



CARPENTARIA SHIRE

Outback by the Sea

ORDINARY MEETING

MINUTES

19 JUNE, 2024

UNCONFIRMED MINUTES

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	OPENING OF MEETING	4
2	RECORD OF ATTENDANCE.....	4
6	RECEPTION OF PETITIONS & DEPUTATIONS.....	5
3	CONDOLENCES	5
4	CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS	5
5	BUSINESS ARISING FROM PREVIOUS MEETINGS.....	6
7	MAYORAL MINUTES.....	6
8	CONFIDENTIAL BUSINESS – ADJOURNMENT INTO CLOSED SESSION	7
8.1	Native Title Determination Application QUD673/2014 – Cape York United #1	7
8.2	Internal Audit Report	7
8.3	Section 87 Agreement – Late Report.....	7
8.1	Native Title Determination Application QUD673/2014 – Cape York United #1	8
8.2	Internal Audit Report	9
8.3	Section 87 Agreement – Late Report.....	9
9	REPORTS FROM THE CHIEF EXECUTIVE OFFICER	11
9.1	CEO Matters of Interest Only Report	11
9.2	Councillor Portfolio Policy	12
9.3	Grant Management Proposal	12
9.4	Special Holiday 2025	13
10	REPORTS FROM DIRECTOR OF CORPORATE SERVICES	14
10.1	DCS Report.....	14
10.2	Human Resources Report.....	14
10.3	Monthly Financial Report - May 2024	15
10.4	2023/2024 Operational Plan 3rd Quarter Review (March 2024).....	15
10.5	Fees and Charges - 2024/2025	16
10.6	Works for Queensland (W4Q) 2024-27 Proposed Projects	17
10.7	Asset Management Plans	18

UNCONFIRMED MINUTES

10.8	Non-Current Asset Policy	18
11	REPORTS FROM DIRECTOR COMMUNITY DEVELOPMENT, TOURISM & REGIONAL	19
11.1	Monthly report Department Community Development, Tourism and Regional Prosperity	19
11.2	Community Donations and Support	19
11.3	Monthly Report From Astute - Normanton Child Care Centre	20
11.4	Les Wilson Barramundi Discovery Centre Monthly Report	20
11.5	Karumba Pool Winter Opening	21
11.6	Draft Community Donations, Sponsorship and Support Policy - Proposed Amendments.....	22
11.7	Name the Reef Competition – Late Report	22
12	REPORTS FROM DIRECTOR OF ENGINEERING - ROADS & SERVICES	23
12.1	DOE Report.....	23
12.2	NDRRA/QDRF Report	24
12.3	Water and Waste Monthly Report	25
12.4	Workshop Report	25
12.5	Building and Planning Report.....	26
12.6	RFT24-0010 Construction of Mitchell River Bridge	26
12.7	Development Application - Operational Works Stage 2 Shoreline Protection Works Karumba - Revetment Wall - I/2334	27
12.8	Development Application - Material Change of Use for Telecommunications Facility - 40 Palmer Street, Karumba - I/2415	30
12.9	Development Application - Material Change of Use for Industry - 23 Matilda Street, Normanton - I/2335	31
12.10	ROPS Wet Hired Plant 2024 - Late Tender	32
13	GENERAL BUSINESS	33
14	CLOSURE OF MEETING	35

UNCONFIRMED MINUTES

1 OPENING OF MEETING

The Mayor welcomed members and declared the meeting open at **9:03am**.

2 RECORD OF ATTENDANCE

Councillors

Cr LV Bawden	Mayor
Cr BJ Hawkins	Deputy Mayor
Cr GW Smerdon	
Cr CP Schafer	
Cr LJ Henry	
Cr JE O'Brien	

Staff

Mr Mark Crawley	Chief Executive Officer
Ms Angeline Pascoe	Executive Assistant
Ms Julianne Meier	Director Corporate Services
Ms Anne Andrews	Director Community Development, Tourism & Regional Prosperity
Mr Michael Wanrooy	Director of Engineering

The following officers attended the meeting as indicated in the minutes

Mr Peter Ryan	Manager Human Resources
Mr Chris O'Keefe	Manager – Les Wilson Barramundi Discovery Centre
Mr John Martin	Consultant Engineer - ERSCON

APOLOGY

COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Henry

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

CARRIED 6/0

Resolution No. 0624/001

CHANGE IN STANDING ORDERS

COUNCIL RESOLUTION

Moved Cr O'Brien

Seconded Cr Hawkins

That Council change the Standing Orders to commence dealing with the presentation of the Gulf Water Plan Review.

CARRIED 6/0

Resolution No. 0624/002

UNCONFIRMED MINUTES

6 RECEPTION OF PETITIONS & DEPUTATIONS

PRESENTATION: 9:15am – 10:03am

Ms Bronwyn Dwyer, Roger Timm and Myra from the Department of Regional Development, Manufacturing and Water attended the meeting and provided information on the Gulf Water Plan Review.

ATTENDANCE:

Councillor Schafer left the meeting room at **9:52am**.
Councillor Schafer re-entered the meeting room at **9:56am**.

RESUMPTION OF STANDING ORDERS

COUNCIL RESOLUTION

Moved Cr O'Brien

Seconded Cr Hawkins

That standing orders be resumed.

CARRIED 6/0

Resolution No. 0624/003

ADJOURNMENT:

The meeting adjourned for morning tea at **10:04am**.
The meeting resumed at **10:21am**.

3 CONDOLENCES

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

- ❖ Mr Rex Henry
- ❖ Ms Felicia George
- ❖ Mr Kevin Douglas

The Late Mr Henry was a Councillor from 1969 to 29 February 1981.

4 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

Confirmation of Minutes from the Ordinary Council Meeting held 15 May 2024, as previously circulated to councillors.

COUNCIL RESOLUTION

Moved Cr Smerdon

Seconded Cr Henry

That the Minutes of the Ordinary Council Meeting held 15 May 2024 be confirmed.

