



CARPENTARIA SHIRE

Outback by the Sea

**ORDINARY MEETING
MINUTES**

19 NOVEMBER, 2020

CONFIRMED MINUTES

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	OPENING OF MEETING	5756
2	RECORD OF ATTENDANCE.....	5756
3	CONDOLENCES	5756
4	CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS	5757
5	BUSINESS ARISING FROM PREVIOUS MEETINGS.....	5757
6	RECEPTION OF PETITIONS & DEPUTATIONS.....	5758
7	MAYORAL MINUTES.....	5758
8	CONFIDENTIAL BUSINESS – ADJOURNMENT INTO CLOSED SESSION ...	5758
8.1	Request for Extension of Rates Discount Period: 13 Beard, 5 and 7-9 Wurrup Streets, Normanton	5758
8.2	Request for Extension of Rates Discount Period: 1-3 Ward Street, Karumba.....	5758
8.3	Amalgamation and Rates Refund, 65-69 Landsborough Street, Normanton	5758
8.4	Request for Water and Sewer Refund - 130 Yappar Street, Karumba .	5758
8.1	Request for Extension of Rates Discount Period: 13 Beard, 5 and 7-9 Wurrup Streets, Normanton	5760
8.2	Request for Extension of Rates Discount Period: 1-3 Ward Street, Karumba.....	5760
8.3	Amalgamation and Rates Refund, 65-69 Landsborough Street, Normanton	5761
8.4	Request for Water and Sewer refund - 130 Yappar Street	5762
9	REPORTS FROM THE CHIEF EXECUTIVE OFFICER	5764
9.1	CEO Report.....	5764
9.2	Delegation - Stimulus Roadworks - State and Federal Government Funded.....	5765
9.3	Human Resources Report.....	5766
9.4	Tourism Report - October 2020	5766
9.5	Bush Councils Compact – Late Item.....	5767

CONFIRMED MINUTES

10	REPORTS FROM DIRECTOR OF CORPORATE & COMMUNITY SERVICES	5768
10.1	DCS Report - October 2020.....	5768
10.2	Monthly Financial Report - October 2020	5768
10.3	2020/2021 Operational Plan 1st Quarter Review (September 2020)....	5769
10.4	Expressions of Interest - Karumba Airport Hanger Lease.....	5769
10.5	Television and Radio Services - Normanton and Karumba	5770
10.6	Contract - Awarding of Tender No. 20-0510 Supply and Installation of Solar PV at Nine Sites.....	5770
10.7	Approval to Keep Animal - More than Two Dogs - Nicole Nash	5771
10.8	2019/2020 Annual Report Including Audited Annual Financial Statements	5771
10.9	Quarterly Procurement Report	5772
10.10	Community Development.....	5773
11	REPORTS FROM DIRECTOR OF ENGINEERING - ROADS & SERVICES	5775
11.1	DOE Report.....	5775
11.2	NDRRA/QDRF Report	5776
11.3	Engineering Activity Update	5777
11.4	Water and Waste Report - October 2020.....	5777
11.5	Workshop Report	5778
11.6	Update of Council's Road Network	5778
11.7	Building and Planning Report.....	5779
11.8	Town Planning Application - Material Change of Use - Extractive Industry	5780
12	GENERAL BUSINESS	5784
13	CLOSURE OF MEETING	5786

CONFIRMED MINUTES

1 OPENING OF MEETING

The Mayor welcomed members and declared the meeting open at **9:07am**.

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

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
Mrs Cherie Schafer	Manager Economic and Community Development

Apology

Mr Michael Wanrooy	Director of Engineering
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3 CONDOLENCES

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

- ❖ Ms Margaret Geordie
- ❖ Mr Ian Elmes

CONFIRMED MINUTES

4 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

Confirmation of Minutes from the Ordinary Council Meeting held 14 October 2020, as previously circulated to Councillors.

COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Gallagher

That the Minutes of the Ordinary Council Meeting held 14 October 2020 at the Les Wilson Barramundi Discovery Centre Karumba be confirmed.

CARRIED 7/0

Resolution No. 1120/001

5 BUSINESS ARISING FROM PREVIOUS MEETINGS

Re-Entry to Meeting Room

Cr Murphy – Requested that the October 2020 Minutes be amended to reflect him returning to the meeting.

IQ-RAP

Cr Bawden - IQ-RAP – RDA Townsville and North West Queensland have requested a further contribution of \$7,500 to undertake an assessment / update of the IQ-RAP document.

MOTION

COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr Gallagher

That Council considers a desktop review of the IQ-RAP is all that should be undertaken at this time and approves a contribution of \$1,500 towards that work.

