



**CARPENTARIA SHIRE**

*Outback by the Sea*

***ORDINARY MEETING***

***MINUTES***

***13 OCTOBER, 2022***

**CONFIRMED MINUTES**

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## CONFIRMED MINUTES

### 1 OPENING OF MEETING

The Mayor welcomed members and declared the meeting open at **9:15am**.

### 2 RECORD OF ATTENDANCE

#### Councillors

Cr LV Bawden	Mayor
Cr BJ Hawkins	Deputy Mayor
Cr AT Gallagher	
Cr AJ Scott	
Cr CJ Young	
Cr AM Murphy	
Cr DB Thomas	

#### Staff

Mr Mark Crawley	Chief Executive Officer
Ms Virginia Edwards	Engineering Secretary
Ms Julianne Meier	Director Corporate Services
Mr Michael Wanrooy	Director of Engineering

*The following officers attended the meeting as indicated in the minutes*

Mr Ben Hill	Manager Water & Waste
Mr John Martin	Consultant Engineer - ERSCON

### 3 CONDOLENCES

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

- ❖ Mrs Angie Bynoe
- ❖ Mr Wayne Doomadgee
- ❖ Mr Thomas Burns

### 4 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

Confirmation of Minutes from the Ordinary Council Meeting held 21 September 2022, as previously circulated to Councillors.

#### COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Hawkins

***That the Minutes of the Ordinary Council Meeting held 21 September 2022 be confirmed.***

**CARRIED 7/0**

***Resolution No. 1022/001***

## CONFIRMED MINUTES

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<b>5 BUSINESS ARISING FROM PREVIOUS MEETINGS</b>
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Nil.

<b>6 RECEPTION OF PETITIONS &amp; DEPUTATIONS</b>
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Nil.

<b>7 MAYORAL MINUTES</b>
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<b>NWQROC Meeting – Cloncurry (6 &amp; 7 October 2022)</b>
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Cr Bawden informed of his, Cr Hawkins and the Chief Executive Officer's attendance at the NWQROC Meeting held recently. Discussion were held on the following issues:

- Housing – Incentives for private enterprises to do more development/investment.
- Waste Strategy – the Strategy just starting. Consultation is currently underway with Councils in the North West.

<b>Communication – Rate Changes</b>
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Cr Bawden advised that with the changes to the water and garbage rate charges we got a few things wrong and didn't communicate well with the ratepayers. Council to arrange a mailbox drop regarding an explanation of the residential water charges.

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## CONFIRMED MINUTES

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### 8 REPORTS FROM THE CHIEF EXECUTIVE OFFICER

#### 8.1 CEO REPORT

**Executive Summary:**

This report provides information and updates to Council on various activities and programs that are facilitated within the Chief Executive Officer's portfolio.

**COUNCIL RESOLUTION**

Moved Cr Murphy

Seconded Cr Scott

***That Council:***

1. *receive and note the Chief Executive Officer's report; and*
2. *that those matters not covered by resolution be noted.*

**CARRIED 7/0**

***Resolution No. 1022/002***

#### 8.2 LES WILSON BARRAMUNDI DISCOVERY CENTRE, KARUMBA AND NORMANTON VISITOR INFORMATION CENTRES

**Executive Summary:**

This report provides a summary of the operational and promotional activities surrounding the Les Wilson Barramundi Discovery Centre, as well as activities in relation to the Visitor Information Centres.

**COUNCIL RESOLUTION**

Moved Cr Scott

Seconded Cr Young

***That Council:***

1. *receive the report; and*
2. *that those matters not covered by resolution be noted.*

**CARRIED 7/0**

***Resolution No. 1022/003***

**ACTION:**

Centre Manager to ascertain from QBCC the decking warranty.



## CONFIRMED MINUTES

### 8.3 2023 COUNCIL MEETING DATES

#### Executive Summary:

The *Local Government Act 2009* requires a Shire Council to meet at least once a month.

The proposed meeting dates for 2023 are presented for Council's consideration and adoption.

Carpentaria Shire Council meetings are traditionally held on the third Wednesday and following Thursday (if required) of each month. These dates have been recommended for the 2023 year with the exception of the December meeting. The December meeting has been brought forward due to the Christmas close down period and to allow any follow up items after the meeting to be actioned prior to the close down.

