

**Draft Minutes**

**ORDINARY COUNCIL MEETING  
COUNCIL CHAMBERS  
LOT 64 WAGAIT TOWER ROAD**

**15 September 2015**

- 1.0 PRESENT:** Vice President Brad Irvine  
Cr Kurt Noble  
Cr VJ Thorpe  
Cr Lisa-Marie Stones  
Cr Shenagh Gamble  
Deborah Allen - CEO

**1.1 MEETING OPENING**

- 1.2** Vice President Brad Irvine declared the meeting open at 7.01pm at the Council Conference Room and welcomed all Councillors and visitors to the meeting.

**1.3 APOLOGIES: -**

**Resolution No. 2015/214 – That the apology of President Peter Clee and Cr Alex Richmond be accepted and approved.**

Moved: Cr VJ Thorpe

Seconded: Cr Lisa-Marie Stones

Vote: AIF

**2.0 DECLARATION OF INTERESTS - NIL**

**3.0 CONFIRMATION OF MINUTES**

- 3.1** Cr Shenagh Gamble would like Council to discuss the matter concerning “Multiple Dwellings on single blocks. This is to be discussed in “Business arising”.
- 3.2** Cr Shenagh Gamble noted that the August 2015 minutes, page 10, item 9.5.1 states that money was put aside to progress the “Animal Management” issue and that this was reversed at the Council special meeting on July 30, 2015”. This has not been entirely reversed as the \$5,000 was to be held aside for a Animal Management Consultant for By-Laws to be drafted.

**Resolution No. 2015/215 - That the minutes of the Monthly Meeting of 18 August 2015 as tabled be confirmed.**

**Moved: Cr J Thorpe**

**Seconded: Cr Lisa-Marie Stones**

**Vote: AIF**

#### **4.0 QUESTIONS AND FEEDBACK FROM THE PUBLIC - Nil**

#### **5.0 INWARDS AND OUTWARDS CORRESPONDENCE – SEPTEMBER MEETING 2015**

- 5.1** Refer to the September 2015 Agenda for a copy of the Inwards and Outwards Correspondence for the August 2015 Council Meeting.

**Resolution No. 2015/216 - That the Inwards and Outwards correspondence for the month of September 2015 be noted.**

**Moved: Cr Shenagh Gamble**

**Seconded: Cr Lisa-Marie Stones**

**Vote: AIF**

#### **6.0 COUNCILLORS REPORTS**

- 6.1** Cr Shenagh Gamble – On Friday morning ALGWA (Australian Local Government Women’s Association) will be having a breakfast for prospective elective members for the upcoming Darwin, Palmerston and Alice Springs By-Election. An email to be circulated to councillors to forward to anyone who will be interested in becoming a member.
- 6.2** Cr Kurt Noble, who was to attend the “Emergency Management Recovery Meeting” as a proxy for CEO Deborah Allen on Wednesday 26 August 2015 noted that this meeting did not go ahead, however it was reconvened to Wednesday 9 September 2015 and attended by CEO Deborah Allen and Cr Lisa-Marie Stones. One of councils tasks is to put information on the Council website about preparation for Cyclones. This is on the website, however it is difficult to find as the information is stored in the “Events” section of the website. The Council website is to be revamped so that the emergency Management plan is on the front page with its own heading.
- 6.3** Vice President Brad Irvine and CEO Deborah Allen attended a meeting with the Department of Local Government on 08 September 2015 regarding the closure of the Wagait landfill.

#### **7.0 OFFICERS REPORTS**

- 7.1 Chief Executive Officer’s Report – Deborah Allen** – refer to the September 2015 Agenda for the Chief Executive Officers report.
- 7.1.1** The closure of the Wagait Shire office from 21 December 2015 to 11 January 2016 was questioned in the council meeting. During the closure, CEO Deborah Allen will make sure there that there is a staff member available to take calls or assist if required. The office phone will be diverted to CEO Deborah Allen’s mobile for all enquiries or council matters.

7.1.2 Vice President Brad Irvine queried the completion of the Mandorah Jetty shelter area. Council office has not received any further information other than that the shelter will be completed on 28 August 2015.