CARRIED 7/0

Resolution No. 1120/002

Meeting Venue

Cr Bawden requested that the meeting venue be included in the Confirmation of Minutes.

CONFIRMED MINUTES

6 RECEPTION OF PETITIONS & DEPUTATIONS

Nil.

7 MAYORAL MINUTES

Nil.

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 Wells

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 Request for Extension of Rates Discount Period: 13 Beard, 5 and 7-9 Wurrup Streets, Normanton
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 Request for Extension of Rates Discount Period: 1-3 Ward Street, Karumba
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 Amalgamation and Rates Refund, 65-69 Landsborough Street, Normanton
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 Water and Sewer Refund - 130 Yappar Street, Karumba
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.

CONFIRMED MINUTES

CARRIED 7/0

Resolution No. 1120/003

CLOSURE OF MEETING:

The meeting was closed to the public at **9:29am**.

DECLARATION OF INTEREST:

I, **Councillor Gallagher**, inform this meeting that I have a prescribed conflict of interest in relation to Item 8.3 as a result of:

- (i) My relationship with an associate who is an employee of the applicant;
- (ii) Their interest in this matter is the organisation with whom they are employed will receive a financial benefit from the decision.

As a result of my conflict of interest, I will now leave the meeting room while this matter is discussed and voted on.

ATTENDANCE:

Cr Gallagher left the meeting room at **9:34am**.
Cr Gallagher re-entered the meeting room at **9:37am**.

DECLARATION OF INTEREST:

I, **Councillor Wells**, inform this meeting that I have a declarable conflict of interest in relation to Item 8.4 as a result of:

- (i) I performed the work associated with the application on behalf of the company.

As a result of my conflict of interest, I will now leave the meeting room while this matter is discussed and voted on.

ATTENDANCE:

Cr Wells left the meeting room at **9:37am**.
Cr Wells left the meeting room at **9:39m**.

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Young

That Council open the meeting to the public.

CARRIED 7/0

Resolution No. 1120/004

REOPENING OF MEETING:

The meeting was reopened to the public at **9:40am**.

CONFIRMED MINUTES

8.1 REQUEST FOR EXTENSION OF RATES DISCOUNT PERIOD: 13 BEARD, 5 AND 7-9 WURRUP STREETS, NORMANTON

Executive Summary:

Council received two requests via email from the owner of 13 Beard Street, as well as 5 and 7-9 Wurrup street, Normanton. The initial request was for a copy of the Rates Notices for the three assessments with the follow up request being for an extension of the discount period for payment of rates on the basis that the mail had not arrived.

The discount amounts being requested totals \$919.35 for the three assessments. The balances were paid in full on 19 October 2020 being five days after the email request was received and the Rates Notices provided.

Since purchasing the property in 2017 the payments have generally been on time but were a few days late for the August 2018 Levy as well as this levy.

Whilst we must accept that COVID-19 has definitely slowed the mail service, most Ratepayers were able to ensure payment was made on time. Also, Public Notices were posted to help ensure people were aware that the Rates Notices were coming and advised people of the discount date as well as to contact Council if they had not arrived in time.

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Young

That Council, whilst recognising that COVID-19 has affected mail services, does not support the provision of the discount as Public Notices advised the upcoming Rates Notices and discount date, further, the majority of people were still able to receive the mail and make payment in a prompt fashion.

CARRIED 7/0

Resolution No. 1120/005

8.2 REQUEST FOR EXTENSION OF RATES DISCOUNT PERIOD: 1-3 WARD STREET, KARUMBA

Executive Summary:

Council has received a request for consideration from Feral Pty Ltd, the owner of 1-3 Ward Street, Karumba, for an extension of the discount period for payment of rates on the basis that this is the second time Council has penalised them for postal delays as the mail did not arrive until 9 October 2020.

The request points out that the mail has been significantly delayed recently and states that Council does not provide enough time for the mail to be delivered any real distance.

The discount amount is \$730.67. A payment was made on the 9 October 2020 leaving the amount of \$730.67 still owing.

For Noting - A very similar request was received, and declined, this time last year.

CONFIRMED MINUTES

The owner also requested that we email the Rates Notices in future and that we update the address as it had recently changed.

COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Scott

That Council decline to extend the discount period for payment of rates on 1-3 Ward Street and confirm that the amount of \$730.67 is still owing. Council acknowledges that the mail has been delayed but mot interstate owners were still able to make prompt payment.

