



**CARPENTARIA SHIRE**

*Outback by the Sea*

***ORDINARY MEETING***

***MINUTES***

***17 MARCH, 2021***

**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 **9:04am**.

### **2 RECORD OF ATTENDANCE**

#### **Councillors**

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

#### **Staff**

Mr Mark Crawley	Chief Executive Officer
Ms Angeline Pascoe	Executive Assistant
Ms Julianne Meier	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
Mr Ben Hill	Manager Water & Waste
Mrs Cherie Schafer	Manager Economic and Community Development

#### **Apology**

Ms Verena Olesch	General Manager - Tourism
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### **3 CONDOLENCES**

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

- ❖ Ms Margaret (Maggie) McNeill
- ❖ Mr David Pascoe (Jnr)
- ❖ Mr William Rutherford
- ❖ Mr Robert Little
- ❖ Mr John Rowel
- ❖ Mr Edward Busch

## **CONFIRMED MINUTES**

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

Confirmation of Minutes from the Ordinary Council Meeting held in the Council Chambers 17 February 2021, as previously circulated to Councillors.

#### **COUNCIL RESOLUTION**

Moved Cr Gallagher

Seconded Cr Murphy

***That the Minutes of the Ordinary Council Meeting held in the Council Chambers on 17 February 2021 be confirmed.***

**CARRIED 7/0**

***Resolution No. 0321/001***

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

#### **Vector Control**

Cr Gallagher provided information on the effects of the larvicide *Bacillus Thuringiensis Israelensis* ("BTI") and of techniques for its usage.

**NOTATION:** undertake a review of the effectiveness of distribution from helicopter before undertaking trial.

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

#### **ATTENDANCE:**

Ms Brenda Schneekloth and Mr Alan Gurney entered the meeting room **9:13am** and sat in the public gallery.

#### **Refuelling at Karumba Airport**

Mr Gurney queried refuelling services by IOR at Karumba Airport.

Cr Bawden informed that Council had received interest from a number of interested companies to provide service and Council could not provide a single company with sole rights to the provision of this service.

## **CONFIRMED MINUTES**

### **Communications Issues at Karumba**

Mr Gurney queried the communications issues at Karumba following the installation of the fibre optic cable.

Cr Bawden informed of the following:

- a Telstra technician was in Karumba and spoke to residents about the complaints relating to communication.
- In total Council collated 30 complaints.
- Some of the complaints were dealt with during his visit. Some of these were account related (people just being on the wrong account) and others were related to Telstra infrastructure.
- The technician informed Telstra will be working on a plan to fix these issues.

### **ATTENDANCE:**

Mr Gurney left the meeting room at **9:19am**.

### **7 MAYORAL MINUTES**

#### **NWQROC & NWQRRTG Meeting at Julia Creek (4<sup>th</sup> & 5<sup>th</sup> March 2021)**

Cr Bawden, Cr Hawkins and the Chief Executive Officer attended the NWQROC meeting held in Julia Creek recently. Cr Bawden informed of the following:

- Department of Transport and Main Roads informed that they supported Carpentaria Shire's submission for the sealing of the unsealed sections of the Normanton to Burketown section of the Savannah Way road as a short-term priority.
- Housing – 22 Councils all on same page and a report is being produced for the WQAC member Councils.
- Health services – Incentives required for medical staff to come to Regional areas.

#### **LGAQ ROC Assembly**

Cr Bawden informed that he will be attending the LGAQ ROC Assembly being held in Townsville 30<sup>th</sup> – 31<sup>st</sup> March 2021.

#### **Drought and flood recovery**

Letter of support to Prime Minister to retain the Agency and its operations.

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**CONFIRMED MINUTES**

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**United Nations**

Cr Bawden informed that the United Nations acknowledged the work being done by the Queensland Reconstruction Authority in the area of Community Resilience and Recovery

**Etta Plains**

Cr Bawden informed of Etta Plains success in harnessing floodwaters for the development of dry land farming.

**Incorporation of ROC's**

Cr Bawden informed that steps had been put in place for the ROC to become incorporated

**Air Services to Karumba**

Cr Bawden informed that the Department of Transport and Main Roads will recommence air services to Karumba on Tuesdays and Thursdays.

