



**CARPENTARIA SHIRE**

*Outback by the Sea<sup>®</sup>*

***ORDINARY MEETING  
MINUTES***

***20 JANUARY 2016***

**CONFIRMED MINUTES**

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### **1 OPENING OF MEETING**

The Deputy Mayor welcomed members and declared the meeting open at 9.10am.

### **2 RECORD OF ATTENDANCE**

#### **Councillors**

Deputy Mayor: Cr AJ Gurney. Cr Gurney chaired the meeting in the absence of the Mayor.

Members: Cr JC Zahner; Cr JD Beard; Cr ATJ Gallagher and Cr DA Amos.

#### **Staff**

Chief Executive Officer Mr Bob Owen  
Director of Engineering Mr John Teague  
Director Corporate Services Mr Oliver Pring  
Records Officer Mrs Sheona Lingard

### **LEAVE OF ABSENCE**

#### **MOTION**

#### **COUNCIL RESOLUTION**

Moved Cr Gallagher

Seconded Cr Johnson

***That Council grant leave of absence to Cr Pascoe and Cr Johnson.***

**CARRIED**

***Resolution No. 0116/001***

### **CONDOLENCES**

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

Mr Barry Kahn

## **CONFIRMED MINUTES**

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### **3 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS**

Confirmation of Minutes from the Ordinary Council Meeting held 9 December 2015 as previously circulated to councillors.

#### **COUNCIL RESOLUTION**

Moved Cr Amos

Seconded Cr Beard

***That the Minutes of the Ordinary Council Meeting held on 9 December 2015 be confirmed.***

**CARRIED**

***Resolution No. 0116/002***

### **4 BUSINESS ARISING FROM PREVIOUS MEETINGS**

Nil.

### **5 PUBLIC QUESTION TIME**

There were no members of the public in the gallery.

**PRESENTATION: 9.15am** Mr Russell Boswell, Manager of Savannah Way Ltd and Mrs Gillian Teague, Acting Executive Officer of Gulf Savannah Development entered the meeting. Mr Boswell addressed Council on the Savannah Way and the RAB/ASBAS programs.

**ATTENDANCE: 9.16am** Cr Joyce Zahner entered the meeting.

**9.34am** The Acting Executive Officer left the meeting.

**RECESS: 10.02am – 10.17am** The Deputy Mayor called a recess for morning tea.

**ATTENDANCE: 10.05am** The Manager Economic and Community Development, Ms Cherie Crossland, Mrs Nola Gallagher, Miss Charli Gallagher and Mrs Veralin Bollen entered the meeting. During recess the Deputy Mayor announced and presented the 2015 Christmas Lights Competition Winners.

## **CONFIRMED MINUTES**

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### Residential Display - Normanton

1 <sup>st</sup> Prize	Veralin Bollen
2 <sup>nd</sup> Prize	Howard and Tatiana Burnett

### Residential Display – Karumba

1 <sup>st</sup> Prize	Meredith Gunn
2 <sup>nd</sup> Prize	Lisa Wells

### Commercial Display – Normanton

1 <sup>st</sup> Prize	Gallagher Butchering
2 <sup>nd</sup> Prize	The Central Hotel

### Commercial Display – Karumba

1 <sup>st</sup> Prize	Jay Seas Holiday Units
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### Community Group/Church/Schools Display – Normanton

1 <sup>st</sup> Prize	St Peter's Anglican Church
2 <sup>nd</sup> Prize	The Normanton Hospital

Mrs Nola Gallagher and Charli Gallagher accepted the prize on behalf of the church.

Council would like to congratulate all winners and thanks all community members who entered the competition to help light up our Shire for the Festive Season.

Also thanks to Mr Ashley Gallagher and children for judging the Normanton entries and Mr Alan Gurney and children for judging the Karumba entries.

**ATTENDANCE: 10.16am** The Manager Economic and Community Development, Mrs Gallagher and Miss Gallagher left the meeting.