CARRIED 7/0

Resolution No. 1120/006

DECLARATION OF INTEREST:

I, **Councillor Gallagher**, inform this meeting that I have a prescribed conflict of interest in relation to Item 8.3 as a result of:

- (i) My relationship with an associate who is an employee of the applicant;
- (ii) Their interest in this matter is the organisation with whom they are employed will receive a financial benefit from the decision.

As a result of my conflict of interest, I will now leave the meeting room while this matter is discussed and voted on.

ATTENDANCE:

Cr Gallagher left the meeting room at **9:42am**.

8.3 AMALGAMATION AND RATES REFUND, 65-69 LANDSBOROUGH STREET, NORMANTON

Executive Summary:

In early October Council were advised by the DNRME that the vacant lots at 27 and 29 Dutton Street were being amalgamated with 65-69 Landsborough Street (Kukatja Place) effective 30/6/2017.

On top of the adjustments required due to the amalgamation of the properties, it was found that Council had been charging for Connected Sewer and Garbage for both vacant lots for at least ten years.

Council cannot charge for a service it has not delivered. As that is the "Statute of Limitations" in Queensland is for six years, the refund for the difference between Connected and Unconnected Sewer and Garbage is calculated for this period.

The total adjustment for the amalgamation and overcharged utilities is \$9,311.71 as below:

CONFIRMED MINUTES

Rates Write off due to Amalgamation	3,276.38
Rates Write off due to utilities not provided	6,035.33
	9,311.71

For noting - the vacant lots are connected to water and have been charged connected Water.

COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Hawkins

That Council recognises the \$3,276.38 credit from the amalgamation and support the credit of \$6,035.33 for six years of utilities not provided being applied to 65-69 Landsborough Street (A2017) for a total credit of \$9,311.71.

CARRIED 6/0

Resolution No. 1120/007

DECLARATION OF INTEREST:

I, **Councillor Wells**, inform this meeting that I have a prescribed conflict of interest in relation to Item 8.4 as a result of:

- (i) I performed the work associated with the application on behalf of the company.

As a result of my conflict of interest, I will now leave the meeting room while this matter is discussed and voted on.

ATTENDANCE:

Cr Wells left the meeting room at **9:42am**.

8.4 REQUEST FOR WATER AND SEWER REFUND - 130 YAPPAR STREET

Executive Summary:

In May 2018 Ports North demolished the buildings located at 130 Yappar Street, Karumba. Applications for demolition or disconnection of utilities were not made.

After the August 2020 Rates Notices were issued, Ports North contacted Council asking why the property was still being levied Water and Sewer considering that the building was removed in 2018. Council advised Ports North that no record existed of the demolition or disconnection of services. Ports North maintain that they had received advice that *“it was not necessary to obtain a Development Permit for Building Work for the demolition, due to the building being located on Strategic Port Land.”* Council has continued to take meter reads and service the meter.

For noting – A demolition permit does not include water or sewer disconnections.

For noting – Ports North have since provided details of the demolition to Council and applied for the disconnection of Water and Sewer services.

CONFIRMED MINUTES

Ports North are seeking a refund of Water and Sewer services since May 2018 to the present on the basis that there was no building to service. If we are to base the calculation of utility charges on a disconnection date of 31 May 2018 then the refund sought would be the difference between the connected and vacant charges which is \$3,526.13.

COUNCIL RESOLUTION

Moved Cr Scott

Seconded Cr Murphy

That Council does not support Ports North request for the refund of Water or Sewer charges for 130 Yappar Street in May 2018 as Ports North did not fulfil its obligations to apply to Council for the disconnection of Water or Sewer services.

CARRIED 5/0

Resolution No. 1120/008

ATTENDANCE:

Cr Gallagher re-entered the meeting room at **9:43am**.

Cr Wells re-entered the meeting room at **9:43am**.

NOTATION:

The Executive Assistant to check the policies on the website and the Hub.

DECLARATION OF INTEREST:

I, **Councillor Wells**, inform this meeting that I have a prescribed conflict of interest in relation to Item 9.1 as a result of:

- (i) I hold an executive position on the Recreation Club in Karumba.

As a result of my conflict of interest, I will now leave the meeting room while this matter is discussed and voted on.

ATTENDANCE:

Cr Wells left the meeting room at **9:50am**.

The Director Corporate Services left the meeting room at 10:02am.

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.

Australia Day Celebrations

Council has received recent correspondence from a concerned Karumba resident in relation to future Australia Day celebrations in Karumba and the use (or not) of the Recreation Club. The correspondence highlights the Recreation Club has been used as the venue for this event for the past 30 years and locals feel it should still be held at the "People's" Club. They highlight that there is a new executive committee and that things will progress well with the new president at the helm.

