



CARPENTARIA SHIRE

*Outback by the Sea*

***ORDINARY MEETING***

***MINUTES***

***15 JUNE, 2022***

## **CONFIRMED MINUTES**

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## CONFIRMED MINUTES

### 1 OPENING OF MEETING

The Mayor welcomed members and declared the meeting open at **9:05am**.

### 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
Mrs Cherie Schafer	Manager Economic and Community Development
Ms Amanda O'Malley	Manager – Les Wilson Barramundi Discovery Centre
Mr Nick Lennon	Consultant Engineer - ERSCON

### 3 CONDOLENCES

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

❖ Mr Hedrick Bee

### 4 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

Confirmation of Minutes from the Ordinary Council Meeting held 18 May 2022, as previously circulated to Councillors.

#### COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Bawden

***That the Minutes of the Ordinary Council Meeting held 18 May 2022 be confirmed.***



## **CONFIRMED MINUTES**

**CARRIED 7/0**

**Resolution No. 0622/001**

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

Nil.

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

Cr Bawden informed that deputations to Council must be booked in advance with the Chief Executive Officer.

### **7 MAYORAL MINUTES**

#### **Community Forum - Townsville**

Cr Bawden informed of his attendance at the Community Forum held recently at Townsville. Discussions were held on the following issues raised:

- Greg Palm running currently and appears to be running well.
- Cr Bawden is representing NWQROC at the Forum
- Jhonty O'Brien represents Normanton
- Kylie represents Burketown
- Day Care was raised as an issue in the West.

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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 Murphy

Seconded Cr Young

*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 Communications Offer - Peak Services**

*This item is classified CONFIDENTIAL under the provisions of clause 275(1)(g) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.*

**8.2 Request for deferral of Loan Repayment - Normanton Rodeo Association**

*This item is classified CONFIDENTIAL under the provisions of clause 275(1)(e) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government.*

**8.3 Bynoe CACS Ltd - Account Reconciliation**

*This item is classified CONFIDENTIAL under the provisions of clause 275(1)(g) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.*

**8.4 Request to Allow Discount and Waive Interest**

*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.*

**8.5 Carpentaria Shire Pools Operations EOI**

*This item is classified CONFIDENTIAL under the provisions of clause 275(1)(g) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to negotiations relating to a commercial matter involving the local government for which a public*

## CONFIRMED MINUTES

*discussion would be likely to prejudice the interests of the local government.*

**CARRIED 7/0**

**Resolution No. 0622/002**

### **CLOSURE OF MEETING:**

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

### **ATTENDANCE:**

**The Manager Economic Community Development entered the meeting room at 9:24am.**

**The Manager Water and Waste entered the meeting room at 9:24am.**

### **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 – Request for Deferral of Loan Payment - Normanton Rodeo Association Inc. and Agenda Item 8.3 – Bynoe CACS Ltd – Account Reconciliation. The nature of my interest is as follows:

- (i) My wife is an executive of the Rodeo Committee (item 8.2.); and
- (ii) My wife is an employee of the applicant (Item 8.3).

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

### **ATTENDANCE:**

Cr Gallagher left the meeting room at **9:24am**.

**The Manager Economic Community Development left the meeting room at 10:01am.**

Cr Gallagher re-entered the meeting room at **10:02am**.

**The Manager Economic Community Development returned to the meeting room at 10:04am.**

### **COUNCIL RESOLUTION**

Moved Cr Scott

Seconded Cr Hawkins

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

**CARRIED 7/0**

**Resolution No. 0622/003**

### **REOPENING OF MEETING:**

The meeting was reopened to the public at **10:17am**.



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### **CITIZENSHIP CEREMONY: 10:18am – 10:27am**

The Mayor officiated and performed the Citizenship Ceremony and presented Ms Neha Taneja with her certificate and gift and congratulated her on becoming an Australian citizen. The Mayor called a recess for morning tea after the ceremony.

### **ADJOURNMENT:**

The meeting adjourned for morning tea at **10:27am**.  
The meeting resumed at **11:03am**.

