



**CARPENTARIA SHIRE**

*Outback by the Sea*

***ORDINARY MEETING***

***MINUTES***

***10 AUGUST, 2016***

## CONFIRMED MINUTES

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**CONFIRMED MINUTES**

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## **CONFIRMED MINUTES**

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### **1 OPENING OF MEETING**

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

### **2 RECORD OF ATTENDANCE**

#### **Councillors**

Mayor: Cr LV Bawden  
Members: Cr AT Gallagher; Cr BJ Hawkins; Cr AM Murphy; Cr PF Wells;  
Cr JC Young.

#### **Staff**

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

### **MOTION**

#### **COUNCIL RESOLUTION**

Moved Cr Gallagher Seconded Cr Murphy

***That Council grant leave of absence to Councillor Beard.***

**CARRIED**

***Resolution No. 0816/001***

### **ADJOURNMENT OF MEETING**

#### **COUNCIL RESOLUTION**

Moved Cr Gallagher Seconded Cr Murphy

***That Council adjourn the meeting to receive deputations from the Normanton Swimming Club, MMG and NBN Sky Muster and to officiate a Citizenship Ceremony.***

**CARRIED**

***Resolution No. 0816/002***

## **CONFIRMED MINUTES**

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**DEPUTATIONS: 9.12am – 9.20am** Mr Chris Ruyg, Normanton Swimming Club addressed Council on maintenance issues with the swimming pool.

**9.20am – 9.50am** Representatives from MMG, Mr Angus Henderson, Mr Jeremy Wood and Mr Shane Goodwin provided Council with a presentation on the Transition from Operations to Asset Preservation for the Century – Karumba Port Facility, and mad submissions with respect to rate relief.

**9.50am – 10.25am** Mr Marcello Massi, Community Affairs Manager of NBN provided Council with a presentation on the Sky Muster Satellite Services.

**CITIZENSHIP CEREMONY: 10.30am – 11.05am** The Mayor officiated and performed the citizenship ceremony and presented Mrs Analyn Santo and Ms Financier Mazadza with their certificates and gifts and congratulated them on becoming Australian citizens. The Mayor called a recess for morning tea after the ceremony.

### **RESUMPTION OF MEETING**

#### **COUNCIL RESOLUTION**

Moved Cr Gallagher

Seconded Cr Murphy

***That Council resume the meeting.***

**CARRIED**

***Resolution No. 0816/003***

### **CONDOLENCES**

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

Mrs Jodie Poile

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

Confirmation of Minutes from the Ordinary Council Meeting held 20 July 2016, as previously circulated to councillors.

#### **COUNCIL RESOLUTION**

Moved Cr Young

Seconded Cr Gallagher

***That the Minutes of the Ordinary Council Meeting held 20 July 2016 be confirmed.***

**CARRIED**

***Resolution No. 0816/004***

## **CONFIRMED MINUTES**

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Confirmation of Minutes from the Budget Meeting held 21 July 2016, as previously circulated to councillors.

<b>MOTION</b>
<b>COUNCIL RESOLUTION</b> Moved Cr Wells <span style="float: right;">Seconded Cr Gallagher</span>  <b><i>That Council confirm the Budget Minutes subject to amending Resolution 0716/008 to state "Rates Assistance Policy".</i></b>  <p style="text-align: right;"><b>CARRIED</b></p> <b><i>Resolution No. 0816/005</i></b>

<b>4 BUSINESS ARISING FROM PREVIOUS MEETINGS</b>
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Nil.

<b>5 PUBLIC QUESTION TIME</b>
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There were no members of the public in the gallery.

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## **CONFIRMED MINUTES**

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

#### **6.1 WORKS REPORT - AUGUST 2016**

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

The following report provides a summary of the works undertaken in the previous month, along with works in progress.

