

CARPENTARIA SHIRE

Outback by the Sea

ORDINARY MEETING

MINUTES

19 JANUARY, 2022

CONFIRMED MINUTES

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CONFIRMED MINUTES

1 OPENING OF MEETING

The Mayor welcomed members and declared the meeting open at **9:00am**.

Notation: The meeting was held in the Shire Hall, not the Boardroom, in light of COVID restrictions for distancing and the Mandatory requirement for Face Masks.

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 DB Thomas	

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
Ms Amanda O'Malley	Manager – Les Wilson Barramundi Discovery Centre
Mr John Martin	Consultant Engineer – ERSCON
Emmy Gallagher	Events Coordinator

3 CONDOLENCES

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

- ❖ Mr Roy Skeen
- ❖ Mr Kevin Nimble
- ❖ Mrs Monica McGilvary

CONFIRMED MINUTES

4 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

Confirmation of Minutes from the Ordinary Council Meeting held 08 December 2021, as previously circulated to Councillors.

COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Gallagher

That the Minutes of the Ordinary Council Meeting held 08 December 2021 be confirmed.

CARRIED 7/0

Resolution No. 0122/001

5 BUSINESS ARISING FROM PREVIOUS MEETINGS

Page 18 : General Business – Normanton Cemetery Koppers Log

Cr Young informed a correction is required - it should read the koppers logs at the Normanton Cemetery still need attention.

Action: Make the amendment to the December 2021 Minutes to reflect the change.

ATTENDANCE:

Ms Brenda Schneekloth entered the meeting room at **9:03am**.

Ms Schneekloth sat in the public gallery.

6 RECEPTION OF PETITIONS & DEPUTATIONS

9:00am Senior Sergeant Dave Perry from Queensland Police Service will be attending the meeting to provide an overview of his position.

9:45am Ms Gayle de la Cruz will be attending the meeting to provide an overview of the Gulf Academy.

7 MAYORAL MINUTES

COVID-19 Update

Cr Bawden provided an update on COVID19 progress. Could have further impacts within the community and encouraged all to wear their face masks, get the vaccinations and follow the Health Mandates as they are released.

ATTENDANCE:

Mr Dave Perry, Senior Sergeant entered the meeting room at **9:08am**.

CONFIRMED MINUTES

Mr Perry is the Officer in Charge at the Normanton Police Station and was invited to address Council and informed he has been in the position for 6 weeks. The Senior Sergeant provided Council with an overview of his background.
Mr Perry left the meeting room at **9:15am**.

This space left blank intentionally

CONFIRMED MINUTES

8 REPORTS FROM THE CHIEF EXECUTIVE OFFICER

8.1 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 Murphy

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. 0122/002

DECLARATION OF INTEREST:

I, **Councillor Gallagher**, inform this meeting that, pursuant to section 150EQ(3)(b) and 150EQ(3)(c) of the Local Government Act 2009, I have a declarable conflict of interest in relation to Agenda Item 8.2 – Gulf Academy Request. The nature of my interest is as follows:

- (i) My wife works for the applicant;

In accordance with section 150EM of the Local Government Act 2009 I will now leave the meeting and stay away from the meeting while this matter is discussed and voted on.

ATTENDANCE:

Councillor Ashley Gallagher left the meeting room at **9:28am**.

CONFIRMED MINUTES

8.2 GULF ACADEMY REQUEST

Executive Summary:

Request received for support from Council to support the establishment and Co-design project of the Gulf Academy.

COUNCIL RESOLUTION

Moved Cr Thomas

Seconded Cr Murphy

That Council, after considering the seven items requested from Bynoe CACS in relation to the support for the establishment and Co-design project of the Gulf Academy, authorize the Chief Executive Officer to advise of the outcome of Council's decision for support to Bynoe in accordance with below items: -

- 4. Access to meeting rooms or venues to hold community meetings and information sessions***
- 6. Advocate to, and seek support from, Queensland Government Ministers and Department Director Generals when visiting your communities. Demonstrating the regional voice to key Government representatives may be the key element to securing Co-design funding***
- 7. Provide a letter of support for the Gulf Academy and indicate your commitment to employ local graduates and participate in work placements***

CARRIED 6/0

Resolution No. 0122/003

ATTENDANCE:

Councillor Gallagher returned to the meeting room at **9:38am**.

PRESENTATION:

Ms Gayle de la Cruz from Bynoe CACS Ltd, entered the meeting room at **9:38am**. She provided a verbal overview of the Gulf Academy proposal. The key components are:

- Foundation Program
- Alcohol & Other Drug Treatment Program
- Senior Boarding Facility
- Economic Development, Education, Training & Employment Board

Ms de la Cruz left the meeting room at **10:09am**.

