



**CARPENTARIA SHIRE**

*Outback by the Sea*

***ORDINARY MEETING***

***MINUTES***

***16 NOVEMBER, 2022***

**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 **9:11am**.

### **2 RECORD OF ATTENDANCE**

#### **Councillors**

Cr LV Bawden	Mayor
Cr BJ Hawkins	Deputy Mayor
Cr AT Gallagher	
Cr AJ Scott	
Cr JC Young	
Cr AM Murphy	
Cr DB Thomas	

#### **Staff**

Mr Mark Crawley	Chief Executive Officer
Ms Angeline Pascoe	Executive Assistant
Mr Michael Wanrooy	Director of Engineering

*The following officers attended the meeting as indicated in the minutes*

Mrs Lisa Ruyg	Manager Human Resources
Ms Jade Nacario	Manager Finance and Administration
Ms Kim Lawrence	Rates Officer
Mr Nick Lennon	Consultant Engineer - ERSCON

#### **Apologies**

Ms Julianne Meier	Director Corporate Services
Mr Ben Hill	Manager Water and Waste
Ms Amanda O'Malley	Les Wilson Barramundi Discovery Centre Manager

### **3 CONDOLENCES**

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

- ❖ Ms Katrina McLachlan
- ❖ Mr James Cox
- ❖ Mr Barry Russell

## **CONFIRMED MINUTES**

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

Confirmation of Minutes from the Ordinary Council Meeting held 13 October 2022, as previously circulated to Councillors.

#### **COUNCIL RESOLUTION**

Moved Cr Young

Seconded Cr Gallagher

***That the Minutes of the Ordinary Council Meeting held 13 October 2022 be confirmed.***

**CARRIED 7/0**

***Resolution No. 1122/001***

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

Nil.

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

10:00am Presentation for Jesse Callope

10:15am Citizenship Ceremony for Mr Pedro Carmo Aires De Moura

3:00pm Presentation by Future Bus

### **7 MAYORAL MINUTES**

#### **Fishing Nets at Landfill**

Cr Bawden raised concerns regarding fishing nets at the landfill from commercial fishermen. Discussions were held on the following:

- Wanless are using nets for capture of windblown rubbish.
- Request from Commercial Operators - could become expensive as the nets need to be buried as soon as possible.

#### **Licensing from Heavy Transport Drivers**

Cr Bawden to draft and provide letter to Neil Scales in relation to the issues being experienced with attracting Heavy Transport Drivers to the Region.

**CONFIRMED MINUTES**

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**Normanton Hospital**

Cr Bawden raised concerns regarding the operation of the Normanton Hospital. The current nursing staff the hospital is at level 2. There are some senior staff working shifts to keep it open at that level.

**Gidgee Healing**

Cr Bawden attended a meeting with Gidgee Healing and was informed they are ceasing operating at the Aged Care Facility in June next year.

**Flinders Magic Grapes**

The Mayor recently attended a meeting in Hughenden and attended an inspection of the property and grape development.

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## CONFIRMED MINUTES

### 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 Scott

Seconded Cr Thomas

***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 Sale of Land for Rate Arrears**

***This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(f) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to matters that may directly affect the health and safety of an individual or a group of individuals.***

**8.2 Request to Pay Rates by Arrangement**

***This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(f) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to matters that may directly affect the health and safety of an individual or a group of individuals.***

**8.3 Request to Pay Rates by Arrangement - A607**

***This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(f) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to matters that may directly affect the health and safety of an individual or a group of individuals.***

**8.4 Request to Provide Concession**

***This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(f) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to matters that may directly affect the health and safety of an individual or a group of individuals.***

**8.5 Request for Rates Based Financial Assistance - The Corporation of the Synod of the Diocese of Carpentaria**

***This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(d) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to rating concessions.***

**8.6 Request for Rates Based Financial Assistance - Normanton Christian Fellowship Ltd (Normanton H.O.P.E)**

***This item is classified CONFIDENTIAL under the provisions of clause***

## CONFIRMED MINUTES

**254J(3)(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. 1122/002**

### **CLOSURE OF MEETING:**

The meeting was closed to the public at **9:38am**.

### **ATTENDANCE:**

The Chief Executive Officer left the meeting room at **9:38am**.

The Chief Executive Officer re-entered the meeting room at **9:40am**.

The Rates Officer entered the meeting room at **9:40am**.

### **COUNCIL RESOLUTION**

Moved Cr Hawkins

Seconded Cr Murphy

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

**CARRIED 7/0**

**Resolution No. 1122/003**

### **REOPENING OF MEETING:**

The meeting was reopened to the public at **10:04am**.

### **PRESENTATION: 10:04am – 10:15am.**

The Mayor presented Jesse Callope with his Certificate of Completion in Engineering Mechanical Trade (Maintenance – Diesel Fitting).

