



**CARPENTARIA SHIRE**

*Outback by the Sea*

***ORDINARY MEETING***

***MINUTES***

***17 JUNE, 2020***

## CONFIRMED MINUTES

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## CONFIRMED MINUTES

### 1 OPENING OF MEETING

The Mayor welcomed members and declared the meeting open at **9:02am**.

### 2 RECORD OF ATTENDANCE

#### Councillors

Cr LV Bawden	Mayor
Cr BJ Hawkins	Deputy Mayor
Cr AT Gallagher	
Cr AJ Scott	
Cr JC Young	
Cr AM Murphy	
Cr PF Wells	

#### Staff

Mr Mark Crawley	Chief Executive Officer
Ms Angeline Pascoe	Executive Assistant
Mr Justin Hancock	Director Corporate Services
Mr Michael Wanrooy	Director of Engineering

*The following officers attended the meeting as indicated in the minutes*

Mrs Lisa Ruyg	Manager Human Resources
Ms Verena Olesch	General Manager - Tourism
Mr Ben Hill	Manager Water & Waste

### 3 CONDOLENCES

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

- ❖ Ms Julieanne Harold
- ❖ Mr Bennett Toby
- ❖ Ms Muriel Yam

### 4 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

Confirmation of Minutes from the Ordinary Council Meeting held 20 May 2020, as previously circulated to Councillors.

#### COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Gallagher

***That the Minutes of the Ordinary Council Meeting held 20 May 2020 be confirmed.***

**CARRIED 7/0**

***Resolution No. 0620/001***

## CONFIRMED MINUTES

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<b>5 BUSINESS ARISING FROM PREVIOUS MEETINGS</b>
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Nil.

<b>6 RECEPTION OF PETITIONS &amp; DEPUTATIONS</b>
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11:00am Mr Mick Gallagher

<b>7 MAYORAL MINUTES</b>
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<b>Artificial Reef</b>
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The Mayor provided an update on the progress of the artificial reef.
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### DECLARATION OF INTEREST:

I, **Councillor Bawden**, inform the meeting that I have a material personal interest in Agenda Item 8.3 – Renewal of Council’s Register of Pre-Qualified Supplier for the supply of Trade and Professional Services and my interest in this matter is that I undertake works for Council.

As a result of my material personal interest, I will leave the meeting room while the matter is considered and voted on.

Cr Bawden left the meeting room at **9:44am**.

I, **Councillor Murphy**, inform the meeting that I have a material personal interest in Agenda Item 8.3 and my interest in this matter is that I undertake works for Council.

As a result of my material personal interest, I will leave the meeting room while the matter is considered and voted on.

Cr Murphy left the meeting room at **9:44am**.

Cr Hawkins assumed the role of Chair

## CONFIRMED MINUTES

### 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 Young

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*

- 8.1 **Aged overpayment to Council - Transfer to Public Trustee**  
*This item is classified CONFIDENTIAL under the provisions of clause 275(1)(h) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.*
- 8.2 **Land Held for Resale**  
*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.*
- 8.3 **Renewal of Council's Register of Pre-qualified Suppliers for the supply of Trade and Professional Services**  
*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.*
- 8.4 **Recruitment/Appointment of Chief Executive Officer**  
*This item is classified CONFIDENTIAL under the provisions of clause 275(1)(a) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to the appointment, dismissal or discipline of employees.*

CARRIED 7/0

**Resolution No. 0620/002**

#### CLOSURE OF MEETING:

The meeting was closed to the public at 9:17am.

## CONFIRMED MINUTES

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### COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Wells

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

**CARRIED 7/0**

***Resolution No. 0620/003***

### REOPENING OF MEETING:

The meeting was reopened to the public at **10:01am**.

### 8.1 AGED OVERPAYMENT TO COUNCIL - TRANSFER TO PUBLIC TRUSTEE

#### Executive Summary:

Bruce Goodsell occupied Council's pensioner unit at 2/66 Karumba Development Road and organised direct payment of the rent through Centrelink. Bruce left the accommodation in July 2017 but Centrelink continued to pay until September 2017 resulting in an overpayment of \$830.20. According to Council's records Mr. Goodsell passed away on 30 December 2017.