**10.20am** Mrs Bollen left the meeting.

## **CONFIRMED MINUTES**

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### **6 REPORTS FROM DIRECTOR OF ENGINEERING - ROADS & SERVICES**

#### **6.1 WORKS REPORT - JANUARY 2016**

**Executive Summary:**

The following report provides a summary of the works undertaken in December 2015.

**COUNCIL RESOLUTION**

Moved Cr Beard

Seconded Cr Amos

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

**CARRIED**

***Resolution No. 0116/003***

#### **6.2 NDRRA REPORT - JANUARY 2016**

**Executive Summary:**

Approval from QRA for the 2013 restoration and betterment projects has now been received with only minor adjustments for ineligible works.

The 2014 restoration work is progressing well with the majority of roads completed prior to Christmas 2015. There are some over expenditure investigations which are progressing for assessment prior to close out.

The Normanton Airport was approved for a restoration construction value of \$910,156 (excluding GST) and is programmed for commencement in April 2016. In order to complete a full width seal and additional stabilising works on the runway, an additional \$735,000 (excluding GST) is required.

Funding has been approved through the Regional Aviation Access Program to assist with minor works at the Karumba Airport.

## **CONFIRMED MINUTES**

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### **COUNCIL RESOLUTION**

Moved Cr Amos

Seconded Cr Gallagher

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

**CARRIED**

***Resolution No. 0116/004***

### **MOTION**

### **COUNCIL RESOLUTION**

Moved Cr Gallagher

Seconded Cr Zahner

***That the Mayor approach the relevant Minister(s) to obtain a letter from CASA outlining the scope of works required at the Normanton Aerodrome.***

**CARRIED**

***Resolution No. 0116/005***

## **6.3 DTMR WORKS - JANUARY 2016**

### **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 Amos

Seconded Cr Gallagher

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

**CARRIED**

***Resolution No. 0116/006***



## CONFIRMED MINUTES

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### 6.4 MARINE STRUCTURES REPORT - JANUARY 2016

#### Executive Summary:

The following report details the works associated with marine structures that have been completed up to the end of December 2015.

#### COUNCIL RESOLUTION

Moved Cr Zahner

Seconded Cr Amos

*That Council accepts the report as presented.*

**CARRIED**

*Resolution No. 0116/007*

### 6.5 GLENORE WEIR PROGRESS REPORT - DECEMBER 2015

#### Executive Summary:

Since the December 2015 update, only a small amount of work has been able to be completed due to the Christmas break and wet weather. Prior to Christmas the jetty structure was installed, rubble/fill wall concrete works constructed, "ogee" spillway constructed and all but two sections of the right training wall constructed. No further works have been undertaken so far this year, but Koppens staff are expected to be coming back on site Friday 15 January to resume works. Further updates will be provided by Director of Engineering at the meeting following discussion with Koppen and PDR Engineering.

#### COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Amos

*That Council accepts the report as presented.*

**CARRIED**

*Resolution No. 0116/008*

## **CONFIRMED MINUTES**

### **6.6 BUILDING AND PLANNING REPORT**

The report is to advise Council of relevant planning and building activities within the Shire for the month of December 2015.

#### **Planning Applications Received**

<b>DA No.</b>	<b>Address</b>	<b>Application Type</b>	<b>Status</b>
I/1533	1 Beard Crescent, Normanton	Caretaker's Residence	Pending

#### **Planning Applications Approved**

<b>DA No.</b>	<b>Address</b>	<b>Application Type</b>	<b>Status</b>
I/1530	10 Beard Crescent, Normanton	Material Change of Use, Industry Storage Shed	Approved

#### **Building Applications Received**

<b>DA No.</b>	<b>Address</b>	<b>Application Type</b>	<b>Value</b>
I/1531	15 Greenaway Street, Normanton	Carport	\$10,000
I/1532	35 Old Croydon Road, Normanton	Office Complex	\$825,000
I/1534	35 Yappar Street, Karumba	New Dwelling	\$36,000

