



CARPENTARIA SHIRE

Outback by the Sea[®]

ORDINARY MEETING MINUTES

16 & 17 JULY 2014

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

Mayor: Cr FC Pascoe

Members: Cr AJ Gurney; Cr MD Johnson; Cr JC Zahner; Cr JD Beard;
Cr ATJ Gallagher.

Staff

Chief Executive Officer Mr Bob Owen

Director of Engineering Mr John Teague

Director Corporate Services Mr Oliver Pring

Executive Assistant Ms Angeline Pascoe.

3 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

Confirmation of Minutes from the Ordinary Council Meeting held 18 June 2014 as previously circulated to councillors.

COUNCIL RESOLUTION

Moved Cr Gurney

Seconded Cr Gallagher

That the Minutes of the Ordinary Council Meeting held 18 June 2014 be confirmed.

CARRIED

Resolution No. 0714/001

4 BUSINESS ARISING FROM PREVIOUS MEETINGS

Nil.

5 PUBLIC QUESTION TIME

Miss Zoe O'Brien and Ms Brenda Schneekloth attended the public gallery.

CONFIRMED MINUTES

DEPUTATION: 9.15am – 9.22am Mr Ray Aquilina – addressed Council on business permit fees

CONFIRMED MINUTES

6 REPORTS FROM DIRECTOR OF ENGINEERING - ROADS

6.1 WORKS REPORT

Executive Summary:

This report provides Council with a current update on general works being undertaken in accordance with the approved works program.

COUNCIL RESOLUTION

Moved Cr Gurney

Seconded Cr Zahner

That Council accepts the report as presented.

CARRIED

Resolution No. 0714/002

6.2 NDRRA REPORT

Executive Summary:

This report provides Council with a current works update on Natural Disaster Relief and Recovery Arrangement projects being undertaken under the approval of Queensland Reconstruction Authority.

MOTION

COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Johnson

That Council delegate the power to the Mayor and Chief Executive Officer to award the tenders for the floodways on the Kowanyama Road and the works at the Mitchell River Crossing.

CARRIED

Resolution No. 0714/003

CONFIRMED MINUTES

COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Gurney

That Council accepts the report as presented.

CARRIED

Resolution No. 0714/004

RECESS: 10.05am – 10.30am The Mayor called a recess for morning tea. Mrs Lisa Ruyg (Manager Human Resources) and Ms Lowanna Thomas (Community Development Assistant) were introduced.

6.3 DTMR CONTRACTS REPORT

Executive Summary:

This report provides a brief update on Council's current Department of Transport and Main Roads (DTMR) contract works being undertaken.

COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Gurney

That Council accepts the report as presented.

CARRIED

Resolution No. 0714/005

CONFIRMED MINUTES

6.4 MARINE STRUCTURES REPORT

Executive Summary:

This report provides Council with a current works update on marine structure projects being undertaken in accordance with the approved works program.

COUNCIL RESOLUTION

Moved Cr Gurney

Seconded Cr Zahner

That Council accepts the report as presented.

CARRIED

Resolution No. 0714/006

CONFIRMED MINUTES

7 REPORTS FROM DIRECTOR OF ENGINEERING - SERVICES

7.1 BUILDING AND PLANNING REPORT

The report is to advise Council of relevant Planning and Building activities within the Shire for the month of June 2014.

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Johnson

That Council note and accept the content of the report as presented.

CARRIED

Resolution No. 0714/007

7.2 WATER STATUS REPORT FOR JUNE 2014

Executive Summary:

The purpose of this report is to provide Council with town water supply usage information to assist in ensuring that the water supply is available throughout the year and appropriately managed.

COUNCIL RESOLUTION

Moved Cr Gurney

Seconded Cr Beard

That Council accepts the report as presented.