The Public Trustee Act 1978 requires unclaimed money, such as this, to be forwarded to The Public Trustee of Queensland.

### COUNCIL RESOLUTION

Moved Cr Wells

Seconded Cr Scott

***That Council approves the overpaid balance of \$830.20 belonging to Bruce Goodsell to be forwarded to the Public Trustee of Queensland.***

**CARRIED 7/0**

***Resolution No. 0620/004***

### 8.2 LAND HELD FOR RESALE

#### Executive Summary:

This report provides information to Council on lots currently owned that could be made available for the construction of Residential Buildings within the Shire.

### COUNCIL RESOLUTION

Moved Cr Scott

Seconded Cr Gallagher

***That Council:-***

- 1. Delegate to the Chief Executive Officer authority to negotiate the sale of Lot 9 on SP136532 situated at 17 Travers Street Normanton to the State Government for the purpose of constructing state government employee housing; and***

**CONFIRMED MINUTES**

- 2. *The Director Corporate Services to provide a report to the July Ordinary Meeting in relation to other parcels and impacts of low lying land.***

**CARRIED 7/0**

**Resolution No. 0620/005**

**DECLARATION OF INTEREST:**

I, Councillor Bawden, inform the meeting that I have a material personal interest in Agenda Item 8.3 Renewal of Council's Register of Pre-Qualified Supplier for the supply of Trade and Professional Services and my interest in this matter is that I undertake works for Council.

As a result of my material personal interest, I will now leave the meeting room while the matter is considered and voted on.

Cr Bawden left the meeting room.

I, Councillor Murphy, inform the meeting that I have a material personal interest in Agenda Item 8.3 Renewal of Council's Register of Pre-Qualified Supplier for the supply of Trade and Professional Services and my interest in this matter is that I undertake works for Council.

As a result of my material personal interest, I will now leave the meeting room while the matter is considered and voted on.

Cr Murphy left the meeting room.

Cr Hawkins assumed the role of Chair

**8.3 RENEWAL OF COUNCIL'S REGISTER OF PRE-QUALIFIED SUPPLIERS FOR THE SUPPLY OF TRADE AND PROFESSIONAL SERVICES**

**Executive Summary:**

Council wishes to explore options to renew its Register of Pre-Qualified Suppliers for the supply of trade and professional services, Contract 19-0497 due to expire on 31<sup>st</sup> August 2020.

**COUNCIL RESOLUTION**

Moved Cr Wells

Seconded Cr Young

***That Council release a tender to establish a new Register of Pre-Qualified Suppliers.***

**CARRIED 5/0**

**Resolution No. 0620/006**

**ATTENDANCE:**

Cr Bawden re-entered the meeting room at **9:49am**.



## CONFIRMED MINUTES

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Cr Bawden resumed the role of Chair.  
Cr Murphy re-entered the meeting room at 9:49am.

### ATTENDANCE:

The Director of Engineering left the meeting room at 9:50am.  
The Director Corporate Services left the meeting room at 9:50am.  
The Executive Assistant left the meeting room at 9:50am.

### 8.4 RECRUITMENT/APPOINTMENT OF CHIEF EXECUTIVE OFFICER

#### Executive Summary:

In accordance with section 194(1) of the *Local Government Act 2009* the Council must appoint a Chief Executive Officer.

#### COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Young

***That Council offer the position of Chief Executive Officer to Mr Mark Crawley for a period of four years and delegate authority to the Mayor and Deputy Mayor to negotiate a contract of employment.***

**CARRIED 7/0**

***Resolution No. 0620/007***

### ATTENDANCE:

The Director of Engineering re-entered the meeting room at 10:01am.  
The Director Corporate Services re-entered the meeting room at 10:01am.  
The Executive Assistant re-entered the meeting room at 10:01am.

### RECESS:

The meeting adjourned for morning tea at 10:15am.  
The meeting resumed at 10:43am.

