



CARPENTARIA SHIRE

Outback by the Sea

ORDINARY MEETING

MINUTES

20 MAY, 2021

CONFIRMED MINUTES

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CONFIRMED MINUTES

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 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
Mr Michael Wanrooy	Director of Engineering

The following officers attended the meeting as indicated in the minutes

Mrs Lisa Ruyg	Manager Human Resources
Mr Ben Hill	Manager Water & Waste
Mrs Cherie Schafer	Manager Economic and Community Development
Mr John Martin	Consultant Engineer - ERSCON

The Mayor welcomed Cr Thomas.

3 CONDOLENCES

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

- ❖ Mr Zane Gallagher

CONFIRMED MINUTES

4 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

Confirmation of Minutes from the Ordinary Council Meeting held 21 April 2021 in the Les Wilson Barramundi Discovery Centre be confirmed, as previously circulated to Councillors.

COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Gallagher

That the Minutes of the Ordinary Council Meeting held 21 April 2021 in the Les Wilson Barramundi Discovery Centre be confirmed.

CARRIED 7/0

Resolution No. 0521/001

5 BUSINESS ARISING FROM PREVIOUS MEETINGS

Item 10.8 : Reports from the Director of Corporate & Community Services

Cr Scott advised that Resolution No.0421/022 on page 19 of the draft Minutes of the Ordinary Meeting held on 21 April 2021 be changed to 4/0 not 6/0.

6 RECEPTION OF PETITIONS & DEPUTATIONS

ATTENDANCE:

Mr Mick Gallagher and Ms Brenda Schneekloth sat in the public gallery.
Mr Gallagher was invited to address Council and spoke on the following issues:

Pipeline Easement

Mr Gallagher raised the issue of the pipeline easement and why the other side of the river at Karumba is not included.

Cr Bawden informed that Council is investigating the easement and has already commenced discussions in relation to the section of the easement on the Karumba side of the Norman River and having it included as part of the Pipeline Road and included on the road asset register.

Glenore Pipeline Easement

Mr Gallagher queried why the Glenore Pipeline easement was 60m wide outside of the road reserve.

A suitable width will be proposed and included in discussions with landholders as Council progresses the issue and negotiation of easements for the Pipeline Road.

CONFIRMED MINUTES

Fence on other side of the Weir

Mr Gallagher advised that when the area resumed for pumping purpose – not enough consultation was carried out and when was Council to finalise the fencing on the other side of the weir.

Cr Bawden informed that Council was progressing the completion of the fencing and this should be completed as discussed previously.

Gateway at Uralla Waterhole

Mr Gallagher informed that Council had undertaken work in the area and left material at the gate blocking access.

Cr Bawden informed that Council would investigate and clear materials where necessary.

Mr Gallagher left the meeting room at 9:17am.

Ms Schneekloth was invited to address Council and spoke on the following issues:

Lilyvale Subdivision

Ms Schneekloth asked when the Lilyvale subdivision lots will be available and why people can't buy off the plan.

The Chief Executive Officer informed that the conditions of the development approval needed to be satisfied before plans can be registered. The road improvements on the Development Road needed to be completed to satisfy one of the State Government conditions on the development. This work will be completed this year and the first 10 lots put to market on completion of the registration of the plans.

Industrial Lots

Ms Schneekloth asked if there were any plans by Council to introduce additional industrial land subdivision.

Cr Bawden informed that Council was keen to progress additional industrial land for resale to members of the public.

Interagency Meetings

Ms Schneekloth stated that Council should reconsider and continue to facilitate the Interagency meetings.

Cr Bawden informed that Council cannot meet the requirements of the new changes brought in by the Department of Communities under the funding program.

CONFIRMED MINUTES

Community Donations

Ms Schneekloth asked why Councillors were required to leave the room when discussing community donations.

The Chief Executive Officer informed of changes to legislation and the need for the Elected Member to effectively manage their Conflict of Interest Declarations and that Councillors have a legal obligation to abide by and manage conflicts of interest between the public interests, Councillors interests and the interests of related persons.

