

# **Livingstone**

---

## Shire Council

### **ORDINARY MEETING**

### **MINUTES**

**8 APRIL 2014**

---

## TABLE OF CONTENTS

---

ITEM	SUBJECT	PAGE NO
1	OPENING.....	1
2	PRESENT .....	1
3	LEAVE OF ABSENCE / APOLOGIES .....	2
	NIL .....	2
4	MAYORAL MINUTE .....	3
	NIL .....	3
5	CONFIRMATION OF MINUTES OF PREVIOUS MEETING.....	4
6	DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA .....	5
7	BUSINESS ARISING OR OUTSTANDING FROM PREVIOUS MEETINGS .....	6
7.1	BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL MEETING .....	6
8	PUBLIC FORUMS/DEPUTATIONS .....	7
8.1	DEPUTATION - CAPRICORN COAST BUSINESS AND TOURISM.....	7
9	PRESENTATION OF PETITIONS.....	8
	NIL .....	8
10	BUSINESS IMPROVEMENT COMMITTEE REPORTS .....	9
	NIL .....	9
11	COUNCILLOR/DELEGATE REPORTS .....	10
	NIL .....	10
12	REPORTS.....	11
12.1	COUNCIL DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER .....	11
12.2	WORKPLACE HEALTH AND SAFETY POLICY .....	12
12.3	TRAVEL POLICY AND PROCEDURE.....	13
12.4	POLICY REVIEW - RESIDENTIAL REBATE FOR WATER EFFICIENT PRODUCTS POLICY .....	14
12.5	POLICY REVIEW - DRAFT POLICY - UPGRADING OF UNSEALED RURAL ROADS TO A HIGHER STANDARD POLICY.....	15
12.6	COMMUNITY ASSISTANCE PROGRAMME POLICY.....	16
12.7	COMMUNITY GRANTS SCHEME ROUND 1 .....	17
12.8	MEMORANDUM OF UNDERSTANDING LIVINGSTONE SHIRE COUNCIL WITH FITZROY BASIN ASSOCIATION INC AND FITZROY RIVER AND COASTAL CATCHMENTS INC.....	18

---

12.9	AMENDMENT TO SCHEDULE OF MEETINGS - JANUARY TO JUNE 2014 .....	19
12.10	COUNCIL ENDORSE MAYOR AND CEO ACTION TO ACQUIRE INDUSTRIAL LAND - LOT 5000 SP230276.....	20
12.11	PURCHASE OF MT CHALMERS STATE SCHOOL.....	21
12.12	DEPARTMENT OF NATURAL RESOURCES AND MINES REQUEST FOR COMMENT ON PROPOSED TERM LEASE - LOT A ON LN2748 OVER RESERVE LOT 29 ON LN2747 GREAT KEPPEL ISLAND HIDEAWAY.....	22
<b>13</b>	<b>QUESTIONS/STATEMENT/MOTIONS ON NOTICE FROM COUNCILLORS .....</b>	<b>23</b>
	NIL .....	23
<b>14</b>	<b>URGENT BUSINESS\QUESTIONS .....</b>	<b>24</b>
	NIL .....	24
<b>15</b>	<b>CLOSED SESSION .....</b>	<b>25</b>
16.1	ACQUISITION OF SEWER EASEMENT - LACEYS ROAD PACIFIC HEIGHTS.....	25
<b>16</b>	<b>CONFIDENTIAL REPORTS.....</b>	<b>26</b>
16.1	ACQUISITION OF SEWER EASEMENT - LACEYS ROAD PACIFIC HEIGHTS.....	26
<b>17</b>	<b>CLOSURE OF MEETING.....</b>	<b>27</b>

**MINUTES OF THE ORDINARY MEETING HELD AT COUNCIL CHAMBERS, QUEEN STREET, YEPPON ON TUESDAY, 8 APRIL 2014 COMMENCING AT 9:06AM**

**1 OPENING**

**2 PRESENT**

Members Present:

Mayor, Councillor Bill Ludwig (Chairperson)  
Deputy Mayor, Councillor Graham Scott  
Councillor Adam Belot  
Councillor Nigel Hutton  
Councillor Jan Kelly  
Councillor Glenda Mather  
Councillor Tom Wyatt

In Attendance:

Mr Andrew Ireland – Chief Executive Officer  
Mr Justin Commons – Director Corporate Services  
Mr Brett Bacon – Director Community and Planning Services  
Mr Dan Toon – Director Infrastructure Services  
Ms Rebecca French – Manager Marketing and Engagement  
Mr Jon Rutledge – Manager Human Resources  
Mr Darryll Schurmann – Manager Finance  
Ms Catherine Rivett – Corporate Strategist  
Ms Melissa Minter – Coordinator Community Partnerships  
Ms Rachel Pirere – Coordinator Property Risk and Insurance  
Ms Katie Mitchell – PA to Chief Executive Officer

**3 LEAVE OF ABSENCE / APOLOGIES**

Nil

**4 MAYORAL MINUTE**

Nil

## 5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

### COUNCIL RESOLUTION

THAT the minutes of the Ordinary Meeting held on 25 March 2014 be taken as read and adopted as a correct record.

**Moved by:** Councillor Wyatt

**Seconded by:** Councillor Kelly

**MOTION CARRIED**

### COUNCIL RESOLUTION

THAT the minutes of the Special Meeting held on 28 March 2014 be taken as read and adopted as a correct record.

**Moved by:** Councillor Wyatt

**Seconded by:** Councillor Kelly

**MOTION CARRIED**

## **6     DECLARATIONS OF INTEREST IN MATTERS ON THE           AGENDA**

In accordance with s172(2) of the *Local Government Act 2009*, Councillor Graham Scott disclosed a material personal interest in respect of Item 12.10 – Council Endorse Mayor And CEO Action To Acquire Industrial Land – Lot 5000 SP230276; Councillor Graham Scott did not take part in the debate for this item of the meeting.



## **7 BUSINESS ARISING OR OUTSTANDING FROM PREVIOUS MEETINGS**

### **7.1 BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL MEETING**

**File No:** GV13.4.1  
**Attachments:** 1. Business Outstanding Actions - 1 April 2014  
**Responsible Officer:** Andrew Ireland - Chief Executive Officer

---

#### **SUMMARY**

*The Business Outstanding table is used as a tool to monitor outstanding items resolved at previous Council or Committee Meetings. The current Business Outstanding table for the Ordinary Council Meeting is presented for Councillors' information.*

#### **COUNCIL RESOLUTION**

THAT the Business Outstanding table for the Ordinary Council Meeting be received.

**Moved by:** Councillor Hutton  
**Seconded by:** Deputy Mayor, Councillor Scott

**MOTION CARRIED**

---

## 8 PUBLIC FORUMS/DEPUTATIONS

### 8.1 DEPUTATION - CAPRICORN COAST BUSINESS AND TOURISM

**File No:** GV13.1.3  
**Attachments:** 1. CCBT - Livingstone Economic Development Strategy  
**Responsible Officer:** Andrew Ireland - Chief Executive Officer  
**Author:** Andrew Ireland - Chief Executive Officer

---

#### SUMMARY

*At 9:00am the Capricorn Coast Business and Tourism will provide a presentation on their Livingstone Economic Development Strategy.*

#### COUNCIL RESOLUTION

THAT the deputation by the Capricorn Coast Business and Tourism be 'received'.

**Moved by:** Councillor Hutton  
**Seconded by:** Deputy Mayor, Councillor Scott  
**MOTION CARRIED**

**9 PRESENTATION OF PETITIONS**

Nil

**10 BUSINESS IMPROVEMENT COMMITTEE REPORTS**

Nil

**11 COUNCILLOR/DELEGATE REPORTS**

Nil

## 12 REPORTS

### 12.1 COUNCIL DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER

**File No:** PL22.1.1  
**Attachments:** 1. Exclusions and Responsibilities  
**Responsible Officer:** Andrew Ireland - Chief Executive Officer  
**Author:** Catherine Rivett - Corporate Strategist

---

#### SUMMARY

*This Report seeks Council's approval to delegate section 236(1)(b) of the Local Government Act 2009 to the position of Chief Executive Officer.*

#### COUNCIL RESOLUTION

THAT as per section 257 of the *Local Government Act 2009* Council resolves to:

1. Delegate to the Chief Executive Officer, or a Council officer acting in the position of Chief Executive Officer, the exercise of powers contained in s236(1)(b) of the *Local Government Act 2009*, limited by the scope contained within Appendix 1.
2. Prohibit the Chief Executive Officer from sub-delegating s236(1)(b) to any other Council officer or position.

