

**CARPENTARIA SHIRE**

*Outback by the Sea*

***ORDINARY MEETING***

***MINUTES***

***21 AUGUST, 2019***

**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 **9:00am**.

### **2 RECORD OF ATTENDANCE**

#### **Councillors**

Cr LV Bawden	Mayor
Cr JC Young	Deputy Mayor
Cr AT Gallagher	
Cr JD Beard	
Cr BJ Hawkins	
Cr AM Murphy	
Cr PF Wells	

#### **Staff**

Mr Mark Crawley	Chief Executive Officer
Ms Angeline Pascoe	Executive Assistant
Mr Justin Hancock	Director Corporate Services
Mr Michael Wanrooy	Director of Engineering

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

Ms Jade Nacario	Manager Finance and Administration
Mrs Lisa Ruyg	Manager Human Resources
Ms Verena Olesch	General Manager – Tourism
Mrs Nicole Jones	Senior Procurement and Purchasing Officer
Mr Nick Lennon	Consulting Engineer - ERSCON

### **3 CONDOLENCES**

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

- ❖ Mrs Ursula Murr
- ❖ Mrs June Bee
- ❖ Mr Dave Neeson

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

Confirmation of Minutes from the Ordinary Council Meeting held 17 July 2019, as previously circulated to councillors.

#### **COUNCIL RESOLUTION**

Moved Cr Gallagher

Seconded Cr Wells

***That the Minutes of the Ordinary Council Meeting held 17 July 2019 be confirmed.***

## CONFIRMED MINUTES

CARRIED 7/0

Resolution No. 0819/001

### 5 BUSINESS ARISING FROM PREVIOUS MEETINGS

Nil.

### 6 RECEPTION OF PETITIONS & DEPUTATIONS

Nil.

### 7 MAYORAL MINUTES

#### NWQROC

State Policy Platform to be developed and will be based on the 6 Point Plan developed for the Federal Election.

#### FNQROC

The Mayor and the Chief Executive Officer attended the FNQROC meeting in Cairns on Monday 12<sup>th</sup> August.

#### Bush Council Convention - Roma

The Mayor and Chief Executive Officer attended the Bush Council Convention held at Roma from 6<sup>th</sup> – 8<sup>th</sup> August 2019.

NWQROC Councils in attendance met with Hon Mark Coulton MP the Federal Local government Minister in relation to 6 Point Plan and in particular the possibility of developing a Regional Deal for the North West.

There is a lot happening in the Maranoa Region as was evidenced in some of the trips organised by the Council during the Bush Council Convention.

Mayor had a discussion with Ann Leahy – Shadow Minister for Local Government seeking a commitment from the LNP in relation to Works 4 Queensland

Fracking – In the Maranoa Region there is an investment from SANTOS – where cultivation is being developed in conjunction with gas fields.

Witnessed the use of a drone to assist with aerial spraying.

#### ATTENDANCE:

The Director of Engineering entered the meeting room at 9:10am.

June report due on work in this Region.

**CONFIRMED MINUTES**

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**Gas Consulting Meeting**

Gas Consulting meeting held in Normanton last week.  
The Mayor advised that he has been advised that Peak Services (LGIS) had put in applications in Normanton and Karumba for Geothermal and Greenhouse power projects (CEO to check on tenements/application).

**Exploration**

The Mayor informed that notification to landowners only at this stage. The notification to Councils and the Traditional Owners seems to be the last part of the consultation process and we are the last to be informed of activity in the Region.

**Unsealed sections – Normanton to NT Border ROSI funding**

The Mayor informed of the \$50m funding approved under the ROSI program was for the unsealed sections of the Normanton to NT Border road and had been confirmed from Advance Cairns.

This space left blank intentionally

## CONFIRMED MINUTES

### 8 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 Murphy

Seconded Cr Young

***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***

**8.1 Consideration of application for Concealed Water Leak Concession - Tamara O'Kane**

***This item is classified CONFIDENTIAL under the provisions of clause 275(1)(d) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to rating concessions.***

**8.2 Request for Rates Based Financial Assistance**

***This item is classified CONFIDENTIAL under the provisions of clause 275(1)(d) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to rating concessions.***

**8.3 Rates Based Financial assistance - Karumba Recreation Club**

***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.***

**8.4 Council Auction**

***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.***

**8.5 Native Title Determination Application QUD685/2012 - Gkuthaarn & Kukatj People [PL121120]**

***This item is classified CONFIDENTIAL under the provisions of clause 275(1)(f) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to starting or defending legal proceedings involving it.***

CARRIED 7/0

Resolution No. 0819/002

## CONFIRMED MINUTES

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### CLOSURE OF MEETING:

The meeting was closed to the public at 9:25am.