CARRIED 6/0

Resolution No. 0624/004

UNCONFIRMED MINUTES

5 BUSINESS ARISING FROM PREVIOUS MEETINGS

Page 16: Monthly Report Community Development Tourism and Regional Prosperity

Councillor Schafer queried why the Monthly Report Community Development Tourism and Regional Prosperity did not include the budget for events.

NOTATION:

Budget for events to be included in Report.

Page 26: General Business – Acquittal Form

Councillor Schafer queried the request for information on the Acquittal form and asked to have it amended.

Action: The Director Community Development Tourism and Regional Prosperity to amend the Acquittal Form.

Page 26: General Business – Childcare Hours

Councillor Smerdon queried the change of times for the Normanton Childcare hours.

The Director Community Development Tourism and Regional Prosperity informed that the hours for the Normanton Childcare have been changed from 7:45am to 5:15pm.

7 MAYORAL MINUTES

NWQROC Deputation – Canberra (5 – 6 June 2024)

Councillor Bawden informed the meeting of his attendance at the NWQROC Deputation in Canberra recently. The outcome was not what the NWQROC had hoped for and the following issues was discussed:

- Financial Assistance Grants (FAGS)
- Roads of Strategic Importance (ROSI) Funding now has a new name (to be matched 50% by the State)
- The Local Roads and Community Infrastructure Program (LRCIP) - gone for future funding. However, Phase 4 is secure.
- Roads to Recovery (R2R) is to increase funding
- NWQROC to go to Brisbane prior to the State Election.

Mayor recommended if we had an issue that needed to be raised with Federal Government it would be advisable to attend as an individual Council rather than as part of a larger delegation.

UNCONFIRMED 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 O'Brien

Seconded Cr Smerdon

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 **Native Title Determination Application QUD673/2014 – Cape York United #1**
This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(e) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government.
- 8.2 **Internal Audit Report**
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 **Section 87 Agreement – Late Report**
This item is classified CONFIDENTIAL under the provisions of clause 254J(3)(e) of the Local Government Regulation 2012, which permits the meeting to be closed to the public for business relating to legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government.

CARRIED 6/0

Resolution No. 0624/005

CLOSURE OF MEETING:

The meeting was closed to the public at 10:50am.

UNCONFIRMED MINUTES

COUNCIL RESOLUTION

Moved Cr Smerdon

Seconded Cr O'Brien

That Council open the meeting to the public.

CARRIED 6/0

Resolution No. 0624/006

REOPENING OF MEETING:

The meeting was reopened to the public at **11:16am**.

8.1 NATIVE TITLE DETERMINATION APPLICATION QUD673/2014 – CAPE YORK UNITED #1

Executive Summary:

On 14 February Council considered the proposed resolution of the Cape York United Claim over Council's Local Government Area.

Some amendments to the claim occurred that included amendments to two s87A agreements that meant Council's local government area overlapped those areas.

The fully executed agreements were attached.

This report provides Council with a copy of the amended agreements to ratify the decision to agree to the amendments.

COUNCIL RESOLUTION

Moved Cr O'Brien

Seconded Cr Henry

That Council notes the amendments to the Cape York United Claim that occurred prior to execution and ratifies the decision to agree to the changes and enter into in the following agreements:

- (a) Olkola;***
- (b) Olkola and Kunjen Olkol;***
- (c) Kowanyama and Kunjen Olkol and Olkola;***
- (d) Kowanyama People #2;***
- (e) Kowanyama and Kunjen Olkol;***
- (f) Kowanyama #3; and***
- (g) Olkola Kunjen Olkol.***

CARRIED 6/0

Resolution No. 0624/007

UNCONFIRMED MINUTES

8.2 INTERNAL AUDIT REPORT

Executive Summary:

Pursuant to section 207 of the Local Government Regulation 2012 one internal audit has been conducted in accordance with the Internal Audit Plan. This report provides an update on the progress of these internal audits for the 2023/2024 financial year.

COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Schafer

That Council note the internal audit report for Purchasing Requisitioning and Goods Receipting.

CARRIED 6/0

Resolution No. 0624/008

NOTATION:

The Chief Executive Officer to seek legal advice on employment matter.

8.3 SECTION 87 AGREEMENT – LATE REPORT

Executive Summary:

Council is a party to the Mitakoodi & Mayi People's #5 native title claim ("Mitakoodi & Mayi Claim"). The Mitakoodi & Mayi Claim was lodged in the Federal Court on 8 July 2015.

The claim area within the Carpentaria Shire Council local government area includes Lot 3 on SP 287775 which is part of the Donors Hill Term Lease held by Stanbroke Pty Ltd.

The Application has been delayed by various issues including funding, intra-indigenous disputes and connection issues for many years.

These issues have now been resolved and the case management timetable has the matter progressing to a determination of native title in August 2024.

All respondents are required to sign the s87 agreement in July 2024.

COUNCIL RESOLUTION

Moved Cr Henry

Seconded Cr Smerdon

That Council resolves as follows:-

- 1. Council agrees to enter the section 87A Agreement and resolves to authorise Moray & Agnew Lawyers to sign the section 87A Agreement on its behalf.***
- 2. Council authorises the Mayor and Chief Executive Officer to agree to any minor amendments to the section 87A agreement if required prior to the making of the Determination by the Federal Court.***

CARRIED 6/0

Resolution No. 0624/009

UNCONFIRMED MINUTES

ATTENDANCE:

Councillor Henry left the meeting room at **11:17am**.

Councillor Henry re-entered the meeting room at **11:19am**.

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UNCONFIRMED MINUTES

9 REPORTS FROM THE CHIEF EXECUTIVE OFFICER

9.1 CEO MATTERS OF INTEREST ONLY 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.

LGAQ Elected Members Update (EMU)

The LGAQ's is proposing to hold the Elected Member Update(EMU) on 7 August 2024. If Councillors agree on this date, this can be confirmed with the LGAQ.

Recommendation: The Chief Executive Officer to confirm the date with the LGAQ and to send a calendar invite to the Councillors.

Electoral Commission Queensland

The Chief Executive Officer advised that the 2024 local government election expenditure from ECQ was \$33,144

Recommendation: For Information.

Normanton Gun Club

A letter was received from the Normanton Gun Club thanking Council for the provisions of generators for the Anniversary shoot and they had record numbers attending.