**Moved by:** Mayor Ludwig  
**Seconded by:** Councillor Hutton

**MOTION CARRIED**

**12.2 WORKPLACE HEALTH AND SAFETY POLICY**

**File No:** CM4.7.13  
**Attachments:** 1. Workplace Health and Safety Policy  
**Responsible Officer:** Justin Commons - Director Corporate Services  
**Author:** Jon Rutledge - Manager Human Resources

---

**SUMMARY**

*Work Health and Safety Act 2011, s19(2) provides that a person conducting a business or undertaking must ensure so far as reasonably practicable that the health and safety of others is maintained. The policy clearly articulates Council's commitment to this duty.*

*As part of the Workplace Health and Safety Queensland (WHSQ) National Self-Insurers Audit Tool, LSC are required to develop and maintain a WHS Management System.*

*The WHSQ National Self-Insurers Audit Tool references AS4801, as part of the Safety Management System and sets the requirements for any organisation to state its intentions on how it is going to manage workplace health and safety (i.e. WHS Statement).*

**COUNCIL RESOLUTION**

That the Workplace Health and Safety Policy as attached be adopted by Council.

**Moved by:** Councillor Kelly  
**Seconded by:** Councillor Mather

**MOTION CARRIED**

**12.3 TRAVEL POLICY AND PROCEDURE****File No:** CM4.7.13**Attachments:**

1. Travel Policy
2. Travel Procedure

**Responsible Officer:** Justin Commons - Director Corporate Services**Author:** Jon Rutledge - Manager Human Resources

---

**SUMMARY**

*The Travel Policy and Procedure applies to all Livingstone Shire Council employees and elected Council members and is applicable to,*

- *all local, intrastate, interstate and overseas conferences, training, meetings and/or events undertaken and/or attended by Council employees and elected members as part of their official Council duties;*
- *accommodation associated with such attendance; and*
- *all official travel and other necessary incidental/out of pocket expenses associated with such attendance.*

**COUNCIL RESOLUTION**

That the Travel Policy and Procedure as attached be adopted by Council.

**Moved by:** Councillor Hutton**Seconded by:** Councillor Wyatt**MOTION CARRIED**



---

**12.4 POLICY REVIEW - RESIDENTIAL REBATE FOR WATER EFFICIENT PRODUCTS POLICY**

**File No:** 4.7.32  
**Attachments:** 1. Draft Policy - Residential Rebate for Water Efficient Products Policy  
**Responsible Officer:** Dan Toon - Director Infrastructure Services  
**Author:** Carrie Burnett - Policy & Planning Officer

---

**SUMMARY**

*This report seeks Council's adoption of a new community policy titled Residential Rebate for Water Efficient Products.*

**COUNCIL RESOLUTION**

THAT Council adopt the policy titled Residential Rebate for Water Efficient Products.

**Moved by:** Councillor Belot  
**Seconded by:** Deputy Mayor, Councillor Scott

**MOTION CARRIED**

**12.5 POLICY REVIEW - DRAFT POLICY - UPGRADING OF UNSEALED RURAL ROADS TO A HIGHER STANDARD POLICY**

**File No:** 4.7.28  
**Attachments:** 1. Draft Policy - Upgrading of Unsealed Rural Roads to a Higher Standard  
**Responsible Officer:** Dan Toon - Director Infrastructure Services  
**Author:** Carrie Burnett - Policy & Planning Officer

---

**SUMMARY**

*This report seeks Council's adoption of a new policy titled Upgrading of Unsealed Rural Roads to a Higher Standard.*

**COUNCIL RESOLUTION**

THAT Council adopt the policy titled Upgrading of Unsealed Rural Roads to a Higher Standard.