**7.2 Works Supervisors Report – Gary Zikan** - refer to the September 2015 Agenda for the Works Supervisor’s report.

**7.3 Sports & Recreation Officers Report – Robyn Presley** – Refer to the September 2015 Agenda for the Sports and Recreation Officer’s report.

**Resolution No. 2015/217 - That the Officer’s reports’ for the month of August 2015 be received and accepted.**

**Moved: Cr Kurt Noble**

**Seconded: Cr Lisa-Marie Stones**

**Vote: AIF**

## **8.0 FINANCIAL REPORTS**

**8.1** Refer to the September 2015 Agenda for a copy of the Financials presented to the council meeting.

**8.2** The “Year to Date budget” in the Income and Expenditure report for August 2015 has an incorrect formula. The figures in this column show the budget for 1 month only, not 2 months, therefore showing incorrect figures. Pam Wanrooy to amend.

**8.3** CEO Deborah Allen would like to see the Income and Expenditure Report reflect the 2015/2016 Budget showing the actual, budget and variance. Pam Wanrooy along with help from Marian (MYOB consultant) to amend.

**Resolution No. 2015/218 - That the financials for the month of August 2015 be received and accepted.**

**Moved: Cr Lisa-Marie Stones**

**Seconded: Cr VJ Thorpe**

**Vote: AIF**

**8.4** Cr VJ Thorpe questioned the \$1, 069.20 paid to the NT News. This money was paid to NT news for compulsory advertisement for “Rates Notice”.

**8.5** Vice President Brad Irvine questioned the \$2,681.89 paid to NT Lands and Planning. This money was paid to NT Lands and Planning for the Unimproved Capital Values of lands. A report from Lands and Planning is emailed to council office on a monthly basis. The valuation report shows that there is 387 rateable block at Wagait Beach, our records show that we have 388 rateable blocks.

## **9.0 BUSINESS ARISING FROM PREVIOUS MINUTES**

**9.1 Rates Workshop** – CEO Deborah Allen will be attending this meeting on Wednesday 16<sup>th</sup> September.

**9.2 Use of regulatory orders by councils – CEO to send response to response to resident – This is ongoing.**

**9.3 Roads 2 Recovery –** At the August 2015 meeting, CEO Deborah Allen asked that councillors endorse recommendations of her report “Maintenance of Wagait’s Road Network” and note recommendation 5. This resolution was not passed in the August 2015 meeting.

**Resolution No. 2015/219 - Councillors to endorse recommendations 1-3 of CEO Report “Maintenance of Wagait’s Road Network” and note recommendation 5 which was presented in the August 2015 meeting.**

**Recommendations:**

- 1. THAT council receive and note LGANT’s road network report.**
- 2. THAT Council approve the aggregation of five years Roads to Recovery (R2R) funding with the total amount being \$173,620 for use on Wagait’s road network this FY.**
- 3. THAT council endorse recommendations 1-4 of the report and note recommendation 5.**

**Moved: Cr Shenagh Gamble**

**Seconded: Cr Lisa-Marie Stones**

**Vote: AIF**

CEO Deborah Allen will meet with Peter McLinden from LGANT on Friday 18 September to go through the R2R report.

**9.4 Overdue Rates –** there are 4 properties who are more than 2 years overdue. These 4 properties are owned by 2 rate payers. 2 of the properties have been served with a notice, however the other owner of the other 2 blocks has not yet been served with a notice by the Debt Collector. This owner has agreed to a repayment plan. To date, this owner has not abided by the agreement. A statement of claim for the repayment of the full amount will be brought against them in the Small Claims Court.

**9.5 Mandorah Ferry Service –** Vice President Brad Irvine and CEO Deborah Allen attended the Mandorah Ferry Service meeting last Tuesday 8 September. Sealink will be increasing the ferry fare which is the first in 3.5 years. Also discussed were improvements to the ferry terminal, car parking at the Cullen Bay Carpark and passenger numbers. Councillors would like to acknowledge and thank Sealink for providing a very reliable and safe service and thank staff for handling their duties in a professional manner.

