



**CARPENTARIA SHIRE**

*Outback by the Sea*

***ORDINARY MEETING***

***MINUTES***

***18 JANUARY, 2023***

## CONFIRMED MINUTES

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**UNCONFIRMED 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 9:07am.

### 2 RECORD OF ATTENDANCE

#### Councillors

Cr LV Bawden	Mayor
Cr BJ Hawkins	Deputy Mayor
Cr AT Gallagher	
Cr AJ Scott	
Cr CJ Young	
Cr DB Thomas	

#### APOLOGY

#### COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Gallagher

***That Council accept the apology from Cr Murphy and leave of absence be granted.***

**CARRIED 6/0**

***Resolution No. 0123/001***

Cr Scott participated in the meeting by teleconference with Council's approval pursuant to section 254K(1) of the *Local Government Act 2009*. Cr Scott indicated by audio that she could hear the proceedings and all other members.

#### COUNCIL RESOLUTION

Moved Cr Thomas

Seconded Cr Gallagher

***That Cr Scott be allowed to participate in the meeting via audio/visual link in accordance with Section 254K(1) of the Local Government Regulation 2012.***

**CARRIED 6/0**

***Resolution No. 0123/002***

#### Staff

Mr Mark Crawley	Chief Executive Officer
Ms Angeline Pascoe	Executive Assistant
Ms Julianne Meier	Director Corporate Services
Mr Michael Wanrooy	Director of Engineering
Mrs Natasha Glaskin	Executive Officer – Governance, Projects and Communications

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

## **CONFIRMED MINUTES**

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

Ms O'Malley participated in the meeting by teleconference with Council's approval.

### **3 CONDOLENCES**

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

- ❖ Mrs Marea Sellings
- ❖ Ms Ruby McGilvary
- ❖ Mr Jack Smerdon

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

Confirmation of Minutes from the Ordinary Council Meeting held 14 December 2022, as previously circulated to Councillors.

#### **COUNCIL RESOLUTION**

Moved Cr Young

Seconded Cr Gallagher

***That the Minutes of the Ordinary Council Meeting held 14 December 2022 be confirmed.***

**CARRIED 6/0**

***Resolution No. 0123/003***

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

Nil.

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

Nil.

## **CONFIRMED MINUTES**

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### **7 MAYORAL MINUTES**

#### **Welcome to 2023**

Cr Bawden welcomed everyone back for 2023 and made mention to the Executive Team that this will be the year of completion. All the unfinished projects and loose ends need to be tidied up prior to 2024.

#### **TAFE Community Meeting (17 January 2023)**

Cr Bawden informed that the TAFE Meeting went well. Keen to progress the utilisation. 7 February 2023 decision makers from the Department will be attending in Normanton

#### **Housing Initiative - Regional Development Australia (RDA)**

Cr Gallagher informed the meeting that the Townsville and North West RDA Chief Executive Officer and Chairman attended a number of meetings with various Ministers in Brisbane on the RDA proposed housing initiative.

#### **Staff Housing – Rent to buy Proposal**

Cr Bawden asked if Council would support (in general) a rent to buy type scheme with the sale of our older housing stocks for our employees. This would allow them to build equity (a deposit) to raise a housing loan through the banks. All proceeds from the proposal would go back into developing new housing.  
Councillors agreed to proceed with more research including the need for Ministerial approval.

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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 Hawkins

Seconded Cr Scott

***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. 0123/004***

#### 8.2 DEVELOPMENT OF FIVE-YEAR BUSINESS PLAN

**Executive Summary:**

Council has discussed the development of a Business Plan for the Day Care Centre to assess the best business model. We have had trouble in attracting staff in recent years and have looked to recruit overseas candidates.

**COUNCIL RESOLUTION**

Moved Cr Bawden

Seconded Cr Young

***That this item lie on the table until a future meeting.***

**CARRIED 6/0**

***Resolution No. 0123/005***

## CONFIRMED MINUTES

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### 8.3 MARKETING - LILYVALE SUBDIVISION

**Executive Summary:**

Proposals have been sought from real estate companies for the marketing and sale of the lots in Lilyvale Estate. Three proposals have been received

**COUNCIL RESOLUTION**

Moved Cr Thomas

Seconded Cr Gallagher

***That Council engage Colliers to undertake the marketing and sale of the land as outlined in their proposal.***

**CARRIED 6/0**

***Resolution No. 0123/006***

**ATTENDANCE:**

The Chief Executive Officer left the meeting room at 10:15am.

