

CARPENTARIA SHIRE

Outback by the Sea

ORDINARY MEETING

MINUTES

18 MARCH, 2026

CONFIRMED MINUTES

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	OPENING OF MEETING	7652
2	RECORD OF ATTENDANCE.....	7652
3	CONDOLENCES	7652
4	DISCLOSURE OF INTERESTS	7653
5	CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS	7655
6	BUSINESS ARISING FROM PREVIOUS MEETINGS.....	7655
7	RECEPTION OF PETITIONS & DEPUTATIONS.....	7655
8	MAYORAL MINUTES.....	7655
9	COUNCILLOR MONTHLY UPDATE	7657
10	CONFIDENTIAL BUSINESS – ADJOURNMENT INTO CLOSED SESSION ...	7659
10.1	Resolution to sell Lots 13, 14 and 24 Lilyvale Estate.....	7659
10.2	Rates - Bad Debt Write-Off Request.....	7659
10.3	Concealed Water Leak Concession Request - 2 Forsyth Street Normanton QLD 4890	7659
10.4	26-0003 ROPS Prequalified Suppliers for Gravel Pit Packages	7659
10.5	26-0002 ROPS Prequalified Suppliers for Supply of Construction Materials	7659
10.6	26-0004 ROPS Prequalified Suppliers of Dry Hire Plant	7659
10.7	26-0001 ROPS Prequalified Suppliers of Wet Hire Plant.....	7660
10.1	Resolution to sell Lots 13, 14 and 24 Lilyvale Estate.....	7661
10.2	Rates - Bad Debt Write-Off Request.....	7662
10.3	Concealed Water Leak Concession Request - 2 Forsyth Street Normanton QLD 4890	7662
10.4	26-0003 ROPS Prequalified Suppliers for Gravel Pit Packages	7663
10.5	26-0002 ROPS Prequalified Suppliers for Supply of Construction Materials	7663
11	REPORTS FROM THE CHIEF EXECUTIVE OFFICER.....	7665
11.1	Monthly Report - CEO.....	7665

CONFIRMED MINUTES

11.2	Model Meeting Procedures and Standing Orders for Council Meetings Policy - for adoption.....	7665
11.3	Drug and Alcohol Policy Review - for employee consultation	7666
11.4	Human Resources Report.....	7666
12	REPORTS FROM CHIEF OPERATING OFFICER	7667
12.1	Chief Operating Officer Report.....	7667
12.2	Monthly Financial Report - February 2026.....	7667
13	REPORTS FROM DIRECTOR COMMUNITY DEVELOPMENT, TOURISM & REGIONAL	7668
13.1	Community Development, Tourism & Regional Prosperity Matters of Interest Report	7668
13.2	Community Donations and Support.....	7668
14	REPORTS FROM DIRECTOR OF ENGINEERING - ROADS & SERVICES	7669
14.1	DOE Report	7669
14.2	NDRRA/QDRF Report	7670
14.3	Water and Waste Monthly Report.....	7671
14.4	Building and Planning Report	7671
10	CONFIDENTIAL BUSINESS – ADJOURNMENT INTO CLOSED SESSION ...	7672
10.5	26-0002 ROPS Prequalified Suppliers for Supply of Construction Materials	7673
10.6	26-0004 ROPS Prequalified Suppliers of Dry Hire Plant	7673
10.7	26-0001 ROPS Prequalified Suppliers of Wet Hire Plant – Late Item...	7674
15	CLOSURE OF MEETING	7675

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 GW Smerdon	
Cr CP Schafer	
Cr LJ Henry	
Cr JE O'Brien	

Staff

Ms Anne Andrews	Chief Executive Officer
Ms Angeline Pascoe	Executive Assistant
Ms Amanda Farraway	Executive Manager Community Development and Tourism
Mr Andrew Shaw	Chief Operating Officer
Mr Michael Wanrooy	Director of Engineering

The following officers attended the meeting as indicated in the minutes

Ms Nicola Curtis	Workplace Health Safety Coordinator
Mr Kerrod Giles	Engineer
Mr Joe Beddows	Manager Water and Waste
Mr John Martin	Consultant Engineer - ERSCON

APOLOGY

Moved Cr Hawkins

Seconded Cr Schafer

That Council accept the apology from Councillor Murphy and leave of absence be granted.