Recommendation: For Information.

Land Management Plan (Rodeo Paddock) – Expression of Interests

The Department have provided advice in relation to the Land Management Plan and we were now in a position to formally go to EOI, following preparation of documents by lawyers.

Recommendation: For Information.

Local Government Grants and Subsidies Program (LGGSP)

Department has released guidelines for the LGSSP and applications close 9 August 2024

Recommendation: For Information.

Public Management Magazine

The PM Magazine - United States featuring the story on Carpentaria Shire's mental health journey was received by the Chief Executive Officer and a copy was provided to Council for the archives.

Recommendation: For Information.

COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr O'Brien

That Council receive and note the Chief Executive Officer's matter of interest only report.

UNCONFIRMED MINUTES

CARRIED 6/0

Resolution No. 0624/010

9.2 COUNCILLOR PORTFOLIO POLICY

Executive Summary:

The Councillor Portfolio Policy has been reviewed and is presented to Council for adoption.

COUNCIL RESOLUTION

Moved Cr Schafer

Seconded Cr Smerdon

That Council adopt the Councillor Portfolio Policy as presented in the Officer's Report.

CARRIED 6/0

Resolution No. 0624/011

NOTATION:

All Councillors are to be invited to Portfolio meetings.

ATTENDANCE:

The Director of Engineering left the meeting room at 11:36am.

The Director of Engineering re-entered the meeting room at 11:38am.

9.3 GRANT MANAGEMENT PROPOSAL

Executive Summary:

The grant management services provided by Peak Services are due to come to an end on 30 June 2024 and Council has been provided with a proposal to extend the service for a further 12 months.

COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr Henry

That Council extend the Grant Management Services provided by Peak Services for a further 12-month period from 1 July 2024 to 30 June 2025 and remain at the recommended Mid-Level Support of 6 hours per week.

CARRIED 6/0

Resolution No. 0624/012

UNCONFIRMED MINUTES

9.4 SPECIAL HOLIDAY 2025

Executive Summary:

Correspondence has been received from the Office of Industrial Relations, Department of Education in relation to the Public Holiday for the 2025 year.

COUNCIL RESOLUTION

Moved Cr Schafer

Seconded Cr O'Brien

That Council request the Special Holiday for the Normanton Show for the whole of the Carpentaria Shire Council area to be held on the second Friday of June 2025.

CARRIED 6/0

Resolution No. 0624/013

NOTATION:

Investigate the four (4) day off swing to coincide with the Show Holiday for future years.

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UNCONFIRMED MINUTES

10 REPORTS FROM DIRECTOR OF CORPORATE 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 Schafer

Seconded Cr Smerdon

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. 0624/014

ATTENDANCE:

The Director Corporate Services left the meeting room at 11:54am.

The Director Corporate Services re-entered the meeting room at 11:55am.

The Manager Human Resources entered the meeting room at 11:55am.

10.2 HUMAN RESOURCES REPORT

Executive Summary:

This report provides information on the general Human Resource matters and Work Health and Safety matters relevant to the team's daily business.

COUNCIL RESOLUTION

Moved Cr Schafer

Seconded Cr Smerdon

That Council accepts the report for information.

CARRIED 6/0

Resolution No. 0624/015

ATTENDANCE:

The Manager Human Resources left the meeting room at 12:08pm.

Councillor Schafer left the meeting room at 12:10pm.

Councillor Schafer re-entered the meeting room at 12:12pm.

Councillor Smerdon left the meeting room at 12:18pm.

Councillor Smerdon re-entered the meeting room at 12:19pm.

UNCONFIRMED MINUTES

10.3 MONTHLY FINANCIAL REPORT - MAY 2024

Executive Summary:

Presentation of the financial report for 31 May 2024 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 Henry

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 May 2024.

CARRIED 6/0

Resolution No. 0624/016

10.4 2023/2024 OPERATIONAL PLAN 3RD QUARTER REVIEW (MARCH 2024)

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 Bawden

Seconded Cr Schafer

That Council notes the third quarter review of the 2023 – 2024 Operational Plan to the 31st March 2024.

CARRIED 6/0

Resolution No. 0624/017

This space left blank intentionally

UNCONFIRMED MINUTES

10.5 FEES AND CHARGES - 2024/2025

Executive Summary:

As part of Council's annual budget setting process, the fees and charges for the next financial year need to be developed and set by Council. This report recommends that Council set the fees and charges effective from the next financial year (from 1 July 2023) in accordance with the attached fees and charges schedule.

COUNCIL RESOLUTION

Moved Cr Schafer

Seconded Cr Hawkins

That Council:

1. ***Adopts the Fees and Charges for the 2024/2025 financial year, effective from 1 July 2024, by:***
 - a. ***Fixing the cost-recovery fees as indicated in the 2024/2025 Fees and Charges Schedule in accordance with section 97(1) of the Local Government Act 2009; and***
 - b. ***Fixing all other fees and charges contained in the 2024/2025 Fees and Charges Schedule.***

CARRIED 6/0

Resolution No. 0624/018

ADJOURNMENT:

The meeting adjourned for lunch at **12:42pm**.

The meeting resumed at **1:50pm**.

The Director Corporate Services was not in attendance upon resumption of the meeting.

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UNCONFIRMED MINUTES

10.6 WORKS FOR QUEENSLAND (W4Q) 2024-27 PROPOSED PROJECTS

Executive Summary:

The Honourable Meaghan Scanlon MP, Minister for Housing, Local Government and Planning and Minister for Public Works has announced an amount of \$2,500,000 under the 2024-27 W4Q program has been made available to the Carpentaria Shire Council (the Council). This report presents the recommended projects for submission.

COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Smerdon

That Council endorse the Works 4 Queensland projects as presented below:

<i>Water - Normanton - Manifold and Clarifier 1 Renewal</i>	<i>200,000</i>
<i>Water - Valve Replacement Program, Normanton</i>	<i>225,000</i>
<i>Sewer - Valve Replacement Program, Normanton</i>	<i>50,000</i>
<i>Sewer - Sewer Treatment Plant, Karumba- Membrane Replacement & Skid Renewal</i>	<i>1,200,000</i>
<i>Other - Town Beautification - School Dam Precinct Development - Stage 2</i>	<i>200,000</i>
<i>Shire Hall, Normanton - Electrical Works</i>	<i>75,000</i>
<i>Staff Housing - Ntn WTP Office conversion to accommodation</i>	<i>135,000</i>
<i>Karumba Childcare Centre - Maintenance Works</i>	<i>35,000</i>
<i>Normanton Shire Hall - Conference Room</i>	<i>15,000</i>
<i>Solar Lights from town to Rodeo Grounds</i>	<i>75,000</i>
<i>Solar Lights from Ash's to Caravan Park, Palmer St, Karumba Point</i>	<i>35,000</i>
<i>Staff Housing - Upgrades</i>	<i>200,000</i>
<i>Karumba Sports Centre - Big Ass Fans and Seating</i>	<i>30,000</i>
<i>Normanton Showgrounds - Amenities Refurbishment</i>	<i>25,000</i>
	<i>\$2,500,000</i>

CARRIED 6/0

Resolution No. 0624/019

ATTENDANCE:

The Director Corporate Services re-entered the meeting room at 1:54pm.

UNCONFIRMED MINUTES

10.7 ASSET MANAGEMENT PLANS

Executive Summary:

Section 104(5) of the Local Government Act sets out the requirement to have a long-term asset management plan and asset registers. These plans are presented for Council to adopt.

COUNCIL RESOLUTION

Moved Cr Schafer

Seconded Cr Hawkins

That Council adopt the Asset Management Plans for:

- 1. Transport Assets***
- 2. Water and Sewerage Assets***
- 3. Waste Assets***
- 4. Buildings and Other Structure Assets***
- 5. Fleet Assets***

CARRIED 6/0

Resolution No. 0624/020

10.8 NON-CURRENT ASSET POLICY

Executive Summary:

The Non-Current Asset Policy has been reviewed and is presented to Council for adoption.

COUNCIL RESOLUTION

Moved Cr Smerdon

Seconded Cr O'Brien

That Council adopts the Non-Current Asset Policy as presented.

CARRIED 6/0

Resolution No. 0624/021

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UNCONFIRMED MINUTES

11 REPORTS FROM DIRECTOR COMMUNITY DEVELOPMENT, TOURISM & REGIONAL

11.1 MONTHLY REPORT DEPARTMENT COMMUNITY DEVELOPMENT, TOURISM AND REGIONAL PROSPERITY

Executive Summary:

This report updates Council on various activities and programs that are facilitated within the Community Development, Tourism and Regional Prosperity portfolio of Council.

COUNCIL RESOLUTION

Moved Cr O'Brien

Seconded Cr Schafer

That Council notes the information provided in the Department Community Development, Tourism and Regional Prosperity Report.

CARRIED 6/0

Resolution No. 0624/022

NOTATION:

Budget for events to be included in future reports.

ATTENDANCE:

The Manager – Les Wilson Barramundi Discovery Centre entered the meeting room at 2:15pm.

11.2 COMMUNITY DONATIONS AND SUPPORT

Executive Summary:

During the period since the May 2024 meeting of Council, the requests listed in this report have been received for consideration in the Carpentaria Shire Council Community Donations and Support program.

COUNCIL RESOLUTION

Moved Cr Schafer

Seconded Cr Henry

That Council notes the fee waiver approved under the delegation of the Acting Chief Executive Officer since May 2024 meeting of Council.

CARRIED 6/0

Resolution No. 0624/023

UNCONFIRMED MINUTES

11.3 MONTHLY REPORT FROM ASTUTE - NORMANTON CHILD CARE CENTRE

Executive Summary:

In March 2023, Carpentaria Shire Council engaged Astute Early Years Specialist Pty Ltd ATF The Comerford Family Trust (Astute) to create a business plan for the Normanton Child Care Centre and in September 2023, resolved that pursuant to s235 (b) of the Local Government Regulation 2012, enter into an agreement with Astute to support Council with the implementation of the business plan over a period of five years to be reviewed annually. Astute and Council meets weekly to ensure the successful transition of the centre.

COUNCIL RESOLUTION

Moved Cr O'Brien

Seconded Cr Schafer

That Council notes the attached information and report.

CARRIED 6/0

Resolution No. 0624/024

ATTENDANCE:

The Chief Executive Officer left the meeting room at 2:30pm.

Councillor O'Brien left the meeting room at **2:33pm.**

Councillor O'Brien re-entered the meeting room at **2:35pm.**

The Chief Executive Officer re-entered the meeting room at 2:36pm.

Councillor Schafer left the meeting room at **2:37pm.**

Councillor Schafer re-entered the meeting room at **2:39pm.**

The Consultant Engineer entered the meeting room at 2:41pm.

11.4 LES WILSON BARRAMUNDI DISCOVERY CENTRE MONTHLY REPORT

Executive Summary:

The Les Wilson Barramundi Discovery Centre is Carpentaria Shire's primary tourism asset and is a business unit of Council. The LWBDC is a state-of-the-art Interpretive Centre that provides the history, stories, lifecycle and habits barramundi. The Centre includes interpretive displays, theatre, saltwater lagoon, café, art gallery and provides visitors with guided tours throughout the Centre and Hatchery. It is the only Hatchery in the world to breed the Southern Gulf strain of the barramundi. Diversity is the key to operations, managing multi-focal assets to satisfy demands of tourism/culture/retail/café, animal husbandry/ecology, legislative compliance, deliver community /events, meet the issues of seasonal demand and resultant employee management diversification/implications.

COUNCIL RESOLUTION

Moved Cr O'Brien

Seconded Cr Smerdon

That Council accepts the report as written.

CARRIED 6/0

Resolution No. 0624/025

UNCONFIRMED MINUTES

ATTENDANCE:

The Manager – Les Wilson Barramundi Discovery Centre left the meeting room at 2:41pm.

