



**CARPENTARIA SHIRE**

*Outback by the Sea*

***ORDINARY MEETING***

***MINUTES***

***16 SEPTEMBER, 2020***

**CONFIRMED MINUTES**

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## **CONFIRMED MINUTES**

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### **1 OPENING OF MEETING**

The Mayor welcomed members and declared the meeting open at **8:55am**.

### **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 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
Mr John Martin	Consultant Engineer - ERSCON

#### **APOLOGY**

Apology received from the Director Corporate Services.

### **3 CONDOLENCES**

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

- ❖ Mr Fred Birtles

Mr Derek Lord sat in the public gallery.

## **CONFIRMED MINUTES**

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

Confirmation of Minutes from the Ordinary Council Meeting held 19 August 2020, as previously circulated to Councillors.

#### **COUNCIL RESOLUTION**

Moved Cr Scott

Seconded Cr Gallagher

***That the Minutes of the Ordinary Council Meeting held 19 August 2020 be confirmed.***

**CARRIED 7/0**

***Resolution No. 0920/001***

Confirmation of Minutes from the Special Council Meeting held 04 September 2020, as previously circulated to Councillors.

#### **COUNCIL RESOLUTION**

Moved Cr Scott

Seconded Cr Gallagher

***That the Minutes of the Special Council Meeting held 04 September 2020 be confirmed.***

**CARRIED 7/0**

***Resolution No. 0920/002***

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

#### **Lilyvale**

Cr Gallagher queried the Lilyvale Pit.

The Chief Executive Officer informed that he would review the Subdivision for Lilyvale and arrange for survey plans to be provided to Councillors.

### **6 RECEPTION OF PETITIONS & DEPUTATIONS**

Nil.

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**CONFIRMED MINUTES**

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**7 MAYORAL MINUTES**

**Councillor Team**

Cr Bawden informed that it was good to see all elected members working together as a team, making good progress and having similar visions for the Shire.

**Normanton Hospital - COVID**

Cr Bawden informed that if there were any confirmed cases, Council (LDMG) is responsible for transferring patients from the hospital into Quarantine. There needs to be an alternative solution for transportation.

**Western Council's FNQROC Meeting – Croydon (15/09/2020)**

Cr Bawden and the Chief Executive Officer attended the Western Council's FNQROC meeting at Croydon.  
It was suggested that Bram Collins be invited to the next Council Meeting to present in relation to RTO/LTO arrangements through TTNQ.

**Normanton and Karumba Cemeteries**

Cr Bawden informed that the upkeep and maintenance is required at both cemeteries and queried if the town crew could assist in that regard.

The Director of Engineering informed that the projects with Bynoe are currently on hold due to COVID-19 but will arrange to have general maintenance done by town crew.

**Mayor's Role with Media and functions**

Cr Bawden informed that radio and newspaper interview and official openings are to be undertaken by the Mayor. The Mayor may delegate to Councillors as required.

## 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 Gallagher

*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 RFT No. 20-0516 ROPS For Trade and Professional Services - Excluding Categories 24,36,37,38,40,44  
*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 RFT No. 20-0516 ROPS For Trade and Professional Services - Category 24.  
*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.*
- 8.3 Normanton Stingers License Agreement  
*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 Karumba Childrens Centre Financial Contribution  
*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.*
- 8.5 Tyre Recycling Transport Arrangements  
*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.*

## CONFIRMED MINUTES

CARRIED 7/0

*Resolution No. 0920/003*

### CLOSURE OF MEETING:

The meeting was closed to the public at **9:20am**.

### ATTENDANCE:

The Chief Executive Officer left the meeting room at **9:20am**.

The Chief Executive Officer re-entered the meeting room at **9:21am**.

The Senior Purchasing & Procurement Officer entered the meeting room **9:21am**.

### DECLARATION OF INTEREST:

I, **Councillor Hawkins**, inform the meeting that I have a material personal interest in Agenda Item 8.2 – RFT NO.20-0516 ROPS for Trade and Professional Services – Excluding Categories 36, 37, 38, 40 & 44 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 leave the meeting room while the matter is considered and voted on.

