

CARPENTARIA SHIRE

Outback by the Sea

***CONFIRMED
MINUTES***

21 & 22 March, 2012

CONFIRMED MINUTES

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WEDNESDAY

9.00am	
10.30am – 11.00am	Morning Tea - New Staff to morning tea
12.30pm – 1.30pm	Lunch
3.00pm - 3.30pm	Afternoon Tea

THURSDAY

9.00am	
10.00am – 10.30am	Morning Tea
12.30pm – 1.30pm	Lunch
3.00pm - 3.30pm	Afternoon Tea

1.	Opening of Meeting – 9.00am 1 Minute's silence for Community Members who have passed away since the last Council Meeting.
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3.	Confirmation of Minutes 3.1 Minutes of the General Meeting of Council held on 15 & 16 February 2012 and Minutes of the Special General Meeting of Council held 5 March 2012
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13.	Closure of Meeting

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1. OPENING OF MEETING

The Mayor welcomed members and declared the meeting open at 9.07am.

2. RECORD OF ATTENDANCE

Mayor: Cr FC Pascoe.

Members: Cr JC Zahner; Cr JD Beard; Cr BS Schneekloth; Cr MD Johnson.

Staff:

Chief Executive Officer; Mr Bob Owen,
Director of Engineering – Services; Mr Peter Watton,
Executive Assistant; Ms Angeline Pascoe.

CONDOLENCES

A minute's silence was held for the passing of the following community members:

Mr Craig Owens
Mr Dudley Sailor (Snr)

3. CONFIRMATION OF MINUTES

Confirmation of Minutes from the General Meeting of Council held on the 15 & 16 February 2012 as previously circulated to Councillors.

Moved Cr Schneekloth

Seconded Cr Beard

That the Minutes of the General Meeting held on 15 & 16 February 2012 be confirmed.

CARRIED

Resolution No. 0312/001

Confirmation of Minutes from the Special General Meeting of Council held on the 5 March 2012 as previously circulated to Councillors.

Moved Cr Zahner

Seconded Cr Beard

That the Minutes of the Special General Meeting held on 5 March 2012 be confirmed.

CARRIED

Resolution No. 0312/002

4. BUSINESS ARISING FROM PREVIOUS MINUTES

It was noted that there was no acknowledgement of Council's donation of a prize in the Shave for a Cure Event. It was requested that an article be put into the Chronicle congratulating the winner.

CONFIRMED MINUTES

5. PUBLIC QUESTION TIME

No members of the public were present at the meeting.

CHANGE IN STANDING ORDERS

Moved Cr Zahner

Seconded Cr Beard

Council resolved to amend the Standing Orders to commence dealing with the Director of Engineering Services Reports.

CARRIED

Resolution No.0312/003

7. DIRECTOR OF ENGINEERING SERVICES REPORTS

7.1 Planning & Building

The report is to advise Council of relevant Planning and Building Activities within the Shire for the month of February 2012.

Planning Applications

Nil

Building Applications

Nil

Applications pending waiting on further information. (Applicants advised)

<u>IDAS No</u>	<u>Address</u>	<u>Type</u>	<u>Date Received</u>
I/0688	1 Lynch Close Karumba	Extension/Pool	26/8/11
I/0704	Lot.11 Norman St Normanton	Dwelling	29/11/11

Council noted the report as presented.

CONFIRMED MINUTES

7.2 Water Status Report for March 2012

During, February 2012, 51.6 ML of water was pumped from Glenore Weir. No water was pumped from the Norman River Wharf due to high salinity level. 3.0ML of water was pumped from the town bore. Total water received at the water treatment plant was 54.7 ML. This was a similar amount as last month.

Glenore Weir level on 31 January 2012 was 6.59 AHD, the level of the weir on 29 February 2012 was 6.76m AHD.

Consumption for Normanton was 1.40 kL/day per connection and Consumption for Karumba was 1.70 kL /day per connection.

A total of 10 tests were conducted on water samples from the reticulation system for E-Coli during the month of February 2012. No E-coli was detected.

Council received and noted the Water Status report for the period ending 29 February 2012 as presented.

7.3 Disaster Management

The report is to advise Council of relevant Disaster Management Activities within the Shire for the month of February 2012.

Council received the report for information purposes.