Councillor Smerdon left the meeting room at **2:41pm.**

Councillor Smerdon re-entered the meeting room at **2:44pm.**

The Director Corporate Services left the meeting room at 2:47pm

11.5 KARUMBA POOL WINTER OPENING

Executive Summary:

At the May 2024 meeting of Council, the Chief Executive Officer informed Council that there had been a request to open the Karumba Pool during the winter months. Council has also received a written request from Lynne Russell requesting that her letter to open the pool during Winter be tabled at the Council meeting.

COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr Hawkins

That Council:

- *receives the letter from Lynne Russel*
- *notes the information in the report*
- *does not open the Karumba Pool during winter months as the request is cost inhibitive.*

CARRIED 6/0

Resolution No. 0624/026

ATTENDANCE:

The Director Corporate Services re-entered the meeting room at 2:56pm.

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UNCONFIRMED MINUTES

11.6 DRAFT COMMUNITY DONATIONS, SPONSORSHIP AND SUPPORT POLICY - PROPOSED AMENDMENTS

Executive Summary:

At the May 2024 Meeting of Council, Councillors requested a workshop to discuss the function and criteria of the Community Grants, Donations and Support Policy. A workshop was held on Monday June 3, 2024 and amendments recommended. This report addresses proposed changes to the policy.

COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Smerdon

1. *That Council considers the draft policy.*
2. *That the policy be placed public exhibition for 28 days.*
3. *That Council notifies stakeholders of the draft changes to the policy.*
4. *That a report outlining the community consultation and draft report be presented to the July meeting of Council.*

CARRIED 6/0

Resolution No. 0624/027

NOTATION:

The Acquittal form to be modified and sent out as part of the public consultation.

11.7 NAME THE REEF COMPETITION – LATE REPORT

Executive Summary:

At the March 2024 meeting of Council, the Chief Executive Officer confirmed that the Community Development team would undertake Community consultation on the naming of Karumba's new artificial reef.

COUNCIL RESOLUTION

Moved Cr Henry

Seconded Cr Schafer

That Council:

1. *Considers the entries for the "Name the Reef" competition.*
2. *Selects the names – Sunset and Savannah for the two artificial reef locations.*

CARRIED 6/0

Resolution No. 0624/028

ATTENDANCE:

Councillor Schafer left the meeting room at **3:42pm**.

COUNCILLOR SCHAFFER RE-ENTERED THE MEETING ROOM AT **3:44PM**.

COUNCILLOR HENRY LEFT THE MEETING ROOM AT **3:45PM**.

COUNCILLOR HENRY RE-ENTERED THE MEETING ROOM AT **3:47PM**.

UNCONFIRMED MINUTES

12 REPORTS FROM DIRECTOR OF ENGINEERING - ROADS & SERVICES

12.1 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 Henry

Seconded Cr Hawkins

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. 0624/029

NOTATION:

The Director of Engineering to arrange signage to be erected to acknowledge the funding partners for projects W4Q, LRCIP, Federal Funding – Grant for the Groyne and Revetment Wall.

ATTENDANCE:

The Director Community Development, Tourism & Regional Prosperity left the meeting room at 4:01pm.

The Director Community Development, Tourism & Regional Prosperity re-entered the meeting room at 4:03pm.

The Director Corporate Services left the meeting room at 4:12pm.

The Director Corporate Services re-entered the meeting room at 4:15pm.

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UNCONFIRMED MINUTES

12.2 NDRRA/QDRF REPORT

Executive Summary:

QRA21: Acquittal documentation for all five (5) submissions have been lodged with assurance audits currently in progress. A final outcome report for Submission 2 (Western Roads) has been received, final approval and payment is expected shortly.

QRA22: The QRA22 project is approximately 91.7% complete. QRA22 scope is currently being prioritised to ensure submission deadlines are met. It is expected that all remaining scope will be completed by the 30 June 2024 deadline. Two (2) submissions have been lodged for acquittal to enable all scope to be rolled over into future submissions.

QRA23: All six (6) QRA23 REPA submissions have been approved with a total RV of approx. \$89.0million (construction budget of \$66.5million). Setout for roads within the QRA23 project is currently underway. Construction of QRA23 scope has commenced however QRA22 scope is being prioritised to ensure submission deadlines are met. Five (5) camps have established with a sixth crew expected to mobilise to Cockburn Camp shortly. The QRA23 submissions have completion deadlines of 30 June 2025. Programming has identified that an additional 7th crew will be required to minimise the risk of incomplete work.

QRA24: Carpentaria Shire Council was activated for REPA, Emergency Works and CDO relief measures on 29 December 2023 in response to the Tropical Cyclone Jasper event. Damage pickup has been completed for the majority of the Shire with remaining roads North of the Mitchell River to be completed once accessible. Submission 2 (Eastern Roads) has been lodged on QRA MARS system and will be subject to an infield assessment by QRA. Two (2) submissions are currently being prepared and will be lodged once all damage pickup and assessments have been completed. Emergency Works will continue in the upcoming months to restore access where required.

RRUPP: Two (2) Remote Roads Upgrade Pilot Program (RRUPP) projects have been approved for construction. Construction of remaining Iffley Road works has commenced and Dixie Road widening will commence once access north of the Mitchell River is practicable.

MITCHELL RIVER BRIDGE: Design (by others) of the 2 lane, 20m TMR deck unit has been completed for the proposed bridge (approx. 460m). 2024 Submission 1 (Mitchell River Crossing Rollover) has been lodged on MARS QRA system based on tenders received by Council. Rectification significantly exceeds the \$25million trigger that necessitates a formal DRFA (federal) review prior to funding approval from QRA.

OTHER: An EOT has been submitted to QRA for Dunbar – Kowanyama (pavement and sealing) betterment project from 30 June 2024 to 31 December 2024, to allow remaining seal works to be completed once accessible this year. A pavement and sealing project (RV Approx. 8.6million) on Normanton to Burketown Road has been approved under betterment funding (approx. 12km) and the upgrade of Boredrain Creek causeway (RV Approx. 982k) has been approved under REPA funding.

COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Henry

That Council:

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

UNCONFIRMED MINUTES

CARRIED 6/0

Resolution No. 0624/030

ATTENDANCE:

The Consultant Engineer left the meeting room at 4:20pm.