The Chief Executive Officer re-entered the meeting room at 10:17am.

The Manager Human Resources entered the meeting room at 10:17am.

### 8.4 HUMAN RESOURCES REPORT

**Executive Summary:**

This report provides information on the progress of SAFEPLAN, Council's safety management system, and an update on general human resource matters.

**COUNCIL RESOLUTION**

Moved Cr Scott

Seconded Cr Young

***That Council authorise the application for allocation of Staff Housing at Karumba to a Barramundi Discovery Centre staff member and authorize the amendment to the Recognition of Service Policy to include 35, 40, 45 and 50 years' service and the provision of a trophy and monetary value for each as outlined in the Officers Report; and***

***That Council received and notes the remainder of the Human Resources Report for information.***

**CARRIED 6/0**

***Resolution No. 0123/007***

**ATTENDANCE:**

The Manager – Les Wilson Barramundi Discovery Centre participated in the meeting by teleconference at 10:26am.

The Manager Human Resources left the meeting room at 10:30am.



## CONFIRMED MINUTES

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### 8.5 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.

#### Digital Marketing

Merv Hughes Fishing have proposed to visit Karumba in May 2022 to film an episode at a cost of \$10,000. They would like to feature the LWBDC; Merv swimming in the exhibition tank for a 'Swim with the Barra' experience.

Discussions were held and Council suggested approaching local tourist operators and the Croydon Shire Council to see if they would like to share the cost.

#### Outback by the Sea Festival

Discussions were held on the Outback by the Sea Festival. The following suggestions were made:

- Tanya Kernaghan to be approached as an artist for the OBTS Festival 2023.
- Talk to Recreation Club regarding the use of the Sports Oval for the Festival.
- Start marketing for the Outback by the Sea Festival 2023.
- Council to apply for a permit from Department in own right.

#### COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Gallagher

#### *That Council:*

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

CARRIED 6/0

*Resolution No. 0123/008*

#### ATTENDANCE:

The Manager – Les Wilson Barramundi Discovery Centre left the meeting at 11:01am.

#### ADJOURNMENT:

The meeting adjourned for morning tea at 11:01am.

The meeting resumed at 11:23am.

## 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 Hawkins

Seconded Cr Young

##### *That Council:*

- 1. receive and note the Director of Corporate Services Report; and*
- 2. provide a capital budget of \$63,330 for the purchase of an Archive Container or the renovations of a portion of the store building to store records, whichever is the most economical; and*
- 3. that those matters not covered by a resolution be noted.*

CARRIED 6/0

*Resolution No. 0123/009*

##### ATTENDANCE:

The Manager Economic and Community Development entered the meeting room at 12:04pm.

The Consultant Engineer entered the meeting room at 12:20pm.

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## **CONFIRMED MINUTES**

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### **9.2 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 Thomas

Seconded Cr Scott

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

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

**CARRIED 6/0**

***Resolution No. 0123/010***

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

I, **Councillor Gallagher**, inform this meeting that I have a conflict of interest in relation to Agenda Item 9.3 – Community Donations and Support Report. The nature of my interest is as follows:

- (i) My wife works for Bynoe CACS Ltd

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 **12:36pm**.

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## CONFIRMED MINUTES

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### 9.3 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 Chief Executive Officer's delegation.

#### COUNCIL RESOLUTION

Moved Cr Young

Seconded Cr Hawkins

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

- 1. provide a fee waiver of \$3,240 to Deadly Choices for the hire of Council facilities for the purpose of Elders games over the eight-week period. The remaining charge of \$200 per week, \$1600 over 8 weeks will cover the cost of electricity and Council cleaning fees.***

**CARRIED 5/0**

***Resolution No. 0123/011***

#### ATTENDANCE:

The Manager Economic and Community Development left the meeting room at **12:41pm.**

