

**CARPENTARIA SHIRE**  
*Outback by the Sea<sup>®</sup>*

**ORDINARY MEETING  
MINUTES**

**17 SEPTEMBER 2014**

**CONFIRMED MINUTES**

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**1 OPENING OF MEETING**

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

**2 RECORD OF ATTENDANCE**

**Councillors**

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

**Staff**

Chief Executive Officer Mr Bob Owen  
Director of Engineering Mr John Teague  
Director Corporate Services Mr Oliver Pring  
Manager Engineering Services Mr Dan Spooner  
Executive Assistant Ms Angeline Pascoe.

**CONDOLENCES**

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

Mr Allison (Alick) Reid

**3 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS**

Confirmation of Minutes from the Ordinary Council Meeting held 20 August 2014 as previously circulated to councillors.

**COUNCIL RESOLUTION**

Moved Cr Zahner Seconded Cr Gallagher  
***That the Minutes of the Ordinary Council Meeting held 20 August 2014 be confirmed.***

CARRIED

***Resolution No. 0914/001***

**4 BUSINESS ARISING FROM PREVIOUS MEETINGS**

Cr Zahner Queried the Karumba Cemetery site inspection  
  
Informed that water is seeping at the bottom of the oval.  
*The Director of Engineering stated that the town crew is fixing this problem.*  
  
Road shoulders are deep from the truck rollover  
*The Director of Engineering informed the meeting that Department of Transport and Main Roads have agreed to transfer funds to do this work under the RMPC budget.*

Asked about the Karumba Waste Station opening.  
*The Chief Executive Officer informed the meeting that notification will be published close to the opening date.*

Camping along the eastern side of the Norman River

Burns Philp – wall removed?

Discussion on childcare services.

**5 PUBLIC QUESTION TIME**

There were no members of the public in the gallery.

**6 REPORTS FROM DIRECTOR OF ENGINEERING - ROADS**

**6.1 WORKS REPORT**

**Executive Summary:**

This report provides Council with a current update on general works being undertaken in accordance with the approved works program.

**COUNCIL RESOLUTION**

Moved Cr Gurney

Seconded Cr Zahner

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

CARRIED

***Resolution No. 0914/002***

**6.2 NDRRA REPORT**

**Executive Summary:**

Budget areas for ongoing maintenance and construction works are performing generally within their specified variance range.

**COUNCIL RESOLUTION**

Moved Cr Gurney

Seconded Cr Zahner

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

CARRIED

***Resolution No. 0914/003***

**CONFIRMED MINUTES**

**6.3 DTMR CONTRACTS AUGUST 2014**

**Executive Summary:**

This report provides a brief update on Council's current Department of Transport and Main Roads (DTMR) contract works.

**COUNCIL RESOLUTION**

Moved Cr Gurney

Seconded Cr Gallagher

*That Council accepts the report as presented.*

CARRIED

*Resolution No. 0914/004*

**6.4 NORMANTON - BURKETOWN ROAD CONSTRUCTION**

**Executive Summary:**

The following report has been submitted for inclusion in Council's Ordinary Meeting and details construction costs for the Inverleigh section of the Normanton – Burketown Road for Council's consideration.

**COUNCIL RESOLUTION**

Moved Cr Gurney

Seconded Cr Gallagher

*That Council approve additional funds to the value of \$185,000 in the 2014-15 financial year to extend construction works on the Normanton–Burketown Road.*

CARRIED

*Resolution No. 0914/005*

**CONFIRMED MINUTES**

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**6.5 MARINE STRUCTURES REPORT**

**Executive Summary:**

This report provides Council with a current update on general marine works being undertaken in accordance with the approved works program.

**COUNCIL RESOLUTION**

Moved Cr Zahner

Seconded Cr Gurney

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

CARRIED

***Resolution No. 0914/006***

**6.6 KARUMBA POINT BOAT RAMP CARPARK**

**Executive Summary:**

This report identifies ongoing issues with dust emanating from the Karumba Point Boat Ramp carpark and details options available to Council to reduce this nuisance.