### ATTENDANCE:

**Mr Mick Gallagher – attended the meeting at 10:47am.**

Mr Gallagher spoke to Council on issues regarding roadworks on the following roads:

- Road to Karumba Holdings
- Iffley Road – Gravel sheeting
- Respect for property owners – locked out (4 padlocks on gate)
- Grading on Pipeline Road leaving a rill that the property owners need to cross.
- Grid on Old Croydon Road
- Road Closures – signage at Little Bynoe

## CONFIRMED MINUTES

### ATTENDANCE:

The Director Corporate Services left the meeting room at 11:09am.  
The Executive Assistant left the meeting room at 11:09am.  
The Executive Assistant re-entered the meeting room at 11:11am.  
The Director Corporate Services re-entered the meeting room at 11:13am.  
Mr Mick Gallagher left the meeting room at 11:16am.

### 9 REPORTS FROM THE CHIEF EXECUTIVE OFFICER

#### 9.1 CEO REPORT

##### Executive Summary:

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

#### COUNCIL RESOLUTION

Moved Cr Scott

Seconded Cr Young

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

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

**CARRIED 7/0**

***Resolution No. 0620/008***

#### Telstra Optic Fibre Cable

Telstra have requested that Council take on the responsibilities as the Nominated Body for the purposes of the Aboriginal Cultural Heritage Protection Agreement for the Fibre Optic Cable Project – Normanton to Karumba.

#### COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr Murphy

***That Council accept the role, if requested, as Nominated Body as referenced in the Aboriginal Cultural Heritage Protection Agreement (between Telstra and the Kurtijar People and the Gkuthaarn and Kukatj Peoples) for the Normanton to Karumba Fibre Optic Cable Project 2019 subject to the following conditions:***

- The Kurtijar signatories have agreed, in writing, that Council is the Nominated Body for the purpose of the agreement; and***

## CONFIRMED MINUTES

- ***The Gkuthaarn and Kukatj signatories have agreed, in writing, that Council is the Nominated Body for the purpose of the agreement; and***
- ***Telstra provides a release and an indemnity from all claims, including future claims, which might be made against Council in performing the role of Nominated Body by each Aboriginal Party under the agreement by deed; and***
- ***Council will recover all costs associated with carrying out its role as the Nominated Body as outlined in the agreement; and***
- ***That Telstra will fund the project from its own financial resources if the State Government funding is withdrawn due to not meeting the project deadline; and***
- ***That Telstra will refund the \$400,000.00 paid by Council for the project if it does not proceed and/or the State Government funding is withdrawn.***

CARRIED 7/0

*Resolution No. 0620/009*

### 9.2 SAVANNAH WAY LIMITED - PROPOSAL FOR PARTNERSHIP

#### Executive Summary:

Savannah Way Limited have provided a proposal seeking a financial contribution from Council to the operations of the Local Tourism Organisation representing the Gulf Councils.

#### COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Murphy

***That Council request a detailed marketing strategy from Savannah Way Limited outlining the proposed activities to be undertaken over the next five years in their role as the Local Tourism Organisation representing the Gulf Councils.***

CARRIED 7/0

*Resolution No. 0620/010*

## CONFIRMED MINUTES

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### 9.3 NORTHERN ALLIANCE OF COUNCILS

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**Executive Summary:**

Correspondence has been received in relation to the Annual General Meeting of the Northern Alliance of Councils to be held via Zoom on Wednesday 12 August 2020.

**COUNCIL RESOLUTION**

Moved Cr Gallagher

Seconded Cr Hawkins

***That Council advise of any proposed motions for consideration at the Annual General Meeting of the Northern Alliance of Councils.***

**CARRIED 7/0**

***Resolution No. 0620/011***

### 9.4 CONTRACTORS CODE OF CONDUCT

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**Executive Summary:**

A draft Contractor Code of Conduct has been developed for adoption by Council which is similar in nature to the code of conduct adopted for employees of Council. Council engages a significant number of contractors each year to undertake work on behalf of Council and this draft code of conduct has been developed specifically for the Contractors so engaged.