#### **Building Permits Issued**

<b>DA No.</b>	<b>Address</b>	<b>Application Type</b>	<b>Value</b>
I/1527	11 Massey Drive, Karumba	Shed Extension and Boundary Dispensation	\$53,000
I/1528	87 Karumba Development Road, Karumba	Carport	\$6,500
I/1531	15 Greenaway Street, Normanton	Carport	\$10,000
I/1532	35 Old Croydon Road, Normanton	Office Complex	\$825,000
I/1534	35 Yappar Street, Karumba	New Dwelling	\$36,000

## CONFIRMED MINUTES

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

DA No.	Address	Application Type	Date Received
I/0785	56 Karumba Development Road, Karumba	Portable Dwelling	04/03/2014

#### COUNCIL RESOLUTION

Moved Cr Zahner

Seconded Cr Gallagher

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

**CARRIED**

*Resolution No. 0116/009*

#### 6.7 REQUEST FOR FRONT ROAD BOUNDARY DISPENSATION, 25 COL KITCHING DRIVE, KARUMBA

#### Executive Summary:

An application was received on Tuesday 7 January 2016 from Brett and Ann-Marie Williamson requesting a 4 metre front road boundary setback dispensation for a proposed new dwelling at 25 Col Kitching Drive, Karumba.

#### COUNCIL RESOLUTION

Moved Cr Zahner

Seconded Cr Amos

*That Council approves the application from Brett and Ann-Marie Williamson for a 4 metre front road boundary setback dispensation for the proposed new dwelling at 25 Col Kitching Drive, Karumba to allow for a 2 metre setback for the proposed building from the front road boundary to avoid the removal of a large tree towards the rear of the site.*

**CARRIED**

*Resolution No. 0116/010*

## **CONFIRMED MINUTES**

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### **6.8 WATER AND WASTEWATER STATUS REPORT - DECEMBER 2015**

#### **Executive Summary:**

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

#### **COUNCIL RESOLUTION**

Moved Cr Beard

Seconded Cr Gallagher

***That Council accepts and notes the water and wastewater status report as presented for the period ending 31 December 2015.***

**CARRIED**

***Resolution No. 0116/011***

### **GENERAL BUSINESS – DIRECTOR OF ENGINEERING**

Cr Beard

Query on why it took so long to find out that part of the truck stop in Karumba was not suitable for bitumen sealing.

*The Director of Engineering said it wasn't picked up until the re-seal was being prepared. We are hopeful to put in a future submission to have it repaired.*

Cr Gallagher

Asked to have the 'Do Not Wait Here' sign near the Flinders River at Walkers Bend reinstalled.

#### **MOTION**

#### **COUNCIL RESOLUTION**

Moved Cr Gallagher

Seconded Cr Zahner

***That Council approach Department of Transport and Main Roads about installing a sign on the southern side of the Flinders River at Walkers Bend warning motorists not to wait between the bridge and One Mile when the river is in flood.***

**CARRIED**

***Resolution No. 0116/012***

## CONFIRMED MINUTES

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**ATTENDANCE:** 11.30am The Director of Engineering left the meeting.

### 7 REPORTS FROM THE CHIEF EXECUTIVE OFFICER

#### 7.1 CATEGORISATION OF COUNCILS AND REMUNERATION OF COUNCILLORS

**Executive Summary:**

The Local Government Remuneration Tribunal made its determination on the categories of Councils and Councillor remuneration which will take effect on 1 July 2016. This report provides the results of the determination to Council.