### ATTENDANCE:

The Director Corporate Services had an interest in Agenda Item 8.2 and left the meeting room at 9:25am

The Manager Finance and Administration entered the meeting room at 9:27am

### COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Gallagher

*That Council open the meeting to the public.*

CARRIED 7/0

*Resolution No. 0819/003*

### ATTENDANCE:

The Director Corporate Services returned to the meeting room at 9:32am

The Manager Finance and Administration left the meeting room at 9:39am

### REOPENING OF MEETING:

The meeting was reopened to the public at 9:57am.

### 8.1 CONSIDERATION OF APPLICATION FOR CONCEALED WATER LEAK CONCESSION - TAMARA O'KANE

#### Executive Summary:

Property owned by Tamara O'Kane with assessment number A550 recorded an excess water bill. On testing the water meter was found to be accurate. The owner is requesting a concession under the "Concealed Leak Policy". The policy, as written, obligates Council to provide a concession to qualifying residential and not for profit organisations.

### COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Hawkins

*That a concession amount of \$187.35 be granted as per the "Concealed Water Leak Application" of Ms. O'Kane for her property with assessment number A550, on the basis that there was a concealed water leak and it meets the criteria outlined in the Concealed Water Leak Policy.*

CARRIED 7/0

*Resolution No. 0819/004*

Action: That concession amount of \$187.35 be granted for property with assessment number A550.



## CONFIRMED MINUTES

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### DECLARATION OF INTEREST:

Cr Bawden made the following declaration in relation to discussions on the Normanton Bowls Club.

*I declare that I have a conflict of interest in this matter (as defined the Local Government Act 2009, section 175D) as follows:*

*I have a relationship with;*

- (i) Cathrene Bawden; and*
- (ii) The nature of my relationship with Cathrene Bawden is she is my wife; and*
- (iii) The nature of Cathrene Bawden's interest in the matter is that she is on the committee of the Normanton Bowls Club.*

*I have determined that this personal interest is not of sufficient significance that it will lead me to making a decision on the matter that is contrary to the public interest. I will best perform my responsibility of serving the overall public interest of the whole of the Council's area by participating in the discussion and voting on this matter.*

*However, I acknowledge that the remaining Councillors must now determine, pursuant to section 175E(4) of the Local Government Act 2009:-*

- (a) Whether I have a real conflict of interest in this matter or a perceived conflict of interest in this matter; and*
- (b) If so, whether:-*
  - (i) I must leave the meeting while this matter is discussed or voted on; or*
  - (ii) I may participate in the meeting in relation to the matter, including by voting on the matter.*

That Councillor Lyall Bawden does not have either a real conflict of interest or perceived conflict of interest in the matter and is accordingly free to participate in the meeting while this matter is discussed, including by voting on the matter.

### **8.2 REQUEST FOR RATES BASED FINANCIAL ASSISTANCE**

#### **Executive Summary:**

Normanton Bowls Club has applied for a Rates concession for 01/01/2020 to 30/06/2020. The Club has met the eligibility criteria for the granting of a Rates Based Concession under Council's "Rates based Financial Assistance" Policy. The value of the concession is a maximum of \$592.11.

#### **COUNCIL RESOLUTION**

Moved Cr Young

Seconded Cr Wells

***That Council consider approving the request by Normanton Bowls Club for Rates Based Financial assistance for the period of 01/01/2020 to 30/06/2020 to the value of \$592.11 being 50% of the charges for Water, Sewer and Garbage.***

**CARRIED 7/0**

**Resolution No. 0819/005**

## CONFIRMED MINUTES

**Action:** Approve the request from Normanton Bowls Club for Rates Based Financial Assistance for the period 01/01/2020 to 30/06/2020 to the value of \$592.11.

### 8.3 RATES BASED FINANCIAL ASSISTANCE - KARUMBA RECREATION CLUB

#### Executive Summary:

Karumba Recreation Club has applied for a Rates concession for 1/7/2019 to 30/06/2020. The Club has met the eligibility criteria for the granting of a Rates Based Concession under Council's "Rates based Financial Assistance" Policy. The value of the concession is a maximum of \$8,321.15.

#### COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Gallagher

***That Council consider approving the request by Karumba Recreation Club for Rates Based Financial assistance for the period of 1/7/2019 to 30/06/2020 to the value of \$8,321.15 being 50% of the charges for Water, Sewer and Garbage.***

**CARRIED 7/0**

**Resolution No. 0819/006**

**Action:** Approve the request from Karumba Children's Centre for Rates Based Financial Assistance for the period 01/07/2019 to 30/06/2020 to the value of \$8,321.15.

### 8.4 COUNCIL AUCTION

#### Executive Summary:

Council wishes to hold an action on Friday 27<sup>th</sup> September 2019 to potentially recuperate monies on all slow moving and obsolete stores stock and non-current Council assets that are currently being held by Council.

#### COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Young

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

- 1. endorses the attached list of items identified as aged and obsolete stock to be auctioned.***
- 2. provides authority for the Chief Executive Officer, to authorise additional aged and obsolete stock items and small plants identified after this report has been written and before the auction date, to be included for auction, to the value of \$2,000.***

**CARRIED 7/0**

**Resolution No. 0819/007**

**Action:** endorse the list of items identified as aged and obsolete stock to be auctioned.  
provide authority for the Chief Executive Officer to authorise additional aged and obsolete stock items and small plants identified to be included for auction.

## CONFIRMED MINUTES

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### 8.5 NATIVE TITLE DETERMINATION APPLICATION QUD685/2012 - GKUTHAARN & KUKATJ PEOPLE [PL121120]

#### Executive Summary:

Report seeking Council's approval on the terms of the Indigenous Land Use Agreement negotiated as part of the Determination process.

#### COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Hawkins

#### *That Council:*

- 1. note the content of the Confidential Report; and*
- 2. Council agrees-in-principle to the proposed draft ILUA subject to an appropriate cultural heritage management regime being agreed.*

CARRIED 7/0

*Resolution No. 0819/008*

Action: note the content of the Confidential Report.  
agree in-principle to the proposed draft ILUA subject to appropriate  
cultural heritage management regime being agreed.

#### ADJOURNMENT

The meeting was adjourned for morning tea at **10:00am**.  
The meeting resumed at **10:18am**.

#### ATTENDANCE:

Jo Killick (General Manager Liaison and Recovery) and Jade Moorley from Queensland Reconstruction Authority attended the meeting at **10:18am**

Ms Killick provided Council with an update on the progress of Queensland Reconstruction Authority.

- Overview on Disaster Recovery Funding Arrangements.
- Roles and Responsibilities for relief and recovery.
- Collaboration and Analysis or Impact Assessments.

#### ATTENDANCE:

The Manager Economic Community Development left the meeting room at **10:51am** and re-entered the meeting room at **10:53am**.

The Mayor thanked the QRA for their presentation and Ms Killick and Ms Moorley left the meeting at **11.31am**.

## CONFIRMED MINUTES

The Manager Economic Community Development left the meeting room at 11:31am  
The Mayor left the meeting room at 11:33am and returned at 11:35am

### 9 REPORTS FROM THE CHIEF EXECUTIVE OFFICER

#### 9.1 CEO REPORT

##### Executive Summary:

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

##### Change of October Council Meeting Date

The Mayor informed that the October Council meeting date would need to be changed as this is the same week as the LGAQ Annual Conference.

##### MOTION

Moved Cr Young

Seconded Cr Hawkins

***That the October Ordinary Council Meeting dates be changed to the 9<sup>th</sup> & 10<sup>th</sup> October 2019.***

**CARRIED 7/0**

***Resolution No. 0819/009***

**Action:** Prepare public notice advising of change of date.

##### LGAQ Annual Conference

The Chief Executive Officer informed that the LGAQ Annual Conference will be held from 14<sup>th</sup> - 16<sup>th</sup> October 2019 at the Cairns Convention Centre and asked elected members to consider their attendance at the Annual Conference.

##### MOTION

Moved Cr Gallagher

Seconded Cr Murphy

***That the Mayor, Deputy Mayor, Cr Beard, Cr Hawkins and the Chief Executive Officer be authorised to attend the LGAQ Annual Conference to be held at the Cairns Convention Centre from 14<sup>th</sup> – 16<sup>th</sup> October 2019.***

**CARRIED 7/0**

***Resolution No. 0819/010***

**Action:** Registration form to be completed and sent to LGAQ.  
Accommodation to be booked as well.

## CONFIRMED MINUTES

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### COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Gallagher

***That Council:***

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

**CARRIED 7/0**

***Resolution No. 0819/011***

### 9.2 APPOINTMENT OF LOCAL DISASTER COORDINATOR AND DEPUTY LOCAL DISASTER COORDINATOR

#### Executive Summary:

In accordance with section 35 of the *Disaster Management Act 2003* Council is required to appoint a Local Disaster Coordinator and a Deputy.

### COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr Hawkins

***That Council appoint the Chief Executive Officer, Mark Crawley to the position of Local Disaster Coordinator (LDC) and the Director Corporate Services, Justin Hancock to the position of Deputy Local Disaster Coordinator (Deputy LDC).***

**CARRIED 7/0**

***Resolution No. 0819/012***

**Action:** make the necessary amendments to the Local Disaster Management Group list.

### DECLARATION OF INTEREST

**Cr Gallagher** made the following declaration in relation to discussions on the Talawanta Rodeo Paddock.

*"I declare that I have a perceived personal interest in this matter (as defined by Local Government Act 2009, section 175B) as follows\*:-*

- My wife is a member of the Normanton Rodeo Association; and*
  - The nature of Shannon Gallagher's interest in the matter is that she is a member of the executive Committee of the Normanton Rodeo Association.*

*I will be dealing with this perceived interest by leaving the meeting while this matter is discussed and voted on."*

**CONFIRMED MINUTES**

**ATTENDANCE**

Cr Gallagher left the meeting room at 11:56am.