RECESS: 10.30am - 11.00am The Mayor called a recess for morning tea.

NEW STAFF: The following new staff attended morning tea and was introduced to Councillors Kirsty Ploenges – Community Services Assistant, Kevin Jackson – IT Finance Support Officer, Travis Mitchell – Assistant Engineer Roads, Deb Prosperus – Community Services Development Officer, Liz O'Neill – Engineering Building Assistant, Robert Fury – Technical Officer, Crystal Ploenges, Sherleisha Retchford and Shaquille Harris – Business Administration Trainees – Corporate Services.

7.4 Lease – Karumba Water Tower

The report is to advise Council of a request from the Department of Community Safety (DCS) to lease a portion of the Karumba water tower for the purpose of the installation of a communications aerial for radio transmission on behalf of Queensland Ambulance Service and Emergency Services Queensland.

Moved Cr Beard

Seconded Cr Schneekloth

That Council delegate the power to the Chief Executive Officer to negotiate the terms of the proposed lease directly with the Department of Community Safety.

CARRIED

Resolution No.0312/004

CONFIRMED MINUTES

7.5 Upgrade to Council's telemetry radio network

The report is to advise Council that specialist telemetry works are required for the Normanton Water Treatment Plant (WTP) as a part of the upgrade and critical communication between Karumba, Normanton & Glenore. The contractor recommended for the works is Austek Communications.

Moved Cr Beard

Seconded Cr Zahner

That Council resolves—

- 1. To engage Austek Communications to upgrade Council's telemetry radio network pursuant to a quote dated 26 November 2011; and**
- 2. That, pursuant to section 184(b) of the Local Government (Finance, Plans and Reporting) Regulation 2010, because of the specialised nature of the services that are sought, it would be impractical or disadvantageous for Council to invite quotes for this work.**

CARRIED

Resolution No.0312/005

7.6 Status Reports

Councillors were provided with a copy of the Director of Engineering Services Status Report on various matters.

ADJOURNMENT: 12.06pm – 1.14pm The Mayor adjourned the meeting for lunch.
Upon resumption, all Members were present.

CHANGE IN STANDING ORDERS

Moved Cr Johnson

Seconded Cr Schneekloth

Council resolved to amend the Standing Orders to commence dealing with the Director of Engineering Roads Reports.

CARRIED

Resolution No.0312/006

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6. DIRECTOR OF ENGINEERING REPORTS

6.1 Works Report

Budget areas are performing generally within their specified variance range. A summary of the works achieved can be found in the body of this report.

For Council information

6.2 Status Reports

Councillors were provided with a copy of the Status Report with any enquiries to be forwarded to the Director of Engineering - Roads.

8. CHIEF EXECUTIVE OFFICER REPORTS

8.1 Investigation of access to the Norman River for public recreation

There is limited or no access to areas along the Norman River for land-based public recreation purposes. Council wishes to investigate what options are available to provide access without disrupting the existing rights or operations of landowners along the river.

Moved Cr Zahner

Seconded Cr Schneekloth

That Council investigate options for providing public access to areas along the Norman River for recreational purposes and that a report be prepared for Council's consideration.

CARRIED

Resolution No.0312/007

This item to lie on the table until Thursday

8.2 Glenore Weir Water Reserve (Access)

Council is the trustee of a water reserve on the Norman River. The reserve is more particularly described as Lot 8 on NM 142, County Norman, Parish Clarina.

Council owns and operates water infrastructure for the purposes of providing water to the township of Normanton, Karumba and surrounding properties. The water infrastructure includes a weir wall constructed across the Norman River, water pumping equipment and water trunk mains.

The water reserve is surrounded by a term lease held by Edward Michael and Nola June Gallagher. The Lease is more particularly described as Lot 4 on NM 141.

Given the limited wet season to date, Council officers are investigating the options for the siting of water pumping equipment for the purposes of pumping water from downstream of the Weir back into the Weir for

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the purposes of replenishing the Weir water for as long as possible, subject to downstream water quality and salinity levels.

There is currently no legal access available to Council from the Gulf Developmental Road to the water reserve on the eastern side of the Norman River.

