



# CARPENTARIA SHIRE

*Outback by the Sea*

## **CONFIRMED MINUTES**

***17 and 18 October,  
2012***

## **CONFIRMED MINUTES**

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#### **WEDNESDAY**

<b>9.00am</b>	
<b>10.00am – 10.30am</b>	<b>Morning Tea</b>
<b>12.30pm – 1.30pm</b>	<b>Lunch</b>
<b>3.00pm - 3.30pm</b>	<b>Afternoon Tea</b>

<b>1.</b>	<b>Opening of Meeting – 9.00am</b> A Minute's silence for Community Members who have passed away since the last Council Meeting.
<b>2.</b>	<b>Record of Attendance</b>
<b>3.</b>	<b>Confirmation of Minutes</b> 3.1 Minutes of the Ordinary Meeting of Council held on 19 September 2012
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Ordinary Meeting of Council  
Wednesday 17 and  
Thursday 18 October 2012

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### **THURSDAY**

<b>9.00am</b>	<b>Reports on Roller Purchases</b>
<b>10.00am – 10.30am</b>	<b>Morning Tea</b>

## CONFIRMED MINUTES

### 1. OPENING OF MEETING

The Mayor welcomed members and declared the meeting open at 9.00am.

### 2. RECORD OF ATTENDANCE

Mayor: Cr FC Pascoe.  
Members: Cr AJ Gurney; Cr MD Johnson; Cr JC Zahner; Cr JD Beard; Cr ATJ Gallagher;  
Cr BS Schneekloth.

Staff:  
Chief Executive Officer, Mr Bob Owen;  
Director of Engineering – Services, Mr Peter Watton;  
Consultant Engineer – Roads, Mr John Martin;  
Works Manager, Mr Jack Parry;  
Executive Assistant, Ms Angeline Pascoe.

#### APOLOGIES

Nil.

#### CONDOLENCES

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

Mr Ian "Chopper" McNeil

### 3. CONFIRMATION OF MINUTES

Confirmation of Minutes from the Ordinary Meeting of Council held on the 19 September 2012 as previously circulated to Councillors.

*Moved Cr Gallagher*

*Seconded Cr Gurney*

*That the Minutes of the Ordinary Meeting held on 19 September 2012 be confirmed.*

**CARRIED**

*Resolution No. 1012/001*

### 4. BUSINESS ARISING FROM PREVIOUS MINUTES

Councillors requested an update on the Barramundi Hatchery from the Chief Executive Officer.

Land on Noel Street West at Normanton – Lots 20 and 21 - this land is being transferred back to Council and will settle in the coming days.

Capital works subsidy applications – an application was lodged to upgrade the treated water storage at Normanton. The total cost of the project is estimated at \$3, 300, 000.

## **CONFIRMED MINUTES**

Desludging of wastewater lagoons at Normanton – this work is scheduled for early November.  
Mosquito spraying program – this program commenced on 16 October 2012 at Normanton and Karumba.

### **5. PUBLIC QUESTION TIME**

There were no members of the public were present in the public gallery.

### **6. DIRECTOR OF ENGINEERING ROADS REPORTS**

#### **6.1 Works Report**

Budget areas are performing generally within their specified variance range, with the exception of the 2011 Shire Roads Flood Damage restoration works. These works are currently going through a "re-scoping and budget benchmarking" assessment. A summary of the works achieved can be found in the body of this report.

A summary of the works undertaken for the month of September 2012 was presented.

**ATTENDANCE:** Mr John Martin and Mr Jack Parry left the meeting.

**RECESS:** The Mayor called a recess for morning tea.

### **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 September 2012.

#### **Planning Applications**

<b>File</b>	<b>Address</b>	<b>Application Type</b>	<b>Status</b>
I/0727	10 Brodie St, Normanton	MCU, proposed Medical Centre and Pharmacy	Pending
I/0729	12 Beard Close, Normanton	MCU, Shed and Residential Caretakers Unit	Pending
I/0730	9 Simpson St, Normanton	Siting Dispensation Front Boundary, New Dwelling	Approved

## **CONFIRMED MINUTES**

### **Building Applications**

<b>IDAS No</b>	<b>Address</b>	<b>Type</b>	<b>Value</b>
I/0728	23 Noel St, Normanton	Covered Area	\$22,000
I/0731	7 Riverview Drive, Karumba	Extension	\$65,000

### **Building Permits issued**

<b>IDAS No</b>	<b>Address</b>	<b>Type</b>	<b>Value</b>
I/0726	Burke Developmental Rd, Normanton	Shelter for Interpretive Sign	\$15,000

### **Applications pending waiting on further information (Applicants advised)**

<b>IDAS No</b>	<b>Address</b>	<b>Type</b>	<b>Date Received</b>
I/0688	1 Lynch Close, Karumba	Extension / Pool	26/08/2011
I/0719	Karumba Airport	Shed	04/07/2012

**Moved Cr Gurney**

**Seconded Cr Beard**

**That Council note and accept the content of the report as presented.**

**CARRIED**

**Resolution No.1012/002**

### **7.2 Water Status Report for September 2012**

During, September 2012, 88.7 ML of water was pumped from Glenore Weir. Bore water pumped was a total of 4.4 ML. Total water received at the water treatment plant was 96.7 ML. This was less than last month.

Glenore Weir level on 30 September 2012 was 6.08 AHD, the level of the weir on 31 August 2012 was 6.47 AHD.

Consumption for Normanton was 3.08 kL/day per connection and Consumption for Karumba was 3.25 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 September 2012. No E-coli was detected.

## CONFIRMED MINUTES

**Moved Cr Beard**

**Seconded Cr Gurney**

**That Council receives and notes the Water Status report as presented for the period ending 30 September 2012.**

**CARRIED**

**Resolution No.1012/003**

### **7.3 Town Planning Application Material Change of Use – Industrial Shed and Caretaker's Residence**

The Council is in receipt of an Application for Material Change of Use (MCU) for an Industrial Shed and a Caretaker's Residence located at 12 Beard Crescent, Normanton, described as Lot 25 on SP 202656. The application is Code Assessable.

The application is generally in accordance with the Carpentaria Shire Planning Scheme and is recommended for approval, subject to conditions.

