



## **Ordinary Meeting**

**Council Chambers**  
**Date: 16 March 2016**  
**Time: 9:00am**

## **MINUTES**

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## **MEMBERS IN ATTENDANCE**

**Members Present:** Cr T Gilmore (Mayor), Crs A Holmes, M Graham, K Ewin, E Brown, A Pedersen and J Jensen.

## **APOLOGIES/LEAVE OF ABSENCE/ABSENCE ON COUNCIL BUSINESS**

Nil

## **BEREAVEMENTS/CONDOLENCES**

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

## **DECLARATION OF ANY MATERIAL PERSONAL INTERESTS/ CONFLICTS OF INTEREST**

There were no Material Personal Interests or Conflicts of Interest declared by any Councillor or Senior Council Officer in relation to the items of business listed on the Agenda.

## **CONFIRMATION OF MINUTES**

Moved by Cr Jensen

Seconded by Cr Graham

"That the Minutes of the Ordinary Council Meeting held on 2 March 2016 be confirmed as true and correct."

**CARRIED**

## **BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETINGS**

Nil

**CORPORATE AND COMMUNITY SERVICES****REGIONAL LAND USE PLANNING****ITEM-1                      EXTENSION TO RELEVANT PERIOD - COMARAY PTY LTD - ROL SUBDIVISION (1 INTO 62 LOTS IN 5 STAGES) - LOT 100 SP273717 - EMERALD END ROAD, MAREEBA - REC/08/0096**

Moved by Cr Pedersen

Seconded by Cr Jensen

- "1. That in relation to the application to extend the relevant period for the following development approval:

APPLICATION		PREMISES	
APPLICANT	Comaray Pty Ltd	ADDRESS	Emerald End Road, Mareeba
DATE REQUEST FOR EXTENSION OF RELEVANT PERIOD LODGED	15 February 2016	RPD	Lot 100 on SP273717
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Reconfiguring a Lot - Subdivision (1 into 62 Lots in 5 Stages)		

and in accordance with the Sustainable Planning Act 2009,

- (A) The relevant period be extended for *two (2) years from 28 March 2016 to 28 March 2018.*
2. A Notice of Council's decision be issued to the applicant and the Department of Infrastructure, Local Government and Planning, State Assessment and Referral Agency (SARA) via email CairnsSARA@dilgp.gov.au (reference: SPD-0216-025280) advising of Council's decision."

**CARRIED****FINANCE****ITEM-2                      FINANCIAL STATEMENTS FOR PERIOD ENDING 29 FEBRUARY 2016**

Moved by Cr Ewin

Seconded by Cr Brown

"That Council note the financial report for the period ending 29 February 2016."

**CARRIED**

## **INFRASTRUCTURE SERVICES**

### **TECHNICAL SERVICES**

#### **ITEM-3                      GATES AND GRIDS GUIDELINE REVIEW**

Moved by Cr Pedersen

Seconded by Cr Ewin

"That Council adopt the revised Guidelines, attached to these Minutes as Appendix 1, for the installation of Gates and Grids on Council roads."

**CARRIED**

#### **ITEM-4                      INFRASTRUCTURE SERVICES - TECHNICAL SERVICES - MONTHLY ACTIVITIES REPORT - FEBRUARY 2016**

Moved by Cr Pedersen

Seconded by Cr Ewin

"That Council receive and note the Infrastructure Services Technical Services Monthly Report for the month of February 2016."

**CARRIED**

#### **ITEM-5                      APPLICATION TO CLOSE ROAD RESERVES & OPEN NEW RESERVE - OFF RASMUSSEN ROAD, JULATTEN ADJOINING LOT 264 DA430**

Moved by Cr Holmes

Seconded by Cr Ewin

"That Council advise the applicant that it has no objection to the closure of the existing two road reserves and opening of a new road reserve off Rasmussen Road adjoining Lot 264 DA430, subject to:

1. the road to be located within the new road reserve is to be upgraded to the FNQROC standard for low volume gravel roads including all necessary drainage structures and that it be maintained by the applicant for a period of twelve months after practical completion, prior to final acceptance by Council; and
2. the applicant is responsible for all costs associated with the opening, closures and upgrade works."