If Council wants to consider providing legal access, Council can request that the State resume part of the lease for transport purposes (road) for access to Council's water reserve on the eastern side of the river. Council's other option is to negotiate access with the surrounding landowners. Preliminary discussions have taken place with the landowners, but negotiations have not yet resulted in agreement.

Council may continue the negotiations or may investigate the acquisition of land to provide legal access. If acquisition was the preferred option, Council must in the first instance identify the land to be resumed and then apply to the State to commence the resumption process. Council is responsible for the State's costs in resuming the land on its behalf.

Any resumption would be likely to take approximately 6 to 9 months. This time period will be determined by the State. The issue may be resolved by way of agreement during the statutory process.

The taking of part of the lease for road purposes will permanently resolve long standing access issues for Council and the public on the eastern side of the Norman River to the water reserve.

Moved Cr Pascoe

Seconded Cr Schneekloth

That Council investigate options for access on the eastern side of the Norman River to the water reserve from the Gulf Developmental Road in the general vicinity of the Norman River Bridge and commence discussions with the Department of Environment and Resource Management ("DERM") in relation to the State's attitude, timeframe and possible costs with proceeding with resumption of land for access purposes.

CARRIED UNANIMOUSLY

Resolution No.0312/008

8.3 Draft Plant Operator Competency Policy

The *Workplace Health and Safety Act 1995* has been repealed and replaced by the *Work Health and Safety Act 2011*.

Licences for earthmoving plant are no longer required under the new Act. However, Council must be satisfied that a plant operator is competent before permitting the operator to operate plant on a Council job or work site.

The attached Plant Operator Competency Policy sets out the requirements for competency and assists in protecting Council from potential liability.

Moved Cr Johnson

Seconded Cr Zahner

That Council adopt the Plant Operator Competency Policy as presented.

CARRIED

Resolution No.0312/009

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8.4 Human Resources Report

The report provides information to Council on recent and upcoming activities within the Human Resources Department.

Council noted the information as presented.

8.5 Status Reports

Councillors were provided with a copy of the Chief Executive Officer's Status Report on various matters.

ATTENDANCE: The Director Community & Cultural Services entered the meeting.

CHANGE IN STANDING ORDERS

Moved Cr Beard

Seconded Cr Schneekloth

Council resolved to amend the Standing Orders to commence dealing with the Director Community & Cultural Services Reports.

CARRIED

Resolution No.0312/010

10. COMMUNITY & CULTURAL SERVICES REPORTS

10.1 Monthly Report

The report provides information to Council on current and upcoming activities within the Community Services portfolio.

For Council endorsement.

10.2 Community Donations and Support

During the period since the February 2012 Ordinary Meeting of Council, the requests listed in this report have been received from the Carpentaria Shire community for Community Donations and Support.

Moved Cr Zahner

Seconded Cr Beard

- 1. That Council considers the applications for Community Donations and Support as listed, and instruct Council officers to proceed with the necessary approvals, notifications and administrative functions in relation to Council's decisions with regard to these applications.*
- 2. That Council note the Community Donations and Support Financial Summary March 2012*

CARRIED

Resolution No.0312/011

CONFIRMED MINUTES

Requests received:

Queensland Country Women's Association (QCWA), Normanton Branch:

The QCWA have requested a hire fee waiver for the use of the Normanton Shire Hall on 12 May 2012 for their annual Mother's Day celebrations. The notional cost of the hire fee waiver excluding GST is \$142.

Moved Cr Beard

Seconded Cr Zahner

That Council resolve to waive the hire fee for the use of the Normanton Shire Hall on 12 May 2012 for the annual Mother's Day celebrations.

CARRIED

Resolution No.0312/012

Mowing of Golf Course

A verbal request received that the Golf Course be mowed for the ANZAC Day Golf Competition.

Moved Cr Johnson

Seconded Cr Schneekloth

That Council resolve to approve the request to mow the Golf Course for the ANZAC Day Golf Competition.

CARRIED

Resolution No.0312/013

Pony Club

A verbal request received to have the Pony Club area slashed prior to 31 March 2012.

Moved Cr Zahner

Seconded Cr Johnson

That Council resolve to approve the slashing of the Pony Club area.

CARRIED

Resolution No.0312/014

Moved Cr Schneekloth

Seconded Cr Beard

That Council resolve to sponsor a morning tea and meeting during the week of the 14 May 2012 with Delena Baxter from the Stockmen's Hall of Fame Indigenous Heritage Project.

