



CARPENTARIA SHIRE

Outback by the Sea

ORDINARY MEETING

MINUTES

20 FEBRUARY, 2019

CONFIRMED MINUTES

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1 OPENING OF MEETING

The Mayor welcomed members and declared the meeting open at **9:01am**.

2 RECORD OF ATTENDANCE

Councillors

Cr LV Bawden	Mayor
Cr JC Young	Deputy Mayor
Cr AT Gallagher	
Cr JD Beard	
Cr BJ Hawkins	
Cr AM Murphy	
Cr PF Wells	

Staff

Mr Michael Hayward	Chief Executive Officer
Ms Angeline Pascoe	Executive Assistant
Mr Justin Hancock	Director Corporate Services

The following officers attended the meeting as indicated in the minutes

Mr John Martin	Director of Engineering
Mr Michael Wanrooy	Senior Engineer
Mr Lawrence Amato	Senior Finance Officer
Mrs Cherie Schafer	Manager Economic and Community Development

3 CONDOLENCES

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

- ❖ Mrs Mavis O'Brien
- ❖ Mr Douglas Clair
- ❖ Mr Walter Robin

4 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

Confirmation of Minutes from the Ordinary Council Meeting held 16 January 2019, as previously circulated to Councillors.

COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Gallagher

That the Minutes of the Ordinary Council Meeting held 16 January 2019 be confirmed.

CARRIED 7/0

Resolution No. 0219/001

CONFIRMED MINUTES

5 BUSINESS ARISING FROM PREVIOUS MEETINGS

Nil.

6 RECEPTION OF PETITIONS & DEPUTATIONS

Nil.

7 MAYORAL MINUTES

Monsoon Trough – February 2018

The Mayor thanked councillors and staff for assistance given during the recent flood event. Council identified various issues for improvement for future flooding events; including:

- Coordination of Fodder Drops
- Communication
- The need to ensure all stakeholder are engaged in the planning stage for relief activities.
- Appointment of a dedicated person to coordinate fodder drops similar to the appointment of the Resupply Coordinator role.
- Review of all flood gauges.

Action: Include issues identified during flood event on agenda for next LDMG meeting.

Media Training

The Mayor commented on the media coverage that the shire of Richmond, Cloncurry, Hughenden and McKinley received during the recent flood event and suggested that Council would benefit from some formal media training for staff and elected members.

Council resolved to engage the services of Ms Kim Scrubrous to provide media training to council staff and elected members.

Action: Contact Kim Scrubrous and arrange media training for Councillors and Senior Staff.

Councillor Shirts

The Mayor suggested that council consider ordering shirts with the Les Wilson Barramundi Discovery Centre logo to promote the upcoming official opening of the centre.

Council resolved to order blue coloured shirts with the Barramundi Centre logo for all elected members.

Action: Order shirts for Councillors (blue) incorporating council logo and Barramundi Centre Logo

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8 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 Gallagher

Seconded Cr Murphy

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

- 8.1 Excess water write off - 00849-86000-000
This item is classified CONFIDENTIAL under the provisions of clause 275(1)(d) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to rating concessions.
- 8.2 Write Off of Interest from Excess Water Charges - 00120-50000-000
This item is classified CONFIDENTIAL under the provisions of clause 275(1)(d) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to rating concessions.
- 8.3 Consideration of Application for Concealed Water Leak Concession - Matilda's End Holiday Units (Carried Forward)
This item is classified CONFIDENTIAL under the provisions of clause 275(1)(d) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to rating concessions.
- 8.4 Request for Rates Based Financial Assistance
This item is classified CONFIDENTIAL under the provisions of clause 275(1)(d) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to rating concessions.
- 8.5 Request for Rates Based Financial Assistance
This item is classified CONFIDENTIAL under the provisions of clause 275(1)(d) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to rating concessions.

CARRIED 7/0

Resolution No. 0219/002

CLOSURE OF MEETING:

The meeting was closed to the public at **9:13am**.

CONFIRMED MINUTES

ATTENDANCE:

The Senior Finance officer entered the meeting room at 9:14am.

The Director Corporate Services left the meeting room at 9:16am.

The Senior Finance Officer left the meeting room at 10:04am.

COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Wells

That Council open the meeting to the public.

CARRIED 7/0

Resolution No. 0219/003

REOPENING OF MEETING:

The meeting was reopened to the public at 9:27am.

8.1 EXCESS WATER WRITE OFF - 00849-86000-000

Executive Summary:

The current round of water meter readings has shown that assessment 00849-86000-000 was misread resulting in an overstatement of consumption and an Excess Water bill for the property.

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Hawkins

That Council approve the write off of \$1,299.15 in excess water charges and associated interest for assessment 00849-86000-000 for the 30/6/2017 read due to a misread for 30/06/2017.

CARRIED 7/0

Resolution No. 0219/004

Action: Assessment 00849-86000-00 - Write off excess water charges and associated interest.

8.2 WRITE OFF OF INTEREST FROM EXCESS WATER CHARGES - 00120-50000-000

Executive Summary:

The water meter at assessment 00120-50000-000 returned an excess water read which was levied on 01/08/2018. The meters were then tested on 3/10/2018 (a period of 2 months). The water meter initially failed the test and was replaced but was then retested on 8/11/2018 and passed the accuracy test and the Excess Water Fee was paid, in full, on 07/12/2018. The interest on the excess water charge remains unpaid.

When a rate or Charge of Council is being disputed, payment of that charge is generally postponed without penalty. Particularly where Council's inaction contributes to that penalty.

CONFIRMED MINUTES

COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Murphy

That Council approve the write off interest charges on excess water for assessment 00120-50000-000 (estimated at \$477.90).