### ATTENDANCE:

Cr Hawkins left the meeting room at **9:57am**.

### ATTENDANCE:

The Senior Purchasing & Procurement Officer left the meeting room **10:02am**.

Cr Hawkins returned to the meeting room at **10:02am**.

### ATTENDANCE:

Cr Hawkins left the meeting room at **10:18am**.

The Manager Water and Waste entered the meeting room at **10:19am**.

### COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Wells

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

CARRIED 7/0

*Resolution No. 0920/004*

### REOPENING OF MEETING:

The meeting was reopened to the public at **10:40am**.



## CONFIRMED MINUTES

### 8.1 RFT NO. 20-0516 ROPS FOR TRADE AND PROFESSIONAL SERVICES - EXCLUDING CATEGORIES 24,36,37,38,40,44

#### Executive Summary:

This report follows from Council's Special Meeting held on Friday 4 September 2020, where Council resolved to lay this item on the table pending additional information which has since been provided. A full copy of the tender evaluation spreadsheet was distributed to the Mayor & Councillors on Friday 4 September 2020.

#### COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Wells

*The Evaluation Panel recommends that Council approves the below suppliers as the preferred suppliers, pending the completion, review and acceptance of Work Health & Safety Contractor Controls compliance checklist, for Carpentaria Shire Council's Register of Pre-Qualified Suppliers of Trade and Professional Services for all categories excluding 24,36,37,38,40 & 44:*

- *Aerodrome Design Services Pty Ltd*
- *AUSNORTH Consultants Pty Ltd*
- *Barto's Construction Pty Ltd*
- *Brazier Motti*
- *BRITESPARKENERGY Solutions Pty Ltd*
- *Caliber Concreting Group Pty Ltd*
- *Cardno (QLD) Pty Ltd*
- *CLOSEDANE Pty Ltd T/A JM Switchboards*
- *DC Quirk Contracting*
- *DKJ Electrical Contractors*
- *DSW Capital Pty Ltd T/A Cairns Fencing*
- *Elizabeth Taylor Town Planner*
- *Enviro One Services and Installations*
- *Flaming North Fire Protection Pty Ltd*
- *Flick Anticimex Pty Ltd*
- *George Bourne & Associates*
- *Gulf Constructions (Qld) Pty Ltd*
- *Gunn's Electrical*
- *Higgins Coatings Pty Ltd*
- *Image Cleaning Corp. Pty Ltd*

## **CONFIRMED MINUTES**

- *Jason Cummings Electrical Service*
- *Karumba Marine Services*
- *Liquitech(Qld) Pty.Ltd*
- *N-COM Pty Ltd*
- *Parasyn*
- *PIMS*
- *Queensland Air Compressors*
- *RPS Australia East Pty Ltd*
- *Rough Plan (Jennifer Roughan sole trader)*
- *SCADA*
- *Tree Acq Pty Ltd trading as MPDT*
- *VOLTEC Services Pty Ltd*
- *Welcon Technologies Pty Ltd*
- *WG & RA Knight Builders*

**CARRIED 7/0**

**Resolution No. 0920/005**

### **DECLARATION OF INTEREST:**

I, **Councillor Hawkins**, inform the meeting that I have a material personal interest in Agenda Item 8.2 – RFT NO.20-0516 ROPS for Trade and Professional Services – Excluding Categories 36, 37, 38, 40 & 44 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 leave the meeting room while the matter is considered and voted on.

### **ATTENDANCE:**

Cr Hawkins left the meeting room at **10:41am**.

## CONFIRMED MINUTES

### 8.2 RFT NO. 20-0516 ROPS FOR TRADE AND PROFESSIONAL SERVICES - CATEGORY 24.

#### Executive Summary:

This report follows from Council's Special Meeting held on Friday 4 September 2020, where Council resolved to lay this item on the table pending additional information which has since been provided. A full copy of the tender evaluation spreadsheet was distributed to the Mayor & Councillors on Friday 4 September 2020.

#### COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Young

*The Evaluation Panel recommends that Council approves the below supplier as the preferred supplier, pending the completion, review and acceptance of Work Health & Safety Contractor Controls compliance checklist, for Carpentaria Shire Council's Register of Pre-Qualified Suppliers of Trade and Professional Services for category 24:*

- *Hawkins Transport*

CARRIED 6/0

*Resolution No. 0920/006*

#### ATTENDANCE:

Cr Hawkins returned to the meeting room at **10:42am**.

### 8.3 NORMANTON STINGERS LICENSE AGREEMENT

#### Executive Summary:

Council has been successful in receiving the Active Infrastructure funding to upgrade the John Henry Oval. This includes the construction of two new storage facilities, a new amenities block and an undercover area for local sporting groups.

#### COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr Young

#### *That Council:*

1. *declines paying the additional \$15,000 for the toilets as they have not been used as public toilets during the duration of the loan; and*
2. *declines the additional 5 years waiver of the license equating to an additional \$20,000 in fees waived.*

CARRIED 7/0

*Resolution No. 0920/007*

## **CONFIRMED MINUTES**

**NOTATION:** The Chief Executive Officer negotiate the original term and if this is unacceptable the status quo is to remain and loan payments recommence in next financial year and the grant fund allocated to additional storage facilities.

### **8.4 KARUMBA CHILDRENS CENTRE FINANCIAL CONTRIBUTION**

**Executive Summary:**

This report provides information for Council on the Memorandum of Understanding (MOU) between Council and Karumba Children's Centre which is due to expire.

**COUNCIL RESOLUTION**

Moved Cr Young

Seconded Cr Wells

***That Council renew the Memorandum of Understanding with the Karumba Children's Centre and continues to fund the amount of \$45,000.00 for 2020/2021 financial year.***

**CARRIED 7/0**

***Resolution No. 0920/008***

**DECLARATION OF INTEREST:**

I, **Councillor Hawkins**, inform the meeting that I have a material personal interest in Agenda Item 8.5 – Tyre Recycling Transport Arrangements and my interest in this matter is that I own plant that may be used for transportation.

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

**ATTENDANCE:**

Cr Hawkins left the meeting room at **10:43am**.

### **8.5 TYRE RECYCLING TRANSPORT ARRANGEMENTS**

**Executive Summary:**

S and J Australian Scrap Tyre Disposal offered the best value for money tyre recycling for the Normanton Landfill. The company are set up to organise all transport of the tyres which would mean they take on ownership and all risk from the moment the tyres are loaded onto the truck.

**COUNCIL RESOLUTION**

Moved Cr Scott

Seconded Cr Murphy

***That following an assessment of the proposals submitted and in accordance with section 235 of the Local Government Regulation 2012 Council resolves it is satisfied that there is only one supplier who is reasonably available; and  
That Council engage S and J Australian Scrap Tyre Disposal to run the entire project, including organising transport and freight.***

**CONFIRMED MINUTES**

**Total cost will be \$330,000, inclusive of \$200,000 from DES and \$130,000 provided by Council.**

**CARRIED 6/0**

**Resolution No. 0920/009**

**ATTENDANCE:**

**The Manager Water and Waste left the meeting room at 10:44am.**

**Cr Hawkins re-entered the meeting room at 10:44am.**

**RECESS:**

**The meeting adjourned for morning tea at 10:44am.**

**The meeting resumed at 11:17am.**

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## CONFIRMED MINUTES

### 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.

##### October 2020 Ordinary Meeting

Due to the 2020 Annual LGAQ Conference being held on the 19<sup>th</sup> - 21<sup>st</sup> October, Council decided to move the Ordinary Meeting forward.

##### MOTION

Moved Cr Hawkins

Seconded Cr Scott

***That Council confirm the date for the October Ordinary Meeting in Karumba is 14 October 2020, commencing at 9:00am to be held at the Les Wilson Barramundi Discovery Centre.***

##### COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Gallagher

***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. 0920/010***

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**CONFIRMED MINUTES**

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**9.2 NATIVE TITLE DETERMINATION APPLICATION - CAPE YORK UNITED #1**

**Executive Summary:**

Correspondence has been received from Preston Law in relation to the Native Title Determination Application QUD 673/14 – Cape York #1.