COUNCIL RESOLUTION:

Moved Cr Bawden

Seconded Cr Young

That the Australia Day Celebrations be held at the Civic Centre in 2022.

CARRIED 6/0

Resolution No. 1120/009

ATTENDANCE:

Cr Wells re-entered the meeting room at **9:51am**.

COUNCIL RESOLUTION

Moved Cr Wells

Seconded Cr Scott

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. 1120/010

ATTENDANCE:

The Director Corporate Services re-entered the meeting room at **10:04am**.

CONFIRMED MINUTES

9.2 DELEGATION - STIMULUS ROADWORKS - STATE AND FEDERAL GOVERNMENT FUNDED

Executive Summary:

The State and Federal Government are providing funding through economic stimulus for roadworks within the Carpentaria Shire. On recent occasions we have had requests to commence works immediately following the allocation announcements.

COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Gallagher

That Council delegate authorization to the Chief Executive Officer to approve construction works funded through economic stimulus from the State and Federal Government, as required, when a fast turnaround is necessary to commence and complete works.

CARRIED 7/0

Resolution No. 1120/011

CITIZENSHIP CEREMONY: 10:08am – 10:24am

The Mayor officiated and performed the Citizenship Ceremony and presented Mr Hanish Monga and Master Lavin Monga with their certificates and gifts and congratulated them on becoming Australian citizens.

The Mayor called a recess for morning tea after the ceremony.

RECESS:

The meeting adjourned for morning tea at **10:24am**.

The meeting resumed at **10:57am**.

ATTENDANCE:

The Manger Human Resources entered the meeting room at **10:56am**.

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CONFIRMED MINUTES

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.

Staff Christmas Party

Council agreed that the Staff Christmas Party be held on 17 December 2020 at the Shire Hall.

COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Gallagher

That Council accepts the Human Resources Report for information.

CARRIED 7/0

Resolution No. 1120/012

ATTENDANCE:

The Manager Human Resources left the meeting room at 11:07am.

The General Manager – Tourism entered the meeting room at 11:08am.

9.4 TOURISM REPORT - OCTOBER 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.

COUNCIL RESOLUTION

Moved Cr Scott

Seconded Cr Wells

That Council:

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

CARRIED 7/0

Resolution No. 1120/013

ATTENDANCE:

The General Manager – Tourism left the meeting room at 11:53am.

The Director Corporate Services left the meeting room at 11:54am.

The Director Corporate Services re-entered the meeting room at 11:55am.

CONFIRMED MINUTES

9.5 BUSH COUNCILS COMPACT – LATE ITEM

Executive Summary:

Last month I advised of the LGAQ's Bush Council Compact. President Jamieson has requested that member Councils provide feedback to LGAQ by 6 December in relation to the proposed Bush Council Compact.

COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Hawkins

That Council advise the Local Government Association of Queensland as follows: -

- ***There is no community of interest across the 45 identified Councils because of the vast area involved and the diversity of issues faced by the Councils.***
- ***LGAQ's focus should primarily be on the collective interest of all 77 member Councils.***
- ***LGAQ already has a segment approach for its members – SEQ, Coastal, Resource, Indigenous and Rural/Remote. The Bush Council Compact is an unnecessary overlay.***
- ***LGAQ's relationship and engagement with the State Government on behalf of its member Councils is already contained in the long-standing Partners in Government Agreement. Another agreement is unnecessary.***
- ***Regional Organisations of Councils are the representative and advocacy bodies on behalf of Councils in identified and discrete areas of Queensland with shared issues, opportunities, and values. LGAQ is encouraged to engage more collaboratively with the ROCs on the issues of importance to their members.***
- ***State and Federal Governments have acknowledged the merit of ROCs and their willingness to engage them on behalf of local government at the regional and community level.***

CARRIED 7/0

Resolution No. 1120/014

CONFIRMED MINUTES

10 REPORTS FROM DIRECTOR OF CORPORATE & COMMUNITY SERVICES

10.1 DCS REPORT - OCTOBER 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 Scott

Seconded Cr Young

That Council:

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

CARRIED 7/0

Resolution No. 1120/015

10.2 MONTHLY FINANCIAL REPORT - OCTOBER 2020

Executive Summary:

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

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Hawkins

That Council:

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

CARRIED 7/0

Resolution No. 1120/016

CONFIRMED MINUTES

10.3 2020/2021 OPERATIONAL PLAN 1ST QUARTER REVIEW (SEPTEMBER 2020)

Executive Summary:

The *Local Government Act 2009* requires that a local government must for each financial year prepare and by resolution adopt an Annual Operational Plan. A report on the Operational Plan is to be prepared and presented to Council on a quarterly basis outlining the year to date progress against key performance indicators for all operational activities.

COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Scott

That Council accepts the first quarter review of the 2020 – 2021 Annual Operational Plan as of September 2020.

CARRIED 7/0

Resolution No. 1120/017

RECESS:

The meeting adjourned for lunch at **12:32pm**.

The meeting resumed at **1:17pm**.

10.4 EXPRESSIONS OF INTEREST - KARUMBA AIRPORT HANGER LEASE

Executive Summary:

Council has undertaken a review of available land at the Karumba Airport to identify land to be used for refuelling and hanger purposes. As a result of community interest received for the establishment of additional hangers at the Karumba Airport, an Expression of Interest was run for community members to nominate their interest to Council.

COUNCIL RESOLUTION

Moved Cr Scott

Seconded Cr Young

That Council:

- 1. pursuant to section 236(2) of the Local Government Regulation 2012 to apply the exemption set out in section 236(1)(a) to enter into a lease of land described as 'Lease J' at the Karumba Airport with David Wren;***
- 2. pursuant to section 236(2) of the Local Government Regulation 2012 to apply the exemption set out in section 236(1)(a) to enter into a lease of land described as 'Lease K' at the Karumba Airport with James & Rachel Crozier; and***
- 3. resolves to delegate authority to the Chief Executive Officer to negotiate and finalise the terms of this lease.***

CARRIED 7/0

Resolution No. 1120/018

CONFIRMED MINUTES

10.5 TELEVISION AND RADIO SERVICES - NORMANTON AND KARUMBA

Executive Summary:

Council owns and maintains satellite infrastructure for the distribution of television and radio services (excluding ABC) in Normanton and Karumba. As a result of the network degrading due to the age of the infrastructure, an increase in complaints have been received regarding the current level of service provided.

COUNCIL RESOLUTION

Moved Cr Wells

Seconded Cr Murphy

That Council prepare and advertise an Expression of Interest in accordance with S228 of the Local Government Regulation 2012 for the upgrade of Council's TV & Radio Transmission.

CARRIED 7/0

Resolution No. 1120/019

10.6 CONTRACT - AWARDING OF TENDER NO. 20-0510 SUPPLY AND INSTALLATION OF SOLAR PV AT NINE SITES

Executive Summary:

Council were successful in applying for funding under the Works for Queensland (W4Q) 2019-2021 program for the supply and installation of Solar PV. A tender for these works was released on 25 August 2020 and closed on 1 October 2020, this report provides an overview of the tender process and recommendation for awarding the tender.

COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Gallagher

That Council:

- 1. Award Tender No. 20-0510 Supply and Installation of Solar PV at Nine Sites to Solgen Energy Pty Ltd for the total lump sum of \$470,739 excluding GST; and***
- 2. Delegates authority to the Chief Executive Officer in accordance with the Local Government Act 2009 to enter into contracts, finalise and negotiate any and all matters relating to this project and contract, subject to normal procurement policies and practices.***

CARRIED 7/0

Resolution No. 1120/020

CONFIRMED MINUTES

10.7 APPROVAL TO KEEP ANIMAL - MORE THAN TWO DOGS - NICOLE NASH

Executive Summary:

The purpose of *Subordinate Local Law No. 2 (Animal Management) 2015* local law is to supplement Local Law No. 2 (Animal Management) 2015, which provides for regulation of the keeping and control of animals within the local government's area.

COUNCIL RESOLUTION

Moved Cr Scott

Seconded Cr Wells

That Council accept and approve the application to keep more than two (2) dogs for the property located at 72 Landsborough Street, Normanton (L139 N1481).

CARRIED 7/0

Resolution No. 1120/021

ATTENDANCE:

ERSCON Consulting Engineers – Mr John Martin and Mr Nick Lennon entered the meeting room at 2:07pm.

10.8 2019/2020 ANNUAL REPORT INCLUDING AUDITED ANNUAL FINANCIAL STATEMENTS

Executive Summary:

Pursuant to Section 181 of the *Local Government Regulation 2012*, a local government must prepare an annual report and it must be presented to Council for adoption. The content of the Annual Report is made up of a number of documents, including the audited Annual Financial Statements for the year ended 30 June 2020, along with the Independent Auditor's Report. Hardcopies of the 2019-2020 Audited Financial Statements and the QAO Transmittal Letter will be printed and distributed to Councillors.