**COUNCIL RESOLUTION**

Moved Cr Gallagher

Seconded Cr Hawkins

***That Council adopt the Carpentaria Shire Council Contractors Code of Conduct as presented and request the Chief Executive Officer make the necessary arrangements for the conduct of an information session by Council's legal representative for all Contractors in relation to the Contractors Code of Conduct.***

**CARRIED 7/0**

***Resolution No. 0620/012***

**CONFIRMED MINUTES**

**9.5 ALLOCATION OF PORTFOLIOS**

**Executive Summary:**

As part of the induction for the incoming Council a draft Portfolio Policy was provided in the Induction Handbook for the consideration of Council in lieu of the former committee allocations for Councillors.

**COUNCIL RESOLUTION**

Moved Cr Young

Seconded Cr Scott

***That Council determine the appropriate delegates for the portfolios identified for Council:***

<u>Portfolio</u>	<u>Portfolio Councillor</u>	<u>Proxy Councillor</u>
<b>Advocacy and Good Governance</b>	<b>Mayor</b>	<b>Cr Hawkins (Deputy Mayor)</b>
<b>Coastal Management</b>	<b>Cr Wells</b>	<b>Cr Murphy</b>
<b>Community</b>	<b>Cr Scott</b>	<b>Cr Gallagher</b>
<b>Finance</b>	<b>Cr Gallagher</b>	<b>Cr Scott</b>
<b>Roads</b>	<b>Cr Hawkins (Deputy Mayor)</b>	<b>Mayor</b>
<b>Water and Sewerage</b>	<b>Cr Murphy</b>	<b>Cr Young</b>
<b>Waste Management</b>	<b>Cr Young</b>	<b>Cr Wells</b>

**CARRIED 7/0**

**Resolution No. 0620/013**

**ATTENDANCE:**

The Chief Executive Officer left the meeting room at 12:07pm.

The Chief Executive Officer re-entered the meeting room at 12:08pm.

The Manager Human Resources entered the meeting room at 12:08pm.

## CONFIRMED MINUTES

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### 9.6 HUMAN RESOURCES REPORT

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**Executive Summary:**

This report provides information on the progress of SAFEPLAN, Council's safety management system, and an update on general human resource matters.

**COUNCIL RESOLUTION**

Moved Cr Gallagher

Seconded Cr Young

***That Council accepts the Human Resources Report for information.***

**CARRIED 7/0**

***Resolution No. 0620/014***

**ATTENDANCE:**

The Manager Human Resources left the meeting room at 12:17pm.  
The General Manager – Tourism entered the meeting room at 12:17pm.

### 9.7 TOURISM REPORT - MAY 2020

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**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 Wells

Seconded Cr Scott

***That Council:***

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

**CARRIED 7/0**

***Resolution No. 0620/015***

**NOTATION:**

A plaque recognising the original members of the Barramundi Discovery Centre and the Hatchery be organised for the official opening and that invitations be forwarded for them to attend.

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**COUNCIL RESOLUTION**

Moved Cr Murphy

Seconded Cr Wells

*That Council adopt the Tourism Strategy 2020 – 2023.*

**CARRIED 7/0**

**Resolution No. 0620/016**

**ATTENDANCE:**

The General Manager – Tourism left the meeting room at 12:48pm.

**ADJOURNMENT:**

The meeting was adjourned for lunch at 12:49pm.

The meeting resumed at 1:29pm.

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## CONFIRMED MINUTES

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

#### 10.1 DCS REPORT - MAY 2020

**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 Hawkins

***That Council:***

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

**CARRIED 7/0**

***Resolution No. 0620/017***

**ATTENDANCE:**

The Executive Assistant left the meeting room at 2:08pm.  
The Executive Assistant re-entered the meeting room at 2:14pm.

#### 10.2 MONTHLY FINANCIAL REPORT - MAY 2020

**Executive Summary:**

The Monthly Financial Report has been prepared for the period ending 31 May 2020.