CARRIED

Resolution No. 0714/008

CONFIRMED MINUTES

7.3 BACKFLOW PREVENTION DEVICE INSPECTION PROGRAM

Executive Summary:

This report requests Council's approval to implement an approved inspection program under s134 of the *Local Government Act 2009*. The proposed inspection program is for the systematic inspection of all commercial and industrial properties in the water supply area for backflow prevention devices to ensure compliance with the *Standard Plumbing and Drainage Regulation 2003* (SPDR) and Council's Drinking Water Quality Management Plan 2013 (DWQMP).

COUNCIL RESOLUTION

Moved Cr Gurney

Seconded Cr Zahner

That Council approve the following inspection program in accordance with s134 of the Local Government Act 2009:

Backflow Prevention Device Inspection Program

Purpose

To ensure that the backflow prevention devices are installed in accordance with the Standard Plumbing and Drainage Regulations 2003 and Councils Drinking Water management Plan 2013.

Commencement

The program is to start on 4 August 2014.

Type of Program

The Backflow Prevention Device Inspection Program will be a systematic program which will include all commercial and industrial properties which are connected to Council's town water supply.

Duration

The program will run for three (3) months ending on 4 October 2014.

CARRIED

Resolution No. 0714/009

CONFIRMED MINUTES

7.4 KARUMBA AERODROME WILDLIFE HAZARD MANAGEMENT: AVISURE PROPOSAL

Executive Summary:

This report provides the outcomes and recommendations of the consultants (Avisure) investigation into the on going issue of bird-strikes at the Karumba Aerodrome.

COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Zahner

That Council approve the Avisure proposal in the amount of \$16,374.00 for wildlife management plan, wet season wildlife audit, and CSC staff wildlife training.

CARRIED

Resolution No. 0714/010

GENERAL BUSINESS - ENGINEERING

Cr Pascoe

Jacobs Report: Review of Normanton and Karumba Water Supply Upgrade Options Study

MOTION

COUNCIL RESOLUTION

Moved Cr Gurney

Seconded Cr Zahner

That Council proceeds with the raising of the weir option as outlined in the PDR Engineering report to upgrade the Shire's water supply subject to satisfactory geotechnical investigations and confirmation of the survey levels in the report.

CARRIED

Resolution No. 0714/011

CONFIRMED MINUTES

Cr Gallagher

Informed that signage is required at several areas within the Shire.

MOTION

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Gurney

That Council install road safety signage at known hazardous locations throughout the Shire.

CARRIED

Resolution No. 0714/012

Cr Beard

Queried the maintenance of the Town Common fence
The Director of Engineering informed that the Town Crew will continue to monitor and repair the fence where required and in assistance with the Local Laws Officer. The Chief Executive Officer advised that residents dumping rubbish will be fined.

Queried if all contractors are complying with Council contract conditions.
The Director of Engineering advised constant monitoring and compliance is being adhered to and if Council had specific examples, these need to be put forward to be followed up.

ATTENDANCE: 12.25pm The Director of Engineering left the meeting.
Ms Brenda Schneekloth and Miss Zoe O'Brien also left the meeting.

ADJOURNMENT: The Mayor adjourned the meeting for lunch.
Upon resumption all members were present.

CONFIRMED MINUTES

8 REPORTS FROM THE CHIEF EXECUTIVE OFFICER

8.1 REQUEST FOR WAIVER OF FEES

Executive Summary:

Council has received a request from a commercial charter boat operator for a waiver or dispensation on fees payable to operate a business from Council-controlled land, and with respect to a food licence.

Officers do not have the authority to provide a waiver or dispensation as the fees are set by resolution under Council's Schedule of Fees and Charges.

COUNCIL RESOLUTION

Moved Cr Gurney

Seconded Cr Zahner

That Council affirms its fees and charges for operating a business from a local government controlled area and that no discounts or pro rata fees are made available.

CARRIED

Resolution No. 0714/013

8.2 APPOINTMENT OF DATE FOR SPECIAL HOLIDAY 2015

Executive Summary:

Pursuant to the *Holidays Act 1983*, Council is able to nominate that a day be appointed as a special holiday for Carpentaria Shire in 2015. As is traditionally the case, the Friday of the Rodeo weekend is put forward as the nominated day.

