



**CARPENTARIA SHIRE**

*Outback by the Sea*

***ORDINARY MEETING***

***MINUTES***

***17 AUGUST, 2022***

## **CONFIRMED MINUTES**

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***UNCONFIRMED 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 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 John Martin	Consultant Engineer - ERSCON

#### APOLOGY

#### COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Murphy

***That Council accept the apology from Cr Scott and leave of absence be approved.***

**CARRIED 6/0**

***Resolution No. 0822/001***

### 3 CONDOLENCES

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

❖ Mr Tyrone Douglas

## **CONFIRMED MINUTES**

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

Confirmation of Minutes from the Ordinary Council Meeting held 20 July 2022, as previously circulated to Councillors.

#### **COUNCIL RESOLUTION**

Moved Cr Murphy

Seconded Cr Gallagher

***That the Minutes of the Ordinary Council Meeting held 20 July 2022 be confirmed.***

**CARRIED 6/0**

***Resolution No. 0822/002***

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

Page 18 – NDRRA/QDRA Report

Cr Bawden queried the QRA21 submissions that were lodged by QRA.

Page 24 – Closure of Meeting

Cr Bawden requested the Minutes be changed to reflect that Cr Hawkins closed the meeting due to his absence.

Minutes amended to reflect the change.

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

**3:30pm** Presentation by Peak Services on the Karumba Point Shoreline Protection & Revitalisation Project.

### **7 MAYORAL MINUTES**

#### **Charters Towers Forum**

Cr Bawden informed of his attendance at the Meeting held in Charters Towers recently. Discussions were mostly around housing not health.

#### Housing

- Proposal from Regional Development Australia was well received
- Acknowledgement of post code discrimination by Banks for lending
- Need everyone to work together (all levels of Government)

#### Health

- Craig Carey & New President/Chair in attendance
- Health providers working together
- Gidgee Healing and Qld Health – working well in Doomadgee



## CONFIRMED MINUTES

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### Telstra

- Presentation from Rachel
- 3G will be gone by 2023
- EFTPOS machines will need to change
- 3G spectrum will be used for 5G
- Netflix is a big user of the current bandwidth
- One Web partnership with Telstra – sooner rather than later
- TPG partnership also secured.

### **Karumba Point Tower**

Cr Bawden mentioned the improvements to the exchange will happen first and the tower at the Point sometime in June 2023.

### **Licensing**

Cr Bawden informed of licensing from HC to MC from transport companies for drivers in remote areas. Looking at competency based training.

### **Financial Assistance Grants (FA Grants)**

Cr Bawden informed that Council have been approved its allocation of the 2022-23 FA Grant.

### **Charity Ball**

Cr Bawden provided an update on the Royal Flying Doctor Service (RFDS) Charity Ball and informed of the following:

- It was well attended.
- Funds raised go to the RFDS
- Good feedback on the catering.

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## CONFIRMED MINUTES

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### 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 Thomas

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 6/0**

***Resolution No. 0822/003***

**ATTENDANCE:**

The Chief Executive Officer left the meeting room at 9:55am.

The Chief Executive Officer re-entered the meeting room at 9:56am

The Manager Human Resources entered the meeting room at 9:56am.

#### 8.2 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 Young

Seconded Cr Gallagher

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

**CARRIED 6/0**

***Resolution No. 0822/004***

**ATTENDANCE:**

The Manager Human Resources left the meeting room at 10:08am.

## CONFIRMED MINUTES

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### 8.3 LES WILSON BARRAMUNDI DISCOVERY CENTRE, KARUMBA AND NORMANTON VISITOR INFORMATION CENTRES

#### Executive Summary:

This report provides a summary of the operational and promotional activities surrounding the Les Wilson Barramundi Discovery Centre, as well as activities in relation to the Visitor Information Centres

#### COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Murphy

#### *That Council:*

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

CARRIED 6/0

*Resolution No. 0822/005*

#### ADJOURNMENT:

The meeting adjourned for morning tea at **10:32am**.

The meeting resumed at **11:00am**.

#### ATTENDANCE:

The Chief Executive Officer left the meeting room at 11:08am.

The Chief Executive Officer re-entered the meeting room at 11:10am.

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## CONFIRMED MINUTES

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### 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 Gallagher

Seconded Cr Thomas

##### *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 6/0

Resolution No. 0822/006

##### ATTENDANCE:

The Director Corporate Services left the meeting room at 11:17am.  
The Director Corporate Services re-entered the meeting room at 11:18am.  
The Manager Finance and Administration entered the meeting room at 11:18am.  
The Executive Assistant left the meeting room at 11:20am.  
The Executive Assistant re-entered the meeting room at 11:25am.

