



CARPENTARIA SHIRE

Outback by the Sea

ORDINARY MEETING

MINUTES

13 MARCH, 2024

CONFIRMED MINUTES

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CONFIRMED MINUTES

1 OPENING OF MEETING

The Mayor welcomed members and declared the meeting open at **9:05am**.

2 RECORD OF ATTENDANCE

Councillors

Cr LV Bawden	Mayor
Cr BJ Hawkins	Deputy Mayor
Cr AT Gallagher	
Cr AJ Scott	
Cr CJ Young	
Cr AM Murphy	
Cr DB Thomas	

Staff

Mr Mark Crawley	Chief Executive Officer
Ms Angeline Pascoe	Executive Assistant
Ms Julianne Meier	Director Corporate Services
Ms Anne Andrews	Director Community Development, Tourism & Regional Prosperity
Mr Michael Wanrooy	Director of Engineering

The following officers attended the meeting as indicated in the minutes

Mr John Martin	Consultant Engineer - ERSCON
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3 CONDOLENCES

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

❖ Ms Jane Travers

4 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

Confirmation of Minutes from the Ordinary Council Meeting held 21 February 2024, as previously circulated to Councillors.

COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Young

That the Minutes of the Ordinary Council Meeting held 21 February 2024 be confirmed.

CARRIED 7/0

Resolution No. 0324/001

CONFIRMED MINUTES

5 BUSINESS ARISING FROM PREVIOUS MEETINGS
--

Nil.

6 RECEPTION OF PETITIONS & DEPUTATIONS

Nil.

7 MAYORAL MINUTES

Gulf Savannah Development (GSD)
--

Councillor Bawden informed that the Chief Executive Officer from GSD recently attended the deputations with Ministers and Members of the Opposition at State Parliament with the delegation from Cairns, Neil's attendance was an opportunity to showcase the Gulf Region and projects within the Gulf Region.
--

DECLARATION OF INTEREST:

I, **Councillor Murphy**, inform this meeting that, pursuant to section 150EQ(3)(b) and 150EQ(3)(c) of the Local Government Act 2009, I have a declarable conflict of interest in relation to Agenda Item 8.1 – Concealed Water Leak Concession Request - 18 Philp Street Normanton. The nature of my interest is as follows:

- (i) I did the plumbing work to replace a section of water line with a concealed leak;

In accordance with section 150EM of the Local Government Act 2009, I will now leave the meeting room while this matter is discussed.

ATTENDANCE:

Councillor Murphy left the meeting room at **9:16am**.

Councillor Murphy re-entered the meeting room at **9:18am**.

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 Scott

Seconded Cr Gallagher

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 Concealed Water Leak Concession Request - 18 Philp Street Normanton
This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(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 Water Consumption Concession Request - 2 Noel Street Normanton
This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(d) (f) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to rating concessions; AND matters that may directly affect the health and safety of an individual or a group of individuals.

CARRIED 6/0

Resolution No. 0324/002

CLOSURE OF MEETING:

The meeting was closed to the public at 9:16am

COUNCIL RESOLUTION

Moved Cr Thomas

Seconded Cr Hawkins

That Council open the meeting to the public.

CARRIED 7/0

Resolution No. 0324/003

REOPENING OF MEETING:

The meeting was reopened to the public at 9:20am.

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DECLARATION OF INTEREST:

I, **Councillor Murphy**, inform this meeting that, pursuant to section 150EQ(3)(b) and 150EQ(3)(c) of the Local Government Act 2009, I have a declarable conflict of interest in relation to Agenda Item 8.1 – Concealed Water Leak Concession Request - 18 Philp Street Normanton. The nature of my interest is as follows:

- (i) I did the plumbing work to replace a section of water line with a concealed leak;

In accordance with section 150EM of the Local Government Act 2009, I will now leave the meeting room while this matter is discussed.

ATTENDANCE:

Councillor Murphy left the meeting room at **9:20am**.

8.1 CONCEALED WATER LEAK CONCESSION REQUEST - 18 PHILP STREET NORMANTON
--

Executive Summary:

Assessment A815 (Lot 4 N14839), recorded a high water consumption charge for the 2nd levy issued on 20 February, 2024 for the 2023/2024 year. The owner is requesting a concession under the "Concealed Water Leak Policy". The Policy, as written, allows Council to provide a concession to qualifying owners.

COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Gallagher

That Council:

- 1. accept the "Concealed Water Leak Application" for Assessment A815 located at 18 Philp Street, Normanton (Lot 4 N14839); and***
- 2. provide a concession of \$3,184.50 in line with Council's Concealed Water Leak Policy.***

CARRIED 6/0

Resolution No. 0324/004

ATTENDANCE:

Councillor Murphy re-entered the meeting room at **9:21am**.

CONFIRMED MINUTES

**8.2 WATER CONSUMPTION CONCESSION REQUEST - 2 NOEL STREET
NORMANTON**

Executive Summary:

Council received a request for a concession on the water consumption charges levied for the period 01/07/2022 to 30/06/2023.

COUNCIL RESOLUTION

Moved Cr Scott

Seconded Cr Hawkins

That Council provide a concession for \$592.50 for water consumption charges.

CARRIED 7/0

Resolution No. 0324/005

This space left blank intentionally

CONFIRMED MINUTES

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.

COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Thomas

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. 0324/006

9.2 CHANGE OF MEETING DATE - APRIL ORDINARY MEETING

Executive Summary:

Due to the scheduling of a Special Mayors Forum at Parliament House on 17th April 2024, Council may need to consider the change to the meeting date for the scheduled April Meeting.

COUNCIL RESOLUTION

Moved Cr Scott

Seconded Cr Hawkins

That Council:

- 1. Delegate authority to the Chief Executive Officer to set a date for the April Ordinary meeting in consultation with the Mayor following the confirmation of dates for the AICD Training to coincide with the LGAQ Mayors Forum in Brisbane when dates for the training have been set and confirmed; and***
- 2. Provide the prescribed notice to the Councillors and public of the new dates.***

CARRIED 7/0

Resolution No. 0324/007

CONFIRMED MINUTES

10 REPORTS FROM DIRECTOR OF CORPORATE SERVICES

10.1 DCS REPORT

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 Scott

Seconded Cr Gallagher

That Council:

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

CARRIED 7/0

Resolution No. 0324/008

ATTENDANCE:

The Director Corporate Services left the meeting room at 9:53am.

The Director Corporate Services re-entered the meeting room at 9:54am.

The Manager Finance and Administration entered the meeting room at 9:54am.

10.2 MONTHLY FINANCIAL REPORT - FEBRUARY 2024

Executive Summary:

Presentation of the financial report for 29 February 2024 as required under section 204 of the *Local Government Regulation 2012*. The report is presented for noting and indicates whether Council is progressing satisfactorily against its current budget.

COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Gallagher

That Council accepts the Monthly Financial Report, as required under section 204 of the Local Government Regulation 2012 for the period ended 29 February 2024.

CARRIED 7/0

Resolution No. 0324/009

ATTENDANCE:

The Manager Finance and Administration left the meeting room at 10:09am.

CONFIRMED MINUTES

10.3 HUMAN RESOURCES REPORT

Executive Summary:

This report provides information on the progress of SAFEPLAN, Council's safety management system, and an update on general human resource matters.

COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Scott

That Council accepts the report for information.

CARRIED 7/0

Resolution No. 0324/010

ADJOURNMENT:

The meeting adjourned for morning tea at **10:23am**.
The meeting resumed at **10:45am**.

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CONFIRMED MINUTES

11 REPORTS FROM DIRECTOR COMMUNITY DEVELOPMENT, TOURISM & REGIONAL

11.1 MONTHLY REPORT COMMUNITY DEVELOPMENT, TOURISM AND REGIONAL PROSPERITY

Executive Summary:

This report updates Council on various activities and programs that are facilitated within the Community Development, Tourism and Regional Prosperity portfolio of Council.