CARRIED 7/0

Resolution No. 0219/005

Action: Assessment 00120-50000-000 - Write off excess water charges and associated interest.

8.3 CONSIDERATION OF APPLICATION FOR CONCEALED WATER LEAK CONCESSION - MATILDA'S END HOLIDAY UNITS (CARRIED FORWARD)

Executive Summary:

"Matilda's End Holiday Units" recorded an excess water bill. On testing the water meter was found to be accurate. The owner is requesting a concession under the "Concealed Leak Policy". The policy, as written, obligates Council to provide a concession to qualifying residential and not for profit organisations. As "Matilda's End Holiday units" are a commercial entity Council does not have to provide a concession under the policy. However Council may choose to provide a concession outside the policy.

COUNCIL RESOLUTION

Moved Cr Wells

Seconded Cr Murphy

That Council:

- 1. approve the application to Matilda's End holiday Units for a concession under Council's Concealed Leak Policy; and***
- 2. write off excess water charges for assessment 00029-01300-000 in the amount of \$3091.83.***
- 3. write-off any and all interest charged and/or accrued on the excess water charge.***

CARRIED 7/0

Resolution No. 0219/006

Action: Assessment 00029-01300-000 - Write off excess water charges and any interest accrued on the excess water charges

CONFIRMED MINUTES

8.4 REQUEST FOR RATES BASED FINANCIAL ASSISTANCE

Executive Summary:

Karumba Childcare Centre has applied for a Rates concession for 01/01/2019 to 30/06/2019. The organisation has met the eligibility criteria for the granting of a Rates Based Concession under Council's "Rates based Financial Assistance" Policy. The value of the concession is a maximum of \$1,582.69.

COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Wells

That Council approve the request by Karumba Children's Centre for Rates Based Financial assistance for the period of 01/01/2019 to 30/06/2019 to the value of \$1,582.69 being 100% of General Rates, 50% of the charges for Water, Sewer and Garbage.

CARRIED 7/0

Resolution No. 0219/007

Action: Approve the request from Karumba Children's Centre for Rates Based Financial Assistance for the period 01/01/2019 to 30/06/2019.

8.5 REQUEST FOR RATES BASED FINANCIAL ASSISTANCE

Executive Summary:

Normanton Bowls Club has applied for a Rates concession for 1/1/2019 to 30/06/2019. The club has met the eligibility criteria for the granting of a Rates Based Concession under Council's "Rates based Financial Assistance" Policy. The value of the concession is a maximum of \$580.45.

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Murphy

That Council approve the request by Normanton Bowls Club for Rates Based Financial assistance for the period of 1/1/2019 to 30/6/2019 to the value of \$580.45 being 50% of the charges for Water, Sewer and Garbage.

CARRIED 7/0

Resolution No. 0219/008

Action: Approve the request from Normanton Bowls Club for Rates Based Financial Assistance for the period 01/01/2019 to 30/06/2019.

CONFIRMED MINUTES

8.6 APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER

MOTION

COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr Young

That Council appoint Mr John Kelly as Acting Chief Executive Officer from 8.00am 28 February 2019 in accordance with s.195 of the Local Government Act 2009 until further Council resolution.

CARRIED 7/0

Resolution No. 0219/009

CHANGE IN STANDING ORDERS

COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Beard

That Council change the Standing Orders to commence dealing with Item 10 (Reports from the Chief Executive Officer) and Item 11 (Reports from Director Corporate & Community Services).

CARRIED 7/0

Resolution No. 0219/010

ATTENDANCE:

The Mayor left the meeting room at 9:33am.

The Deputy Mayor assumed the role of Chair.

CONFIRMED MINUTES

10 REPORTS FROM THE CHIEF EXECUTIVE OFFICER

10.1 CEO REPORT

Executive Summary:

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

MOTION

Moved Cr Wells

Seconded Cr Young

That Council approve the request of the Karumba Market Committee to install a set of standing binoculars on the Karumba Esplanade.

CARRIED 6/0

Resolution No. 0219/011

Action: Letter to the Karumba Market Committee advising Council approved the request to install standing binoculars.

MOTION

Moved Cr Gallagher

Seconded Cr Beard

That Council endorse the actions of the Mayor, Deputy Mayor and Chief Executive Officer in appointing the following senior executive positions:

- ***Mr Justin Hancock – Director Corporate Services***
- ***Mr Michael Wanrooy – Director of Engineering***

CARRIED 6/0

Resolution No. 0219/012

Action: Manager Human Resources to finalise appointment of the nominated senior executive positions.

ATTENDANCE:

The Mayor returned to the meeting room and resumed the chair at 9:39am.

CONFIRMED MINUTES

COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr Wells

That Council:

- 1. receive the Chief Executive Officer's report; and***
- 2. those matters not covered by resolution be noted.***

CARRIED 7/0

Resolution No. 0219/013

10.2 KARUMBA CHILDREN'S CENTRE - RENEWAL OF MEMORANDUM OF UNDERSTANDING

Executive Summary:

Council has previously resolved to renew the Memorandum of Understanding (MOU) with the Karumba Children's Centre. The current MOU is for a three (3) year term expiring on 1 July 2016 with the option to extend the MOU for a further three (3) years.

It is proposed that the term of the new MOU be for a period of four (4) years with the option to extend for a further four (4) years.

COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Gallagher

That Council:

- 1. renew the Memorandum of Understanding with the Karumba Children's Centre for a term of four (4) years covering the period 1 July 2016 to 30 June 2020; and***
- 2. that the total amount of funding be increased to \$45,000 plus GST per annum to cover the cost of annual rent payable on Trustee Lease A on SP218129 (part of lot 105 on SP112353).***

CARRIED 7/0

Resolution No. 0219/014

Action: Renew MOU for a term of 4 years from 1 July 2016 to 30 June 2020.