**9.3 INVERLEIGH PASTORAL COMPANY REQUEST**

**Executive Summary:**

Request for fencing materials and consideration of the drilling of a bore at the Rodeo Paddock.

**COUNCIL RESOLUTION**

Moved Cr Hawkins

Seconded Cr Young

***That Council advise Inverleigh Pastoral Company that it accepts the request for materials following an inspection by the Director of Engineering and that materials will be provided following the inspection of the area; and***

***That Council does not agree with the provision of a bore at the Rodeo Paddock at this time however does not object to a geologist bore driller carrying out an inspection for finding water.***

**CARRIED 7/0**

**Resolution No. 0819/013**

**Action:** Advise Inverleigh Pastoral Company the request for materials is accepted following an inspection by the Director of Engineering and that materials will be provided following an inspection of the area.

Inform that Council does not agree with the provision of a bore at the Rodeo Paddock but does not object to a geologist bore driller carrying out an inspection for finding water.

**ATTENDANCE:**

Cr Gallagher re-entered the meeting room at 12.06pm.

The Manager Human Resources entered the meeting room at 12.10pm.

**CLOSED SESSION**

**COUNCIL RESOLUTION**

Moved Cr Gallagher

Seconded Cr Hawkins

***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***

**CARRIED 7/0**

**Resolution No. 0819/014**

## CONFIRMED MINUTES

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### ATTENDANCE:

The Executive Assistant left the meeting room at 12:24pm

### COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Beard

*That Council open the meeting to the public.*

CARRIED 7/0

*Resolution No. 0819/015*

### REOPENING OF MEETING:

The meeting was reopened to the public at 12:50am

## 9.4 HUMAN RESOURCES REPORT

### **Executive Summary:**

This report provides information on the progress of SAFEPLAN, Council's safety management system, and an update on the progress of the Certified Agreement 2019.

### COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Wells

*That Council accepts the Human Resources Report for information.*

CARRIED 7/0

*Resolution No. 0819/016*

### ATTENDANCE:

The Manager Human Resources left the meeting room at 12:54pm.

### ADJOURNMENT:

The meeting was adjourned for lunch at 12:54pm.

The meeting resumed at 1:26pm.

Upon resumption of the meeting the Executive Assistant was in attendance.

### ATTENDANCE:

The General Manager Tourism attended the meeting at 1:26pm.

## CONFIRMED MINUTES

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### 9.5 TOURISM REPORT - JULY 2019

#### Executive Summary:

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

#### COUNCIL RESOLUTION

Moved Cr Wells

Seconded Cr Beard

#### *That Council:*

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

CARRIED 7/0

*Resolution No. 0819/017*

### GENERAL BUSINESS – CHIEF EXECUTIVE OFFICER

#### Tourism Awards

The General Manager – Tourism informed that the Tourism Awards are being held at the end of October.

She also stated the State Awards will be held at Coolum and we were submitting an award nomination for the Grey Nomads Awards.

#### Building Our Regions Funding – Expressions of Interest

The General Manager – Tourism informed that the Building Our Regions Funding program was open and we are considering lodging applications for –

- Monsoon Centre in Normanton
- Pontoon at the LWBDC
- Shade Sails adjacent to the Café at the LWBDC

#### Les Wilson Barramundi Discovery Centre

Cr Young informed the meeting that a number of complaints had been received about the food and service at the café located at the Les Wilson Barramundi Discovery Centre.



## CONFIRMED MINUTES

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### MOTION

#### COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Murphy

***That the General Manager Tourism provide a letter to the lessee in relation to complaints received about food, service and opening hours at the café located at Les Wilson Barramundi Discovery Centre.***

**CARRIED 7/0**

***Resolution No. 0819/018***

**Action:** Letter to be provided to the Lessee in relation to the complaints received about food, service and opening hours at the café located at the Les Wilson Barramundi Discovery Centre.

### Net Closure of Norman River

The General Manager – Tourism informed that recreational fishing has not been great this tourist season as a large amount of fish is being netted by commercial fishermen between Karumba and Normanton and there is not enough left for recreational fishing.

**Action:** Tourism operators, not Council, need to progress any action regarding possible net closure of the Norman River.

### ATTENDANCE:

The General Manager-Tourism left the meeting room at 2:08pm.

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**CONFIRMED MINUTES**

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**10 REPORTS FROM DIRECTOR OF CORPORATE & COMMUNITY SERVICES**

**10.1 DCS REPORT - JULY 2019**

**Executive Summary:**

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

**COUNCIL RESOLUTION**

Moved Cr Wells

Seconded Cr Young

***That Council:***

- 1. receive the Director of Corporate Services Report;***
- 2. those matters not covered by resolution be noted;***
- 3. That Council apply a Penalty for unregistered dog over the age of 3 months – 2 Penalty Units + Registration Fee; and***
- 4. A Penalty for keeping of more than two dogs and/or cats as pets (Permit to be applied for separately) – 2 Penalty Units.***

**CARRIED 7/0**

***Resolution No. 0819/019***

**Action:** Apply Penalty for unregistered dog over the age of 3 month – 2 Penalty Units + Registration Fee; and  
Penalty for keeping of more than two dogs and/or cats as pets – 2 Penalty Units.