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

The Mayor officiated and performed the Citizenship Ceremony and presented Mr Pedro Carmo Aires De Moura with his certificate and gift and congratulated him on becoming an Australian citizen.

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

### **ADJOURNMENT:**

The meeting adjourned for morning tea at **10:30am**.

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



## **CONFIRMED MINUTES**

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### **ATTENDANCE:**

The Rates Officer re-entered the meeting room at 11:00am.

### **COUNCIL RESOLUTION**

Moved Cr Hawkins

Seconded Cr Gallagher

***That the meeting be closed to the public.***

**CARRIED 7/0**

***Resolution No. 1122/004***

### **CLOSURE OF MEETING:**

The meeting was closed to the public at **11:01am**.

### **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 conflict of interest in relation to Item 8.5 – Rates Based Financial Assistance – The Corporation of the Diocese of Carpentaria. The nature of my interest is as follows:

- (i) My mother is the church warden.

I have determined that this prescribed conflict of interest is not of sufficient significance as that it will lead me to making a decision on the matter that is contrary to the public interest. I will best perform my responsibility of serving the overall public interest of the whole of the Council's area by participating in the discussion and voting on this matter.

### **COUNCIL RESOLUTION**

Moved Cr Scott

Seconded Cr Young

***Cr Gallagher to remain in the meeting.***

**CARRIED 6/0**

***Resolution No. 1122/005***

### **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 Item 8.5 – Rates Based Financial Assistance – Normanton Christian Fellowship Ltd (Normanton H.O.P.E) . The nature of my interest is as follows:

- (i) I am a Director of the organisation.

## CONFIRMED MINUTES

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 Thomas left the meeting room at **11:37am**.  
Cr Thomas re-entered the meeting room at **11:46am**.

### COUNCIL RESOLUTION

Moved Cr Scott

Seconded Cr Gallagher

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

**CARRIED 7/0**

***Resolution No. 1122/006***

### REOPENING OF MEETING:

The meeting was reopened to the public at **11:46am**.

## 8.1 SALE OF LAND FOR RATE ARREARS

### **Executive Summary:**

The purpose of this report is to submit to Council a list of properties for resolution to sell the land for overdue rates and charges.

Land identified meets the requirements of section 140(1) of the *Local Government Regulation 2012* (the Regulation). The overdue rates and charges on the land are considered non-recoverable via other collection avenues.

### COUNCIL RESOLUTION

Moved Cr Murphy

Seconded Cr Gallagher

***That Council resolves to:***

- (a) sell the land listed in the below Schedule for overdue rates or charges pursuant to section 140(2) of the Local Government Regulation 2012; and***
- (b) delegate to the Chief Executive Officer its power to:***
  - (i) give a Notice of Intention to Sell the land to all interested parties under section 140(3) of the Local Government Regulation 2012; and***
  - (ii) take all further steps required under sections 141, 142, 143, 144, 145 and 146 of the Local Government Regulation 2012 to effect the sale of the land.***

### SCHEDULE

<b><i>Assessment number</i></b>	<b><i>Lot on plan description</i></b>
<b><i>A384</i></b>	<b><i>Lot 13 on SP 146628</i></b>
<b><i>A566</i></b>	<b><i>Lots 101 and 102 on N 1481</i></b>

## CONFIRMED MINUTES

<b>A353</b>	<b>Lot 18 on NM 134</b>
<b>A733</b>	<b>Lot 33 on N 14812</b>
<b>A755</b>	<b>Lot 68 on N 14822</b>
<b>A889</b>	<b>Lot 170 on RP 909865</b>
<b>A532</b>	<b>Lot 32 on SP 202656</b>
<b>A706</b>	<b>Lot 65 on N 14812</b>
<b>A182</b>	<b>Lot 616 on K3642</b>
<b>A1308</b>	<b>Lot 8 on SP136532</b>

CARRIED 7/0 Resolution No. 1122/007

### 8.2 REQUEST TO PAY RATES BY ARRANGEMENT

#### Executive Summary:

This report is presented to Council to consider whether to grant concessions to the below ratepayers that have asked for a concession in terms of section 121(1)(b) of the *Local Government Regulation 2012* by way of an agreement to defer payment of rates and charges levied on the land.

Council is asked to consider these requests and recommendations and provide guidance to officers on how to proceed.