CONFIRMED MINUTES

10.3 APPLICATION FOR A COMMERCIAL OTHER SUBSIDIARY ON PREMISES LICENCE - ASH'S @ THE POINT CAFE - KARUMBA

Executive Summary:

Ash's @ The Point Café have made application to the Office of Liquor and Gaming Regulation for a Commercial Other Subsidiary on Premises (Café) Licence.

Council has until 28 February 2019 to comment on the application or to object to the granting of the application.

COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Beard

That Council offer no objections to the application for a commercial other subsidiary on premises licence for Ash's @ the Point Café.

CARRIED 7/0

Resolution No. 0219/015

Action: Letter to Office of Liquor and Gaming Regulation informing that Council has no objections to the application.

10.4 TOURISM REPORT - JANUARY 2019

Executive Summary:

This report provides a summary of the operational and promotional activities surrounding the Les Wilson Barramundi Discovery Centre and visitor numbers, as well as activities in relation to the Visitor Information Centres.

COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Murphy

That Council:

- 1. receive the Tourism Report; and***
- 2. that those matters not covered by resolution be noted.***

CARRIED 7/0

Resolution No. 0219/016

CONFIRMED MINUTES

10.5 KARUMBA PUBLIC HAUL OUT FACILITY – LATE ITEM

Executive Summary:

For several years Council have been investigating the feasibility of developing a public haul out facility along the Norman River in Karumba.

Council have identified the existing boat ramp in the Karumba Council Works Depot as being a suitable location for the development of the haul out facility, however this facility is actually constructed on land adjoining the Council depot.

To allow legal access to the existing boat ramp it is proposed make application to dedicate state land as road. As part of the application process, Council's consent to the application is required.

COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr Young

That the Carpentaria Shire Council:

- 1. as the Trustee of Reserve land held for Strategic Land Management and described as Lot 3 on SP252497; and being the relevant local government for the area;*
- 2. Offer no objection to the application to dedicate state land as a road over part of Lot 3 on SP252497.*

CARRIED 7/0

Resolution No. 0219/017

Action: **Make application to DNREM for road opening over L3 on SP252497**

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CONFIRMED MINUTES

11 REPORTS FROM DIRECTOR OF CORPORATE & COMMUNITY SERVICES

11.1 DCS REPORT - JANUARY 2019

Executive Summary:

This report provides information and updates to Council on various activities and programs that are facilitated within the Director of Corporate Services portfolio.

COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Wells

That Council:

- 1. receive the Director of Corporate Services Report; and***
- 2. those matters not covered by resolution be noted.***

CARRIED 7/0

Resolution No. 0219/018

11.2 MONTHLY FINANCIAL REPORT - JANUARY 2019

Executive Summary:

The Monthly Financial Report has been prepared for the period ending 31 January 2019.

DECLARATION OF INTEREST

Cr Murphy made the following declaration –

“I declare that I have a conflict of interest in this matter (as defined by section 175D of the *Local Government Act 2009*) as follows*:-

- I have a controlling interest in Murph’s Plumbing;
- Murph’s Plumbing is currently engaged by the Carpentaria Shire Council to undertake testing of Council water meters

I will be dealing with this declared conflict of interest by leaving the meeting while this matter is discussed and voted on.”

ATTENDANCE:

Councillor Murphy left the meeting room at 10:19am.

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Excess Water Meter Testing

The Mayor informed Council that he has been advised that one of the plumbing contractors engaged in the testing of Excess water meters had identified that the test meter was not reading correctly and needed calibration. The Mayor also raised concerns regarding the accuracy of the test meters that Council had supplied to the other plumbing contractors engaged in the excess water meter testing program.

Action: Liaise with the plumbing contractors to ensure that the Council supplied test meters have been calibrated correctly.

ATTENDANCE:

Councillor Murphy re-entered the meeting room at 10:21am.

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Hawkins

That Council:

- 1. accepts the Monthly Financial Report for the period ending 31 January 2019 as presented; and***
- 2. that those matters not covered by resolution be noted.***

CARRIED 7/0

Resolution No. 0219/019

11.3 COUNCILLOR REMUNERATION 2019/2020

Executive Summary:

The Local Government Remuneration Tribunal made its determination on the categories of Councils and Councillor Remuneration which will take effect on 1 July 2019. This report provides the results of the determination to Council.

COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Wells

That Council:

- 1. notes and accepts the outcomes of the 2018 Remuneration Review as presented: and***
- 2. the amount of remuneration payable to Councillors from 1 July 2019 be as per the remuneration schedule as set out in Section 3 of the Local Government Remuneration and Discipline Tribunal – Remuneration Report 2018.***

CARRIED 7/0

Resolution No. 0219/020

CONFIRMED MINUTES

ADJOURNMENT:

The meeting adjourned for morning tea at **10:30am**.
The meeting resumed at **10:47am**.

11.4 APPLICATIONS TO SUBDIVIDE LEASEHOLD LAND

Executive Summary:

Council has received correspondence from Thynne and Macartney Lawyers acting on behalf of Stanbroke Pty Ltd (Stanbroke) and Mowburn Nominees Pty Ltd (Mowburn) seeking Council's views on the conversion of pastoral leases to freehold land.

COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr Beard

That Stanbroke Pty Ltd (Stanbroke) and Mowburn Nominees Pty Ltd (Mowburn) be advised that Council has no objections in respect to their application for subdivision of the following pastoral leases referred to in the subdivision plan's attached to the officer report:

- 1. "Donor's Hill", owned by Stanbroke, being the land described as Lot 2 on Crown Plan WON4 Title Reference 17666001;***
- 2. "Augustus Downs", owned by Stanbroke, being the land described as Lot 4 Survey Plan 120452 Title Reference 17664079; and***
- 3. "Glenore", owned by Mowburn, being the land described as Lot 1 on Crown Plan LA2 Title Reference 17668127.***

Subject to Stanbroke Pty Ltd (Stanbroke) and Mowburn Nominees Pty Ltd (Mowburn) being required to regularise any off-alignment or undedicated roads within the proposed pastoral leases/ freehold land.