7 MAYORAL MINUTES

Western Alliance of Councils Assembly – Richmond 17 to 19 May 2021

Cr Bawden, Cr Hawkins and the Chief Executive Officer attended the Western Alliance of Councils held in Richmond recently.

Cr Bawden informed the Assembly was well attended with delegates and leaders from across Western Queensland and senior State and Federal government representatives.

Discussions were held on the following:

- Roads
- Housing – QTC risk appetite for development
- Connectivity
- Transport – air fare pricing
- Regionalisation

Ms Schneekloth left the meeting room at 9:45am.

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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 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

8.1 Superannuation Payments on Annual Leave Loading

This item is classified CONFIDENTIAL under the provisions of clause 275(1)(b) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to industrial matters affecting employees.

CARRIED 7/0

Resolution No. 0521/002

CLOSURE OF MEETING:

The meeting was closed to the public at **9:45am**.

COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Young

That Council open the meeting to the public.

CARRIED 7/0

Resolution No. 0521/003

REOPENING OF MEETING:

The meeting was reopened to the public at **9:53am**.

Ms Schneekloth re-entered the meeting room at 9:53am

CONFIRMED MINUTES

8.1 SUPERANNUATION PAYMENTS ON ANNUAL LEAVE LOADING

Executive Summary:

Council's obligations in respect of historical superannuation guarantee payments on annual leave loading and whether there is a liability to pay additional amounts.

COUNCIL RESOLUTION

Moved Cr Scott

Seconded Cr Murphy

That Council:

- 1. note the superannuation payments on annual leave loading report; and*
- 2. provide an additional operational budget of \$64,594.09 to pay historical superannuation guarantee (SG) shortfall for the period 1 July 2014 to 30 June 2019.*

CARRIED 7/0

Resolution No. 0521/004

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 Scott

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. 0521/005

ADJOURNMENT:

The meeting adjourned for morning tea at **10:05am**.

- During the adjournment the Mayor officiated and performed the citizenship ceremony and presented Mrs Mary-Ann Wilson, Ms Ya-Chi Chen and Ms Hsiang-Han Wang with their certificates and congratulated them on becoming Australian citizens.

The meeting resumed at **10:41am**.

9.2 SEEKING COUNCIL VIEWS ON CONVERSION

Executive Summary:

An application has been received by the Department in relation to conversion of Special Lease to Freehold over Lot 82 on SP280698 and are seeking Council's views.

COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Gallagher

That Council advise the Department that it has no objection to the conversion of freehold.

CARRIED 7/0

Resolution No. 0521/006

CONFIRMED MINUTES

DECLARATION OF INTEREST:

I, **Councillor Gallagher**, inform this meeting that I have a declarable conflict of interest as per section 150EQ(4)(a) and (b) in relation to Agenda Item 9.3 – Easement Documentation – Water Supply Easements. This declarable interest arises because persons who are a related party of mine has an interest in this matter. The nature of my interest is as follows:

- (i) Mick and Nola Gallagher;
- (ii) The nature of my relationship with this related party is they are my parents
- (iii) The nature of the related party's interests in this matter is that they own property which the water supply easement runs through.

As a result of my conflict of interest, I will now leave the meeting room while this matter is discussed and voted on.

ATTENDANCE:

Cr Gallagher left the meeting room at **10:44am**.

9.3 EASEMENT DOCUMENTATION - WATER SUPPLY EASEMENTS

Executive Summary:

The Easement Documents were stalled by Council on advice to Preston Law on 7 December 2017. There is an opportunity to revisit the easements and previous documentation is provided to recommence the discussion.

COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr Young

That Council authorise the Chief Executive Officer to recommence the process to finalise the Water Supply Easements in negotiation with Landholders and finalise all agreements for the water supply at Glenore.

CARRIED 6/0

Resolution No. 0521/007

ATTENDANCE:

Cr Gallagher re-entered the meeting room at **10:53am**.

