLICT OF INTEREST DECLARATION</b>	
Disclosure of [type] of Conflict of Interest being declared	Material
Elected Member Name	Deputy Mayor Tania Stock
Matter to be discussed ( <i>Agenda Item #</i> )	25.4
Nature of the Interest ( <i>as described by the Member</i> )	I am the Secretary of the Parish Pastoral Council for the Yorke Peninsula Catholic Parish. The Access Advisory Committee has recommended council funding to assist with the installation of a disability access ramp for the Ardrossan Church. As an office bearer of the PPC, I believe it is not appropriate for me to consider this matter.
Manner in which the Member addressed the Actual or Perceived Conflict of Interest	I will leave the meeting room (including any area set aside as the public gallery) such that I cannot view or hear any discussion or vote at the meeting, and will stay out of the meeting room while the matter is being discussed and the matter voted on.
If the Member voted on the matter, the manner in which he or she voted	N/A
The manner in which majority of persons who were entitled to vote at the meeting voted on the matter	CARRIED 172/2021 (8/09/2021)

## 7 MINUTES OF PREVIOUS MEETING – FOR CONFIRMATION

### RESOLUTION

Moved: Cr Richard Carruthers

Seconded: Cr David Langford

That the minutes of the Ordinary Council Meeting held on 11 August 2021 be confirmed.

**CARRIED 146/2021 (8/09/2021)**

## 8 MOTIONS ON NOTICE

Nil

## 9 QUESTIONS ON NOTICE

Nil

## 10 QUESTIONS WITHOUT NOTICE

Nil

## 11 PETITIONS

Nil

**12 MAYOR****12.1 MAYOR'S MONTHLY REPORT AUGUST 2021****PURPOSE**

To keep Elected Members updated on Mayoral activities during the month of August 2021.

**RESOLUTION**

Moved: Cr Anthony Bennett

Seconded: Cr Tania Stock

That the report be received.

**CARRIED 147/2021 (8/09/2021)**

**13 COUNCILLORS' REPORT**

Nil

**INFORMATION AGENDA****14 ITEMS FOR EXCLUSION**

Nil

**15 RECEIPT OF INFORMATION REPORTS****RESOLUTION**

Moved: Cr David Langford

Seconded: Cr Adam Meyer

That the information items contained within the Information Agenda, be received.

**CARRIED 148/2021 (8/09/2021)**

**20 VISITORS TO THE MEETING**

*5.37pm - Department of Environment and Water – Update on new park management plan Dhillba Guuranda-Innes National Park by Craig Nixon, Andy Raymond and Stella Kondilis.*

*6.07pm – Department of Environment and Water left the Zoom meeting.*

**DEBATE AGENDA****21 MAYOR**

Nil



**22 CHIEF EXECUTIVE OFFICER****22.1 POLICY REVIEW - PO163 ELECTED MEMBER ACCESS TO INFORMATION POLICY****PURPOSE**

To seek Council endorsement to lift this matter from the table and resume proceedings at the point preceding the resolution from the 12 May 2021 Council meeting. Further, for Council to endorse the deletion of PO163 Elected Member Access to Information Policy as recommended by the Audit Committee at its meeting on Tuesday, 31 August 2021.

**RESOLUTION**

Moved: Cr Adam Meyer

Seconded: Cr Kristin Murdock

That Council endorse to lift the matter Policy Review – PO163 Elected Member Access to Information Policy from the table for further consideration and resume the proceedings at the point preceding the following resolution:

***Moved: Cr Adam Meyer***

***Seconded: Cr Tania Stock***

*That the matter lie on the table.*

**CARRIED 071/2021 (12/05/2021)**

**CARRIED 149/2021 (8/09/2021)**

and

**RESOLUTION**

Moved: Cr Leanne O'Brien

Seconded: Cr Tania Stock

That Council endorse the deletion of Policy – PO163 Elected Member Access to Information Policy from Council's policy manual and on Council's website.

**CARRIED 150/2021 (8/09/2021)**



**22.2 POLICY REVIEW - PO089 ELECTED MEMBER ALLOWANCES AND BENEFITS POLICY****PURPOSE**

To seek endorsement from Council for the updated PO089 Elected Member Allowances and Benefits Policy.

**RESOLUTION**

Moved: Cr David Langford

Seconded: Cr Roger Johns

That Council endorse and adopt the updated PO089 Elected Member Allowances and Benefits Policy, as presented for inclusion in Council's Policy Manual and on Council's website.