**COUNCIL RESOLUTION**

Moved Cr Scott

Seconded Cr Wells

***That Council:***

- 1. accepts the Monthly Financial Report for the period ending 31 May 2020 as presented; and***
- 2. that those matters not covered by resolution be noted.***

**CARRIED 7/0**

***Resolution No. 0620/018***

**ATTENDANCE:**

The Chief Executive Officer left the meeting room at 2:52pm.  
The Chief Executive Officer re-entered the meeting room at 2:58pm.



## CONFIRMED MINUTES

The Mayor left the meeting room at 2.58pm.  
The Mayor re-entered the meeting room at 3:00pm.

### 10.3 2020/2021 CARPENTARIA SHIRE COUNCIL SCHEDULE OF FEES AND CHARGES

#### Executive Summary:

The attached document titled 2020/2021 Carpentaria Shire Council Schedule of Fees and Charges provides a comprehensive schedule of all proposed regulatory and commercial fees and charges for 2020/2021 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 Young

Seconded Cr Gallagher

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

- 1. Adopts the 2020/2021 Carpentaria Shire Council Schedule of Fees and Charges as amended; and***
- 2. Provide a fourteen (14) day amnesty period for animal registration renewals (excluding Restricted and Regulated Dogs)***

**CARRIED 7/0**

**Resolution No. 0620/019**

**Action:** Adopt the 2020/2021 Carpentaria Shire Council Schedule of Fees and Charges.  
Provide a fourteen (14) day amnesty period for animal registration renewals.

#### **NOTATION:**

The Fees and Charges for Tyres is to be presented to Council at the July General Meeting.

#### **ATTENDANCE:**

The Consultant Engineer entered the meeting room at 3:28pm.

#### **DECLARATION OF INTEREST:**

I, **Councillor Gallagher**, inform the meeting that I have a perceived conflict of interest in Agenda Item 10.4 as a result of my membership with the Normanton Rodeo Association.

Although I have a perceived conflict of interest, I believe I can participate in the decision on the matter in the public's interest and therefore intend to remain in the meeting because the request from the Rodeo Club is an annual request, previously supported. However, I will respect the decision of the meeting as to whether I can remain and participate in the decision.

## CONFIRMED MINUTES

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Cr Gallagher remained in the meeting room.

### 10.4 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.

#### COUNCIL RESOLUTION

Moved Cr Wells

Seconded Cr Hawkins

#### *That Council:*

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

CARRIED 7/0

*Resolution No. 0620/020*

#### ATTENDANCE:

The Manager Water and Waste entered the meeting room at 3:36pm.

### 10.5 COMMUNITY DONATIONS AND SUPPORT

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#### Executive Summary:

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

#### COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Scott

#### *That Council approves the following requests for donation and support:*

- 1. Karumba State School - Swim Carnival. Requests use of the pool from 8.30am to 2.30pm and free entry for the children.*
- 2. Karumba State School – Festival of Sports. Requests use of the Karumba Sports Centre and Council to mark two hockey fields at the Karumba Recreation Club.*
- 3. Normanton Sprint Races – Races and Rodeo. Requests tables and chairs,*

## CONFIRMED MINUTES

*skimming of the racetrack, ripping of the rodeo and horse sports arena, grounds to be mowed, toilets, showers and secretary's box to be cleaned, printing of race books, delivery of stage. Watering of the arena and track and water truck available over the weekend.*

4. ***Normanton Bowls Club – 2020-2021 Sponsorship Packages. Request Council support in the way of yearly sponsorship.***
5. ***Karumba Seniors Lunch – Seniors Christmas Function: Requests \$600 cash towards event costs.***
6. ***Normanton Bowls Club – Food license: Request the waiver of fees for a food license application and annual fee for 12 months.***
7. ***Taren Carr – Request the waiver of fees to use the Normanton Sports Oval for fitness classes.***
8. ***Normanton Gun Club – Council donation of two surplus water tanks to assist with water supply at the club.***

**CARRIED 7/0**

**Resolution No. 0620/021**

**Action: Notify applicants of Council's decision.**

### 10.6 PENSIONER HOUSING POLICY

#### **Executive Summary:**

Council places a high priority on the health and well-being of the residents located in the communities that it serves and recognises the importance of providing public infrastructure and programs that meet the community's needs. Once such community program is the provision of pensioner housing, which has been operating by Council for a number of years.