**Moved Cr Zahner**

**Seconded Cr Beard**

**That Council in accordance with the Sustainable Planning Act 2009 as amended notify the applicant that the application for a Development Permit for a Material Change of Use for an Industrial Shed and Caretaker's Residence located at 12 Beard Crescent, Normanton, described as Lot 25 on SP 202656, is approved subject to the conditions detailed below.**

#### **A. ASSESSMENT MANAGER CONDITIONS (COUNCIL)**

##### **General**

- 1. The development shall be undertaken substantially in accordance with the Site Layout Plan submitted with the application, except as modified by this approval.**
- 2. Any future building work on-site shall be carried out generally in accordance with any relevant Council requirements and the Building Code of Australia.**
- 3. This approval, granted under the provisions of the Sustainable Planning Act 2009, shall lapse four (4) years from the day the approval takes effect in accordance with the provisions of Section 339 of the Sustainable Planning Act 2009, if the development has not been commenced.**

##### **Maintenance of the Site**

- 4. The applicant shall ensure the site is maintained, during and after development, in a clean and tidy condition at all times, to the satisfaction of the Director Community Development.**

## CONFIRMED MINUTES

5. *The maximum height of all building must be less than 12.75 metres to protect the operations of the adjacent Normanton Aerodrome.*
6. *The external finish of all buildings are required to be non – reflective, such as colour bond not zinc alum, and non- reflective glass is to be used in any glass windows to protect the operations of the adjacent Normanton Aerodrome.*
7. *The Industrial Shed and the Caretaker's Residence are required to be sited:*
  - *a minimum distance of 6 metres from the site frontage;*
  - *a minimum distance of 6 metres from the nearest side boundary ; and*
  - *a minimum distance of 6 metres from the rear boundary.*
8. *The site is required to drain to the street frontage to the satisfaction of the Director of Engineering Services.*
9. *The applicant/proponent is to meet the cost of any connections or upgrades required to any urban services for the approved development and water supply and sewerage are to be constructed to relevant standards stated in Schedule 1, Part 3 of the Planning Scheme.*
10. *Any work associated with connecting to urban services shall be undertaken in accordance with an approved plan and shall be established and completed prior to the lawful commencement of the use and to the satisfaction of the Director of Engineering Services.*
11. *Should any of the Council's assets be damaged during the construction of any associated works, the cost of the reinstatement of all such assets shall be met by the applicant/proponent and to the satisfaction of the Director of Engineering Services.*
12. *Two (2) industrial crossovers and aprons are required to be constructed to the site frontage and to extend to the bitumen in Beard Crescent. A hard stand driveway and vehicle standing areas adjacent to the Industrial Shed and the Caretaker's Residence are to be provided on site to the satisfaction of the Director of Engineering Services.*
13. *Two car parking spaces are to be provided on site and setback back a minimum of 6 metres from the site frontage and all other site boundaries. One car park each is to be sited in close proximity to the Industrial Shed and the Caretaker's Residence. The car parks are to be linemarked or delineated by coppers logs, or similar.*
14. *Any lighting proposed in association with the development must ensure there is no light spillage onto adjoining properties.*
15. *Any advertising signage associated with the development is required to comply with the Advertising Devices Code in the Carpentaria Shire Planning Scheme*



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16. *Trees native to the local area are to be densely planted and maintained along the frontage of the site so as to screen the premises from the road.*

17. *The Caretaker's Residence is to be designed and sited so that it provides a residential character and a level of residential amenity for the occupant/s. In this regard the Caretaker's Residence is required to incorporate the following design elements:*

- *a covered verandah/outdoor area orientated away from the Industrial Shed;*
- *a covered car parking space; and*
- *Screen fence and screen planting between the Industrial Shed and the Caretaker's Residence for the length of the Caretaker's Residence.*

**B. REFERRAL AGENCY CONDITIONS**

**CONCURRENCE AGENCY** Nil

**C. SUBMISSIONS** Nil

**D. FURTHER DEVELOPMENT PERMITS REQUIRED**

- *carrying out operational works;*
- *carrying out building works;*
- *carrying out drainage works; and*
- *carrying out plumbing works.*

**E. APPLICABLE CODES FOR SELF ASSESSABLE DEVELOPMENT**

- *Shire of Carpentaria Planning Scheme*
- *Standard Building Regulation 1993*
- *Building Act 1975*
- *Building Code of Australia*
- *Water and Sewerage Act 1949*

**F. RIGHT OF APPEAL**

*Appeal Rights from the Sustainable Planning Act 2009 are attached.*

**CARRIED**

**Resolution No.1012/004**

## CONFIRMED MINUTES

### 7.4 Town Planning Application I-0727

The Council is in receipt of an Application for Material Change of Use (MCU) for a Medical Centre at 10 Brodie Street, Normanton, described as Lot 56 on N 1481. The application is Code Assessable.

The proposed development is in accordance with the Carpentaria Shire Planning Scheme and is recommended for approval, subject to conditions.

*Moved Cr Zahner*

*Seconded Cr Gurney*

*That Council in accordance with the Sustainable Planning Act 2009 as amended notify the applicant that the application for a Development Permit for a Material Change of Use for a Medical Centre at 10 Brodie Street, Normanton, being Lot 56 on N 1481, is approved subject to the conditions detailed below.*

#### A. ASSESSMENT MANAGER CONDITIONS (COUNCIL)

##### *General*

1. *The development shall be undertaken substantially in accordance with the following undated Plans, prepared by Gateway Constructions, except as modified by this approval:*
  - *Project Number GW- 012\_025 R1 Sheet No: PD 02 and 03 Preliminary – Floor Plan and Elevations; and*
  - *Project Number GW- 012\_025- R1 Sheet PD 01 Preliminary – Site Plan.*
2. *Any future building work on-site shall be carried out generally in accordance with any relevant Council requirements and the Building Code of Australia.*
3. *This approval, granted under the provisions of the Sustainable Planning Act 2009, shall lapse four (4) years from the day the approval takes effect in accordance with the provisions of Section 339 of the Sustainable Planning Act 2009, if the development has not been commenced.*