**COUNCIL RESOLUTION**

Moved Cr Gurney

Seconded Cr Beard

***That Council undertake a full reconstruction of the Carpark and realignment of driving lanes at an estimated cost of \$480,000.***

CARRIED

***Resolution No. 0914/007***

**RECESS: 10.23am – 10.35am** The Mayor called a recess for morning tea.



**CONFIRMED MINUTES**

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**6.7 ROADWORKS PERMIT**

**Executive Summary:**

The following report has been submitted for the inclusion in Council's Ordinary Meeting and provides information for the implementation of a Roadworks Permit system to allow private works within the road reserve.

**COUNCIL RESOLUTION**

Moved Cr Gurney

Seconded Cr Zahner

***That Council adopt the attached Road Works Permit for all private works within road reserves under Council's control.***

CARRIED

***Resolution No. 0914/008***

**6.8 PROPERTY ACCESS POLICY**

**Executive Summary:**

The following report has been submitted for inclusion in Council's Ordinary Meeting outlining issues associated with property access standards, responsibilities and proposed policy.

**COUNCIL RESOLUTION**

Moved Cr Gallagher

Seconded Cr Gurney

***That Council adopt the attached Property Access Policy as presented.***

CARRIED

***Resolution No. 0914/009***

**7 REPORTS FROM DIRECTOR OF ENGINEERING - SERVICES**

**7.1 BUILDING AND PLANNING REPORT**

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

**COUNCIL RESOLUTION**

Moved Cr Gallagher

Seconded Cr Gurney

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

CARRIED

***Resolution No. 0914/010***

**7.2 WATER STATUS REPORT - AUGUST 2014**

**Executive Summary:**

The purpose of this report is to provide Council with town water supply usage information to assist in ensuring that the water supply is available throughout the year and appropriately managed.

**MOTION**

Moved Cr Beard

Seconded Cr Gurney

***That Council review and update its Drought Management Plan.***

CARRIED

***Resolution No. 0914/011***

**COUNCIL RESOLUTION**

Moved Cr Gurney

Seconded Cr Beard

***That Council receives and notes the Water Status report as presented for the period ending 31 August 2014.***

CARRIED

***Resolution No. 0914/012***

The Director of Engineering

Council discussed possible restrictions and will continue to monitor water levels on a monthly basis.

The Mayor congratulated the water services crew on their efforts for the works carried out.

### 7.3 BACKFLOW PREVENTION DEVICE INSPECTION PROGRAM

#### **Executive Summary:**

This report requests Council's approval to implement inspection program under s134 of the *Local Government Act 2009*. The proposed inspection program is for the systematic inspection of all commercial and industrial properties in the water supply area for backflow prevention devices to ensure compliance with the Standard Plumbing and Drainage Regulation 2003 (SPDR) and Council's Drinking Water Quality Management Plan 2013 (DWQMP).

#### **COUNCIL RESOLUTION**

Moved Cr Gallagher

Seconded Cr Gurney

***That Council approve the following inspection program in accordance with s134 of the Local Government Act 2009:***

#### ***Backflow Prevention Device Inspection Program***

##### **Purpose**

***To ensure that the backflow prevention devices are installed in accordance with the Standard Plumbing and Drainage Regulations 2003 and Councils Drinking Water management Plan 2013.***

##### **Commencement**

***The program is to commence from 3 November 2014.***

##### **Type of Program**

***The Backflow Prevention Device Inspection Program will be a systematic program which will include all commercial and industrial properties which are connected to Council's town water supply.***

##### **Duration**

***The program will run for three (3) months ending on 3 February 2015.***

CARRIED

**Resolution No. 0914/013**

#### **GENERAL BUSINESS**

Cr Gurney

Provided a brief summary of the road trip north and complimented the road crews on the cleanliness of camps.