### **8.1 COMMUNICATIONS OFFER - PEAK SERVICES**

#### **Executive Summary:**

A proposal has been received from Peak Services to provide a communications service to Council.

#### **COUNCIL RESOLUTION**

Moved Cr Murphy

Seconded Cr Gallagher

***That Council not accept the proposal from Peak Services.***

**CARRIED 7/0**

***Resolution No. 0622/004***

### **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 – Request for Deferral of Loan Payment - Normanton Rodeo Association Inc. and Agenda Item 8.3 – Bynoe CACS Ltd – Account Reconciliation. The nature of my interest is as follows:

- (iii) My wife is an executive of the Rodeo Committee (item 82.); and
- (iv) My wife is an employee of the applicant (Item 8.3).

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

### **ATTENDANCE:**

Cr Gallagher left the meeting room at **11:03am**.

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### 8.2 REQUEST FOR DEFERRAL OF LOAN REPAYMENT - NORMANTON RODEO ASSOCIATION

**Executive Summary:**

The Normanton Rodeo Association have requested consideration of deferring loan repayments on the outstanding loan until the 2023-2024 year.

**COUNCIL RESOLUTION**

Moved Cr Young

Seconded Cr Thomas

*That Council resolved to defer the loan repayment for 12 months.*

**CARRIED 6/0**

**Resolution No. 0622/005**

### 8.3 BYNOE CACS LTD - ACCOUNT RECONCILIATION

**Executive Summary:**

Bynoe CACS Ltd approached Council to make a disclosure in respect of them invoicing Council for parks and gardens services, for amounts in excess of the contracted amount. Bynoe CACS Ltd have estimated the overpayment and made an offer to repay \$195,945.

**COUNCIL RESOLUTION**

Moved Cr Murphy

Seconded Cr Hawkins

*That Council accept the offer from Bynoe CACS Ltd for remission of the overpayment for the parks and gardens services provided to Council.*

**CARRIED 6/0**

**Resolution No. 0622/006**

**ATTENDANCE:**

Cr Gallagher re-entered the meeting room at 11:04am.

### 8.4 REQUEST TO ALLOW DISCOUNT AND WAIVE INTEREST

**Executive Summary:**

The ratepayer paid their rates in full and on time, by the due date. The full amount of the rates payment was not allocated to each property, but to one of the properties, which caused the system not to allow the discount, and to subsequently charge interest. Therefore, we request a waiver of missed discount and interest charged against the properties with arrears.



## CONFIRMED MINUTES

### COUNCIL RESOLUTION

Moved Cr Scott

Seconded Cr Thomas

***That Council write off a total of \$7,941.67 being for missed discount of \$7,500.00, interest charges of \$440.77 and ESL of \$0.90 for the three remaining properties as per the table below:***

ASSESS NO:	NAME	DISCOUNT	INTEREST CHARGES	ESL PENALTY	TOTAL
A1086	Stanbroke Pty Ltd	2,500.00	94.04	0.30	\$ 2,594.34
A1124	BP Menegazzo	2,500.00	112.17	0.30	\$ 2,612.47
A1092	P Menegazzo	2,500.00	234.56	0.30	\$ 2,734.86

CARRIED 7/0

Resolution No. 0622/007

### 8.5 CARPENTARIA SHIRE POOLS OPERATIONS EOI – LATE ITEM

#### Executive Summary:

During the October 2021 Ordinary Council meeting, Council requested that an Expression of Interest (EOI) be released for the management of the Normanton and Karumba Pools. The request was made based around the continued lack of staff availability and high cost of operation.

The EOI was released with two parties registering their interest to operate the pools in the initial round. During subsequent discussions, one of the potential operators decided not to proceed with their application, leaving only one potential candidate. Discussions were carried forward with the remaining candidate to get detailed costings and operational details.

### COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr Scott

***That Council accepts the EOI submission and:***

- 1. the applicants offer of \$212,608 inc GST; and***
- 2. allocates accommodation at current Rental Rates for employees; and***
- 3. negotiate a three-year lease agreement with the option to extend for two years to the contractor for the management of both the Normanton and Karumba Pools and water parks; and***
- 4. delegate to the Chief Executive Officer to negotiate terms and provide a formal agreement.***

CARRIED 7/0

Resolution No. 0622/008

## 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 Hawkins

Seconded Cr Young

***That Council:***

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

**CARRIED 7/0**

***Resolution No. 0622/009***

#### 9.2 TERMS OF REFERENCE - ADVISORY COMMITTEE

**Executive Summary:**

At the August 2021 General Meeting the Council adopted a new Policy in relation to Advisory Committees and draft Terms of Reference for each of the committees in use by Council.

**COUNCIL RESOLUTION**

Moved Cr Gallagher

Seconded Cr Scott

***That Council adopt the Terms of Reference for the Mutton Hole Wetland Advisory Committee and the Terms of Reference for the Tourism Advisory Committee***

**CARRIED 7/0**

***Resolution No. 0622/010***

## CONFIRMED MINUTES

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### 9.3 COUNCIL VIEWS SOUGHT

**Executive Summary:**

The Department is seeking Council's views on the conversion from leasehold to freehold of a rural parcel of land described as Lot 1 on SP280701.

**COUNCIL RESOLUTION**

Moved Cr Hawkins

Seconded Cr Young

*That Council offer no objection to the conversion from leasehold to freehold of Lot 1 on SP280701 and requests that all roads including the formed road which leads to Glenore Homestead within the property are defined and recorded on survey plans on their current alignment.*

CARRIED 7/0

Resolution No. 0622/011

**ATTENDANCE:**

The Manager Human Resources entered the meeting room at 11:45am.

The Manager Barra Centre entered the meeting room at 12:00pm.

### 9.4 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 Scott

Seconded Cr Murphy

*That Council considers a Staff Housing application and accepts the remainder of the Human Resources Report for information.*

CARRIED 7/0

Resolution No. 0622/012

**ATTENDANCE:**

The Manager Human Resources left the meeting room at 12:01pm.

## **CONFIRMED MINUTES**

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The Manager Barra Centre provided Council with an update of the operational and promotional activities surrounding the Les Wilson Barramundi Discovery Centre, as well as activities in relation to the Visitor Information Centres.

### **Les Wilson Barramundi Discovery Centre**

- Barra Bites Café
- Hatchery
- Merchandise and tours:
- Art gallery:
- Visitor Information Centres:
- Digital marketing:
- Grants & Awards:
- Outback by the Sea Festival:

### **ATTENDANCE:**

The Manager Barra Centre left the meeting room at 12:35pm.

### **ADJOURNMENT:**

The meeting adjourned for lunch at 12:36pm.

The meeting resumed at 1:32pm.

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

#### 10.1 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 Young

***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. 0622/013***

**ATTENDANCE:**

The Director Corporate Services left the meeting room at 1:58pm.

The Director Corporate Services re-entered the meeting room at 2:00pm.

The Manager Finance and Administration entered the meeting room at 2:00pm.

#### 10.2 MONTHLY FINANCIAL REPORT - MAY 2022

**Executive Summary:**

Presentation of the financial report for 31 May 2022 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 Gallagher

***That Council accepts the Monthly Financial Report, as required under section 204 of the Local Government Regulation 2012 for the period ended 31 May 2022.***

**CARRIED 7/0**

***Resolution No. 0622/014***



## CONFIRMED MINUTES

### ATTENDANCE:

The Manager Finance and Administration left the meeting room at 2:14pm.  
The Executive Assistant left the meeting room at 2:22pm.  
The Executive Assistant re-entered the meeting room at 2:25pm.  
Cr Scott left the meeting room at 2:29pm.  
Cr Scott re-entered the meeting room at 2:32pm.

### 10.3 RISK MANAGEMENT FRAMEWORK

#### Executive Summary:

The Risk Management Framework has been reviewed in accordance with AS/NZS ISO 31000:2018 and is presented to Council for adoption.