The Chief Executive Officer left the meeting room at 4:25pm.

The Chief Executive Officer re-entered the meeting room at 4:28pm.

12.3 WATER AND WASTE MONTHLY REPORT

Executive Summary:

This report has been prepared to provide Council with an overview of actions completed and underway within the Water and Waste Department for the month of May 2024.

COUNCIL RESOLUTION

Moved Cr O'Brien

Seconded Cr Schafer

That Council:

- 1. receive and note the Water and Waste Monthly Report for May 2024; and***
- 2. that those matters not covered by resolution be noted.***

CARRIED 6/0

Resolution No. 0624/031

12.4 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 Smerdon

Seconded Cr Henry

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. 0624/032

NOTATION:

Engine re-build proposed for plant item P2403, DOE to identify engine make and advise.

UNCONFIRMED MINUTES

ATTENDANCE:

Councillor O'Brien left the meeting room at **4:32pm**.

Councillor O'Brien re-entered the meeting room at **4:33pm**.

12.5 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 May 2024.

COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Henry

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

CARRIED 6/0

Resolution No. 0624/033

ATTENDANCE:

Councillor Schafer left the meeting room at **4:47pm**.

The Director Corporate Services left the meeting room at 4:47pm.

Councillor Schafer re-entered the meeting room at **4:49pm**.

12.6 RFT24-0010 CONSTRUCTION OF MITCHELL RIVER BRIDGE

Executive Summary:

This report provides information received from RFT24 – 0010 for the Construction of a Bridge over the Mitchell River on the Dunbar to Koolatah Road in Carpentaria Shire.

COUNCIL RESOLUTION

Moved Cr Smerdon

Seconded Cr Henry

That Council award the Tender to the Albem - Highway Constructions Joint Venture for Construction of Alternative Tender No 1 for a Total Tender Price of \$73,684,073.57 (incl. GST) subject to funding approved by the QRA and signing of Project Funding Schedule.

CARRIED 6/0

Resolution No. 0624/034

ATTENDANCE:

The Director Corporate Services re-entered the meeting room at 4:51pm.

UNCONFIRMED MINUTES

12.7 DEVELOPMENT APPLICATION - OPERATIONAL WORKS STAGE 2 SHORELINE PROTECTION WORKS KARUMBA - REVETMENT WALL - I/2334

Executive Summary:

The application seeks a development permit for prescribed tidal works being the Stage 2 Shoreline Protection Works for Karumba, being the revetment wall component. On the tidal area adjoining esplanade and lots fronting Ward & Palmer Streets, being Lots 1 & 2 on SP340495, Lot 54 on K3645, Lot 14 on SP252497, Lot 1 SP168781 and esplanade area adjoining Lot 60 on RP818020.

COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr O'Brien

That Council resolve in accordance with the Planning Act 2016, that the applicant be notified Council approves the application for a Development Permit for operational works being prescribed tidal works for stage 2 shoreline protection works - revetment wall, subject to the conditions detailed below:

1. ***The prescribed tidal works are to be undertaken generally in accordance with the following plans:***
 - (a) ***Title Sheet Drawing List and Locality Plan prepared by Royal HaskoningDHV dated 02.11.2023, Drawing Number PA3014-RHD-00-XX-DR-C001, revision PO4***
 - (b) ***General Notes prepared by Royal HaskoningDHV dated 23.10.2023, Drawing Number PA3014-RHD-00-XX-DR-C002, revision PO4***
 - (c) ***Site Setout Tables prepared by Royal HaskoningDHV dated 23.10.2023, Drawing Number PA3014-RHD-00-XX-DR-C003, revision PO4***
 - (d) ***Site Existing Condition Plan prepared by Royal HaskoningDHV dated 10.07.2023, Drawing Number PA3014-RHD-00-XX-DR-C004, revision PO4***
 - (e) ***Site General Arrangement Plan, prepared by Royal HaskoningDHV dated 02.11.2023, Drawing Number PA3014-RHD-00-XX-DR-C005, revision PO4***
 - (f) ***Revetment Wall and Breakwater Detail Plan and Elevation prepared by Royal HaskoningDHV, dated 02.11.2023, Drawing Number PA3014-RHD-00-XX-DR-C006 revision PO4***
 - (g) ***Revetment Wall and Breakwater Cross Sections Sheet 1, prepared by Royal HaskoningDHV, dated 02.11.2023, Drawing Number PA3014-RHD-00-XX-DR-C007 revision PO4***
 - (h) ***Revetment Wall and Breakwater Cross Sections Sheet 2, prepared by Royal HaskoningDHV, dated 02.11.2023, Drawing Number PA3014-RHD-00-XX-DR-C008 revision PO4***
 - (i) ***Revetment Wall and Breakwater Cross Sections Sheet 3, prepared by Royal HaskoningDHV, dated 02.11.2023, Drawing Number PA3014-RHD-00-XX-DR-C009 revision PO4***
 - (j) ***Revetment Wall and Breakwater Cross Sections Sheet 4, prepared by Royal HaskoningDHV, dated 02.11.2023, Drawing Number PA3014-RHD-00-XX-***