**Moved by:** Councillor Mather  
**Seconded by:** Councillor Kelly

**MOTION CARRIED**

**12.6 COMMUNITY ASSISTANCE PROGRAMME POLICY****File No:** CR2.15.3**Attachments:**

1. Community Assistance Programme Policy
2. Community Assistance Programme Procedure - Mayors Discretionary Fund
3. Community Assistance Programme Procedure

**Responsible Officer:** Ian Dare - Manager Community Wellbeing  
Brett Bacon - Director Community & Planning Services**Author:** Melissa Minter - Coordinator Community Partnership

---

**SUMMARY**

*Councillors considered the draft Community Assistance Programme Policy and accompanying procedures including the Community Assistance Programme Procedure and Community Assistance Programme – Mayor’s Discretionary Fund Procedure at a strategic workshop held on 18 February 2014. As a result of feedback from the workshop, the policy and procedures have been amended and are included herein for formal endorsement.*

**OFFICER RECOMMENDATION**

THAT Council adopt the attached Community Assistance Programme Policy.

**COUNCIL RESOLUTION**

THAT Council adopt the attached amended Community Assistance Programme Policy.

**Moved by:** Councillor Kelly**Seconded by:** Councillor Wyatt**MOTION CARRIED**

**12.7 COMMUNITY GRANTS SCHEME ROUND 1**

**File No:** CR2.15.3  
**Attachments:** Nil  
**Responsible Officer:** Ian Dare - Manager Community Wellbeing  
 Brett Bacon - Director Community & Planning Services  
**Author:** Melissa Minter - Coordinator Community Partnership

**SUMMARY**

*Council's first round of Community Grants Scheme Funding closed on 3 March 2014. A total of 43 applications were received and subsequently assessed by Council's Community Grants Scheme Funding Panel. This report provides an overview of the assessment and makes recommendations pertaining to the distribution of funds from the current round.*

**COUNCIL RESOLUTION**

THAT, in accordance with the recommendations of the Community Grants Scheme Assessment Panel, the following grant applications be funded through Round 1 of the Livingstone Shire Council Community Grants Scheme:

ORGANISATION	PURPOSE	LOCATION IN SHIRE	TOTAL FUNDED (\$)
Lions Club of Emu Park	Festival of the wind	Emu Park	2,000
Marlborough District Campdraft	Upgrades to water supply at showgrounds	Marlborough	2,000
The Byfield Hall Association	Children's play equipment for community hall	Byfield	2,000
Rotary Club of Yeppoon	Canopy for liberty swing – Bell Park	Emu Park	2,000
Mt Chalmers Community History Centre	Gallery tracking hooks and hangers	Mt Chalmers	1,536
Keppel Coast Arts Council	Creative arts space – Fig Tree Creek	Yeppoon	2,000
Capricorn Dirt Riders Club	MYLAPS electronic timing system	Yeppoon / across Capricornia	2,000
The Caves Recreational Hall	Replace stairs at front of premises	The Caves	2,000
Capricorn Coast Literacy	Easy reading for adult literacy CDs and books	Yeppoon	1,000
Capricorn Coast Landcare Group	Desktop computer and software	Yeppoon	1,200
Sandhills Community Sports and Social Club	Tables and chairs	Keppel Sands	1,989
Emu Park Junior Rugby League Football Club	Storage container	Emu Park	2,000
Yeppoon Tennis Club	Purchase of racquets and portable shade structures	Yeppoon	1,575
Emu Park Sports and Recreation Association	Renovations to clubhouse	Emu Park	2,000
<b>TOTAL</b>			<b>25,300</b>

**Moved by:** Councillor Kelly  
**Seconded by:** Councillor Hutton  
**MOTION CARRIED**

---

**12.8 MEMORANDUM OF UNDERSTANDING LIVINGSTONE SHIRE COUNCIL WITH FITZROY BASIN ASSOCIATION INC AND FITZROY RIVER AND COASTAL CATCHMENTS INC**

**File No:** EM11.7.1

**Attachments:**

1. Proposed Memorandum of Understanding FBA LSC 2014
2. Proposed Memorandum of Understanding FRCC LSC 2014

**Responsible Officer:** Ian Dare - Manager Community Wellbeing  
Brett Bacon - Director Community & Planning Services

**Author:** Leise Childs - Senior Land Protection Officer

---

**SUMMARY**

*Fitzroy Basin Association is the community based organisation which provides guidance and funding for natural resource management within the Central Queensland Region. It is accountable for the implementation, continuous improvement and operational delivery of a strategy for sustainable land use in the Fitzroy catchment and coastal catchments of the Broadsound and Capricornia areas with the assistance of five delivery partners or sub-catchment groups; the Fitzroy River and Coastal Catchments Inc is the group covering the Livingstone Shire's geographic footprint.*