**COUNCIL RESOLUTION**

Moved Cr Gallagher

Seconded Cr Murphy

***That Council endorse the Chief Executive Officer's actions in advising Preston Law in relation to the "Other Interest" clause for the consent determination.***

**CARRIED 7/0**

***Resolution No. 0920/011***

**ATTENDANCE:**

**The Chief Executive Officer left the meeting room at 11:41am.**

**The Chief Executive Officer re-entered the meeting room at 11:43am.**

**The Manager Human Resources entered the meeting room at 11:43am.**

**9.3 HUMAN RESOURCES REPORT**

**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 Scott

Seconded Cr Young

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

**CARRIED 7/0**

***Resolution No. 0920/012***

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## CONFIRMED MINUTES

### 9.4 CHRISTMAS SHUT DOWN DATES

#### Executive Summary:

Council generally closes during the period between Christmas and New Year. The close dates are set by Council on an annual basis to allow for advertising of the shut down and to provide staff with ninety (90) days' notice of the shutdown occurring.

A skeleton staff will be rostered during the shutdown to ensure essential and emergency services are maintained.

#### COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Hawkins

*That Council approve the option as presented for Christmas shut down dates:*

<i>Division</i>	<i>Close Commences</i>	<i>Recommencement</i>
<i>Operational Staff (excluding skeleton staff on RMPC, Town Crews and W&amp;W)</i>	<i>Close of business Friday 18 December 2020</i>	<i>Monday 4 January 2021.</i>
<i>Office Based Staff</i>	<i>Close of business Friday 18 December 2020</i>	<i>Monday 4 January 2021.</i>
<i>Child Care Centre</i>	<i>Provision of childcare services to cease at close of business Thursday 17 December 2020. Close for staff Friday 18 December 2020</i>	<i>Monday 4 January 2021 for staff. Provision of childcare services to recommence Tuesday 5 January 2021.</i>
<i>Libraries &amp; Normanton Sports Complex</i>	<i>Close of business Friday 18 December 2020.</i>	<i>Monday 4 January 2021.</i>
<i>Normanton and Karumba Pools</i>	<i>Open 1.00 pm – 6.00 pm each day. Closed Christmas Day.</i>	<i>Usual hours from Monday 4 January 2021.</i>
<i>Barra Centre &amp; NTN VIC</i>	<i>To be confirmed.</i>	<i>To be confirmed.</i>

CARRIED 7/0

Resolution No. 0920/013

#### ATTENDANCE:

The Manager Human Resources left the meeting room at 11:54am.

The General Manager – Tourism entered the meeting room at 11:54am.



## **CONFIRMED MINUTES**

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### **9.5 TOURISM REPORT - AUGUST 2020**

#### **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.

#### **Mutton Hole Wetlands**

General discussion was held on the Mutton Hole Wetlands.  
It was agreed that discussion be held with the traditional owner groups in regards to Trusteeship.

#### **COUNCIL RESOLUTION**

Moved Cr Young

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. 0920/014***

#### **ATTENDANCE:**

The General Manager – Tourism left the meeting room at 12:35pm.

#### **RECESS:**

The meeting adjourned for lunch at 12:35pm.  
The meeting resumed at 1:28pm.

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## CONFIRMED MINUTES

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

#### 10.1 DCS REPORT - AUGUST 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 Wells

***That Council:***

- 1. receive the Director of Corporate Services Report for the month of August 2020; and***
- 2. that those matters not covered by resolution be noted.***

**CARRIED 7/0**

***Resolution No. 0920/015***

**ATTENDANCE:**

The Chief Executive Officer left the meeting room at 1:33pm.

The Chief Executive Officer re-entered the meeting room at 1:34pm.

The Manager Finance and Administration entered the meeting room at 1:34pm.

The Chief Executive Officer left the meeting room at 1:40pm.

The Chief Executive Officer re-entered the meeting room at 1:44pm.