UNCONFIRMED MINUTES

DR-C010, revision PO4

- (k) Revetment Wall Typical Details, Typical Details Sheet 1, prepared by Royal HaskoningDHV, dated 02.11.2023, Drawing Number PA3014-RHD-00-XX-DR-C011, revision PO4***
- (l) Beach Access No.1 General Arrangement Plan & Longitudinal Section, prepared by Royal HaskoningDHV, dated 02.11.2023, Drawing Number PA3014-RHD-00-XXDR- C012 revision PO4***
- (m) Beach Access No.2 General Arrangement Plan & Longitudinal Section, prepared by Royal HaskoningDHV, dated 02.11.2023, Drawing Number PA3014-RHD-00-XXDR- C013 revision PO4***
- (n) Stormwater Details, prepared by Royal HaskoningDHV, dated 03.11.2023, Drawing Number PA3014-RHD-00-XXDR- C029, revision PO4***
- (o) Retaining Wall & Path General Arrangement Plan Sheet 1, prepared by Royal HaskoningDHV, dated 02.11.2023, Drawing Number PA3014-RHD-00-XX-DR-S001, revision PO4***
- (p) Retaining Wall & Path General Arrangement Plan Sheet 2, prepared by Royal HaskoningDHV, dated 02.11.2023, Drawing Number PA3014-RHD-00-XX-DR-S002, revision PO4***
- (q) Retaining Wall & Path Detail Plans Sheet 1, prepared by Royal HaskoningDHV, dated 02.11.2023, Drawing Number PA3014-RHD-00-XX-DR-S003, revision PO4***
- (r) Retaining Wall & Path Detail Plans Sheet 2, prepared by Royal HaskoningDHV, dated 02.11.2023, Drawing Number PA3014-RHD-00-XX-DR-S004, revision PO4***
- (s) Precast Retaining Wall & Instu Slab & Abutment Concrete Outline dated 02.11.2023, Drawing Number PA3014-RHD-00-XX-DR-S005, revision PO4***
- (t) Precast Retaining Wall & Instu Slab & Abutment Reinforcement Details dated 02.11.2023, Drawing Number PA3014-RHD-00-XX-DR-S006, revision PO4***
- (u) Insitu Abutment Reinforcement Details dated 02.11.2023, Drawing Number PA3014-RHD-00-XX-DR-S007, revision PO4***
- (v) Miscellaneous Details dated 02.11.2023, Drawing Number PA3014-RHD-00-XX-DR-S008, revision PO4***
- (w) Beach Access No.1 Stair Plan dated 02.11.2023, Drawing Number PA3014-RHD-00-XX-DR-S009 revision PO4***
- (x) Beach Access No.1 Stair Section & Details Sheet 1, prepared by Royal HaskoningDHV, dated 02.11.2023, Drawing Number PA3014-RHD-00-XX-DR-S010, revision PO4***
- (y) Beach Access No.1 Stair Section & Details Sheet 2, prepared by Royal HaskoningDHV, dated 02.11.2023, Drawing Number PA3014-RHD-00-XX-DR-S011, revision PO4***
- (z) Beach Access No.2 Ramp Plan, prepared by Royal HaskoningDHV, dated 02.11.2023, Drawing Number PA3014-RHD-00-XX-DR-S012, revision PO4***

UNCONFIRMED MINUTES

- (aa) *Beach Access No.2 Ramp Section & Details Sheet 1, prepared by Royal HaskoningDHV, dated 02.11.2023, Drawing Number PA3014-RHD-00-XX-DR-S013, revision PO4*
 - (bb) *Beach Access No.2 Ramp Section & Details Sheet 2, prepared by Royal HaskoningDHV, dated 02.11.2023, Drawing Number PA3014-RHD-00-XX-DR-S014, revision PO4*
 - (cc) *Beach Access No.2 Ramp Section & Details Sheet 3, prepared by Royal HaskoningDHV, dated 02.11.2023, Drawing Number PA3014-RHD-00-XX-DR-S015, revision PO4*
 - (dd) *Beach Access No.2 Ramp Section & Details Sheet 4, prepared by Royal HaskoningDHV, dated 02.11.2023, Drawing Number PA3014-RHD-00-XX-DR-S016, revision PO4*
2. *The works are to be designed and constructed in accordance with the standards and other relevant parameters identified in the supporting material for the application.*
 3. *RPEQ certified “for construction” design drawings and rock specification are to be prepared and provided to Carpentaria Shire Council prior to works commencing.*
 4. *A site based environmental management plan is to be prepared and supplied provided to Carpentaria Shire Council prior to works commencing. This is to include a site rehabilitation plan to ensure any land or vegetation damaged or destabilised by the construction of the works is reinstated.*
 5. *Works are to be undertaken in such a way that public access along the foreshore following construction is to be maintained.*
 6. *Beach nourishment is to be undertaken within 3 years of completing the works, in accordance with the approved drawing PA3014-RHD-00-XX-DR-C005 and the existing beach nourishment approval.*

Advisory notes

1. *In accordance with section 85 of the Planning Act 2016, this approval will lapse two years from the day the approval takes effect.*

CARRIED 6/0

Resolution No. 0624/035

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UNCONFIRMED MINUTES

12.8 DEVELOPMENT APPLICATION - MATERIAL CHANGE OF USE FOR TELECOMMUNICATIONS FACILITY - 40 PALMER STREET, KARUMBA - I/2415

Executive Summary:

The application seeks a development permit for a material change of use and building work for a telecommunication facility, being a Telstra monopole and associated infrastructure. Located at 40 Palmer Street, Karumba (Lot 11 on NM843281).

COUNCIL RESOLUTION

Moved Cr Hawkins

Seconded Cr Smerdon

That Council resolve in accordance with the Planning Act 2016, the applicant be notified that the application for a development permit for material change of use for community infrastructure, being a telecommunication facility at 40 Palmer Street, Karumba (formally described as Lot 11 NM843281), be approved subject to the conditions set out below:

- 1. The development shall be undertaken in accordance with the proposal plans dated 7.06.24:***
 - (i) Site Layout and Access - drawing no. Q117345 S1***
 - (ii) Antenna Layout - drawing no. Q117345 S1-1***
 - (iii) East Elevation - drawing no. Q117345 S3***
 - (iv) Antenna Configuration Table - drawing no. Q117345 S3-1***
- 2. Access to the site for construction or maintenance is to be via an existing cross over or if there is no existing cross over, a new access is to be constructed in accordance with FNQROC Development Manual Standard Drawing S1015 for commercial and industrial crossing, and in a location to the satisfaction of the Chief Executive Officer or delegate.***
- 3. Should any of the Council's assets be altered or damaged during the construction of any associated works or subsequent maintenance of the facility, the cost of the reinstatement of all such assets shall be met by the proponent. This may include, but is not limited to kerb and channel, footpath, road surface, or any recreational facilities, turf or surface of Lot 11 NM843281.***
- 4. All existing trees are to be retained and protected from damage during construction, maintenance or operation of the facility, using tree protection zones consistent with FNQROC Development Manual standards or equivalent.***
- 5. Construction of the facility is limited to the hours of 7am to 5pm.***
- 6. Erosion and sediment control measures consistent with FNQROC Development Manual standards or equivalent are established during construction, and by:***

