

General Meeting of Council
Wednesday 18 April &
Thursday 19 April 2012

CARPENTARIA SHIRE
CONFIRMED MINUTES



CARPENTARIA SHIRE

Outback by the Sea

CONFIRMED MINUTES

18 & 19 April, 2012

CONFIRMED MINUTES

TABLE OF CONTENTS

WEDNESDAY

| | |
|--------------------------|-------------------------------|
| 9.00am | |
| 10.00am – 10.30am | Morning Tea |
| 12.30pm – 1.30pm | Lunch at Sunset Tavern |
| 3.00pm - 3.30pm | Afternoon Tea |

| | |
|------------|--|
| 1. | Opening of Meeting – 9.00am 1 Minute's silence for Community Members who have passed away since the last Council Meeting. |
| 2. | Record of Attendance |
| 3. | Confirmation of Minutes 3.1 Minutes of the General Meeting of Council held on 21 and 22 March 2012 |
| 4. | Business Arising from Previous Minutes |
| 5. | Public Question Time |
| 10. | Community Services Reports 10.1 Monthly Report 10.2 Community Donations and Support 10.3 Status Report 10.4 General Business |
| 6. | Engineering - Roads 6.1 Works Report 6.2 Status Report |
| 7. | Engineering - Services 7.1 Building and Planning Report 7.2 Water Report 7.3 Submission on Proposed Planning Scheme 7.4 Status Report 7.5 General Business |
| 9. | Corporate Services 9.1 Monthly Finance Report for period ending 29 February 2012 9.2 Status Report 9.3 General Business |
| 8. | Chief Executive Officer 8.1 Review of Annual Operational Plan 2011/2012 8.2 Sponsorship – North Queensland Helicopter Rescue Service 8.3 Unallocated State Land - Karumba 8.4 Information Privacy Policy 8.5 Human Resources Report 8.6 Drug and Alcohol Management 8.7 Status Reports |
| 11. | Confidential Reports |
| 12. | General Business |
| 13. | Closure of Meeting |

CONFIRMED MINUTES

1. OPENING OF MEETING

The Mayor welcomed members and declared the meeting open at 9.00am.

2. RECORD OF ATTENDANCE

Mayor: Cr FC Pascoe.
Members: Cr JC Zahner; Cr JD Beard; Cr MD Johnson.

Staff:
Chief Executive Officer; Mr Bob Owen,
Director of Engineering - Roads; Mr Peter Dutailis,
Director of Engineering – Services; Mr Peter Watton,
Assistant Engineer – Roads; Mr Travis Mitchell,
Executive Assistant; Ms Angeline Pascoe.

APOLOGIES

Moved Cr Beard

Seconded Cr Zahner

That Council resolve that the apology from Cr Schneekloth be accepted and that Leave of Absence be granted.

CARRIED

Resolution No.0412/001

CONDOLENCES

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

Mr Barry Hillcoat
Mr Matt-John Burns

3. CONFIRMATION OF MINUTES

Confirmation of Minutes from the General Meeting of Council held on the 21 & 22 March 2012 as previously circulated to Councillors.

Moved Cr Beard

Seconded Cr Zahner

That the Minutes of the General Meeting held on 21 & 22 March 2012 be confirmed, subject to Resolution No.0312/015 being amended by deleting "on 14 May 2012" and inserting "during the week of 14 May 2012".

CARRIED

Resolution No. 0412/002

CONFIRMED MINUTES

4. BUSINESS ARISING FROM PREVIOUS MINUTES

Councillors asked questions in regards to progress on Council's Telemetry Radio Network, Access to the Norman River for public recreation and Glenore Weir Water Reserve (Access).

5. PUBLIC QUESTION TIME

Mr Tony Haupt – Normanton Tourist Park, Mr Lochie Tremaine-Hill and Mr Alan Gurney were present at the meeting.

Mr Haupt addressed Council on free camping along the Norman River.
Mr Tremaine-Hill queried the fuel situation at the Karumba Airport.
Mr Alan Gurney raised issues relating to Ports North, Corduroy Creek, and Sewerage Rates on Karumba Caravan Parks.

CHANGE IN STANDING ORDERS

Moved Cr Zahner

Seconded Cr Johnson

Council resolved to amend the Standing Orders to commence dealing with the Director Community & Cultural Services reports.

CARRIED

Resolution No.0412/003

ATTENDANCE: The Director Community & Cultural Services entered the meeting.