CARRIED 7/0

Resolution No. 0219/021

Action: Letters to Stanbroke and Mowburn Nominees advising Council has no objections to the freeholding applications for the conversion of the pastoral leases.

ATTENDANCE:

Mr Dean Patchett and Ms Cara Beh from the Queensland Reconstruction Authority attended the meeting at **10:51am**

Mr Patchett provided Council with an update on what assistance QRA is able to provide in relation to the recent flooding event.

Matters discussed included:

- Disaster Management Training for the Local Disaster Group;

CONFIRMED MINUTES

- Funding/Assistance packages available under the National Disaster Relief Arrangements;
- Flood Gauges and River Height Reading Stations.

Mr Patchett, Ms Beh and the Mayor Cr Bawden left the meeting at **11:35am**

11.5 CARPENTARIA LAND COUNCIL ABORIGINAL CORPORATION - MARINE PEST SETTLEMENT ARRAY

Executive Summary:

The Carpentaria Land Council Aboriginal Corporation and Department of Agriculture and Fisheries are looking to undertake a surveillance of Marine Pest Settlements through the installation of an Array in the Karumba Port.

COUNCIL RESOLUTION

Moved Cr Wells

Seconded Cr Beard

That Council approve the installation of a Marine Settlement Array at the rear of the Barramundi Hatchery Facility (L108 NM146) for a period of 12 months.

CARRIED 6/0

Resolution No. 0219/022

Action: Advise CLCAC of Council approval to install a Marine Settlement Array at the rear of the Barramundi Hatchery Facility for a period of 12 months.

11.6 CONCEALED WATER LEAK POLICY - REVISION

Executive Summary:

This report provides a revision to Council's current Concealed Water Leak Policy.

COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Gallagher

That Council adopts the Concealed Water Leak Policy as presented.

CARRIED 6/0

Resolution No. 0219/023

Action: Update Policy Register to include amended Concealed Water Leak Policy.

CONFIRMED MINUTES

11.7 REQUEST FOR EXEMPTION OF FOOD LICENCE FEE

Executive Summary:

The Karumba Children's Centre is a not-for-profit organisation servicing the town of Karumba by providing long day care and a Queensland Government Approved Kindergarten Program. The centre currently has 15 children enrolled and is looking to provide nutritious and healthy selection of foods for their child daily.

COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Wells

That Council waive the application for food licence – new food premises fee of \$335.00 for the Karumba Children's Centre.

CARRIED 6/0

Resolution No. 0219/024

Action: Advise the Karumba Children's Centre that the application for food licence fee has been waived.

11.8 WORKS FOR QUEENSLAND - UPDATE AND FUTURE FUNDING

Executive Summary:

Works for Queensland (W4Q) program supports regional Councils to undertake job-creating maintenance and minor infrastructure projects. The allocation is to be spent on job-creating maintenance and minor infrastructure projects relating to assets owned or controlled by Council. Eligible Council should place emphasis on providing jobs for young people (15 to 24 years) in the 'not in employment, education or training' (NEET) category.

COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Gallagher

That Council:

- ***note the update of the Works for Queensland 2017 – 2019 Funding; and***
- ***a workshop to be held on 6 March 2019 to finalise 2019-2021 W4Q Program.***

CARRIED 6/0

Resolution No. 0219/025

ATTENDANCE:

The Manager Economic & Community Development entered the meeting room at 11:57am.

The Mayor re-entered the meeting room at 11:58am.

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11.9 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 of Council.

Normanton Sports Centre

The Manager Economic & Community Development advised that a request has been received from Ms Taren Carr to use the Normanton Sports Centre for fitness classes. The Manager Economic & Community Development further advised that there is currently no hire charge for this type of activity under Council's Schedule of Fees and Charges.

MOTION

Moved Cr Young

Seconded Cr Beard

That Council set a fee of \$30 per hour for the use of the Normanton Sports Centre for fitness classes.

CARRIED 7/0

Resolution No. 0219/026

Action: Advise applicant that a fee of \$30 per hour for the use of the Normanton Sports Centre for fitness classes was agreed upon.

Action: Update Schedule of Fees and Charges to include new hire fee for Normanton Sports Centre.

Karumba & Normanton Swimming Pools

The Manager Economic & Community Development advised that there is an inconsistency in the way out of hours access memberships managed for the Normanton and Karumba Swimming Pools.

Currently Karumba members are required to sign a waiver form however they are not required to swim with another person or hold a bronze medallion.

No out of hours access is offered in Normanton however members of the public are able to join the Normanton Swim Club and do laps in the morning. Normanton Swim Club is required to have a member with a bronze medallion on for laps to take place and new members are also to pay an additional fee on top of Council fees.

Action: Obtain legal advice regarding Council's liability when allowing individuals to access the swimming pools outside of normal operating hours and without any Council supervision and prepare a report for March 2019 Council meeting.

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Karumba Sports Centre

The Manager Economic & Community Development received a request from Mr David Taylor to use the Karumba Sports Centre and equipment to run free exercise classes for the Karumba community.

MOTION

Moved Cr Beard

Seconded Cr Wells

- 1. That Council allow Mr David Taylor to use the Karumba Sports Centre and equipment to run free exercises classes for the Karumba community; and**
- 2. That no charge be applied for the hire of the Karumba Sports Centre for free exercises classes for the Karumba community.**

CARRIED 6/0

Resolution No. 0219/027

Action: Advise Mr Taylor that no charge will be applied for the use of the Karumba Sports Centre and equipment to run free exercise classes.