##### *Parking and Vehicle Manoeuvring Areas*

4. *Access to the site is to be provided in accordance with the approved Site Plan to enable all vehicles to exit the site in forward gear and a minimum of six (6) on-site car parking spaces is to be provided, with at least two (2) spaces provided between the Medical Centre and the site frontage.*
5. *A designated refuse collection area is to be provided on site in an area which does not*

## CONFIRMED MINUTES

*intrude into the site landscaping areas and does not impede vehicle movements on the site.*

6. *All vehicle movements to and from the site shall be limited to entry and exit only via the one approved access point in Brodie Street, no other vehicle ingress or egress arrangements will be permitted.*
7. *The access driveway and all car parking areas servicing the Medical Centre are required to be sealed to the satisfaction of the Director of Engineering Services.*

### **Lighting and Signage**

8. *Any outdoor lighting or signage associated with the proposed development shall be in accordance with the General Development Code and the Advertising Devices Code contained within the Planning Scheme, in order to ensure that light emitted for the approved use does not, in the opinion of Council, cause nuisance or annoyance to surrounding residential uses in the immediate vicinity and that the scale and type of signage is appropriate.*
9. *Any signage proposed in association with the development is required to comply with the Advertising Devices Code in the Planning Scheme. No product advertising on signage will be permitted in this residential area.*

### **Urban Services**

10. *All stormwater and runoff from the approved use is to be drained in such a way that it does not concentrate flow on any abutting properties, nor does it create ground erosion problems on adjoining properties.*
11. *The applicant/proponent is to meet the cost of any connections or upgrades required to any urban services for the approved development and water supply and sewerage are to be constructed to relevant standards stated in Schedule 1, Part 3 of the Planning Scheme.*
12. *Any work associated with connecting to urban services shall be undertaken in accordance with an approved plan and shall be established and completed prior to the lawful commencement of the use and to the satisfaction of the Director of Engineering Services.*
13. *Should any of the Council's assets be damaged during the construction of any associated works, the cost of the reinstatement of all such assets shall be met by the applicant/proponent and to the satisfaction of the Director of Engineering Services.*
14. *The new crossover to be constructed in Brodie Street and any other external upgrading works required to the site frontage are required to be constructed in accordance with the relevant Council's standards.*

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### *Landscaping and Screen Fencing*

15. *Landscaping with a minimum width of 2 metres is required to the rear boundary and between the side boundary and the internal access driveway. To the site frontage landscaping must have a minimum width of 3 metres. The new landscaping is to comprise native species tolerant to the local area and include shrubs and trees to provide shade on site and to improve the amenity of the site and local area. The existing trees on the site, located along the boundaries of the site, are to be retained and integrated into the new site landscaping, if at all possible.*
16. *A 1.8 metre high screen fence is required to be erected to the side and rear boundaries to protect the residential amenity of the area.*

### *Maintenance of the Site*

17. *The applicant shall ensure the site is maintained, during and after construction, in a clean and tidy condition at all times, to the satisfaction of the Director Community Development.*

### **G. REFERRAL AGENCY CONDITIONS**

**CONCURRENCE AGENCY:** Department of Transport and Main Roads (DTMR) attached.

### **H. SUBMISSIONS**

*Not Applicable*

### **I. FURTHER DEVELOPMENT PERMITS REQUIRED**

- *carrying out operational works;*
- *carrying out building works;*
- *carrying out drainage works; and*
- *carrying out plumbing works.*

### **J. APPLICABLE CODES FOR SELF ASSESSABLE DEVELOPMENT**

- *Shire of Carpentaria Planning Scheme*
- *Standard Building Regulation 1993*
- *Building Act 1975*
- *Building Code of Australia*
- *Water and Sewerage Act 1949*

### **K. RIGHT OF APPEAL**

*Appeal Rights from the Sustainable Planning Act 2009 are attached.*

## CONFIRMED MINUTES

**Resolution No.1012/005**

**CARRIED**

### GENERAL BUSINESS

Cr Johnson

Queried the progress of the Corduroy Creek project.

Cr Gallagher

Requested that works crew 'clean up' be done when road works are finished.

**ATTENDANCE: 12.00pm** The Director of Engineering Services left the meeting.

### **8. CHIEF EXECUTIVE OFFICER REPORTS**

#### **8.1 Performance Review – Chief Executive Officer**

The Chief Executive Officer is required to undergo an annual performance review pursuant to the contract of employment. The review has been scheduled for November 2012. The Mayor has indicated a preference that a panel of Councillors be appointed to conduct the review.

**Moved Cr Zahner**

**Seconded Cr Johnson**

**That the Mayor, Deputy Mayor and Councillors Gallagher and Schneekloth be appointed to conduct the performance review of the Chief Executive Officer for 2012.**

**CARRIED**

**Resolution No.1012/006**

#### **8.2 Human Resources Report**

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

**Moved Cr Gurney**

**Seconded Cr Gallagher**

**That Council accept the report as presented.**

**CARRIED**

**Resolution No.1012/007**

**ADJOURNMENT: 12.30pm – 1.30pm** The Mayor adjourned the meeting for lunch.

After lunch the Councillors and staff visited the Barra Farm

Upon resumption at 1.50pm all members were present.

**ATTENDANCE:** The Director Community and Cultural Services entered the meeting.

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### CHANGE IN STANDING ORDERS

*Moved Cr Gurney*

*Seconded Cr Schneckloth*

*That Council amend the Standing Orders to commence dealing with the Director of Community and Cultural Services reports.*

**CARRIED**

*Resolution No.1012/008*

### 10. COMMUNITY AND CULTURAL SERVICES REPORTS

#### 10.1 Monthly Report

The report provides information to Council on activities and programmes within the Community and Cultural Services portfolio.

*Moved Cr Gurney*

*Seconded Cr Zahner*

*That Council note and accept the report as presented.*

**CARRIED**

*Resolution No.1012/009*

#### 10.2 Community Donations and Support

During the period since the September 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 Johnson*

*That Council—*

- 1. note and accept the report as presented; and*
- 2. note the Community Donations and Support Summary*

**CARRIED**

*Resolution No.1012/010*

*Moved Cr Gurney*

*Seconded Cr Gallagher*

*That Council waive the charges levied in Rates Notice Assessment Number 0063-40001-000 for the Karumba Children's Centre totaling \$1,438.86.*

**CARRIED**

*Resolution No.1012/011*

## CONFIRMED MINUTES

### 10.3 Australia Day 2013

At the September 2012 Ordinary Meeting of Council it was resolved to accept the Terms of Reference for the Carpentaria Shire Advisory Committee (Resolution Number 0912/015). Nominations for the Committee were called for. The community members nominated are detailed in the Background section of this report.