CARRIED

Resolution No. 0312/015

CONFIRMED MINUTES

10.3 Out of Hours School Care

Carpentaria Shire Council currently provides \$25,000 per annum to the Gulf Christian College for the delivery of Out of Hours School Care (OHSC) in Normanton. This arrangement has been in place for a number of years and has been provided by other agencies in the past.

The service operates from Monday to Friday from 2.30pm to 5.00pm during school terms. There is no charge for the service. Gulf Christian College also received funding from the Australian Sports Commission Active After School Communities grant. The writer is informed by the Principal of the Gulf Christian College that the funding from Council and the After School Communities fund was sufficient to operate the service without the families incurring a fee.

On 23 February 2012 Council was advised by email that the Gulf Christian College was no longer able to continue this arrangement and the last day of OHSC services was to be 9 March 2012.

Council currently does not have the internal capacity to deliver the OHSC programme. Gulf Christian College supplied the details of the families currently enrolled in the service. Council wrote to the families and advised them of the short term options available in Normanton. The Director of the Normanton Child Care Centre also contacted some families by telephone.

Moved Cr Zahner

Seconded Cr Johnson

That Council call for Expressions of Interest from licensed organisations to provide the service in accordance with legislative requirements using the current funding model.

CARRIED

Resolution No.0312/016

10.4 Memorandum of Understanding between the Queensland Police-Citizens Youth Welfare Association (QPCYWA) and Carpentaria Shire Council

From July 2010 QPCYWA and Carpentaria Shire Council have had a Memorandum of Understanding providing for a framework for the development of a constructive, cost-effective and accountable partnership between Council and QPCYWA to enable the partner organisations to deliver a range of sport and recreation, programmes and or activities to the community of Normanton through the PCYC Indigenous Business Unit. The Department of Communities Sports and Recreation services provide operation costs for wages for the Indigenous Sport and Recreation officer.

This MOU has now expired and it is proposed that a new MOU with the same terms and conditions be entered into until 30 June 2012. At this time further information will be known in relation to the Department of Communities three year funding model for the indigenous sport and recreation officer and QPCYWA's intentions in relation to the possible management of the Normanton Sports Complex.

Moved Cr Schneekloth

Seconded Cr Beard

That Council resolve to enter into the Memorandum of Understanding, as provided in this report, with Queensland Police-Citizens Youth Welfare Association to provide for a continuation of services delivered through this MOU to 30 June 2012 through the Indigenous Sport and Recreation Officer's Programme in Normanton

CARRIED

Resolution No.0312/017

CONFIRMED MINUTES

10.5 Management of dangerous and potentially dangerous dogs in Queensland – response to Discussion Paper

The Queensland Government has issued a discussion paper and is inviting comment by 16 April 2012 from interested parties in relation to the management of dangerous and potentially dangerous dogs in Queensland. These matters are regulated by the *Animal Management (Cats and Dogs) Act 2008*. The review of the regulated dog provisions of this Act is to ensure that the laws are operating effectively.

There are approximately 320 dogs registered in Carpentaria Shire. There are no regulated dogs registered. The regulated dog provisions of the Act have been applied in Carpentaria Shire once over the last 12 months and the writer was not aware of any instance of these provisions being used during 2010. The two animals that were declared dangerous in July 2011 and entered onto the Queensland Government Dangerous Dog Register were removed from the Shire.

The regulated dog provisions form a very minor part of the overall management of dogs in Carpentaria Shire. The writer and the local laws staff have had very little exposure to the wider issues relating to the management of regulated dogs and therefore would be reticent to provide further comment on this Discussion Paper.

Moved Cr Beard

Seconded Cr Johnson

That Council resolves that it will not provide a submission in relation to the management of dangerous and potentially dangerous dogs in Queensland given the low level of incidents involving such animals in the Shire and the effectiveness of the current legislation in regulating dangerous dogs.

CARRIED

Resolution No.0312/018

10.6 Burns Philp Building

The Burns Philp Building was recognised as a place of cultural heritage significance and entered into the Queensland Heritage Register on 14 October 2011 under the *Queensland Heritage Act 1992*. In recognition of the commitment of Carpentaria Shire Council to the preservation of the structure as an important element of both Normanton and Queensland's Heritage, the Queensland Heritage Council resolved that a Heritage Agreement be entered into in relation to the ongoing management of the building by Carpentaria Shire Council.