CARRIED 6/0

Resolution No. 0326/001

3 CONDOLENCES

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

- ❖ Mr Lance Podge
- ❖ Mr Neil Owens

CONFIRMED MINUTES

4 DISCLOSURE OF INTERESTS

I, **Councillor O'Brien** inform this meeting that, pursuant to section 150EQ(3)(b) and 150EQ(3)(c) of the Local Government Act 2009, I have a prescribed conflict of interest in relation to Agenda Item 10.2 – Rates - Bad Debt Write-Off Request. The nature of my interest is as follows:

- (i) I am a member of the Normanton Rodeo Association.

In accordance with section 150EM of the Local Government Act 2009 I wish to remain for the discussion and voting; as I do not hold an executive role on the committee I wish to remain in the meeting while this matter is discussed and voted on.

Councillor O'Brien remained in the meeting room while the matter was discussed and voted on.

I, **Councillor Hawkins** inform this meeting that, pursuant to section 150EQ(3)(b) and 150EQ(3)(c) of the Local Government Act 2009, I have a prescribed conflict of interest in relation to Agenda Item 10.5 - 26-0002 ROPS Prequalified Suppliers for Supply of Construction Materials. The nature of my interest is as follows:

- (i) I am a Tenderer for Hawkins TPT (QLD) and Gulf Concrete Pty Ltd.

In accordance with section 150EM of the Local Government Act 2009, Councillor Hawkins dealt with this prescribed conflict of interest by leaving the meeting when this matter was dealt with and did not participate in any debate or decision making relating to this matter.

I, **Councillor Bawden** inform this meeting that, pursuant to section 150EQ(3)(b) and 150EQ(3)(c) of the Local Government Act 2009, I have a prescribed conflict of interest in relation to Agenda Item 10.6 - 26-0002 ROPS Prequalified Suppliers for Supply of Construction Materials. The nature of my interest is as follows:

- (i) I service the rollers for Tutt Bryant.

In accordance with section 150EM of the Local Government Act 2009, Councillor Bawden dealt with this prescribed conflict of interest by leaving the meeting when this matter was dealt with and did not participate in any debate or decision making relating to this matter.

CONFIRMED MINUTES

I, **Councillor Hawkins** inform this meeting that, pursuant to section 150EQ(3)(b) and 150EQ(3)(c) of the Local Government Act 2009, I have a prescribed conflict of interest in relation to Agenda Item 10.7 - 26-0001 ROPS Prequalified Suppliers of Wet Hire Plant. The nature of my interest is as follows:

- (i) I am a Tenderer for Hawkins TPT (QLD) and Gulf Concrete Pty Ltd.

In accordance with section 150EM of the Local Government Act 2009, Councillor Hawkins dealt with this prescribed conflict of interest by leaving the meeting when this matter was dealt with and did not participate in any debate or decision making relating to this matter.

I, **Councillor O'Brien** inform this meeting that, pursuant to section 150EQ(3)(b) and 150EQ(3)(c) of the Local Government Act 2009, I have a prescribed conflict of interest in relation to Agenda Item 10.7 - 26-0001 ROPS Prequalified Suppliers of Wet Hire Plant. The nature of my interest is as follows:

- (i) My parents own business that have tendered.

In accordance with section 150EM of the Local Government Act 2009, Councillor O'Brien dealt with this prescribed conflict of interest by leaving the meeting when this matter was dealt with and did not participate in any debate or decision making relating to this matter.

This space left blank intentionally

CONFIRMED MINUTES

5 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

Confirmation of Minutes from the Ordinary Council Meeting held 18 February 2026, as previously circulated to Councillors.

COUNCIL RESOLUTION

Moved Cr Smerdon

Seconded Cr Henry

That the Minutes of the Ordinary Council Meeting held 18 February 2026 be confirmed.

CARRIED 6/0

Resolution No. 0326/002

6 BUSINESS ARISING FROM PREVIOUS MEETINGS

Nil.

7 RECEPTION OF PETITIONS & DEPUTATIONS

10:00am Citizenship Ceremony.

8 MAYORAL MINUTES

Visit by Tony Perret – Minister for Biosecurity

The Mayor provided an update on the recent visit by the Minister for Biosecurity, Tony Perrett. The Minister confirmed the deployment of additional Biosecurity Officers across the region:

- Carpentaria: 2 officers
- Cook: 2 officers
- Weipa: 2 officers

NWQROC – Submission

The Mayor provided an update on the NWQROC submission relating to regional infrastructure support.