Cr Zahner

Queried the fencing at the Normanton Cemetery.

**MOTION**

Moved Cr Zahner

Seconded Cr Gallagher

***That Council investigate the costs of fencing the Normanton Cemetery for future consideration.***

CARRIED

***Resolution No.0914/014***

Cr Zahner

Vegetation needs to be removed from the grid at the Common.

Cr Gallagher

Dumping of rubbish at the Croydon turnoff.

**MOTION**

Moved Cr Gallagher

Seconded Cr Gurney

***That Council write to Department of Transport and Main Roads about installing a toilet and bins near the intersection of the Gulf Development Road and Burke Development Road.***

CARRIED

***Resolution No.0914/015***

Cr Beard

Update on grader tyres.

Director of Engineering

Koolatah – Drumduff Road alignment.

Karumba Waste Transfer Station

- public holidays
- Council close and monitor.

**ATTENDANCE: 11.40am** The Director of Engineering and the Manager Engineering Services left the meeting.

**8 REPORTS FROM THE CHIEF EXECUTIVE OFFICER**

**8.1 REMUNERATION TRIBUNAL SUBMISSIONS**

**Executive Summary:**

Council has received correspondence from the Local Government Remuneration and Discipline Tribunal seeking submissions from Council to its annual remuneration review.

**COUNCIL RESOLUTION**

Moved Cr Gurney

Seconded Cr Beard

***That Council does not make submissions to the annual remuneration review by the Local Government Remuneration and Discipline Tribunal.***

CARRIED

**Resolution No. 0914/016**

**8.2 RENEWAL OF LEASES**

**Executive Summary:**

Correspondence has been received from the Department of Natural Resources and Mines seeking Council's views on the renewal (or possible conversion to freehold) of two leases over Lots 80 and 81 on NM110, Old Croydon Road.

**COUNCIL RESOLUTION**

Moved Cr Gurney

Seconded Cr Zahner

***That Council advises the Department of Natural Resources and Mines that it has no objection or requirements for the renewal of leases over Lots 80 and 81 on NM110 or their possible conversion to freehold tenure.***

CARRIED

**Resolution No. 0914/017**

**CONFIRMED MINUTES**

**8.3 CONFIDENTIALITY POLICY**

**Executive Summary:**

Council has an existing policy entitled *Handling Confidential Information for Councillors Policy 2008*. The Policy is more a series of guidelines and only annexes a sample policy. The Policy is considered to be inadequate to guide the actions of Councillors. In addition, there is no direct policy dealing with issues of confidentiality by staff. Instead, there are provisions in the Code of Conduct dealing with this issue. It is proposed that a better approach is to adopt a policy dealing with matters of confidentiality for councillors and staff, as well as consultants or contractors.

**COUNCIL RESOLUTION**

Moved Cr Beard

Seconded Cr Gallagher

***That Council adopt the Confidentiality Policy as presented.***

CARRIED

***Resolution No. 0914/018***

**ATTENDANCE:** 11.53am The Manager Governance and Executive Services entered the meeting.

**8.4 GOVERNANCE AND EXECUTIVE SERVICES REPORT**

**Executive Summary:**

The report provides information to Council on activities and programs within the Governance and Executive Services portfolio.

**COUNCIL RESOLUTION**

Moved Cr Zahner

Seconded Cr Gallagher

***That Council endorse the recommendations of the Les Wilson Barramundi Discovery Centre Advisory Committee as presented .***

CARRIED

***Resolution No. 0914/019***

**8.5 NOTICE OF INTENTION TO ACQUIRE LAND FOR OVERDUE RATES**

**Executive Summary:**

The property at 5 Gough Street, Normanton, more particularly described as Lot 31 on CP N1481, has rates and interest in arrears in the sum of \$36,102.62. The registered owner of this property is Raymond Terrence Maloney (Deceased). Ongoing unsuccessful attempts have been made to locate a personal representative of the Deceased. Rates notices sent to the Deceased's last known address has been returned; accordingly rates have continued to accrue.