**9.6 Access to all areas to film festival – This is ongoing.**

**9.7 Animal Management – This is ongoing.**

**9.8 Boundary Reform – This is ongoing.**

**9.9 Remediation Project – This is ongoing and will be covered in the Agenda Items.**

**9.10 Request from Rate Payer –** copy of Dog Management Plan (refer July 2015 minutes) – Council does not have a plan as of yet, will be provided once we have this. This is ongoing.

**9.11 Darwin Duchess** – This is ongoing.

**9.12 Asset Write-Off** – The Asset register held in the Council office is not accurate, correct or up to date. The asset list itemises assets which are either missing, aged, hold too little value to be on the register or are unidentifiable. Our auditor has recommended that Council engage a valuer to come and value council assets. CEO Deborah Allen would like to see the money that has been allocated for hiring a compliance officer in the 2015/2016 budget be set aside for hiring an asset valuer. Councillors would like to see a costing for the engagement of an asset valuer. CEO Deborah Allen to get information from our Auditors, seek information and write up a report for the next meeting. Cr Kurt Noble would like to see the Asset Write-Off delayed as this action requires a resolution. This is ongoing.

**Resolution No. 2015/220 - That council note the Asset report to date.**

**Moved: Cr Shenagh Gamble**

**Seconded: Cr Kurt Noble**

**Vote: AIF**

**9.13 Solar Panels** – Three quotes have been received to install Solar Panels on the Council grounds. CEO Deborah Allen to do a comparison with these 3 quotes and have a report presented at the next council meeting. CEO Deborah Allen has asked for two councillors to assist with the selection panel. Vice President Brad Irine and Cr Shenagh Gamble have been nominated to be on this panel.

CEO Deborah Allen has also asked for 2 councillors to be on the selection panel for the Waste Management. Cr Shenagh Gamble and Vice President Brad Irvine have been nominated for this.

**9.14 Green Army Round 4 Grant Application** – closes 16 September 2015 – This has been noted.

**9.15 Special Purpose Grants 2015/2016** – CEO Deborah Allen would like to see the money from the Special Purpose Grants be used for Waste Management programme. All councillors have supported her on this decision.

**9.16 Wagait Clinic Service Agreement** – Miraim Heath, District Manager for Department of Health has explained that the Health Department is not obliged to provide services at Wagait Beach as they are fully self-sufficient at Belyuen Community Council.

Miriam would like council to propose a more cost effective solution in relation to consulting hours – consisting of one weekly session from 14:00 to 17:00 hrs per week or two weekly sessions from 15:00hrs to 17:00hrs. This would allow the community who require management of their conditions, i.e. EPG Blood tests, complex dressings, etc to continue but within the employee's employment hours. They are also more than happy to contribute towards power usage. The original agreement in 2007 was \$250 quarterly (\$1000 p.a.) and this would be a reasonable offer to Health. As council is looking to installing solar panels, the cost to the community would be limited.

CEO Deborah Allen to circulate a copy of Miriam's letter to all councillors.

The clinic statistics show that on average there are 4 patients per session, but generally only 1 person attends after hours. This is ongoing.

**9.17 Media Policy** - Cr VJ Thorpe would like to have the existing policy amended stating that the president must first inform the CEO then go to other councillors before a decision is made to go on media. The president 's role is to represent council as the spokesperson and consulting with other councillors will make sure that checks and balances are in place. An amendment to the existing policy to be circulated to all councillors for their comments and presented to the next Council Meeting by Cr VJ Thorpe. This is ongoing.

A draft Media Release on the Belyuen, Coomalie and Wagait Local Government Advisory Group has been circulated to councillors by Shaun Hardy from the NT Government for their comment and response by cob Wednesday 16 September. President Peter Clee has asked that a press release be prepared asap. CEO Deborah to reply to President Peter Clee noting that this has been discussed in the council meeting and that council does not feel that we need a media release for this.

## **10.0 AGENDA ITEMS**

### **10.1 Financial Assistance Grants to Local Government**

Council received a letter from Mayor Troy Pickard and Mayor Damien Ryan from the Australian Local Government Association of the NT asking for councils to acknowledge the FAGs grants in facilitating the delivery of essential services for their communities.