**ATTENDANCE:**

The Executive Assistant left the meeting room at 2:32pm.

Cr Bawden left the meeting room at 2:44pm and re-entered the meeting room at 2:46pm.

**10.2 APPROVAL TO UNDERTAKE A PRESCRIBED ACTIVITY - COMMERCIAL USE OF A BOAT RAMP**

**Executive Summary:**

Subordinate Local Law No. 1.2 (Commercial Use of Local Government Controlled Areas and Roads) 2015 provides for a legal and procedural framework for the administration, implementation and enforcement of the local government's local laws, subordinate local laws and other regulatory powers, and for miscellaneous administrative matters.

**COUNCIL RESOLUTION**

Moved Cr Beard

Seconded Cr Murphy

## CONFIRMED MINUTES

*That this item lay on the table until the fees and charges review.*

CARRIED 7/0

Resolution No. 0819/020

### ATTENDANCE:

The Manager Finance and Administration entered the meeting room at 2:48pm.  
The Director Corporate Services left the meeting room at 2:48pm and re-entered the meeting room at 2:49pm.  
The Executive Assistant re-entered the meeting room at 2:49pm.

### 10.3 MONTHLY FINANCIAL REPORT - JUNE 2019

#### Executive Summary:

The Monthly Financial Report has been prepared for the period ending 31 July 2019.

#### COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Gallagher

#### *That Council:*

- 1. accepts the Monthly Financial Report for the period ending 31 July 2019 as presented; and*
- 2. that those matters not covered by resolution be noted.*

CARRIED 7/0

Resolution No. 0819/021

### DECLARATION OF INTEREST:

Cr Hawkins made the following declaration in relation to discussions on the Bad Debt (Debtor Write-Offs).

*I declare that I have a conflict of interest in this matter (as defined the Local Government Act 2009, section 175D) as follows:*

*(iv) The nature of my relationship with Kaj Hansen is that I am the executor of his estate.*

*I have determined that this personal interest is not of sufficient significance that it will lead me to making a decision on the matter that is contrary to the public interest. I will best perform my responsibility of serving the overall public interest of the whole of the Council's area by participating in the discussion and voting on this matter.*

*However, I acknowledge that the remaining Councillors must now determine, pursuant to section 175E(4) of the Local Government Act 2009:-*

- (c) Whether I have a real conflict of interest in this matter or a perceived conflict of interest in this matter; and*
- (d) If so, whether:-*

## CONFIRMED MINUTES

- (iii) *I must leave the meeting while this matter is discussed or voted on; or*  
(iv) *I may participate in the meeting in relation to the matter, including by voting on the matter.*

That Councillor Bradley Hawkins does not have either a real conflict of interest or perceived conflict of interest in the matter and is accordingly free to participate in the meeting while this matter is discussed, including by voting on the matter.

### 10.4 BAD DEBT (DEBTOR) WRITE-OFF

#### Executive Summary:

Council finance team must assess periodically the likelihood of collecting long outstanding debts and provide a report of a possibility of writing off amounts as bad debt. Council recognise bad debts as per its Council Debt Policy and after exhausting all collection procedures.

#### COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Beard

***That Council write-off the following aged debtor balances:-***

- ***Kaj Hansen***                      ***\$596.04***
- ***Kevin Frances McIver***        ***\$926.93***

**CARRIED 7/0**

***Resolution No. 0819/022***

**Action:** Debts to be written off.

### 10.5 2019/2020 CARPENTARIA SHIRE COUNCIL RATES BASED FINANCIAL ASSISTANCE POLICY AMENDMENT

#### Executive Summary:

As per Section 192 of the *Local Government Regulation 2012*, Council is required to adopt a policy pertaining to any granting of concessions for rates and charges levied during the financial year.

Council adopted the Rates Based Financial Assistance Policy last 30 June 2019.

#### COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Beard

***That Council adopts the amended 2019/2020 Carpentaria Shire Council Rates Assistance Policy.***

**CARRIED 7/0**

***Resolution No. 0819/023***

**Action:** Adopt the amended 2019/2020 Carpentaria Shire Council Rates Assistance Policy.

## CONFIRMED MINUTES

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### DECLARATION OF INTEREST:

**Cr Hawkins** made the following declaration in relation to the Register of Pre-Qualified Suppliers of Trade and Professional Services -

*"I declare that I have a material personal interest in this matter (as defined by section 175B of the Local Government Act 2009) as follows\*:-*

(a) *I own plant and equipment and undertake works for Council.*

*I will be dealing with this declared material personal interest by leaving the meeting while this matter is discussed and voted on."*

### ATTENDANCE:

**Cr Hawkins** left the meeting room at 3:03pm.

### DECLARATION OF INTEREST:

**Cr Beard** made the following declaration in relation to the Register of Pre-Qualified Suppliers of Trade and Professional Services –

*"I declare that I have a conflict of interest in this matter (as defined by Local Government Act 2009, section 175D) as follows\*:-*

(a) *my sister, Sylvia Murrhy own plant and equipment and undertake works for Council.*

*I will be dealing with this declared conflict of interest by leaving the meeting while this matter is discussed and voted on."*

### ATTENDANCE:

**Cr Beard** left the meeting room at 3:03pm.

### DECLARATION OF INTEREST:

**Cr Murphy** made the following declaration in relation to the Register of Pre-Qualified Suppliers of Trade and Professional Services -

*"I declare that I have a material of interest in this matter (as defined by section 175B of the Local Government Act 2009) as follows\*:-*

(a) *I own plant and equipment and undertake works for Council.*

*I will be dealing with this declared material personal interest by leaving the meeting while this matter is discussed and voted on."*

## CONFIRMED MINUTES

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### ATTENDANCE:

Cr Murphy left the meeting room at 3:03pm.

The Senior Procurement and Purchasing Officer entered the meeting room at 3:03pm.

### 10.6 REGISTER OF PRE-QUALIFIED SUPPLIERS OF TRADE AND PROFESSIONAL SERVICES

#### Executive Summary:

Carpentaria Shire Council recently issued a joint tender together with Burke Shire Council and Mornington Shire Council to establish a register of pre-qualified suppliers of trade and professional services.

#### COUNCIL RESOLUTION

Moved Cr Wells

Seconded Cr Gallagher

*The Evaluation Panel recommends that Council approves the below suppliers as the preferred suppliers for Carpentaria Shire Council's Register of Pre-Qualified Suppliers of Trade and Professional Services:-*

- *ACP Street Painting*
- *AECOM*
- *AirBridge Networks*
- *Andrew M Murphy, T/A Murph's Plumbing*
- *Ausnorth Consultants Pty Ltd*
- *Barto's Construction Pty Ltd*
- *Bellarine Painting Pty Ltd*
- *Britespark Energy Solutions Pty Ltd*
- *Cairns Fencing*
- *Caliber Concreting Group Pty Ltd*
- *Cardew Enterprises Pty Ltd*
- *Cardno (QLD) Pty Ltd*
- *Chappo's Plumbing Pty Ltd*
- *D & E Freight Service*
- *DC Quirk Contracting*
- *DKJ Electrical Contractors*
- *Elizabeth Taylor Town Planner*
- *Enviro One Services and Installations Pty Ltd*
- *ERSCON Consulting Engineers*
- *Flaming North Fire Protection Pty Ltd*
- *Gulf Constructions (Qld) Pty Ltd*
- *Gulf General Freight*
- *Hawkins Transport*
- *Higgins Coatings Pty Ltd*
- *Hydramet Pty Ltd*
- *J.T & S.J Murrhiy*
- *JB Vinyl*

## CONFIRMED MINUTES

- *JM Switchboards*
- *Karumba Marine Services*
- *Larasharyn Pty Ltd T/A Emergent Building Approvals*
- *Liquitech Pump & Power Equipment*
- *Maxiforce Pty Ltd*
- *N & K Goggi Pty Ltd*
- *N-COM Pty Ltd*
- *Pegoraro Floors*
- *Pumping Irrigation & Machinery Services*
- *Q Energy Solutions (Qld) Pty Ltd*
- *SCADA Engineering Pty Ltd*
- *Tim Wilson Carpentry*
- *Veris Australia Pty Ltd*

CARRIED 7/0

*Resolution No. 0819/024*

Action: Approve the suppliers as the preferred suppliers for Carpentaria Shire Council's Register of Pre-Qualified Suppliers of Trade and Professional Services.

### ATTENDANCE:

The Senior Procurement and Purchasing Officer left the meeting room at 3:18pm.  
Cr Beard, Cr Murphy and Cr Hawkins re-entered the meeting room at 3:20pm.  
The Manager Economic and Community Development entered the meeting room at 3:20am.

Cr Wells left the meeting room at 3:20pm and returned at 3:22pm.