#### COUNCIL RESOLUTION

Moved Cr Thomas

Seconded Cr Hawkins

***That Council adopt the 2023 Council Meeting dates as presented:***

- 18 & 19 January;
- 15 & 16 February;
- 15 & 16 March;
- 19 & 20 April (at Karumba);
- 17 & 18 May;
- 21 & 22 June;
- 19 & 20 July (Budget Meeting);
- 16 & 17 August;
- 20 & 21 September;
- 11 & 12 October (at Karumba);
- 15 & 16 November; and
- 13 & 14 December (earlier due to Christmas)

CARRIED 7/0

Resolution No. 1022/004

#### ATTENDANCE:

The Engineering Secretary left the meeting room at 10:28am.

The Engineering Secretary re-entered the meeting room at 10:31am.

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## CONFIRMED MINUTES

### 9 REPORTS FROM DIRECTOR OF CORPORATE & COMMUNITY SERVICES

#### 9.1 DCS REPORT

##### Executive Summary:

This report provides information and updates to Council on various activities and programs that are facilitated within the Director of Corporate Services portfolio.

##### COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Scott

##### *That Council:*

1. *receive and note the Director of Corporate Services Report; and*
2. *that those matters not covered by a resolution be noted.*

CARRIED 7/0

Resolution No. 1022/005

##### ADJOURNMENT:

The meeting adjourned for morning tea at **10:35am**.

The meeting resumed at **10:58am**.

##### ATTENDANCE:

The Consultant Engineer entered the meeting room at 10:58am.

The Consultant Engineering left the meeting room at 11:02am.

### 9.2 MONTHLY FINANCIAL REPORT - SEPTEMBER 2022

##### Executive Summary:

Presentation of the financial report for 30 September 2022 as required under section 204 of the *Local Government Regulation 2012*. The report is presented for noting and indicates whether Council is progressing satisfactorily against its current budget.

##### COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Hawkins

*That Council accepts the Monthly Financial Report, as required under section 204 of the Local Government Regulation 2012 for the period ended 30 September 2022.*

CARRIED 7/0

Resolution No. 1022/006

## CONFIRMED MINUTES

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### ATTENDANCE:

The Manager Water and Waste entered the meeting room at 11:13am.  
The Consultant Engineer re-entered the meeting room at 11:20am.

### 10 REPORTS FROM DIRECTOR OF ENGINEERING - ROADS & SERVICES

#### 10.1 DOE REPORT

##### **Executive Summary:**

This report provides information and updates to Council on various activities and programs that are facilitated within the Director Engineering's portfolio.

##### **COUNCIL RESOLUTION**

Moved Cr Murphy

Seconded Cr Young

##### ***That Council:***

- 1. receive and note the Director of Engineering Report as presented; and***
- 2. that those matters not covered by resolution be noted.***

**CARRIED 7/0**

***Resolution No. 1022/007***

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## CONFIRMED MINUTES

### 10.2 NDRRA/QDRF REPORT

#### Executive Summary:

**QRA19:** Five (5) Submissions have been fully acquitted by QRA and Council has received the final payments. Submission 6 has been submitted for acquittal and is currently subject to audits by QRA.

**QRA20:** The QRA20 project is approximately 95% complete as reported at the foreperson meeting on 22 September 2022. The QRA20 project has an original deadline of 30 June 2022. EOT's have been approved for three (3) submissions until 30 September 2022. Submission 1 was completed ahead of its 30 June 2022 deadline and acquittal documentation is being prepared. Fuel levies are being calculated to be included in the acquittal costs for these submissions.

**QRA21:** The QRA21 project is approximately 16.5% complete as reported at the foreperson meeting on 22 September 2022. Six (6) crews are currently mobilised in camps, with a temporary seventh crew currently working from Normanton. The deadline for the QRA21 works is 30 June 2023.

**QRA22:** Carpentaria Shire Council was activated for REPA, Emergency Works and CDO relief measures for three (3) flooding events. Five (5) submissions have been lodged on the QRA MARS system awaiting an infield with QRA. Acquittal documentation for Emergency Works is currently being prepared, with fuel levies being calculated to be included in the acquittal costs for this submission.

**OTHER:** Acquittal documentation for the Disaster Coordination Centre has been submitted for approval. Short listed QRA Betterment project on Dunbar – Kowanyama Road has been lodged on the QRA Mars System. Detailed Submissions are being prepared for Burke and Wills Monument Access Road Pavement and Sealing and Normanton Racetrack Lighting Upgrade.

#### COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Young

#### *That Council:*

- 1. accepts the NDRRA/QDRF Report as presented; and*
- 2. that those matters not covered by resolution be noted.*

**CARRIED 7/0**

**Resolution No. 1022/008**

#### ATTENDANCE:

The Consultant Engineering left the meeting room at 12:08pm.