#### COUNCIL RESOLUTION

Moved Cr Scott

Seconded Cr Thomas

***That Council resolves to agree to grant a concession to the applicant under section 121(1)(b) of the Local Government Regulation 2012 by way of an agreement to defer payment of rates and charges levied on the land located at 43 Dutton Street, Normanton, (Assessment: A732; Lot 34 on N14812) subject to the following conditions:***

- (a) payment of instalments of \$100.00 per week (commencing on 08/09/2022);***
- (b) the ratepayer providing Council with an update of their financial circumstances on a quarterly basis (commencing from the date of this resolution);***
- (c) this concession concluding, if weekly instalments are not paid on the due date.***
- (d) instalments are to increase to reduce the debt to within 12 months of outstanding debt before 30 June 2024.***

**AND**

***That Council resolves to agree to grant a concession to the applicant under section 121(1)(b) of the Local Government Regulation 2012 by way of an agreement to defer payment of rates and charges levied on the land located at 4 Carron Street, Karumba (Assessment: A203; Lot 13 on K36415) subject to the following conditions:***

## CONFIRMED MINUTES

- (a) payment of instalments of \$100.00 per fortnight (commencing on 14/10/2022);**
- (b) the ratepayer providing Council with evidence of hardship, to the satisfaction of the CEO, within three months of the date of this resolution;**
- (c) this concession concluding, if weekly instalments are not paid on the due date or no payments are made in addition to the weekly instalments within three months of the date of this resolution.**
- (d) instalments are to increase to reduce the debt to within 12 months of outstanding debt before 30 June 2024.**

**AND**

**That Council resolves to agree to grant a concession to the applicant under section 121(1)(b) of the Local Government Regulation 2012 by way of an agreement to defer payment of rates and charges levied on the land located at 4 Swan Street, Normanton (Assessment: A949; Lot 1 on RP808170) subject to the following conditions:**

- (a) payment of instalments of \$125.00 per week (commencing on 23/05/2022);**
- (b) the ratepayer providing Council with an update of their financial circumstances on a quarterly basis (commencing from the date of this resolution);**
- (c) this concession concluding, if weekly instalments are not paid on the due date.**
- (d) instalments are to increase to reduce the debt to within 12 months of outstanding debt before 30 June 2024.**

**AND**

**That Council resolves to agree to grant a concession to the applicant under section 121(1)(b) of the Local Government Regulation 2012 by way of an agreement to defer payment of rates and charges levied on the land located at 35 Noel Street, Normanton (Assessment: A853, Lot 54 on N14850) subject to the following conditions:**

- (a) payment of instalments of \$500.00 per fortnight (commencing on 21/09/2022);**
- (b) this concession concluding, if weekly instalments are not paid on the due date.**

**CARRIED 7/0**

**Resolution No. 1122/008**

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## CONFIRMED MINUTES

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### 8.3 REQUEST TO PAY RATES BY ARRANGEMENT - A607

**Executive Summary:**

The purpose of this report is to decide, with respect to Lot 5 on SP112907 (Assessment: 607), whether to grant a concession to the applicant under section 121(1)(b) of the *Local Government Regulation 2012* (Regulation) in respect of the payment of overdue rates or charges for the land. If Council is not minded to grant the concession, Council may proceed to resolve to sell the land under Chapter 4, Part 12, Division 3 of the Regulation for overdue rates and charges. The land meets the requirements of section 140(1) of the Regulation.

**COUNCIL RESOLUTION**

Moved Cr Young

Seconded Cr Murphy

***That Council resolves this item to lie on the table for consideration at the December Ordinary General Meeting.***

**CARRIED 7/0**

***Resolution No. 1122/009***

### 8.4 REQUEST TO PROVIDE CONCESSION

**Executive Summary:**

This report is to grant concessions to ratepayers where the wording in the Revenue Statement may have had unintended consequences for some ratepayers and the review has revealed they should be charged less.

**COUNCIL RESOLUTION**

Moved Cr Murphy

Seconded Cr Young

***That Council grant concessions to ratepayers affected by the unintended consequences of the application of the Revenue Statement for 2022/2023 being for:***

- o garbage utility charges of \$62,680.80; and***
- o water utility charges of \$41,120.00.***

**CARRIED 7/0**

***Resolution No. 1122/010***

**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 conflict of interest in relation to Item 8.5 – Rates Based Financial Assistance – The Corporation of the Diocese of Carpentaria. The nature of my interest is as follows:

- (i) My mother is the church warden.

## CONFIRMED MINUTES

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I have determined that this prescribed conflict of interest is not of sufficient significance as that it will lead me to making a decision on the matter that is contrary to the public interest. I will best perform my responsibility of serving the overall public interest of the whole of the Council's area by participating in the discussion and voting on this matter.

### COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr Scott

***Cr Gallagher to remain in the meeting.***

**CARRIED 7/0**

***Resolution No. 1122/011***

### 8.5 REQUEST FOR RATES BASED FINANCIAL ASSISTANCE - THE CORPORATION OF THE SYNOD OF THE DIOCESE OF CARPENTARIA

#### **Executive Summary:**

The organisation is unable to provide the supporting documents required by Council as set out in its Rates Based Financial Assistance for Community Organisations policy, because the Corporation does not hold an Annual General Meeting each year or lodge financial statements being a church as the property is exempt from general rates. So the Corporation does not meet the eligibility criteria set out in the Policy.