COUNCIL RESOLUTION

Moved Cr Zahner

Seconded Cr Gallagher

That Council requests the Attorney-General and Minister for Justice to appoint Friday 5 June 2015 as the special holiday for Carpentaria Shire being for the Normanton Show Holiday which includes an arts, crafts and agricultural show, together with campdraft and rodeo events.

CARRIED

Resolution No. 0714/014

CONFIRMED MINUTES

8.3 FUTURE FUNDING APPLICATION

Executive Summary:

Council previously applied for funding through the Regional Development Australia Fund ("RDAF") to construct The Monsoon Centre inside the Burns Philp building.

Council is requested to consider its future priorities when applications are called under similar programs.

COUNCIL RESOLUTION

Moved Cr Gurney

Seconded Cr Johnson

That Council's priority for future funding programs is the development of the Mutton Hole Wetlands in order to develop a world-class nature-based tourism experience, together with interpretative and educational signage and displays.

CARRIED

Resolution No. 0714/015

CONFLICT OF INTEREST: Cr Gallagher declared a conflict of interest as he is a committee member of the Normanton Rodeo Association. Cr Gallagher stated that he was able to discuss the issue and vote in the public interest.

8.4 MEMORANDUM OF UNDERSTANDING - RODEO GROUNDS

Executive Summary:

Council has a Memorandum of Understanding with the Normanton Rodeo Association (attached). The MOU is to be reviewed every three years. The MOU is brought to Council for input into any aspect of the agreement that Council wishes to review.

One suggestion is to remove the requirement for a three year review and replace it with a clause that states "The MOU will be reviewed when requested in writing by a party to the agreement."

COUNCIL RESOLUTION

Moved Cr Zahner

Seconded Cr Gurney

That Council amend the Memorandum of Understanding with the Normanton Rodeo Association so that the MOU is reviewed when requested in writing by a party to the agreement and that the President of the Rodeo Association be invited on a standing basis to address Council after each annual event.

CARRIED

Resolution No. 0714/016

CONFIRMED MINUTES

8.5 KARUMBA TOWN DEVELOPMENT ADVISORY COMMITTEE

Executive Summary:

Council established an advisory committee pursuant to the Local Government Act 2009 to advise Council with respect to development at Karumba.

The committee held its first meeting on 30 May 2014.

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Johnson

That Council endorse the minutes of the Karumba Town Development Advisory Committee held on 30 May 2014 and the Terms of Reference for the operation of the committee

CARRIED

Resolution No. 0714/017

GENERAL BUSINESS – CHIEF EXECUTIVE OFFICER

Cr Gallagher

Asked if Council could write to Westpac to get a second ATM. The current ATM is broken and no one can withdraw cash.
Contact the Manager– get details and contacts

Queried the progress of the Lilyvale subdivision
The Chief Executive Officer informed waiting on additional information on engineering prior to lodging a development application.

Cr Zahner

Karumba State School – Year 7 classroom.
The Mayor provided an update on future Year 7 schooling discussions.

Cr Johnson

Queried the progress of the Lower Gulf Campus of TAFE

Chief Executive Officer

North West Health and Hospital Board – 29 July 1pm

Request from RFDS for advertising in Annual Diary
Council decided to go with the corporate sponsorship of \$1,395