In brief, the Heritage Agreement recognises the heritage and cultural values of the building and provides for it to be utilised for the benefit of the community within the heritage framework. The current operations of the library, visitor information and interpretative centre and proposed Monsoon Centre have been provided for in the proposed Agreement. In verbal discussions with representatives from the Department of Environment and Resource Management ("DERM") and the Queensland Heritage Council, their overall philosophy is that if a heritage building is used in a manner sympathetic to and consistent with its heritage values then this will enhance and add to the preservation of the asset.

Carpentaria Shire Council engaged Ms Gayle Plunkett, Heritage Architect, to carry out an assessment of the Burns Philp Building. This was received by Council on 12 March 2012 and a copy has been forwarded to DERM for comment and perusal prior to Council proceeding further with the Heritage Agreement. The report has also been provided to Mr Gordon Grimwade, Heritage Consultant, and the Normanton Heritage Committee for comment.

CONFIRMED MINUTES

Council noted the information as presented.

This item to lie on the table.

10.7 Lilyvale

The Lilyvale site, including the sheds and cattle yards, has been identified as having potential to be utilised as a facility to provide youth training and youth services, including short term emergency accommodation. It must be stressed that this proposal is in the internal discussion stage within Council only. The focus of this report is to seek Council's direction in relation to entering into further discussions and investigations with community stakeholders, including members of the Carpentaria Inter Agency forum., in relation to the potential future use of the Lilyvale site.

It is understood that tenders have been called for to provide an on-site solar energy generation plant for this site. Council's decision in relation to this matter will be heavily weighted in this regard when considering this possible additional proposal for use of the Lilyvale site.

10.8 Status Reports

Councillors were provided with a copy of the Director Community & Cultural Services Status Report on various matters.

Moved Cr Zahner

Seconded Cr Beard

That Council resolve to adjourn the meeting at 5.10pm and recommence at 8.30am on Thursday 22 March 2012.

CARRIED

Resolution No.0312/019

CONFIRMED MINUTES

Thursday 22 March 2012

1. OPENING OF MEETING

The Mayor welcomed members and declared the meeting open at 8.30am.

2. RECORD OF ATTENDANCE

Mayor: Cr FC Pascoe.

Members: Cr JC Zahner; Cr JD Beard; Cr BS Schneekloth; Cr MD Johnson.

Staff:

Chief Executive Officer; Mr Bob Owen,

Director of Engineering - Roads; Mr Peter Dutailis,

Director of Engineering – Services; Mr Peter Watton,

Executive Assistant; Ms Angeline Pascoe.

12. GENERAL BUSINESS

Cr Zahner

Stickers for Vehicles: *Need to get them on the vehicles to promote the Shire*

Queried the state of Philp & Noel Streets

Cr Johnson

Queried the Mosquito Fogging, Cleaning and the Parks and Gardens Contracts.

Cr Beard

Karumba Airport – refuelling facility

Flights into Karumba

Chief Executive Officer to confirm with Skytrans

Collection of Rubbish – Gulfland Motel

Director of Engineering Roads to follow up

Chief Executive Officer

Drug Testing

Public Consultation at Karumba

Cr Pascoe

Update of Gulf Savannah Development Meeting held 15 March

RRG – TIDS money to be spent. Kowanyama Road to be done by June.

CONFIRMED MINUTES

RECESS: 10.24am - 10.48am The Mayor called a recess for morning tea.

ATTENDANCE: 10.30am The Mayor left the meeting. The Deputy Mayor assumed the position of Chair. The Director Corporate Services entered the meeting.

9. CORPORATE SERVICES REPORTS

9.1 Monthly Finance Report for Period Ending 29 February 2012

The Monthly Financial Report for the period ending 29 February 2012 provides an overview of Council's finances and is prepared based on the Amended Budget for the 2011-12 financial year.

Council is currently in a strong financial position with significant reserves for the foreseeable future.