**COUNCIL RESOLUTION**

Moved Cr Zahner

Seconded Cr Gallagher

***That Council resolves—***

- 1. it is satisfied that the vacant land at 5 Gough Street Normanton more particularly described as Lot 31 on CP N1481 County of Norman Parish of Norman ("the Land") is land on which there are rates which have been overdue for at least 3 years; and***
- 2. that the total amount of the overdue rates and charges is more than the value of the Land and that the Land is considered to be of so little value that if it were sold, the proceeds of the sale would be less than the amount of the overdue rates and charges; and***
- 3. to acquire the Land in accordance with Section 149 and 150 of the Local Government Regulation 2012; and***
- 4. to delegate authority to the Chief Executive Officer in accordance with section 257 of the Local Government Act 2009 to issue a notice of intention to acquire the Land and to finalise any and all matters associated with the acquisition.***

CARRIED

**Resolution No. 0914/020**

**LATE ITEM**

**8.6 SWIMMING POOL INSPECTIONS**

**Executive Summary:**

Swimming pool inspections must be carried out by a qualified pool inspector who is required to undertake an on-site inspection of the pool. The *Building Act 1975* makes special provision for remote area pool inspections that do not require an on-site visit.

**COUNCIL RESOLUTION**

Moved Cr Gallagher

Seconded Cr Gurney

***That Council is satisfied that the Carpentaria Shire is a remote area pursuant to section 246ACA (2) of the Building Act 1975 because of its remoteness from the business premises of persons who perform pool safety inspection functions.***

CARRIED

***Resolution No. 0914/021***

**GENERAL BUSINESS**

Cr Beard

Block of land beside MMG and slipway for loading area.

**ADJOURNMENT: 12.15pm – 1.15pm** The Mayor adjourned the meeting lunch.  
Upon resumption all members were present.

**CHANGE IN STANDING ORDERS**

**COUNCIL RESOLUTION**

Moved Cr Gurney

Seconded Cr Beard

***That Council change the Standing Orders to commence dealing with Report 10.1.***

CARRIED

***Resolution No. 0914/022***



**10 CONFIDENTIAL BUSINESS – ADJOURNMENT INTO CLOSED SESSION**

**MOTION**

**COUNCIL RESOLUTION**

Moved Cr Gurney

Seconded Cr Beard

*That Council move into closed session to begin dealing with confidential reports and other matters which would prejudice Council's interests if discussed in the open meeting.*

CARRIED

*Resolution No. 0914/023*

**MOTION**

**COUNCIL RESOLUTION**

Moved Cr Gurney

Seconded Cr Zahner

*That Council open the meeting to the public.*

CARRIED

*Resolution No. 0914/024*

**MOTION**

**COUNCIL RESOLUTION**

Moved Cr Beard

Seconded Cr Gallagher

*That Council provide dispensation on rates for the MMG mine facility at Karumba to limit the rate increase to 5% for the 2014/2015 financial year.*

CARRIED

*Resolution No. 0914/025*

**MOTION**

**COUNCIL RESOLUTION**

Moved Cr Zahner

Seconded Cr Gallagher

***That Council make an offer to the Department of Natural Resources and Mines for Lot 52 on Crown Plan NM21 and Lot 119 on Crown Plan K3646 and compulsorily acquire native title rights over the lots.***

CARRIED

***Resolution No. 0914/026***

**CHANGE IN STANDING ORDERS**

**COUNCIL RESOLUTION**

Moved Cr Gallagher

Seconded Cr Beard

***That Council change the Standing Orders to commence dealing with Report 9.1***

CARRIED

***Resolution No. 0914/027***

**ATTENDANCE:** The Manager Human Resources and the Manager Economic and Community Development entered the meeting.

**9 REPORTS FROM DIRECTOR OF CORPORATE SERVICES**

**9.1 MONTHLY FINANCIAL REPORT - AUGUST 2014**

**Executive Summary:**

The Monthly Financial Report has been prepared for the period ending 31 August 2014.