CONFIRMED MINUTES

9.4 CORPORATE PLAN ADOPTION

Executive Summary:

Council reviewed the Corporate Plan recently following a presentation and workshop. A new Draft Plan was developed and placed on the website for further consultation.

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Murphy

That Council adopt the Corporate Plan 2021-2025.

CARRIED 7/0

Resolution No. 0521/008

9.5 REQUEST TO TEMPORARILY CLOSE PART OF ROAD

Executive Summary:

Request received to close a section of the Esplanade in Karumba for the purpose of holding a wedding.

COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr Scott

That Council approve the request to temporarily close the section of road subject to all the necessary permits being obtained and to consult with the local residents and businesses in the area.

CARRIED 7/0

Resolution No. 0521/009

ATTENDANCE:

The Chief Executive Officer left the meeting room at 10:58am.

The Chief Executive Officer re-entered the meeting room at 11:00am

The Manager Human Resources entered the meeting room at 11:00am.

CONFIRMED MINUTES

9.6 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 Scott

Seconded Cr Murphy

That Council accepts the Human Resources Report for information.

CARRIED 7/0

Resolution No. 0521/010

ATTENDANCE:

The Manager Human Resources entered the meeting room at 11:30am.

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CONFIRMED MINUTES

10 REPORTS FROM DIRECTOR OF CORPORATE & COMMUNITY SERVICES

10.1 DCS REPORT - APRIL 2021

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 the Director of Corporate Services Report for the month of April 2021; and***
- 2. that those matters not covered by resolution be noted.***

CARRIED 7/0

Resolution No. 0521/011

ATTENDANCE:

The Director Corporate Services left the meeting room at 11:49am.
The Director Corporate Services re-entered the meeting room at 11:51am.
The Manager Finance and Administration entered the meeting room at 11.51am.

10.2 MONTHLY FINANCIAL REPORT - APRIL 2021

Executive Summary:

Presentation of the financial report for April 2021 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 Scott

Seconded Cr Thomas

That Council accepts the Monthly Financial Report, as required under section 204 of the Local Government Regulation 2012 for the period ended 30 April 2021.

CARRIED 7/0

Resolution No. 0521/012

ATTENDANCE:

The Manager Finance and Administration left the meeting room at 12.12am.

CONFIRMED MINUTES

10.3 FEES AND CHARGES - 2021/2022

Executive Summary:

As part of Council's annual budget setting process, the fees and charges for the next financial year need to be developed and set by Council. This report recommends that Council set the fees and charges effective from the next financial year (from 1 July 2021) in accordance with the attached fees and charges schedule.

COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Scott

That Council:

1. ***adopts the Fees and Charges for the 2021/22 financial year, effective from 1 July 2021 by:***
 - a. ***Fixing the cost-recovery fees as indicated in the 2021/22 Fees and Charges Schedule in accordance with section 97(1) of the Local Government Act 2009; and***
 - b. ***Fixing all other fees and charges contained in the 2021/22 Fees and Charges Schedule.***
2. ***delegates authority to the Chief Executive Officer to set or vary any fee or charge, other than those that are cost-recovery fees, in accordance with section 257(1)(b) of the Local Government Act 2009.***

CARRIED 7/0

Resolution No. 0521/013

ADJOURNMENT:

The meeting adjourned for lunch at **12:30pm**.

The meeting resumed at **1:35pm**.

ATTENDANCE:

The Manager Economic & Community Development entered the meeting room at **1:36pm**.

CONFIRMED MINUTES

10.4 COMMUNITY DEVELOPMENT REPORT

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.

COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Gallagher

That Council:

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

CARRIED 7/0

Resolution No. 0521/014

10.5 COMMUNITY DONATIONS AND SUPPORT

Executive Summary:

Council receives numerous requests for donations throughout the year. The applications listed in the recommendation are applications that have been received outside of the grant funding round.

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Murphy

That Council note and endorse the waiver of fees and charges.

CARRIED 7/0

Resolution No. 0521/015

ATTENDANCE:

The Manager Economic & Community Development left the meeting room at 1:53pm.

The Manager Water & Waste entered the meeting room at 1:53pm.