### COUNCIL RESOLUTION

Moved Cr Scott

Seconded Cr Murphy

***That Council grant a rebate of 50% for Assessment A432 for the Utility Charges for water, sewerage and garbage calculated to be \$1,404.18, split \$702.09 for the first levy and \$702.09 for the second levy.***

**CARRIED 7/0**

***Resolution No. 1122/012***

#### **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 Item 8.5 – Rates Based Financial Assistance – Normanton Christian Fellowship Ltd (Normanton H.O.P.E) . The nature of my interest is as follows:

- (i) I am a Director of the organisation.

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.

## CONFIRMED MINUTES

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### ATTENDANCE:

Cr Thomas left the meeting room at **11:58am**.

<b>8.6 REQUEST FOR RATES BASED FINANCIAL ASSISTANCE - NORMANTON CHRISTIAN FELLOWSHIP LTD (NORMANTON H.O.P.E)</b>
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### **Executive Summary:**

The organisation is unable to provide the supporting documents required by Council as set out in its Rates Based Financial Assistance for Community Organisations policy.

<b>COUNCIL RESOLUTION</b>
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Moved Cr Gallagher

Seconded Cr Hawkins

***That Council grant a concession being 50% of the General Rates and Utility Charges for water, sewerage and garbage calculated to be \$1,198.98, split \$599.49 for the first levy and \$599.49 for the second levy.***

**CARRIED 6/0**

***Resolution No. 1122/013***

### ATTENDANCE:

Cr Thomas re-entered the meeting room at **11:59am**.

### ATTENDANCE:

The Rates Officer left the meeting room at **12:01pm**.

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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.

**New Display - Normanton**

Cr Bawden requested that the Monsoon Centre project be placed on hold for a period of time and that a new project to recognise the early explorers to the Region be progressed for inclusion in the Normanton Centre.

**COUNCIL RESOLUTION**

Moved Cr Hawkins

Seconded Cr Thomas

***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. 1122/014***

#### 9.2 DELEGATION REVIEW - COUNCIL TO CEO

**Executive Summary:**

Advice has been received in relation to the changes to delegations required from the Council to Chief Executive Officer for the *Environmental Protection Act 1994, Public Health (Infection Control for Personal Appearance Services) Act 2003, Public Health Act 2005 and the State Penalties Enforcement Act 1999.*

**COUNCIL RESOLUTION**

Moved Cr Scott

Seconded Cr Gallagher

***That Council delegate authority to the Chief Executive Officer in accordance with the reports provided in the Officers Report.***

**CARRIED 7/0**

***Resolution No. 1122/015***



## **CONFIRMED MINUTES**

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### **9.3 SMALL BUSINESS FRIENDLY COUNCIL**

#### **Executive Summary:**

During the LGAQ Annual Conference I met with the Queensland Small Business Commissioner following a presentation from Bruce Billson the Australian Small Business and Family Enterprise Ombudsman who recommended such a meeting in his presentation.

#### **COUNCIL RESOLUTION**

Moved Cr Young

Seconded Cr Murphy

***That Council engage with the Department, the Small Business Commissioner and sign a Small Business Friendly Charter.***

**CARRIED 7/0**

**Resolution No. 1122/016**

### **9.4 VIEWS REQUEST - CONVERSION TO FREEHOLD - LOT 3 SP284255**

#### **Executive Summary:**

The Department has received an application for conversion to freehold of lot 3 on SP284255 and is seeking the views of Council before proceeding with consideration of the application.

#### **COUNCIL RESOLUTION**

Moved Cr Gallagher

Seconded Cr Young

***That Council advise the Department it has no objection to the conversion to freehold and that all roads within the parcel are surveyed on their current alignment and provided with any survey plans provided for the conversion.***

**CARRIED 7/0**

**Resolution No. 1122/017**

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

I, Councillor Scott, 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 Item 9.5 – 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 Scott left the meeting room at **12:27pm**.

## **CONFIRMED MINUTES**

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### **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 Item 9.5 – 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 **12:27pm**.

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## **9.5 CONFIRMATION - FUEL LEVY**

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### **Executive Summary:**

Seeking clarification on the application of the Fuel Levy introduced following the adoption of resolution at Special Meeting held 28 June 2022.

### **COUNCIL RESOLUTION**

Moved Cr Bawden

Seconded Cr Gallagher

***That Council confirm that the fuel levy introduced from 1 July 2022 is to apply to those contractors who submitted tenders (RFT 22-0549) at the commencement of the 2022 Construction Season only.***

**CARRIED 5/0**

***Resolution No. 1122/018***

### **ATTENDANCE:**

Cr Scott re-entered the meeting room at **12:33pm**.

Cr Hawkins re-entered the meeting room at **12:33pm**.