The Pensioner Housing Policy provides the guidelines by which Council will consider applicants for housing and the general requirements expected of approved tenants. In conjunction with this policy, the processes and procedures undertaken by Council in the Pensioner Housing Program conforms with all applicable residential tenancy legislation and guidelines.

The Pensioner Housing Policy has been reviewed by Senior Management and is presented to Council for adoption.

#### **COUNCIL RESOLUTION**

Moved Cr Gallagher

Seconded Cr Murphy

***That Council adopts the Pensioner Housing Policy as presented.***

**CARRIED 7/0**

**Resolution No. 0620/022**

**Action: Update Policy Register – Pensioner Housing Policy.**

## CONFIRMED MINUTES

### **RECESS:**

The meeting adjourned for afternoon tea at **3:50pm**.

The meeting resumed at **4:10pm**.

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

### **11.1 DOE REPORT**

#### **Executive Summary:**

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

#### **COUNCIL RESOLUTION**

Moved Cr Gallagher

Seconded Cr Hawkins

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

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

**CARRIED 7/0**

***Resolution No. 0620/023***

### **11.3 NDRRA/QDRF REPORT**

#### **Executive Summary:**

QRA18 REPA is currently 98% complete with only minor roads remaining to be constructed prior to the June 30, 2020 deadline. Two (2) crews will be finalising the remaining work prior to the deadline.

QRA19 REPA submissions 1-6 have all been approved with a total RV in excess of \$66 million. Project specific tenders for Dunbar - Kowanyama Road Gravel and civil construction materials have closed and been assessed in a separate report for Council comment.

QRA20 has been activated for CDO, EW and REPA. Damage assessments are complete throughout the Shire with two submissions (southern roads) submitted to QRA.

QRA have approved eight (8) betterment projects.

Road construction is considered an essential service. Construction of the QRA18 and QRA19 projects has commenced and COVID-19 advice from the State and Federal Government will be monitored closely to ensure all camps meet the requirements. Delays to the construction program are expected.

#### **COUNCIL RESOLUTION**

**CONFIRMED MINUTES**

---

Moved Cr Wells

Seconded Cr Hawkins

***That Council:***

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

**CARRIED 7/0**

***Resolution No. 0620/024***

**ADJOURNMENT FOR NEXT DAY**

**COUNCIL RESOLUTION**

Moved Cr Scott

Seconded Cr Wells

***That Council adjourn the meeting at 4:51pm to resume on Thursday 18 June 2020 at 9:00am.***

**CARRIED 7/0**

***Resolution No. 0620/025***

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**CONFIRMED MINUTES**

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**Thursday**

**18 June 2020**

**1 OPENING OF MEETING**

The Mayor welcomed members and declared the meeting open at **9:06am**.

**2 RECORD OF ATTENDANCE**

**Councillors**

Cr LV Bawden	Mayor
Cr BJ Hawkins	Deputy Mayor
Cr AT Gallagher	
Cr AJ Scott	
Cr JC Young	
Cr AM Murphy	
Cr PF Wells	

**Staff**

Mr Mark Crawley	Chief Executive Officer
Mr Justin Hancock	Director Corporate Services
Mr Michael Wanrooy	Director of Engineering

*The following officers attended the meeting as indicated in the minutes*

Mr Ben Hill	Manager Water & Waste
Mr John Martin	Consultant Engineer

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## CONFIRMED MINUTES

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### 11 REPORTS FROM DIRECTOR OF ENGINEERING - ROADS & SERVICES

#### 11.4 WATER AND WASTE REPORT - MAY 2020

**Executive Summary:**

The report is to advise Council on the operations of the Normanton Water Treatment Plant (WTP), Karumba Sewage Treatment Plant (STP) and Normanton STP for the month of May 2020.