CONFIRMED MINUTES

8.3 TENDER EVALUATION - KARUMBA FORESHORE QRRRF FUNDED PROJECT

Executive Summary:

Tenders were sought from suitably qualified companies to provide services in accordance with the requirements outlined in Council's application for funding under the Queensland Resilience and Risk Reduction Fund.

COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Young

That Council award the tender to Haskoning in accordance with the scoring in the Tender Evaluation Report.

CARRIED 7/0

Resolution No. 0122/004

ATTENDANCE:

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

The Manager – Les Wilson Barramundi Discovery Centre entered the meeting room at 10:20am.

8.4 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 Hawkins

Seconded Cr Scott

That Council:

- 1. accepts the Human Resources Report for information; and***
- 2. authorise the Chief Executive Officer to prepare an Administrative Arrangement for Carpentaria Shire Council employees covered by the Certified Agreement.***

CARRIED 7/0

Resolution No. 0122/005

CONFIRMED MINUTES

8.5 ORGANISATIONAL STRUCTURE

Executive Summary:

An organisation's structure is essential for the direction and control of operations and to ensure alignment with an organisation's goals and objectives.

For several years, Council has had a number of positions within its structure which were not filled following the resignations of the incumbents.

It is proposed several of the vacant positions now be recruited, with some vacancies being reconfigured to better support existing staff and the overall operations of Council.

COUNCIL RESOLUTION

Moved Cr Scott

Seconded Cr Hawkins

That Council adopt the Organisational Structure as presented.

CARRIED 7/0

Resolution No. 0122/006

ATTENDANCE:

The Manager Human Resources left the meeting room at 10:44am.

The Manager - Les Wilson Barramundi Discovery Centre provided an update on the operations at the Centre and that visitor numbers are down at the Centre and the Normanton VIC and the Centre is now closed on weekends. She also put forward to Council a proposal to assist with hatching sea turtles and provided information on what would be required:

- Hatched at the Les Wilson Barramundi Discovery Centre
- QANTAS will fly turtles to various locations
- Rangers are on board with the proposal
- An Incubator is required to be purchased. Grants may be available.
- Added to tour experience during hatching times throughout the year

ATTENDANCE:

Cr Gallagher left the meeting room at **10:49am.**

Cr Gallagher re-entered the meeting room at **10:51am.**

The Manager – Les Wilson Barramundi Discovery Centre left the meeting room at 10:55am

ADJOURNMENT:

The meeting adjourned for morning tea at **10:55am.**

The meeting resumed at **11:25am.**

CONFIRMED MINUTES

9 REPORTS FROM DIRECTOR OF CORPORATE & COMMUNITY SERVICES

9.1 DCS REPORT

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 Hawkins

That Council:

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

CARRIED 7/0

Resolution No. 0122/007

9.2 MONTHLY FINANCIAL REPORT - DECEMBER 2021

Executive Summary:

Presentation of the financial report for December 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 Murphy

Seconded Cr Thomas

That Council accepts the Monthly Financial Report, as required under section 204 of the Local Government Regulation 2012 for the period ended 31 December 2021.

CARRIED 7/0

Resolution No. 0122/008

CONFIRMED MINUTES

9.3 EXTERNAL AUDIT - CLOSING REPORT

Executive Summary:

Queensland Audit Office (QAO) contract auditors Crowe Australasia have conducted an audit in accordance with the external audit plan issued 25 May 2021. The attached closing report for the financial year ended 30 June 2021, includes the results of the audit, identified audit misstatements, and other matters.

The Closing Report is presented on behalf of the Mayor for Council for information.

COUNCIL RESOLUTION

Moved Cr Thomas

Seconded Cr Young

That Council note the contents of the 2021 Closing Report.

CARRIED 7/0

Resolution No. 0122/009

ATTENDANCE:

The Chief Executive Officer left the meeting room at 12:18pm.

Cr Hawkins left the meeting room at **12:22pm.**

Cr Hawkins re-entered the meeting room at **12:24pm.**

The Chief Executive Officer re-entered the meeting room at 12:24pm.

9.4 2020/2021 ANNUAL REPORT

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 Annual Report must provide information about how Council progressed the implementation of the five year corporate plan during the period, its financial performance and other specific information required by legislation is presented for adoption.

COUNCIL RESOLUTION

Moved Cr Scott

Seconded Cr Young

That Council adopt the Carpentaria Shire Council Annual Report for 2020/2021.