10. COMMUNITY SERVICES REPORTS

10.1 Monthly Report

The report provides information to Council on current and upcoming activities within the Community Services portfolio.

Moved Cr Beard

Seconded Cr Zahner

That Council endorse the Director Community & Cultural Services monthly report.

CARRIED

Resolution No.0412/004

CONFIRMED MINUTES

10.2 Community Donations and Support

During the period since the March 2012 Ordinary Meeting of Council, the requests listed in this report have been received from the Carpentaria Shire community for Community Donations and Support.

Moved

Seconded

- 1. That Council considers the applications for Community Donations and Support as listed, and instruct Council officers to proceed with the necessary approvals, notifications and administrative functions in relation to Council's decisions with regard to these applications.**
- 2. That Council note the Community Donations and Support Financial Summary April 2012.**

Resolution No.0412/005

Requests received:

Queensland Country Women's Association (QCWA), Normanton Branch:

The QCWA have requested a hire fee waiver for the use of the Normanton Shire Hall for periodical markets throughout the year. There is planned to be 3 or 4 markets per annum with the next market being 28 April 2012. The notional cost of the hire fee waiver for each market day excluding GST is \$142.

Funds raised are used by the QCWA to support State initiatives such as the Public Rural Crisis funds, the various accommodations throughout the State for young and old, and this year the QCWA external appeal which is for Youngcare.

The QCWA extends thanks and appreciation to Council for the use of the hall for the upcoming Mother's Day function and for attending to the driveway in the park.

Moved Cr Johnson

Seconded Cr Beard

That Council resolve to waive the hire fee for the use of the Normanton Shire Hall for periodical markets throughout the year.

CARRIED

Resolution No.0412/006

CONFLICT OF INTEREST 9.10am Cr Johnson declared a Conflict of Interest in the following request and left the meeting. Cr Johnson is a member and sponsor of the Gun Club and decided it was in the public interest that she leave the meeting.

Normanton Gun Club Incorporated:

The Normanton Gun Club is hosting their Annual Shoot on 26-27 May 2012. The 2011 event in the Gulf Country provided recorded numbers and, with the feedback the Club had from visiting shooters, they expect the number of shooters to exceed last year's event". The Club is requesting a cash donation of \$500 from Council to support the 2012 Annual Shoot, and the use of Council's bar-b-que for the weekend. Council has provided in-kind and/or cash support for this event in previous years. The Gun Club has expressed appreciation at Council's support in the past.

CONFIRMED MINUTES

Moved Cr Beard

Seconded Cr Zahner

That Council resolve to provide cash support for the Annual Shoot being held on 26-27 May 2012.

CARRIED

Resolution No.0412/007

ATTENDANCE: 9.12am Cr Johnson returned to the meeting.

10.3 Status Reports

Councillors were provided with a copy of the Director Community & Cultural Services Status Report on various matters.

CHANGE OF STANDING ORDERS

Cr Beard

Cr Zahner

That Council resolve to amend the Standing Orders to commence dealing with the Director of Engineering Roads reports.

CARRIED

Resolution No.0412/008

RECESS: 10.06am - 10.25am The Mayor called a recess for morning tea.

6. DIRECTOR OF ENGINEERING ROADS REPORTS

6.1 Works Report

Budget areas are performing generally within their specified variance range. A summary of the works undertaken for the month of March 2012 was presented.

For Council information

6.2 Status Reports

Councillors were provided with a copy of the Director of Engineering Roads Status Report on various matters.

CONFLICT OF INTEREST: 10.34am – The Mayor declared a Conflict of Interest in discussions on the Karumba Walking Track and left the meeting. Council is negotiating possible services with an organisation of which the Mayor is an employee. Cr Pascoe decided it was in the public interest for him to leave the meeting. The Deputy Mayor assumed the position of Chair.

ATTENDANCE: 10.36am The Mayor returned to the meeting and resumed the position of Chair.

CONFIRMED MINUTES

7. DIRECTOR OF ENGINEERING SERVICES REPORTS

7.1 Planning & Building

The report is to advise Council of relevant Planning and Building activities within the Shire for the month of March 2012.

Planning Applications

Nil.