**Bureau of Meteorology Radar**

Cr Bawden discussed the importance of having an automatic weather station at Karumba.

**ATTENDANCE:**

Ms Schneekloth left the meeting room at **9:39am**.

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## CONFIRMED MINUTES

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### 8 CONFIDENTIAL BUSINESS – ADJOURNMENT INTO CLOSED SESSION

In accordance with the *Local Government Act 2009*, and the *Local Government Regulation 2012*, in the opinion of the General manager, the following business is of a kind as referred to in clause 275(1) of the Regulation, and should be dealt with in a Confidential Session of the Council meeting closed to the press and public.

#### COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Scott

***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 End of The Road Motel - COVID 19 Rates Base Financial Assistance application  
***This item is classified CONFIDENTIAL under the provisions of clause 275(1)(d) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to rating concessions.***

CARRIED 7/0

*Resolution No. 0321/002*

#### CLOSURE OF MEETING:

The meeting was closed to the public at 9:39am.

#### ATTENDANCE:

The Chief Executive Officer left the meeting room at 9:40am.

The Chief Executive Officer re-entered the meeting room at 9:41am.

The Senior Finance Officer entered the meeting room at 9:41am.

#### COUNCIL RESOLUTION

Moved Cr Wells

Seconded Cr Young

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

CARRIED 7/0

*Resolution No. 0321/003*

#### REOPENING OF MEETING:

The meeting was reopened to the public at 9:46am.



## CONFIRMED MINUTES

### ATTENDANCE:

The Senior Finance Officer left the meeting room at 9:45am.  
Ms Schneekloth returned to the meeting room at 9:46am.

### **8.1 END OF THE ROAD MOTEL - COVID 19 RATES BASE FINANCIAL ASSISTANCE APPLICATION**

#### **Executive Summary:**

Council's Policy for Rates Based Financial Assistance (POL\_CSF\_017) allows for certain properties to seek a Rates Concession of up to 50% for the 2020/21 Financial Year. Under this policy Council may provide financial assistance of up to 50% of General Rates, Water Access Charges, Sewer Access and Pedestal charges and Garbage utility charges. The policy dictates that requests for assistance received after 30 September 2020 must be considered by Council.

The applicant is an eligible ratepayer as owner and operator of End of The Road Motel (A215) and is seeking a 50% concession to be applied to the Second Levy.

The applicant has provided sufficient financial information to demonstrate a 46.74% decline in Income over the comparison period. Based on Council's Policy and adopted methodology, End of the Road Motel would be eligible for a 46.74% concession being the reduction in income reported which is \$15,088.81.

#### **COUNCIL RESOLUTION**

Moved Cr Young

Seconded Cr Gallagher

***That Council supports a COVID-19 rates based financial concession for Clondarr Pty Ltd as owner of End of the Road Motel (A215) in line with Council's Rates Based Financial Assistance Policy – COVID-19 for the amount of \$15,088.81 (46.74%) for the whole of the 2020/2021 rating period.***

**CARRIED 7/0**

***Resolution No. 0321/004***

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## CONFIRMED MINUTES

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### 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 Hawkins

***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. 0321/005***

#### 9.2 USE OF SHIRE HALL AND CIVIC CENTRE

**Executive Summary:**

A request has been received for the use of the Normanton Shire Hall and Karumba Civic Centre for the COVID-19 vaccination during April at a reduced rate or free of charge.

#### COUNCIL RESOLUTION

Moved Cr Wells

Seconded Cr Murphy

***That Council advise the Department that a flat fee of \$90 per facility will apply to cover electricity costs for the use of the facilities to administer the COVID vaccine for the Normanton and Karumba Communities.***

**CARRIED 7/0**

***Resolution No. 0321/006***

## **CONFIRMED MINUTES**

### **DECLARATION OF INTEREST:**

I, **Councillor Gallagher**, inform this meeting that I have a declarable conflict of interest as per section 150EQ(4)(a) and (b) in relation to Agenda Item 9.3 – New Formed Road. This declarable interest arises because persons who are a related party of mine has an interest in this matter. The nature of my interest is as follows:

- (i) Mick and Nola Gallagher;
- (ii) The nature of my relationship with this related party is they are my parents
- (iii) The nature of the related party's interests in this matter is that they own property which the proposed new road will run through.