CARRIED 7/0

Resolution No. 0122/010

ATTENDANCE:

Cr Scott left the meeting room at **12:32pm.**

Cr Scott re-entered the meeting room at **12:34pm.**

CONFIRMED MINUTES

DECLARATION OF INTEREST:

I, **Councillor Gallagher**, inform this meeting that, pursuant to section 150EQ(3)(b) and 150EQ(3)(c) of the Local Government Act 2009, I have a declarable conflict of interest in relation to Agenda Item 9.5 – Community Development Report – Normanton Rodeo Grounds Jockey Shed. The nature of my interest is as follows:

- (i) I am on the committee;

In accordance with section 150EM of the Local Government Act 2009 I wish to remain for the discussion and voting, therefore I wish to remain in the meeting while this matter is discussed and voted on.

COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr Hawkins

Pursuant to section 150ES(3)(a) of the Local Government Act 2009, Council resolves that:

Cr Gallagher may participate in the decision despite the Councillor's conflict of interest because the benefit of Cr Gallagher's participation in the decision making in relation to this matter outweighs any perceived bias arising from his conflict of interest.

FOR the motion: Cr Bawden, Cr Hawkins, Cr Murphy, Cr Scott, Cr Thomas and Cr Young

AGAINST the motion: Nil

CARRIED 6/0

Resolution No. 0122/011

9.5 COMMUNITY DEVELOPMENT REPORT

Executive Summary:

This report provides information and updates to Council on various activities and programs that are facilitated within the Community, Cultural Services and Economic Development portfolio of Council.

COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Young

That Council:

- 1. note the Community Development Report; and***
- 2. provide materials up to the value of \$5,000.00 to effect repairs at the old jockey room and the rodeo committee is to provide labour; and***
- 3. that those matters not covered by resolution be noted.***

CONFIRMED MINUTES

CARRIED 7/0

Resolution No. 0122/012

DECLARATION OF INTEREST:

I, **Councillor Thomas**, inform this meeting that, pursuant to section 150EQ(3)(b) and 150EQ(3)(c) of the Local Government Act 2009, I have a declarable conflict of interest in relation to Agenda Item 9. – Community Donations and Support - Normanton Hope Sister. The nature of my interest is as follows:

(ii) I am the applicant;

In accordance with section 150EM of the Local Government Act 2009 I will now leave the meeting and stay away from the meeting while this matter is discussed and voted on.

ATTENDANCE:

Councillor Thomas left the meeting room at **12:52pm**.

9.6 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 in the month of January.

COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Gallagher

That Council approves the following requests for Donations and Support and waivers of fees and charges:

- 1. A fee waiver of \$1,950 be provided to Normanton State School for their annual Fete for the hire of the Normanton Shire Hall for 5 days from 15/08/2022 to 19/08/2022.***
- 2. A fee waiver be provided of \$1,890 to Normanton State School for the annual Athletics Carnival for:***
 - a. John Henry Oval - \$290***
 - b. Line marking and prep long jump pits - \$1,500***
 - c. Turn off sprinklers - \$100***
- 3. A waiver be provided to Normanton Hope Sister for recoverable works completed late December 2021 to the estimated value of \$3,980.***

CARRIED 6/0

Resolution No. 0122/013

CONFIRMED MINUTES

ATTENDANCE:

Councillor Thomas returned to the meeting room at **12:57pm**.

ADJOURNMENT:

The meeting adjourned for lunch at **12:58pm**.
The meeting resumed at **1:40pm**.

ATTENDANCE:

The Manager Water and Waste entered the meeting room at 1:44pm.
The Consultant Engineer entered the meeting room at 1:47pm.

10 REPORTS FROM DIRECTOR OF ENGINEERING - ROADS & SERVICES

10.1 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 Young

Seconded Cr Gallagher

That Council:

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

CARRIED 7/0

Resolution No. 0122/014

Notation: Query in relation to Lilyvale Subdivision and sale of land.

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CONFIRMED MINUTES

10.2 NDRRA/QDRF REPORT

Executive Summary:

QRA19: The QRA19 project is approximately 99.1% complete. Construction on Dunbar - Kowanyama Road is now complete and expenditure is projected to align closely to the forecast budget. Deadlines for the QRA19 works are between 30 September 2021 and 30 June 2022.

QRA20: The QRA20 project is approximately 52.7% complete. Construction work has ceased for the wet season and will recommence on the remaining roads once accessible during the 2022 construction season. The deadline for the QRA20 works is 30 June 2022.

QRA21: All assessments have been completed within the Shire. QRA have now approved Submission 4 (Far Northern Roads) and Council has received the prepayment. Submission 3 (Northern Roads) and Submission 5 (Koolatah – Dixie Road) have been lodged and an infield assessment for Submission 5 is currently in progress. The remaining submissions will be progressively submitted to QRA. CDO and Emergency Works claims have been submitted to QRA for acquittal and Council has received payment for Emergency Works.