**COUNCIL RESOLUTION**

Moved Cr Gallagher

Seconded Cr Zahner

***That Council notes the final determination of the Remuneration Tribunal to take effect as at 1 July 2016 and continues with its internal audit function despite the change in category of Council.***

**CARRIED**

***Resolution No. 0116/013***

#### 7.2 NORTH WEST QUEENSLAND REGIONAL ORGANISATION OF COUNCILS

**Executive Summary:**

It was decided at the last North West Queensland Regional Organisation of Councils' ("ROC") meeting to seek an increase in the membership contribution from each Council to facilitate the functions of the ROC.

**COUNCIL RESOLUTION**

Moved Cr Zahner

Seconded Cr Amos

***That Council approve a membership contribution of \$10,000.00 per annum for the North West Queensland Regional Organisation of Councils effective from 1 July 2016.***

**CARRIED**

***Resolution No. 0116/014***

## **CONFIRMED MINUTES**

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### **7.3 COUNCILLORS' CODE OF CONDUCT**

#### **Executive Summary:**

Council adopted a Model Code of Conduct as distributed by the Department of Local Government in 2008. The Code is outdated, so an updated Code is presented for consideration.

#### **COUNCIL RESOLUTION**

Moved Cr Amos

Seconded Cr Beard

***That Council adopt the Code of Conduct for Councillors as presented.***

**CARRIED**

***Resolution No. 0116/015***

**ATTENDANCE:** 11.55am Mr Phil Turner, Manager of Executive Services and Governance entered the meeting.

### **7.4 LOCAL DISASTER MANAGEMENT PLAN ASSESSMENT RESULTS**

#### **Executive Summary:**

Council has received the results from the Local Disaster Management Plan (LDMP) assessments from the office of the Inspector-General of Emergency Management (IGEM) Queensland. A copy of the results is attached for Council's reference. The plans are assessed on 14 components of disaster management to determine the efficacy of LDMPs. Council's results showed four components of the assessment were below the State average while 10 components were at or above the State average. The assessments provide a snapshot of areas for improvement and for further development.

#### **COUNCIL RESOLUTION**

Moved Cr Amos

Seconded Cr Gallagher

***That Council note the results of the Local Disaster Management Plan assessments undertaken by the Office of the Inspector-General of Emergency Management.***

**CARRIED**

***Resolution No. 0116/016***

## **CONFIRMED MINUTES**

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**ATTENDANCE: 12.11pm** The Manager of Executive Services and Governance left the meeting.

### **GENERAL BUSINESS – CHIEF EXECUTIVE OFFICER**

**MATERIAL PERSONAL INTEREST: 12.15pm** Cr Gurney declared a material personal interest and left the meeting. Cr Gurney is paid by Telstra to collect money from the phone at Karumba. Cr Gurney did not participate in the discussion.

Chief Executive Officer

Email from Telstra proposing to remove pay phones at 57 Yappar Street and 105 Landsborough Street Normanton.  
*It was decided not to make a submission regarding the removal of the phones.*

**ATTENDANCE: 12.19pm** Cr Gurney re-entered the meeting.

Chief Executive Officer

Mobile Blackspot Program open again. Burke Shire Council proposes that surrounding Councils make a one-off contribution of \$40 000 towards getting mobile coverage at the Burke and Wills Roadhouse.

<b>MOTION</b>
<b>COUNCIL RESOLUTION</b>
Moved Cr Amos <span style="float: right;">Seconded Cr Beard</span>
<b><i>That Council contributes \$10,000 towards a Mobile Blackspot funding application for a mobile phone tower to be constructed at Burke &amp; Wills Roadhouse.</i></b>
<b>CARRIED</b>
<b><i>Resolution No. 0116/017</i></b>

Chief Executive Officer

Would Council like to send a card to Noeline Ikin as she is unwell?

## **CONFIRMED MINUTES**

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### **MOTION**

#### **COUNCIL RESOLUTION**

Moved Cr Amos

Seconded Cr Zahner

***That Council send a get well card to Noeline Ikin wishing her a speedy recovery.***

**CARRIED**

***Resolution No. 0116/018***

**ADJOURNMENT: 12.33pm – 1.25pm** The Deputy Mayor adjourned the meeting for lunch. Upon resumption all members were present.