Sound System Normanton Shire Hall

The Manager Economic & Community Development advised that an additional quotation has been supplied by Access electronics for the supply and installation of a sound system for the Normanton Shire Hall.

MOTION

Moved Cr Murphy

Seconded Cr Young

That Council accepts the quotation from Access Electronics in the amount of \$34,400 (including GST) for the supply and installation of a sound system for the Normanton Shire Hall and surrounds subject to approval of funding through the Works for Queensland 2019-2021 .

CARRIED 6/0

Resolution No. 0219/028

Action: Raise order for Access Electronics to supply and install sound system at the Normanton Hall as per quote.

Pensioner Housing Applications

The Manager Economic & Community Development advised that only one application has been received that meets the pensioner housing policy. Applicants details were verbally supplied to Council for consideration.

The Manager Economic & Community Development further advised that Council currently has three pensioner houses vacant and will be re-advertised.

CONFIRMED MINUTES

MOTION

Moved Cr Gallagher

Seconded Cr Hawkins

That Council:

- 1. approve the application of Bruce Webb to occupy pensioner accommodation in Normanton; and***
- 2. the Manager Economic & Community Development liaise with Mr Webb to identify suitable accommodation.***

CARRIED 7/0

Resolution No. 0219/029

Action: Inform Mr Webb that his application for Pensioner Housing is approved.

Gala Ball

The Manager Economic & Community Development advised that the Ball Committee have held a meeting to discuss the 2019 Gala Ball and provided a list of recommendations from the committee including ticketing prices and for Councils consideration.

MOTION

Moved Cr Bawden

Seconded Cr Young

That Council:

- 1. endorse the Gala Ball program and ticketing price schedule as presented in the Manager Economic & Development's Report; and***
- 2. that a budget amount of \$30,000 be approved for the 2019 Gala Ball.***

CARRIED 7/0

Resolution No. 0219/030

Action: Include provision of \$30,000 in 2019/2020 budget for Gala Ball

N150 Shirts and Bricks

The Manager Economic & Community Development informed Council that N150 shirts were still available

MOTION

Moved Cr Gallagher

Seconded Cr Young

That Council:

- 1. reduce the price of N150 shirts to \$30.00; and***
- 2. the Manager Economic & Community Development arrange for the Carpentaria Shire Council's logo to be incorporated N150 time capsule landscaping.***

CARRIED 7/0

Resolution No. 0219/031

CONFIRMED MINUTES

- Action: Advertise new price for N150 shirts
Action: Order pavers incorporating Shire Council Logo

COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Beard

That Council:

- 1. receive the Community Development Report; and***
- 2. that those matters not covered by resolution be noted.***

CARRIED 7/0

Resolution No. 0219/032

ADJOURNMENT:

The meeting was adjourned for lunch from **12.57pm – 1.25pm**.
Upon resumption of the meeting, Councillor Hawkins was not present.

11.10 COMMUNITY DONATIONS AND SUPPORT

Executive Summary:

Council receives numerous requests for donations throughout the year. The applications listed in the recommendation are applications that have been received during the grant funding round.

Currently in the 2017/2018 financial year Council has approved:

Cash Donations:	\$ 1519.61
In kind Support:	\$23290.00
Wages	\$10425.96
Total	\$35235.57

COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Young

That Council approves the following requests for donation and support :

<u>Name</u>	<u>Event</u>	<u>Community Donations Support</u>
QCWA	<i>Afternoon tea party</i>	<i>Request for fee waiver on hire of Normanton Shire Hall, tables and chairs.</i>

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QCWA	Market every Saturday from March to December	Requests for fee waiver on hire of the Normanton Shire Hall and tables and chairs.
Dance for fun with Sophie	Dance classes	Requests fee waiver of the Normanton Shire Hall once a week from 7th February – excluding school holidays.
Dovetail	Young people and Drugs training workshop for the community.	Requests fee waiver of the Normanton Shire Hall and tables and chairs.
Normanton Gun Club	Annual shoot.	Request \$500 cash donation to be used as cash prizes.
Gulf Christian College	Athletics Day	Requests waiver of fees and charges for use of the John Henry oval and marking of track and fields and opening of the toilets.
Gulf Christian College	Family Fun Night	Waiver of the fees and charges for use of the John Henry Oval, fireworks permit, stage and three phase genset.
Gulf Christian College	Cross Country	Request Golf Course slashed, running tracks graded, use of the toilets and three phase genset.
Gulf Christian College	Regional Cross Country	Requests bins, use of the toilets and three phase genset.
Normanton Stingers	Women's Rugby trials	Requests line marking of the field and bins.
Normanton Stingers	Rugby cluster games	Requests marking of the field as required during the season.
Karumba State School	Athletics Day	Requests line marking of the track and field
Karumba State School	Cross Country	Request the closing of Carron Street.
Normanton Rodeo Association	Rodeo & Campdraft	Requests toilets and showers to be cleaned, tables and chairs, bins, one water truck and driver to water from the 3rd to the 6th June, Ripping of both arenas, Rubbish collection 5th to the 11th June, Grade fire break around fence line, use of lightning tower.
Normanton Fishing Club	Annual Comp.	Requests \$500 cash, printing 300 copies of the programme, tables and chairs to be delivered, cleaning of the boat ramp.
Normanton State School	P&C Fete	Requests delivery of all Council's tables and chairs as well as the stage.

