



**CARPENTARIA SHIRE**

*Outback by the Sea*

***ORDINARY MEETING***

***MINUTES***

***16 NOVEMBER, 2016***

**CONFIRMED MINUTES**

**TABLE OF CONTENTS**

| <b>ITEM</b> | <b>SUBJECT</b>   | <b>PAGE NO</b> |
|-------------|--|----------------|
| <b>1</b>    | <b>OPENING OF MEETING .....</b>  | <b>4299</b>    |
| <b>2</b>    | <b>RECORD OF ATTENDANCE .....</b>  | <b>4299</b>    |
| <b>3</b>    | <b>CONDOLENCES .....</b>   | <b>4299</b>    |
| <b>4</b>    | <b>CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS .....</b>                    | <b>4299</b>    |
| <b>5</b>    | <b>BUSINESS ARISING FROM PREVIOUS MEETINGS .....</b>                           | <b>4299</b>    |
| <b>6</b>    | <b>DEPUTATIONS .....</b>   | <b>4300</b>    |
| <b>7</b>    | <b>REPORTS FROM DIRECTOR OF ENGINEERING - ROADS &amp; SERVICES ....</b>        | <b>4301</b>    |
| 7.1         | Works Report - November 2016 .....   | 4301           |
| 7.2         | NDRRA Report - November 2016.....  | 4301           |
| 7.3         | DTMR Works - November 2016.....  | 4302           |
| 7.4         | Glenore Weir Progress Report - November 2016 .....                             | 4302           |
| 7.5         | Purchase of Lighting Tower.....  | 4303           |
| 7.6         | Building and Planning Report.....  | 4303           |
| 7.7         | Request for Side Boundary Dispensation, 22 Caroline Street,<br>Normanton ..... | 4304           |
| 7.8         | Proposed Planning Scheme - Draft Strategic Framework .....                     | 4305           |
| 7.9         | Water and Wastewater Report - November 2016 .....                              | 4306           |
| <b>8</b>    | <b>REPORTS FROM THE CHIEF EXECUTIVE OFFICER .....</b>                          | <b>4307</b>    |
| 8.1         | EM and NJ Gallagher - National Arbovirus Monitoring Program.....               | 4307           |
| 8.2         | Corporate Communications Strategy and Action Plan .....                        | 4308           |
| 8.3         | Governance Report.....   | 4309           |
| 8.4         | 2017 Council Meeting Dates .....   | 4309           |
| <b>9</b>    | <b>REPORTS FROM DIRECTOR OF CORPORATE &amp; COMMUNITY SERVICES .....</b>       | <b>4311</b>    |
| 9.1         | Monthly Financial Report - October 2016 .....                                  | 4311           |
| 9.2         | 2015/2016 Annual Report Including Audited Annual Financial<br>Statements ..... | 4311           |
| 9.3         | Annual Valuations Effective 30 June 2017.....                                  | 4312           |

**CONFIRMED MINUTES**

---

|           |  |             |
|-----------|--|-------------|
| 9.4       | Council Nomination for Sector Director - Northern Gulf Resource Management Group ..... | 4313        |
| 9.5       | Community Development.....   | 4313        |
| <b>10</b> | <b>CONFIDENTIAL BUSINESS – ADJOURNMENT INTO CLOSED SESSION ...</b>                     | <b>4314</b> |
| 10.1      | Application to purchase Lot 52 on NM21 and Lot 119 on K3646.....                       | 4314        |
| 10.2      | Normanton TAFE Facility - Update .....   | 4314        |
| 10.1      | Application to purchase Lot 52 on NM21 and Lot 119 on K3646.....                       | 4315        |
| 10.2      | Normanton TAFE Facility - Update .....   | 4316        |
| <b>11</b> | <b>GENERAL BUSINESS .....</b>  | <b>4317</b> |
| <b>12</b> | <b>CLOSURE OF MEETING .....</b>  | <b>4318</b> |

## **CONFIRMED MINUTES**

---

### **1 OPENING OF MEETING**

The Mayor welcomed members and declared the meeting open at 9.05am.

### **2 RECORD OF ATTENDANCE**

#### **Councillors**

Mayor: Cr LV Bawden  
Members: Cr AT Gallagher; Cr JD Beard; Cr BJ Hawkins; Cr AM Murphy;  
Cr PF Wells; Cr JC Young.