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Hawkins

That Council:

- 1. endorses the General Purpose Financial Statements for the year ended 30 June 2020 and Independent Auditor's Report;***
- 2. adopt the Carpentaria Shire Council Annual Report for 2019/2020 as presented: and***
- 3. that the Annual Report be published on Council's website in accordance with the requirements of the Local Government Regulation 2012.***

CARRIED 7/0

Resolution No. 1120/022

CONFIRMED MINUTES

10.9 QUARTERLY PROCUREMENT REPORT

Executive Summary:

The purpose of this report is to provide a quarterly update on Council procurement.

COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Wells

That Council:

1. *accepts the quarterly procurement report as presented; and*
2. *endorse the below listed plant be auctioned via Pickles Auctions Townsville:*
 - *Plant# 0130 Isuzu Truck FRR500 Garbage Compactor Rego:326-IUQ*
 - *Plant# 3136 Caterpillar 936E Landfill Compactor Engine No. 07Z27067*
3. *exercise its discretion to extend the term of the contract by a further period of 1 year for contract 19-0502 External Labour Hire Services, pursuant to clause 3.2 of the General Conditions and no price increase.*

CARRIED 7/0

Resolution No. 1120/023

ATTENDANCE:

The Manager Economic and Community Development entered the meeting room at 2:18pm.

The Director Corporate Services left the meeting room at 2:18pm.

The Director Corporate Services re-entered the meeting room at 2:21pm.

The Chief Executive Officer left the meeting room at 2:34pm.

The Chief Executive Officer re-entered the meeting room at 2:40pm.

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CONFIRMED MINUTES

10.10 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 and Karumba Pool Precinct Out of Hours Access

Out of hours access is currently being offered to Karumba residents from 5am to 10am and 6pm to 9pm. Members pay for the out of hours access memberships and the member can swim unaccompanied at the Karumba pool. There are currently nine out of hours access memberships in Karumba.

Normanton does not have out of hours access for their residents however residents can join Normanton Swim Club under their MOU. Members pay for an out of hours access and a separate membership to join the Normanton Swim Club. Swimming can only take place under observation by a member holding a bronze medallion and the dates and times outlines in the Normanton Swim Club MOU.

MOTION

Moved Cr Scott

Seconded Cr Wells

That Council endorse and allow out of hours access for members of the Normanton and Karumba community to the pools between 5:00am to 9:00am and 6:00pm to 9:00pm except Tuesdays and Thursday when Swimming Club has access to the pool between 4:00pm to 7:30pm.

CARRIED 5/2

Resolution No. 1120/024

For the motion: Cr Bawden; Cr Scott; Cr Hawkins; Cr Young and Cr Wells

Against the motion: Cr Gallagher and Cr Murphy

Christmas Lights Competition

Each year Council runs the Community Christmas Lights competition. The categories as per below.

- Residential Display
- Commercial Display and;
- Community Group Display.

1st place prize money is \$300, 2nd place \$200 and 3rd place \$100 for each category. A total of \$3600 prize money.

CONFIRMED MINUTES

COUNCIL RESOLUTION

Moved Cr Murphy

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. 1120/025

ATTENDANCE:

The Manager Economic and Community Development left the meeting room at 3:03pm.

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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 Hawkins

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. 1120/026

ATTENDANCE:

The Director Corporate Services left the meeting room at 3:08pm.

The Director Corporate Services re-entered the meeting room at 3:09m.

Cr Wells left the meeting room at 3:40pm.

Cr Wells re-entered the meeting room at 3:43pm.

The Director Corporate Services left the meeting room at 4:07pm.

The Chief Executive Officer left the meeting room at 4:07pm.

The Manager Water and Waste entered the meeting room at 4:08pm.

The Director Corporate Services re-entered the meeting room at 4:08pm.

The Chief Executive Officer re-entered the meeting room at 4:11pm.

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CONFIRMED MINUTES

11.2 NDRRA/QDRF REPORT

Executive Summary:

QRA18: REPA closeout documentation was submitted to QRA prior to the September 30 deadline. Responses to QRA assurance and compliance audits are being prioritised and provided to expediate the acquittal process.

QRA19: REPA funding has been approved with a total RV of \$73 million and construction budget of \$59 million. Six crews have completed approximately \$36.4million (74.2%) of the reconstruction works at an Expenditure Ratio of 0.90. Approximately 26% of gravel has been delivered to Dunbar – Kowanyama Road and is currently tracking within budget requirements.

QRA have currently approved seven (7) betterment projects.

QRA20: REPA submissions have all been approved with a total RV of \$52.8million. Council has received the 30% pre-payment of \$15.8million.

QRA have approved approx. \$375k of funding to construct a new Disaster Coordination Shed through the 2019/20 QRRRF program.