Building Applications

| IDAS No. | Address | Type | Value |
|----------|--------------------------|----------|-----------|
| I/0707 | 22 Caroline St Normanton | Carport | \$ 25,000 |
| I/0708 | 4 Yappar St. Karumba | Dwelling | \$603,625 |

Applications pending waiting on further information. (Applicants advised)

| Idas No. | Address | Type | Date Received |
|----------|-----------------------------|----------------|---------------|
| I/0688 | 1 Lynch Close Karumba | Extension/Pool | 26/08/11 |
| I/0704 | Lot 11 Norman St. Normanton | Dwelling | 29/11/11 |

Moved Cr Zahner

Seconded Cr Beard

That Council accept the content of the report.

CARRIED

Resolution No.0412/009

7.2 Water Status Report for April 2012

During, March 2012, 29.2 ML of water was pumped from Glenore Weir. 17.9 ML was pumped from the Norman Wharf. 2.7 ML of water was pumped from the town bore. Total water received at the water treatment plant was 49.8 ML. This was less than last month.

Glenore Weir level on 29 February 2012 was 6.76 AHD, the level of the weir on 31 March 2012 was 10.35 m AHD.

Consumption for Normanton was 1.40 kL/day per connection and Consumption for Karumba was 1.60 kL /day per connection.

A total of 10 tests were conducted on water samples from the reticulation system for E-Coli during the month of February 2012. No E-coli was detected.

CONFIRMED MINUTES

Moved Cr Johnson

Seconded Cr Beard

That Council receives and notes the Water Status report for the period ending 29 February 2012.

CARRIED

Resolution No.0412/010

7.3 Submission on the Proposed Planning Scheme

The State Government requires all Councils to incorporate into the Planning Scheme various references to the Queensland Development Code and the Queensland Floods Commission of Enquiry.

The Proposed Planning Scheme does include these references, however, it is possible that following further investigations by Council Officers that more specific detailed requirements in relation to the built level of development which includes "habitable rooms" throughout the Shire, may also be included in the Proposed Planning Scheme.

On that basis Council is making a submission on the Proposed Planning Scheme, to facilitate any further amendments associated with this issue, prior to the Proposed Planning Scheme being sent to the State Government for final endorsement.

Moved Cr Zahner

Seconded Cr Johnson

- 1. That the Council make any further amendments to the Proposed Planning Scheme considered necessary, following Public Notification, to provide more accurate and detailed provisions in relation to the built level of development which includes "habitable rooms", throughout the Shire, in support of the Queensland Development Code and the findings of the Queensland Floods Commission of Inquiry.***
- 2. That Council write to the State and Local Government Association of Queensland to express its concerns over the potential effects on future development in the Shire arising from proposed changes to the built level of development.***

CARRIED

Resolution No.0412/011

7.4 Status Reports

Councillors were provided with a copy of the Director of Engineering Services Status Report on various matters.

CONFIRMED MINUTES

GENERAL BUSINESS

CONFLICT OF INTEREST 11.44am – Cr Johnson declared a conflict of interest in the following request and left the meeting during these discussions. Cr Johnson is a member and sponsor of the Gun Club and decided it was in the public interest to leave the meeting.

Normanton Gun Club Incorporated:

The Normanton Gun Club is hosting their Annual Shoot on 26-27 May 2012. The Club is requesting Council to adjust the roster as some of their members and sponsors will be unable to attend this annual event.

Moved Cr Beard

Seconded Cr Pascoe

That Council resolve not to change the 10/4 work roster for the Gun Club event.

CARRIED

Resolution No.0412/012

ATTENDANCE: 12.00pm The Director of Engineering Roads, Assistant Engineer Roads and the Director of Engineering Services left the meeting.

CHANGE IN STANDING ORDERS

Moved Cr Beard

Seconded Cr Zahner

That Council resolve to amend the Standing Orders to commence dealing with the Director Corporate Services reports.

CARRIED

Resolution No.0412/013

9. CORPORATE SERVICES REPORTS

9.1 Monthly Finance Report for Period Ending 31 March 2012

The Monthly Financial Report for the period ending 31 March 2012 provides an overview of Council's finances and is prepared based on the Amended Budget for the 2011-2012 financial year.

Council is currently in a strong financial position with significant reserves and surplus for the foreseeable future.

The following receivables were outstanding as at 31 March 2012 –

| | |
|---------|-----------|
| | \$ |
| Rates | 391,055 |
| Debtors | 5,671,155 |

The majority of debts are for recoverable works from the Department of Transport and Main Roads and the Department of Infrastructure and Planning. We are expected most of this money in the short term.