## CONFIRMED MINUTES

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### 10.3 WATER AND WASTE REPORT

**Executive Summary:**

This report is to advise Council on the operations of the Normanton Water Treatment Plant (WTP), Karumba Sewage Treatment Plant (STP) and Normanton STP for the month of September 2022.

**COUNCIL RESOLUTION**

Moved Cr Scott

Seconded Cr Young

***That Council:***

- 1. accepts the Water and Wastewater Report as presented for the period ending 31<sup>st</sup> August 2022; and***
- 2. that those matters not covered by resolution be noted.***

**CARRIED 7/0**

***Resolution No. 1022/009***

### 10.4 WORKSHOP REPORT

**Executive Summary:**

This report provides information and updates to Council on various maintenance and repairs that are facilitated within the Workshop.

**COUNCIL RESOLUTION**

Moved Cr Gallagher

Seconded Cr Hawkins

***That Council:***

- 1. receive the Workshop Report as presented; and***
- 2. that those matters not covered by resolution be noted.***

**CARRIED 7/0**

***Resolution No. 1022/010***

**DECLARATION OF INTEREST:**

I, Councillor Gallagher, inform this meeting that, pursuant to section 150EQ(3)(b) and 150EQ(3)(c) of the Local Government Act 2009, I have a declarable conflict of interest in relation to Item 10.5 – Building and Planning Report – Building Application received by Building Certifier. The nature of my interest is as follows:

- My wife is a board member of the college.

## CONFIRMED MINUTES

In accordance with section 150EM of the Local Government Act 2009 I will now leave the meeting room while this matter is discussed and voted on.

### **DECLARATION OF INTEREST:**

I, Councillor Thomas, inform this meeting that, pursuant to section 150EQ(3)(b) and 150EQ(3)(c) of the Local Government Act 2009, I have a declarable conflict of interest in relation to Agenda Item 10.5 – Building and Planning Report – Building Application received by Building Certifier. The nature of my interest is as follows:

- (i) I am an employee of the applicant.

In accordance with section 150EM of the Local Government Act 2009 I will now leave the meeting room while this matter is discussed and voted on.

### **ATTENDANCE:**

Cr Gallagher left the meeting room at **12:26pm**.

Cr Thomas left the meeting room at **12:26pm**.

## **10.5 BUILDING AND PLANNING REPORT**

### **Executive Summary:**

The report is to advise Council of relevant planning and building activities within the Shire for the month of September 2022.

### **COUNCIL RESOLUTION**

Moved Cr Murphy

Seconded Cr Young

***That Council note and accept the content of the Building and Planning Report as presented.***

**CARRIED 7/0**

***Resolution No. 1022/011***

### **ATTENDANCE:**

Cr Gallagher re-entered the meeting room at **12:38pm**.

Cr Thomas re-entered the meeting room at **12:38pm**.

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## CONFIRMED MINUTES

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### 11 GENERAL BUSINESS

#### Rates Letter Drop

Cr Hawkins advised that this matter had been raised earlier in the meeting.

#### Parking Area

Cr Hawkins queried a parking area for trucks and caravans.  
Discussions held on Lot 41, 42 & 43 on N14811 and Lot 59 on N14834 – Lake Street/Haig Street.

Action: The Chief Executive Officer to progress with Surveyor to look at options for off-street parking

#### Childcare Recruitment

Cr Hawkins queried the Childcare recruitment.

#### Weather Situation

Cr Hawkins queried if we were taking into considerations amending the work program to work in with weather patterns. If wet in one area we could be moving to the drier parts of the network and completing works there to make best use of equipment and contractors

#### Water at Les Wilson Barramundi Discovery Centre

Cr Young queried the water lying around outside the Les Wilson Barramundi Discovery Centre.

Action: The Chief Executive Officer to take up with Centre Manager

#### Sunderland Park Sprinklers

Cr Young queried the sprinklers at Sunderland Park. Some areas appeared to be drying out and in need of attention.

Action: The Director of Engineering to raise with Parks and Gardens to check and repair any sprinklers



## CONFIRMED MINUTES

### Treatment of Weeds

Cr Young informed of weeds between the bitumen and aerial spraying. The area treated with the aerial spraying has worked but the area between the bitumen and the area treated with the aerial spraying needs attention.

### Location for Fishing Nets - Karumba

Cr Young queried the location for dumping fishing nets in Karumba.

Follow up with an area to drop off nets in a secure way.

Action: The Manager Water & Waste to liaise with Wanless

### Fuel Levy

Cr Young asked if the fuel levy for July was paid.

Officers advised that this was being process.

### Concession for Waste

Cr Murphy queried the concession for waste.

Action: The Director Corporate Services to provide report to November Council Meeting for consideration.