I wish to participate in the decision in relation to this matter. I acknowledge that eligible Councillors must now determine, pursuant to section 150ES of the Local Government Act 2009, whether I:

- May participate in the decision about the matter, including by voting on the matter; or
- Must leave the meeting, including any area set aside for the public, and stay away from the meeting while the eligible Councillors discuss and vote on the matter.

### **COUNCIL RESOLUTION**

Moved Cr Wells

Seconded Cr Hawkins

***That Councillor Gallagher remain in the meeting.***

**CARRIED 7/0**

***Resolution No. 0321/007***

### **9.3 NEW FORMED ROAD - GUN CLUB**

#### **Executive Summary:**

Request from Department of Resources in relation to forming of new access for the Gun Club in Normanton and closing the northern access to the Gun Club.

### **COUNCIL RESOLUTION**

Moved Cr Hawkins

Seconded Cr Young

***That Council advise the Department that it is prepared to form the newly dedicated Gun Club Road as indicated on the map and close off the northern access to the Gun Club located within Freehold Lot 12 on NM3.***

**CARRIED 7/0**

***Resolution No. 0321/008***

## CONFIRMED MINUTES

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### 9.4 CHANGE OF MEETING DATE - MAY MEETING

**Executive Summary:**

Due to a clash with the Western Queensland Alliance of Councils Assembly, the May meeting date needs to be adjusted to allow representation and attendance at the Assembly.

**COUNCIL RESOLUTION**

Moved Cr Scott

Seconded Cr Gallagher

***That Council change the meeting dates for the May meeting from Wednesday 19<sup>th</sup> and Thursday 20<sup>th</sup> May to Thursday 20<sup>th</sup> and Friday 21<sup>st</sup> May due to clash with the Western Queensland Alliance of Councils meeting in Richmond.***

**CARRIED 7/0**

**Resolution No. 0321/009**

**ATTENDANCE:**

The Chief Executive Officer left the meeting room at 10:03am.

The Chief Executive Officer re-entered the meeting room at 10:04am.

The Manager Human Resources entered the meeting room at 10:04am.

### 9.5 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 Gallagher

Seconded Cr Wells

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

**CARRIED 7/0**

**Resolution No. 0321/010**

**ATTENDANCE:**

The Manager Human Resources left the meeting room at 10:14am.

**ADJOURNMENT:**

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

The meeting resumed at 10:42am.

## CONFIRMED MINUTES

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### 9.6 TOURISM REPORT - FEBRUARY 2021

#### 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.

#### Café at Les Wilson Barramundi Discovery Centre

Discussions was held on the operations of the Café at the Les Wilson Barramundi Discovery Centre.

#### COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Wells

***That Council call expression of interest from Interested Persons for the café operations at the Les Wilson Barramundi Discovery Centre from 1 July 2021 for a period of 2-3 years with a further option of extension.***

CARRIED 7/0

***Resolution No. 0321/011***

#### COUNCIL RESOLUTION

Moved Cr Murphy

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. 0321/012***

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## CONFIRMED MINUTES

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

#### 10.1 DCS REPORT - MARCH 2021

**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 Gallagher

***That Council:***

- 1. receive the Director of Corporate Services Report for the month of February 2021; and***
- 2. that those matters not covered by resolution be noted.***

**CARRIED 7/0**

***Resolution No. 0321/013***

**ATTENDANCE:**

The Manager Finance and Administration entered the meeting room at 11:22am.  
The Manager Economic and Community Development entered the meeting room at 11:22am.

#### 10.2 MONTHLY FINANCIAL REPORT - FEBRUARY 2021

**Executive Summary:**

Presentation of the financial report for February 2021 as required under section 204 of the *Local Government Regulation 2012*. The report is presented for noting and indicates whether Council is progressing satisfactorily against its current budget.

**COUNCIL RESOLUTION**

Moved Cr Gallagher

Seconded Cr Hawkins

***That Council accepts the financial report, as required under section 204 of the Local Government Regulation 2012 for the period ended 28 February 2021.***

**CARRIED 7/0**

***Resolution No. 0321/014***

**NOTATION:** Council is to recommence the process for sale of land for overdue arrears of rates in accordance with legislation.