The rates discount period closed on 23rd February 2012. Nett outstanding rates amount to \$658,169. Approximately 11.03% of the current year's rates are still outstanding. However this is expected to reduce to 7-8% by year end. Reminder notices have been sent to ratepayers whose rates remain unpaid.

Debts owed to Council amount to \$5,696,033. A large proportion of the debts, \$4,829,529, relate to unpaid claims from the Department of Main Roads and Transport and the Department of Local Government and Planning. Reminder notices have been sent to debtors whose debts remain outstanding for more than ninety(90) days. Follow up action will be taken to recover these debts.

Council's cash and cash equivalents consist of –

	\$
Current Bank Account	4,953,455
QTC Cash Fund Investments	17,595,484
Westpac Fixed Term Deposit	6,000,000

Moved Cr Beard

Seconded Cr Johnson

That the Financial Report for the period ending 29 February 2012, incorporating the following reports, be received –

- ***Income Statement***
- ***Statement of Financial Position***
- ***Statement of Cash Flows***
- ***30 Day Cash Flow Estimate***
- ***Revenue and Expenditure Report***

CARRIED

Resolution No.0312/020

CONFIRMED MINUTES

9.2 Revaluation of Assets

Council is required to revalue its non-current assets periodically to ensure that they are carried at fair value. This is achieved by comprehensively revaluing these assets at least every three to five years, with interim valuations performed on an annual basis.

Moved Cr Johnson

Seconded Cr Zahner

1. *The quote received from Brandon & Associates for the revaluation of Council's Infrastructure Assets (Roads, Water and Sewerage) for \$51,100 plus GST and expenses be accepted.*
2. *The quote received from AssetVal for the revaluation of Council's Land, Land Improvements, Building and Other Structures for \$14,175 plus GST be accepted.*

CARRIED

Resolution No.0312/021

9.3 Procurement Policy; Local Preference Policy

A review of the Procurement Policy and Local Preference Policy has been undertaken.

Moved Cr Beard

Seconded Cr Schneekloth

That Council adopt the Procurement Policy as presented.

CARRIED

Resolution No.0312/022

9.4 Status Reports

Councillors were provided with a copy of the Director Corporate Services Status Report on various matters.

ATTENDANCE: 12.50pm The Director Corporate Services left the meeting.

Moved Cr Beard

Seconded Cr Johnson

That Council resolve to, in accordance with Section 72 of the Local Government (Operations) Regulation 2010, close the meeting to the public to discuss confidential matters.

CARRIED

Resolution No.0312/023

Moved Cr Schneekloth

Seconded Cr Beard

That Council resolve to open the meeting to the public.

CARRIED

Resolution No.0312/024

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11. CONFIDENTIAL REPORTS

11.2 Advertising of Vacancy and Appointment of Manager Human Resources

Under the Employment Policy, Council is able to appoint persons to positions without advertising where a person has been acting in a role for 3 months or more.

Council needs to decide if it is going to advertise the vacant position of Manager Human Resources.

Moved Cr Schneekloth

Seconded Cr Beard

That pursuant to the Employment Policy, Council—

- 1. not advertise the vacant position of Manager Human Resources; and***
- 2. endorse the decision of the Chief Executive Officer to appoint Mr Lindsay Robinson to the position of Manager Human Resources.***

CARRIED

Resolution No.0312/025

11.3 Native Title Claim – Tagalaka Claim #2 (QUD6020/01)

Council is a party to the Tagalaka #2 native title claim.

Council previously reserved its position in relation to disputed areas of the claim, being generally in the area north of the Carron River.

The North Queensland Land Council has provided confidential information in relation to the connection of the Tagalaka people to the claim area.

Moved Cr Johnson

Seconded Cr Schneekloth

That Council advise its Solicitors that a meeting with the claimants is no longer necessary and that Council accepts the amended claim boundary.

CARRIED

Resolution No.0312/026

ATTENDANCE: 12.07pm The Mayor returned to the meeting and resumed the position of Chair.

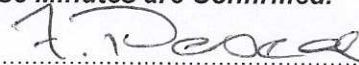
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13. CLOSURE OF MEETING

The Chair of the meeting, Cr Fred Pascoe, Mayor, declared the meeting closed at 12.28pm.

MINUTES CERTIFICATE

These Minutes are Confirmed.



Councillor F C Pascoe
Mayor



Date

