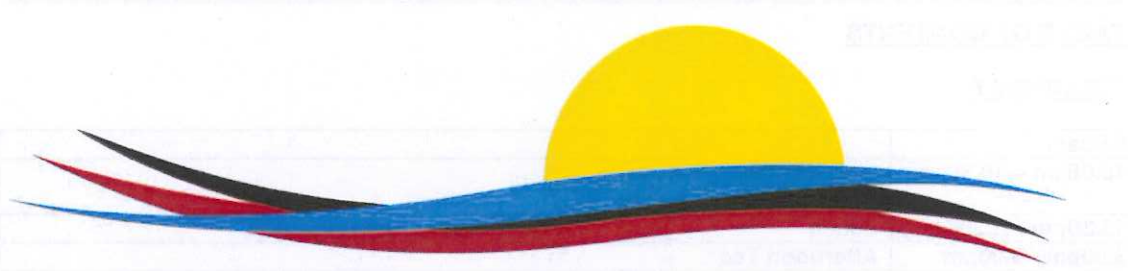


Primary Meeting of Council
Wednesday 22 August 2012

CARPENTARIA SHIRE
COUNCIL

CONFIRMED MINUTES



CARPENTARIA SHIRE

Outback by the Sea

CONFIRMED MINUTES

22 August, 2012

CONFIRMED MINUTES

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WEDNESDAY

9.00am	
10.00am – 10.30am	Morning Tea New Staff to morning tea
12.30pm – 1.30pm	Lunch
3.00pm - 3.30pm	Afternoon Tea

THURSDAY

9.00am	
10.00am – 10.30am	Morning Tea
12.30pm – 1.30pm	Lunch
3.00pm - 3.30pm	Afternoon Tea

1.	Opening of Meeting – 9.00am A 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 Ordinary Meeting of Council held on 18 July 2012 3.2 Minutes of the Special General Meeting of Council held on 8 August 2012
4.	Business Arising from Previous Minutes
5.	Public Question Time
6.	Engineering - Roads 6.1 Works Report
7.	Engineering - Services 7.1 Building and Planning Report 7.2 Water Status Report – July 2012 7.3 Karumba Sewerage Scheme – Emergency Power to Premises
8.	Chief Executive Officer 8.1 Cr Simmons Resignation 8.2 Air Travel Arrangements 8.3 Special Holiday 2013 8.4 Local Government Area Pest Management Plan 8.5 Christmas Closedown 8.6 Drop in Centre and Youth Worker Formal Proposal - Future for Kids Australia 8.7 Karumba Beautification Project 8.8 LGAQ Annual Conference 8.9 Gulf Barramundi Restocking Association Proposal 8.10 Human Resources Report
9.	Corporate Services 9.1 Monthly Finance Report for period ending 31 July 2012 9.2 Operational Plan 2011-2012 Quarterly Review
10.	Community & Cultural Services Reports 10.1 Community & Cultural Services Monthly Report 10.2 Community Donations and Support 10.3 Normanton Heritage Advisory Committee – Terms of Reference
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 AJ Gurney; Cr MD Johnson; Cr JD Beard; Cr ATJ Gallagher.

Staff:
Chief Executive Officer; Mr Bob Owen,
Director of Engineering – Services; Mr Peter Watton,
Executive Assistant; Ms Angeline Pascoe.

CONDOLENCES

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

Mrs Joyce O'Neill

3. CONFIRMATION OF MINUTES

Confirmation of Minutes from the Ordinary Meeting of Council held on the 18 July 2012 as previously circulated to Councillors.

<i>Moved Cr Gurney</i>	<i>Seconded Cr Beard</i>
<i>That the Minutes of the Ordinary Meeting held on 18 July 2012 be confirmed.</i>	
<i>Resolution No. 0812/001</i>	CARRIED

Confirmation of Minutes from the Special General Meeting of Council held on the 8 August 2012 as previously circulated to Councillors.