## CONFIRMED MINUTES

**ACTION:** Staff to review outstanding rates and charges and recommence the process for the sale of land for overdue rates.

### 10.3 FINANCE AND ADMINISTRATION REPORT

#### Executive Summary:

The purpose of this report is to provide Council with updates on the Finance and Administration section.

#### COUNCIL RESOLUTION

Moved Cr Scott

Seconded Cr Wells

***That Council receive and note the Finance and Administration Report for the month of February 2021.***

CARRIED 7/0

***Resolution No. 0321/015***

#### ATTENDANCE:

The Manager Finance and Administration left the meeting room at 11:57am.

### 10.4 APPROVAL TO KEEP ANIMAL - MORE THAN TWO DOGS

#### 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 Gallagher

Seconded Cr Young

***That Council accept and approve the application to keep more than two (2) dogs for the property located at 12 Airport Road, Normanton.***

CARRIED 7/0

***Resolution No. 0321/016***

#### DECLARATION OF INTEREST:

I, **Councillor Gallagher**, inform this meeting that I have a prescribed conflict of interest in relation to Agenda Item 10.5 – Community Development Report. The nature of my interest is as follows:

- (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.

## CONFIRMED MINUTES

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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 **12:00pm**.

### 10.5 COMMUNITY DEVELOPMENT REPORT

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#### **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**

Bynoe CACS have advised that they are interested in managing the Sports Centre under the terms provided at last month's Council meeting. Bynoe would like to be able to use the facility from 5<sup>th</sup> April, 2021. There has been insufficient time to formalise an agreement, prior to the commencement of the school holiday period. Bynoe CACS have planned activities over the school holidays and require the use of the centre to deliver the programs, but would also prefer early occupancy of the centre for continuity of services.

#### **COUNCIL RESOLUTION**

Moved Cr Murphy

Seconded Cr Scott

***That Council approve early occupancy of the Centre allowing two months to formalise the agreement.***

**CARRIED 6/0**

***Resolution No. 0321/017***

### ATTENDANCE:

Cr Gallagher re-entered the meeting room at **12:11pm**.

**The Manager Water and Waste entered the meeting room at 12:11pm.**

### DECLARATION OF INTEREST:

I, **Councillor Gallagher**, inform this meeting that I have a prescribed conflict of interest in relation to Agenda Item 10.5 – Community Development Report. The nature of my interest is as follows:

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



## 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.

### ATTENDANCE:

Cr Gallagher left the meeting room at **12:13pm**.

#### **Normanton Golf Club**

The Gulf Christian College have decided not to go ahead with a formal agreement with Council to utilise the Golf Club.

### **COUNCIL RESOLUTION**

Moved Cr Young

Seconded Cr Hawkins

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

- 1. note the Community Development Report.***

**CARRIED 6/0**

***Resolution No. 0321/018***

### ATTENDANCE:

Cr Gallagher re-entered the meeting room at **12:15pm**.

### DECLARATION OF INTEREST:

I, **Councillor Gallagher**, inform this meeting that I have a prescribed conflict of interest in relation to Agenda Item 10.6 – Community Donations and Support. The nature of my interest is as follows:

- My relationship with an associate who is an executive of the club who is the applicant;
- Their interest in this matter is the organisation with whom they are an executive member 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:

Councillor Gallagher left the meeting room at **12:16pm**.

### DECLARATION OF INTEREST:

I, **Councillor Scott**, inform this meeting that I have a prescribed conflict of interest in relation to Agenda Item 10.6 – Community Donations and Support. The nature of my interest is as follows:

- My relationship is as an executive of the club who is the applicant;

## CONFIRMED MINUTES

- (ii) My interest in this matter is the organisation with whom I am an executive member 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:**

Councillor Scott left the meeting room at 12:16pm.