**CARRIED 151/2021 (8/09/2021)**

**22.3 ELECTOR REPRESENTATION REVIEW - FORMAL DETERMINATION****PURPOSE**

The public consultation stage, regarding Council's proposed representation arrangements, has now been completed. The final stage of the review process is for the Council to formally determine its future composition and structure.

**RESOLUTION**

Moved: Cr Anthony Bennett

Seconded: Cr David Langford

That Council:

1. Formally adopt Option No 1, as described in the Elector Representation Review – Representation Options Paper (provided in Attachment 1) as its future composition and structure.
2. Authorise the Chief Executive Officer to prepare a final report for the purposes of advising the Electoral Commissioner about Council's final decision in regards to its future composition and structure.

**CARRIED 152/2021 (8/09/2021)**

**22.4 BLACK SUMMER BUSHFIRE RECOVERY GRANTS PROGRAM - PROJECT SUBMISSIONS****PURPOSE**

To seek endorsement from Council for an application for funding to be submitted through the Black Summer Bushfire Recovery Grants Program for two projects and support for the SYP Community Hub application.

**RESOLUTION**

Moved: Cr Anthony Bennett

Seconded: Cr Naomi Bittner



That Council:

1. Endorse submitting an application for funding through the Black Summer Bushfire Recovery Grants Program for:
  - (a) Bushfire Preparedness Signage \$40,000
  - (b) SYP Childcare Facility \$2,250,000
2. Provide administrative support and advice assistance to the SYP Community Hub in their application for a \$320,000 Community Connection Program.

**CARRIED 153/2021 (8/09/2021)**

## **22.5 CHRISTMAS OFFICE CLOSURE 2021**

### **PURPOSE**

To seek approval from Council for a closure period of all Council office locations for the 2021 Christmas and New Year holiday period in line with the requirements of the Staff Enterprise Bargaining Agreements.

### **RESOLUTION**

Moved: Cr Adam Meyer

Seconded: Cr Naomi Bittner

That Council:

1. Close the Principal Office at Maitland and the two (2) Branch Offices from 12:30pm on Friday, 24 December 2021 and reopen at 8:30am on Tuesday, 4 January 2022, with staff required to utilise existing leave.
2. Advertise the closure of the Council offices in the Yorke Peninsula Country Times and on Council's website.
3. Organise for notices to be placed on the front window of the Principal Office and Branch Offices.
4. Prepare a suitable answering machine message to be implemented during the closure period to ensure that any emergencies are referred to the after-hours emergency number.

**CARRIED 154/2021 (8/09/2021)**

## **23 CORPORATE AND COMMUNITY SERVICES**

### **23.1 COMMUNITY GRANTS 2021/2022**

#### **PURPOSE**

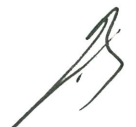
Council endorsement of the Grants Working Party recommendations for the distribution of Community Grants for 2021/2022.

#### **RESOLUTION**

Moved: Cr Richard Carruthers

Seconded: Cr David Langford

That Council endorse the allocation of the following Community Grants for 2021/2022:



1.	Ardrossan Bowling Club	\$2,706.00
2.	Ardrossan Progress Association	\$1,634.00
3.	Balgowan Progress Association	\$5,000.00
4.	Corny Point Progress Association	\$2,500.00
5.	Curramulka Community Club	\$5,000.00
6.	Curramulka Cultural Heritage Group Incorporated	\$1,920.00
7.	Edithburgh Football Club and Sports Association	\$5,000.00
8.	Edithburgh Institute Committee Inc	\$3,000.00
9.	Friends of Wauraltee & District Incorporated	\$5,000.00
10.	Golden Harvest Quilters	\$1,000.00
11.	Maitland District Progress Association	\$1,720.00
12.	Maitland Agricultural Horticultural & Floricultural Society	\$1,838.20
13.	Maitland Bowling Club	\$2,517.34
14.	Maitland Rifle Club	\$1,270.00
15.	Minlaton Bowling Club	\$4,807.60
16.	Minlaton Golf Club	\$3,500.00
17.	Port Clinton Community & Sports Club	\$3,078.00
18.	Port Clinton Progress Association	\$2,545.00
19.	Port Julia Progress Association	\$3,000.00
20.	Port Rickaby Progress Association	\$5,000.00
21.	Port Vincent Memorial Bowling Club	\$5,000.00
22.	Price Progress Association	\$2,698.10
23.	Southern Yorke Archers	\$ 944.00
24.	Southern Yorke Peninsula Dirt Circuit Club Inc	\$4,780.00
25.	Southern Yorke Peninsula Gun Club	\$1,686.67
26.	Southern Yorke Peninsula Target Shooting Association	\$2,641.10
27.	Stansbury Museum	\$ 879.00
28.	Stansbury Sports and Community Club	\$1,245.00
29.	The Pines Community Progress Association	\$5,000.00
30.	Warooka Bowling Club	\$ 933.90
31.	Warooka Golf Club	\$4,000.00
32.	Wool Bay Golf Club	\$5,000.00
33.	Wool Bay Progress Association	\$3,157.00
	TOTAL	\$100,000.91