### 9.2 MONTHLY FINANCIAL REPORT - JULY 2022

##### Executive Summary:

Presentation of the financial report for 31 July 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 July 2022.*

CARRIED 6/0

Resolution No. 0822/007

## CONFIRMED MINUTES

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### ATTENDANCE:

The Manager Finance and Administration left the meeting room at 11:29am.

### 9.3 2021/2022 OPERATIONAL PLAN 4TH QUARTER REVIEW (JUNE 2022)

#### Executive Summary:

The *Local Government Regulation 2012* requires that a local government must for each financial year prepare and by resolution adopt an Annual Operational Plan. A report on the Operational Plan is to be prepared and presented to Council on a regular basis outlining the progress towards implementing the key initiatives therein.

#### COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Thomas

***That Council notes the fourth quarter review of the 2021 – 2022 Operational Plan to the 30<sup>th</sup> June 2022.***

**CARRIED 6/0**

***Resolution No. 0822/008***

### 9.4 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 Hawkins

Seconded Cr Murphy

***That this item lay on the table for a future meeting.***

**CARRIED 6/0**

***Resolution No. 0822/009***

### ATTENDANCE:

The Manager Economic Community Development entered the meeting room at 12:15pm.

## CONFIRMED MINUTES

### 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 Thomas

Seconded Cr Young

#### *That Council:*

1. *note the Community Development Report; and*
2. *that those matters not covered by resolution be noted; and*
3. *remit funds to RFDS \$42,370.00 raised through donations and auction items.*

CARRIED 6/0

*Resolution No. 0822/010*

#### 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 executive of the Normanton Rodeo Association Inc. Committee.

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 12:35pm.

### 9.6 COMMUNITY DONATIONS AND SUPPORT

#### Executive Summary:

Council receives numerous requests for donations throughout the year. The applications for donations and fee waivers listed in this report are presented for Council consideration, or advising those applications already approved by the CEO delegation.

#### COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Murphy



## CONFIRMED MINUTES

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

1. *A fee waiver of \$1,360 to be provided to the Karumba Recreation Club for:*
  - *The community donation trailer \$580*
  - *Additional 20 tables and 100 chairs \$780*
2. *A fee waiver of \$1,330 be provided to the Normanton Sprint Races for:*
  - *The community donation trailer \$580*
  - *Additional 10 tables and 50 chairs \$390*
  - *Stage for fashions to be delivered and picked up from the event \$360*
3. *A fee waiver of \$1,880 to be provided to Aspire Cairns for the Karumba Festival of Sports for:*
  - *Use of the Karumba Sports Centre, toilets, showers and courts \$780*
  - *Marking of the Karumba Recreation Clubs oval for Hockey \$1,100*
4. *A fee waiver of \$900 to be provided to Bynoe CACS Ltd for the Deadly Choices Touch Competition for:*
  - *Use of the John Henry Oval x 6 \$900*
5. *The Donations Policy to be brought back to Council.*

**CARRIED 7/0**

**Resolution No. 0822/011**

### ATTENDANCE:

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

The Manager Economic Community Development left the meeting room at **12:48pm**.

### ADJOURNMENT:

The meeting adjourned for lunch at **12:48pm**.

The meeting resumed at **1:44pm**.

### ATTENDANCE:

The Manager Water and Waste entered the meeting room at **1:44pm**.

The Consultant Engineer entered the meeting room at **1:44pm**.

The Executive Assistant left the meeting room at **1:56pm**



## CONFIRMED MINUTES

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### 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 Thomas

Seconded Cr Young

##### *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 6/0

*Resolution No. 0822/012*

##### 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 the discussions on Fuel Levy. The nature of my interest is as follows:

- (i) I own plant and equipment and undertake works for Council.

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 **2:26pm**.

Cr Hawkins returned to the meeting room at **2:35pm**

## CONFIRMED MINUTES

### 10.2 NDRRA/QDRF REPORT

#### Executive Summary:

**QRA19:** Submission 4 has been submitted for acquittal with audits currently taking place. Submission documents are currently being prepared for the acquittal of Submission 6 with a deadline of September 30.

**QRA20:** The QRA20 project is approximately 77% complete. Setout and construction have commenced on the remaining roads with six (6) crews currently mobilised in camps, with a temporary seventh crew currently working from Normanton. The QRA20 project has an original deadline of June 30, 2022. EOT's have been approved for three (3) submissions until 30 September 2022. Submission 1 was completed ahead of its 30 June 2022 deadline.

**QRA21:** The QRA 21 Project construction has begun in preliminary stages (7.4% complete). Submission 2 construction works have commenced in conjunction with the QRA20 projects to reduce mobilisation costs. The deadline for the QRA21 works is 30 June 2023.

