

**Minutes of the Stansbury Progress Association Inc. Executive Committee  
Meeting held in the Stansbury Institute on  
Tuesday 15<sup>th</sup> June at 7.30pm.**

**PRESENT:** Don McPhee, (Chairperson), Ted Buttfield (Vice Chairperson), Graham Klose, Steve Bowley, Kevin Forrest, George Kokar, Sue and Ray Bambrick (Relief Park Managers), Carley Crouch (minute taker). Julie Harris from 8.00pm.

**MEETING OPENED:** 7.35pm

**1. WELCOME:** Don McPhee welcomed everyone to the meeting and thanked everyone for their attendance.

**2. CONFLICT OF INTEREST:**

The Chairperson reminded all members of their requirement to disclose any conflict of interest, and provide details of the relevant interest to the Committee prior to consideration of that item on the Agenda.

**3. APOLOGIES:** Beth Faulkner, Graham Newstead, Sue Oldfield, Cr Michael Murdock.

**4. ACCEPTANCE OF MINUTES:**

**Moved: Ted Buttfield**

**Seconded: Kevin Forrest**

**That the minutes of the Stansbury Progress Association Inc. Executive Committee meeting held on Monday 10<sup>th</sup> May be accepted as read and confirmed as a true record.**

**Carried: #1 15/06/2021**

**5. CARAVAN PARK REPORT:**

**5.1 Caravan Park Manager's Report:**

The Caravan Park Manager's Report was tabled.

In addition, Sue and Ray reported the following:

- With Jenny and Mick's departure, they are now becoming familiar with the workings of Oyster Point Drive Park.
- The June long weekend was quite busy.
- Occupancy in the accommodation units over weekends is high.
- The relief assistant managers are very experienced in park management and a lot is being learnt from them.
- The cleaners are doing a great job, and the new processes are working well. A lot of positive feedback is being received in regards to the cleanliness of the park facilities.
- Princes Linen have given notice that they will be ceasing delivery services in three weeks. Quotes from other suppliers have been sought. Spotless are focussing on servicing hospitals and are unlikely

to provide the park with service. YP Linen will provide linen and laundering on a five year contract.

It was resolved that YP Linen provide a contract for consideration by the Committee.

## **5.2 Caravan Park Sub Committee Report:**

In Beth Faulkner's absence, Carley Crouch reported the following:

- New signage for OPD has been ordered.
- Annual Agreements and Storage Agreements have been posted out. Records are being kept of returned documents and any missing ones will be followed up.
- A new semi permanent has taken up site 14 having relocated from Mannum.
- Inspections are taking place on semi permanent vans prior to being put up for sale.
- An onsite meeting with Andrew Davidson from A.D.Design was held on Friday 4<sup>th</sup> June with Don, Ted and Carley. Andrew will organise concept plans for both the new villas in the Foreshore Park, and cabins and drive through sites in OPD. Selecta Homes have also provided a brochure on floor plans for comparison with Country Living Homes.
- Tape Building Solutions have provided separate quotes for the bathroom/laundry refurbishment, and kitchen replacement for the Foreshore residence. Efforts are being made to source a second quote for the kitchen.

It was resolved to proceed with the quote for the bathroom/laundry.

**Moved: Kevin Forrest**

**Seconded: Steve Bowley**

**That a second quote for the kitchen refurbishment be sought within the next fortnight. If a second quote is not possible in this timeframe, circulate the existing quote to the Committee for consideration.**

**Carried: #2 15/06/2021**

- A suggestion was received via email from a semi permanent for a communal firepit in OPD. This raises a number of issues in regards to management of open fires, supply of fire wood, associated risks etc.

Sue and Ray reported that Webers are currently being used with coals as a form of fire. The semi permanents have interpreted the Requirements for Occupiers rule number 26 as being allowed to do this, and have apparently been doing so for some time.

It was resolved to contact the Council to confirm their stance on firepits within caravan parks. Also to check with the CFS regarding fire rules. One communal fire pit is the preference, with approved gas heaters being acceptable for use within the park.

The Caravan Sub Committee are to review the information provided and make a recommendation to the Executive Committee for consideration at the next meeting.

No fires are allowed in OPD including Webers with coals being used for heating (uncovered).

Sue and Ray left the meeting at 8.12pm and did not return.

## **6. FINANCE REPORT:**

### **6.1 Steve Bowley reported the following May results:**

- YTD revenue is 13% higher than budget.
- YTD expenses are 7.5% below budget.
- Operating profit is \$200K above budget.
- Discussions have commenced in regards to preparation for next year's budget which is expected to be presented to the Executive Committee at July's meeting.

**Moved: Steve Bowley**

**Seconded: George Kokar**

**To accept the Finance report for May.**

**Carried: #3 15/06/2021**

## **7. MATTERS ARISING FROM MINUTES:**

### **7.1 Deb Furbank (YPC Coastal Project Officer)**

Carley Crouch to follow up with Deb Furbank in regards to whether funding from Grassroots is suitable for her project, and if so, whether Council will be submitting an application.

### **7.2 Water Towers:**

It was noted that the artwork on the Stansbury tower looks fantastic and is proving popular with visitors.

### **7.3 Town Entrance Sign Lighting:**

Temporary lighting has been trialled on the sign. As a result, a permanent lighting solution is being developed.

#### **7.4 Foreshore Playground:**

Approval has been given to Forpark to proceed with the two pieces of equipment: stainless steel slide structure, and the gravitator. Lead in time is approximately 13 weeks. Council will arrange the removal of the existing equipment.