**CARRIED 155/2021 (8/09/2021)**





**23.2 MINLATON BOWLING CLUB INC - COMMUNITY GRANT EXTENSION****PURPOSE**

For Council to consider an extension for the acquittal of the Community Grant received by the Minlaton Bowling Club in 2020/2021.

**RESOLUTION**

Moved: Cr Anthony Bennett  
Seconded: Cr Michael Murdock

That Council endorse a further extension until 31 December 2021 for the acquittal of the \$3,000 Community Grant awarded to the Minlaton Bowling Club in September 2020 to replace the bowling green Halogen lights with new LED lights.

**CARRIED 156/2021 (8/09/2021)**

**23.3 POLICY REVIEW - PO057 COMMUNITY ENGAGEMENT POLICY****PURPOSE**

To seek endorsement from Council to advance to public consultation on the updated PO057 Community Engagement Policy.

**RESOLUTION**

Moved: Cr Adam Meyer  
Seconded: Cr Michael Murdock

That Council endorse the draft PO057 Community Engagement Policy, as presented, for the purpose of public consultation.

**CARRIED 157/2021 (8/09/2021)**



**23.4 POLICY REVIEW - PO051 COUNCIL CARAVAN PARKS POLICY****PURPOSE**

To seek Council endorsement to lift this matter from the table and resume proceedings at the point preceding the resolution from 11 August 2021 Council meeting and for Council to endorse the updated PO051 Council Caravan Parks Policy.

**RESOLUTION**

Moved: Cr David Langford  
Seconded: Cr Richard Carruthers

That Council endorse to lift the matter "Policy Review – PO051 Council Caravan Parks Policy" from the table for further consideration and resume the proceedings at the point preceding the following resolution;

***Moved Cr Adam Meyer Seconded Cr Leanne O'Brien***

*That the matter lie on the table. CARRIED 144/2021 (11/08/2021)*

**CARRIED 158/2021 (8/09/2021)**

and

**RESOLUTION**

Moved: Cr Adam Meyer  
Seconded: Cr Anthony Bennett

That Council endorse and adopt the revised PO051 Council Caravan Parks Policy, as presented for inclusion in Council's policy manual and on Council's website.

The adoption of PO051 Council Caravan Parks Policy was noted with the inclusion of the following paragraph to clause 4.10:

*The Director Corporate and Community Services & Caravan Parks Coordinator will conduct annual reviews of the current Caravan Park Managers performance in relation to KPI's (as stipulated in the Management Agreements) and legislative compliance. These annual reviews will provide an opportunity to facilitate two-way open communication between the Council and the Park Managers in relation to Park Management and any other relevant factors. Management Agreements will be for a term of 5 years and a detailed review will be conducted at least 6 months prior to the expiry of the current Management Agreement. The Director Corporate and Community Services & Caravan Parks Coordinator will provide a recommendation to the CEO for consideration on an extension or otherwise on the current agreements. This process provides sufficient and reasonable time for both parties to consider contract extensions or otherwise commence a process for replacement Managers.*

**CARRIED 159/2021 (8/09/2021)**



**23.5 POLICY REVIEW - PO139 TREASURY MANAGEMENT POLICY****PURPOSE**

To seek endorsement from Council for the updated PO139 Treasury Management Policy.

**RESOLUTION**

Moved: Cr Michael Murdock

Seconded: Cr Naomi Bittner

That Council endorse and adopt the updated PO139 Treasury Management Policy, as presented for inclusion in Council's policy manual and on Council's website.