Input from the community has been received in relation to introducing an additional category for the 2013 Awards for Rural Citizen of the Year. It is proposed that this would encompass both senior and junior nominees and be a Shire-wide category.

It is proposed that the 2013 Carpentaria Shire Australia Day Awards celebrations have the theme "*our Community, our Youth*". This theme is designed to engage the young people of our community in the Australia Day Awards through specific projects that will be delivered through the Community and Cultural Services portfolio.

**Moved Cr Schneekloth**

**Seconded Cr Zahner**

**That Council—**

- 1. accept the nominations for the Australia Day Advisory Committee and appoint the following persons as committee members:**  
  
**Karumba:** Deb Clark  
Leeanne Crossland  
Kyra Hill  
  
**Normanton:** Jake Randall  
Sharon Robinson  
Barbara Wollner  
Angeline Pascoe
- 2. add a Shire-wide category of Rural Citizen of the Year for future Australia Day Awards.**
- 3. agree to the theme for 2013 Australia Day celebrations as being – "our Community, our Youth".**

**CARRIED**

**Resolution No.1012/012**

## CONFIRMED MINUTES

### 10.4 2013 Light up our Community Christmas Lights Competition

Each year Carpentaria Shire hosts the Christmas Lights Competition. The proposed categories and prizes are those that were endorsed by Council in 2011(Resolution Number 1111/017) with the addition of schools in the Community Group/Church Display. This will provide for facilities with minimal budgets such as kindergartens, pre-schools, and child care centres to enter this category.

*Moved Cr Zahner*

*Seconded Cr Beard*

*That Council endorse the following categories and prizes for the 2013 Christmas Lights Competition:*

*Categories-*

- *Residential Display—Normanton*
- *Residential Display—Karumba*
- *Commercial Display - Normanton*
- *Commercial Display - Karumba*
- *Community Group/Church/School Display—Normanton*
- *Community Group/Church/School Display—Karumba*

*Prizes for each category –*

- *First Prize - \$500*
- *Second Prize - \$250*
- *Third Prize - \$150*

**CARRIED**

**Resolution No.1012/013**

### 10.5 Memorandum of Understanding Karumba Sports Centre

Karumba State School, Karumba Parents and Citizens (P&C) Association and Carpentaria Shire Council have had a tripartite Memorandum of Understanding (MOU) governing the operating of the Karumba Sports Centre. This MOU has been in place for some time and a new agreement is required to be entered in to which will be effective from 1 July 2012 to 30 June 2015.

The proposed MOU is based upon the previous agreement which was in place from 1 July 2009 to 30 June 2012, and has been provided to the Karumba State School and Karumba State School P&C for comment and input. The new draft agreement, which is submitted for Council's consideration and approval is included as Attachment 10.5.1.

*Moved Cr Gurney*

*Seconded Cr Johnson*

*That Council approve the attached draft Memorandum of Understanding between the Karumba State School, Karumba Parents and Citizens Association and Carpentaria Shire Council for the ongoing management and operation of the Karumba Sports Centre.*

**CARRIED**

**Resolution No.1012/014**



## CONFIRMED MINUTES

### 10.6 Approved Inspection Programme – Cats and Dogs

Section 113 of the *Animal Management (Cats and Dogs) Act 2008* (the "Act") authorises a local government by resolution to approve a programme (an approved inspection programme) under which an authorised person may enter a place to monitor compliance with the Act or an aspect of the Act".

It is proposed that Council conduct a systematic inspection programme from 10 December 2012 to 31 May 2013 to ensure compliance with—

1. the registration requirements of the Act; and
2. the requirements of Carpentaria Shire Council *Local Law 4 (Keeping and Control of Animals)* and *Subordinate Local Law 4 (Keeping and Control of Animals) 2005* duty to provide a proper enclosure to prevent an animal from wandering or escaping from the land; and
3. the requirement to hold a permit for more than 2 dogs over the age of 12 weeks and more than 2 cats over the age of 8 weeks within the urban areas of Normanton and Karumba.

**Moved Cr Gurney**

**Seconded Cr Gallagher**

**That Council approve a systematic inspection programme to be conducted from 10 December 2012 to 31 May 2013 in accordance with section 113 of the *Animal Management (Cats and Dogs) Act 2008* (the "Act") to monitor compliance with —**

1. **the registration provisions of the Act; and**
2. **Carpentaria Shire Council *Local Law 4 and Subordinate Local Law 4 (Keeping and Control of Animals)* duty to provide a proper enclosure to prevent an animal from wandering or escaping from the land; and**
3. **the requirement to hold a permit for more than 2 dogs over the age of 12 weeks within the urban areas of Normanton or Karumba and more than 2 cats over the age of 8 weeks within the urban areas of Normanton or Karumba.**

**CARRIED**

**Resolution No.1012/015**

### 10.7 Extension of Dog and Cat Registration Amnesty

Council approved, by Resolution Number 0612/023, "an amnesty for dog and cat registrations whereby all dogs and cats registered in the Shire between July and December 2012 will receive free registration until 30 June 2013".

It is proposed that this amnesty be extended to 30 June 2013 to support the proposed systematic inspection programme for cats and dogs to be conducted from 10 December 2012 to 31 May 2013 which has been put forward for Council's consideration at the October 2013 ordinary meeting.

The strategy used whilst conducting the systematic inspection programme and the amnesty is in accordance with the purpose of the Act by promoting responsible animal ownership through the education of animal owners with enforcement as the last step when the owner fails to comply with the requirements of the programme.

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*Moved Cr Schneekloth*

*Seconded Cr Gurney*

*That Council approve an extension of the existing amnesty, which expires on 31 December 2012, for waiver of registration and permit fees for cats and dogs registered in the Shire from 1 January 2013 to 30 June 2013.*

**CARRIED**

**Resolution No.1012/016**

### GENERAL BUSINESS

Cr Gurney

Tourism ventures

Director Community and Corporate Services

Provided an update on the Normanton Child Care survey.