### **GENERAL BUSINESS – CHIEF EXECUTIVE OFFICER ctd.**

Cr John Beard

The Karumba beach front: are we able to look at getting funding or a grant to get the beach front repaired?

*The Chief Executive Officer informed another study would have to be completed as the existing study wouldn't be sufficient for any works to be designed.*

### **MOTION**

#### **COUNCIL RESOLUTION**

Moved Cr Beard

Seconded Cr Amos

***That Council seek funding to investigate a sea wall from the Norman River mouth to past the Sunset Tavern and attempt to obtain funding to undertake the recommended works.***

**CARRIED**

***Resolution No. 0116/019***

Cr John Beard

Cr Beard expressed concerns about the provision of health services.



**CONFIRMED MINUTES**

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**MOTION**

**COUNCIL RESOLUTION**

Moved Cr Beard

Seconded Cr Amos

***That Council invite Paul Woodhouse to a meeting to discuss the delivery of local health services.***

**CARRIED**

***Resolution No. 0116/020***

Cr Duane Amos

Cr Amos noted that incorrect information was being spread at meetings, such as the gym at Normanton not going ahead.

*It was noted that this information was false and that Council passed a resolution in December 2015 funding the gym. Nothing has changed in this regard.*

## CONFIRMED MINUTES

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

#### 8.1 COMMUNITY DEVELOPMENT

**Executive Summary:**

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

**COUNCIL RESOLUTION**

Moved Cr Beard

Seconded Cr Amos

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

**CARRIED**

***Resolution No. 0116/021***

#### 8.2 MONTHLY FINANCIAL REPORT - DECEMBER 2015

**Executive Summary:**

The Monthly Financial Report has been prepared for the period ending 31 December 2015.

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

**COUNCIL RESOLUTION**

Moved Cr Amos

Seconded Cr Gallagher

***That Council accepts the following reports for the period ending 31 December 2015 as presented.***

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

**CARRIED**

***Resolution No. 0116/022***

## **CONFIRMED MINUTES**

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### **8.3 ADDENDUM - 2015/2016 CARPENTARIA SHIRE COUNCIL SCHEDULE OF FEES AND CHARGES**

#### **Executive Summary:**

The attached document entitled Addendum 2 - 2015/2016 Carpentaria Shire Council Schedule of Fees and Charges provides a listing of new or amended regulatory and commercial fees and charges for 2015/2016 Financial Year, including cost recovery fees and other charges.

Under Section 98 of the *Local Government Act 2009*, Council must adopt and maintain a register of its cost recovery fees.

#### **COUNCIL RESOLUTION**

Moved Cr Beard

Seconded Cr Amos

***That Council adopts the Addendum to the 2015/2016 Carpentaria Shire Council Schedule of Fees and Charges.***

**CARRIED**

***Resolution No. 0116/023***

### **GENERAL BUSINESS – DIRECTOR OF CORPORATE SERVICES**

Director Corporate Services

Budget comparison – adopted budget v revised budget.

*Councillors considered the variations which would be presented to the February 2016 meeting for adoption.*

Cr Zahner

Query about the cemeteries. Have we progressed looking into building a columbarium?

*The Director Corporate Services is looking for designs which can then be costed.*

## CONFIRMED MINUTES

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### 9 CONFIDENTIAL BUSINESS – ADJOURNMENT INTO CLOSED SESSION

In accordance with the *Local Government Act 2009*, and the *Local Government Regulation 2012*, in the opinion of the General manager, the following business is of a kind as referred to in clause 275(1) of the Regulation, and should be dealt with in a Confidential Session of the Council meeting closed to the press and public.