COUNCIL RESOLUTION

Moved Cr Thomas

Seconded Cr Young

That Council:

1. *notes the Community Development, Tourism and Regional Prosperity report;*
and
2. *that those matters not covered by resolution be noted.*

CARRIED 7/0

Resolution No. 0324/011

DECLARATION OF INTEREST:

I, **Councillor Gallagher**, inform this meeting that, pursuant to section 150EQ(3)(b) and 150EQ(3)(c) of the Local Government Act 2009, I have a declarable conflict of interest in relation to Agenda Item 11.2 – Community Donations and Support. The nature of my interest is as follows:

- (i) My wife is on the Board of the applicant, Gulf Christian College;

In accordance with section 150EM of the Local Government Act 2009, I will now leave the meeting room while this matter is discussed.

ATTENDANCE:

Councillor Gallagher left the meeting room at **11:19am**.

DECLARATION OF INTEREST:

I, **Councillor Thomas**, inform this meeting that, pursuant to section 150EQ(3)(b) and 150EQ(3)(c) of the Local Government Act 2009, I have a declarable conflict of interest in relation to Agenda Item 11.2 – Community Donations and Support. The nature of my interest is as follows:

- (i) I am an employee of Gulf Christian College;

CONFIRMED MINUTES

In accordance with section 150EM of the Local Government Act 2009, I will now leave the meeting room while this matter is discussed.

ATTENDANCE:

Councillor Thomas left the meeting room at **11:19am**.

DECLARATION OF INTEREST:

I, **Councillor Scott**, inform this meeting that, pursuant to section 150EQ(3)(b) and 150EQ(3)(c) of the Local Government Act 2009, I have a declarable conflict of interest in relation to Agenda Item 11.2 – Community Donations and Support. The nature of my interest is as follows:

- (i) I am a member of the Normanton Fishing Club;

In accordance with section 150EM of the Local Government Act 2009, I will now leave the meeting room while this matter is discussed.

ATTENDANCE:

Councillor Scott left the meeting room at **11:19am**.

11.2 COMMUNITY DONATIONS AND SUPPORT

Executive Summary:

Since the February 2024 meeting of Council, the requests listed in this report have been received for consideration under the Carpentaria Shire Council Community Donations and Support program.

COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Young

That Council:

- 1. considers the fee waivers presented for approval in this report and;***
- 2. notes the fee waivers approved under the delegation of the Chief Executive Officer since the February 2024 meeting of Council.***

CARRIED 4/0

Resolution No. 0324/012

ATTENDANCE:

Councillor Gallagher re-entered the meeting room at **11:25am**.

Councillor Thomas re-entered the meeting room at **11:25am**.

Councillor Scott re-entered the meeting room at **11:25am**.

CONFIRMED MINUTES

11.3 ADVISORY COMMITTEE UPDATE - TOURISM AND ECONOMIC DEVELOPMENT

Executive Summary:

At the November 2023 meeting of Council, Council endorsed the recommendations of the Economic Development Strategy and Outback By The Sea[®] Tourism Strategy to establish Advisory Committees to assist Council to deliver the recommendations and actions from the two strategies. Expressions of Interest closed on February 29, 2024 and this report considers the options for Council to action the committees.

COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr Hawkins

That this lay on the table for the next meeting.

CARRIED 7/0

Resolution No. 0324/013

11.4 NORMANTON CHILDCARE CENTRE - TRANSITION TO ASTUTE MANGEMENT

Executive Summary:

In March 2023, the Carpentaria Shire Council engaged Astute Early Years Specialist Pty Ltd ATF The Comerford Family Trust (Astute) to create a business plan for the Normanton Child Care Centre and in September 2023, resolved that pursuant to s235 (b) of the Local Government Regulation 2012, enter into an agreement with Astute to support Council with the implementation of the business plan over a period of five years to be reviewed annually. Astute and Council meets weekly to ensure the successful transition of the centre.

COUNCIL RESOLUTION

Moved Cr Scott

Seconded Cr Thomas

That Council notes the attached information and monthly report.

CARRIED 7/0

Resolution No. 0324/014

ATTENDANCE:

The Director Corporate Services left the meeting room at 11:39am.

The Director Corporate Services re-entered the meeting room at 11:40am.