#### COUNCIL RESOLUTION

Moved Cr Scott

Seconded Cr Thomas

#### *That Council:*

- 1. adopts the Risk Management Policy; and*
- 2. adopts the Risk Management Guidelines; and*
- 3. notes the contents of the Corporate and Operational Risk Registers.*

CARRIED 7/0

*Resolution No. 0622/015*

### 10.4 FRAUD AND CORRUPTION PREVENTION POLICY

#### Executive Summary:

The Fraud Framework, including Fraud and Corruption Prevention Policy, Fraud and Corruption Prevention Control Plan, and Fraud Risk Register documents have been reviewed and updated, and are presented to Council for adoption.

#### COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Young

#### *That Council adopts:*

- 1. the Fraud and Corruption Prevention Policy; and*
- 2. the Fraud and Corruption Prevention Control Plan; and*
- 3. note the Fraud Risk Register.*

CARRIED 7/0

*Resolution No. 0622/016*

## CONFIRMED MINUTES

### ATTENDANCE:

Cr Murphy left the meeting room at **2:58pm**.  
Cr Murphy re-entered the meeting room at **3:00pm**.

### 10.5 PROCUREMENT POLICY

#### **Executive Summary:**

Pursuant to section 198 of the *Local Government Regulation 2012*, Council has a statutory obligation to have a Procurement Policy and this policy is to be reviewed annually. The revised Procurement Policy is presented for adoption.

#### **COUNCIL RESOLUTION**

Moved Cr Gallagher

Seconded Cr Bawden

***That this Agenda Item lie on the table for re-presentation at July General Meeting.***

**CARRIED 7/0**

***Resolution No. 0622/017***

### 10.6 COUNCIL RESERVES ACCOUNTS FOR FUTURE USE

#### **Executive Summary:**

Council has a number of Reserve Accounts. There is no current policy to guide the use of these reserves, nor are they all cash backed. This report proposes to transfer auction proceeds to reserve.

#### **COUNCIL RESOLUTION**

Moved Cr Young

Seconded Cr Murphy

***That Council:***

- 1. resolve to transfer \$3,223,202.12 to QTC Cash Reserves accounts; and***
- 2. provide feedback in respect of a Cash Reserves Policy.***

**CARRIED 7/0**

***Resolution No. 0622/018***

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## CONFIRMED MINUTES

### 10.7 2022/2023 FEES AND CHARGES - ADDITIONAL FEES

#### Executive Summary:

The Fees and Charges were adopted in April 2022. This report presents an additional resolution for an amnesty period for animal registration renewals and fees not included in the April 2022 Schedule of Fees and Charges.

#### COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Scott

#### *That Council:*

- 1. Adopts the additional fees for inclusion in the 2022/2023 Schedule of Fees and Charges; and*
- 2. Provide a fourteen (14) day amnesty period for animal registration renewals (excluding Restricted and Regulated Dogs)*

CARRIED 7/0

*Resolution No. 0622/019*

#### ATTENDANCE:

The Manager Economic Community Development entered the meeting room at 3:33pm.

Mr Nick Lennon – ERSCON Consultant Engineer entered the meeting room at 3:38pm.

### 10.8 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 Scott

Seconded Cr Hawkins

#### *That Council:*

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

CARRIED 7/0

*Resolution No. 0622/020*

## 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 10.9 – Community Donations and Support. The nature of my interest is as follows:

- (i) My wife is an employee of the applicant.

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

### ATTENDANCE:

Cr Gallagher left the meeting room at **3:47pm**.

**The Manager Water and Waste entered the meeting room at 3:52pm.**

## 10.9 COMMUNITY DONATIONS AND SUPPORT

### **Executive Summary:**

Council receives numerous requests for donations throughout the year. The applications listed in the recommendation have been received in the month of February.

### **COUNCIL RESOLUTION**

Moved Cr Hawkins

Seconded Cr Young

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

***A fee waiver of \$2,110 be provided to Bynoe CACS Ltd for the NAIDOC week celebrations in July 2022, for:***

- |  |             |
|--|-------------|
| • Use of the John Henry Oval and lights x 2        | \$ 360.00   |
| • Tables and chairs trailer                        | \$ 580.00   |
| • Use of the Shire Hall, including the kitchen x 3 | \$ 1,170.00 |

**CARRIED 6/0**

**Resolution No. 0622/021**

### ATTENDANCE:

Cr Gallagher re-entered the meeting room at **3:56pm**.