*The Fitzroy Basin Association and Fitzroy River and Coastal Catchments Inc have historically worked closely with the Livingstone Shire Council on the natural resource management interests and responsibilities of Council. We now have the opportunity to formalise this partnership through a Memorandum of Understanding (attached) and to work closely with these organisations to develop new projects which will value add and enhance the benefit-cost ratio for Council in areas where mutual interests in natural resource management exist.*

**COUNCIL RESOLUTION**

THAT Livingstone Shire Council resolves to enter into a Memorandum of Understanding with Fitzroy Basin Association Inc. and Fitzroy River and Coastal Catchments Inc. generally in accordance with the terms and conditions detailed in Attachment 1 and Attachment 2.

**Moved by:** Mayor Ludwig  
**Seconded by:** Councillor Belot

**MOTION CARRIED**

---

**12.9 AMENDMENT TO SCHEDULE OF MEETINGS - JANUARY TO JUNE 2014**

**File No:** GV13.4.1  
**Attachments:** 1. Schedule of Meetings - January to June 2014  
**Responsible Officer:** Andrew Ireland - Chief Executive Officer  
**Author:** Andrew Ireland - Chief Executive Officer

---

**SUMMARY**

*The Chief Executive Officer will present the Schedule of Council and Business Improvement Committee meetings for the period January to June 2014.*

**COUNCIL RESOLUTION**

THAT the Schedule of Council and Business Improvement Committee meetings for the period January to June 2014 be adopted.

**Moved by:** Councillor Hutton  
**Seconded by:** Deputy Mayor, Councillor Scott

**MOTION CARRIED**

10:16AM Deputy Mayor, Councillor Scott left the meeting and did not vote on the next agenda item due to what he believed was a perceived conflict of interest as a result of previous professional dealings with the former owner of the property that was acquired.

**12.10 COUNCIL ENDORSE MAYOR AND CEO ACTION TO ACQUIRE INDUSTRIAL LAND - LOT 5000 SP230276**

**File No:** CP5.2.8-001  
**Attachments:** Nil  
**Responsible Officer:** Andrew Ireland - Chief Executive Officer  
**Author:** Andrew Ireland - Chief Executive Officer

**SUMMARY**

*Council resolved at its Special Meeting held on 7 March 2014 to delegate authority to the Mayor and Chief Executive Officer (CEO) to negotiate the acquisition of industrial land being Lot 5000 SP230276. The purpose of this report is to provide information on the purchase price negotiated and to ratify the actions of the Mayor and CEO in acquiring the land.*

**COUNCIL RESOLUTION**

THAT Council ratifies the actions of the Mayor and Chief Executive Officer in acquiring the industrial land located in Jordy Drive and Rockhampton-Yeppoon Road, Hidden Valley, being Lot 5000 SP230276, following the delegated authority to do so provided at the Special Meeting of Council on 7 March 2014.

**Moved by:** Councillor Wyatt  
**Seconded by:** Councillor Hutton

**MOTION CARRIED****DIVISION:**

Councillors A Belot, N Hutton, J Kelly, B Ludwig and T Wyatt voted in the affirmative.  
Councillor G Mather voted in the negative.

***Meeting Adjourned*****COUNCIL RESOLUTION**

10:25 AM  
That the meeting be adjourned.

**Moved by:** Mayor Ludwig  
**Seconded by:** Councillor Hutton

**MOTION CARRIED**

10:32AM Deputy Mayor, Councillor Scott returned to the meeting.

***Meeting Resumed*****COUNCIL RESOLUTION**

10:50AM  
That the meeting be resumed.

**Moved by:** Mayor Ludwig  
**Seconded by:** Deputy Mayor, Councillor Scott

**MOTION CARRIED**

**12.11 PURCHASE OF MT CHALMERS STATE SCHOOL**

**File No:** CP5.2.8  
**Attachments:** Nil  
**Responsible Officer:** Darryll Schurmann - Manager Finance  
Justin Commons - Director Corporate Services  
**Author:** Rachel Pirere - Coordinator Property Risk & Insurance

---

**SUMMARY**

*The purchase price for Mt Chalmers State School has been negotiated with Department of Education, Training and Employment (DETE) after a submission by Council to the State Government's Economic Development Board (EDB) and a re-valuation by DETE.*

**COUNCIL RESOLUTION**

THAT Council purchase the Mt Chalmers State School as per DETE's contract price of \$230,000.00.