##### **COUNCIL RESOLUTION**

Moved Cr Murphy

Seconded Cr Young

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

**CARRIED**

***Resolution No. 0816/006***

#### **6.2 NDRRA REPORT**

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

QRA 2014 restoration work is now complete with only the close out adjustments to be finalised. QRA have confirmed a significant increase to gravel re-sheet and formation grade and have accepted arguments for Council plant to increase Council payments.

The Normanton Airport has now been open for over a month and is performing well.

QRA 2016 damage investigations and documentation are complete for all Council and State Controlled Roads. Submission 1 (Principal Roads) has been approved in the sum of approximately \$25.6million and Submission 2 (Southern Rural Roads) "in-field assessment" (submission review) was completed last month. It was very positive with the approval expected in August, although this timeline is out of Council's control as it is a matter for QRA.

There are ongoing negotiations with QRA in relation to reimbursement of some Council owner plant which may be ineligible under the recent backdated and unexpected Commonwealth/QRA directive.

## CONFIRMED MINUTES

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### COUNCIL RESOLUTION

Moved Cr Wells

Seconded Cr Hawkins

***That Council:***

- 1. accepts the report as presented;***
- 2. writes to all relevant parties to express its strongest disappointment in the unilateral decision by the Federal government to rule internal plant hire costs as ineligible under NDRRA and, without warning or notice, to backdate this decision to 2012 thereby adversely affecting the interests of approximately 35 councils in Queensland when all councils undertook the works with formal approvals and under the rules in force at the time;***
- 3. requests legal advice through LGAQ on the rights of all councils affected by the backdating to 2012 of the decision with respect to internal plant hire costs under NDRRA.***

**CARRIED**

***Resolution No. 0816/007***

### 6.3 DTMR WORKS - AUGUST 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 Murphy

Seconded Cr Gallagher

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

**CARRIED**

***Resolution No. 0816/008***

**CONFLICT OF INTEREST:** Councillor Andrew Murphy declared a conflict of interest in Agenda item 6.4 as he lives on the section of Caroline Street.

Councillor Murphy remained in the meeting as he stated he could decide the matter in the public interest over any private interests. Councillor Murphy voted in favour of the resolution.



## CONFIRMED MINUTES

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### 6.4 ROAD RECONSTRUCTION PROGRAM

#### Executive Summary:

This report provides a schedule of road construction projects with locality plans and under Council's guidance will enable the development of a prioritised Road Construction Program.

#### COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Gallagher

***That Council accepts the report as presented and adopts Caroline Street and Russell Street as Council's two priorities for the Road Construction program.***

**CARRIED**

***Resolution No. 0816/009***

### 6.5 GLENORE WEIR PROGRESS REPORT - AUGUST 2016

#### Executive Summary:

This report provides an update on the progress of the construction contract for the Glenore Weir Upgrade project as prepared by the Superintendent Blake Haslam from PDR Engineers.

#### COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Wells

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

**CARRIED**

***Resolution No. 0816/010***

## CONFIRMED MINUTES

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### 6.6 BUILDING AND PLANNING REPORT AUGUST 2016

The report is to advise Council of relevant planning and building activities within the Shire for the month of July 2016.

#### Planning Applications Received

Nil.

#### Planning Applications Approved

Nil.

#### Building Applications Received

DA No.	Address	Application Type	Value
I/1623	96 Karumba Development Road, Karumba	New Portable Dwelling	TBA
I/1624	11 Henry Street, Karumba	Temporary Plumbing Permit	NA
I/1625	4 Beard Crescent, Normanton	Storage Shed	\$46,500
I1626	100 Philp Street, Normanton	Shed	\$15,000

#### Building Permits Issued

DA No.	Address	Application Type	Value
I/1618	35 Henry Street, Karumba	Ablution Block	\$9,400
I/1621	61 Dutton Street, Normanton	New Dwelling	\$212,590
I1624	11 Henry Street, Karumba	Temporary Plumbing Permit	NA