The Consultant Engineer entered the meeting room at 1:53pm.

Cr Murphy left the meeting room at 2:17pm.

Cr Murphy re-entered the meeting room at 2:18pm.

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 Young

Seconded Cr Gallagher

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. 0521/016

11.2 NDRRA/QDRF REPORT

Executive Summary:

QRA19: The QRA19 project is approximately 89% complete. Five (5) crews are currently in operation with QRA19 works being prioritised over QRA20 works to ensure deadlines are met. Deadlines for the QRA19 works are between September 30 and December 30, 2021. An EOT request has been submitted to QRA for the Dunbar-Kowanyama Road, Rutland Plains Access and Dunbar Koolatah Road due to the condition of 89B.

QRA20: The QRA20 project is approximately 1.5% complete. Assets with both QRA19 and QRA20 scope have been programmed together where feasible to reduce camp and mobilisation costs. The QRA20 scope must be delivered by June 30, 2022.

QRA21: All assessments have been completed within the Shire with the exception of the far North to be picked up in mid-May. QRA have been contacted to arrange an infield assessment at the earliest available time.

QRRRF: Two (2) projects have been selected by QRA and detailed submissions have been lodged to QRA for further assessment.

NQRRG: Six (6) projects were submitted for the North Queensland Recovery and Resilience Grant (\$857K). Council is currently waiting for feedback from QRA.

COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Murphy

That Council:

CONFIRMED MINUTES

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

CARRIED 7/0

Resolution No. 0521/017

ATTENDANCE:

The Consultant Engineer left the meeting room at 2:58pm.

11.3 WATER AND WASTE REPORT - APRIL 2021

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 April 2021.

COUNCIL RESOLUTION

Moved Cr Thomas

Seconded Cr Scott

That Council:

1. *accepts the Water and Wastewater Report as presented for the period ending 30th April 2021; and*
2. *that those matters not covered by resolution be noted.*

CARRIED 7/0

Resolution No. 0521/018

NOTATION: Council to advertise the Waste Tender in the Townsville Bulletin, Cairns Post, Country Life and public notices. A media release to be sent to ABC radio. Tender period to be open for 5 weeks.

ATTENDANCE:

The Manager Water & Waste left the meeting room at 3:15pm.

CONFIRMED MINUTES

11.4 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 Hawkins

Seconded Cr Young

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. 0521/019

ADJOURNMENT:

The meeting adjourned for afternoon tea at **3:24pm.**

The meeting resumed at **3:41pm.**

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CONFIRMED MINUTES

12 GENERAL BUSINESS

Karumba Swimming Pool

Cr Young informed of complaints regarding the closing hours for the Karumba Swimming Pool.

Cr Young to follow up with the Manager Economic & Community Development.

Caravan Park – line marking on Council street

Cr Young informed of line marking of town street in Karumba.

The Chief Executive Officer and the Director of Engineering to follow up.

Auction

Cr Young queried the auction and the proposed date.

The Chief Executive Officer advised that he had requested goods be sorted for the upcoming auction and it be scheduled within the next 4 – 5 months.

Wild Fish Cafe

Cr Young informed that the service is lacking and queried Council's intention for the operations.

Commercial Wharf Access

Cr Young queried the progress of the commercial wharf access for the public at the Depot.

The Mayor and Chief Executive Officer advised that the depot needed to be reconfigured to facilitate access and this was not a quick fix.

NCR's

Cr Gallagher – NCR contract staff sleeping in car on roadworks. (Need to issue a WIN and if behaviour does not improve issue an NCR)

CONFIRMED MINUTES

Responses from Council

Cr Gallagher requested that letters or emails be sent to people e.g. donations

The Chief Executive Officer advised that responses are normally provided including phone calls to those who have been unsuccessful to provide a softer approach.

Flood Damage Costings

Cr Gallagher queried flood damage costing numbers for staff to book time when working on DRFA works i.e. Administration Staff – Finance etc.. How much are we collecting for administration currently?