**Moved by:** Mayor Ludwig  
**Seconded by:** Councillor Wyatt

**MOTION CARRIED**



**12.12 DEPARTMENT OF NATURAL RESOURCES AND MINES REQUEST FOR COMMENT ON PROPOSED TERM LEASE - LOT A ON LN2748 OVER RESERVE LOT 29 ON LN2747 GREAT KEPPEL ISLAND HIDEAWAY.**

**File No:** GR14.6.2

**Attachments:**

1. DNRM Letter - Request for Views 26 March 2014
2. Highlighted Map of Lot A on LN2748 over Reserve Lot 29 on LN2747

**Responsible Officer:** Darryll Schurmann - Manager Finance  
Justin Commons - Director Corporate Services

**Author:** Rachel Pirere - Coordinator Property Risk & Insurance

---

**SUMMARY**

*The Department of Natural Resources and Mines (DNRM) have consulted with Council regarding the partial revocation of the reserve area and proposed issue of a 50 year Term Lease to GKI Bar & Resort, the current Lessee's of Great Keppel Islands Hideaway Resort (GKI Hideaway Resort).*

**COUNCIL RESOLUTION**

THAT Council support the Department of Natural Resources and Mines (DNRM) partial revocation of the reserve area on Lot A on LN2748 and the proposed issuance of a 50 year State Term Lease to GKI Bar & Resort Pty Ltd.

**Moved by:** Councillor Hutton  
**Seconded by:** Deputy Mayor, Councillor Scott

**MOTION CARRIED UNANIMOUSLY**

**13 QUESTIONS/STATEMENT/MOTIONS ON NOTICE FROM COUNCILLORS**

Nil

**14 URGENT BUSINESS QUESTIONS**

Nil

## 15 CLOSED SESSION

In accordance with the provisions of section 275 of the *Local Government Regulation 2012*, a local government may resolve to close a meeting to the public to discuss confidential items, such that its Councillors or members consider it necessary to close the meeting.

### COUNCIL RESOLUTION

11:37AM

THAT the meeting be closed to the public to discuss the following items, which are considered confidential in accordance with section 275 of the *Local Government Regulation 2012*, for the reasons indicated.

#### 16.1 Acquisition of Sewer Easement - Lacey's Road Pacific Heights

This report is considered confidential in accordance with section 275(1)(h), of the *Local Government Regulation 2012*, as it contains information relating to other 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.

**Moved by: Councillor Mather**

**Seconded by: Councillor Wyatt**

**MOTION CARRIED**

### COUNCIL RESOLUTION

11:40AM

THAT the meeting moves out of Closed Session and be opened to the public.

**Moved by: Councillor Mather**

**Seconded by: Councillor Hutton**

**MOTION CARRIED**

---

## 16 CONFIDENTIAL REPORTS

### 16.1 ACQUISITION OF SEWER EASEMENT - LACEYS ROAD PACIFIC HEIGHTS

**File No:** 5.2.3

**Attachments:** 1. Sketch - (*Confidential*)

**Responsible Officer:** Dan Toon - Director Infrastructure Services

**Author:** Carrie Burnett - Policy & Planning Officer

This report is considered confidential in accordance with section 275(1)(h), of the *Local Government Regulation 2012*, as it contains information relating to other 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 .

---

#### SUMMARY

*This report seeks Council's approval to continue discussions with the owners of land at Laceys Road Pacific Heights to dedicate a sewerage easement over their property.*

#### COUNCIL RESOLUTION

That Council enters into an agreement with the owners of Lot 520 SP238467 to obtain a sewer easement over their property generally in accordance with the attached sketch.

**Moved by:** Councillor Wyatt

**Seconded by:** Councillor Hutton

**MOTION CARRIED**

**17 CLOSURE OF MEETING**

There being no further business the meeting closed at 11:40am.

\_\_\_\_\_  
Mayor Bill Ludwig  
CHAIRPERSON

\_\_\_\_\_  
DATE