<i>Moved Cr Gurney</i>	<i>Seconded Cr Gallagher</i>
<i>That the Minutes of the Special General Meeting held on 8 August 2012 be confirmed.</i>	
<i>Resolution No. 0812/002</i>	CARRIED

4. BUSINESS ARISING FROM PREVIOUS MINUTES

Cr Johnson provided a report on the visit to the Gindaja Healing Centre at Yarrabah.

Cr Gallagher informed that the Bush Races would now be held 20 October 2012.

CONFIRMED MINUTES

The Chief Executive Officer provided updates on:

- The installation of culverts on the Karumba Developmental Road;
- Grid replacement on the Delta Road;
- Slashing on State Controlled Roads;
- Fires at Normanton tip; and
- The crossing over the Carron River on Shady Lagoons.

5. PUBLIC QUESTION TIME

No members of the public were present at the meeting.

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 achieved can be found in the body of the report.

Council noted the summary of works undertaken for the month of July 2012.

Moved Cr Beard

Seconded Cr Johnson

That Council approach the Minister for Main Roads to emphasise the need for the completion of the Corduroy project before the end of 2012.

CARRIED

Resolution No.0812/003

LATE ITEMS

6.2 Reconstruction and Resealing of Town Streets

Council is calling for public tenders for the supply and delivery of bitumen sealing services and road construction services as part of the 2012 Roads to Recovery and QRA works on town streets at various locations throughout the Normanton and Karumba Townships. To complete the works by the end of this year, Council will need to decide and award the tenders prior to the September 2012 meeting.

Moved Cr Beard

Seconded Cr Gurney

That Council delegates to the Mayor and the Chief Executive Officer the power to approve and award Tender Numbers 12/304, 12/305 and 12/306 as generally described in this report.

CARRIED

Resolution No.0812/004

CONFIRMED MINUTES

6.3 Garbage Compactor Replacement

Council's approved 2012-13 plant replacement program includes the replacement of a Side Loading Garbage Compactor – Plant #100, Registration 429-HIT. The budgeted change over price to the larger 18m³ Garbage Compactor was \$350,000.00 exclusive of GST.

Moved Cr Gurney

Seconded Cr Gallagher

That Council accept the Supply/Sale offer from Pacific Hino Cairns for the Hino GH1728 auto cab chassis and Superior Pak 18m³ Side Loading Compactor body.

CARRIED

Resolution No.0812/005

6.4 Motor Grader Replacement

Council's approved 2012-13 plant replacement program includes the replacement of a Caterpillar 140H Motor Grader. The changeover price is \$400,000.00 (exclusive of GST).

Moved Cr Johnson

Seconded Cr Beard

That Council accept the supply offer from Hastings Deering, Mt Isa for the Caterpillar 140M Motor Grader and the additional Accugrade blade control system. That Council also accepts the offer to purchase on the Caterpillar 140H Motor Grader (CSC#201) from Topline Machinery Brisbane.

CARRIED

Resolution No.0812/006

RECESS: 10.15am – 10.45am The Mayor called a recess for morning tea.

New Staff to morning tea: - Naneth Sayao – Casual Customer Service Officer; Peter Colahn – Casual Sports Centre/Pool Attendant; Clinton Klingenberg – Casual Sports Centre/Pool Attendant; Debora Clark – Casual Library/Visitor Information Centre Attendant; and Mandi Farmer – Engineering Administration Officer.

7. DIRECTOR OF ENGINEERING SERVICES REPORTS

7.1 Building and Planning

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

Planning Applications:

Nil

Building Applications:

IDAS	Address	Type	Value
I/0716	62 Karumba Rd	House	\$ 75,000

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I/0717	65 Col Kitching Drive	House	\$150,000
I/0718	Old Croydon Rd	House	\$159,000
I/0719	Karumba Airport	Shed	\$ 20,000
I/0720	Gulf Caravan Park	Bunk Houses	\$ 20,000
I/0721	Karumba Dev Rd	Shed	
I/0722	28-30 Noel Street	Plumbing alterations	\$ 3,000

Building Permits issued:

I/0717	62 Karumba Rd	House	\$ 75,000
I/0718	65 Col Kitching Drive	Ablution Blocks	\$150,000
I/0720	Gulf Caravan Park	Bunk Houses	\$ 20,000
I/0718	Old Croydon Rd	House	\$159,000

Applications pending waiting on further information (Applicants advised):

IDAS	Address	Type	Date Received
I/0688	1 Lynch Close Karumba	Extension/Pool	26/8/11
I/0715	62 Karumba Rd	Shed	31/5/12

Moved Cr Gurney

Seconded Cr Gallagher

That Council note and accept the content of the report.

CARRIED

Resolution No.0812/007

7.2 Water Status Report for July 2012

During, July 2012, 86.8 ML of water was pumped from Glenore Weir. Bore water pumped was a total of 5.1 ML. Total water received at the water treatment plant was 91.9 ML. This was more than last month.

Glenore Weir level on 30 June 2012 was 5.95 AHD, the level of the weir on 31 July 2012 was 6.48 AHD.

Consumption for Normanton was 2.77 kL/day per connection and Consumption for Karumba was 3.36 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 July 2012. No E-coli was detected.

CONFIRMED MINUTES

Moved Cr Gurney

Seconded Cr Johnson

That Council receives and notes the Water Status report for the period ending 31 July 2012.

CARRIED

Resolution No.0812/008

7.3 Karumba Sewerage Scheme - Emergency power to premises

The report advised Council of options available regarding long outages of power which occur periodically in Karumba and which affect the overflow of sewerage to the three main caravan parks and, potentially, other premises.

Moved Cr Johnson

Seconded Cr Gallagher

That Council negotiate directly with affected businesses to install accessible generator switches and, where necessary, re-wire switchboards so as to enable businesses to run sewerage pumps off their own generators.

CARRIED

Resolution No.0812/009

Moved Cr Gurney

Seconded Cr Beard

That Council continue to lobby Ergon Energy over alternative power supply options during times of outages.

CARRIED

Resolution No.0812/010

LATE ITEM

7.4 Application Boundary Dispensation

The report advised Council of an application for dispensation to reduce the front boundary distance.

*Moved Cr Gallagher
Beard*

Seconded Cr

- 1. That Council approve a front boundary dispensation from 6 metres to 2 metres for the erection of a 14 metre x 7.5 metre shed on the property at 2 Riverview Drive, Karumba.*
- 2. That Council delegate to the Chief Executive Officer (CEO) or a delegate approved by the CEO the power to approve all future boundary dispensations within the Shire, unless the CEO or the delegate considers the application to be controversial.*

CARRIED

Resolution No.0812/011

ATTENDANCE: 12.00pm – The Director of Engineering Services left the meeting.

8. CHIEF EXECUTIVE OFFICER REPORTS

CONFIRMED MINUTES

8.1 Resignation of Councillor Simmons

Cr Luke Simmons has resigned as he is moving out of the local government area. Council has two options to fill the vacancy in the office of councillor. The position can be filled by the appointment of the runner up at the last election or by the conduct of a by election.

Moved Cr Pascoe

Seconded Cr Gurney

That subject to acceptance by the proposed appointee Council appoint Brenda Schneekloth to fill the vacancy of Council arising from the resignation of Cr Luke Simmons.

CARRIED

Resolution No.0812/012

8.2 Air travel arrangements

Various options exist for air travel for councillors and staff when travelling.

Moved Cr Beard

Seconded Cr Gurney

That Council approve the opening of a corporate account with Virgin Airlines for travel by councillors and staff.

CARRIED

Resolution No.0812/013

ADJOURNMENT; 12.13pm – 1.23pm The Mayor adjourned the meeting for lunch.
Upon resumption all members were present.

CONFIRMED MINUTES

8.3 Special holiday 2013

Council is able to request a day and event for its special holiday in 2013.

Moved Cr Gurney

Seconded Cr Gallagher

That Council write to the Attorney-General and Minister for Justice to request a special holiday in 2013 on Friday 7 June for the Annual Normanton Show.