## 10.6 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 Young

Seconded Cr Murphy

***That Council approves the following requests for Donation and Support:***

1. ***Normanton State School – Fete Cent Sale: the fee waiver for the Shire Hall, tables and chairs from 16<sup>th</sup> – 20<sup>th</sup> August, 2021.***
2. ***Mount Isa School of the Air – Group Day: fee waiver for the use of the Shire Hall, tables and chairs 21<sup>st</sup> June 2021.***
3. ***Normanton Athletics Club – Coaching Clinic: fee waiver for use of the Sport Centre to run training 6<sup>th</sup> March 2021.***
4. ***Normanton Athletics Club – Training Days: fee waiver for use of the John Henry Oval from 17<sup>th</sup> March to 31<sup>st</sup> October 2021.***
5. ***Normanton Athletics Club – Pentathlon: fee waiver for use of the John Henry Oval and the tables and chairs trailer, 25<sup>th</sup> July 2021.***
6. ***Normanton Barra Classic – Fishing Competition: fee waiver for the tables and chairs trailer.***
7. ***Karumba Seniors Christmas Lunch: \$600 cash.***
8. ***Normanton Childcare Parent Committee – Bingo Fundraiser: fee waiver for the Shire Hall, tables and chairs 22<sup>nd</sup> April 2021.***
9. ***Normanton CWA – Markets: fee waiver for the use of the Shire Hall, tables and chairs for 7 times, last event in November 2021.***

## CONFIRMED MINUTES

10. ***Normanton Rodeo Association – Rodeo: waiver for the Normanton Shire Hall, tables and chairs trailer (to be collected by club), road closure and rubbish collection of existing bins from Wednesday 9<sup>th</sup> June to Monday 14<sup>th</sup> June.***
11. ***Normanton Swimming Club – Swim Carnival: fee waiver for the use for the Normanton Pool, tables and chairs trailer, area to be mowed and mosquitos to be sprayed 20<sup>th</sup> March 2021.***
12. ***Gulf United Rugby League – Training Days: fee waiver for the use of the John Henry Oval on Tuesdays and Thursday 4pm to 5.30pm from 9<sup>th</sup> March until September 2021.***
13. ***Stingers Rugby League – Training Days: fee waiver for the use of the John Henry Oval from Monday to Thursdays 6pm to 7pm from 1st March until end of the season.***

CARRIED 5/0

Resolution No. 0321/019

### ATTENDANCE:

The Chief Executive Officer left the meeting room at 12:30pm.

The Chief Executive Officer re-entered the meeting room at 12:31pm.

Ms Schneekloth left the meeting room at 12:44pm.

Councillor Gallagher re-entered the meeting room at 12:48pm.

Councillor Scott re-entered the meeting room at 12:48pm.

The Manager Economic and Community Development left the meeting room at 12:59pm.

### ADJOURNMENT:

The meeting adjourned for lunch at 1:00pm.

The meeting resumed at 1:57pm.

### ATTENDANCE:

The Manager Water and Waste entered the meeting room at 1:57pm.

Ms Schneekloth re-entered the meeting room at 1:57pm.

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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 Wells

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. 0321/020*

#### 11.2 NDRRA/QDRF REPORT

##### Executive Summary:

**QRA19:** The QRA19 project is approximately 84% complete. Work will recommence once road conditions allow heavy vehicles access. Deadlines for the QRA19 works are between June 30 and December 30, 2021. QRA19 works will be prioritised over QRA20 works to ensure deadlines are met. Construction is programmed to commence with limited crews in March with all five (5) crews working by 13 April.

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

**QRA21:** Carpentaria Shire was activated for REPA and CDO relief measures in response to Tropical Cyclone Imogen. Emergency works are currently underway on accessible roads with approximately \$230k expended. Access is still restricted to many roads throughout the Shire due to flood waters.

**Pre-qualified Suppliers for Gravel Pit Packages:** The tenders for the Pre-qualified Suppliers for Gravel Pit Packages closed on 5 March 2021 and a separate assessment report will be provided to Council.

##### COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Gallagher

##### *That Council:*

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

## CONFIRMED MINUTES

CARRIED 7/0

Resolution No. 0321/021

### 11.3 DUNBAR CREEK CAUSEWAY UPGRADES (20-0518)

#### Executive Summary:

The tender assessment panel has reviewed the two (2) tender submissions received for the construction of the Dunbar Creek Causeway Upgrades (CN: 20-0518). One (1) tender was received from a local contractor and one (1) tender was received from a non-local contractor. The tenders have been assessed with a 70% price weighting, 20% non-price weighting and 10% development of local business weighting.

#### COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Gallagher

***That Council award the tender to Barto's Construction Pty Ltd for their conforming tender of \$670,155.00 ex GST.***

CARRIED 7/0

Resolution No. 0321/022

### 11.4 WATER AND WASTE REPORT - JANUARY 2021

#### 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 February 2021.

#### COUNCIL RESOLUTION

Moved Cr Scott

Seconded Cr Wells

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

- 1. accepts the Water and Wastewater Report as presented for the period ending 28<sup>th</sup> February 2021; and***
- 2. that those matters not covered by resolution be noted.***

CARRIED 7/0

Resolution No. 0321/023

**NOTATION:** The solar project is to be added to the Manager Water and Waste Services monthly report and progress reported monthly.

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

## CONFIRMED MINUTES

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I, **Councillor Murphy**, inform this meeting that I have a declarable conflict of interest as per section 150EQ(4)(a) and (b) in relation to Agenda Item 11.5 – Raw Water Main Duplication Project. The nature of my interest is as follows:

- (i) I own and operate a plumbing business in the area; and
- (ii) I advised Vendor Panel that I had no interest in submitting a price for this work.

I wish to participate in the decision in relation to this matter. I acknowledge that eligible Councillors must now determine, pursuant to section 150ES of the Local Government Act 2009, whether I:

- May participate in the decision about the matter, including by voting on the matter; or
- Must leave the meeting, including any area set aside for the public, and stay away from the meeting while the eligible Councillors discuss and vote on the matter.

### MOTION

#### COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Young

***That Councillor Murphy remain in the meeting room.***

**CARRIED 7/0**

***Resolution No. 0321/024***

### 11.5 RAW WATER MAIN DUPLICATION PROJECT (20-0526)

#### Executive Summary:

The tender assessment panel has reviewed the two (2) tender submissions received for the construction of the Raw Water Main Duplication (CN: 20-0526). One (1) tender was received from a local contractor and one (1) tender was received from a non-local contractor which included two alternative pricing arrangements. The tenders have been assessed with a 70% price weighting, 20% non-price weighting and 10% development of local business weighting.

#### COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Young

***That Council award the tender to Barto's Construction Pty Ltd for their conforming tender of \$301,260.00 ex GST subject to the remaining available funding in the Building Better Region Fund Stream 3 being approved to fund a portion of this project.***

**CARRIED 7/0**

***Resolution No. 0321/025***

## CONFIRMED MINUTES

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### 11.6 TENDER FOR CLARIFIER INSTALLATION (CN: 20-0517)

#### Executive Summary:

The tender assessment panel has reviewed the three (3) tender submissions received for the construction and installation of the Actiflo Clarifier (CN: 20-0517). Zero (0) tenders were received from a local contractor and three (3) tenders were received from non-local contractors, one of which was based in Queensland. The tenders have been assessed with a 70% price weighting, 20% non-price weighting and 10% development of local business weighting.

#### COUNCIL RESOLUTION

Moved Cr Scott

Seconded Cr Murphy

***That Council award the tender to Heaton Construction Pty Ltd for their conforming tender of \$363,495.00 ex GST and give authority to the Chief Executive Officer to negotiate the terms of the contract.***

**CARRIED 7/0**

**Resolution No. 0321/026**

#### ATTENDANCE:

The Manager Water and Waste left the meeting room at 2:44pm.

The Chief Executive Officer left the meeting room at 2:50pm.

The Chief Executive Officer re-entered the meeting room at 2:53pm.

### 11.7 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 Hawkins

Seconded Cr Gallagher

***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. 0321/027**

## CONFIRMED MINUTES

### 11.8 BUILDING AND PLANNING REPORT

The report is to advise Council of relevant Planning and Building activities within the Shire for the month of March 2021.

#### COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Wells

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

**CARRIED 7/0**

**Resolution No. 0321/028**

### 11.9 TOWN PLANNING APPLICATION - MATERIAL CHANGE OF USE: AERODROMES AND AVIATION FACILITIES (REFUELING STATION)

#### Executive Summary:

The Council is in receipt of an Application for Material Change of Use (MCU) for Aerodrome and Aviation Facilities – (Refueling Station), on land at Airport Road Normanton, being Lot 50 SP202656 – Lease C.

The Application is Code assessable development and did not required referral through the State Assessment Referral Agency (SARA).