**CARRIED**

## WORKS

### **ITEM-6                      INFRASTRUCTURE SERVICES - WORKS SECTION PROGRESS REPORT - FEBRUARY 2016**

Moved by Cr Brown

Seconded by Cr Ewin

"That Council receive and note the Infrastructure Services, Transport Infrastructure, Parks and Gardens and Bridge Sections - Progress Report for the month of February 2016."

**CARRIED**

## WATER & WASTE

### **ITEM-7                      INFRASTRUCTURE SERVICES - WATER AND WASTEWATER MONTHLY OPERATIONS REPORT - FEBRUARY 2016**

Moved by Cr Pedersen

Seconded by Cr Graham

"That Council receive and note the February 2016 Monthly Water and Wastewater Report."

**CARRIED**

### **ITEM-8                      INFRASTRUCTURE SERVICES - WASTE OPERATIONS REPORT - FEBRUARY 2016**

Moved by Cr Graham

Seconded by Cr Holmes

"That Council receive and note the Infrastructure Services, Waste Operations Progress Report, February 2016."

**CARRIED**

## GENERAL BUSINESS

### **ADHOC-1                      MANAGEMENT OF RECENT BAT INFESTATION**

Moved by Cr Gilmore

Seconded by Cr Ewin

"That Council congratulate Julie Buckley and her team on their management of the recent bat infestation and their exceptional level of customer service they delivered to the affected Mareeba residents."

**CARRIED**

**ADHOC-2****KERB TO KERB SEALING PROGRAM**

Moved by Cr Ewin

Seconded by Cr Graham

"That Council, during its budget preparation consider setting up a specific reserve to fund the kerb to kerb sealing program as outlined in the PPT."

**CARRIED**

Retiring Cr Jensen made a valedictory speech.

**NEXT MEETING OF COUNCIL**

The next meeting of Council will be held at 9:00 am on Wednesday 6 April 2016.

There being no further business, the meeting closed at 9:31am.

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Cr Tom Gilmore  
Mayor

**APPENDIX 1 - ITEM-3 GATES AND GRIDS GUIDELINE REVIEW**

# **GUIDELINES FOR:**

# **Gates/Grids**

Mareeba Service Centre  
65 Rankin Street  
Mareeba QLD 4880

Postal Address:  
PO Box 154  
Mareeba QLD 4880

Telephone No: 1300 308 461  
Facsimile No: (07) 4092 3323

Revised : 17 February 2016

## **Guidelines for Obtaining Gate/Grid Approval**

This document sets out Council guidelines regarding the installation of gates/grids. These guidelines should be read in conjunction with Council's Local Laws and Subordinate Local Laws relative to gates and grids. **Gates and Grids are the responsibility of the Landowner and NOT Council.**

### **1. OBJECT:**

- The object of the local laws is to regulate the installation of gates and grids across public roads to ensure that they do not interfere with –
  - a) the safe movement of pedestrians and vehicles; or
  - b) the proper maintenance of the public road.

### **2. APPLICATION PROCEDURE:**

- All applications shall be made in writing on the form provided and shall be accompanied by a plan of the road and the locality where such gate/grid is proposed to be erected.
- The application for a gate/grid shall be refused by Council if received without documentary evidence of public liability insurance.
- The Chief Executive Officer or Council's delegated officer is authorised to approve applications and issue approvals for gates/grids. The applicant is to be notified in writing of the outcome of the application and where the application is not approved, the reasons why.