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**CONFIRMED MINUTES**

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**9.6 GULF SAVANNAH NRM - AGM AND GENERAL MEETING**

**Executive Summary:**

Notice has been provided in relation to the AGM and General Meeting of the Gulf Savannah NRM Group to be held in Mareeba at 9am Thursday 24<sup>th</sup> November 2022.

**COUNCIL RESOLUTION**

Moved Cr Murphy

Seconded Cr Thomas

***That Cr Young attend and represent Council.***

**CARRIED 7/0**

***Resolution No. 1122/019***

**9.7 2023 SARUS CRANE AWARDS**

**Executive Summary:**

Information received from the Southern Gulf NRM Group in relation to the Sarus Crane Awards for 2023.

**COUNCIL RESOLUTION**

Moved Cr Young

Seconded Cr Hawkins

***That Council participate in the Sarus Crane Awards for 2023 and promote the nominations from locals to recognize their contribution towards land, water management, conservation or cultural preservation.***

**CARRIED 7/0**

***Resolution No. 1122/020***

**ATTENDANCE:**

The Chief Executive Officer left the meeting room at 12:37pm.

The Chief Executive Officer re-entered the meeting room at 12:38pm.

The Human Resources Officer entered the meeting room at 12:38pm.

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## CONFIRMED MINUTES

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### 9.8 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 accepts the Human Resources Report for information.***

**CARRIED 7/0**

***Resolution No. 1122/021***

**ATTENDANCE:**

The Human Resources Officer left the meeting room at 12:52pm.

### 9.9 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 Murphy

Seconded Cr Gallagher

***That Council:***

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

**CARRIED 7/0**

***Resolution No. 1122/022***

**ADJOURNMENT:**

The meeting adjourned for lunch at 12.55pm.

The meeting resumed at 1:40pm.

## CONFIRMED MINUTES

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### CLOSED SESSION

#### COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Hawkins

*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*

CARRIED 7/0

*Resolution No. 1122/023*

### MOTION TO OPEN

#### COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Hawkins

*That Council open the meeting to the public.*

CARRIED 7/0

*Resolution No. 1122/024*

### REOPENING OF MEETING:

The meeting was reopened to the public at 1:45pm.

### COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Murphy

*Council resolved after consideration of further legal advice Agenda Item 8.3 remain on the table for consideration at the December Ordinary General Meeting.*

CARRIED 7/0

*Resolution No. 1122/025*

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## CONFIRMED MINUTES

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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 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 7/0

*Resolution No. 1122/026*

##### ATTENDANCE:

The Chief Executive Officer left the meeting room at 2:17pm.

The Chief Executive Officer left the meeting room at 2:18pm.

The Manager Finance and Administration entered the meeting room at 2:18pm.

### 10.2 MONTHLY FINANCIAL REPORT - OCTOBER 2022

##### Executive Summary:

Presentation of the financial report for 31 October 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 Thomas

Seconded Cr Hawkins

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

CARRIED 7/0

*Resolution No. 1122/027*

## CONFIRMED MINUTES

### ATTENDANCE:

The Manager Finance and Administration left the meeting room at 2:31pm.

### 10.3 2022/2023 OPERATIONAL PLAN 1ST QUARTER REVIEW (SEPTEMBER 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 the Council on a regular basis outlining the progress towards implementing the key initiatives therein.

#### **COUNCIL RESOLUTION**

Moved Cr Scott

Seconded Cr Young

***That Council notes the first quarter review of the 2022 – 2023 Operational Plan to the 30<sup>th</sup> September 2022.***

**CARRIED 7/0**

***Resolution No. 1122/028***

### ATTENDANCE:

Cr Scott left the meeting room at 2:35pm.

### 10.4 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 21 April 2022. The attached closing report for the financial year ended 30 June 2022, 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 Murphy

Seconded Cr Hawkins

***That Council note the contents of the 2022 Closing Report.***

**CARRIED 6/0**

***Resolution No. 1122/029***

### DECLARATION OF INTEREST:

I, Councillor Murphy, 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

## **CONFIRMED MINUTES**

relation to Item 10.5 – RFT 22-0559 Trades and Professional Services . The nature of my interest is as follows:

- (i) I have submitted a tender for plumbing services.

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 Murphy left the meeting room at **2:36pm**.  
Cr Scott re-entered the meeting room at **2:37pm**.

## **10.5 RFT 22-0559 TRADES AND PROFESSIONAL SERVICES**

### **Executive Summary:**

A Request for Tender was called for the Trade and Professional Services has now been evaluated and Council are asked to enter into a Prequalified Supplier Arrangement for RFT 22-0559 Trades and Professional Services for a period of 2 years, with the option to extend for a further year.