*It was agreed that morning tea at the November Council Meeting will be held at the Normanton Childcare Centre.*

Requested if the show pavilion could be used for a Community Art Space through RADF projects.  
*Council had no objection*

Heritage Garden behind the Burns Philp Building  
*Council had no objection*

Provided an update on the Animal Management program.

Requested that a community function be held at the Karumba Recreation Club in recognition of the Volunteers in early December.

**ATTENDANCE:** 3.09pm The Director Community and Cultural Services left the meeting.

**RECESS:** 3.09pm -

### CHANGE IN STANDING ORDERS

*Moved Cr Gallagher*

*Seconded Cr Gurney*

*That Council amend the Standing Orders to commence dealing with the Chief Executive Officer's reports.*

**CARRIED**

**Resolution No.1012/017**

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## CONFIRMED MINUTES

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### 8.3 Workplace Health & Safety Policy

The Workplace Health & Safety Policy has been prepared for adoption by Council. This policy is based on Council's commitment to provide a safe and healthy working environment for our employees, contractors, volunteers and visitors.

**Moved Cr Gallagher**

**Seconded Cr Gurney**

***That Council adopts the proposed Workplace Health & Safety Policy as presented.***

**CARRIED**

**Resolution No.1012/018**

### 8.4 Muttonhole Wetlands Conservation Park

Council previously expressed interest in becoming Trustee of the Muttonhole Wetlands Conservation Park.

The Chief Executive Officer has been in discussions and negotiations with the Department of National Parks, Recreation, Sport and Racing with respect to the proposed Trusteeship.

Informal agreement has been reached and Council may wish to take formal steps to assume Trusteeship over the area.

**Moved Cr Zahner**

**Seconded Cr Beard**

***That Council confirms its intention to become Trustee of the Muttonhole Wetlands Conservation Park, described at Lot 546 on NPW727, and delegate the power to the Mayor and Chief Executive Officer to negotiate and finalise any agreements to give effect to this decision.***

**CARRIED**

**Resolution No.1012/019**

## CONFIRMED MINUTES

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### 9. CORPORATE SERVICES REPORTS

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#### 9.1 Monthly Financial Report for Period Ending 30<sup>th</sup> September 2012

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The Monthly Financial Report has been prepared for the period ending 30<sup>th</sup> September 2012.

The following is a summary of major variances and points to note.

#### **Income Statement:**

Interest Revenue is showing 18% of total budget. This is well below prorata budget (\$75,000) due to the use of fixed term investments which have not yet matured and lower average cash balances due to delays in recoverable works claims and being prior to receipt of rates.

There is a significant variance between recoverable works revenue (\$4.7m) and recoverable works costs (\$13.3m). This is significantly caused by timing differences between the work being performed and the claims submitted. No claims have yet been submitted during October. This area is being investigated in detail as to what the causes are for the delays in making claims and improvements will be made in the very short term. Some of the cause of the differences may also be that the rates QRA is paying us are lower than Council's internal rates. Engineering is currently involved in a benchmarking process with QRA to find common ground.

Administration and Governance is showing a negative expense due to very high oncost recoveries. Council's oncost rates have been too high and will probably need to be adjusted back. A review will be conducted in November.

Environmental costs are well below budget due to the pest management program not having properly started and the refuse collection costs tracking well below normal costs.

Net plant operations is showing a greater negative expense than forecast for this time of year. This is directly related to the higher than prorata amount of recoverable works done to date and thus the higher levels of plant utilisation.

#### **General Notes:**

Council auditors arrived onsite in early October to conduct the audit of the Annual Financial Statements.

An amended budget is being prepared and should be presented to Council at the November meeting. While there is unlikely to be major changes to the total operational expenditure, there will be a large number of changes to the capital program.

## **CONFIRMED MINUTES**

<b>Financial Indicators:</b>	<b>Target</b>	<b>2011/12</b>	<b>Sept-12</b>
Current Ratio	> 3.0	8.61	27.48
Operating Result (% of total operating expenditure)	0-15%	23.06%	( 41.7%)
Debt to Asset Ratio	< 2.0%	1.88%	1.92%
Capital Expenditure Ratio (capital purchases / depreciation expense)	> 1.1	0.81	1.08

The only two ratios that do not conform to the target values are the operating result (which would be within the target if recoverable works revenue were fully claimed) and the capital expenditure ratio (which is low due to delays in starting projects as Council has focused on recoverable works).

**Moved Cr Johnson**

**Seconded Cr Gallagher**

**That the Finance Report for the period ending 30<sup>th</sup> September 2012, incorporating the following reports, be received-**

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

**CARRIED**

**Resolution No.1012/020**

### **9.2 Local Preference Policy**

The Local Preference Policy has been prepared for adoption by Council. This policy clearly states the circumstances under which a preference is given to local suppliers of goods and services, and the value under which a preference will be given.

**Moved Cr Schneekloth**

**Seconded Cr Gallagher**

**That Council adopt the draft Local Preference Policy as presented.**

**CARRIED**

**Resolution No.1012/021**

## CONFIRMED MINUTES

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### 9.3 Procurement Policy Amendments

Since the adoption of the Procurement Policy in March this year there has been a small number of changes that have been deemed necessary to its smooth operation. They are primarily additions of purchasing authority to more staff, as well as clarifying the roles of requisitions versus purchase orders.

The changes and additions have been highlighted in yellow.

**Moved Cr Gurney**

**Seconded Cr Pascoe**

***That Council adopt the amended Procurement Policy as per the attachment.***

**CARRIED**

**Resolution No.1012/022**

### GENERAL BUSINESS

Cr Schneekloth

Queried the Cleaning Contracts for Normanton and Karumba.

*The CEO informed that there were several tenders received and a report will go to the November meeting, so that Council can award the contracts.*

Cr Johnson

Queried the progress of digital television.

*The CEO provided a brief report on the progress of digital television and radio transmissions for Normanton and Karumba.*

It was requested that Council put information into the Chronicle advising residents of progress.

Plant Hire workshop

*The CEO stated he was awaiting feedback from contractors prior to workshop.*

Cr Beard

Queried the surveys conducted on Old Croydon Road.