**CARRIED 160/2021 (8/09/2021)**

**23.6 POLICY REVIEW - PO084 CORPORATE PURCHASE CARD POLICY****PURPOSE**

To seek endorsement from Council for the updated PO084 Corporate Purchase Card Policy.

**RESOLUTION**

Moved: Cr Anthony Bennett

Seconded: Cr Richard Carruthers

That Council endorse and adopt the updated PO084 Corporate Purchase Card Policy, as presented for inclusion in Council's policy manual and on Council's website.

**CARRIED 161/2021 (8/09/2021)**

**23.7 POLICY REVIEW - PO095 FINANCIAL INSTITUTIONS AUTHORITY POLICY****PURPOSE**

To seek endorsement from Council for the updated PO095 Financial Institutions Authority Policy.

**RESOLUTION**

Moved: Cr David Langford

Seconded: Cr Leanne O'Brien

That Council endorse and adopt the updated PO095 Financial Institutions Authority Policy, as presented for inclusion in Council's policy manual and on Council's website.

**CARRIED 162/2021 (8/09/2021)**



**23.8 POLICY REVIEW - PO142 BUDGET REPORTING AND AMENDMENT POLICY****PURPOSE**

To seek endorsement from Council for the updated PO142 Budget Reporting and Amendment Policy.

**RESOLUTION**

Moved: Cr Adam Meyer  
Seconded: Cr Tania Stock

That Council endorse and adopt the updated PO142 Budget Reporting and Amendment Policy, as presented for inclusion in Council's policy manual and on Council's website.

**CARRIED 163/2021 (8/09/2021)**

**23.9 POLICY REVIEW - PO063 RECORDS MANAGEMENT****PURPOSE**

To seek approval from Council for the updated PO063 Records Management Policy.

**RESOLUTION**

Moved: Cr Naomi Bittner  
Seconded: Cr David Langford

That Council endorse and adopt the updated PO063 Records Management Policy, as presented for inclusion in Council's policy manual and on Council's website.

**CARRIED 164/2021 (8/09/2021)**

**23.10 TREASURY MANAGEMENT PERFORMANCE 2020/2021****PURPOSE**

Review of Council's treasury management activity and performance (investments and borrowings) for 2020/2021 in accordance with legislation and PO139 Treasury Management Policy.

**RESOLUTION**

Moved: Cr Leanne O'Brien  
Seconded: Cr Anthony Bennett

That the report be endorsed.

**CARRIED 165/2021 (8/09/2021)**



**23.11 FINANCIAL REPORT AS AT 31 AUGUST 2021****PURPOSE**

For Council to consider the financial report and capital projects update report as at 31 August 2021.

**RESOLUTION**

Moved: Cr Michael Murdock

Seconded: Cr Roger Johns

That Council receive the financial report and capital projects update report as at 31 August 2021.

**CARRIED 166/2021 (8/09/2021)**

**24 ASSETS AND INFRASTRUCTURE SERVICES****24.1 PORT RICKABY WATER SUPPLY IMPROVEMENTS****PURPOSE**

To update Council on the status of the water services at Port Rickaby and seek support to increase Council's 2021/2022 capital budget to allow design and augmentation of the Port Rickaby Caravan Park water supply infrastructure before summer peak demand.

**RESOLUTION**

Moved: Cr Adam Meyer

Seconded: Cr Tania Stock

That Council endorse increasing the current 2021/2022 budget by \$100,000 to allow for development and augmentation of Port Rickaby Caravan Park's water supply infrastructure, with the amount to be taken from the 2022-2023 Caravan Park Funding Model and returned to general revenue.

**CARRIED 167/2021 (8/09/2021)**

*6.51pm – Cr Richard Carruthers Zoom connection failed.*

*6.57pm – Cr Richard Carruthers re-joined the Zoom meeting.*



7.04pm – Cr Naomi Bittner left the Zoom meeting.

## 24.2 REQUEST FOR SEALING - BALGOWAN ROAD MAITLAND

### PURPOSE

To consider a request from a ratepayer for reseal expenditure.

### RESOLUTION

Moved: Cr Tania Stock

Seconded: Cr Richard Carruthers

That Council move forward with patch sheeting of the distressed portion of road as identified by Director Kompler with a view to do that within this financial year. Assets and Infrastructure Services to review and re-evaluate the requirements for sealing the balance of the road.

