

**WAGAIT SHIRE COUNCIL
MINUTES
COUNCIL CHAMBERS**

**LOT 62, WAGAIT TOWER ROAD
7PM**

Tuesday 17 September 2019



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1.0 PRESENT

Councillors:

Vice-President Tom Dyer
Cr Neil White
Cr Michael Vaughan
Cr Graham Drake

Staff: Chief Executive Officer Anna Malgorzewicz
Office Manager Pam Wanrooy

- 1.1 **OPENING OF MEETING:** - Vice-President Tom Dyer declared the meeting open at 7.06pm and welcomed everyone to the meeting.

Vice-President Tom Dyer advised that the meeting will be audio taped for minute taking purposes only as authorised by the Chief Executive Officer.

1.2 APOLOGIES AND LEAVE OF ABSENCE:

<p>Resolution No. 2019/467 That the apology of President Peter Clee be accepted and approved. Moved: Cr Neil White Seconded: Cr Michael Vaughan Vote: AIF</p>
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2.0 DECLARATION OF INTERESTS

Nil

3.0 CONFIRMATION OF MINUTES

3.1 Confirmation of Minutes of Tuesday 20 August 2019 Council Meeting.

The Minutes of the Meeting for 20 August 2019 have been included as an attachment to councillors for this meeting.

<p>Resolution No. 2019/468 That the Minutes of the Monthly Meeting of Tuesday 20 August 2019, be confirmed by Council as a true and correct record. Moved: Cr Michael Vaughan Seconded: Cr Neil White Vote: AIF</p>
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3.1.1 Matters arising from August 2019 Minutes

Nil

4.0 GUEST SPEAKERS

Resolution No. 2019/469

That Council suspends standing orders and welcomes Mr Ben Dornier, Chief Digital Officer, CouncilWise.

Moved: Cr Neil White

Seconded: Cr Michael Vaughan

Vote: AIF

At 7.10pm Council suspended standing orders and welcomed Ben Dornier, Chief Executive Digital Officer and Scott Christian from CouncilWise.

Ben Dornier outlined to Council the financial, rating, asset and records management software solutions that are part of the CouncilWise program that Wagait Shire Council will be implementing.

Resolution No. 2019/470

That Council resumes standing orders and thanks Mr Ben Dornier, Chief Digital Officer, CouncilWise for the presentation.

Moved: Cr Neil White

Seconded: Cr Graham Drake

Vote: AIF

At 7.35pm Council resumed standing orders.

5.0 INWARDS AND OUTWARDS CORRESPONDENCE - August 2019

Resolution No. 2019/471

That Council receive and note the correspondence report as detailed in the agenda for the month of August 2019.

Moved: Cr Neil White

Seconded: Cr Graham Drake

Vote: AIF

Country Solar – Wagait Shire Council has been identified as a customer that does not have a Certificate of Occupancy Permit for the solar panels that were installed at the workshop before the company went into administration. Wagait Shire Council is currently on a waiting list for the permit.

6.0 COUNCILLORS REPORTS

6.1 President's Report

Purpose of Report

To Inform Council and community of activities and to provide the community at large with information that is important and noteworthy.

What's been happening.....

The Mandorah Marine Precinct development is coming along. The Department has advised that a barge will be off the jetty for the next few weeks undertaking some additional geotechnical work on the area beneath the proposed rock groin. The project is currently in the design stage and actual construction work will not commence until after that is completed and a design finalised.

The new CEO has been working hard to bring council back online. I am pleased with the progress to date.

Where have I been

20 th August	Ordinary Council Meeting
27 th August	Weekly Meeting with CEO
28 th August	Meeting with WSC Bankers – CBA
11 th September	ABC Radio – Grass Roots
12 th September	Weekly Meeting with CEO
17 th September	Weekly Meeting with CEO
17 th September	Ordinary Council Meeting

Resolution No. 2019/472

That President Peter Clee's report for the month of August 2019 be received and noted.