- Two new houses will be constructed in Carpentaria.
- These builds form part of the broader NWQROC submission and reflect our ongoing commitment to strengthening housing availability and supporting regional growth.
- This update is being shared to test the waters and gauge initial feedback.

CONFIRMED MINUTES

Aviation Fuel

The Mayor advised that discussions are ongoing with alternative aviation fuel suppliers.

- Seasonal disruptions continue to occur, which the Mayor attributed to poor planning by current suppliers.
- Work is underway to secure more reliable supply arrangements.

LRAP (Local Roads and Infrastructure Plan)

The Mayor attended the recent LRAP Planning Day.

- A final version of the Plan will be presented to Council once refinements are complete.
- The LRAP is considered critical for attracting future funding opportunities.
- Gulf Savannah Development participated in the discussions, contributing to regional planning alignment.

Meeting with Selectability

The Mayor reported on a meeting with Selectability.

- The CEO of Selectability also serves as the Chair of Regional Development Australia (RDA).
- Discussions included the importance of having a local representative on RDA to strengthen regional advocacy and coordination.

Flood Warning Infrastructure Network

The Mayor provided an update on the status and future management of the Flood Warning Infrastructure Network.

Current Council-Owned Assets:

- 19 rain or flood monitoring assets are currently owned and operated by Carpentaria Shire Council.
- 17 of these assets will be transferred to the Bureau of Meteorology (BOM) by June 2027.
- This transfer forms part of a 10-year statewide program aimed at centralising and modernising Queensland's flood warning infrastructure.

Additional Gauges in the Shire

There are 21 rain and flood gauges within the Shire that are not owned by:

CONFIRMED MINUTES

- Bureau of Meteorology
- Carpentaria Shire Council

These assets may instead belong to:

- State government agencies
- Private landholders
- Research organisations
- Other local or regional authorities

Meeting with Bynoe CACS Ltd

The Mayor reported that he met with the Chair of Bynoe CACS Ltd to discuss:

- Future organisational plans
- Opportunities for partnership
- Strengthening collaboration between Council and Bynoe CACS Ltd.

NOTE:

There is a strong indication of a Category 5 cyclone developing next week, with Tropical Cyclone Narelle forecast to intensify to the highest category before landfall in Far North Queensland. Current forecasts show rapid strengthening over the Coral Sea and a likely Category 5 peak later this week.

After landfall, the system may re-intensify over the Gulf of Carpentaria, potentially affecting the Northern Territory and Western Australia.

9 COUNCILLOR MONTHLY UPDATE

Councillor Hawkins:

Provided an update on his attendance at the NWQROC Brisbane Delegation held last week. The following matters were noted:

- Gulf Councils continue to be under-represented in regional and State-level discussions, and the delegation emphasised the need for stronger advocacy for Gulf communities.
- The Gulf Regional Plan is scheduled for further consideration at the NWQROC Meeting to be held in Karumba in May.
- Meetings were held with several Ministers to raise key regional issues.
- A request for increased social housing options for older residents was put forward; however, this was not met with favourable consideration.
- Concerns regarding wild pig activity during flood events were raised, with a request for additional support to address the issue.
- The delegation reiterated the importance of progressing works on the Gilbert River bridge.

CONFIRMED MINUTES

Councillor Schafer:

Councillor Schafer reported on her attendance at a meeting held at the Normanton Recovery Centre. The following matters were noted:

- The Centre has recently appointed new management and outlined its forward operational plans.
- Management expressed an interest in meeting with Council.

Dialysis Unit Update

- Councillor Schafer provided a draft of the proposed newsletter for consideration.
- Council will continue to work with the health service regarding water supply requirements for the unit.

NAIDOC Week Celebrations

- Councillor Schafer, together with Councillor O'Brien, attended the recent NAIDOC planning meeting.
- Council will contribute to the delivery of NAIDOC Week events.
- The intention is for events to be delivered collaboratively by a range of agencies.
- Councillors indicated their willingness to assist with event organisation.
- Councillor Schafer sought consideration as to whether the celebrations could be delivered as a Councillor-led initiative.
- Further clarification is expected at the next NAIDOC planning meeting.

Councillor O'Brien:

- The first Youth Advisory Committee meeting has been held.
- Planning for Youth Week has commenced.
- A Teams meeting with the Minister for Youth, Sam O'Connor, has been secured for Thursday, 16 April 2026, during Youth Week.