#### 10.2 MONTHLY FINANCIAL REPORT - AUGUST 2020

**Executive Summary:**

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

**COUNCIL RESOLUTION**

Moved Cr Scott

Seconded Cr Gallagher

***That Council:***

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

**CARRIED 7/0**

***Resolution No. 0920/016***

**CONFIRMED MINUTES**

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**10.3 2019 - 2020 FINANCIAL STATEMENTS (DRAFT)**

**Executive Summary:**

Council is required to prepare a general purpose financial statements in accordance to sections 176 and 177 of the Local Government Regulation 2012 (the Regulation) and other prescribed requirements.

**COUNCIL RESOLUTION**

Moved Cr Murphy

Seconded Cr Wells

***That Council note the draft financial statements for the financial year 2019-2020 to be submitted for audit to Crowe Auditors on behalf of Queensland Audit Office.***

**CARRIED 7/0**

***Resolution No. 0920/017***

**ATTENDANCE:**

The Manager Finance and Administration left the meeting room at 1:47pm.

**DECLARATION OF INTEREST:**

I, **Councillor Scott** inform the meeting that I have a material personal interest in Agenda Item 10.4 – Community Development Report and my interest in this matter is that I have requested use of Council Facilities.

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

**ATTENDANCE:**

Cr Scott left the meeting room at 1:48pm.

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## CONFIRMED MINUTES

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### 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.

#### Normanton Sports Centre

The Sports Centre has received an upgrade to the front fence to reduce the opportunity for youth to climb up the fence and onto the roof. There has been one incident report lodged where a child climbed up the fence and onto the roof to escape from the police. Children have also climbed up to break into the Sports Centre by then sliding down the poles. Council put mesh along the section between the roof and the beams and since this has been done there has been no more break ins.

There has been some negative feedback around the appearance of the fence and that it doesn't provide a welcoming vibe for youth.

#### MOTION

Moved Cr Gallagher

Seconded Cr Murphy

***That Council review the fence and security and then remove the recently installed front fence.***

**CARRIED 7/0**

***Resolution No. 0920/018***

#### Karumba and Normanton Swimming Pool Precincts

Amanda Scott would like to start offering water aerobics classes for the community. The classes will be free however the participants will be required to pay the pool entry fee. This would be offered under Council as the classes in the gym and would fall under Council insurance.

Col Kemp would like to re-run kids swim classes to the Karumba littlies. This would be free for the kids however the pool entry fee would be paid. Col has insurance under Auswim.

Both requests have previously been approved by Council in past years.

## CONFIRMED MINUTES

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### MOTION

Moved Cr Young

Seconded Cr Hawkins

***That Council:***

- 1. approve Amanda Scott's request to run free water aerobics classes in the Normanton Swimming Pool; and***
- 2. approve Col Kemp's request to run swim free swim classes for the Karumba kids out of the Karumba Swimming Pool.***

**CARRIED 7/0**

***Resolution No. 0920/019***

### ATTENDANCE:

Cr Scott returned to the meeting room at **1:55pm**.

### COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Gallagher

***That Council:***

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

**CARRIED 7/0**

***Resolution No. 0920/020***

### ATTENDANCE:

The Consultant Engineer entered the meeting room at **2:01pm**

The Manager Water and Waste entered the meeting room at **2:03pm**.

### DECLARATION OF INTEREST:

I, **Councillor Gallagher**, inform the meeting that I have a material personal interest in Agenda Item 10.5 – Bynoe CACS Ltd – Community Donations and Support and my interest in this matter is that my wife is an employee of Bynoe CACS Ltd.

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

### ATTENDANCE:

Cr Gallagher left the meeting room at **2:03pm**.