*The CEO stated he was awaiting information from Brian Lane – SLS Survey regarding the gazette alignment.*

Queried gravel supply

**Moved Cr Gurney**

**Seconded Cr Beard**

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

**CARRIED**

**Resolution No.1012/023**

## CONFIRMED MINUTES

*Moved Cr Gurney*

*Seconded Cr Zahner*

*That Council resolve to open the meeting to the public.*

**CARRIED**

*Resolution No.1012/024*

### 11. CONFIDENTIAL REPORTS

#### 11.1 Native Title - Indigenous Land Use Agreement (Kowanyama People)

Council is a party to the native title claim of the Kowanyama People. Council has been negotiating an Indigenous Land Use Agreement

*Moved Cr Gallagher*

*Seconded Cr Schneekloth*

*That Council note the Native Title – Indigenous Land Use Agreement (“ILUA”) (Kowanyama People) as presented and agree to the proposed consent determination on the basis that a general exclusion for Council’s non-extinguishing infrastructure be retained in the proposed ILUA, and that the power to negotiate the terms of the ILUA be delegated to the Mayor and Chief Executive Officer between monthly meetings if required.*

**CARRIED**

*Resolution No.1012/025*

**MATERIAL PERSONAL INTEREST:** 5.02pm Cr Gallagher declared a Material Personal Interest in the following Agenda item as the relevant property is owned by related persons and left the meeting during both the discussion and voting on the matter.

#### 11.2 Access – Glenore Weir

Council previously resolved to investigate options for access to the Glenore Weir and to negotiate with the leaseholders to acquire tenure.

Council’s solicitors met with the leaseholders and the leaseholders have stated that they are not willing to agree to the proposed acquisition, but would agree to grant a public utilities easement.

*Moved Cr Schneekloth*

*Seconded Cr Gurney*

*That Council proceed with compulsory acquisition of a road or community purpose reserve on land described as Lot 4 on Crown Plan N141 in order to provide legal access to Council’s water reserve.*

**CARRIED UNANIMOUSLY**

*Resolution No.1012/026*

## CONFIRMED MINUTES

**ATTENDANCE:** 5.26pm Cr Gallagher returned to the meeting following the completion of discussions and voting.

### 11.3 Karumba Sea Wall

Council is required to enter into a funding agreement with the Commonwealth in the amount of \$2,000,000 for restoration works on the Karumba Sea Wall.

The works have been the subject of a dispute between the State and Council as to who is responsible for maintenance. Agreement has been reached between the parties that the dispute can be set aside to allow the current proposed works to proceed.

There is a difference in approach between the parties in that Council officers believe the works are emergency works and may be commenced without first obtaining a development approval. The State is of the view that Council should first apply for a development approval.

*Moved Cr Beard*

*Seconded Cr Gurney*

*That Council—*

1. *Proceed with works on the Karumba Sea Wall at locations under Council's control that are in greatest need of emergency works in the opinion of a Registered Professional Engineer of Queensland ("RPEQ");*
2. *Commence emergency works under the supervision of a RPEQ and with a safety plan for the proposed works, subject to the RPEQ providing a report that the works constitute emergency works;*
3. *Apply for a development approval pursuant to the Sustainable Planning Act 2009 after the commencement of the emergency works if the works are not excluded works;*
4. *Enter into the funding agreement with the Commonwealth and delegate the power to the Chief Executive Officer to negotiate and finalise the terms of the said agreement.*

**CARRIED**

**Resolution No.1012/027**



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## CONFIRMED MINUTES

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<b>12. GENERAL BUSINESS</b>
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Cr Pascoe

Informed Councillors of the meeting with Agforce.

The Mayor and Deputy Mayor attended the Commercial Fisherman's annual general meeting.

Informed Councillors that the Mayor, Deputy Mayor and Cr Zahner will meet with Kathy Brown at the LGAQ Conference in regards to the proposed rehabilitation centre.

Advised Councillors that Gulf Savannah Development proposed to purchase a vehicle for the use by their CEO to travel.

**Moved Cr Schneekloth**

**Seconded Cr Gurney**

**That Council agree to contribute \$10,000 towards the purchase of a vehicle for travel by the Gulf Savannah Development Chief Executive Officer and staff.**

**CARRIED**

**Resolution No.1012/028**

Cr Zahner

Queried the briefing notes.  
*The Executive Assistant will email the notes out to all Councillors.*

Chief Executive Officer

Provided information regarding superannuation contributions for Councillors. Councillors to contact the Chief Executive Officer for further information.

Closure of Cloncurry Main Roads office – Minister assured Council the office will remain open.  
SES - Application for subsidy

**ADJOURNMENT:** The Mayor declared the Meeting adjourned at 6.18pm to resume on Thursday 18 October 2012 at 9.00am.

## CONFIRMED MINUTES

### Thursday 18 October 2012

#### 1. OPENING OF MEETING

The Mayor welcomed members and declared the meeting open at 9.55am.

#### 2. RECORD OF ATTENDANCE

Mayor: Cr FC Pascoe.  
Members: Cr AJ Gurney; 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.

#### APOLOGIES

Cr ATJ Gallagher

#### 7.5 Multi-Tyred Roller Replacement: Tender 12/0307

Council called for Tenders for the "Sale and Supply of Multi Tyred Roller."

The Tender 12/0307 was advertised in the Media with the closing date being Friday, 28<sup>th</sup> September 2012.

Five pricing schedules were received for the Sale / Supply and Four (4) for the private purchase of the trade machine from the invitations to Tender.