**Resolution No. 2015/221 - That the Council:**

- 1. Acknowledges the importance of federal funding through the Financial Assistance Grants program for the continued delivery of councils services and infrastructure;**
- 2. Acknowledges that the council will receive \$9,352 in the 2014/15;**
- 3. Will ensure that this federal funding, and other funding provided by the Federal Government under relevant grant programs, is appropriately identified as a Commonwealth grant funding in council publications, including annual reports.**

**Moved: Cr Shenagh Gamble**

**Seconded: Cr VJ Thorpe**

**Vote: AIF**

**10.2 Firies Shed** - CEO Deborah Allen informed councillors that no resolution has been passed by councillors for a Firies shed to be built on council land. It was noted that discussion has been held in previous meetings about the best location and a identifying a suitable spot for the Firies shed however no action has been taken. As the Bushfire Volunteer Captain Captain Pat McIntyre is on holidays for a month and President Peter Clee is absent from this meeting, this will be carried over to the next meeting. Pat McIntyre has provided approved plans for the building to council office for their files. CEO would like to hold a meeting with members from the

Bushfire Volunteers Brigade and councillors to note that discussions have been held over to have this matter resolved.

### **10.3 Waste Management**

CEO Deborah Allen submitted a Section 19 – which is a document that goes to Northern Land Council requesting a lease between Wagait Shire Council and the Traditional Owners for the agreed upon proposed land behind the water tanks. This has not been completed as it is an extensive document that needs business plans, drawings, etc which should be able to be congregated from the information received from waste consultants. CEO Deborah Allen has asked for 4 lots of tenders from Waste Consultants Specialists and 3 tenders have been received showing various costs for designing and planning the Waste Transfer Station.

CEO Deborah Allen has also received quotes for the provision of 2 skip bins to be placed in town (one for household waste and one for general). A second quote has also been obtained for a kerb side collection with the use of wheelie bins. This is an interim solution only to ensure Wagait has a waste management system in place. Council encourages all residents to dispose of their hard waste before the end of October as this is when our local tip closes. CEO to also seek an interim lease from the Traditional Owners for green waste to be disposed off at the site behind the Water tanks while we are waiting for the transfer to be built.

This is to be carried over to the In-Camera item for discussion.

### **11.0 UPCOMING EVENTS**

11.1 Australia Day Forum – 22 & 23 October 2015 – Pam Wanrooy will be attending this along with Robyn from Sports & Rec. A grant has been applied for.

11.2 Australia Day – January 26, 2016 – Preparations have started.

### **12.0 LATE ITEMS AND GENERAL BUSINESS**

**12.1 Multiple Dwellings on single blocks** – Cr Shenagh Gamble noted that it was reflected in the August 2015 minutes that the President explained that council had no jurisdiction over this matter. When somebody applies for a development to have a second dwelling put on their block, Department of Lands and Planning will notify council that a development application has been lodged. This will give council an opportunity to submit a comment. There are many things to consider when building two dwellings on a single block; there would be increase to traffic in that area, increase in waste management, pressure on our water resources, etc. In future councillors must be notified if an application is received for multiple dwellings on a single block. This will give council and opportunity to submit any comments or objections.

### **13.0 IN-CAMERA ITEMS**

Council reviewed quotes received for the supply of skip bins and the provision of a kerbside putrescible waste pickup service. Council agreed that a kerbside pickup is the most effective interim waste management service that can be provided to the community while a transfer station is being designed and constructed along with meeting licencing and approval requirements. To ensure compliance with Regulation 7 of the *Local Government (Accounting) Regulations*, the CEO was instructed to obtain two more quotes for a kerbside

pickup service and deliver a report at the next council meeting with a recommendation for a preferred provider. Council agreed that pending the appointment of a provider, the selection process and decision is to be moved into open.

The CEO was also instructed to investigate possible recycling services.

#### **14.0 DATE OF NEXT MEETING**

14.1 The next council meeting is to be held Tuesday 20 October 2015 in the Council Chambers at 7.00pm.

#### **15.0 CLOSE OF MEETING**

15.1 Vice President Brad Irvine declared the meeting closed at 9.05 pm.