CARRIED

Resolution No.0812/014

8.4 Pest Management Plan

The *Land Protection (Pest and Stock Route Management) Act 2002* requires local governments to have a current Local Government Area Pest Management Plan (LGAPMP). Carpentaria Shire Council's LGAPMP has recently been reviewed and was submitted to the Department of Agriculture Fisheries and Forestry for Ministerial approval. Ministerial approval was received on 20 July 2012.

Moved Cr Beard

Seconded Cr Gurney

That Council adopts the Local Government Pest Management Plan as presented and undertakes a further review in the next 12 months with all stakeholders.

CARRIED

Resolution No.0812/015

8.5 Christmas Closedown Period

Carpentaria Shire Council usually closes over the period between Christmas and New Year. The closedown dates are set by Council on an annual basis to allow advertising of the closedown and to provide staff with notice of the closedown period.

Emergency contacts and a skeleton staff are rostered during the closedown period to ensure essential and emergency services are maintained.

**Moved Cr Johnson
Beard**

Seconded Cr

That Council endorses the Christmas arrangements for closedown as presented but delegates to the Deputy Mayor and to the Chief Executive Officer the power to negotiate and confirm the close down dates for the Child Care Centre.

DIVISION	CLOSEDOWN COMMENCEMENT	RECOMMENCEMENT
Works Staff	Friday 14th December 2012 (2:30pm)	Wednesday 2nd January 2013
Office	Wednesday 19th December 2012 (midday)	Wednesday 2nd January 2013
Child Care	Last day for Children, Thursday 20th December 2012 (5:30pm)	First day for Staff, Monday 7th January 2013
	Last day for Staff, Friday 21st December	First day for Children,

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	2012	Tuesday 7th January 2013
Visitor Information Centres & Library	Friday 21st December 2012 (5:00pm) Closing date and time dependant on staff availability and tourism season. Centre will open for non-public holidays between Christmas and New Year should tourist season require.	Wednesday 2nd January 2013
Sports Centre & Pool	Open all non-public holidays throughout the Christmas Period.	
Resolution No.0812/016		

CHANGE IN STANDING ORDERS

Moved Cr Gurney	Seconded Cr Gallagher
That Council resolve to amend the Standing Orders to commence dealing with the Manager Human Resources report.	
Resolution No.0812/017	CARRIED

8.10 Human Resources Report

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

Moved Cr Gallagher	Seconded Cr Beard
That Council accept the report as presented.	
Resolution No.0812/018	CARRIED

8.6 Drop in Centre and Youth Worker Formal Proposal - Future for Kids Australia

Mr Steve Sutton attended the June Council meeting and put forward an informal proposal for the provision of youth services in Normanton for children in the care of Department of Communities, Child Safety and Disability Service, including a drop in centre. Council provided in-principle support for the proposal and requested that Future for Kids provide Council with a formal proposal.

CONFIRMED MINUTES

Moved Cr Gallagher

Seconded Cr Gurney

That Council receives the formal proposal from Future for Kids Australia as presented and—

- 1. delegates the power to the Mayor and the Chief Executive Officer to negotiate and enter into a Memorandum of Understanding for the provision of the proposed facilities and services;**
- 2. requests a report from officers for Council's consideration on potential suitable sites for the location of the proposed premises.**

CARRIED

Resolution No.0812/019

8.7 Karumba Beautification Project

The purpose of this report is to advise Council on the status of the Karumba Beautification Project, particularly the Karumba Walkway project.

Moved Cr Gallagher

Seconded Cr Johnson

That Council receive and note the Karumba Beautification Project report as presented.

CARRIED

Resolution No.0812/020

8.8 LGAQ Annual Conference

The Local Government Association of Queensland ("LGAQ") is conducting its annual conference at Brisbane from 22-25 October 2012.

Early bird registrations close on 14 September 2012 and motions for the conference need to be submitted by 3 September 2012.