The results of the Tender process in summary is as follows (all prices are exclusive of GST):

Tenderer	Make/ Model	Total Price	Trade Price	Nett Price	No trade Price	Private Purchase
Hockey Machinery	Ammann AP240 T3	\$167,290.00	\$48,000.00	\$119,290.00	\$167,290.00	N/A
Hastings Deering	Caterpillar CW34	\$191,000.00	\$54,000.00	\$137,000.00	\$191,000.00	N/A
Wirtgen Australia	Hamm GRW280-24	\$165,000.00	\$35,000.00	\$130,000.00	\$165,000.00	N/A

## CONFIRMED MINUTES

QMAC Machinery	Dynapac CP274	\$193,377.00	\$30,000.00	\$163,377.00	\$193,377.00	N/A
Tutt Bryant Equipment	Bomag BW25RH	\$176,663	\$47,500.00	\$129,163.00	\$180,579.00	N/A
Shimrad Pty Ltd.	Private Purchase	INSPECTED	MACHINE	ON	SITE	\$37,500.00
Erroll Fitzgerald	Private Purchase	DID	NOT	INSPECT	MACHINE	\$60,000.00
Milroy Pastoral Co.	Private Purchase	DID	NOT	INSPECT	MACHINE	\$32,000.00
S & K Raw Materials	Private Purchase	DID	NOT	INSPECT	MACHINE	\$30,000.00

A copy of the pricing form and supply assessment is attached for information.

### Comparison of the submissions

All submissions were of high quality and of similar specification, with no major non-conformances to the specification being found.

The Ammann AP240 Multi-tyred Roller on offer with Hockey machinery is almost an identical machine to that which we are trading, and although it comes with a strong warranty, which includes parts, labour and travel I believe these machines are rather outdated.

The GRW280-24 Hamm rollers on offer from Wirtgen Australia are a German made roller, which may be a good product but is pretty much unknown. They do not have a dealership in North Qld, which makes back up sales and service pretty much nonexistent.

The Bomag BW25RH Roller on offer from Tutt Bryant Equipment is the same as what we have in our rental fleet of rollers, it is a relatively new model and yet to be really tested in this region. The major thing with Bomag is they also do not have a dealership in North Qld either which makes getting rapid back up service almost impossible. We have also found that parts availability for the Bomag machines is quite poor.

Dynapac have always put out a good product as far as compaction equipment goes, they seem to be an ever reliable and efficient machine and are a major player in the rental scene throughout Queensland. QMAC Machinery have offered a relatively low trade figure for the changeover on the Dynapac CP274 Roller and the Dynapac has the highest Total price of all the machines on offer.

Hastings Deering have offered a strong trade figure for the changeover on the Caterpillar CW34 multi tyred roller. Caterpillar machines are absolutely tried and tested in these conditions and Hastings Deering have a long proven history of quality back up service, and parts availability.

It would be in the best financial interest of Carpentaria Shire Council if they are to accept the supply offer from Hastings Deering that we accept the offer to Purchase from Errol Fitzgerald in Ravenshoe for \$60,000.00 (ex GST). This is \$6,000.00 (ex GST) over and above the trade offer from Hastings Deering.

## **CONFIRMED MINUTES**

**Moved Cr Beard**

**Seconded Cr Zahner**

***That Carpentaria Shire Council accept the supply offer from Hastings Deering, Mt Isa for the Caterpillar CW34 Multi-Tyred Roller. That Carpentaria Shire Council also accepts the offer to purchase on the Bomag BW24RH Multi Tyred Roller (CSC # 3003) from Erroll Fitzgerald of Ravenshoe.***

**CARRIED**

**Resolution No.1012/029**

Cr Gurney voted against the motion and requested that his vote be recorded in the minutes.

### **7.6 Single Drum Roller Replacement: Tender 12/0308**

Council called for Tenders for the "Sale and Supply of Multi Tyred Roller."

The Tender 12/0308 was advertised in the Media with the closing date being Friday, 28<sup>th</sup> September 2012.

Six pricing schedules were received for the Sale / Supply and Two (2) for the private purchase of the trade machine from the invitations to Tender.

The results of the Tender process in summary is as follows (all prices are exclusive of GST):

<b>Tenderer</b>	<b>Make/ Model</b>	<b>Total Price</b>	<b>Trade Price</b>	<b>Nett Price</b>	<b>No trade Price</b>	<b>Private Purchase</b>
Hockey Machinery	Ammann ASC150D	\$164,724.00	\$58,000.00	\$106,720.00	\$164,724.00	N/A
Hastings Deering	Caterpillar CS76XT	\$239,000.00	\$45,000.00	\$194,000.00	\$239,000.00	N/A
Wirtgen Australia	Hamm 3516	\$160,000.00	\$55,000.00	\$105,000.00	\$160,000.00	N/A
QMAC Machinery	Dynapac CA5000D	\$184,023.00	\$42,000.00	\$142,023.00	\$184,023.00	N/A
Tutt Bryant Equipment	Bomag BW216D-4	\$201,135.00	\$72,000.00	\$129,135.00	\$184,105.00	N/A
Honeycombes Sales and Service.	JCB Vibromax VM166D	\$194,800.00	\$50,000.00	\$144,800.00	\$194,800.00	N/A
Shimrad Pty Ltd.	Private Purchase	INSPECTED	MACHINE	ON	SITE	\$44,318.00
Milroy Pastoral Co.	Private Purchase	DID	NOT	INSPECT	MACHINE	\$53,091.00

## **CONFIRMED MINUTES**

A copy of the pricing form and supply assessment is attached for information.

### Comparison of the submissions

All submissions were of high quality and of similar specification, with no major non-conformances to the specification being found.

The Ammann ASC150D Vibrating single Drum Roller on offer with Hockey machinery is now becoming a very popular machine within local Government organisations throughout Qld. They offer a strong warranty which includes parts, labour and travel and the pricing is very reasonable. My only question would be how they hold up in these conditions.

The 3516 Hamm rollers on offer from Wirtgen Australia are a German made roller which may be a good product but is pretty much unknown. They do not have a dealership in North Qld which makes back up sales and service pretty much nonexistent.

The Bomag BW216D-4 Roller on offer from Tutt Bryant Equipment are also a popular Roller but my biggest question is back up service and parts availability for the Bomag machines. No North Qld Dealer.

Honeycombes in Townsville are offering the JCB Vibromax VM166D roller which I do not know much about and have not seen or heard alot of in this area. Honeycombes have offered a reasonable trade figure but their warranty is among the worst.

QMAC machinery have tendered to supply the Dynapac CA5000D Drum roller. Dynapac machines in general are a very efficient and reliable machine, coupled with the piece of mind that they have the dealership in North Qld. They offer a very strong warranty of 36months / 6000Hrs and CSC has had a Dynapac Drum roller in the past which gave very reliable service. Their trade figure was the lowest offered. Dynapac would probably be my second choice.