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

**COUNCIL RESOLUTION**

Moved Cr Gurney

Seconded Cr Zahner

***That Council accepts the following reports for the period ending 31 August 2014 as presented.***

- ***Income Statement***
- ***Statement of Financial Position***
- ***Statement of Cash Flow***
- ***30 Day Cash Flow Estimate***
- ***Accounts Summary***

CARRIED

***Resolution No. 0914/028***

**9.2 2014/2015 ANNUAL OPERATIONAL PLAN**

**Executive Summary:**

Council must prepare and adopt an operational plan for each financial year. The operational plan for 2014/2015 is attached for Council's consideration.

**COUNCIL RESOLUTION**

Moved Cr Gallagher

Seconded Cr Gurney

***That Council adopt the 2014/2015 Operational Plan as presented.***

CARRIED

***Resolution No. 0914/029***

**9.3 NATIONAL REGULATORY SYSTEM FOR COMMUNITY HOUSING (NRSCH)**

**Executive Summary:**

In the first week of October all councils funded by the Department of Housing and Public Works to provide community housing have been invited to start a registration application for the State system, based on the new National Regulatory System for Community Housing (NRSCH)

**COUNCIL RESOLUTION**

Moved Cr Zahner

Seconded Cr Gurney

***That Council direct officers to further investigate opting out of the new regulatory system for community housing and keeping the assets under Council's ownership.***

CARRIED

***Resolution No. 0914/030***

**9.4 HUMAN RESOURCES REPORT**

**Executive Summary:**

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

**COUNCIL RESOLUTION**

Moved Cr Gurney

Seconded Cr Zahner

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

CARRIED

***Resolution No. 0914/031***

**9.5 CHRISTMAS CLOSE DOWN PERIOD**

**Executive Summary:**

Carpentaria Shire Council usually closes during the period between Christmas and New Year. Closedown dates are set by Council on an annual basis to allow for advertising of the closedown and to provide staff with sixty (60) days notice of the closedown.

Emergency contacts and a skeleton staff are rostered during the closedown to ensure essential and emergency services are maintained.

**COUNCIL RESOLUTION**

Moved Cr Zahner

Seconded Cr Gallagher

***That Council endorses the Christmas arrangements for closedown as presented.***

<b><i>Division</i></b>	<b><i>Closedown Commencement</i></b>	<b><i>Recommencement</i></b>
<b><i>Works Staff (excluding RMPC and Town Crews)</i></b>	<b><i>Friday 12 December 2014 from 2.30pm</i></b>	<b><i>Monday 5 January 2015</i></b>
<b><i>RMPC and Town Crews</i></b>	<b><i>Friday 19 December 2014 from 12 noon.</i></b>	<b><i>Monday 5 January 2015</i></b>
<b><i>Office</i></b>	<b><i>Friday 19 December 2014 from 12 noon.</i></b>	<b><i>Monday 5 January 2015</i></b>
<b><i>Child Care Centre</i></b>	<b><i>Provision of child care services to cease from Thursday 18 December 2014 from 12 noon.</i></b> <b><i>Closedown for staff to commence Friday 19 December 2014 from 12 noon.</i></b>	<b><i>Monday 5 January 2015</i></b> <b><i>Provision of child care services to recommence Tuesday 6 January 2015</i></b>
<b><i>Visitor Information Centres and Libraries</i></b>	<b><i>Friday 19 December 2014 from 5.00pm. VICs may open for non-public holidays should tourist numbers require it.</i></b>	<b><i>Monday 5 January 2015</i></b>

CARRIED

***Resolution No. 0914/032***

The Christmas Party will be held on Friday 12 December 2014 at a venue to be decided by staff.