**CONFIRMED MINUTES**

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

<b>DA No.</b>	<b>Address</b>	<b>Application Type</b>	<b>Date Received</b>
I/0785	56 Karumba Development Road, Karumba	Portable Dwelling	04/03/2014 Resolved - Building Permit will be issued shortly

**COUNCIL RESOLUTION**

Moved Cr Murphy

Seconded Cr Gallagher

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

**CARRIED**

***Resolution No. 0816/011***

**6.7 WATER AND WASTEWATER REPORT AUGUST 2016**

**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 Murphy

Seconded Cr Young

***That Council accepts and notes the water and wastewater status report as presented for the period ending 31 July 2016.***

**CARRIED**

***Resolution No. 0816/012***

## **CONFIRMED MINUTES**

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

Cr Wells	Queried the stormwater pits on Yappar Street, Karumba
Cr Gallagher	Advised there is bellyache bush growing around the sewerage ponds.  The gate was not locked near sewerage ponds.
Cr Hawkins	Crossing from the PCYC to the Normanton Stop Shop.
Cr Young	Signs at the boat ramp  Prickly acacia on Karumba Point road
Cr Bawden	Reticulation at the Recreation Club <i>The Director of Engineering informed that the system is working.</i>
Director of Engineering	Street Sweeper – decals <ul style="list-style-type: none"><li>• Competition for the schools</li></ul> Industrial bins <i>A report to be brought to a future meeting of Council.</i>  Request from Karumba Livestock to fill holes on kerbs.

<b>CHANGE IN STANDING ORDERS</b>
<b>COUNCIL RESOLUTION</b>
Moved Cr Wells <span style="float: right;">Seconded Cr Hawkins</span>
<b><i>That Council change the Standing Orders to commence dealing with Confidential items 9.1 and 9.2.</i></b>
<b>CARRIED</b>
<b><i>Resolution No. 0816/013</i></b>

## CONFIRMED MINUTES

### 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 Gallagher

Seconded Cr Murphy

***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 Request to Construct over Council Infrastructure**

***This item is classified CONFIDENTIAL under the provisions of clause 275(1)(g) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to any action to be taken by the local government under the Planning Act, including deciding applications made to it under that Act.***

**9.2 Supply and Delivery of Type 3.2 Gravel for the Dunbar-Kowanyama Road**

***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.***

**CARRIED**

***Resolution No. 0816/014***

#### MOTION

#### COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Wells

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

**CARRIED**

***Resolution No. 0816/015***

## CONFIRMED MINUTES

### 9.1 REQUEST TO CONSTRUCT OVER COUNCIL INFRASTRUCTURE

#### Executive Summary:

A request has been received from Max Slade Designs Pty Ltd on behalf of Top Servo Pty Ltd to construct concrete driveways over the existing sewer running parallel with Landsborough Street. The existing sewer running parallel with Matilda Street is to be left unaffected.

#### COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Wells

***That Council defer the decision of building over the existing sewer on Lot 80 on N14848 and Lot 5 on SP116585 until it receives legal advice with respect to development conditions.***

**CARRIED**

***Resolution No. 0816/016***

**MATERIAL PERSONAL INTEREST: 1.07pm** Councillor Peter Wells and Councillor Bradley Hawkins declared a material personal interest in Report 9.2 and left the meeting. Councillor Hawkins submitted a tender for Tender 16/0435-Supply and Delivery of Type 3.2 Gravel and Councillor Wells may be involved in supplying gravel to the successful tenderer.

The Councillors remained out of the meeting and did not participate in the discussion or vote

### 9.2 SUPPLY AND DELIVERY OF TYPE 3.2 GRAVEL FOR THE DUNBAR-KOWANYAMA ROAD

#### COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Young

***That Council defer any decision on Tender 16/0435-Supply and Delivery of Type 3.2 Gravel until a response is received from QRA.***

**CARRIED**

***Resolution No. 0816/017***

**ATTENDANCE 1:26pm** Councillor Bradley Hawkins and Councillor Peter Wells returned to the meeting.

**ADJOURNMENT: 1.25pm – 2.00pm** The Mayor adjourned the meeting for lunch.

**CONFIRMED MINUTES**

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Upon resumption all members were present.