CONFIRMED MINUTES

10 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 O'Brien

Seconded Cr Henry

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

- 10.1 Resolution to sell Lots 13, 14 and 24 Lilyvale Estate
This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(g) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.
- 10.2 Rates - Bad Debt Write-Off Request
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.
- 10.3 Concealed Water Leak Concession Request - 2 Forsyth Street Normanton QLD 4890
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.
- 10.4 26-0003 ROPS Prequalified Suppliers for Gravel Pit Packages
This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(g) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.
- 10.5 26-0002 ROPS Prequalified Suppliers for Supply of Construction Materials
This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(g) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.
- 10.6 26-0004 ROPS Prequalified Suppliers of Dry Hire Plant

CONFIRMED MINUTES

This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(g) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

10.7 26-0001 ROPS Prequalified Suppliers of Wet Hire Plant

This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(g) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

CARRIED 6/0

Resolution No. 0326/003

CLOSURE OF MEETING:

The meeting was closed to the public at **9:41am**.

ATTENDANCE:

Councillor Hawkins left the meeting room at 10:00am.

Councillor O'Brien left the meeting at 10:03am.

Councillor Hawkins re-entered the meeting room at 10:24am.

Councillor O'Brien re-entered the meeting at 10:24am.

COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr Hawkins

That Councillor O'Brien remain in room for Agenda Item 10.2 - Rates - Bad Debt Write-Off Request.

CARRIED 5/0

Resolution No. 0326/004

COUNCIL RESOLUTION

Moved Cr Smerdon

Seconded Cr Schafer

That Council open the meeting to the public.

CARRIED 4/0

Resolution No. 0326/005

REOPENING OF MEETING:

The meeting was reopened to the public at **10:20am**.

CONFIRMED MINUTES

10.1 RESOLUTION TO SELL LOTS 13, 14 AND 24 LILYVALE ESTATE

Executive Summary:

Council has received offers of purchase on Lots 13, 14 and 24 on SP 287776, located at Lot 13, 14 and 24, Lilyvale Road, Normanton Qld 4890 (the **Land**).

Offers are:

Stage 2: Lot 13 \$105,000.00.

Stage 2: Lot 14 \$105,000.00.

Stage 1: Lot 24, \$185,000.00.

All amounts are inclusive of GST.

Council officers have evaluated these offers as the most advantageous to Council. The purpose of this report is to resolve to apply an exception under section 236 of the *Local Government Regulation 2012* ("LGR") to dispose of the Land.

COUNCIL RESOLUTION

Moved Cr Smerdon

Seconded Cr Henry

That Council:

- 1. Pursuant to section 236(2), resolves to apply the exception in section 236(1)(a) for the disposal of Lot 13, 14 and 24 on SP 287776, located at Lot 13, 14, 24 Lilyvale Road, Normanton Qld 4890 (the Land), other than by tender or auction, on the basis that the Land has been previously offered for sale through a public process, was not sold and the purchase price is more than the highest offers received; and*
- 2. Delegates authority to the Mayor and Chief Executive Officer, pursuant to section 257(1)(b) of the Local Government Act 2009, the power to negotiate and finalise all matters with purchaser.*

CARRIED 4/0

Resolution No. 0326/006

CONFIRMED MINUTES

10.2 RATES - BAD DEBT WRITE-OFF REQUEST

Executive Summary:

A review of the outstanding balance on the Rate Account for A1076 – Lot 2 Unknown Road Normanton (Lot 2 LS11) has been undertaken and debts from previous financial years totaling \$6,175.66 are recommended to be written off.

Rates levied on this account from 27 October 2021 until the expiry of the lease on Lot 2 LS11 on 30 November 2023, and penalty interest charges thereon, have not previously been the subject of formal recovery action, and formal recovery action may now be uneconomical.

COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr Smerdon

That Council write-off the amount of \$6,175.66 in line with Council's Debt Recovery Policy for Outstanding Rates and Charges up to the 30th of November 2023.