Cr Gallagher re-entered the meeting room at **12:42pm.**

#### ADJOURNMENT:

The meeting adjourned for lunch at **12:43pm.**

The meeting resumed at **1:34pm.**

#### ATTENDANCE:

Cr Scott disconnected from the Teams connection at **12:43pm.**

Cr Scott joined the meeting via Teams at **1:34pm.**

**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 Scott

Seconded Cr Gallagher

***That Council:***

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

**CARRIED 6/0**

***Resolution No. 0123/012***

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## CONFIRMED MINUTES

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### 10.2 NDRRA/QDRF REPORT

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#### Executive Summary:

**QRA20:** The QRA20 project is 100% complete. Submission 1 acquittal documentation has been lodged for approval. Submissions 2, 3 and 4 were completed prior to the deadline and final invoices are being reviewed and acquittal documents are being prepared.

**QRA21:** The QRA21 project is approximately 52% complete. Six (6) crews were working on the project, but all have now been disestablished for the wet season. The deadline for the QRA21 works is 30 June 2023.

**QRA22** Three (3) REPA Submissions have been approved and Council has received the 30% pre-payments from QRA. Two REPA Submissions are currently awaiting approval. The 2022 Emergency Works submission was paid in full in mid-December

**QRA23** Carpentaria Shire Council has requested activation for REPA, Emergency Works and CDO relief measures for flooding related to ex Tropical Cyclone Ellie / Monsoon Trough. Initial reports indicate significant damage to Council's transport infrastructure.

#### OTHER:

The Mitchell River Crossing Investigation project is progressing with preliminary geotechnical investigations being performed to guide options analysis and structural design.

The Disaster Coordination Centre has approved and paid up to the capped funding amount.

The Short listed QRA Betterment project on Dunbar – Kowanyama Road has been lodged on the QRA Mars System and is awaiting approval.

Detailed Submissions have been lodged to QRA for the Burke and Wills Monument Access Road Pavement and Sealing and Normanton Racetrack Lighting Upgrade.

#### COUNCIL RESOLUTION

Moved Cr Hawkins

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 6/0**

***Resolution No. 0123/013***

#### **ATTENDANCE:**

**The Consultant Engineer left the meeting room at 2:26pm.**

## CONFIRMED MINUTES

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### 10.3 WATER AND WASTE REPORT

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**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 December 2022.

**COUNCIL RESOLUTION**

Moved Cr Scott

Seconded Cr Hawkins

***That Council:***

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

CARRIED 6/0

***Resolution No. 0123/014***

### 10.4 BUILDING OUR REGIONS 6 GLENORE WEIR WATER PIPE REPLACEMENT PLANNING PROJECT

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**Executive Summary:**

Carpentaria Shire Council has received \$295,000 of funding from the Department of State Development, Infrastructure, Local Government and Planning (DSDILGP) to undertake a full planning project for any future requirement to upgrade the raw supply pipeline. In order to receive the funding, Council is required to resolve to support the project.

**COUNCIL RESOLUTION**

Moved Cr Hawkins

Seconded Cr Thomas

***That Council:***

- 1. accepts the proposal for the \$295,000 of grant funding as provided by DSDILGP;***
- 2. committing to deliver the project and acknowledges the responsibility for any funding shortfall if costs change.***

CARRIED 6/0

***Resolution No. 0123/015***

**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 December 2022.

**COUNCIL RESOLUTION**

Moved Cr Gallagher

Seconded Cr Scott

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

**CARRIED 6/0**

***Resolution No. 0123/016***

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## CONFIRMED MINUTES

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### 11 GENERAL BUSINESS

#### **Carpentaria Shire's Dashboard**

Cr Scott – well done for the information on Carpentaria Shire's Dashboard. The Dashboard has been a good resource in relation to what is happening in the Region and the Flood Camera information clear

#### **Flinders River towards Cloncurry - Discussions**

The Executive Assistant requested consideration of lifting the floodways from the Flinders River towards Cloncurry.

The Director of Engineering informed that discussions with Transport and Main Roads would need to occur and that widening of 89A is to be included in 2024-2025 additional funding.

#### **Concrete Ramp behind Burns Philp Building**

Cr Thomas queried installation of depth markers near concrete ramp.

This has been put on hold as it could become a problems with water levels and the operations of boats and the barge.