## CONFIRMED MINUTES

### 10.5 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 outside of the grant funding round.

#### COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Young

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

- 1. Normanton Hope Ltd: approves the request for Council to dig a trench 12mtrs long so that the Sister House can get access to phone and internet services.*
- 2. Bynoe CACS Ltd – Commando Challenge obstacle course: approves the requests for the use of the John Henry Oval, Donation trailer, 80 car tyres (to be picked up and dropped off by Bynoe) 24 large traffic cones, 20 metres barricade netting, 15 sandbags and the Council's Movie Screen.*
- 3. Bynoe CACS Ltd Fishing Competition: approves the request to clean the Normanton Boat ramp area.*
- 4. Ravenshoe State School – approves the request for the use of the Karumba Sports Centre to camp out of for 3 nights.*
- 5. VMR Karumba – approves the request for the use of the Karumba Civic Centre, tables and chairs on Saturday 10 October 2020.*

CARRIED 7/0

*Resolution No. 0920/021*

#### ATTENDANCE:

Councillor Gallagher re-entered the meeting room at **2:10pm**.

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## **CONFIRMED MINUTES**

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### **GENERAL BUSINESS – ECONOMIC AND COMMUNITY DEVELOPMENT**

#### **N150 Paved Area**

The N150 area requires several works to take place for the completion and requires a budget to be able to move forward with the works.

**Notation:** additional works to be completed from maintenance budget for the Shire Hall.

#### **New Playground – John Henry Memorial Oval**

The All Abilities Playground at the John Henry Memorial Oval is in need of an upgrade.

Playground is to remain an all abilities playground with a fresh look, new equipment, softfall and shade will also be included.

This space left blank intentionally

## CONFIRMED MINUTES

### 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 Young

##### *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. 0920/022

#### 11.2 NDRRA/QDRF REPORT

##### Executive Summary:

QRA18 REPA reached practical completion on 30 June 2020 with \$22million expended. The project will be acquitted by the end of September.

QRA19 REPA Submissions 1-6 have all been approved with a total RV in excess of \$66 million. QRA have advised works can commence on gravel delivery for the Dunbar – Kowanyama Road. Construction is approximately 50% complete with six (6) crews and approximately \$22.6million expended. An extension of time for all requested roads has been approved by QRA.

QRA20 has been activated for CDO, EW and REPA. Submission 1 (RV \$16.8million) has received Compliance and VFM approval by QRA. The current total RV following the "In-field Assessment" is \$53million. Submissions 2, 3 and 4 have been approved with Council awaiting the 30% prepayment.

QRA have approved six (6) betterment projects for completion in 2020/21.

Road construction is considered an essential service. Construction of the QRA19 project is underway and COVID-19 advice from the State and Federal Government will be monitored closely to ensure all camps meet the health and safety requirements.

##### COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Hawkins



## CONFIRMED MINUTES

**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. 0920/023**

### 11.3 ACTIVITY UPDATE FOR MICHAEL PICKERING TO 11 JULY 2020

**Executive Summary:**

Mr Michael Pickering has been engaged by Council primarily to provide engineering support to the Director of Engineering and related officers, he is also to provide support to other specific areas of Council as directed by the Chief Executive Officer. Mr Pickering commenced his engagement with Council on 10th August 2020.

This report provides a high-level update of the activities he has been involved in to date.

**COUNCIL RESOLUTION**

Moved Cr Murphy

Seconded Cr Wells

***That Council receives the Activity Update Report.***

**CARRIED 7/0**

**Resolution No. 0920/024**

### 11.4 WATER AND WASTE REPORT - AUGUST 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 August 2020.

**COUNCIL RESOLUTION**

Moved Cr Scott

Seconded Cr Wells

**That Council:**

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

**CARRIED 7/0**

**Resolution No. 0920/025**

**ATTENDANCE:**

The Manager Water and Waste left the meeting room at 3:12pm.

## CONFIRMED MINUTES

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### 11.5 WORKSHOP REPORT

#### Executive Summary:

This report provides information and updates to Council on various maintenance and repairs that are facilitated within the Workshop.

#### COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr Wells

#### *That Council:*

- 1. accepts the Workshop Report as presented;*
- 2. that those matters not covered by resolution be noted; and*
- 3. provide automotive air-con training to obtain R134a handling license for fitters.*

CARRIED 7/0

*Resolution No. 0920/026*

### 11.6 BUILDING AND PLANNING REPORT

#### Executive Summary:

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

#### COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Young

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

CARRIED 7/0

*Resolution No. 0920/027*

## CONFIRMED MINUTES

### 11.7 TOWN PLANNING APPLICATION - MATERIAL CHANGE OF USE - EXTRACTIVE INDUSTRY – LATE ITEM

#### Executive Summary:

The Council is in receipt of an Application for Material Change of Use (MCU) for Extractive Industry, three (3) quarry/pits, on two (2) lots:

- McAllister Mail Run Quarry – Lot 59 SP280700;
- Christmas Quarry – Lot 4 SP120452; and
- Pixie Quarry – Lot 4 SP120452.

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

- 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.

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 Young

Seconded Cr Hawkins

#### *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;*

- **McAllister Mail Run Quarry/Pit – Lot 59 SP280700;**
- **Christmas Quarry/Pit – Lot 4 SP120452; and**
- **Pixie Quarry/Pit – Lot 4 SP120452**

#### Co-ordinates:

Pit ID	Latitude	Longitude
<b>Christmas</b>		
<b>C1</b>	<b>-18.57501266</b>	<b>140.0328496</b>
<b>C2</b>	<b>-18.57523970</b>	<b>140.0330662</b>
<b>C3</b>	<b>-18.57868112</b>	<b>140.0327341</b>

**CONFIRMED MINUTES**

<b>C4</b>	<b>-18.58193115</b>	<b>140.0356156</b>
<b>C5</b>	<b>-18.58529092</b>	<b>140.029939</b>
<b>C6</b>	<b>-18.57996093</b>	<b>140.0267946</b>
<b>C7</b>	<b>-18.57863467</b>	<b>140.032488</b>
<b>Pixie</b>		
<b>P1</b>	<b>-18.59179134</b>	<b>140.1363898</b>
<b>P2</b>	<b>-18.58869893</b>	<b>140.1301314</b>
<b>P3</b>	<b>-18.58460520</b>	<b>140.1321234</b>
<b>P4</b>	<b>-18.58636326</b>	<b>140.1390897</b>
<b>McAllister</b>		
<b>M1</b>	<b>-18.35263523</b>	<b>140.5284482</b>
<b>M2</b>	<b>-18.35310329</b>	<b>140.5313337</b>
<b>M3</b>	<b>-18.35040395</b>	<b>140.5325714</b>
<b>M4</b>	<b>-18.35125996</b>	<b>140.5352004</b>
<b>M5</b>	<b>-18.35454175</b>	<b>140.5355986</b>
<b>M6</b>	<b>-18.35762835</b>	<b>140.533792</b>
<b>M7</b>	<b>-18.35606761</b>	<b>140.5276059</b>
<b>M8</b>	<b>-18.35588711</b>	<b>140.5277106</b>
<b>M9</b>	<b>-18.35489401</b>	<b>140.5281486</b>
<b>M10</b>	<b>-18.35398168</b>	<b>140.5283594</b>

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:

<b>PLAN NAME</b>	<b>DRAWING NUMBER</b>	<b>DATE</b>	<b>PREPARED BY</b>
<b>SITE LAYOUT PLAN: MCALLISTER QUARRY/PIT</b>	<b>C010</b>	<b>28/04/2020</b>	<b>HUGHES CONSULTING</b>
<b>SITE LAYOUT PLAN: PIXIE QUARRY/PIT</b>	<b>C011</b>	<b>28/04/2020</b>	<b>HUGHES CONSULTING</b>
<b>SITE LAYOUT PLAN: CHRISTMAS QUARRY/PIT</b>	<b>C012</b>	<b>28/04/2020</b>	<b>HUGHES CONSULTING</b>

## CONFIRMED MINUTES

- 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**

- The quarry/pit 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.*
- The quarries/pits are required to operate in compliance with the conditions of the Environmental Authorities issued by the State of Queensland.*
- The applicant shall ensure the quarry/pit 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.*
- 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**

- Haul routes and on-site access roads/tracks to quarry/pit 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 road/s caused by heavy machinery is to be repaired and made good on a regular, 2 monthly bases; and*
  - upon cessation of the quarry use on the site the 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**

- A maximum of 10,000 litres of diesel can be brought to a quarry/pit 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**

## CONFIRMED MINUTES

9. **Quarry/pit 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- NIL**

C. **Submissions**  
**None**

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. 920/028**

### ATTENDANCE:

Cr Scott left the meeting room at **3:40pm**.  
Cr Scott re-entered the meeting room at **3:42pm**.