CONFIRMED MINUTES

Normanton State School	Gulf Teacher Aid Conference	Requests use of the Shire Hall for three days and tables and chairs.
Normanton State School	Athletics Day	Requests marking of track and field, oval to be mowed, toilets opened and cleaned, long jump pits prepared.
Normanton State School	Gulf Sports Day	Requests bins, toilets to be opened and cleaned, use of the oval. The track and field will be marked from the Gulf Christian College sports day.
Normanton State School	Cross Country	Requests use of the Golf Club house, toilets, bins.
Gidgee Healing	Family Fun Night	Use of the John Henry Memorial Oval and lights – no charge.
CARRIED 7/0		Resolution No. 0219/033
Action: Advise Community donation applicants of Council decision.		

ATTENDANCE:

The Manager Economic & Community Development left the meeting room at 1:45pm.
The Director of Engineering and Senior Engineer entered the meeting room 1:47pm.

This space left blank intentionally

CONFIRMED MINUTES

9 REPORTS FROM DIRECTOR OF ENGINEERING - ROADS & SERVICES

9.1 DOE REPORT

Executive Summary:

This report provides information and updates to Council on various activities and programs that are facilitated within the Acting Director Engineering's portfolio.

Glenore Weir

The Director of Engineering provide several design concepts for the rectification of the Glenore Weir for Council's consideration.

MOTION

Moved Cr Wells

Seconded Cr Gallagher

That Council engage GHD to undertake a hydraulic model for a sloping right hand embankment incorporating infill of the upstream eroded area and maintaining as far as possible the existing rock fortification works.

CARRIED 7/0

Resolution No. 0219/034

Action: Engage GHD to prepare hydraulic model

MOTION

Moved Cr Young

Seconded Cr Beard

That Council endorse the Mayor's actions in accepting the following offer from PDR Engineers Pty Ltd (PDR) and SMEC Australia Pty Ltd (SMEC)

- (a) SMEC/PDR pay a combined total of \$2million, consisting of the \$798,243.33 paid by SMEC under the Deed of Facilitation and a further payment to Council of \$1,201,596.67;***
- (b) Council will deliver the project itself, and assume all risk of further cost and expenses which might be occurred in connection with the project (such as cost adjustments under the construction contract, superintendency costs etc),***

CARRIED 7/0

Resolution No. 0219/035

CONFIRMED MINUTES

Karumba Transfer Station

The Director of Engineering provided an update on current operations of the Karumba Transfer Station and Normanton Landfill.

MOTION

Moved Cr Gallagher

Seconded Cr Young

That until further reviewed, the Karumba Transfer Station be unmanned.

CARRIED 7/0

Resolution No. 0219/036

Action: Advise Works Coordinator that Karumba Transfer Station is to be unmanned.

MOTION

Moved Cr Bawden

Seconded Cr Murphy

That Council call for Expressions of Interest for the operation and management of the Normanton Landfill site and the operation and management of the Karumba Transfer Station including transfer of refuse from Karumba to Normanton.

CARRIED 7/0

Resolution No. 0219/037

Action: Call for Expressions of Interest for the operation and management of Karumba Transfer Station and Normanton Landfill.

COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Gallagher

That Council:

- 1. receive the Acting Director of Engineering Report; and***
- 2. that those matters not covered by resolution be noted.***

CARRIED 7/0

Resolution No. 0219/038

CONFIRMED MINUTES

9.2 WORKS REPORT

Executive Summary:

This report provides information and updates to Council on various activities and programs that are facilitated within the Works Department portfolio.

COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Wells

That Council:

- 1. receive the Works Report; and*
- 2. those matters not covered by resolution be noted.*

CARRIED 7/0

Resolution No. 0219/039

9.3 NDRRA REPORT

Executive Summary:

All QRA16 Program closeout documents have been submitted to QRA for review/approval. The final closeout audits have been completed and QRA have progressed the assessment to the approval phase.

The QRA17 Program has an approved total RV of \$18.5 million (\$14 million construction) and a pre-payment of \$5.5 million (30%) has been received. Construction is currently paused due to the Christmas shutdown and is approximately 83% complete.

The first ten submissions of QRA18 have been submitted to QRA with two submission approved with Council in receipt of the 30% pre-payment. The total estimated QRA18 RV has been estimated at approximately \$21 million. Construction of Submission 1 has been completed with the acquittal process to take place over the wet season.

Due to Significant rainfall and associated flooding from the North and Far North Queensland Monsoon Trough, Carpentaria Shire has been activated for NDRRA funding. Inspections for Emergency and Restoration Works will commence following the reduction of water levels and once vehicle access is restored.

COUNCIL RESOLUTION

Moved Cr Wells

Seconded Cr Young

That Council:

- 1. accepts the NDRRA Report as presented; and*
- 2. that those matters not covered by resolution be noted.*

CARRIED 7/0

Resolution No. 0219/040

CONFIRMED MINUTES

9.4 ATSI TID'S SCRUTTON RIVER PROJECT - EXTENSION OF TIME

Executive Summary:

Representatives from the Department of Transport and Main Roads have contacted Council regarding the 2018/2019 ATSI TIDS project and has advised that due to the recent wet weather events in the location of the project, Council has an opportunity to apply for an extension of time to complete the project should the wet weather result in the work not being able to be completed before 30 June 2019.

The Mayor has discussed this matter with department representatives and agreed to make application for an extension of time to complete the project and an application has been made to the department.

The Department requires a Council resolution confirming the request for an extension of time together with an explanation of the grounds on which the application is made.

COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr Beard

That Council:

1. *make application to the Department Transport and Main Roads for an extension of time to complete the 2018/2019 ATSI TIDS Project (Scrutton River); and*
2. *the Department be advised of the following factors in support of the application:*
 - *The Mitchell River catchment has experienced significant rainfall with flood water in excess of 10m over the causeway at Dunbar Station. The effect of this will continue over the coming months with extensive damage to the road network expected as all access is via unsealed roadways that are highly susceptible to flood damage; and*
 - *The transportation of construction materials (culverts, concrete, fill etc.) and machinery cannot be completed until flood levels recede, emergent works are complete and access is restored to the road network.*

CARRIED 7/0

Resolution No. 0219/041

Action: Make application to TMR for extension of time for Scrutton River Project.

CONFIRMED MINUTES

9.5 WATER AND WASTEWATER - JANUARY 2019

Executive Summary:

Normanton Water Treatment Plant (WTP), Karumba Sewage Treatment Plant (STP) and Normanton STP are operating effectively. The following items of interest are discussed in further detail within the report:

- Total treated water has started to reduce at 78.6ML.
- A large amount of water was maintained to fill reservoirs for storage.
- Investigations into THM removal provided.
- Aniba Waianga has commenced on call duties.
- A replacement operator at Normanton WTP is yet to be determined.
- Normanton STP irrigation has been suspended due to weather conditions.
- Karumba STP had an issue with the dissolved oxygen sensor causing nitrate to temporarily exceed allowable levels.
- Steel is being removed from Normanton Landfill and taken to Sims Metals in Brisbane.

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Young

That Council:

1. *accepts the Water and Wastewater Report as presented for the period ending 31 January 2019; and*
2. *that those matters not covered by resolution be noted.*

CARRIED 7/0

Resolution No. 0219/042

9.6 ELECTRICAL TRADES UNIT REPORT - JANUARY 2019

Executive Summary:

The purpose of this report is to provide Council with an update on activities and projects undertaken during the month by the Electrical Trades Unit.

Overview:

Early January involved catching up on various jobs that were unable to be completed prior to the Christmas shutdown. Once the backlog was cleared work progressed on a number of capital works projects including the installation of cameras at the Normanton Sports Centre, installation of new telemetry switchboards at pump stations 2 and 3, and installation of power and instrumentation to the new dosing shed at the Karumba water tower. Testing and tagging of camp equipment and testing of RCD's and equipment around the Shire have also commenced.

CONFIRMED MINUTES

COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Hawkins

That Council:

- 1. accepts the Electrical Trades Unit Report; and***
- 2. that those matters not covered by resolution be noted.***

CARRIED 7/0

Resolution No. 0219/043

9.7 CARPENTER'S REPORT - JANUARY 2019

Executive Summary:

The purpose of this report is to provide Council with an update on activities and projects undertaken during the month by the Building Trades Unit.

COUNCIL RESOLUTION

Moved Cr Wells

Seconded Cr Murphy

That Council:

- 1. accepts the Building Trades Unit Report; and***
- 2. that those matters not covered by resolution be noted.***

CARRIED 7/0

Resolution No. 0219/044

ATTENDANCE:

**Councillor Murphy left the meeting room at 4:26pm.
Councillor Murphy re-entered the meeting at 4:31pm.**

9.8 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 January 2019.

CONFIRMED MINUTES

COUNCIL RESOLUTION

Moved Cr Beard

Seconded Cr Young

That Council note and accept the content of the Building and Planning Report as presented.

CARRIED 7/0

Resolution No. 0219/045

9.9 SIDE BOUNDARY DISPENSATION APPLICATION

Executive Summary:

Application has been made by Mark & Ruth Quadrio for the construction of a 6m wide x 10.65m long shed at 20 Brodie Street, Normanton. The applicant has requested Council consider granting a side boundary dispensation for a 0.5m offset from the south east boundary.

COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Hawkins

That Council approve the application lodged by Mark & Ruth Quadrio for a side boundary siting dispensation for the construction of a shed at 20 Brodie Street, Normanton in accordance with the application.

CARRIED 7/0

Resolution No. 0219/046

Action: Advise Mark & Ruth Quadrio of approval of boundary dispensation.

9.10 MATERIAL CHANGE OF USE - EXTRACTIVE INDUSTRY

Executive Summary:

The Council is in receipt of an Application for Material Change of Use (MCU) for Extractive Industry at six (6) gravel pits, on four (4) sites:

- Site 1: Bullock Paddock Pit – Lot 4 SP120452;
- Site 2: Neumayer Valley Access Pit and Carbine Pit– Lot 1 TW5;
- Site 3: Happy Valley Pits and Simpson Pit - Lot 2 WON 4; and
- Site 4: Packsaddle Creek Pit – Lot 2928 SP155683.

The Extractive Industries will operate under an Environmental Authority issued separately by

- Environmentally Relevant Activities (ERA's):
 - 16 2(a) Extracting rock or other material: 5,000 – 100,000 t/yr; and
 - 16 3(a) Screening rock or other material: 5,000 – 100,000 t/yr.

CONFIRMED MINUTES

The MCU Application is generally in accordance with the Carpentaria Shire Planning Scheme and is recommended for approval, subject to conditions.

COUNCIL RESOLUTION

Moved Cr Wells

Seconded Cr Murphy

That Council resolve:

In accordance with the Planning Act 2016, the applicant be notified that the Application for a Development Permit for a Material Change of Use for Extractive Industry at:

- Site 1: Bullock Paddock Pit – Lot 4 SP120452;
- Site 2: Neumayer Valley Access Pit and Carbine Pit– Lot 1 TW5;
- Site 3: Happy Valley Pits and Simpson Pit - Lot 2 WON 4; and
- Site 4: Packsaddle Creek Pit – Lot 2928 SP155683.

Co-ordinates:

Longitude(s)	Latitude(s)	Datum
139.977558	-18.166631	GDA94
139.979074	-18.169705	
139.979561	-18.172175	
139.978306	-18.172465	
139.977159	-18.172569	
139.976068	-18.172066	
139.974381	-18.167057	

is approved subject to the conditions detailed below.