#### **Community Meeting - Karumba**

Cr Thomas queried the outcome of the VAST System. Requested clarification be provided for the community in the next Newsletter

#### **ATTENDANCE:**

**The Director Corporate Services left the meeting room at 3:07pm.**

**The Director Corporate Services re-entered the meeting room at 3:08pm.**

#### **Police meeting – Youth Offenders**

Cr Thomas queried the meeting with QPS in relation to youth offenders not being sent to juvenile detention.

The Mayor mentioned a paper released by Matt Canavan recently.

#### **Pensioner Rates Concession Policy**

Cr Gallagher queried the Pensioner Rates Concession Policy and requested a review of the policy to allow Council's pensioner subsidy without the requirement to also hold the State/Commonwealth pension card.

## CONFIRMED MINUTES

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### Ramp at Dump

Cr Gallagher requested a ramp at the Normanton Dump near bins.

**Action:** The Director of Engineering to discuss with Wanless to implement a solution that allows locals to be able to unload into the skip bins.

### Thompson and Matilda Streets Intersection – Sunken Water Main

Cr Gallagher informed that where the water main was laid at the intersection of Thompson and Matilda Streets it is sunken in. Also at the corner of Brodie and Thompson Streets will need to be looked at.

**Action:** The Director of Engineering to investigate and rectify.

### Government Review of Livestock Brands

Cr Gallagher informed of the government review of livestock brands and that it is no longer a requirement to brand stock.

### Regional Development Australia Meeting – Mini Water Treatment Plant

Cr Gallagher informed the meeting that the CSIRO has lodged an application for a grant for a mini water treatment plant trial with Normanton as the proposed location for the trial.

### Contact in Bureau of Meteorology (BOM) – Reading of River Gauges

Cr Gallagher queried if there were a contact in BOM for the reading of river gauges manually for places such as Woodstock, Iffley and Gilford Station.

The Director of Engineering informed that all gauges were on the map. The BOM gauge at Karumba Airport will be put on the Disaster Dashboard.

**Action:** The Chief Executive Officer to follow up with BOM contacts

### Karumba Mail

Cr Young queried mail for Karumba.

The Chief Executive Officer informed that mail for Karumba and Mornington Island were at the Cairns Mail Centre and waiting to be picked up for delivery when roads open. Working on a solution to bring mail to Normanton and distribute from there.

### Karumba Airstrip Lights

Cr Young informed that the RFDS had problems landing at Karumba as the lights weren't on. The Director of Engineering advised that this has since been rectified.

## CONFIRMED MINUTES

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### Shade Sail at Karumba Pool

Cr Young stated the shade sail at the Karumba Pool may need to be repaired. There appears to be an older panel in the shade sail.

### Transfer Station - Untidy

Cr Young informed the Transfer Station needs cleaning up as there is a lot of green waste, metal, car bodies and old electrical goods.

**Action: The Director of Engineering to take up with contractor – Wanless**

### Seating at Information Centre

Cr Young informed the meeting that while here for the unveiling of the sculptures he noticed there was limited seating inside the Centre.

### Fun Fact

Cr Young stated that the rainfall in Georgetown for January exceeded the last 5 years rainfall combined.

### Waste behind Transfer Station

The Director Corporate Services mentioned the amount of waste behind the Transfer Station in Karumba and that a price had been obtained to remove and tidy up. There may be an opportunity to transport this material to Normanton as backfill when trucks are carting rock for the Foreshore.

### Gilbert River Bridge (Croydon Road)

Cr Hawkins queried lobbying efforts to once again seek the raising and two lanes for the bridge on the road between Croydon and Georgetown over the Gilbert River. Is it time for Council to again raise the matter and seek support to construct a new bridge.

### REX Airlines

Cr Hawkins informed REX flights will commence flights to Karumba next week.

### Singapore Ants

Cr Hawkins requested information on Singapore Ants to be uploaded to the website.

**CONFIRMED MINUTES**

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**12 CLOSURE OF MEETING**

*The Chair of the meeting, Cr Lyall Bawden, Mayor, declared the meeting closed at 4:01pm.*

**MINUTES CERTIFICATE**

*These Minutes are Confirmed.*



Councillor LV Bawden  
Mayor

*18 / 01 / 2023*

Date