#### **Staff**

Interim Chief Executive Officer Mr Bob Holmes  
Director of Engineering Mr John Teague  
Director Corporate Services Mr Oliver Pring  
Executive Assistant Ms Angeline Pascoe.

### **3 CONDOLENCES**

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

Mr Brad Richardson  
Mr Adrian Logan  
Mr Lawrence Davidson

### **4 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS**

Confirmation of Minutes from the Ordinary Council Meeting held 12 October 2016, as previously circulated to councillors.

#### **COUNCIL RESOLUTION**

Moved Cr Beard

Seconded Cr Wells

***That the Minutes of the Ordinary Council Meeting held 12 October 2016 be confirmed.***

**CARRIED**

***Resolution No. 1116/001***

### **5 BUSINESS ARISING FROM PREVIOUS MEETINGS**

Nil.

## **CONFIRMED MINUTES**

---

|                      |
|----------------------|
| <b>6 DEPUTATIONS</b> |
|----------------------|

**9.08am – 9.15am** Mr Jim Evans and Mr Tim Bastian from the Department of Infrastructure, Local Government and Planning providing Council with an update on the Department's presence in the region.

**9.15am – 9.40am** Mr Dallas Leon from Gidgee Healing and Ms Evelyn Edwards from North West Remote Health discussing the new health service funding and the transition from North West Remote Health to Gidgee Healing.

**9.45am – 9.56am** Mr Alan Gurney with questions for Council.

**10.00am – 10.26am** Mr Michael Hogan representative for Mr Robert Mostyn - Sydney and Mr Bill Rutherford requesting Council to erect the monument near the front of the office at Karumba in honour of the Craig Mostyn Group which established a seafood packing factory in Karumba in 1963.

**10.15am – 10.30am** The Mayor officiated and performed the citizenship ceremony and presented Ms Sheila Declan Redhead and Mr Khushwant Kumar with their gifts and congratulated them on becoming Australian citizens.

**RECESS: 10.30 – 10.55** The Mayor called a recess for morning tea and invited guests and staff.

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## **CONFIRMED MINUTES**

---

### **7 REPORTS FROM DIRECTOR OF ENGINEERING - ROADS & SERVICES**

#### **7.1 WORKS REPORT - NOVEMBER 2016**

**Executive Summary:**

The following report provides a summary of the works undertaken in the previous month, along with works in progress.

**COUNCIL RESOLUTION**

Moved Cr Young

Seconded Cr Murphy

***That Council accept the report as presented.***

**CARRIED**

***Resolution No. 1116/002***

#### **7.2 NDRRA REPORT - NOVEMBER 2016**

**Executive Summary:**

QRA 2014 restoration work is now complete and all close out reports submitted to QRA.

QRA 2016 inspections and damage records have been complete for all Council and State Controlled Roads. Submission 1 (Principal Roads) and Submission 2 (associated access roads) have been approved with an overall program budget of approximately \$33 million. Submission 3 (Southern Rural Roads) "in-field assessment" has been completed with the adjustments re-submitted and awaiting final approval. Submission 4 (Northern Roads) has been submitted with the infield assessment proposed for late November.

TMR 2016 damage submission has been submitted to TMR for final approval including improved gravel material.

**COUNCIL RESOLUTION**

Moved Cr Hawkins

Seconded Cr Gallagher

***That Council accepts the report as presented***

**CARRIED**

***Resolution No. 1116/003***

## CONFIRMED MINUTES

---

### 7.3 DTMR WORKS - NOVEMBER 2016

**Executive Summary:**

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

**COUNCIL RESOLUTION**

Moved Cr Murphy

Seconded Cr Young

***That Council accept the report as presented.***

**CARRIED**

***Resolution No. 1116/004***

### 7.4 GLENORE WEIR PROGRESS REPORT - NOVEMBER 2016

**Executive Summary:**

This report provides an update on the progress of the construction contract for the Glenore Weir Upgrade project as prepared by Superintendent Blake Haslam from PDR Engineers.