#### COUNCIL RESOLUTION

Moved Cr Zahner

Seconded Cr Amos

***That Council adjourn into Closed Session and members of the press and public be excluded from the meeting of the Closed Session, and access to the correspondence and reports relating to the items considered during the course of the Closed Session be withheld unless declassified by separate resolution. This action is taken in accordance with clause 275(1) of the Local Government Regulation 2012 as the items listed come within the following provisions***

**9.1 COUNCIL BUILDINGS & FACILITIES CLEANING EXPRESSION OF INTEREST - KARUMBA**

***This item is classified CONFIDENTIAL under the provisions of clause 275(1)(e) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to contracts proposed to be made by it.***

**9.2 Geothermal Power**

***This item is classified CONFIDENTIAL under the provisions of clause 275(1)(h) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.:***

**CARRIED**

***Resolution No. 0116/024***

**MATERIAL PERSONAL INTEREST:** **3.18pm** Cr Gurney declared a material personal interest in the matter of the Karumba cleaning contract as a related company submitted an expression of interest in the work. Cr Gurney left the meeting and did not participate in the discussion or vote in relation to this matter.

## CONFIRMED MINUTES

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### MOTION

#### COUNCIL RESOLUTION

Moved Cr Zahner

Seconded Cr Amos

*That Council opened the meeting to the public at 3.47pm.*

**CARRIED**

*Resolution No. 0116/025*

**ATTENDANCE:** 3.35pm Cr Gurney re-entered the meeting.

**MATERIAL PERSONAL INTEREST:** 3.48pm Cr Gurney declared a material personal interest in the matter of the Karumba cleaning contract as a related company submitted an expression of interest in the work. Cr Gurney left the meeting and did not participate in the discussion or vote in relation to this matter. Cr Zahner assumed the role of Chair.

### 9.1 COUNCIL BUILDINGS & FACILITIES CLEANING EXPRESSION OF INTEREST - KARUMBA

#### COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Amos

*That Council requests detailed information from the persons who submitted expressions of interest for the cleaning contract at Karumba, and also examines the costs of engaging an employee to undertake these duties.*

**CARRIED**

*Resolution No. 0116/026*

**ATTENDANCE:** 3.50pm Cr Gurney re-entered the meeting and resumed the role of Chair.

## **CONFIRMED MINUTES**

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### **9.2 GEOTHERMAL POWER**

#### **COUNCIL RESOLUTION**

Moved Cr Amos

Seconded Cr Beard

***That Council adopts the recommendation at page 14 of the LGIS pre-feasibility review report on geothermal power for Council's facilities at Normanton and Karumba and proceeds with the concept design options report.***

**CARRIED**

***Resolution No. 0116/027***

### **10 GENERAL BUSINESS**

Director Corporate Services

- The grant of \$100,000.00 for lighting at the softball field has been approved.
- Cricket Club mat – Cricket Club has asked for extra funding to cover freight costs of their new cricket pitch. Council will only provide the original contribution for the purchase price of the pitch and extra funding for freight will have to be raised.

Cr Ashley Gallagher

Apologised to Council for not declaring "perceived" conflicts of interest at two meetings in 2014.

Cr Alan Gurney

Provided an update on the Gulf Savannah Development Board meeting held on 18 January 2016.

Chief Executive Officer

Provided an update on the funding deed from the Department of State Development for the Les Wilson Barramundi Discovery Centre.

**CONFIRMED MINUTES**

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**MOTION**

**COUNCIL RESOLUTION**

Moved Cr Gallagher

Seconded Cr Zahner

***That Council accept the funding offer from the Department of Sate Development for \$4,900,000.00 under the Building Our Regions program for the Barramundi Discovery Centre.***

**CARRIED**

***Resolution No. 0116/028***

**11 CLOSURE OF MEETING**

*The Chair of the meeting, Cr Alan Gurney, Deputy Mayor, declared the meeting closed at 3.56pm.*

**MINUTES CERTIFICATE**

***These Minutes are Confirmed***

.....

**Councillor Alan Gurney**

**Deputy Mayor**

...../...../.....

**Date**