### **COUNCIL RESOLUTION**

Moved Cr Scott

Seconded Cr Thomas

***That Council resolve to enter into a Prequalified Supplier Arrangement for RFT 22-0559 Trades and Professional Services for a period of 2 years, as set out in the attached document "RFT 22-0559 Trades and Professional Services – Evaluation".***

**CARRIED 6/0**

***Resolution No. 1122/030***

### **ATTENDANCE:**

Cr Murphy re-entered the meeting room at **2:38pm**

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## **CONFIRMED MINUTES**

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### **10.6 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.

#### **COUNCIL RESOLUTION**

Moved Cr Hawkins

Seconded Cr Scott

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

- 1. note the Community Development Report; and***
- 2. provide an additional budget of \$15,600 to have the We Are One sculpture with the base set out in bronze; and***
- 3. provide feedback on the wording for the plaque for the We Are One sculpture; and***
- 4. that those matters not covered by resolution be noted.***

**CARRIED 7/0**

***Resolution No. 1122/031***

#### **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 Item 10.7 – Community Donations and Support . The nature of my interest is as follows:

- (i) My wife is a board member of the Gulf Christian College.

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 **2:45pm**.

#### **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 Item 10.7 – Community Donations and Support . The nature of my interest is as follows:

- (i) I am an employee of the Gulf Christian College.

## CONFIRMED MINUTES

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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 Thomas left the meeting room at **2:45pm**.

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### **10.7 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 Murphy

Seconded Cr Young

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

**1. A fee waiver of \$2,096 to be provided to Gulf Christian College for:**

- ***The community donation trailer \$580***
- ***Additional 29 tables \$406; and***
- ***Additional 170 chairs \$850; and***
- ***4 x Wheelie Bins \$260.***

**2. A cash donation of \$200 be provided to the Karumba State School to support their awards night.**

**CARRIED 5/0**

***Resolution No. 1122/032***

### **ATTENDANCE:**

Cr Gallagher re-entered the meeting room at **2:49pm**.

Cr Thomas re-entered the meeting room at **2:49pm**.

**The Consultant Engineer entered the meeting room at 2:52pm.**

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## **CONFIRMED MINUTES**

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### **10.8 CARPENTARIA SHIRE YOUTH STRATEGY 2023 - 2028**

#### **Executive Summary:**

This report, as distributed, provides information around the process taken to develop the five-year Carpentaria Youth Strategy and outlines the updates the Carpentaria Youth Strategy aims to achieve over the five years.

#### **COUNCIL RESOLUTION**

Moved Cr Thomas

Seconded Cr Bawden

***That Council adopt the attached Carpentaria Youth Strategy.***

**CARRIED 7/0**

***Resolution No. 1122/033***

#### **PRESENTATION: 3:00pm – 3:25pm.**

Mr Simon Maddrell, Director of FutureBus presented to Council, the Australian Renewable Energy Agency (ARENA), to make Normanton & Karumba energy self-sufficient, both electricity (and over-time) zero-emission fuel for transport.

#### **ADJOURNMENT:**

The meeting adjourned for afternoon tea at **3:25pm**.  
The meeting resumed at **3:42pm**.

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## CONFIRMED MINUTES

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### 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 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 7/0**

***Resolution No. 1122/034***

##### **ATTENDANCE:**

Cr Gallagher left the meeting room at **4:11pm**.

Cr Gallagher re-entered the meeting room at **4:12pm**.

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## **CONFIRMED MINUTES**

### **11.2 NDRRA/QDRF REPORT**

#### **Executive Summary:**

**QRA19:** Five (5) Submissions have been fully acquitted by QRA and Council has received the final payments. Submission 6 has been submitted for acquittal and is currently subject to audits by QRA.

**QRA20:** The QRA20 project is now 100% complete. Submission 1 was completed ahead of its 30 June 2022 deadline and acquittal documentation has been submitted for approval. Submissions 2, 3 and 4 were completed prior to the September 30 deadline acquittal documents are being prepared.

**QRA21:** The QRA21 project is approximately 19.2% complete. Six (6) crews are currently mobilised in camps, with a temporary seventh crew currently working from Normanton. The deadline for the QRA21 works is 30 June 2023.

**QRA22:** Carpentaria Shire Council was activated for REPA, Emergency Works and CDO relief measures for three (3) flooding events. Three (3) REPA Submissions have been approved and Council has received the 30% pre-payments from QRA. Acquittal documentation for Emergency Works has been submitted with final outcome pending from QRA.

**OTHER:** A Fuel Levy for the month of July, September and beginning of October has been calculated and paid to all relevant contractors. Further levies for October will be calculated for payment on a batch-by-batch basis in the coming weeks. The Mitchell River Crossing Investigation project is progressing with preliminary geotechnical investigations being performed to guide options analysis and structural design. Acquittal documentation for the Disaster Coordination Centre has been submitted for approval. Short listed QRA Betterment project on Dunbar – Kowanyama Road has been lodged on the QRA Mars System. Detailed Submissions are being prepared for Burke and Wills Monument Access Road Pavement and Sealing and Normanton Racetrack Lighting Upgrade.