**Moved: Julie Harris**

**Seconded: Graham Klose**

**To accept the colours of the equipment as per the pictures provided by Forpark.**

**Carried: #4 15/06/2021**

Graham Klose advised that:

- An initial quote for the fencing panels for the playground is \$300 per 3 metre panel. Council are yet to provide a quote, and Henley Fencing has also been approached to provide a quote.
- Council are replacing the edging around the new equipment.
- A member of the community requested that inappropriate pictures are painted over in the shelter shed. Don and Graham will assess.

### **8. BUSINESS MANAGER'S REPORT:**

**8.1** A written report was tabled.

### **9. MARKET COORINATOR/VISITOR INFORMATION OFFICER REPORT:**

**9.1** A written report was tabled.

### **10. SUB COMMITTEE REPORTS:**

**10.1 Institute:** Graham Newstead – apology.

Ted Buttfield reported that the doors at the Institute have been changed.

**Moved: Steve Bowley**

**Seconded: Kevin Forrest**

**To accept the Business Manager, Visitor Information Officer and Institute reports.**

**Carried: #5 15/06/2021**

**10.2 Tidy Towns:** Don McPhee reported the following:

**10.2.1 Garden at Canon:** The garden around the canon has been tidied up with trees being trimmed. Good feedback has been received about the work carried out.

**10.2.2 Adelaide Road trees:** Have commenced removal of old trees along Adelaide Road. They will be replaced with bottle brushes.

**10.2.3 Foreshore Caravan Park entrance:** The garden has been completed.

### **10.3 Town Projects:**

Graham Klose reported:

**10.3.1 Seawall:** A letter from the Coast Protection Board was tabled. The Council have advised that the grant application was unsuccessful.

It was noted that footpath maintenance is a Council issue, and that Progress have done their best to address the seawall issue and can do no more in respect to this matter.

**10.3.3 Street banners:** banners measuring 1200mm x 600mm, double sided images are \$90 each plus the brackets. It is proposed that various images and messages are printed and used throughout the year. Sixteen power poles have been identified as possible locations for placement of the banners. Installation and removal would need to be either carried out by Tidy Towns members, or paying a third party on each occasion.

Graham Klose will follow up and confirm approval for the install of the banners, and will then proceed with preparing some designs.

**Moved: Graham Klose**

**Seconded: Ted Buttfeld**

**To allow up to \$10K for five event banner designs, subject to approval from the relevant organisation for the installation.**

**Carried: #6 15/06/2021**

**10.3.4 Gabion Walls:** The cost for replacing the existing pine logs with gabion mesh seating is approximately \$125.00 per seat for materials. Tidy Towns would construct the 10 seats for installation in the playground and memorial tree area.

**Moved: Julie Harris**

**Seconded: George Kokar**

**To proceed with the proceed with the construction of 10 seats.**

**Carried: #7 15/06/2021**

#### **10.4 Access Advisory Committee:**

Graham Klose reported that the modifications to walking path down through the playground have been completed.

#### **11. CORRESPONDENCE:**

**11.1 Email from Stansbury Museum:** tabled seeking reinstatement of the additional January seaside market.

It was resolved to maintain the existing schedule and review at the end of the season.

#### **12. GENERAL BUSINESS:**

##### **12.1 Petition:**

Don McPhee reported that a meeting held with Phil Herrmann and three representatives from the Department of Environment and Water was held in September 2020. All acknowledge that there is a problem with shag numbers, with approximately 10,000 located on Troubridge Island. An ecologist was to be deployed to assess the problem.

Shags are a protected species and the Department of Environment and Water is responsible for protected species.

Council conducted a drone trial which was effective when pursuing one shag, less effective when in a flock of shags, and very ineffective once they are roosting in a tree.

It was noted that Port Vincent have installed sprinklers on the pontoons with the aim of wetting the shag's wings, however this is only effective in the wetted area.

It was resolved to continue the current culling policy. The current permit runs out on 30<sup>th</sup> June 2021.

A petition has been circulated in both Stansbury and Port Vincent, asking the government to take responsibility for the problem, conduct research and develop a suite of solutions to deal with the problem. The current strategy is dealing with the symptoms of the disease which will always be the case until breeding on Troubridge Island is addressed.

##### **12.2 Insurance – Shag Culling Program:**

It was noted that volunteers have a legal responsibility to carry out activities safely and in line with their gun licences. However, they also have a right to be protected by the appropriate insurance.

Assurance was sought from Council in regards to them accepting liability for the culling program. However, neither Progress nor Council are able to get insurance for this activity.

Don McPhee contacted the Sporting Shooters Association of Australia insurance broker. Council have been provided with the broker's details to contact them direct and negotiate terms which will cover the culling program. Council have advised that a document is currently being prepared that will hopefully resolve this issue so that culling can resume.

### 13. OTHER BUSINESS:

Graham Klose reported:

**13.1. STED survey:** The Council are carrying out a survey on a STED scheme for liquid but not solid product in Port Vincent.

**13.2. Eldercare:** are opening up a major two storey complex in Adelaide with over 100 beds.

Kevin Forrest advised:

**13.3. Dead stingrays:** have been found on both the front and back beaches, along with some skate.

Julie Harris reported:

**13.4. Sports and Community Club:** are developing a new logo and are seeking approval to incorporate the design elements of the town logo.

Approval was given to proceed with the logo.

**13.5. Access to the Sports and Community Club:** any access issues are to be provided to Graham Klose to take to the Access Advisory Committee.

**13.6. Big town events:** The Sports and Community Club are in the process of planning some town events.

It was noted that Progress are interested in being involved if they are provided with the details for the events.

Don McPhee requested that Progress be provided with adequate notice if assistance is required on various matters. Eg. grant applications.

**14. CLOSURE:** Meeting closed at 9.51pm.

**Next meeting:** Monday 12<sup>th</sup> July 2021

**Don McPhee**

**Chairperson .....**

**Date:.....**