### Trees in Main Street

Cr Murphy asked if Council would consider cutting down large trees along Landsborough Street, given some of the feedback at the community meeting regarding the beautification of the main street.

Action: Consultation meeting to be arranged regarding the proposed Landsborough Street Upgrade.

### Karumba Hockey Field

Cr Murphy queried if the hockey field would be named and if the goal posts from the Sports Reserve could be relocated to the hockey field.

Action: The Director of Engineering to arrange for the goal posts to be relocated. Naming to be taken up with Recreation Club

### Training Support for Operators

Cr Gallagher suggested that when the Tutt Bryant staff are on-site, if training support could be provided to our staff.

### Absence

The Director of Engineering informed he will be on leave next week.

## CONFIRMED MINUTES

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### ADJOURNMENT:

The meeting adjourned for lunch at **1:05pm**.

The meeting resumed at **2:03pm**.

Upon resumption of the meeting, the Manager Water and Waste was not in attendance.

#### **Street Lighting in Normanton**

Cr Thomas queried street lighting in Normanton that needs fixing.

**Action: The Director of Engineering to follow up.**

#### **Footpath at Pharmacy**

Cr Thomas informed of rocks on the footpath making it difficult for people with disability accessing the Pharmacy on Brown Street.

**Action: Consider extension of the concrete path from Landsborough Street to the new Chemist Shop**

#### **Linemarking for Carparking**

Cr Thomas queried linemarking for parking in front of the Pharmacy.

#### **Affordable Housing**

Cr Thomas advised that following the release of residents from the Recovery Centre there are often nowhere for them to transition, suggested looking into granny flats for residents to reside in to avoid going back into same cycle. Costs are estimated at between \$39,000 - \$49,000.

#### **Drop in Centre**

Cr Thomas informed of the Justice Group's request for a Drop in Centre for disengaged youth.

Also possibility to set up of a bike track (pump track) with costings from \$25,000 - \$30,000. There is an interested person in Normanton who would like to discuss with Council.

**Action: Meeting arranged for tomorrow in Normanton to hear more about the Pump Track**

#### **Normanton TAFE**

Cr Thomas advised a possibility for the Normanton TAFE to be used for Year 11 and 12 students – distance education.

## CONFIRMED MINUTES

### Discover Carpentaria Website

Cr Scott inquired in relation to change and update business details on Discover Carpentaria website and a public notice to notify how businesses can update contact details. The Chief Executive Officer advised that changes are being undertaken for the website and an on-line form will be introduced to allow Businesses to update their details.

### Council Docket Books

Cr Scott inquired regarding the Council requirement for 4 copies from docket books from contractors for payment – it's very hard to read the third copy when preparing invoices for payment.

**Action: The Director Corporate Services and the Director of Engineering to review the process and ascertain if an alternative is possible**

### LGAQ Survey

The Chief Executive Officer advised of a recent survey that he had completed for the LGAQ in relation to the 2032 Olympics and possible opportunities for Carpentaria Shire.

### QRA Funding

The Chief Executive Officer advised that new funding had just been released from the QRA and Council will be making applications for funding to undertake flood mapping assessments for Normanton and Karumba.

### Gulf Savannah Development (GSD)

The Annual General Meeting of Gulf Savannah Development will be held on Thursday following the LGAQ Annual Conference. The Chief Executive Officer and Cr Hawkins to attend.

### DECLARATION OF INTEREST:

I, Councillor Gallagher, inform this meeting that, pursuant to section 150EQ(3)(b) and 150EQ(3)(c) of the Local Government Act 2009, I have a declarable conflict of interest in relation to the discussion relating to the Normanton Rodeo Association. The nature of my interest is as follows:

- (i) My wife is an executive of the Normanton Rodeo Association

In accordance with section 150EM of the Local Government Act 2009 I will now leave the meeting room while this matter is discussed and voted on.

### ATTENDANCE:

Cr Gallagher left the meeting room at 2:50pm.



## CONFIRMED MINUTES

### COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr Scott

*That Council endorse the actions of the Chief Executive Officer in approving the donation request from the Normanton Rodeo Association for the hire of Tables and chairs and the trailer, having a value of \$1,836.00.*

CARRIED 7/0

Resolution No. 1022/012

### ATTENDANCE:

Cr Gallagher re-entered the meeting room at 2:52pm.

### 12 CLOSURE OF MEETING

*The Chair of the meeting, Cr Lyall Bawden, Mayor, declared the meeting closed at 2:53pm.*

### MINUTES CERTIFICATE

*These Minutes are Confirmed.*



Councillor LV Bawden  
Mayor

13, 10, 2022.

Date