CARRIED 6/0

Resolution No. 0326/007

10.3 CONCEALED WATER LEAK CONCESSION REQUEST - 2 FORSYTH STREET NORMANTON QLD 4890

Executive Summary:

Assessment A515 being located at 2 Forsyth Street Normanton (Lot 181 N14851) recorded a high-water consumption charge for the 2nd Levy issued on 17 February, 2026 for the 2025-2026 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 Henry

Seconded Cr Smerdon

That Council:

- 1. Accept the "Concealed Water Leak Application" for Assessment A515 being located at 2 Forsyth Street Normanton (Lot 181 N14851);***
- 2. Provide a concession for the amount of \$356.92 in line with Council's Concealed Water Leak Policy for the 2nd Levy 2025-2026 Water Consumption Charge***

CARRIED 6/0

Resolution No. 0326/008

CONFIRMED MINUTES

10.4 26-0003 ROPS PREQUALIFIED SUPPLIERS FOR GRAVEL PIT PACKAGES

Executive Summary:

A request for tenders for the supply and delivery of gravel pit packages (RFT 26-0003) closed on 19th February 2026 with seven (7) tenders received. Each gravel type has been assessed separately under recommendations.

COUNCIL RESOLUTION

Moved Cr Schafer

Seconded Cr Henry

That Council approve the list of material suppliers as presented. The tender submission from Walter James Wilson was deemed non-conforming and is therefore not recommended for approval.

CARRIED 6/0

Resolution No. 0326/009

NOTATION:

Council deferred Agenda Item 10.5 requesting officers to supply further information regarding rates.

10.5 26-0002 ROPS PREQUALIFIED SUPPLIERS FOR SUPPLY OF CONSTRUCTION MATERIALS

Executive Summary:

A request for tender for the Register of Pre-Qualified Suppliers for the Supply of Construction Materials (RFT 26-0002) closed on 18 February 2026 with six (6) tenders received. The tenders have been assessed against three mandatory categories; Technical Capability, Financial Capability and Managerial Capability. Each material type has been assessed separately.

RECOMMENDATION:

That Council:

1. Approve the list of construction material suppliers presented; and
2. Approve the non-conforming construction material supplier (Wren Construction Pty Ltd) contingent on receipt of missing documentation; and
3. Approve the non-conforming construction material supplier Boral Resources QLD Pty Ltd

CONFIRMED MINUTES

SUSPENSION OF STANDING ORDERS

COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr Smerdon

That Standing Orders be suspended to allow the conduct of the Citizenship Ceremony.

CARRIED 4/0

Resolution No. 0326/010

CITIZENSHIP CEREMONY: 10:30am – 10:40am.

The Mayor officiated the Citizenship Ceremony and welcomed the following individual as a new Australian citizen:

- Mr Lasarusa Tabua

The Mayor congratulated Mr Tabua on this significant milestone and acknowledged his commitment to becoming an Australian citizen.

ADJOURNMENT:

The meeting was adjourned for morning tea at 10:40am.
The meeting resumed at 11:00am.

RESUMPTION OF STANDING ORDERS

Moved Cr Schafer

Seconded Cr Hawkins

That Standing Orders be resumed to commence dealing with Agenda Item – 11 Reports from the Chief Executive Officer.

CARRIED 4/0

Resolution No. 0326/011

This space left blank intentionally

CONFIRMED MINUTES

11 REPORTS FROM THE CHIEF EXECUTIVE OFFICER

11.1 MONTHLY REPORT - CEO

Executive Summary:

This report provides Councillors with an update of the business of the Department of the CEO for February 2026 – March 2026 and forward planning for March – April 2026.

Recommendation:

For information only.

11.2 MODEL MEETING PROCEDURES AND STANDING ORDERS FOR COUNCIL MEETINGS POLICY - FOR ADOPTION

Executive Summary:

The Local Government Act 2009 (the Act) prescribes that all Councils must adopt the model meeting procedures (MMP) or incorporate them into the existing standing orders for meeting procedures.

In January 2026, Councillors requested a workshop to discuss some additions to the model meeting procedures, and this resulted in a request for a procedure for calling a special meeting and a procedure for Councillors requesting items to be included on the agenda. The workshop was held on February 19, 2026.

Council's Governance Officer has now completed the amendments and a marked-up version of the MMP identifying new content in yellow highlight has been attached to this report.

COUNCIL RESOLUTION

Moved Cr Schafer

Seconded Cr O'Brien

That Council adopts the updated Model of Meeting Procedures and Standing Orders for Council Meetings Policy.