**COUNCIL RESOLUTION**

Moved Cr Young

Seconded Cr Beard

***That Council:-***

- 1. accept the report as presented; and***
- 2. accept the quotation for the monitoring services of the fish passage way.***

**CARRIED**

***Resolution No. 1116/005***

## CONFIRMED MINUTES

---

### 7.5 PURCHASE OF LIGHTING TOWER

**Executive Summary:**

Gunn's Electrical is proposing to dispose of their mobile Lighting Tower, Council have been considering purchasing a Light Tower for some time and the opportunity has presented itself for Council to purchase one at a very reasonable rate.

**COUNCIL RESOLUTION**

Moved Cr Gallagher

Seconded Cr Wells

***That Council purchase the Light Tower of Gunn's Electrical for the cost of \$15,290.***

**CARRIED**

***Resolution No. 1116/006***

### 7.6 BUILDING AND PLANNING REPORT

The report is to advise Council of relevant planning and building activities within the Shire for the month of October 2016.

**Background:**

**Planning Applications Received**

Nil.

**Planning Applications Approved**

Nil.

**Building Applications Received**

| DA No. | Address                              | Application Type            | Value     |
|--------|--------------------------------------|-----------------------------|-----------|
| I/1632 | Brown and Simpson Streets, Normanton | 6 x Transportable Buildings | \$226,000 |



## CONFIRMED MINUTES

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### Building Permits Issued

| DA No. | Address                              | Application Type                 | Value     |
|--------|--------------------------------------|----------------------------------|-----------|
| I/1628 | 2 Carron Street, Karumba             | Extension to Shed                | \$12,000  |
| I/1629 | Burke Development Road,<br>Normanton | Alterations to existing dwelling | \$143,000 |

### Applications pending waiting on further information (Applicants advised)

Nil.

#### COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Young

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

**CARRIED**

***Resolution No. 1116/007***

**MATERIAL PERSONAL INTEREST: 12:13pm** Councillor Andrew Murphy declared a material personal interest in the Report 7.7 as he is the applicant. Councillor Murphy did not participate in the discussion or vote and left the meeting.

#### **7.7 REQUEST FOR SIDE BOUNDARY DISPENSATION, 22 CAROLINE STREET, NORMANTON**

#### **Executive Summary:**

An application was received on 3 November 2016 from Andrew Murphy requesting a .5 metre side boundary dispensation to convert an existing carport into a house extension. The existing carport is approximately 1 metre from the side boundary.

## **CONFIRMED MINUTES**

---

### **COUNCIL RESOLUTION**

Moved Cr Wells

Seconded Cr Gallagher

***That Council approves the application from Andrew Murphy for a .5 metre side boundary dispensation to allow the existing carport be converted into a house extension at 22 Caroline Street, Normanton.***

**CARRIED**

***Resolution No. 1116/008***

**ATTENDANCE: 12:20pm** Councillor Andrew Murphy returned to the meeting.

### **7.8 PROPOSED PLANNING SCHEME - DRAFT STRATEGIC FRAMEWORK**

#### **Executive Summary:**

Council is preparing a new planning scheme. A Workshop was held with Councillors on 22 September 2016, to discuss the purpose, format and mandatory State requirements of the new planning scheme and various elements of the new planning scheme.

A draft Strategic framework has now been prepared and discussed with senior Council Officers. The draft Strategic framework was attached for consideration, review and further input by Councillors.

### **COUNCIL RESOLUTION**

Moved Cr Beard

Seconded Cr Young

***That Council accept the draft Strategic framework and conduct a workshop on the Strategic framework and provide feedback for inclusion in the final Strategic framework, as a component of the proposed planning scheme.***

**CARRIED**

***Resolution No. 1116/009***

## **CONFIRMED MINUTES**

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### **7.9 WATER AND WASTEWATER REPORT - NOVEMBER 2016**

#### **Executive Summary:**

The purpose of this report is to provide Council with town water and wastewater supply, usage and quality information to assist in ensuring that the water and wastewater are appropriately managed.

#### **COUNCIL RESOLUTION**

Moved Cr Murphy

Seconded Cr Hawkins

***That Council accepts and notes the water and wastewater status report as presented for the period ending 31 October 2016.***

**CARRIED**

***Resolution No. 1116/010***

**ADJOURNMENT: 12.40pm – 1.25pm** The Mayor adjourned the meeting for lunch  
Upon resumption all members were present.

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## CONFIRMED MINUTES

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**ATTENDANCE:** 1.25pm Mr Phil Turner, Manager Governance and Executive Services entered the meeting.