**CARRIED 168/2021 (8/09/2021)**

7.36pm – Cr Naomi Bittner re-entered the Zoom meeting.

## 25 DEVELOPMENT SERVICES

### 25.1 DEED OF RESCISSION - LAND MANAGEMENT AGREEMENTS - PORT VINCENT

#### PURPOSE

For Council to consider rescinding the Land Management Agreements over land comprised, Allotments 3 and 4, 109 and 109B Marine Parade, Port Vincent, Certificate of Title Volume 5980, Folio 792 and Certificate of Title Volume 5980, Folio 793, via the Deed of Rescission (refer Attachments 1 and 2).

#### RESOLUTION

Moved: Cr Roger Johns

Seconded: Cr Leanne O'Brien

That Council:

1. Rescind the Land Management Agreement over land comprised;
  - Allotment 3, 190 Marine Parade, Port Vincent, Certificate of Title Volume 5980, Folio 792, and;
  - Allotment 4, 190B Marine Parade, Port Vincent, Certificate of Title Volume 5980, Folio 793, and;via the Deed of Rescission as provided in Attachments 1 and 2; and
2. Authorise the Mayor and Chief Executive Officer to sign and affix the Common Seal on the necessary documents to give effect to this resolution.

**CARRIED 169/2021 (8/09/2021)**



**25.2 ROAD PROCESS ORDER - PORTION OF UNMADE ROAD, ARTHURTON****PURPOSE**

For Council to make a Road Process Order to close a portion of unmade public road, adjacent to Section 114, Hundred of Tiparra in the area named Arthurton for the purpose of selling to Mr Gilbert Gay.

**RESOLUTION**

Moved: Cr Michael Murdock

Seconded: Cr Kristin Murdock

That Council:

1. make a Road Process Order in accordance with the Roads (Opening & Closing) Act 1991, to close a portion of unmade public road adjacent to Section 114, Hundred of Tiparra in the area named Arthurton for the purpose of selling to Mr Gilbert Gay.
2. authorise the Mayor and Chief Executive Officer to sign and affix Council's common seal to the necessary documentation to give effect to this resolution.

**CARRIED 170/2021 (8/09/2021)**

**25.3 UPDATE - JOINT PLANNING BOARD****PURPOSE**

To provide Elected Members with an update in relation to establishing a Joint Planning Board.

**RESOLUTION**

Moved: Cr Richard Carruthers

Seconded: Cr Anthony Bennett

That Council writes and informs the Minister for Planning and Local Government that due to the decision of Copper Coast Council not having an interest in establishing a Joint Planning Board, Yorke Peninsula Council is unable to proceed at this point in time.

**CARRIED 171/2021 (8/09/2021)**



7.43pm – Cr Tania Stock left the Zoom meeting.

## 25.4 ACCESS ADVISORY WORKING PARTY MINUTES

### PURPOSE

For Council to receive the Minutes of Council's Access Advisory Working Party meeting held on 27 August 2021.

### RESOLUTION

Moved: Cr Richard Carruthers

Seconded: Cr David Langford

That Council:

1. Receive the Minutes of the Access Advisory Working Party meeting held on 27 August 2021.
2. Commit \$1,200 to install an access ramp on Emue Street, Port Clinton for access to the barbeque facilities.
3. Commit \$1,850 to the Ardrossan Progress Association for the purchase of a disabled accessible table and chairs to be located at the foreshore playground precinct, East Terrace, Ardrossan.
4. Commit \$4,500 to the Catholic Archdiocese towards the installation of an access ramp to the Catholic Church, Ardrossan. This Contribution of funds is not to be used for the demolition of the existing ramp.

**CARRIED 172/2021 (8/09/2021)**

7.52pm Cr Tania Stock re-entered the Zoom meeting.

## 26 GENERAL BUSINESS

Section 85 of the Act requires that matters on the Agenda are described with reasonable "particularity and accuracy" and reports and other documentation to be considered at a meeting are available to the public prior to the meeting. The practice of general business should be restricted to matters of urgency.

Nil

### CONFIDENTIAL AGENDA

## 27 CONFIDENTIAL ITEMS

Nil

## 28 NEXT MEETING

Wednesday 13 October 2021

## 29 CLOSURE

The Meeting closed at 7.53pm.

The minutes of this meeting were confirmed at the Council Meeting held on 13 October 2021.

.....  
**MAYOR DARREN BRAUND**