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

#### COUNCIL RESOLUTION

Moved Cr Scott

Seconded Cr Wells

***That Council resolves:***

***In accordance with the Planning Act 2016 as amended, the applicant be notified that the Application for a Development Permit for a Material Change of Use for Aerodrome and Aviation Facilities – (Refueling Station) located at Airport Road Normanton, described as Lot 50 SP202656 – Lease C, 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 submitted Proposal Plans (2) dated December 2020, except as modified by this approval and to the satisfaction of the Chief Executive Officer or***



## CONFIRMED MINUTES

*delegate.*

2. *The installation of the bowser, Avgas tank and any technical equipment shall be carried out generally in accordance with any relevant Council or State government requirements and in compliance with the manufacturer's installation specifications, to the satisfaction of the Chief Executive Officer or delegate.*
3. *The bunding of the Avgas 5,000 litre tank is required, if specified by any State or Federal legislation.*
4. *The installation and operation of the bowser and tank must comply with the Work, Health and Safety Act and the Petroleum and Gas (Safety) Regulation.*
5. *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 of the Planning Act 2016, if the development has not been commenced.*

### *Maintenance of the Site*

6. *The applicant shall ensure the area around the development is maintained in a clean and tidy condition at all times, to the satisfaction of the Chief Executive Officer or delegate.*

### *Drainage*

7. *The site is required to drain to a lawful point of discharge, to the satisfaction of the Chief Executive Officer or delegate.*

### *Lease C area*

8. *The development is required to be sited wholly within Lease area C and it is the responsibility of the Lessee to ensure the Lease boundaries are confirmed prior to development proceeding, to the satisfaction of the Chief Executive Officer or delegate.*
9. *Should any of the Council's assets be damaged during the construction of any associated works, the cost of the reinstatement of all such assets shall be met by the applicant/proponent and to the satisfaction of the Chief Executive Officer or delegate.*

### *Additional Permits and Licences*

10. *Prior to commencement of the use, all necessary licences and permits must be in place, to the satisfaction of the Chief Executive Officer or*

## CONFIRMED MINUTES

*delegate.*

11. *Delivery of Avgas to the site must be undertaken safely and in accordance with standard aviation delivery protocols that ensure public safety at all times, to the satisfaction of the Chief Executive Officer or delegate.*

### *Lighting*

12. *Any security or outdoor lighting proposed in association with the development must ensure there is no light spillage onto airport land, outside Lease area C, to the satisfaction of the Chief Executive Officer or delegate.*

### *Signage*

13. *Any signage associated with the development is required to comply with the Advertising Devices Code in the Carpentaria Shire Planning Scheme and must not contain any product advertising, to the satisfaction of the Chief Executive Officer or delegate.*

### *Fencing*

14. *Prior to commencement of the use, any new or relocated perimeter fencing must be in place to deter entry past the bowser by unauthorised persons, to the balance of Lease area C, to the satisfaction of the Chief Executive Officer or delegate.*

### *Decommissioning*

15. *If any tank/s are being abandoned to make way for the new 5,000 litre av-gas tank, the abandoned tank/s is to be decommissioned and removed from the site, including any ground contamination, to the satisfaction of the Chief Executive Officer or delegate.*

### *B. Referral agency conditions*

*Concurrence Agency                      None*

*C. Submissions                                      N/A*

### *D. Further development permits required*

- carrying out building works;*

## CONFIRMED MINUTES

- *carrying out drainage works, if necessary.*

**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. 0321/029**

### 11.10 VEHICLE TENDER (20-0535) – LATE ITEM

**Executive Summary:**

The tender has closed for fourteen vehicle replacements. Council has received three tenders which are listed in the table below.

The workshop has requested that we trial a D-Max to see how it performs on our roads. If it is a cheaper purchase it may be worth Council trialing.

The tender assessment panel has reviewed the tender submissions received for the Vehicle Replacement Program. The tenders have been assessed with a 100% price weighting for conforming vehicles.

#### COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Hawkins

**That Council:**

1. **Award the tender to Pacific Toyota for 3 Toyota Land Cruiser and 8 Toyota Hilux vehicles for \$725,468.61 ex GST.**
2. **Award the supply of a Twin Cab Toyota Landcruiser to John Cole Toyota for \$80,751.15 ex GST.**
3. **Award the tender to Trinity Auto Group for the Ford Ranger for \$56,890.00 ex GST.**
4. **Award the tender for the remaining Toyota Hilux to Pacific Toyota for \$59,438.29 ex GST.**

**CARRIED 7/0**

**Resolution No. 0321/030**

**CONFIRMED MINUTES**

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**11.11 20-0531 PREFERRED SUPPLIER ARRANGEMENT FOR GRAVEL PIT PACKAGE  
– LATE ITEM**

**Executive Summary:**

A request for tenders for the supply and delivery of gravel pit packages (Contract 20-0531) closed on 5 March 2021 with five (5) tenders received. Each gravel type has been assessed separately under recommendations.

**COUNCIL RESOLUTION**

Moved Cr Hawkins

Seconded Cr Murphy

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

**CARRIED 7/0**

***Resolution No. 0321/031***

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## CONFIRMED MINUTES

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### 12 GENERAL BUSINESS

#### Shade Sails at Kath Alexander Park

Cr Young queried the Shade Sails at Kath Alexander Park.  
Advised that the shade sails had been ordered

#### Golf course – Karumba

Cr Young informed of the condition of the Golf Course in Karumba following Tropical Cyclone Imogen.  
Cr Wells informed that a working bee will be held on Sunday.

#### Rates Discount Period

Cr Young informed that the owner of 44 Henry Street, Karumba was currently in hospital and was concerned that he would miss the discount period to pay his rates.  
**ACTION: The Senior Finance Officer will be advised.**

#### Equipment in Karumba Airport Terminal

Cr Gallagher queried if there were any equipment in the Karumba Airport Terminal.  
**ACTION: The Director of Engineering to investigate.**

#### Town Planner

Cr Murphy requested an update in relation to the recent recruitment for a Planner.  
The Chief Executive Officer informed the meeting that the recruitment failed due to limited interest and the remaining applicant withdrawing.

#### Attendance at Meeting

Cr Murphy queried the attendance of ERSCON Engineers at meetings.  
**ACTION: The Chief Executive Officer to follow up with a meeting with John Martin.**

#### Boat Ramp – Normanton

Cr Murphy requested cleaning of the boat ramp prior to the fishing competition.  
**ACTION: The Director of Engineering to arrange for the cleaning of the Boat Ramp area prior to Easter.**

## **CONFIRMED MINUTES**

### **Wi-Fi**

Cr Scott requested that the Wi-Fi be closed down between the hours of 7:00pm to 7:00am. The Chief Executive Officer advised that this is being progressed with the IT Department

### **Council Vehicle**

Cr Scott queried the outcome of the Council vehicle that was stolen. Advised that the vehicle needed some repairs and this was being seen to.

### **Graffiti on Road**

Cr Scott queried the graffiti on the road outside the Albion Hotel  
**ACTION: The Director of Engineering to follow up and address**

### **Point Road - Scouring**

Cr Wells informed that the culverts are scouring and guide posts are missing along the Point Access Road past the transfer station turn off.  
**ACTION: The Director of Engineering to investigate.**

### **Trees planted – watering system**

Cr Wells informed that the trees planted along the Foreshore need watering.  
**ACTION: The Director of Engineering to investigate and check the watering system.**

### **Mental Health and Well Being Package**

The Chief Executive Officer informed of Mental Health Funding of \$75k.

### **Revenue Review**

The Director Corporate Services informed that a Revenue Review will be undertaken. Audit of Sewer and Garbage for service charges.

### **Rubbish Bin at Corduroy**

Cr Bawden requested that a rubbish bin be placed at the Corduroy on the left hand side.  
**ACTION: The Director of Engineering to arrange for a Wheelie Bin and Post to be installed at the Corduroy Crossing on the left on the Karumba side of the crossing.**

**CONFIRMED MINUTES**

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**13 CLOSURE OF MEETING**

*The Chair of the meeting, Cr Lyall Bawden, Mayor, declared the meeting closed at 3:55pm.*

**MINUTES CERTIFICATE**

*These Minutes are Confirmed.*



Councillor LV Bawden  
Mayor

*17 / 03 / 2021*

Date