Hastings Deering have tendered to supply a larger roller in the CS76XT which weighs in around the 19,000Kg. This would be advantageous in the fact that this is the desired weight for Main roads projects. The trade figure for the changeover on the Caterpillar Drum roller was not the strongest offered but their warranty definitely is. Caterpillar machines are absolutely tried and tested in these conditions and Hastings Deering have a long proven history of quality back up service, and parts availability.

It would be in the best financial interest of Carpentaria Shire Council if they are to accept the supply offer from Hastings Deering that we accept the offer to Purchase from Milroy Pastoral Company in Brisbane for \$53,091.00 (ex GST). This is \$8,091.00 (ex GST) over and above the trade offer from Hastings Deering.

**Moved Cr Beard**

**Seconded Cr Zahner**

**That Carpentaria Shire Council accept the supply offer from Hastings Deering, Mt Isa for the Caterpillar CS76XT Roller. That Carpentaria Shire Council also accepts the offer to purchase on the Bomag BW216D-4 Single Drum Roller (CSC # 3006) from Milroy Pastoral Company in Brisbane.**

**CARRIED**

**Resolution No.1012/030**

## CONFIRMED MINUTES

Cr Gurney voted against the motion and requested that his vote be recorded in the minutes.

### 7.7 Single Drum Roller Replacement : Tender 12/0309

Council called for Tenders for the "Sale and Supply of Multi Tyred Roller."

The Tender 12/0309 was advertised in the Media with the closing date being Friday, 28<sup>th</sup> September 2012.

Six pricing schedules were received for the Sale / Supply and Three (3) for the private purchase of the trade machine from the invitations to Tender.

The results of the Tender process in summary is as follows (all prices are exclusive of GST):

Tenderer	Make/ Model	Total Price	Trade Price	Nett Price	No trade Price	Private Purchase
Hockey Machinery	Ammann ASC150D	\$164,724.00	\$58,000.00	\$106,720.00	\$164,724.00	N/A
Hastings Deering	Caterpillar CS76XT	\$239,000.00	\$45,000.00	\$194,000.00	\$239,000.00	N/A
Wirtgen Australia	Hamm 3516	\$160,000.00	\$55,000.00	\$105,000.00	\$160,000.00	N/A
QMAC Machinery	Dynapac CA5000D	\$184,023.00	\$42,000.00	\$142,023.00	\$184,023.00	N/A
Tutt Bryant Equipment	Bomag BW216D-4	\$201,135.00	\$70,000.00	\$131,135.00	\$184,105.00	N/A
Honeycombes Sales and Service.	JCB Vibromax VM166D	\$194,800.00	\$50,000.00	\$144,800.00	\$194,800.00	N/A
Shimrad Pty Ltd.	Private Purchase	INSPECTED	MACHINE	ON	SITE	\$44,318.00
Milroy Pastoral Co.	Private Purchase	DID	NOT	INSPECT	MACHINE	\$44,136.00
Erroll Fitzgerald	Private Purchase	DID	NOT	INSPECT	MACHINE	\$50,000.00

## CONFIRMED MINUTES

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A copy of the pricing form and supply assessment is attached for information.

### Comparison of the submissions

All submissions were of high quality and of similar specification, with no major non-conformances to the specification being found.

The Ammann ASC150D Vibrating single Drum Roller on offer with Hockey machinery is now becoming a very popular machine within local Government organisations throughout Qld. They offer a strong warranty which includes parts, labour and travel and the pricing is very reasonable. My only question would be how they hold up in these conditions.

The 3516 Hamm rollers on offer from Wirtgen Australia are a German made roller which may be a good product but is pretty much unknown. They do not have a dealership in North Qld which makes back up sales and service pretty much nonexistent.

The Bomag BW216D-4 Roller on offer from Tutt Bryant Equipment are also a popular Roller but my biggest question is back up service and parts availability for the Bomag machines. No North Qld Dealer.

Honeycombes in Townsville are offering the JCB Vibromax VM166D roller which I do not know much about and have not seen or heard alot of in this area. Honeycombes have offered a reasonable trade figure but their warranty is among the worst.

QMAC machinery have tendered to supply the Dynapac CA5000D Drum roller. Dynapac machines in general are a very efficient and reliable machine, coupled with the peace of mind that they have the dealership in North Qld. They offer a very strong warranty of 36months / 6000Hrs and CSC has had a Dynapac Drum roller in the past which gave very reliable service. Their trade figure was the lowest offered. Dynapac would probably be my second choice.

Hastings Deering have tendered to supply a larger roller in the CS76XT which weighs in around the 19,000Kg. This would be advantageous in the fact that this is the desired weight for Main roads projects. The trade figure for the changeover on the Caterpillar Drum roller was not the strongest offered but their warranty definitely is.. Caterpillar machines are absolutely tried and tested in these conditions and Hastings Deering have a long proven history of quality back up service, and parts availability.

It would be in the best financial interest of Carpentaria Shire Council if they are to accept the supply offer from Hastings Deering that we also accept the offer to Purchase from Errol Fitzgerald in Ravenshoe for \$50,000.00 (ex GST). This is \$5,000.00 (ex GST) over and above the trade offer from Hastings Deering.

**Moved Cr Zahner**

**Seconded Cr Beard**

**That Carpentaria Shire Council accept the supply offer from Hastings Deering, Mt Isa for the Caterpillar CS76XT Roller. That Carpentaria Shire Council also accepts the offer to purchase on the Bomag BW216D-4 Single Drum Roller (CSC # 3007) from Errol Fitzgerald in Ravenshoe.**

**CARRIED**

**Resolution No.1012/031**

## **CONFIRMED MINUTES**

Cr Gurney voted against the motion and requested that his vote be recorded in the minutes.

Council directed officers to conduct an opening grade on Old Croydon Road.

### **13. CLOSURE OF MEETING**

*The Chair of the meeting, Cr Fred Pascoe, Mayor, declared the meeting closed at 10.35am.*

### **MINUTES CERTIFICATE**

*These Minutes are Confirmed.*

*F. Pascoe*

Councillor F C Pascoe  
Mayor

*18/10/2012*

Date