A. ASSESSMENT MANAGER CONDITIONS (COUNCIL)

General

1. **The development shall be undertaken substantially in accordance with the approved Plans, the supporting documentation submitted with the application and the approved GPS Coordinates, except as modified by this approval:**

PLAN NAME	DRAWING NUMBER	DATE	PREPARED BY
Bullock Paddock Site Plan	C021	26 May 2018	Hughes Consulting
Neumayer Valley Access Site Plan	C022	26 May 2018	Hughes Consulting

CONFIRMED MINUTES

<i>Carbine Site Plan</i>	<i>C024</i>	<i>26 May 2018</i>	<i>Hughes Consulting</i>
<i>Happy Valley Site Plan</i>	<i>C023</i>	<i>26 May 2018</i>	<i>Hughes Consulting</i>
<i>Simpson Site Plan</i>	<i>C025</i>	<i>26 May 2018</i>	<i>Hughes Consulting</i>
<i>Packsaddle Site Plan</i>	<i>C020</i>	<i>26 May 2018</i>	<i>Hughes Consulting</i>

2. *This approval, granted under the provisions of the Planning Act 2016, shall lapse six (6) years from the day the approval takes effect in accordance with the provisions of Section 85(1) of the Planning Act 2016, if the development has not been commenced.*

Permits and Fees

3. *The quarry operator is required to apply for an Extractive Industry Permit/Licence and pay all relevant Council fees required to operate an Extractive Industry in the Shire.*
4. *The quarries are required to operate in compliance with the conditions of the Environmental Authorities issued by the State of Queensland.*
5. *The applicant shall ensure the quarry sites and the immediate surrounds are maintained, during and after operations commence, in a clean and tidy condition at all times, to the satisfaction of the Chief Executive Officer or delegate.*
6. *Upon cessation of quarry activities rehabilitation is to be completed in accordance with an approved Rehabilitation Plan, within a one (1) year period from the date of cessation, or other timeframe specified in the Rehabilitation Plan, whichever is the lesser, to the satisfaction of the Chief Executive Officer or delegate.*

Vehicle Access

7. *Haul routes and on-site access roads/tracks to quarry sites are to be maintained at all times by the proponent in a serviceable and trafficable condition and to an acceptable standard:*
- be regularly graded and maintained by the quarry operator;*
 - any damage to the internal road/s caused by heavy machinery is to be repaired and made good on a regular, 2 monthly basis; and*
 - upon cessation of the quarry use on the site the internal access road/s used to access the quarry are/is to be graded and left in an acceptable and trafficable condition suitable for rural purposes;*

to the satisfaction of the Chief Executive Officer or delegate.

Storage of Fuel

CONFIRMED MINUTES

8. **A maximum of 10,000 litres of diesel can be brought to a quarry site for the operation of plant and equipment. Fuel must be stored in a self-bunded containment system and handled in accordance with Australian Standard AS 1940 – 2004. The fuel tank and any refuelling must be located at least 100 metres away from any drainage line, to the satisfaction of the Chief Executive Officer or delegate.**

Hours of Operation

9. **Quarry operations are carried out between 6am and 6pm seven (7) days per week, unless an emergency necessitates out of hours operations, to be authorised by the Chief Executive Officer or delegate.**

B. Referral agency conditions

- **NIL**

Concurrence Agency

- **Department of Transport and Main Roads (DTMR)**
- **Department of Natural Resources, Mines and Energy (DNRME)**

C. Submissions

One (1)

D. Further development permits required

Environmental Authority for:

- Environmentally Relevant Activities (ERA's):**
 - 16 2(a) Extracting rock or other material: 5,000 – 100,000 t/yr; and**
 - 16 3(a) Screening rock or other material: 5,000 – 100,000 t/yr.**

E. Applicable codes for self assessable development

- Shire of Carpentaria Planning Scheme**
- Standard Building Regulation 1993**
- Building Act 1975**
- Building Code of Australia**
- Water and Sewerage Act 1949**

F. Right of appeal

- **Appeal Rights from the Planning Act 2016.**

CARRIED 7/0

Resolution No. 0219/047

Action: Issue Development Approval Notice

CONFIRMED MINUTES

12 GENERAL BUSINESS

Standing Orders

Cr Gallagher requested that the Standing Orders Policy be amended to move the Director of Engineering's Reports to be the last item for consideration.

MOTION

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Murphy

That Council amend the order of business of the Standing Order Policy to move the Director of Engineering Reports to be the last item for consideration under the Officers Reports.

CARRIED 7/0

Resolution No. 0219/048

Normanton Gym – Noise Complaint

Cr Murphy advised that he had received a complaint regarding some patrons of the Normanton Gym playing music very loudly and annoying other gym users.

Action: Investigate complaint of loud music at the Normanton Gym and provide a report to the next meeting of Council.

Pipeline Access

Cr Wells advised that access to the treated water pipeline in Karumba is overgrown with vegetation between the Norman River and the Karumba Water Treatment Plant.

Action: Investigate and make arrangements for the treated water pipeline to be cleared of vegetation.

Karumba Golf Club

Cr Young advised that Chinee Apple Bushes are growing around the waste water dam at the Karumba Golf Club and requested that they be removed.

Action: Remove and poison Chinee Apple Bushes around waste water dam at the Karumba Golf Club.

CONFIRMED MINUTES

13 CLOSURE OF MEETING

The Chair of the meeting, Cr Lyall Bawden, Mayor, declared the meeting closed at 5:15pm.

MINUTES CERTIFICATE

These Minutes are Confirmed.

Bawden. 20, 02, 2019

Councillor LV Bawden

Date

Mayor