Building Inspector Role

Cr Gallagher raised the possibility of recruiting for a building inspector role within the structure.

The Chief Executive Officer advised that consideration is being given to the possibility of recruiting an Asset Management / Facilities and Fleet Manager (or similar)

Fence at Weir

Cr Murphy requested that this fencing be undertaken as soon as possible to finalise.

Industrial Lots

Cr Murphy requested Council investigate the possibility of introducing additional Industrial lots for resale to the public. Land near the airport was suggested.

Recruitment to fill vacancies

Cr Murphy queried the process of recruitment to fill vacancies

Director of Engineering's Absence – June 2021 Ordinary Meeting

The Director of Engineering informed that he will be absent from next month's meeting as he will be attending the IPWEA Conference in Townsville.

CONFIRMED MINUTES

Regional Roads Group

The Director of Engineering provided Council with an update on the Regional Roads Group meeting held in Karumba recently. By all accounts it was a successful meeting.

1080 Licence

The Director Corporate Services informed that the Environmental Health Officer holds the 1080 licence and consideration would need to be given to who within Council would hold the licence in the future.

Tennis/Basketball Fence

Cr Scott stated that the fencing material removed from the tennis/basketball courts may be useful for a compound for abandoned vehicles at the refuse tip.

Library Relocation at Karumba

Cr Thomas informed that there was a strong feeling that in relation to the decision to relocate the library, there was a lack of community consultation

Youth Safe House

Cr Thomas advised that the Justice Group is looking to establish a Youth Safe Space and advised that the Bynoe Community Hall is no longer available. Looking for a space, staffed between 8pm and 6am to provide an area to give the youth somewhere to go, activities, swags/bedding, food. Discuss with Manager Economic and Community Development in relation to possibility of Sports Centre.

Statement of Principles - Cemetery

The Chief Executive Officer informed that a Statement of Principles – Cemetery is being drafted and will be brought to Council for comment once completed.

Business Grants

The Chief Executive Officer advised that three separate business grants were to become available to eligible businesses and we would promote to the community through contacts and via Social Media, Business Basics Grants of up to \$5,000, Business Boost Grants of up to \$15,000 and Business Growth Fund grants of up to \$50,000

CONFIRMED MINUTES

COVID-19 Vaccination

The Chief Executive Officer advised that the dates for the COVID-19 vaccination clinics for Karumba and Normanton had been set.

Karumba: Clinic One 7 June, Clinic Two 28 June and Clinic Three 19 July

Normanton: Clinic One 8-11 June, Clinic Two 29 June-2 July and Clinic Three 20 July-23 July

Local Roads and Community Infrastructure Program (LRCI) – Phase 3

The Chief Executive Officer advised that the Federal Government had announced a continuation of the LRCI program for a Phase 3. Carpentaria Shire will receive a funding allocation of \$1,423,848.00 for projects with construction due to be completed by 30 June 2023. This funding will be available from 1 January 2022.

Federal Budget

The Chief Executive Officer advised that there were a number of announcements for funding opportunities in the recent Federal Budget and we would keep a close eye on these over the coming months to make every opportunity to submit Council projects for funding.

Financial Sustainability

The Chief Executive Officer advised that correspondence had been received from the Director General in relation to Council's Financial Sustainability. 25 Councils in Queensland were identified in the recent Auditor General's Report into Local Government and are at a high risk of not being financially sustainable – Carpentaria was one of the 25. We have been requested to provide the Director General with additional financial information. Council will be kept advised in relation to this matter.

Workshop Tender Deals

Cr Bawden requested that the sale to locals be preferred before going to a wider auction of plant and equipment.

Railway Line Grids

The Mayor queried the installation of railway iron type grids on public road. We need to ensure that grids installed by Council meet all appropriate standards.

CONFIRMED MINUTES

13 CLOSURE OF MEETING

The Chair of the meeting, Cr Lyall Bawden, Mayor, declared the meeting closed at 5:08pm.

MINUTES CERTIFICATE

These Minutes are Confirmed.



**Councillor LV Bawden
Mayor**

20, 05, 2021

Date