CARRIED 6/0

Resolution No. 0326/012

CONFIRMED MINUTES

11.3 DRUG AND ALCOHOL POLICY REVIEW - FOR EMPLOYEE CONSULTATION

Executive Summary:

It has been several years since the Council's drug and alcohol policy was reviewed and in February 2026 Councillors attended a workshop to review the policy. The draft policy with the revised changes as discussed in the workshop and a sanitized copy are attached.

COUNCIL RESOLUTION

Moved Cr O'Brien

Seconded Cr Smerdon

That the Draft Drug and Alcohol Policy be provided to the workforce for a consultation period of two weeks with a report being returned to Council at the April 2026 meeting.

CARRIED 6/0

Resolution No. 0326/013

ATTENDANCE:

The Chief Operating officer left the meeting room out 11:24am

The Chief Operating officer re-entered the meeting room out 11:24am.

11.4 HUMAN RESOURCES REPORT

Executive Summary:

This report provides information on the general Human Resource matters and Work Health and Safety matters relevant to the team's daily business.

Recommendation:

That Council accepts the Human Resources Report for information.

This space left blank intentionally

CONFIRMED MINUTES

12 REPORTS FROM CHIEF OPERATING OFFICER

12.1 CHIEF OPERATING OFFICER REPORT

Executive Summary:

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

Recommendation:

For information only.

ATTENDANCE:

The Executive Assistance left the meeting room at 11:42am.
The Executive Assistant re-entered the meeting room at 11:46am.

12.2 MONTHLY FINANCIAL REPORT - FEBRUARY 2026

Executive Summary:

Presentation of the financial report for 28 February 2026 is 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. The contents of the report include:

1. Key Highlights
2. Operating Result
3. Cash Position
4. Trade and Receivables
5. Investments
6. QTC Loans
7. Sales, contracts and recoverable works

COUNCIL RESOLUTION

Moved Cr Henry

Seconded Cr Smerdon

That Council accepts the Monthly Financial Report, as required under section 204 of the Local Government Regulation 2012 for the period ended 28 February 2026.

CARRIED 6/0

Resolution No. 0326/014

ATTENDANCE:

The Finance Manager left the meeting room at 11:48am.

CONFIRMED MINUTES

13 REPORTS FROM DIRECTOR COMMUNITY DEVELOPMENT, TOURISM & REGIONAL

13.1 COMMUNITY DEVELOPMENT, TOURISM & REGIONAL PROSPERITY MATTERS OF INTEREST REPORT

Executive Summary:

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

<i>Recommendation:</i>

<i>For Information Only.</i>

13.2 COMMUNITY DONATIONS AND SUPPORT

Executive Summary:

During the period since the February 2026 meeting of Council, the requests listed in this report have been received for consideration in the Carpentaria Shire Council Community Donations and Support Program.

<i>Recommendation:</i>

<i>That Council notes the fee waiver approved under the delegation of the Chief Executive Officer since the February 2026 meeting of Council.</i>
--

ATTENDANCE:

The Consultant Engineer entered the meeting room at 12:12pm.
The Mayor left the meeting room at 12:16pm.
The Deputy Mayor assumed the role of Chair.

This space left blank intentionally

CONFIRMED MINUTES

14 REPORTS FROM DIRECTOR OF ENGINEERING - ROADS & SERVICES

14.1 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.

Recommendation:

For information only.

ATTENDANCE:

The Mayor re-entered the meeting room at 12:27pm.
The Mayor resumed the role of Chair.
Councillor Schafer left the meeting room at 12:31pm.
Councillor Schafer re-entered the meeting room at 12:33pm.
The WHS Coordinator left the meeting room at 12:33pm.
The Consultant Engineer left the meeting room at 12:33pm.
The WHS Coordinator re-entered the meeting room at 12:35pm.

This space left blank intentionally

CONFIRMED MINUTES

14.2 NDRRA/QDRF REPORT

Executive Summary:

QRA22: Acquittal documentation for Submission 6 (Dunbar – Kowanyama Road REPA and Betterment) has been lodged and is currently subject to audits by QRA.

QRA23: Acquittal documentation for four (4) remaining submissions has been lodged and is currently subject to audits by QRA.