## CONFIRMED MINUTES

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### 10.10 KARUMBA CHILDRENS CENTRE FUNDING AGREEMENT AND LEASE

**Executive Summary:**

Council provides \$45,000 funding to the Karumba Childrens Centre Inc. each year, then invoices the Centre \$15,000 each year for a lease on Lot 105 on SP 112353. A Funding Agreement is presented for consideration that replaces the previous expired Memorandum of Understanding.

**COUNCIL RESOLUTION**

Moved Cr Bawden

Seconded Cr Hawkins

***That Council:***

- 1. accept the Funding Agreement with the Karumba Children's Centre Inc; and***
- 2. delegate to the CEO the power to negotiate any terms of the Funding Agreement; and***
- 3. fund the amount of \$55,000.00 for the term of the Agreement.***

**CARRIED 7/0**

***Resolution No. 0622/022***

**ATTENDANCE:**

The Manager Water and Waste left the meeting room at 4:02pm.

The Manager Water and Waste re-entered the meeting room at 4:03pm.

**DECLARATION OF INTEREST:**

I, Councillor Hawkins, 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 the discussions on Carpentaria Shire RFDS Charity Ball. The nature of my interest is as follows:

- (i) I am a sponsor;

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

**ATTENDANCE:**

Cr Hawkins left the meeting room at 4:07pm.

Cr Hawkins re-entered the meeting room at 4:09pm.

The Consultant Engineer left the meeting room at 4:14pm.

The Consultant Engineer re-entered the meeting room at 4:17pm.



## CONFIRMED MINUTES

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### 10.11 CARPENTARIA SHIRE RFDS CHARITY BALL – LATE ITEM

#### Executive Summary:

This report provides information and updates to Council around the Carpentaria Shire RFDS Charity Ball, and the activities organised and those that require a resolution.

#### COUNCIL RESOLUTION

Moved Cr Gallagher

Seconded Cr Young

#### *That Council*

1. *Obtain a quote to produce a media wall to display Sponsor's logos and sponsor logos to be included in audio visual displays on the night; and*
2. *accept the quote for catering from the local supplier, (confirmation of child sized meals to be obtained); and*
3. *accept the proposed alcohol and beverage list; and*
4. *offer the running of the bar to a not-for-profit group for a donation amount of \$1,000; and*
5. *set the ball ticket pricing at \$60.00 per adult and \$30.00 per child (6-14 years).*

CARRIED 7/0

Resolution No. 0622/023

#### ATTENDANCE:

The Manager Economic Community Development left the meeting room at 4:30pm.

### 10.12 STORES STOCKTAKE VARIANCE REPORT – LATE ITEM

#### Executive Summary:

An annual Stores stocktake has been conducted and Council are asked to write off the variance of \$1,192.29.

#### COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Murphy

*That Council resolve to write off an amount of \$1,192.29 for inventory items that have not been accounted for.*

CARRIED 7/0

Resolution No. 0622/024

#### ADJOURNMENT:

The meeting adjourned for afternoon tea at 4:38pm.  
The meeting resumed at 4:40pm.

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### ATTENDANCE:

The Manager Water and Waste left the meeting room at 4:42pm.  
The Manager Water and Waste re-entered the meeting room at 4:44pm.  
The Chief Executive Officer left the meeting room at 4:47pm.  
The Chief Executive Officer re-entered the meeting room at 4:51pm.

<b>11     REPORTS FROM DIRECTOR OF ENGINEERING - ROADS &amp; SERVICES</b>
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<b>11.1    DOE REPORT</b>
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#### **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 Murphy

Seconded Cr Thomas

#### ***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. 0622/025***

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## CONFIRMED MINUTES

### 11.2 NDRRA/QDRF REPORT

#### Executive Summary:

**QRA19:** The QRA19 project is approximately 99.8% complete. Submission is the only active submission within the QRA19 Project and currently has an EOT until 30 June 2022. Three (3) submissions have been acquitted by QRA and Council have received the final payments. The two (2) remaining submissions have been submitted for acquittal with one (1) of them in the final outcome phase pending final approval by QRA.