**PERCEIVED CONFLICT OF INTEREST:** 1:30pm Councillor Ashley Gallagher declared a conflict of interest in Report 8.1 as his parents are the applicants requesting to lease a paddock on Lilyvale for the National Arbovirus Monitoring Program.

Councillor Gallagher did not participate in the discussions or vote and left the meeting.

### 8 REPORTS FROM THE CHIEF EXECUTIVE OFFICER

#### 8.1 EM AND NJ GALLAGHER - NATIONAL ARBOVIRUS MONITORING PROGRAM

##### Executive Summary:

By correspondence dated 6 November 2016, EM and NJ Gallagher have sought the free use of a paddock on the south western end of the Council's Lilyvale block for the purpose of agisting 30 head of heifers for the National Arbovirus Monitoring Program. Council consideration of this matter is sought including whether it wishes to change the use from the current short term agistment of horses.

##### COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Young

***That Council approve the request from EM & NJ Gallagher to use a portion of land on Lot 76 at Lilyvale for the purpose of the National Arbovirus Monitoring Program provided that EM & NJ Gallagher enter into an agreement, with Council with the following conditions:-***

- i. The payment of a rental of \$2,000 + GST per annum;***
- ii. Only stock being used for the NAMP be permitted on the land (maximum 30 head);***
- iii. There is no cost to Council other than any costs approved by Council;***
- iv. EM & NJ Gallagher will maintain all fences necessary for the containment of the herd on the land;***
- v. The agreement is only for the term of the NAMP and will be reviewed annually with Council reserving the right to terminate the agreement at any time;***
- vi. Council takes no responsibility for the health and well being of the stock;***
- vii. EM & NJ Gallagher are responsible for all aspects of looking after the stock including but not limited to watering, feeding, caring etc; and***
- viii. Council retains all access and use rights to the land, including gravel pits.***

**CARRIED**

## **CONFIRMED MINUTES**

**Resolution No. 1116/011**

**ATTENDANCE:** 1:48pm Councillor Ashley Gallagher returned to the meeting.

### **8.2 CORPORATE COMMUNICATIONS STRATEGY AND ACTION PLAN**

#### **Executive Summary:**

Arrangements had been made for the development of a Corporate Communications Strategy and associated Communication Action Plan for the Council with a view to enhancing its communication and engagement with the community. The Carpentaria Communications Strategy guides the Communications Action Plan, both of which has been developed in accordance with Council's Community and Corporate Plans. The draft documents are submitted for the consideration and adoption by the Council.

#### **COUNCIL RESOLUTION**

Moved Cr Gallagher

Seconded Cr Murphy

***That Council adopt the Carpentaria Shire Council Corporate Communications Strategy 2016-2020 and associated Communications Action Plan as presented.***

**CARRIED**

**Resolution No. 1116/012**

#### **MOTION**

#### **COUNCIL RESOLUTION**

Moved Cr Gallagher

Seconded Cr Murphy

***That a report be prepared for the December meeting on the establishment of a monthly newspaper for the region.***

**CARRIED**

**Resolution No. 1116/013**

## **CONFIRMED MINUTES**

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### **8.3 GOVERNANCE REPORT**

**Executive Summary:**

The report provides information to Council on activities and programs within the Governance and Executive Services portfolio.

**COUNCIL RESOLUTION**

Moved Cr Young

Seconded Cr Beard

*For Council information only.*

**CARRIED**

*Resolution No. 1116/014*

### **8.4 2017 COUNCIL MEETING DATES**

**Executive Summary:**

The *Local Government Act 2009* requires a Shire Council to meet at least once a month. The proposed meeting dates for 2017 are presented for Council's consideration and adoption.

Carpentaria Shire Council meetings are traditionally held on the third Wednesday and following Thursday (if required) of each month. These dates have been recommended for the 2017 year with the exception of the October and December meetings. The October meeting would have clashed with the LGAQ Conference in Gladstone and the December meeting has been brought forward due to the Christmas close down period and to allow any follow up items after the meeting to be actioned prior to the close down.