### **3. REQUIREMENTS:**

#### **Gates**

- Grids are the preferred option by Council in the majority of cases, however gates will be approved on roads with very low traffic volumes or where the road provides access to only one property.
- Every gate should be constructed of steel or wire, approved by Council prior to erection and shall provide an opening of 3.60 metres to 6.0 metres in width depending on the type and volume of traffic using the road.

#### **Grids**

- Every grid to be designed as per below:
  - Grids and headwalls which are designed and manufactured by property owner shall be structurally certified by a Registered Professional Engineer Qld (RPEQ) to T44 loading. Approved certified plans of grid and headwall must be provided with application.
  - or,
  - Plans detailing grids and headwalls which are designed and manufactured by property owner shall be submitted to Council for approval by Councils Engineer as part of the application. or
  - Prefabricated grids and headwalls as supplied by a steel manufacturer or similar shall provide Council with the RPEQ certification with the application. or
  - Grid and headwalls to be manufactured to the design as detailed on attached drawings.
- The width of a grid will be determined by the number of vehicles using the road, with the minimum width being 4.0m ( single lane) for traffic volumes less than 100 Vehicles per Day (VPD) and a two lane 8.0m wide grid for traffic volumes greater than 100VPD. A two lane grid may also be required where the road geometry does not allow for sufficient sight distance to the structure and where the installation of a single lane grid may be considered unsafe.

### **4. RESPONSIBILITY OF APPLICANT:**

- An approval will expire on 30 June each year. Applications for renewal of the approval shall be made prior to expiry date.



## **Guidelines for Obtaining Gate/Grid Approval**

- If the approval holder fails or neglects to renew their approval, such approval shall lapse and the Chief Executive Officer may give notice to the person concerned for the removal of such gate/grid.

### **5. PUBLIC LIABILITY INSURANCE:**

- The approval holder shall indemnify the Mareeba Shire Council against claims for injury, loss or damage that may result from the existence of the gate/grid and for this purpose shall take out and keep current at all times a public liability insurance policy to the value of at least:
  - \$20 million for gates and grids
- Mareeba Shire Council is to be named as an "interested party" in the insurance policy.
- An application for approval for a gate/grid will not be accepted without a certificate of currency or a copy of the current insurance policy.
- **The public liability insurance policy must be kept in force for the whole of the period that the approval covers. This information will be recorded in Council's register and proof of renewal of the insurance policy is to be provided to Council. Failure to provide Council with proof of renewal of the insurance policy may result in cancellation of the approval.**

### **6. EXTRA INFORMATION:**

- **Suppliers**

The following companies supply signs and posts:

Allen's Tints & Signs (Atherton)	Ph: 07 4091 4740
Appleton Traffic Equipment (Townsville)	Ph: 07 4779 7688
Artcraft (Townsville)	Ph: 07 4725 1288

- **Faded Signs**

It is the property owner's responsibility to replace these signs when they are damaged, become faded or lose their reflectivity (can't be seen at night).

- **Construction**

Once approval to construct has been given by Council and prior to any construction taking place, traffic control measures, including signage, side track construction etc, are to be discussed with the Council Inspector who will provide the necessary advice on the development of a Traffic Management Plan.

All signage is to comply with the Manual of Uniform Traffic Control Devices (MUTCD) Part 3.