Cr Gallagher left the meeting room at 3:22pm and returned at 3:23pm

The Executive Assistant left the meeting room at 3:25pm and returned at 3:26pm

The Chief Executive Officer left the meeting room at 3:27pm and returned at 3:29pm

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**CONFIRMED MINUTES**

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**10.7 COMMUNITY DEVELOPMENT**

**Executive Summary:**

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

**2019 Masquerade Ball**

The Manager Economic and Community Development provided Council with an update on the Masquerade Ball held 3 August 2019 and asked Council to decide on

**MOTION**

Moved Cr Bawden

Seconded Cr Hawkins

***That Council nominate August 2020 for the Annual Ball and that a committee be arranged to commence planning.***

**CARRIED 7/0**

**Resolution No. 0819/025**

**Action:** Nominate a day in August 2020 for the annual Ball.

**COUNCIL RESOLUTION**

Moved Cr Young

Seconded Cr Murphy

***That Council:***

- 1. receive the Community Development Report; and***
- 2. that those matters not covered by resolution be noted.***

**CARRIED 7/0**

**Resolution No. 0819/026**

**ATTENDANCE:**

The Mayor left the meeting room at 3:44pm and re-entered the meeting room at 3:47pm.

The Consultant Engineer entered the meeting room at 3:47pm.

**DECLARATION OF INTEREST:**

Cr Gallagher declared a perceived interest in relation to discussions on the Normanton Rodeo – Sprint Races Application for Community Donation.

*"I declare that I have a perceived personal interest in this matter (as defined by Local Government Act 2009, section 175B) as follows\*:-*



## CONFIRMED MINUTES

(b) I am a member of the Normanton Rodeo Association; and

i. The nature of my interest in the matter is that I am a member of the Normanton Rodeo Association.

I will be dealing with this perceived interest staying in the meeting while this matter is discussed and voted on."

Cr Gallagher dealt with the declared perceived personal interest by staying in the meeting while this matter was discussed and voted on.

### 10.8 COMMUNITY DONATIONS AND SUPPORT

#### Executive Summary:

Council advertised its second round of the 2018/2019 Community Donations and Support funding program for events held between February to August 2019. The below applications have been received out of the grant rounds.

#### COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Wells

***That Council approves the following requests for donation and support :***

<u>Name</u>	<u>Event</u>	<u>Community Donations Support</u>
<b><i>Normanton Rodeo Association – Sprint Races</i></b>	<b><i>Sprint Races</i></b>	<b><i>Approves the request for the community donation trailer, toilets and showers throughout the entire rodeo grounds to be cleaned and bins to be collected on Monday after the event.</i></b>
<b><i>Karumba Golf Club</i></b>	<b><i>Requests trimming of various trees around the Karumba Golf Club</i></b>	<b><i>Declines the request for community donation.</i></b>
<b><i>Queensland Police Service</i></b>	<b><i>Police Remembrance Day</i></b>	<b><i>Approves the request for chairs and tables for Police Remembrance Day.</i></b>
<b><i>Gulf Goannas</i></b>		<b><i>Provide support with Council merchandise to the value of \$200.</i></b>

CARRIED 7/0

Resolution No. 0819/027

Action: Advise applicants of Council's decision.

**CONFIRMED MINUTES**

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**GENERAL BUSINESS – CORPORATE AND COMMUNITY DEVELOPMENT**

**N150 Bricks**

The Manager Economic and Community Development advised that the plans and a concept for the laying of the N150 Pavers was being finalised to provide additional pavers between those purchased by members of the public and fencing relocation and the provision of a seat would finalise the project.

**Entry Statement Signage**

The Manager Economic and Community Development presented Council with a draft of the Entry Statement Signage for Normanton and informed that a new concept was being prepared to replace the Barramundi with a Bull on the signage.

**Pensioner Housing Application**

The Manager Economic and Community Development informed Council that an application for Pensioner Housing had been received, however, it does not fit the criteria.

**PA System for Shire Hall**

The Manager Economic and Community Development advised that Ergon had issues with the placement of PA infrastructure on their poles so it was proposed to stage the installation to include additional speakers with the Main Street Upgrade being proposed by Engineering in consultation with Main Roads.

**ATTENDANCE:**

The Manager Economic and Community Development left the meeting room at 4:09pm.

The Chief Executive Officer left the meeting room at 4:34pm and re-entered the meeting room at 4:39pm

Cr Wells left the meeting room at 4:45pm and re-entered the meeting room at 4:47pm.

The Director Corporate Services left the meeting room at 4:57pm.

Cr Beard left the meeting room at 5:05pm.

## CONFIRMED MINUTES

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

#### 11.1 DOE REPORT

##### Executive Summary:

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

##### COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Wells

##### *That Council:*

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

CARRIED 7/0

*Resolution No. 0819/028*

##### ATTENDANCE:

Cr Beard re-entered the meeting room at 5:07pm.

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## CONFIRMED MINUTES

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### 11.2 NDRRA REPORT

#### Executive Summary:

QRA have paid approximately 90% of actual costs with the remainder to be assessed as part of the closes out process.

QRA18 projects have commenced with all work programmed for completion by November 2019.

Construction on QRA18 continues with crews established on Iffley Road, Broadwater Road, Inkerman Road and Donors Hill–Augustus Downs Road and Koolatah-Dixie Road.

Emergency works have been completed on all Shire Roads.