Moved: Cr Neil White

Seconded Cr Graham Drake

Vote: AIF

7.0 OFFICERS REPORTS

7.1 Chief Executive Officer's Report

Since Council's August 2019 meeting, the CEO participated in/or completed the following:

<p>Meetings</p>	<ul style="list-style-type: none"> • Councilwise – re software solutions • Wagait Supermarket – re Dump Point and Water Access • Chair, Audit Committee – re Audit Committee agenda and priority actions • Officers of DLGHCD – re local government matters • CBA representatives – re Council's banking needs • Wagait Watch – re community newsletter • Manager, Cox Country Club – re assistance request Cox Country Club • Veolia – re hard waste collection services • CJ Consulting HR Solutions – re training and induction programs • Officers from Community development Branch, DLGHCD – re land information and road asset planning and maintenance programs • Local accommodation operator – re Dump Point and Water Access • Coordinator, WAG Festival • Arafura Regional Roads Committee meeting
<p>Actions</p>	<ul style="list-style-type: none"> • Liaison with Valuer General regarding currency of valuation roll in preparation for new valuations • Completed FOI annual return • Site inspection with Works Supervisor to prepare quote and schedule works on behalf of PowerWater • Inspected drains with Works Supervisor • Workshop meeting with Council's HR Officer, Works Supervisor and casual team members regarding jetty maintenance and casual employment • Reviewed Caretakers Agreement with current tenant, Cloppenburg Park • Responded with Works Supervisor to resident request regarding dangerous tree in the Restricted Use Area and road conditions Vangemann Street • Invited City of Palmerston IT Officers to provide an assessment of Council's IT requirements and resolve some outstanding issues • Liaised with DCIS regarding IT requirements in preparation for G-suite migration • Planning meeting with Venjie Diolia regarding IT migration requirements • ongoing liaison with Thinkwater regarding the Cloppenburg Irrigation Project • Planning meeting with Sports & Recreation Officer and local contractor regarding future infrastructure works, Cloppenburg Park • Planning meeting with Office Manager and local consultant re improved financial management and reporting • Provided assistance to Employsure consultants re WHS Review • Collected CEO vehicle following repair works

7.2 Works Report

Since Council's August 2019 meeting, the Works Team participated in/or completed the following actions:

Actions	<p>Planning</p> <ul style="list-style-type: none"> • Contributed to weekly staff Toolbox Meeting • Participated in weekly Works Team Meeting with CEO • Participated in workshop meeting with Council's HR Officer, Works Supervisor and casual team members regarding jetty maintenance and casual employment • Engaged with Council's HR Officer to establish casual labour protocols and recruitment and identified necessary supplies for improved safety for jetty maintenance works • Site inspection with CEO to prepare quote and schedule works on behalf of PowerWater • Drain inspection with CEO <p>Reactive</p> <ul style="list-style-type: none"> • Responded with CEO to resident request regarding dangerous tree in the Restricted Use Area • Responded with CEO to resident request regarding road conditions on Vangemann Street. Rectification works will be completed over coming weeks • Alerted DIPL of Life Ring urgent repairs and took appropriate action <p>Programmed</p> <ul style="list-style-type: none"> • Completed the kerbside hard waste collection service • Completed fence construction at irrigation tank • Pre Wet Season preparations, including verge and drain clearing, removal of general obstacles <p>Routine</p> <ul style="list-style-type: none"> • Completed regular bore run • Weekly water sampling • Regular jetty maintenance • Weekly bin placement, collection and wash • Relocated rubbish bins in Council compound • Monitored green waste area • Regular maintenance of Council grounds, including Memorial Garden
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7.3 Sports Report – July 2019