<b>CHANGE IN STANDING ORDERS</b>
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<b>COUNCIL RESOLUTION</b>
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Moved Cr Gallagher

Seconded Cr Hawkins

***That Council change the Standing Orders to commence dealing with Agenda item 7.1.***

**CARRIED**

***Resolution No. 0816/018***

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## **CONFIRMED MINUTES**

### **7 REPORTS FROM THE CHIEF EXECUTIVE OFFICER**

#### **7.1 RESCHEDULING OF OCTOBER COUNCIL MEETING**

**Executive Summary:**

The October 2016 Ordinary Meeting date clashes with the LGAQ Annual Conference. Council is requested to consider an alternative meeting date.

**COUNCIL RESOLUTION**

Moved Cr Murphy

Seconded Cr Young

***That Council hold the October Ordinary Meeting on Wednesday 12 October 2016 in order to avoid a clash with the LGAQ Annual Conference.***

**CARRIED**

***Resolution No. 0816/019***

#### **7.2 FINANCIAL DELEGATION**

**Executive Summary:**

Council appointed Peter Watton to project manage the construction of the Barramundi Discovery Centre. It is recommended that the project manager be given some level of financial delegation to make the administration of the project more efficient and effective.

**COUNCIL RESOLUTION**

Moved Cr Young

Seconded Cr Gallagher

***That Council delegate the power to Peter Watton to raise and approve purchase orders of up to \$50,000.00 specifically and only for the Barramundi Discovery Centre project.***

**CARRIED**

***Resolution No. 0816/020***



## CONFIRMED MINUTES

### 7.3 HUMAN RESOURCES REPORT

**Executive Summary:**

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

**COUNCIL RESOLUTION**

Moved Cr Wells

Seconded Cr Gallagher

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

**CARRIED**

***Resolution No. 0816/021***

### 7.4 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 ninety (90) day's notice of the closedown.

A skeleton staff will be rostered during the closedown to ensure essential and emergency services are maintained.

**COUNCIL RESOLUTION**

Moved Cr Young

Seconded Cr Wells

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

**The proposed closedown dates are (\*Please note Monday 2 January 2017 is a public holiday):**

<i>Division</i>	<i>Closedown Commencement</i>	<i>Recommencement</i>
<i>Operational Staff (excluding RMPC, Town Crew and W&amp;WW skeleton staff)</i>	<i>Monday 19 December 2016</i>	<i>Tuesday 3 January 2017*</i>
<i>Office</i>	<i>Monday 19 December 2016</i>	<i>Tuesday 3 January 2017*</i>

**CONFIRMED MINUTES**

<b>Child Care Centre</b>	<b>Provision of child care services to cease at 5.30 pm Friday 16 December 2016.</b> <b>Closedown for staff to commence Tuesday 20 December 2016.</b>	<b>Tuesday 3 January 2017* for staff.</b> <b>Provision of child care services to recommence Wednesday 4 January 2017</b>
<b>Visitor Information Centres and Libraries</b>	<b>Open except public holidays.</b>	
<b>Les Wilson Barramundi Discovery Centre</b>	<b>Monday 19 December 2016</b>	<b>Tuesday 3 January 2017*</b>
<b>Karumba Pool and Water Park</b>	<b>Open except Christmas Day.</b> <b>Reduced hours Boxing Day and New Year's Day Holiday.</b>	
<b>CARRIED</b>		
<b>Resolution No. 0816/022</b>		

**GENERAL BUSINESS – CHIEF EXECUTIVE OFFICER**

Chief Executive Officer

Market-led proposals for Karumba  
*Chief Executive Officer to speak to Queensland Treasury.*

Advised that Disaster Management Training workshops will be held at Cloncurry on 13 September 2016 and Burketown 15 September 2016.