**COUNCIL RESOLUTION**

Moved Cr Beard

Seconded Cr Wells

*That Council adopt the 2017 Council Meeting dates as presented:*

- *18 & 19 January;*
- *15 & 16 February;*
- *15 & 16 March;*
- *19 & 20 April (at Karumba);*
- *17 & 18 May;*
- *21 & 22 June;*
- *19 & 20 July (Budget Meeting);*

## **CONFIRMED MINUTES**

---

- **16 & 17 August;**
- **20 & 21 September;**
- **11 & 12 October (at Karumba);**
- **15 & 16 November;**
- **13 & 14 December (Earlier due to Christmas)**

**CARRIED**

**Resolution No. 1116/015**

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## CONFIRMED MINUTES

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### 9 REPORTS FROM DIRECTOR OF CORPORATE & COMMUNITY SERVICES

#### 9.1 MONTHLY FINANCIAL REPORT - OCTOBER 2016

**Executive Summary:**

The Monthly Financial Report has been prepared for the period ending 31 October 2016. The Background section provides a summary of major variances and points to note.

**COUNCIL RESOLUTION**

Moved Cr Hawkins

Seconded Cr Beard

***That Council accepts the following reports for the period ending 31 October 2016 as presented:***

- ***Income Statement***
- ***Statement of Financial Position***
- ***Statement of Cash Flow***
- ***30 Day Cash Flow Estimate***
- ***Accounts Summary***

**CARRIED**

***Resolution No. 1116/016***

#### 9.2 2015/2016 ANNUAL REPORT INCLUDING AUDITED ANNUAL FINANCIAL STATEMENTS

**Executive Summary:**

Pursuant to Section 181 of the *Local Government Regulation 2012*, a local government must prepare an annual report and it must be presented to Council for adoption. The content of the Annual Report is made up of a number of documents, including the Mayor's and Chief Executive Officer's reports and the audited Annual Financial Statements for the year ended 30 June 2016, along with the Independent Auditor's Report.



**CONFIRMED MINUTES**

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**COUNCIL RESOLUTION**

Moved Cr Wells

Seconded Cr Gallagher

***That Council;***

- 1. endorses the General Purpose Financial Statements for the year ended 30 June 2016 and Independent Auditor's Report, and;***
- 2. adopts the Carpentaria Shire Council Annual Report for 2015/2016 as presented***

**CARRIED**

***Resolution No. 1116/017***

**9.3 ANNUAL VALUATIONS EFFECTIVE 30 JUNE 2017**

**Executive Summary:**

Advice from Department Natural Resources and Mine that valuations on land in the Carpentaria Shire will be scheduled to be undertaken next year

**COUNCIL RESOLUTION**

Moved Cr Young

Seconded Cr Gallagher

***For Council information only.***

**CARRIED**

***Resolution No. 1116/018***

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## CONFIRMED MINUTES

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### 9.4 COUNCIL NOMINATION FOR SECTOR DIRECTOR - NORTHERN GULF RESOURCE MANAGEMENT GROUP

#### Executive Summary:

The Northern Gulf Resource Management Group (NGRMG) was established around eighteen (18) years ago with the group assist in land care projects through varied range of services. They operate between Karumba in the Gulf and Mareeba on the east coast.

#### COUNCIL RESOLUTION

Moved Cr Wells

Seconded Cr Murphy

#### *That Council endorse*

1. *the nomination of Cr Will Attwood of Etheridge Shire Council as Sector Director (Local Government) on the Northern Gulf Resource Management Group; and*
2. *the Local Government Sector membership criteria.*

**CARRIED**

*Resolution No. 1116/019*

**RECESS: 3.29pm – 3.45pm** The Mayor called a recess for afternoon tea.

**ATTENDANCE: 3.29pm** Mrs Cherie Schafer, Manager Economic and Community Development entered the meeting.

### 9.5 COMMUNITY DEVELOPMENT

#### Executive Summary:

This report provides information and updates to Council on various activities and programs that are facilitated within the Community, Cultural Services and Economic Development portfolio.

#### COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Gallagher

*That Council accepts the report as presented.*

**CARRIED**

*Resolution No. 1116/020*

## CONFIRMED MINUTES

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### 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 Beard

Seconded Cr Hawkins

***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 Application to purchase Lot 52 on NM21 and Lot 119 on K3646**

***This item is classified CONFIDENTIAL under the provisions of clause 275(1)(g) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to any action to be taken by the local government under the Planning Act, including deciding applications made to it under that Act.***

**10.2 Normanton TAFE Facility - Update**

***This item is classified CONFIDENTIAL under the provisions of clause 275(1)(e) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to contracts proposed to be made by it.:***

**CARRIED**

**Resolution No. 1116/021**

#### MOTION

#### COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Beard

***That Council open the meeting to the public.***

**CARRIED**

**Resolution No. 1116/022**

## CONFIRMED MINUTES

---

### 10.1 APPLICATION TO PURCHASE LOT 52 ON NM21 AND LOT 119 ON K3646

#### Executive Summary:

Council received and accepted an offer from the Department of Natural Resources and Mines ("DNRM") to purchase land in Karumba described as Lot 119 on K3646 and Lot 52 on NM21 (Water Reserve R88). Council instructed Preston Law to proceed with the compulsory acquisition of any and all native title and non-native title rights and interests of the land. Preston Law provided a report to Council at the May meeting detailing the chronology of the process to that date and further recommendations were made regarding the land acquisition. The Notice of Intention to resume period expires 18 November 2016 and a Council decision is now sought to proceed with that application.

#### COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Young

#### ***That Council:-***

- 1. Resolves after due consideration of all information including the objections by Ms Edwards and Mr Rainbow, the written submissions prepared for the purposes of the objection hearing, the submissions made during the objection hearing and the further reply received on 11 November that the land in question is required for the purpose set out in the Notice of Intention to Acquire.***
- 2. Further resolves to apply to the Minister of Natural Resources and Mines that the land be taken as prescribed by Section 9 of the ALA.***

**CARRIED**

**Resolution No. 1116/023**

## **CONFIRMED MINUTES**

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### **10.2 NORMANTON TAFE FACILITY - UPDATE**

**Executive Summary:**

Council has been in continued negotiations with TAFE Queensland in regards to the proposed transfer of ownership of the TAFE Normanton Campus to Carpentaria Shire Council.

**COUNCIL RESOLUTION**

Moved Cr Murphy

Seconded Cr Gallagher

***That Council ceases negotiation with TAFE Queensland.***

**CARRIED**

***Resolution No. 1116/024***

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## **CONFIRMED MINUTES**

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### **11 GENERAL BUSINESS**

Manager Economic and Community  
Development

Wanted to check if Councillors were happy to run the Christmas Lights competition again this year. The prize money totals \$2,200.  
*Council approved the annual Christmas Lights competition.*

Informed that the Australia Day meeting will be held on Monday 21 November 2016.

Informed that Gulf Trust advised all distance education equipment, weights and sporting equipment to remain within the Shire and Karumba Sports Group nor Scott Jones has ownership over the items purchased with grant funding auspiced through VMR.  
*Letter to be written to the VMR regarding the equipment purchased through funding.*

Councillor Beard

Queried the fencing at the weir.  
*The Director of Engineering informed that the Tender for the fencing was currently in progress.*

Councillor Murphy

Queried the heating at the Normanton Pool, cleaning of filters and other maintenance items.  
*The Director of Engineering informed that this matter would be investigated including the obligations of the lessee under the contract.*

Queried the boat currently tied at the pontoon.  
*The Manager Governance and Executive Services would have the Local Laws Officer investigate.*

Director Corporate Services

Informed of the presentation by Northern Australia Development being held on Thursday 8 December 2016 at Etheridge Shire Council commencing 8.30am – 4.30pm.

Thanks to all who assisted with the auction last week.

**CONFIRMED MINUTES**

---

Director Corporate Services

Informed that Garry Zahner was retiring on the 9 December 2016. Garry was Council's longest serving employee and has been with Council for 34 years.

*An invite was to be extended to Garry to attend morning tea at the December Council meeting.*

Manager Governance and Executive Services

Provided a brief summary of the issues relating to Dinah Island, raised by an adjoining property owner and the action being taken by the Council.

**12 CLOSURE OF MEETING**

*The Chair of the meeting, Cr Lyall Bawden, Mayor, declared the meeting closed at 5.23pm.*

**MINUTES CERTIFICATE**

***These Minutes are Confirmed***

.....

**Councillor LV Bawden**

**Mayor**

...../...../.....

**Date**