**CONFIRMED MINUTES**

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**11.8 MIPP2 - STRATEGIC DEVELOPMENT PLAN, EXPANSION OF TOURISM WITHIN THE SHIRE – LATE ITEM**

**Executive Summary:**

Council have been awarded a grant through the Maturing the Infrastructure Project Pipeline Program 2 (MIPP2) for preparation of a strategic development plan for expansion of tourism within the Shire. The strategic plans for the four identified projects (Normanton Raw Water Irrigation Network, Carpentaria Road Network, Normanton Town Areas of Interest and Karumba Town Plan) have been completed and are provided as appendices to this report.

**COUNCIL RESOLUTION**

Moved Cr Scott

Seconded Cr Gallagher

***That Council:***

- 1. Review and comment on the reports: and***
- 2. Those matters not covered be noted and updated.***

**CARRIED 7/0**

***Resolution No. 0920/029***

**ATTENDANCE:**

**The Consultant Engineer left the meeting room at 4:22pm.**

**Cr Bawden left the meeting room at 4:23pm.**

**Cr Bawden re-entered the meeting room at 4:24pm.**

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## **CONFIRMED MINUTES**

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### **12 GENERAL BUSINESS**

#### **Washdown Facility – Karumba Point**

Cr Young queried the washdown facility at Karumba Point.  
The Director of Engineering informed that there is low pressure and supply in the area and when that is used people need to be patient to await the facility to catch up

#### **IT Equipment**

Cr Young informed that he has not received any emails for a while.  
The Chief Executive Officer informed that the new Surface Pro's have been received and this is the first task for the IT Support Officer when he starts work with Council.

#### **Raw Water Agreement**

Cr Gallagher informed that the Raw Water Agreement has information that need to be changed.

The Director Corporate Services to review.

#### **Notification**

Cr Gallagher informed that text messages be sent on important decisions.  
The Chief Executive Officer advised that he had started a practice of informing Councillors via text due to the issue with emails

#### **Excess Water Rates**

Cr Scott informed that the excess water rates notice does not include all relevant information.  
The Chief Executive Officer to look into it with the Rates Officer.

#### **Road Run / Inspections**

The Chief Executive Officer informed that the Roads Inspections will be done over the weekend of 17<sup>th</sup> and 18<sup>th</sup> October. Property Owners have been advised.

#### **COVID-19 Request for Rates Based Assistance**

Council has received an application for Rates Based Financial Assistance under Policy POL\_CSF\_017 for property located at 6-8 Esplanade, Karumba. The property is currently not in one of the preapproved categories and is slightly outside policy.



## **CONFIRMED MINUTES**

Approved for the Chief Executive Officer to sign off. An assessment to be done in relation to rating category for property. Also provide a report to Council for next meeting on approved concessions to date.

### **Display – Normanton Information Centre**

Former agreement with Council is to be acknowledged and the items are to remain on display in Library in glass cabinet  
Heritage committee to be restarted and a meeting called

### **Airport Access and Landing Fees**

Following a request/complaint from an airport user (light aircraft) the Chief Executive Officer to prepare a report for next meeting

### **Queensland Police Service – Organised Crime Awareness**

The Chief Executive Officer was recently visited by QPS Detective Superintendent (DS) in relation to Organised Crime awareness as it relates to airports. The DS advised that it appears that they are targeting airfields in remote communities and the purpose of the visit was to raise awareness.

## **13 CLOSURE OF MEETING**

*The Chair of the meeting, Cr Lyall Bawden, Mayor, declared the meeting closed at 5:25pm.*

## **MINUTES CERTIFICATE**

***These Minutes are Confirmed.***



Councillor LV Bawden  
Mayor



Date