UNCONFIRMED MINUTES

- (i) keeping ground disturbing activities to a minimum;*
- (ii) filling and compacting any trenches immediately after services have been laid;*
- (iii) checking of erosion and sediment controls regularly and immediately prior to and after any rain event; and*
- (iv) not undertaking works during rainfall.*

- 7. *Dust suppression through ground wetting is to be undertaken during construction.***
- 8. *All ancillary equipment associated with the facility is to be stored in the proposed equipment cabinet.***
- 9. *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

- 1. *In accordance with section 85 of the Planning Act 2016, this approval will lapse six (6) years from the day the approval takes effect.***
- 2. *The applicant is advised that the site is potentially subject to flood and storm tide. Council recommends that the facility is designed to maximise the resilience to such events.***

CARRIED 6/0

Resolution No. 0624/036

12.9 DEVELOPMENT APPLICATION - MATERIAL CHANGE OF USE FOR INDUSTRY - 23 MATILDA STREET, NORMANTON - I/2335

Executive Summary:

The application seeks a development permit for a material change of use for an industry, being metal fabrication. Located at 23 Matilda Street, Normanton (Lot 98 on N14812) within the residential zone.

COUNCIL RESOLUTION

Moved Cr Bawden

Seconded Cr Hawkins

That this item lay on the table and be presented with conditions for consideration for approval at the July Ordinary Meeting.

CARRIED 6/0

Resolution No. 0624/037

UNCONFIRMED MINUTES

DECLARATION OF INTEREST:

I, **Councillor O'Brien**, 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 12.10 – ROPS Wet Hired Plant 2024 – Late Tender. The nature of my interest is as follows:

- (i) My parent own water trucks on Council's ROPS Wet Hired Tender list.

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

ATTENDANCE:

Councillor O'Brien left the meeting room at **5:00pm**.

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 Agenda Item 12.10 – ROPS Wet Hired Plant 2024 – Late Tender. The nature of my interest is as follows:

- (i) I have trucks on Council's ROPS Wet Hired Tender list.

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

ATTENDANCE:

Councillor Hawkins left the meeting room at **5:00pm**.

12.10 ROPS WET HIRED PLANT 2024 - LATE TENDER

Executive Summary:

Council received a late tender for the ROPS Wet Hired Plant 2024 (Contract No: 24-0001). The new owners, Dale and Millicent Miller would like Council to consider their late tender for a water truck. The same water truck was previously accepted by Council in the December 2024 Meeting under a different owner.

COUNCIL RESOLUTION

Moved Cr Smerdon

Seconded Cr Henry

That Council approve the late tender.

CARRIED 4/0

Resolution No. 0624/038

UNCONFIRMED MINUTES

ATTENDANCE:

Councillor O'Brien re-entered the meeting room at **5:01pm**.
Councillor Hawkins re-entered the meeting room at **5:01pm**.

13 GENERAL BUSINESS

NWHHS – New Hospital

Councillor Bawden queried if council had space for construction material for the new hospital to be stored.

Suggested that the builders maybe talk to the carrier.

Signage – Gulf Country Caravan Park

Councillor Bawden informed that a sign for the Gulf Country Caravan Park had been installed on Clarina Street indicating Caravan Park location redirecting traffic from Yappar Street. The sign had since been taken down and discarded in the grass.

NOTATION:

Grant approval for sign to be installed on sign at Clarina Street.

Lights on Groyne

Councillor Bawden queried if lighting would be placed on the Groyne.

Action: The Director of Engineering to investigate and provide design to the Harbour Master in Cairns.

Dunbar Road

Councillor Hawkins asked if consideration be given on opening the Dunbar Road to traffic. The Director of Engineering advised that the Dunbar Road will open within the next week or two.

Dunbar Airstrip

Councillor Hawkins queried the progress of the Dunbar Airstrip. The Director of Engineering informed it's still with TMR for design.

Action: The Director of Engineering to obtain a letter from McDonalds regarding the maintenance of the airstrip.

UNCONFIRMED MINUTES

Normanton VIC hours

Councillor Hawkins queried the hours of the Normanton VIC and if it was closed. The Director Community Development, Tourism & Regional Prosperity informed the Normanton VIC was closed due to staff shortage.

Industrial Land

Councillor Hawkins queried additional Industrial land.

Action: The Chief Executive Officer to follow up with AusNorth to obtain plans.

Lilyvale Estate

Councillor Hawkins asked for Council's consideration of light industrial at the Lilyvale Estate. CEO advised that property owners could lodge town planning applications for consideration.

Buy Local Gift Cards

Councillor O'Brien asked that Council consider the Buy Local Gift Card proposal as other Council's currently have a scheme.

Action: An update to be provided at the next meeting.

Councillors Monthly Update

Councillor O'Brien requested if the Agenda could be amended so that Councillor updates of what was done for the past month.

Action: The Executive Assistant to follow up and the agenda template to be amended.

Tourism Meeting in Karumba

Councillor O'Brien advised of the outcome of the Tourism meeting he recently attended held in Karumba.

The Tourism meeting was successful and Gulf Savannah Development is being re-introduced in the Gulf.

Normanton Rodeo

Councillor O'Brien informed that the Normanton Rodeo was a successful event.

December Meeting - Appendix

Councillor Schafer informed the ROPS Wet Hired Plant Rates are not attached to the Minutes on the website.

Action: Appendix A to be attached to the December 2023 Minutes.

UNCONFIRMED MINUTES

Tender List

Councillor Hawkins asked Council to consider engaging more camps/contractors which should help to grow the town. Encouraging further investing in community and possibly relocating.

Action: The Tender documentation to be reviewed to obtain additional information to assist assessment with future tenders.

14 CLOSURE OF MEETING

The Chair of the meeting, Cr Lyall Bawden, Mayor, declared the meeting closed at 5:31pm.

MINUTES CERTIFICATE

These Minutes are Unconfirmed.

..... /...../.....
Councillor LV Bawden **Date**
Mayor