CONFIRMED MINUTES

Council's cash and cash equivalents consist of –

| | |
|----------------------------|------------|
| | \$ |
| Current Bank Account | 3,377,563 |
| QTC Cash Fund Investments | 17,527,687 |
| Westpac Fixed Term Deposit | 6,000,000 |

Moved Cr Beard

Seconded Cr Zahner

That the Financial Report for the period ending 31 March 2012, incorporating the following reports, be received –

- ***Statement of Comprehensive Income***
- ***Statement of Financial Position***
- ***Statement of Cash Flows***
- ***30 Day Cash Flow Estimate***
- ***Revenue and Expenditure Report***

CARRIED

Resolution No.0412/014

9.2 Status Reports

Councillors were provided with a copy of the Director Corporate Services Status Report on various matters.

ADJOURNMENT: 12.15pm - The Mayor adjourned the meeting for lunch. Councillors and officers visited the Ports North shed prior to lunch. Upon resumption all Members were present.

PRESENTATION: The Manager Human Resources conducted a presentation of iPad and its potential use for the next Council.

8. CHIEF EXECUTIVE OFFICER REPORTS

8.1 Review of Annual Operational Plan 2011-2012

Council is required to review progress against its Annual Operational Plan on a quarterly basis. The review for the period up to the end of March 2012 is attached for Council's consideration.

Moved Cr Beard

Seconded Cr Johnson

That Council receives and endorses the review of the Annual Operational Plan 2011-2012 to the end of the March 2012 quarter.

CARRIED

Resolution No.0412/015

CONFIRMED MINUTES

8.2 Sponsorship – North Queensland Helicopter Rescue Service

Council is one of a number of Councils and other organisations that currently sponsor the North Queensland Helicopter Rescue Service. A request for sponsorship has been received for the 2012-2013 financial year.

Moved Cr Zahner

Seconded Cr Beard

That Council resolves to continue its sponsorship of the North Queensland Helicopter Rescue Service for the 2012-2013 financial year and to include the sponsorship in the budget for that financial year.

CARRIED

Resolution No.0412/016

8.3 Unallocated State Land - Karumba

The Department of Environment and Resource Management has recently completed dealings with Unallocated State Land ("USL") at Karumba. Council previously held a Permit to Occupy over this land and the Department seeks Council's views on the appropriate tenure for the USL

Moved Cr Beard

Seconded Cr Johnson

That Council resolves to advise the Department of Environment and Resource Management that Council's preferred option is to dedicate Unallocated State Land at Karumba as a Reserve for Strategic Land Management purposes with Council as Trustee.

CARRIED

Resolution No.0412/017

8.4 Information Privacy Policy

Council is required to adopt an Information Privacy Policy to comply with the requirements of the Information Privacy Act 2009.

Moved Cr Beard

Seconded Cr Zahner

That Council resolves to adopt the Information Privacy Policy as presented.

CARRIED

Resolution No.0412/018

ATTENDANCE: The Manager Human Resources entered the meeting.

CONFIRMED MINUTES

8.5 Human Resources Report

The report provides information to Council on recent and upcoming activities within the Human Resources Department.

Council noted the report as presented.

8.6 Human Resources Policy – Drug & Alcohol Management

Council has an obligation to ensure the safety and wellbeing of everyone in the workplace. The Drug and Alcohol Policy is a part of a system of managing risk in the workplace and supports the administration of random testing for substances which are known to affect a worker's capacity to perform their duties safely.

Moved Cr Zahner

Seconded Cr Pascoe

That Council adopt the amended Drug and Alcohol Policy as presented.

CARRIED

Resolution No.0412/019

Council officially acknowledged the work of the Manager Human Resources and congratulated him on his appointment to the position.

ATTENDANCE: The Manager Human Resources left the meeting.

8.7 Status Reports

Councillors were provided with a copy of the Chief Executive Officer's Status Report on various matters.

11. CONFIDENTIAL REPORTS

Nil.

CONFIRMED MINUTES

12. GENERAL BUSINESS

Cr Johnson

Queried sound system for the Hall – funerals.

Cr Pascoe

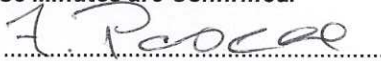
Gave a brief overview of Ebony Coal

13. CLOSURE OF MEETING

The Chair of the meeting, Cr Fred Pascoe, Mayor, declared the meeting closed at 4.30pm.

MINUTES CERTIFICATE

These Minutes are Confirmed.



Councillor F C Pascoe
Mayor



Date