#### **COUNCIL RESOLUTION**

Moved: Cr Murphy

Seconded: Cr Young

#### ***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. 1122/035**

#### **ATTENDANCE:**

**The Consultant Engineer left the meeting room at 4:32pm.**

## CONFIRMED MINUTES

### 11.3 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 October 2022.

#### COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Gallagher

#### *That Council:*

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

CARRIED 7/0

*Resolution No. 1122/036*

### 11.4 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 Hawkins

#### *That Council:*

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

CARRIED 7/0

*Resolution No. 1122/037*

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## CONFIRMED MINUTES

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### 11.5 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 October 2022.

**COUNCIL RESOLUTION**

Moved Cr Scott

Seconded Cr Thomas

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

**CARRIED 7/0**

***Resolution No. 1122/038***

### 11.6 APPLICATION NO. I/2218 - DEVELOPMENT PERMIT - STORAGE SHED IN KARUMBA POINT TOURIST PARK AT 2 COL KITCHING DRIVE, KARUMBA

**Executive Summary:**

Council is in receipt of a development permit for Building Work Assessable against the Planning Scheme for a storage shed in Karumba Point Tourist Park at 2 Col Kitching Drive Karumba QLD 4891. The site is more properly described as Lot 65 on SP166299.

Please see attached report.

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

**COUNCIL RESOLUTION**

Moved Cr Hawkins

Seconded Cr Scott

***That Council resolve:***

***In accordance with the Planning Act 2016, that the applicant be notified that the application for a Development Permit for building work assessable against the planning scheme for the purposes of a storage shed on land at 2 Col Kitching Drive Karumba, formally described as Lot 65 SP166299, is approved, subject to the condition below.***

***Reasons for approval***

***The proposed development complies with all applicable assessment benchmarks in the residential zone code and the planning scheme building matters code, including those dealing with building height and setbacks.***

***It therefore must be approved in accordance with the Planning Act section 60(2).***

***Conditions***

## CONFIRMED MINUTES

### General

1. **The approved shed is to be constructed in accordance with the approved proposal plans:**
  - **Plan 1 – 2 Col Kitching Drive – Shed Dimensions**
  - **Plan 2 – 2 Col Kitching Drive – Location of Shed**

### Maintenance of the Site

2. **The development site is to be maintained in a clean and tidy condition at all times, to the satisfaction of the Chief Executive Officer or delegate.**

### Advisory notes

**In accordance with section 85 of the Planning Act 2016, this approval will lapse six (6) years from the day the approval takes effect.**

**CARRIED 7/0**

**Resolution No. 1122/039**

## 11.7 APPLICATION NO. I/2205 - MINOR CHANGE TO THE DEVELOPMENT PERMIT - 67 YAPPAR STREET, KARUMBA

### **Executive Summary:**

Council is in receipt of an application for minor change to the development permit I/2205 issued by Council on 27 July 2022. The approval was for a material change of use for a café and associated storage, office and ablution facilities.

The proposed change involves changes to the building height and length and changes to building setbacks at 67 Yappar Street Karumba QLD 4891 (Lot 1 on K36412).

Please see attached report.

### **COUNCIL RESOLUTION**

Moved Cr Bawden

Seconded Cr Hawkins

***That Council resolves to approve the minor changes proposed to the development permit I/2205 issued on 27 July 2022, with a further change to condition 1 in the development permit to read:***

### **General**

1. **The development shall be undertaken substantially in accordance with the proposal plans:**
  - (i) **LFI 22001 Existing Site Plan, dated 16.05.22**
  - (ii) **LFI 22002 Demolition Plan, dated 16.05.22**



## CONFIRMED MINUTES

*(iii) LFI 22003 Rev A Proposed Site Plan, dated 30.09.22*

*(iv) Building elevation plan – The Shed Factory Job#18504\_LYU FAMILY PTY LTD Page 2 of 44, dated 28 Jun 2022*

### **Reasons for approval**

***The proposed development including the minor changes complies or can be conditioned to comply with all assessment benchmarks, including:***

- ***Commercial zone code***
- ***General development code***
- ***Advertising devices code***
- ***State Planning Policy assessment benchmark for natural hazards risk and resilience***

***It therefore must be approved in accordance with the Planning Act section 60(2).***

***Overall, the proposed development is consistent with the intentions for the commercial zone and sits comfortably within Karumba town centre. It will add to the range of services available to residents and visitors in Karumba.***

***While located within an area subject to storm tide hazard, the proposed development faces the same level of tolerable risk that applies to the balance of the town centre. It does not otherwise worsen the hazard or impact on how the hazard may be managed. A small number of parking spaces will be provided on the site, which are adequate for the use, having regard to the availability of on-street parking and the likely extent of pedestrian-based customers.***

**CARRIED 7/0**

**Resolution No. 1122/040**

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## **CONFIRMED MINUTES**

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### **11.8 GRADER TENDER (RFQ 22-0562)**

#### **Executive Summary:**

Council has put out a tender on Vendor Panel for the supply of a grader with specifications to meet our operational needs to replace our old 140M.