Previous QRA Projects: Approximately \$141million has been spent on QRA projects between the QRA16 and QRA19 projects. Approximately 69% of the total value expended has been to local contractors and suppliers. The average local expenditure excluding the QRA16 project is 76% as more recent years are trending higher in local expenditure and ability to deliver.

Cultural Heritage: Implementation of the new ILUA process has commenced following introduction and training in early September 2020. Several issues have been identified that has delayed gravel pit works and may affect supply of gravel in the new year.

To progress gravel pit maintenance and stockpiles it is proposed to investigate appropriate options to rehabilitate strategic pits and extract material at depth where significant disturbance has already occurred.

Pre-qualified Suppliers for 2021 Construction Season: Tenders for Wet Hire, Dry Hire and Construction Materials for the 2021 construction season are currently being prepared. The proposed scope and special conditions have been attached for Council comment. The three (3) tenders are planned to be released in early December and close mid-January.

COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Gallagher

That Council:

- 1. accepts the NDRRA/QDRF Report as presented; and***
- 2. that those matters not covered by resolution be noted.***
- 3. That Council endorse the proposal to investigate appropriate options to rehabilitate existing pits and extract further gravel at depth.***
- 4. That Council endorse the release of Wet Hire, Dry Hire and Construction***

CONFIRMED MINUTES

Materials tenders for the 2021 construction season.

CARRIED 7/0

Resolution No. 1120/027

ATTENDANCE:

The Consultant Engineers left the meeting room at 4:25pm.

11.3 ENGINEERING ACTIVITY UPDATE

Executive Summary:

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

COUNCIL RESOLUTION

Moved Cr Wells

Seconded Cr Hawkins

That Council:

- 1. receives the Activity Update Report; and*
- 2. that those matters not covered by resolution be noted.*

CARRIED 7/0

Resolution No. 1120/028

11.4 WATER AND WASTE REPORT - OCTOBER 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 October 2020.

COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Murphy

That Council:

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

CARRIED 7/0

Resolution No. 1120/029

ATTENDANCE:

The Manager Water and Waste left the meeting room at 4:32pm.

CONFIRMED MINUTES

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 Gallagher

Seconded Cr Young

That Council:

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

CARRIED 7/0

Resolution No. 1120/030

ATTENDANCE:

Cr Murphy left the meeting room at **4:37pm**.

Cr Murphy re-entered the meeting room at **4:39pm**.

11.6 UPDATE OF COUNCIL'S ROAD NETWORK

Executive Summary:

The Carpentaria Shire Road Register has had some minor updates of roads to unify naming conventions used and will enable uniformity between claiming, reporting and auditing, and assist in associating Council's financial, mapping and asset databases.

COUNCIL RESOLUTION

Moved Cr Scott

Seconded Cr Hawkins

That Council:

- 1. Retain the existing names for the Shire Roads.***
- 2. The town street be named "Fishing Bridge Access."***

CARRIED

7/0 Resolution No. 1120/031

DECLARATION OF INTEREST:

I, **Councillor Scott**, inform this meeting that I have a prescribed conflict of interest in relation to Item 11.7 as a result of:

- (i) I have made an application to Council;
- (ii) This application is for a Building Application for verandah extension at Forsyth Street, Normanton.

CONFIRMED MINUTES

As a result of my conflict of interest I will now leave the meeting room while this matter is discussed and voted on.

DECLARATION OF INTEREST:

I, **Councillor Gallagher**, inform this meeting that I have a prescribed conflict of interest in relation to Item 11.7 as a result of:

- (i) My relationship with an associate is they are an employee of an organisation;
- (ii) Their interest in this matter is as an employee of the applicant who have submitted a Building Application for demolition of a building at 57 Landsborough Street, Normanton.

As a result of my conflict of interest I will now leave the meeting room while this matter is discussed and voted on.

ATTENDANCE:

Cr Scott left the meeting room at **4:47am**.
Cr Bawden left the meeting room at **4:47pm**.
Cr Gallagher left the meeting room at **4:47pm**.
Cr Bawden re-entered the meeting room at **4:50pm**.

11.7 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 November 2020.

COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Hawkins

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

CARRIED 5/0

Resolution No. 1120/032

ATTENDANCE:

Cr Scott re-entered the meeting room at **4:52am**.
Cr Gallagher re-entered the meeting room at **4:52pm**.

CONFIRMED MINUTES

11.8 TOWN PLANNING APPLICATION - 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, one (1) quarry/pit:

- Wondoola – Lot 2 WON 4

The Extractive Industry will operate under an Environmental Authority issued separately by the

- 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 Hawkins

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 Wondoola – Lot 2 WON 4.