**COUNCIL RESOLUTION**

Moved Cr Young

Seconded Cr Murphy

***That Council:***

- 1. accepts the Water and Wastewater Report as presented for the period ending 31<sup>st</sup> May 2020; and***
- 2. that those matters not covered by resolution be noted.***

**CARRIED 7/0**

***Resolution No. 0620/026***

#### 11.5 BUILDING AND PLANNING REPORT

The report is to advise Council of relevant Planning and Building activities within the Shire for the month of May 2020.

**COUNCIL RESOLUTION**

Moved Cr Hawkins

Seconded Cr Wells

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

**CARRIED 7/0**

***Resolution No. 0620/027***

## CONFIRMED MINUTES

### 11.6 APPLICATION FOR MATERIAL CHANGE OF USE - HOME BASED INDUSTRY

#### Executive Summary:

The Council is in receipt of an Application for Material Change of Use (MCU) for Home Based Industry located at 51 Matilda Street, Normanton, described as Lot 75 on NR14812.

The application is Code Assessable.

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

#### COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Young

***That Council, in accordance with the Planning Act 2016, notify the applicant that the application for a Development Permit for a Material Change of Use for Home Based Industry, located at 51 Matilda Street, Normanton, described as Lot 75 on NR14812 is approved subject to conditions detailed below.***

#### A. ASSESSMENT MANAGER CONDITIONS (COUNCIL)

##### General

- The development shall be undertaken generally in accordance with the plan submitted with the application:***

<b><i>SITE LAYOUT PLAN</i></b>	<b><i>DRW 202BRI</i></b>	<b><i>DATED 22 MAY 2020</i></b>
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- 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 relevant provisions of the Planning Act 2016, if the development has not been commenced.***

##### Maintenance of the Site

- The applicants shall ensure the site is maintained in a clean and tidy condition, at all times, to the satisfaction of the Chief Executive Officer or delegate.***

##### Number of Rooms and Occupants and Recreational Amenity

- A maximum of four (4) single person bedrooms can be provided within the new building to be used for Bed and Breakfast accommodation; and the adjacent, existing covered area is to remain unenclosed to facilitate vehicular access onto the site and is to be used as a communal recreation area, to the satisfaction of***





**CONFIRMED MINUTES**

- **Shire of Carpentaria Planning Scheme**
- **Standard Building Regulation 1993**
- **Building Act 1975**

**F. Right of appeal**

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

**CARRIED 7/0**

**Resolution No. 0620/028**

**DECLARATION OF INTEREST:**

I, **Councillor Hawkins**, inform the meeting that I have a material personal interest in Agenda Items 11.2 and 11.8 and my interest in this matter is that I own plant and equipment and undertake works for Council.

As a result of my material personal interest, I will now leave the meeting room while the matter is considered and voted on.

Cr Hawkins left the meeting room at **9:34am**.

I, **Councillor Wells**, inform the meeting that I have a material personal interest in Agenda Items 11.2; 11.7 and 11.8 and my interest in this matter is that I own plant and equipment and undertake works for Council.

As a result of my material personal interest, I will now leave the meeting room while the matter is considered and voted on.

Cr Wells left the meeting room at **9:34am**.

I, **Councillor Scott**, inform the meeting that I have a material personal interest in Agenda Items 11.2 and 11.8 and my interest in this matter is that I own plant and equipment and undertake works for Council.

As a result of my material personal interest, I will now leave the meeting room while the matter is considered and voted on.

Cr Scott left the meeting room at **9:34am**.

## CONFIRMED MINUTES

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### 11.7 20-0512 PREFERRED SUPPLIER ARRANGEMENT FOR CIVIL CONSTRUCTION MATERIAL – LATE ITEM

#### Executive Summary:

A request for tenders for the supply and delivery of civil construction materials (CN: 20-0512) closed on 19 May 2020 with six (6) tenders received. The tenders have been assessed with an 80% price weighting and 20% non-price weighting. Each material type has been assessed separately with tenderers ranked based on their overall score against the assessment criteria.

#### COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Young

*That Council approve the list of material suppliers as tendered.*

CARRIED 4/0

*Resolution No. 0620/029*

#### ATTENDANCE:

The Manager Water and Waste left the meeting room at 10:00am.