CONFIRMED MINUTES

10 GENERAL BUSINESS

- Cr Gurney
- Informed of his attendance with the Mayor at the MMG Planning Day, Gulf Savannah Development's Planning Day & General Meeting and the Northern Development meeting.
- Provided an update on the Parliamentary Inquiry visit on 2 July 2014.
- Cr Johnson
- Informed that she attended the Order of the Outback Ball at Burketown.
- Leukaemia Fundraising – 30 August
Email information to staff.
- Cr Pascoe
- Informed of his and the Deputy Mayor's attendance at the MMG Planning Day, Gulf Savannah Development Planning Day & General Meeting and the Northern Development meeting.
- Informed he did not attend the Policy Executive Meeting as he attended the funeral for a past Councillor at Doomadgee.
- Informed he will be attending the ROC Assembly and Regional Economic Development Conference at Hervey Bay on 30 July – 1 August 2014.
- The North Queensland Local Government Association Conference will be held at Richmond on 13 – 15 August 2014.
- Facilitated the Community Meeting regarding the Rehabilitation Centre.
- Cr Gallagher
- Informed that the Normanton Sprint Races will be held on Sunday 5 October 2014.
- Director Corporate Services
- Informed of the Councillor Remuneration.
- Council has taken over Toll Services.

ATTENDANCE: 3.55pm The Director of Engineering entered the meeting.

CONFIRMED MINUTES

ADJOURNMENT FOR NEXT DAY

COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Johnson

That Council adjourn the meeting at 4.20pm to resume on Thursday 17 July 2014 at 9.00am.

CARRIED

Resolution No. 0714/018

CONFIRMED MINUTES

Thursday 17 July 2014

1 OPENING OF MEETING

The Mayor welcomed declared the meeting open at 9.00am

2 RECORD OF ATTENDANCE

Councillors

Mayor: Cr FC Pascoe

Members: Cr AJ Gurney; Cr MD Johnson; Cr JC Zahner; Cr JD Beard;
Cr ATJ Gallagher.

Staff

Chief Executive Officer Mr Bob Owen

Director of Engineering Mr John Teague

Director Corporate Services Mr Oliver Pring

Executive Assistant Ms Angeline Pascoe.

MOTION

COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Gallagher

That Council adjourn the meeting to hold a budget workshop.

CARRIED

Resolution No. 0714/019

CONFIRMED MINUTES

8.6 2013/2014 ANNUAL OPERATIONAL PLAN - JUNE 2014 REVIEW

Executive Summary:

The *Local Government Act 2009* requires that a local government must for each financial year prepare and by resolution adopt an Annual 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.

RECOMMENDATION:

For Council information only.

CONFIRMED MINUTES

9 REPORTS FROM DIRECTOR OF CORPORATE SERVICES

9.1 2014/2015 CARPENTARIA SHIRE COUNCIL REVENUE POLICY

Executive Summary:

The 2014/2015 Carpentaria Shire Council Budget, as presented, has been prepared in accordance with the *Local Government Act 2009* and the *Local Government Regulation 2012*. As stipulated by these regulations, Council must adopt an annual budget which includes various policies and guidelines as well as financial statements prepared on an accrual basis for the 2014/2015 Financial Year and future budget projections over the subsequent nine years which allow for the measures in financial sustainability. The budget must also be consistent with long term planning documents.

COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Gallagher

That Council adopt the 2014/2015 Carpentaria Shire Council Revenue Policy

CARRIED

Resolution No. 0714/020

9.2 2014/2015 CARPENTARIA SHIRE COUNCIL REVENUE STATEMENT

Executive Summary:

The 2014/2015 Carpentaria Shire Council Budget, as presented, has been prepared in accordance with the *Local Government Act 2009* and the *Local Government Regulation 2012*. As stipulated by these regulations, Council must adopt an annual budget which includes various policies and guidelines as well as financial statements prepared on an accrual basis for the 2014/2015 Financial Year and future budget projections over the subsequent nine years which allow for the measures in financial sustainability. The budget must also be consistent with long term planning documents.

COUNCIL RESOLUTION

Moved Cr Zahner

Seconded Cr Gallagher

That Council adopt the 2014/2015 Carpentaria Shire Council Revenue Statement as amended.