CO-ORDINATES:

Longitude(s)	Latitude(s)	Datum
-18.51765491	140.6713971	<input type="checkbox"/> WGS84
-18.52098549	140.6740436	<input checked="" type="checkbox"/> GDA94
-18.52570803	140.6715333	<input type="checkbox"/> Other:
-18.52363471	140.6694624	
-18.52474386	140.6680202	
-18.52764007	140.6703264	
-18.53074569	140.6683497	
-18.53079606	140.6661609	
-18.52430743	140.6614552	
-18.52309964	140.6633051	
-18.52082809	140.6667108	

CONFIRMED MINUTES

is approved subject to the conditions detailed below.

A. ASSESSMENT MANAGER CONDITIONS (COUNCIL)

General

- The development shall be undertaken substantially in accordance with the approved Plan, 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
SITE LAYOUT PLAN: WONDOOLA QUARRY/PIT	C005	28/05/2020	HUGHES CONSULTING

- 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 quarry/pit is required to operate in compliance with the conditions of the Environmental Authority issued by the State of Queensland.*
- The applicant shall ensure the quarry/pit site 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

CONFIRMED MINUTES

7. **Haul routes and on-site access roads/tracks to the quarry/pit site 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

8. **A maximum of 10,000 litres of diesel can be brought to the 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

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 –

- **NO REQUIREMENTS**

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.**

CONFIRMED MINUTES

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. 1120/033

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CONFIRMED MINUTES

12 GENERAL BUSINESS

Gulf District Enterprises Pty Ltd

The Chief Executive Officer tabled a letter for a proposal for an Extension for Normanton Airport Kiosk.

Council advised that additional information and a more detailed proposal should be provided to support an application for consideration.

Gulf District Enterprises Pty Ltd

The Chief Executive Officer tabled a letter for a proposal to install self-serve above ground Avgas tanks at the Normanton and Karumba Aerodromes.

Council advised that additional information and a more detailed proposal should be provided to support an application for consideration.

Chief of Navy Australia

The Chief Executive Officer advised of the commissioning of a new Offshore Patrol Vessel that will be named HMAS Carpentaria and it may be worthwhile inviting the Chief Of Navy to engage with Carpentaria Shire to develop a connection between the Navy and the Council.

Council advised that the Chief Executive Officer be authorised to correspond with the Chief of Navy in this regard and keep Council informed.

LGAQ

The Chief Executive Officer advised that the LGAQ have provided correspondence in relation to the legislative requirements under the Industrial Relations Act 2016 and provided a copy of the financial statements of the LGAQ.

Council noted the correspondence.

Australian Airports Association

The Chief Executive Officer advised that Council had continued its membership of the Australian Airports Association and our membership certificate had been received for the financial year 1 July 2020 to 30 June 2021.

Council noted the continued membership.

CONFIRMED MINUTES

Excess Vehicles

Cr Scott informed of the excess vehicles located around town.

Council agreed that the annual Cyclone clean-up for both towns is required and will commence 14 – 16 December 2020. For the 2020 clean up – motor vehicles and green waste is to be included and removed on behalf of residents.

ATTENDANCE:

Cr Hawkins left the meeting room at **5:15pm**.

Vector Control

Cr Scott queried when fogging would commence.

The Chief Executive Officer informed that Dana Quirk was waiting on chemicals ordered to re-commence fogging.

ATTENDANCE:

Cr Hawkins left the meeting room at **5:16pm**.

Flood Gauges / Cameras

Cr Gallagher queried if the flood gauges/cameras have been serviced.

New Garbage Truck

Cr Gallagher – operators are to be reminded to have some pride and care for machinery/vehicles provided for work purposes, the state of machinery, rubbish should not be left in trucks etc.

Foreman to speak to relief operators
New truck to return soon.

Heritage Committee

Cr Gallagher – General Manager Tourism to call a meeting of the Heritage Committee as a matter of urgency.

CONFIRMED MINUTES

Building Application

Cr Young – enquired in relation to an application for temporary building at the Top Service Station.

The Chief Executive Officer advised that an application had been received and further information was being sought from the applicant.

Weather Station - Karumba

Cr Bawden asked that the weather station in Karumba should appear on the Bureau of Meteorology site.

It is understood that there is a system located at Civic Centre. The most preferable location would be to have a system located at Karumba Airport.

13 CLOSURE OF MEETING

The Chair of the meeting, Cr Lyall Bawden, Mayor, declared the meeting closed at 5:31pm.

MINUTES CERTIFICATE

These Minutes are Confirmed.

.....

Councillor LV Bawden

Mayor

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

Date