Moved Cr Gallagher

Seconded Cr Johnson

That approval be granted to Councillors Pascoe, Gurney and Zahner (and possibly Cr Schneekloth) to attend the LGAQ 116th Annual Conference being held at Brisbane from 22 – 25 October 2012. Crs Pascoe & Gurney are to be nominated as Council's delegates

CARRIED

Resolution No.0812/021

CONFIRMED MINUTES

CHANGE IN STANDING ORDERS

Moved Cr Gallagher

Seconded Cr Johnson

That Standing Orders be suspended to allow a deputation from the Regional Health Board to be heard.

CARRIED

Resolution No.0812/022

DEPUTATION: Mr Paul Woodhouse – Chair Regional Health Board,

8.9 Gulf Barramundi Restocking Association

A review of the Gulf Barramundi Restocking Association Inc, including the hatchery at Karumba, is currently being undertaken by Michael Lawrence of Inspire Consulting.

A proposal has been put forward for discussion by Fisheries Queensland which may see Council become responsible for the hatchery.

The matter is put forward for discussion.

Moved Cr Gurney

Seconded Cr Beard

That Council agree in-principle to taking over responsibility for the barramundi hatchery at Karumba, subject to—

- 1. Agreement by the relevant parties, including the Gulf Barramundi Restocking Association Inc;*
- 2. The results of the current business review;*
- 3. A cost-benefit and financial analysis;*
- 4. The sale of GBRA assets to Council for a nominal amount;*
- 5. Council being given appropriate tenure over the land and premises by the State.*

Resolution No.08/023

RECESS: 3.20pm - The Mayor called a recess for afternoon tea.

GENERAL BUSINESS

Regional Development Australia

The Chief Executive Officer provided a draft program of the Regional Development Australia visit and will email to the Councillors attending.

Issues to be raised –

- Monsoon centre
- Water supply
- Transport & accessibility – Walkers Bend

CONFIRMED MINUTES

Gulf Savannah Development – Annual General Meeting

The Chief Executive Officer informed the meeting of the proposed series of meetings in Cairns 12–16 September. The Mayor & Deputy Mayor will be attending as Carpentaria Shire representatives.

Hon Bob Katter MP

Letter from the Hon Bob Katter MP regarding the Federal Budget Submission – 2013.
Council's priorities for the submissions are:

1. Water storage
2. Sea wall
3. Bridge at Flinders River

ATTENDANCE: 3.55pm The Director Corporate Services entered the meeting.

9. CORPORATE SERVICES REPORTS

9.1 Monthly Finance Report for Period Ending 31 July 2012

The Monthly Financial Report for the period ending 31 July 2012 provides an overview of Council's finances and is prepared based on the Budget for the 2012-13 financial year.

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

Income Statement

At this time of the year we have received relatively no income compared to expenditure. Recoverable works are the major area of expenditure (\$1.7M) with income of approximately \$7,200 for recoverable works received this year to 31 July 2012. Approximately \$9 Million is due from claims made to the Department of Infrastructure and Planning and the Department of Transport and Main Roads. Claims for these works are being followed up. A further \$5 Million is due to Council for QRA Flood Damage funds.

The following receivables were outstanding as at 31 July 2012 –

	\$
Rates	141,805
Debtors	9,285,055

Outstanding rates constitute 3.12% of rates and charges levied. Outstanding rates are monitored closely and recovery action taken if necessary. The first half-year levy for 2012-13 will issue in late August.

The majority of debts are for recoverable works from the Department of Transport and Main Roads and the Department of Infrastructure and Planning.

CONFIRMED MINUTES

General Notes

Council's bank balances as at 31 July 2012 are –

	\$
Current Account	1,029,426
Investment Account QTC	16,653,115
Investment Account Westpac	6,000,000

The preparation of the Financial Statements as at 30 June 2012 is in progress. The first draft for the Auditors is required by 3 September with the final statements to be prepared by 15 September 2012.