The Manager Water and Waste re-entered the meeting room at 10:02am.

The Mayor left the meeting room at 10:03am.

The Mayor re-entered the meeting room at 10:04am.

The Director of Engineering left the meeting room at 10:22am.

The Director of Engineering re-entered the meeting room at 10:26am.

#### RECESS:

The meeting adjourned for morning tea at 10:34am.

The meeting resumed at 11:12am. Crs Wells, Hawkins and Scott were not in attendance

#### ATTENDANCE:

The Manager Water and Waste left the meeting room at 11:13am.

The Manager Water and Waste re-entered the meeting room at 11:14am.

## CONFIRMED MINUTES

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### 11.8 20-0511 SUPPLY AND DELIVERY OF TYPE 2.3 GRAVEL TO KOWANYAMA ROAD – LATE ITEM

**Executive Summary:**

A request for tenders for the supply and delivery of type 2.3 gravel for Dunbar to Kowanyama and Dunbar to Koolatah Roads (CN: 20-0511) closed on 19 May 2020 with six (6) tenders received from five (5) tenderers. The tenders have been assessed with an 80% price weighting and 20% non-price weighting. Five (5) tenders are conforming and one (1) tender is non-conforming and has not been included in the tender scoring process.

**COUNCIL RESOLUTION**

Moved Cr Young

Seconded Cr Murphy

***That Council not award Tender 20-0511 for the Supply and Delivery of Type 2.3 Gravel.***

**CARRIED 4/0**

***Resolution No. 0620/030***

### 11.2 ALTERNATIVE OPTION - DUNBAR KOWANYAMA MATERIAL TENDER

**Executive Summary:**

Council has prepared an alternative option to deliver pavement material on the Dunbar - Kowanyama Road.

**COUNCIL RESOLUTION**

Moved Cr Young

Seconded Cr Murphy

***That Council deliver the gravel on the Dunbar – Kowanyama Road under current contractor arrangements and supply of materials contracts and managed by Council Officers subject to QRA approval.***

**CARRIED 4/0**

***Resolution No. 0620/031***

**ATTENDANCE:**

Cr Hawkins re-entered the meeting room at **11:41am**.

Cr Scott re-entered the meeting room at **11:41am**.

Cr Wells re-entered the meeting room at **11:41am**.

## CONFIRMED MINUTES

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<b>12 GENERAL BUSINESS</b>
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<b>Walking Track – Karumba Township to Karumba Point</b>
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Cr Wells asked if the walking track between the town and point could be looked at for maintenance/upgrade and review the directional signage.
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The CEO advised that the walking track between the Point and Town was proposed as a potential project for the recently announced funding for stimulus.
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<b>Karumba Plains – Side Tracks</b>
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Cr Gallagher asked if the side tracks that were established as part of the recent culvert replacement works on the Normanton to Karumba Road could remain as they were being used as “pull off” areas by travelling motorists
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<b>Gone Fishing - Line marking</b>
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Cr Young asked about line marking in the vicinity of Gone Fishing.
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<b>Kath Alexander Park</b>
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Cr Young requested the installation of gate closures for the gates on Kath Alexander Park.
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DOE advised that the gate closures had been ordered.
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<b>Hut at Karumba Point</b>
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Cr Young requested that the hut at the Point be reopened as soon as possible.
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<b>Cardboard Crusher</b>
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Cr Young requested that the cardboard crusher from the Karumba Refuse Centre be relocated to Normanton to be included in the upcoming auction.
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<b>Building – Slab across Footpath</b>
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Cr Young raised concerns in relation to the concrete slab that had been constructed across the footpath in Karumba
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## CONFIRMED MINUTES

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### Karumba 150 Years

Cr Bawden asked if planning could commence for the 150 year celebrations for the Karumba community

### 13 CLOSURE OF MEETING

*The Chair of the meeting, Cr Lyall Bawden, Mayor, declared the meeting closed at 12:09pm.*

### MINUTES CERTIFICATE

*These Minutes are Confirmed.*



.....  
Councillor LV Bawden  
Mayor



.....  
Date