CARRIED

Resolution No. 0714/021

CONFIRMED MINUTES

9.3 2014/2015 CARPENTARIA SHIRE COUNCIL DEBT POLICY

Executive Summary:

The 2014/2015 Carpentaria Shire Council Budget, as presented, has been prepared in accordance with the *Local Government Act 2009* and the *Local Government Regulation 2012*. As stipulated by these regulations, Council must adopt an annual budget which includes various policies and guidelines as well as financial statements prepared on an accrual basis for the 2014/2015 Financial Year and future budget projections over the subsequent nine years which allow for the measures in financial sustainability. The budget must also be consistent with long term planning documents.

COUNCIL RESOLUTION

Moved Cr Gurney

Seconded Cr Zahner

That Council adopt the 2014/2015 Carpentaria Shire Council Debt Policy as amended.

CARRIED

Resolution No. 0714/022

9.4 2014/2015 CARPENTARIA SHIRE COUNCIL INVESTMENT POLICY

Executive Summary:

The 2014/2015 Carpentaria Shire Council Budget, as presented, has been prepared in accordance with the *Local Government Act 2009* and the *Local Government Regulation 2012*. As stipulated by these regulations, Council must adopt an annual budget which includes various policies and guidelines as well as financial statements prepared on an accrual basis for the 2014/2015 Financial Year and future budget projections over the subsequent nine years which allow for the measures in financial sustainability. The budget must also be consistent with long term planning documents.

COUNCIL RESOLUTION

Moved Cr Johnson

Seconded Cr Beard

That Council adopt the 2014/2015 Carpentaria Shire Council Investment Policy.

CARRIED

Resolution No. 0714/023

CONFIRMED MINUTES

9.5 2014/2015 CARPENTARIA SHIRE COUNCIL SCHEDULE OF FEES & CHARGES

Executive Summary:

The attached document titled 2014/2015 Carpentaria Shire Council Schedule of Fees & Charges provides a comprehensive schedule of all proposed regulatory and commercial fees and charges for 2014/2015 financial year, including cost recovery fees and other charges. Under Section 98 of the *Local Government Act 2009*, Council must adopt and maintain a register of its cost recovery fees.

COUNCIL RESOLUTION

Moved Cr Zahner

Seconded Cr Gallagher

That Council adopt the 2014/2015 Carpentaria Shire Council Schedule of Fees & Charges.

CARRIED

Resolution No. 0714/024

CONFIRMED MINUTES

9.6 2014/2015 CARPENTARIA SHIRE COUNCIL BUDGET ADOPTION

Executive Summary:

In accordance with the *Local Government Act 2009* and *Local Government Regulation 2012*, Council must adopt an annual budget which includes financial statements prepared on an accrual basis for 2014/2015 Financial Year and future budget projections over the subsequent nine years which allow for the measure of financial sustainability. The budget must also be consistent with Council's long term planning documents.

COUNCIL RESOLUTION

Moved Cr Pascoe

Seconded Cr Gurney

That Council..

1. *adopt the 2014/2015 Carpentaria Shire Council Statement of Comprehensive Income as amended.*
2. *adopt the 2014/2015 Carpentaria Shire Council Statement of Financial Position as amended.*
3. *adopt the 2014/2015 Carpentaria Shire Council Statement of Cash Flows as amended.*
4. *adopt the 2014/2015 Carpentaria Shire Council Statement of Changes in Equity as amended.*
5. *authorises the proposed Capital Expenditure Program for 2014/2015 as amended.*
6. *authorises the proposed transfers to and from Council's reserve accounts for 2014/2015 as amended.*

CARRIED

Resolution No. 0714/025

GENERAL BUSINESS

Cr Gurney

Discussed items from the last Interagency meeting and the minutes of that meeting were distributed by email to Councillors.

CONFIRMED MINUTES

11 CLOSURE OF MEETING

The Chair of the meeting, Cr Fred Pascoe, Mayor, declared the meeting closed at 2.40pm.

MINUTES CERTIFICATE

These Minutes are Confirmed

F. Pascoe
.....

Councillor FC Pascoe
Mayor

17.07.2014
.....

Date