**RECESS: 3.15pm – 3.25pm** The Mayor called a recess for afternoon tea.  
The Manager Human Resources left the meeting.

**9.6 MONTHLY MEETING**

**Executive Summary:**

This report provides information to Council on activities and programs within the Community and Cultural Services portfolio.

**COUNCIL RESOLUTION**

Moved Cr Gallagher

Seconded Cr Gurney

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

CARRIED

***Resolution No. 0914/033***

**9.7 COMMUNITY DONATIONS AND SUPPORT**

**Executive Summary:**

During the period since the August Ordinary Meeting of Council, the requests listed in this report have been received from the Carpentaria Shire community for community donations and support.

**COUNCIL RESOLUTION**

Moved Cr Gallagher

Seconded Cr Beard

***That Council accepts the report as presented and:***

- 1. Provide donation towards the Karumba Children's Centre for their 2014/2015 rates and charges except for excess water charges.***
- 2. Provide sponsorship towards Carpentaria Land Council Aboriginal Corporation's 30 Year Anniversary celebrations in the amount of \$1,000.***

CARRIED

***Resolution No. 0914/034***

**11 GENERAL BUSINESS**

Cr Gurney

Provided Council with an update on the Well Being Centre and the Community Meeting.

Stated he attended the Gulf Savannah Development meeting at Georgetown.

Advised of his attendance at the NWQROC and NWQRRG meetings at Karumba.

Attended the meeting with Ports North at Karumba.

Director Corporate Services

Provided Council with a brief overview on how checks and balances occur in the Corporate Services area.

Cr Gallagher

Informed Council of the 'Get Playing' Grant Funding - \$400,000

Chief Executive Officer

Informed that a letter has been sent to Department of Natural Resources and Mines for owner's consent – weir.  
Liz Taylor has provided the Development Application.

**MOTION**

Moved Cr Gurney

Seconded Cr Zahner

***That Council waive all Council fees associated with development approvals for the raising of the Glenore Weir.***

CARRIED

***Resolution No.0914/035***

Chief Executive Officer

Informed Councillors that Royalties for the Region closes next week.

Cr Pascoe

Informed the meeting of his attendance at the following conference and meetings:

- NQLGA Conference at Richmond.
- LGAQ Board meeting and Policy Executive
- NWQROC/NWQRRG meetings at Karumba.
- Gulf Savannah Development Annual General Meeting. Informed that Cr Ernie Camp is the Chair and CEO (Etheridge) is

the Deputy Chair.

- There will be a meeting with the CEO from Gulf Savannah Development next Wednesday 24 September commencing at 12noon in the Boardroom.

Opening of the 'Lloyd Clarke Way' will be held on Thursday 2 October 2014 at the Karumba end.

Cr Zahner

Asked if she could see a copy of the Requested that the Corporate Clothing Policy.

Informed of her attendance at the ALGWA Conference at Warwick and requested that Council consider getting staff involved.  
*The Chief Executive Officer advised that staff can attend with prior approval.*

**ATTENDANCE:** The Executive Assistant left the meeting.

**MOTION**

Moved Cr Gurney

Seconded Cr Gallagher

***That Council close the meeting to the public to discuss options for the delivery of child care services.***

CARRIED

***Resolution No.0914/036***

**MOTION**

Moved Cr Gurney

Seconded Cr Zahner

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

CARRIED

***Resolution No.0914/037***

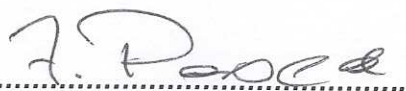



**12 CLOSURE OF MEETING**

*The Chair of the meeting, Cr Fred Pascoe, Mayor, declared the meeting closed at 4.50pm.*

**MINUTES CERTIFICATE**

***These Minutes are Confirmed***

 .....	 .....
<b>Councillor FC Pascoe</b>	<b>Date</b>
<b>Mayor</b>	