Council has received tenders from Hastings Deering and RDO Equipment. Hastings have provided two grader options and RDO Equipment one. There are two mandatory requirements which are for price and estimated delivery time so Council can make an assessment to see if budget and delivery are within acceptable limits.

Council has asked the tenderers to meet our minimum requirements. Both Hastings Deering and RDO Equipment has provided a detailed response to those requirements.

The CAT 150 replaces the 140M and is comparable to a John Deere 770GP.

The CAT 140 replaces the 12M and is comparable to a John Deere 670GP.

Note: CAT prices have gone up 13.3% for a 150M based on last year's tender; and

The 670GP has risen by 22.6%

#### **COUNCIL RESOLUTION**

Moved Cr Bawden

Seconded Cr Gallagher

***That Council resolve that this item lie on the table and further information to be provided by Officers.***

**CARRIED 7/0**

***Resolution No. 1122/041***

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## **CONFIRMED MINUTES**

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### **12 GENERAL BUSINESS**

#### **Drainage – B Knight – Gulf Development Road**

Cr Bawden requested that the drainage be checked outside of the Knight's property in Karumba.

**Action: The Director of Engineering to investigate and initiate any necessary action to correct the drainage issue**

#### **Roundabout – Landsborough Street**

Cr Bawden – requested the Director of Engineering discuss this project with the Department and ascertain if another project may have higher priority.

**Action: The Director of Engineering to progress with Department of Transport and Main Roads**

#### **Koppers Logs at Normanton Cemetery**

Cr Hawkins informed of instalment of new koppers logs at the Normanton Cemetery.

#### **Guard Rail Repair at Walkers Creek**

Cr Scott queried if the guard rail at Walkers Creek has been repaired.  
Advised that works were currently in progress to rectify.

#### **Lilyvale Estate**

Cr Scott queried when is the advertising of the Lilyvale Estate occurring.  
The Chief Executive Officer informed that plans have been submitted to the Department to effect the lots on plan for the development.

#### **TV Transmission in Karumba**

Cr Young queried the TV transmission at Karumba.  
The Chief Executive Officer informed that it is being looked at.

## CONFIRMED MINUTES

### Rural Lands Officer

Cr Young queried the Rural Lands Officer.  
The Chief Executive Officer advised that a suitable applicant had been secured and will commence in the role soon.

### Sprinklers at Les Wilson Barramundi Discovery Centre

Cr Young informed of staff moving sprinklers around at the Les Wilson Barramundi Discovery Centre.  
Pricing to install pop up sprinklers to be sourced and considered in budget.

### Pest Control

Cr Gallagher queried if pest control works are being undertaken on housing/property. If so, can the SES Building and Rodeo Grounds be sprayed as well.

### Request from the Athletics Club

Cr Thomas informed of a request from the Athletics Club to utilise the Gym for those athletes selected for Nationals in Adelaide.  
Advised that the athletics club are to arrange for the development of a program for the athletes proposed to utilise the gym and present to the Council Chief Executive Officer for further consideration.

### Regional Roads Group Meeting in Kowanyama

The Director of Engineering informed of his attendance at the Regional Roads Group Meeting in Kowanyama next week.

### Krys the Croc

The Executive Assistant informed that Krys the Croc may need a 'touch up'.  
**Action: Mr Stumkat to be contacted and requested to provide a pricing for conducting the necessary repairs.**

### Official Opening of new Normanton Foodworks

The Chief Executive Officer informed that Council have been invited to the official opening of the new Normanton Foodworks on Monday 22 November 2022.

## CONFIRMED MINUTES

### Youth Justice Community Partnerships Innovation Grant

The Chief Executive Officer advised that new grants were available for the above grant program and community groups should be encouraged to apply – 31/01/2023 (closing date)

### Town Planning Extension Request – Normanton Foodworks

The Chief Executive Officer advised that an extension had been requested for the development at the new Supermarket and this has been passed to the Town Planner who advised that an application would be required from the developer, this has been passed onto the developer to progress.

### Carpentaria Ambassador

The Chief Executive Officer to investigate the possibility of engaging an Ambassador to represent Carpentaria.

### Workforce Strategy

The Chief Executive Officer advised of two recent articles in relation to Workforce Planning and Carpentaria has its presentation on the Workforce Strategy next week.

## 13 CLOSURE OF MEETING

*The Chair of the meeting, Cr Lyall Bawden, Mayor, declared the meeting closed at 5:35pm.*

## MINUTES CERTIFICATE

***These Minutes are Confirmed.***



Councillor LV Bawden  
Mayor

*16 / 11 / 2022.*

Date