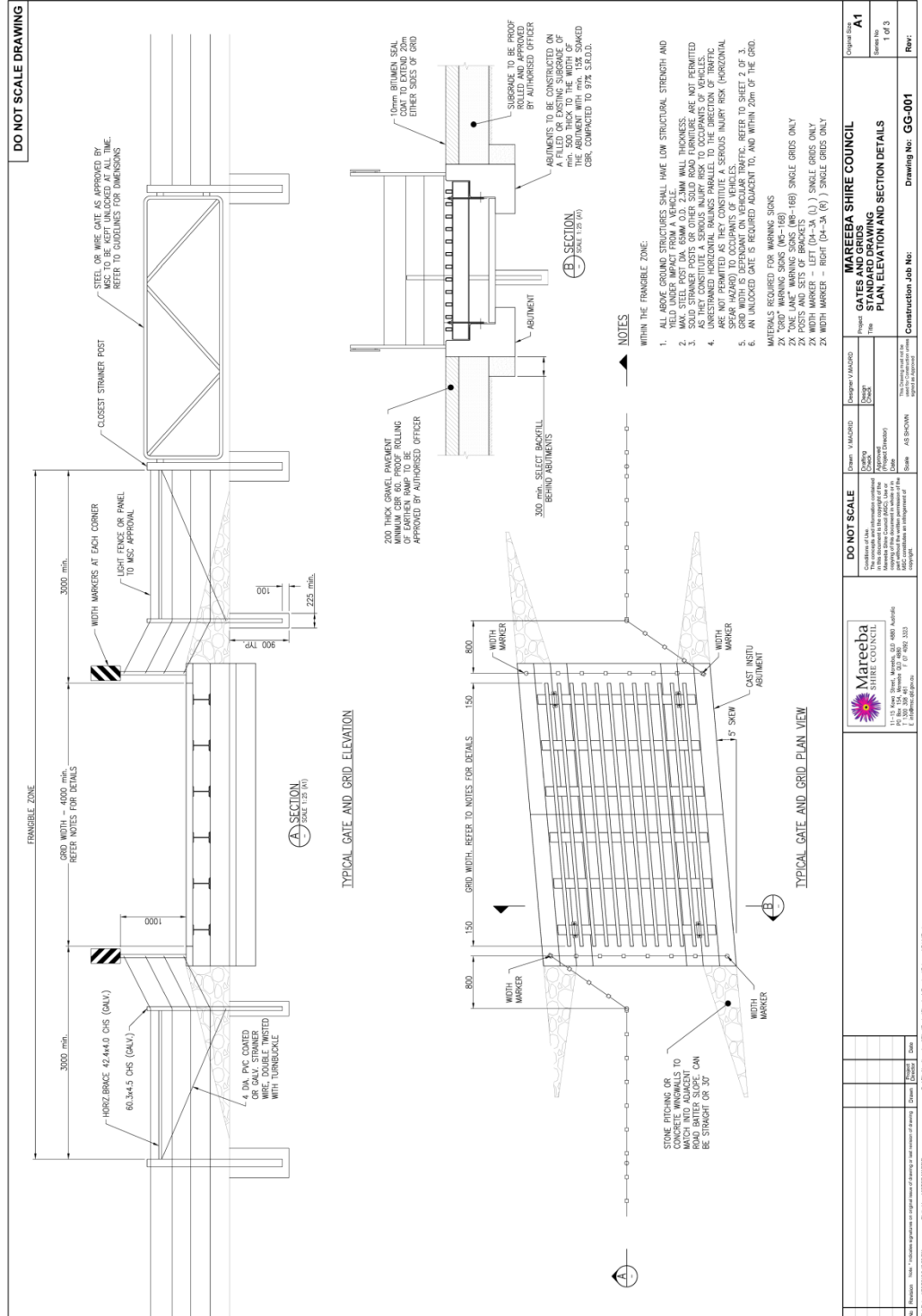
Once the Traffic Management Plan has been approved, the necessary roadworks warning signs can be hired from Council if required.

### **7. Fees - non refundable - 01/07/2016 to 30/06/2017**

- \$350.00 - Initial application fee includes two inspections by Council. The first to inspect the proposed location of the gate or grid and the second on completion to confirm the gate or grid has been installed in accordance with the Guidelines.
- \$190.00 - Re-inspection fee should it be necessary to undertake a third inspection due to the gate or grid not being installed as per the Guidelines.
- \$50.00 per annum - Approval Renewal Fee to ensure insurance renewal has been completed.

(renewable on 30 June each year)

## Guidelines for Obtaining Gate/Grid Approval



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