**QRA20:** The QRA20 project is approximately 63.1% complete. Setout and construction has commenced on the remaining roads with five (5) crews currently mobilised in camps, with a temporary sixth crew expected to be in operation in the coming weeks. The original deadline for the QRA20 works is 30 June 2022. EOT's have been approved for two (2) submissions until 30 September 2022. An additional EOT request has been submitted for Submission 2 until 30 September 2022 with a decision from QRA expected shortly.

**QRA21:** Four (4) submissions have now been approved by QRA and Council has received the 30% prepayments. The remaining submission has been lodged on QRA MARS system and has received the final outcome report. The expected construction budget is \$32.6million and \$41.5million including overheads. Construction work will commence once all QRA20 scope has been completed with the deadline for the QRA21 works being 30 June 2023.

**QRA22:** Carpentaria Shire Council was activated for REPA, Emergency Works and CDO relief measures for three (3) flooding events Ex-Tropical Cyclone Seth, Far North Queensland Low Pressure Trough and Northern and Central Western Queensland Rainfall and Flooding. Damage pickup and emergency works are in progress throughout the Shire on roads that are currently accessible from Normanton. Damage assessments have commenced, and submissions are currently being prepared in the QRA MARS system.

**OTHER:** The Desilting of the Normanton Sewerage Lagoons and Normanton to Burketown Road betterment projects have been submitted for acquittal with the Desilting of the Normanton Sewerage Lagoons in the final outcome phase pending final approval by QRA.

#### COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Murphy

#### *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. 0622/026**

#### ATTENDANCE:

The Consultant Engineer left the meeting room at 5:17pm.



## CONFIRMED MINUTES

### 11.3 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 May 2022.

#### COUNCIL RESOLUTION

Moved Cr Scott

Seconded Cr Young

#### *That Council:*

- 1. accepts the Water and Wastewater Report as presented for the period ending 31<sup>st</sup> May 2022; and*
- 2. that those matters not covered by resolution be noted.*

CARRIED 7/0

Resolution No. 0622/027

### 11.4 KARUMBA SEWERAGE SYSTEM OPTIONS REVIEW

#### Executive Summary:

The Karumba sewerage network was installed and commissioned in 2010 and has been problematic ever since it was first installed. With the increasing maintenance costs and number of breakdowns, Council used grant funding to have an options review study undertaken by a suitably qualified independent engineering consultant.

The assessment found that replacing the existing system with a conventional gravity sewerage network would be beyond the financial capabilities of a small Council. While a vacuum sewer network would be approximately half the cost of a gravity sewer installation, it would still be cost prohibitive with an estimated total of \$15 million to install.

It was therefore recommended that the existing system remain in place with some additional requirements implemented, as follows:

- Education of the public to not flush wet wipes
- Six year rolling replacement of pump fleet
- Additional record keeping and monitoring
- Telemetry/SCADA monitoring of high-risk pump stations
- Additional staff resources

#### COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Young

*That Council accepts the recommendations in the report and implements the six year*

## CONFIRMED MINUTES

*changeover of the pump fleet.*

CARRIED 7/0

*Resolution No. 0622/028*

### ATTENDANCE:

The Manager Water and Waste left the meeting room at 5:34pm.

Cr Murphy left the meeting room at 5:34pm.

### 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 Thomas

Seconded Cr Scott

#### *That Council:*

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

CARRIED 6/0

*Resolution No. 0622/029*

### 11.6 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 May 2022.

#### COUNCIL RESOLUTION

Moved Cr Scott

Seconded Cr Gallagher

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

CARRIED 6/0

*Resolution No. 0622/030*



## CONFIRMED MINUTES

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### 11.7 OUTBACK AIR RACE

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#### Executive Summary:

Council have received a request from an organization known as the Australian Air Race Events (AARE) trading as The Outback Air Race. The organization are an Incorporated not-for-profit Association registered in Western Australia with ABN 84 634 282 096. They are raising funds for the Royal Flying Doctor Service and request Council to waiver landing and parking fees at the Normanton and Karumba Aerodromes for approximately 40 light aircrafts.

#### COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Gallagher

#### *That Council:*

- 1. Waiver the landing fees as the Outback Air race event is used to fund raise for the Royal Flying Doctor Service; and*
- 2. Get a confirmed list of planes with their call signs so that AVDATA will not charge the participants.*

CARRIED 6/0

*Resolution No. 0622/031*

#### ATTENDANCE:

Cr Murphy re-entered the meeting room at **5:38pm**.

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## CONFIRMED MINUTES

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### 12 GENERAL BUSINESS

#### Water Leak behind Albion Hotel

Cr Hawkins informed of a water leak along Old Hospital Road next door to Scott Freight.

#### Telescope at the Corduroy

Cr Hawkins queried the whereabouts of the telescope from the Corduroy. Could this be returned.

Action: The Director of Engineering to arrange for the return of the telescope at the Corduroy.

#### Fuel Levy

Cr Hawkins queried the discussions with QRA in relation to the fuel levy.

#### Land Clearing of Allotment owned by Council

The Director Corporate Services advised land was being cleared next to the Gulfland Motel. No further action is required as the land is being transferred to a new owner, and the clearing will become their responsibility.

#### Grant Application - Biosecurity Preparedness

The Director Corporate Services informed of email received from John Brisbin (Scientific Support Officer, Kowanyama Aboriginal Shire Council) who has submitted a grant for funding to:

- undertake a collaborative survey of biosecurity preparedness; and
- fund a series of knowledge-network meetings to be held:

John requires the following information to support the grant application:

- letter of support and intention to participate
- provide examples of how this project will tie in to the Enhancing Local Government Biosecurity Capacity (ELGBC) Framework in far north Queensland.

The Director Corporate Services to proceed with the request.

## CONFIRMED MINUTES

### Rodeo Weekend

Cr Scott requested that Contractors be consulted of arrangements for Rodeo weekend.

### Lilyvale Subdivision

Cr Young queried the progress on the Lilyvale Subdivision.  
The Chief Executive Officer advised that the Plan is to be registered once all infrastructures are completed.  
Marketing work is progressing in the meantime while the works are being completed.

### Assistance for Rodeo Weekend

Cr Gallagher thanked the following contractors for their assistance over the Rodeo weekend: Scott Freight, Hawkins Transport, Delight Water, Cheyenne Earthmoving and Wells Plant Hire.

### Rodeo Weekend

Cr Thomas mentioned the work done by the school children collecting rubbish; Rodeo is obviously a big undertaking by Committee over the long weekend, congratulations to committee on job well done.

### Fishing Nets at Normanton Tip

Cr Thomas informed that birds and other wildlife are being caught up in the old fishing nets from Karumba.  
The Manager Water and Waste to contact Wanless in regards to this matter.

### Lighting for Walking Footpath

Cr Thomas queried lighting for the walking footpath.  
Will monitor grants that may be suitable to pursue in the future.

### Lighting at Rodeo Turnoff

The Executive Assistant informed that lights are required at the Rodeo Grounds turnoff.  
The Director of Engineering informed that contact will be made with Transport and Main Roads.

## CONFIRMED MINUTES

### DATSIP Community Visit

The Chief Executive Officer informed that DATSIP will visit Normanton from 20-23 June 2022 and wished to meet with Council on Tuesday 21 June between 8:30 and 9:30am

### Grants Report - Peak Services

The Chief Executive Officer presented Council with the information in relation to grant success by Peak Services over the past 12 months.

### Uniform Proposal

The Chief Executive Officer presented Council with the proposed uniform design.

### Youth Strategy Workshops

The Chief Executive Officer informed that the Youth Strategy Workshops were being held today at the Normanton Shire Hall at the following times:

- 3:30pm - Service Providers and people working with youth
- 6:00pm - General community members

### Karumba Gun Club

Approach from Gun Club to include road as public access road and maintained by Council.

## 13 CLOSURE OF MEETING

*The Chair of the meeting, Cr Lyall Bawden, Mayor, declared the meeting closed at 6:27pm.*

### MINUTES CERTIFICATE

***These Minutes are Confirmed.***



Councillor LV Bawden  
Mayor

*15, 06, 2022.*

Date