Other: The Desilting of the Normanton Sewerage Lagoons and Normanton to Burketown Road betterment projects (pavement and sealing) are now complete and undergoing the acquittal process. The Burke and Wills Monument Road and Glenore Weir Scouring projects have been acquitted and Council has received the final payments. The Monsoon Trough Flood Impact Study project has been submitted to QRA for acquittal.

2022 Plant Hire Tenders: The Request for Tender for Pre-qualified Suppliers of Wet Hire Plant is due to close in early February 2022.

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.*

CARRIED 7/0

Resolution No. 0122/015

ATTENDANCE:

The Consultant Engineer left the meeting room at 2:17pm.

CONFIRMED MINUTES

10.3 WATER AND WASTE REPORT

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 December 2021.

COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Thomas

That Council:

- 1. accepts the Water and Wastewater Report as presented for the period ending 31st December 2021; and*
- 2. that those matters not covered by resolution be noted.*

CARRIED 7/0

Resolution No. 0122/016

ATTENDANCE:

The Manager Water and Waste left the meeting room at 2:20pm.

This space left blank intentionally

CONFIRMED MINUTES

11 GENERAL BUSINESS

Street Lighting

Cr Thomas queried the street lighting in the towns and use of other lighting alternatives

Action: The Director of Engineering to provide a report in relation to change to LED for street lighting be brought back to Council.

Curfew for teenage children

Cr Thomas queried a curfew for teenage children.

- Cloncurry trial was mentioned
- Needs to be community member driven
- This could be Council led – community driven
- Approach Interagency

Recommendation was to raise this at the next Interagency meeting

Flood Damage Works

Cr Gallagher asked if repairs to damaged infrastructure during construction or restoration works could be repaired before leaving the worksite.

Action: The Director of Engineering to follow up.

December 2019 Meeting

Cr Gallagher stated that he should have declared an interest in the December 2019 meeting and apologised as required by the Councillor Conduct Tribunal.

Cr Gallagher is also to pay the Council \$250.00 and undertake training at his own expense.

The Chief Executive Officer informed that the decision is also to be placed into the Councillor Conduct Register and updated on the website.

Lilyvale subdivision

Cr Young queried the progress of the Lilyvale subdivision.

Weeds in Karumba

Cr Young queried the progress on removal of weeds at Karumba. Weed spraying had been started on the regrowth and will continue.

CONFIRMED MINUTES

Transfer Station at Karumba

Cr Young informed the waste management at Karumba Transfer Station is progressing well but the operators may need additional plant.

Action: Follow up with the Manager Water and Waste.

Security Cameras - Normanton

Cr Scott queried the maintenance of the CCTV cameras around town. The Chief Executive Officer informed that a Memorandum of Understanding between Queensland Police Service and Council was in place in relation to Maintenance and the Cameras are owned by QPS.

Wi-Fi at Council Office

Cr Scott queried the time limit for Wi-Fi at the Council office for public access.

Action: The Chief Executive Officer to check. The timer may not have been reset when the changeover to the increased service occurred recently.

John Henry Oval Building

The Director Corporate Services suggested an expression of interest for rent or lease of a bay at the new building for – the Cricket Club; Junior Rugby League; Athletics Team.

Road Closed Signs

Cr Hawkins asked if contact be made with Burke Shire Council in regards to notification of Road Closure.

LWBDC Café

Cr Hawkins queried the tender notice for the Les Wilson Barramundi Discovery Centre Café. The Chief Executive Officer informed the tender notice had gone out.

Rotunda at Cemetery

Cr Hawkins queried if Council would consider a rotunda at the Normanton Cemetery.

Columbarium Wall at Cemetery

Cr Hawkins queried if further information on the hole dimensions on the Columbarium Wall were obtained.

CONFIRMED MINUTES

ATTENDANCE:

The Events Coordinator entered the meeting room at 2:54pm.

ALGA National General Assembly

The Chief Executive Officer informed that the ALGA National General Assembly is being held on the 19 – 22 June 2022 at Canberra.

150th Celebrations at Karumba

Cr Bawden informed that Council approves the area chosen by the Committee for pavers to be laid for the 150th Celebrations at Karumba in 2023.

12 CLOSURE OF MEETING

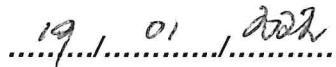
The Chair of the meeting, Cr Lyall Bawden, Mayor, declared the meeting closed at 3:04pm.

MINUTES CERTIFICATE

These Minutes are Confirmed.



Councillor LV Bawden
Mayor



Date