QRA24: REPA and Betterment has a total RV of approx. \$70.6million (construction budget of \$51.8million). Approximately 61% of the scope has been completed with an Expenditure Ratio of 1.06. Scope has been identified to be rolled over into QRA26 submissions due to significant additional damage from the recent event. An EOT request has been submitted to extend the completion deadline of two (2) submissions from 30 June 2026 to 31 December 2026. Approximately \$8.7million of REPA construction scope remains to be constructed prior to 30 June 2026 deadlines. Approximately \$16million of Betterment scope remains to be constructed prior to 30 June 2027 deadlines. The current QRA Cash Flow for road restoration/betterment is approximately \$18.3million in advance. The total QRA (including Mitchell River Bridge) cash flow is approximately \$25.3million in advance.

QRA25: The first Emergency Works submission has been approved, and Council has received the final payment (Approx. \$1.8million). The secondary Emergency Works submission (Approx. \$1.2million) has been lodged for acquittal and is currently subject to audits by QRA. All six (6) REPA submissions have been fully approved and a final prepayment of approx. \$900k will be received by Council shortly. QRA25 REPA submissions have a total RV of approx.\$75million (construction budget of \$55.6million).

QRA26: Carpentaria Shire Council was activated for REPA, Emergency Works and CDO relief measures on 29 December 2025 in response to the North Queensland Monsoon Trough, Associated Tropical Cyclone Koji and Severe Weather. Damage pickup and Emergency Works have begun throughout Shire on roads that are currently accessible from Normanton and will continue in the upcoming months as areas of the Shire become accessible. Damage assessments are in progress and scope has been identified to be rolled over into QRA26 submissions due to significant additional damage from the recent event.

Disaster Ready Fund Round 4: Applications for Disaster Ready Funding (Round 4) are expected to open mid-2026. Potential projects Carpentaria Shire Council wishes to submit under the funding need to be identified. The funding supports projects which address the physical and social impacts of disasters on our communities. A minimum 10% of eligible project costs is required as a Council contribution. In each of the previous rounds a total of approx. \$200million in funding was provided to successful applicants. A pavement and sealing project on Normanton to Burketown Road (approx. 7.1km and \$5million) was previously unsuccessful under Disaster Ready Funding (Round 3).

Recommendation:

For Information Only.

CONFIRMED MINUTES

ATTENDANCE:

The Consultant Engineer left the meeting room at 12:35pm.
The WHSA re-entered the meeting room at 12:35pm.

ADJOURNMENT:

The meeting adjourned for lunch at 12:35pm.
The meeting resumed at 1:35pm.

ATTENDANCE:

The Manager Water and Waste was in attendance upon resumption of the meeting.

14.3 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 throughout February 2025.

The following items of interest are presented in further detail within the report:

- Water Industry Update
- Normanton-Karumba Water Supply Scheme
- Operations Update
- Maintenance and Upgrades
- Sewer Update
- Waste Services

Recommendation:

For Information Only.

ATTENDANCE:

The Manager Water and Waste left the meeting room at 1:46pm.
The Engineer entered the meeting room at 1:46pm.

14.4 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 February 2026.

Recommendation:

For Information Only.

CONFIRMED MINUTES

SUSPENSION OF STANDING ORDERS

Moved Cr Henry

Seconded Cr Smerdon

Council resolved to suspend Standing Orders to recommence dealing with Agenda Item 10.5 – 26-0002 ROPS Prequalified Suppliers for Construction Materials and 10.6 – 26-0002 ROPS Prequalified Suppliers for Supply of Construction Materials. The suspension was requested to allow time for the Engineer to provide additional technical information.

CARRIED 4/0

Resolution No. 0326/015

10 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.

CLOSED SESSION

Moved Cr Schafer

Seconded Cr Henry

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 4/0

Resolution No. 0326/016

ATTENDANCE:

Councillor Hawkins left the meeting room at 1:51pm.
Councillor O'Brien left the meeting room at 1:51pm.
Councillor Bawden left the meeting room at 1:57pm.
Councillor Hawkins re-entered the meeting room at 1:57pm.
Councillor O'Brien re-entered the meeting room at 1:57pm.
Councillor Hawkins assumed the role of Chair.
Councillor Hawkins left the meeting room at 2:01pm
Councillor Bawden re-entered the meeting room at 2:01pm.
Councillor Bawden resumed the role of Chair.
Councillor Hawkins re-entered the meeting room at 2:16pm
Councillor O'Brien re-entered the meeting room at 2:16pm.
Councillor Hawkins left the meeting room at 2:19pm.
Councillor O'Brien left the meeting room at 2:19pm.