Cr Bawden

Advised that Shires did not want to pay their full membership fees for Gulf Savannah Development.

**CONFIRMED MINUTES**

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## CONFIRMED MINUTES

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

#### 8.1 MONTHLY FINANCIAL REPORT - JULY 2016

##### Executive Summary:

The Monthly Financial Report has been prepared for the period ending 31 July 2016.

The Background section provides a summary of major variances and points to note.

##### COUNCIL RESOLUTION

Moved Cr Wells

Seconded Cr Gallagher

***That Council accepts the following reports for the period ending 31 July 2016 as presented:***

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

**CARRIED**

***Resolution No. 0816/023***

**ATTENDANCE:** 3.00pm The Manager Economic Community Development, Mrs Cherie Schafer, entered the meeting.

#### 8.2 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 Wells

Seconded Cr Murphy

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

**CARRIED**

***Resolution No. 0816/024***

## CONFIRMED MINUTES

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### QUEENSLAND VISITOR INFORMATION CENTRE SIGNAGE POLICY

<b>MOTION</b>
<b>COUNCIL RESOLUTION</b> <i>Moved Cr Wells</i> <span style="float: right;"><i>Seconded Cr Murphy</i></span>  <i>That Council not renew its accreditation for the Normanton and Karumba Visitor Information Centres.</i>  <p style="text-align: right;"><b>CARRIED</b></p> <i>Resolution No. 0816/025</i>

### PCYC SIGN PROPOSAL

<b>MOTION</b>
<b>COUNCIL RESOLUTION</b> <i>Moved Cr Gallagher</i> <span style="float: right;"><i>Seconded Cr Young</i></span>  <i>That Council:</i>  <ol style="list-style-type: none"><li>1. <i>not approve the proposed PCYC sign on the C.B. O'Neill Sports Centre.</i></li><li>2. <i>charge all users of the Normanton gym the prescribed fee.</i></li><li>3. <i>approve in-principle the installation of a community board in the vicinity of the C.B. O'Neill Sports Centre.</i></li></ol> <p style="text-align: right;"><b>CARRIED</b></p> <i>Resolution No. 0816/026</i>

### SAVANNAH WAY MEMBERSHIP RENEWAL

<b>MOTION</b>
<b>COUNCIL RESOLUTION</b> <i>Moved Cr Bawden</i> <span style="float: right;"><i>Seconded Cr Young</i></span>  <i>That Council renew its yearly platinum membership of Savannah Way Ltd.</i> <p style="text-align: right;"><b>CARRIED</b></p> <i>Resolution No. 0816/027</i>

## **CONFIRMED MINUTES**

**ATTENDANCE:** 3.45pm The Manager Economic Community Development left the meeting.

### **10 GENERAL BUSINESS**

Chief Executive Officer

MMG rates

#### **MOTION**

#### **COUNCIL RESOLUTION**

Moved Cr Wells

Seconded Cr Hawkins

***That Council note the submissions from MMG with respect to rates and will consider the submissions for 2017/2018 but confirms that the 2016/2017 rates will remain as adopted.***

**CARRIED**

***Resolution No. 0816/028***

Cr Wells

Queried the Les Wilson Barramundi Discovery Centre.

Cr Young

Workshop on Disaster Management Plan.

Chief Executive Officer

Project Manager of Barramundi Discovery Centre will provide updates on progress to future meetings.

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**CONFIRMED MINUTES**

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**11 CLOSURE OF MEETING**

*The Chair of the meeting, Cr Lyall Bawden, Mayor, declared the meeting closed at 4.30pm.*

**MINUTES CERTIFICATE**

***These Minutes are Confirmed***

.....	...../...../.....
<b>Councillor LV Bawden</b>	<b>Date</b>
<b>Mayor</b>	