Financial Indicators	Target	2011/12	July 2012
Current Ratio	>3.0	12.51%	15.04
Operating Result (% of total operating expenditure)	>.15%	5.68%	-14.65%
Debt to Asset Ratio	>2.0%	1.94%	1.95%
Capital Expenditure Ratio (Capital purchases/depreciation expense)	>1.1	1.18	4.43

Very little reliance should be made of the financial indicators at this point of time due to the fact that limited transactions have been carried out this financial year.

Moved Cr Gurney

Seconded Cr Johnson

That the Financial Report for the period ending 30 June 2012, incorporating the following reports, be received –

- **Income Statement**
- **Statement of Financial Position**
- **Statement of Cash Flows**
- **Statement of Changes in Equity**
- **30 Day Cash Flow Estimate**
- **Revenue and Expenditure Report**
- **Capital Works Summary**
- **Grants Report**

CARRIED

Resolution No.0812/024

9.2 Operational Plan Review June 2012 Quarter

The *Local Government Act 2009* requires that a Local Government must for each financial year prepare and by resolution adopt an Operational Plan. A report on the Operational Plan is to be prepared and presented to Council on a quarterly basis outlining the year to date progress against key performance indicators for all operational activities.

CONFIRMED MINUTES

Moved Cr Gallagher

Seconded Cr Gurney

That Council accept and note the report on the 2011-2012 Operational Plan as presented.

CARRIED

Resolution No.0812/025

ATTENDANCE: 4.15pm The Director Corporate Services left the meeting.

10. COMMUNITY AND CULTURAL SERVICES REPORTS

10.1 Monthly Report

The report provides information to Council on activities and programmes within the Community and Cultural Services portfolio.

Moved Cr Johnson

Seconded Cr Gurney

That Council note and accept the report as presented.

CARRIED

Resolution No.0812/026

10.2 Community Donations and Support

During the period since the July 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 Cr Beard

Seconded Cr Gallagher

That Council—

- 1. note and accept the report as presented; and*
- 2. note the Community Donations and Support Financial Summary August 2012.*

CARRIED

Resolution No.0812/027

10.3 Normanton Heritage Advisory Committee Terms of Reference

The Normanton Heritage Precinct Steering Committee is an advisory committee of Council and has been operating under Draft Terms of Reference dated May 2003 (Attachment 10.3.2). It is proposed that the Heritage Committee operates under the attached Draft Terms of Reference (Attachment 10.3.1) which have been approved by the Committee for submission to Council for approval.

CONFIRMED MINUTES

Moved Cr Gallagher

Seconded Cr Gurney

That Council adopt the Normanton Heritage Advisory Committee Terms of Reference as presented and amended.

CARRIED

Resolution No.0812/028

ATTENDANCE: 5.00pm The Executive Assistant left the meeting.

11. CONFIDENTIAL REPORTS

Moved Cr Beard

Seconded Cr Gallagher

That Council move into closed session pursuant to section 72 of the Local Government (Operations) Regulation 2010 to discuss employment and contractual matters.

CARRIED

Resolution No.0812/029

Moved Cr Beard

Seconded Cr Gallagher

That Council move out of closed session.

CARRIED

Resolution No.0812/30

Moved Cr Gurney

Seconded Cr Johnson

That Council delegate the power to the Mayor and the Chief Executive Officer to negotiate and enter into a Contract for the purchase of a house at Karumba in accordance with the funding approved in Council's 2012-2013 budget.

CARRIED

Resolution No.0812/031

12. GENERAL BUSINESS

Cr Johnson	Queried the public holidays for 2013 – community events. <i>It was agreed that community organisations to be provided with roster dates for 2013.</i>
	Procurement Policy <i>Workshop to be held 20 September 2012.</i>

CONFIRMED MINUTES

13. CLOSURE OF MEETING

The Chair of the meeting, Cr Fred Pascoe, Mayor, declared the meeting closed at 5.58pm.

MINUTES CERTIFICATE

These Minutes are Confirmed.



Councillor F C Pascoe
Mayor

22, 08, 2012

Date