CONFIRMED MINUTES

10.5 26-0002 ROPS PREQUALIFIED SUPPLIERS FOR SUPPLY OF CONSTRUCTION MATERIALS

Executive Summary:

A request for tender for the Register of Pre-Qualified Suppliers for the Supply of Construction Materials (RFT 26-0002) closed on 18 February 2026 with six (6) tenders received. The tenders have been assessed against three mandatory categories; Technical Capability, Financial Capability and Managerial Capability. Each material type has been assessed separately.

COUNCIL RESOLUTION

Moved Cr Smerdon

Seconded Cr Henry

That Council:

- 1. Approve the list of construction material suppliers presented; and***
- 2. Approve the non-conforming construction material supplier (Wren Construction Pty Ltd) contingent on receipt of missing documentation; and***
- 3. Approve the non-conforming construction material supplier Boral Resources QLD Pty Ltd.***

CARRIED 4/0

Resolution No. 0326/017

ATTENDANCE:

Councillor Bawden left the meeting room at 2:21pm.
Councillor Hawkins re-entered the meeting room at 2:21pm.
Councillor Hawkins assumed the role of Chair.

10.6 26-0004 ROPS PREQUALIFIED SUPPLIERS OF DRY HIRE PLANT

Executive Summary:

A request for tenders for the ROPS Dry Hire of Plant and Fleet 2026 & 2027 (RFT: 26-0004) closed on 17 February 2026 with nineteen (19) tenders received. Tenderers for each item of Dry Hire Plant have been assessed and placed on a Fully Conforming Tenders List.

COUNCIL RESOLUTION

Moved Cr Schafer

Seconded Cr Smerdon

That Council:

- 1. approve the suppliers on Appendix A – Fully Conforming Tenders for the Dry Hire Plant as presented; and***
- 2. reject the suppliers on Appendix B – Tendered Plant (Non-Conforming Tenders)***

CONFIRMED MINUTES

CARRIED 4/0

Resolution No. 0326/018

ATTENDANCE:

Councillor Hawkins left the meeting room at 2:22pm
Councillor O'Brien left the meeting room at 2:22pm
Councillor Bawden re-entered the meeting room at 2:22pm.
Councillor Bawden resumed the role of Chair.

10.7 26-0001 ROPS PREQUALIFIED SUPPLIERS OF WET HIRE PLANT – LATE ITEM

Executive Summary:

A request for tenders for the Register of Pre-Qualified Suppliers (ROPS) Wet Hire of Plant 2026 (Contract No: 26-0001) closed on 10 February 2026 with sixty-six (66) tenders received. Tenderers for each category of Wet Hire Plant have been assessed against tender criteria and placed on a Conforming, Non-Conforming or Clarification Required Tenders list.

COUNCIL RESOLUTION

Moved Cr Henry

Seconded Cr Smerdon

That Council:

- 1. Approves and moves Delight Water, Gulf Services and SPA to Appendix A and the remaining are moved to Appendix B. (Conforming);***
- 2. Reject the suppliers on Appendix B – Tendered Plant (Non-Conforming).; and***
- 3. Consider the suppliers on Appendix C – Tendered Plant (Clarification Required) and add them to either Appendix A or Appendix B.***
- 4. That Council to approach Peter Wells and Dale & Millie Millar to confirm if they are tendering for the Wet Hire.***

CARRIED 4/0

Resolution No. 0326/019

ATTENDANCE:

The Executive Manager Community Development and Tourism left the meeting room at 2:27pm.
Councillor Hawkins re-entered the meeting room at 2:29pm
Councillor O'Brien re-entered the meeting room at 2:29pm.
The Executive Manager Community Development and Tourism re-entered the meeting room at 2:29pm.
The Engineer left the meeting room at 2:29pm.

RESUMPTION OF STANDING ORDERS

Moved Cr O'Brien

Seconded Cr Henry

That Standing Orders be resumed.

CARRIED 6/0

Resolution No. 0326/020

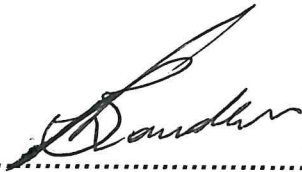
CONFIRMED MINUTES

15 CLOSURE OF MEETING

The Chair of the meeting, Cr Lyall Bawden, Mayor, declared the meeting closed at 2:30pm.

MINUTES CERTIFICATE

These Minutes are Confirmed.



Councillor LV Bawden
Mayor

18, 03, 2026

Date