The total construction budget for the project is \$31.1million and \$39.9million including indirect costs.

**QRA22:** Carpentaria Shire Council was activated for REPA, Emergency Works and CDO relief measures for three (3) flooding events. Damage pickup within the Shire has been completed and damage assessments in progress with submissions currently being prepared in the QRA MARS system. Emergency works have been completed throughout the Shire.

**OTHER:** Normanton to Burketown Road Betterment Project 11/12 has been fully acquitted and final payment received. Three (3) QRRRF projects have been approved with a project deadline of 30 June 2024. Betterment Projects are currently being prepared for lodgment to QRA.

#### COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Thomas

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

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

**CARRIED 6/0**

***Resolution No. 0822/013***

#### ATTENDANCE:

The Consultant Engineer left the meeting at 2:42pm.

The Executive Assistant re-entered the meeting room at 2:42pm.

The Chief Executive Officer left the meeting room at 2:43pm.

The Chief Executive Officer re-entered the meeting room at 2:46pm.

## CONFIRMED MINUTES

### 10.3 WATER AND WASTE REPORT

#### Executive Summary:

This 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 July 2022.

#### COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Gallagher

#### *That Council:*

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

CARRIED 6/0

*Resolution No. 0822/014*

#### ATTENDANCE:

The Manager Water and Waste left the meeting room at 2:55pm.

### 10.4 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 Murphy

Seconded Cr Young

#### *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. 0822/015*

## CONFIRMED MINUTES

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### 10.5 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 July 2022.

#### COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Murphy

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

**CARRIED 6/0**

**Resolution No. 0822/016**

#### ATTENDANCE:

Mr Paul Prenzler of Royal Haskoning DHV and Ms Lana Maki of Peak Services entered the meeting room at **2:55pm**.

#### ADJOURNMENT:

The meeting was adjourned for afternoon tea at **3:00pm**.  
The meeting resumed at **3:10pm**.

#### PRESENTATION:

**3:10pm** Mr Prenzler & Ms Maki provided Council with a presentation on the Karumba Point Shoreline Protection and Revitalisation Project.

#### ATTENDANCE:

Mr Prenzler and Ms Maki left the meeting room at **4:22pm**.



## CONFIRMED MINUTES

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### 11 GENERAL BUSINESS

#### Median Strip in Caroline Street

Cr Bawden informed that Curley's trucks have problem with the median strip when they are turning from Landsborough Street into Caroline Street  
Council agreed that the median strip be shortened.

Action: DOE to arrange for the median strip to be amended when works are carried out for installation of the new Sculpture

#### Workshop

The Director Corporate Services informed that the next workshop will be held on Tuesday 20 September 2022.

#### Karumba Cemetery

Cr Young informed of a complaint about poisoning of plants at the Karumba Cemetery.

Action: DOE to investigate and advise

#### Lilyvale Subdivision

Cr Young queried when the blocks of land at the Lilyvale Subdivision would be sold.

#### Contractors Compulsory Meeting

Cr Gallagher requested that Foremen be invited to the compulsory meeting.

Noted: Foreman will be invited to all contractor mandatory meetings at the start of each season

#### TMR Sliplanes

Cr Gallagher asked that consideration be given for a sliplane at the Glenore Turnoff on 92A. It was also suggested that sliplanes be included for Shady Lagoons turnoff and Walkers Creek on 89B.

Action: DOE to raise with TMR in future discussions

#### Shitbox Rally – 17 October 2022

Cr Gallagher informed that the Shitbox Rally will be at the Normanton Showgrounds on 17 October 2022 with 500 participants.

## CONFIRMED MINUTES

### Normanton Cemetery Car Park

Cr Thomas queried the car park at the Normanton Cemetery.  
A draft beautification plan is completed and was presented to Council at a previous meeting.

- Access to carpark from main entrance
- Community consultation

### Desexing Programming

Cr Thomas queried the desexing programme

### Portable PA System - Normanton Sports Centre

Cr Thomas queried if the Normanton Sports Centre had a portable PA system.

### Aircrafts at Normanton Airport

The Director of Engineering informed of aircrafts landing in Normanton on 1 – 3 September 2022.

### Re-Elected Chair – Regional Roads Technical Group (RRTG)

The Director of Engineering informed he has been re-elected to the position of Chair of the Regional Roads Technical Group.

## 12 CLOSURE OF MEETING

*The Chair of the meeting, Cr Lyall Bawden, Mayor, declared the meeting closed at 4:56pm.*

### MINUTES CERTIFICATE

*These Minutes are Confirmed.*



Councillor LV Bawden  
Mayor

*17, 08, 2022.*

Date