CONFIRMED MINUTES

11.5 LES WILSON BARRAMUNDI DISCOVERY CENTRE MONTHLY REPORT

Executive Summary:

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

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Young

That Council:

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

CARRIED 7/0

Resolution No. 0324/015

11.6 ALGAE FREE ULTRASOUND DEVICE AND BROODSTOCK

Executive Summary:

This report provides a recommendation to purchase the algae free ultrasound device that has been on loan, free of charge, during the testing period in the Les Wilson Barramundi Discovery Centre Pond and for a specialised broodstock tank.

COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr Young

That this item lay on the table for the next meeting.

CARRIED 7/0

Resolution No. 0324/016

ATTENDANCE:

Councillor Gallagher left the meeting room at 11:46am.

Councillor Gallagher re-entered the meeting room at 11:47am.

The Consultant Engineer entered the meeting room at 11:55am.

CONFIRMED MINUTES

12 REPORTS FROM DIRECTOR OF ENGINEERING - ROADS & SERVICES

12.1 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 Hawkins

Seconded Cr Murphy

That Council:

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

CARRIED 7/0

Resolution No. 0324/017

This space left blank intentionally

CONFIRMED MINUTES

12.2 NDRRA/QDRF REPORT

Executive Summary:

QRA21: The QRA21 project is now 100% complete. Remaining scope that was not completed before the December 31, 2023, deadline will be submitted to be rolled over into the QRA24 submissions. Acquittal documentation is currently being prepared for all QRA21 submissions.

QRA22: The QRA22 project is approximately 86.2% complete. The QRA22 program of work has a deadline of 30 June 2024. No construction is currently being undertaken due to the wet season shutdown and an updated construction programme is being prepared.

QRA23: Submission 5 (Iffley Road Incl Rollover) and Submission 1 (Far Northern Roads) have now been approved and Council has received prepayment. A final outcome report for Submission 2 (Northern Roads) has been received and approval is expected shortly. QRA21 and QRA22 scope that received significant additional damage will be rolled over into the QRA23 submissions.

QRA24: Carpentaria Shire Council was activated for REPA, Emergency Works and CDO relief measures on 29 December 2023 in response to the Tropical Cyclone Jasper event. Damage pickup has begun throughout the Shire on roads that are currently accessible from Normanton.

RRUPP: Two (2) Remote Roads Upgrade Pilot Program (RRUPP) projects have been approved for construction. Construction on the Iffley Road project in conjunction with QRA23 scope as per the funding agreement was partially completed before the wet season shutdown. Works on the Dixie Road and remaining works on Iffley Road will take place this year.

MITCHELL RIVER BRIDGE: The Mitchell River Bridge options analysis has been finalised and final costings are under review. The detailed design is currently being completed by others.

OTHER: Dunbar – Kowanyama (pavement stabilization and sealing) betterment project is near completion with seal works to be completed in the 2024 construction season. The fit out of the Disaster Coordination Centre (approx. \$800k) has been submitted for QRRRF funding. Two (2) projects are being prepared for submission under 2024 betterment funding.

COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Gallagher

That Council:

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

CARRIED 7/0

Resolution No. 0324/018

CONFIRMED MINUTES

ATTENDANCE:

The Consultant Engineer left the meeting room at 12:23pm.

ADJOURNMENT:

The meeting adjourned for lunch at 12:23pm.

The meeting resumed at 1:45pm.

12.3 WATER AND WASTE MONTHLY REPORT

Executive Summary:

This report has been prepared to provide Council with an overview of actions completed and underway within the Water and Waste Department for February 2024.

COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Young

That Council:

- 1. receive and note the Water and Waste Monthly Report for January 2024; and*
- 2. that those matters not covered by resolution be noted.*

CARRIED 7/0

Resolution No. 0324/019

12.4 WORKSHOP REPORT

Executive Summary:

This report provides information and updates to Council on various maintenance and repairs that are facilitated within the Workshop.

COUNCIL RESOLUTION

Moved Cr Thomas

Seconded Cr Gallagher

That Council:

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

CARRIED 7/0

Resolution No. 0324/020

CONFIRMED MINUTES

NOTATION:

Hours and kilometres for plant items to be recorded in future reports.
Make necessary arrangement to sand blast and re-spray the float trailer.

12.5 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 February 2024.

COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Hawkins

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

CARRIED 7/0

Resolution No. 0324/021

12.6 RURAL ROADS POLICY

Executive Summary:

It has been a couple of years since the Rural Roads Policy was originally adopted and has been reviewed and is presented to Council for formal consideration and adoption. Changes to the document have been highlighted in yellow and items to be changed upon resolution are highlighted in green.

COUNCIL RESOLUTION

Moved Cr Scott

Seconded Cr Thomas

That this item lay on the table for the next meeting.

CARRIED 7/0

Resolution No. 0324/022

CLOSED SESSION

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

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listed come within the following provisions

CARRIED 7/0

Resolution No. 0324/023

CLOSURE OF MEETING:

The meeting was closed to the public at **2:24pm**

MOTION TO OPEN

COUNCIL RESOLUTION

Moved Cr Scott

Seconded Cr Thomas

That Council open the meeting to the public.

CARRIED 7/0

Resolution No. 0324/024

REOPENING OF MEETING:

The meeting was reopened to the public at **2:32pm**

ATTENDANCE:

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

The Executive Assistant re-entered the meeting room at **2:33pm.**

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CONFIRMED MINUTES

13 GENERAL BUSINESS

Recognition of Services

Councillor Bawden presented Councillor Scott with a Certificate of Recognition of Services for 4 years of dedicated service to Carpentaria Shire Council.

Councillor Bawden also presented Councillor Young with a Certificate of Recognition of Services for 8 years of dedicated service to Carpentaria Shire Council.

Councillor Bawden also thanked Councillors for the previous years.

Recognition of Services

Councillor Hawkins expressed gratitude to fellow Councillors, acknowledging the valuable learning experiences gained. Reflecting on the past four years as Deputy Mayor, Councillor Hawkins emphasised the privilege it has been to represent the Council. Additionally, Councillor Hawkins highlighted the importance of time in accomplishing tasks effectively.

Recognition of Services

Councillor Scott expressed gratitude for the four years of service and acknowledged that it had been a period of significant learning and growth.

Recognition of Services

Councillor Young reflected on the privilege and honour of their role, highlighting the steep learning curve and experience gained. Councillor Young expressed gratitude for the support received from fellow Councillors and extended thanks to the Council Officers.

Recognition of Services

Councillor Gallagher extended thanks to all present, reflecting on his 23-year journey on the Council as a valuable and enriching experience. Councillor Gallagher emphasised the continuous learning process and expressed appreciation for the opportunities and support received throughout.

Recognition of Services

Councillor Thomas expressed gratitude and thanks and acknowledged that we have a large nomination listing for the upcoming LG Election. Additionally, Councillor Thomas extended thanks to Mark, Angeline, Michael, Anne, and Julianne.

CONFIRMED MINUTES

Telstra Media Release

Councillor Murphy requested that a media release be put out in regards to the Telstra Outage.

Action: The Mayor to call the Regional Manager, The Chief Executive Officer to arrange Media Release/Facebook Post.

Understanding Financials

Councillor Murphy requested a public consultation in understanding Council's financials.

Action: The Chief Executive Officer informed this could form part of the Budget process and could be added to the Community Report in the Annual Report.

Councillor Murphy thanked everyone for their contributions, emphasising the effectiveness of teamwork and the exchange of good ideas within the Council. Councillor Murphy also expressed appreciation for the dedication and hard work of the Council staff.

Reef Moulding for Existing Reef

Councillor Young informed that the community is in support of reef moulding to add to the Fish Attracting Devices recently deployed.

Weeds Spraying in Karumba

Councillor Young queried the spraying of weeds in Karumba. With the continued wet season the weeds are continuing to grow and need to be treated as soon as possible.

Re-supply Procedures

Councillor Young queried the re-supply procedures for graziers. The Chief Executive Officer advised that the procedures are available on the website and the office contacts graziers well before the wet season.

Spring Loaded Gate at the Karumba Swimming Pool

Councillor Young queried the gate at the Karumba Swimming Pool.

CONFIRMED MINUTES

14 CLOSURE OF MEETING

The Chair of the meeting, Cr Lyall Bawden, Mayor, declared the meeting closed at 3:07pm.

MINUTES CERTIFICATE

These Minutes are Confirmed.



.....
Councillor LV Bawden
Mayor

13 / 03 / 2024
.....

Date