Submission 1 (Principal Roads) has had an initial “in-field” review with QRA indicating the requested treatment and scope aligns with the identified damage.

Council Officers and Consultants met with QRA on 10 July 2019 to determine appropriate benchmarking for the QRA19 program. As QRA19 requires fixed rates, the actual rates from QRA17 and QRA18 were used to develop appropriate rates for QRA19.

Emergency Works for all state-controlled roads were completed prior to the June 30 deadline.

#### COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Hawkins

#### *That Council:*

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

CARRIED 7/0

*Resolution No. 0819/029*

### 11.3 WATER AND WASTE REPORT - JULY 2019

#### Executive Summary:

The report is to advise Council on the operations of the Normanton Water Treatment Plant (WTP), Karumba Sewage Treatment Plant (STP) and Normanton STP for the month of July 2019.

#### COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Beard

#### *That Council:*

- 1. accepts the Water and Wastewater Report as presented for the period ending 31 July 2019; and*

## CONFIRMED MINUTES

2. *that those matters not covered by resolution be noted.*

CARRIED 7/0

*Resolution No. 0819/030*

### 11.4 BUILDING AND PLANNING REPORT

#### Executive Summary:

The report is to advise Council of relevant planning and building activities within the Shire for the month of July 2019.

#### COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Young

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

CARRIED 7/0

*Resolution No. 0819/031*

### 11.5 GARBAGE TRUCK PLANT REPLACEMENT

#### Executive Summary:

Council has obtained a quote to gauge the cost of replacing the current garbage compactor which is scheduled to be replaced in the 2020/21 financial year.

#### COUNCIL RESOLUTION

Moved Cr Wells

Seconded Cr Hawkins

*That Council brings forward the replacement of the Garbage Compactor to the 2019/20 Capital Expenditure Budget and defers the renewal of Plant 3018 Caterpillar 140M Grader to 2020/21.*

CARRIED 7/0

*Resolution No. 0819/032*

Action: Bring forward the replacement of the Garbage Compactor to the 2019/20 Capital Expenditure Budget and defer the renewal of Plant 3018 Caterpillar 140M Grader to 2020/21.

**CONFIRMED MINUTES**

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**11.6 KARUMBA BARRAMUNDI HATCHERY SHED TENDER**

**Executive Summary:**

Eight tenders were received for the Karumba Barramundi Hatchery Shed Tender through Vendor Panel. The tender is for the design and construction of a shed to be used as a hatchery for barramundi. The shed is to match the colours and roof sheeting of the new Les Wilson Barramundi Discovery Centre.

**COUNCIL RESOLUTION**

Moved Cr Beard

Seconded Cr Young

***That Council awards the Karumba Barramundi Hatchery Shed tender to Barto's Construction Pty Ltd.***

**CARRIED 7/0**

***Resolution No. 0819/033***

**Action:** Advise tenderer of Council's decision.

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## CONFIRMED MINUTES

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### 12 GENERAL BUSINESS

#### Weed Management Plan

Cr Young queried the weed management plan.

The Chief Executive Officer informed that the Biosecurity Plan was received yesterday and is now ready to progress to community consultation and that town services are randomly spraying areas identified.

#### Northern Gulf Resource Management Group

Cr Gallagher informed that Northern Gulf Resource Management Group had put in a funding application for 2 people based in Normanton to do weed spraying in the Norman Catchment.

#### Pensioner Units

Cr Gallagher queried the maintenance on the pensioner units and requested that routine inspection programs be carried out.

#### Traffic Counters

Cr Gallagher queried the information on traffic counters. Is there information available from the counters.

**Action:** Information to be provided as part of the next report to Council from DOE

#### Glenore Weir

Cr Beard queried the Glenore Weir repairs

The Chief Executive Officer informed that Dave Murray will be assisting in reviewing the plans for the Weir and that the deed with SMEC had been signed and returned to Council.

#### Scrutton River

Cr Beard queried the works on the Scrutton River causeway

The tender for the Scrutton River Causeway has been called.

#### QRA Mapping Workshop

Cr Bawden informed he is attending the QRA Mapping Workshop on the 9<sup>th</sup> & 10<sup>th</sup> September 2019 at Cloncurry.

Cr Young, Cr Gallagher and the Director of Engineering will also attend.

**CONFIRMED MINUTES**

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**Small Cell Tower – Critters Camp**

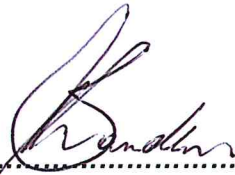
DCS advised that he has been in contact with Telstra about the proposed Small Cell Tower planned for the Critters Camp area.

**13 CLOSURE OF MEETING**


*The Chair of the meeting, Cr Lyall Bawden, Mayor, declared the meeting closed at 5:58pm.*

**MINUTES CERTIFICATE**

***These Minutes are Confirmed.***



Councillor LV Bawden  
Mayor



Date