Meetings	<ul style="list-style-type: none"> • Attendance Weekly “All Staff” Toolbox Meetings • CEO & Local Contractor, planning Cloppenburg Park • Kenbi Rangers, Access & Shower Use for workers setting up for the Top End Indigenous Rangers Forum
Planning	<ul style="list-style-type: none"> • Australia Day Council NT Meeting Oct / Nov. • October School Holiday Program (Youth Vibe Grant for Bicycle Maintenance Program) • Library Programs to further engage community.
Action	<ul style="list-style-type: none"> • Detail Job Description for HR purposes. • Works team support with changing location of Sport & Rec equipment stored in ablutions to Sea Container • Brain Gym Exercise List for Seniors (Take home activity) • Organisation of games, collect raffles, prizes, vouchers for Seniors Day • Collection of data for Seniors Day Out (Meal requirements) • Participate in Seniors Day Event • Session Plans for Bootcamp, Runners & Walkers, Seniors Mobility. • Notice Board Lock Maintenance and security • Notification Library Opening Hours. Repair Library Printer. • Acquit <p>2019 – 2020 Shire Plan Performance Indicator 1) Deliver at least four different types of activity every month</p> <ul style="list-style-type: none"> • Runners & Walkers. Weekly sessions open to all ages. Evening activity. • Bootcamp. Weekly, 15 Years plus, evening activity. • Junior Sport Program. Court Sports available to all school aged children. After School Activity, 2 x Weekly. • Seniors Mobility / Flexibility, Weekly, afternoon activity available to all seniors / adults. • Special Event: Seniors Month, Wagait Beach Seniors Day Out (Crazy Acres Mango Farm, Berry Springs Tavern)
2019 – 2020 Shire Plan Performance Indicators	<ol style="list-style-type: none"> 1) Please see Action section above 2) Maintain current attendance and participation numbers. <ul style="list-style-type: none"> • End of financial year numbers documented and recorded in section B, Remote Sport Program Grant Funding Acquittal – Dept Tourism, Sport & Culture. 3) Maintain SafeNT registration. All staff working directly and laterally supporting Sport & Recreation Programs current.

Attachments:

- A) Tally of results Seniors Questionnaire / Feedback form.
- B) Thank you note – Sport & recreation Senior Participant.

7.3.1 Feedback Results – Seniors Outing

Did you enjoy today's event?	What was your <u>favourite</u> part?	What was your <u>least</u> favourite part?	How happy were you with the organisation?	Do you have any questions or comments you would like to offer or ask?
<p>Yes: 1111111111111111 1111111</p> <p>No:</p> <p>Other: Excellent 11 Very Much: 1 Yes for sure: 1</p>	<p>Crazy Acres: 11</p> <p>Games: 1111 Food: 1111 Lunch: 111111 Berry Springs Tavern food was excellent: 1 It was all good: 1 2 Up: 1 Well Organised: 1 Raffles: 1 Cross Section Of Wagait Community: 1 Just getting together: 1 Participation: 1 Interaction of everyone: 1 All of it: 1</p> <p>Company: 1 1</p>	<p>Travel: 1</p> <p>Nothing: 1111111111</p> <p>Lunch: 1 All Good: 11 Going Home: 1</p> <p>Organised Exercises at Mango Farm: 1</p> <p>Drive with the bus, getting thrown around -wind: 1</p>	<p>Happy: 111111</p> <p>Very Happy: 11111111111111111111</p> <p>Why?: Nice meal, well organised, good company Ran Smoothly Good day Ran Well and very friendly I'm a happy chappy Met new people Made me smile Well Organised Well conducted and motivated Why not, it's always great fun Well organised and engaging A good day Well Done: 11 Enjoyable Day out</p>	<p>Keep doing such good work.</p> <p>More activities like heads& tails.</p> <p>Very Enjoyable "Great, organised day.</p>

			Nice bunch to be with Excellent Organisation, friendly, well done Well Run Just did It was fun Not Happy:	
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What Would you like to do for seniors day in 2020:

- Ferry to Stokes Hill Wharf: 1
- Batchelor Butterfly Farm: 1111
- Tiwi Island: 11111
- Tiwi Island & Seniors pay small amount toward trip: 11
- Evening party at the sports ground: 1
- Day Out: 111
- Fannie Bay Prison with lunch at Casino or Parap: 1
- Cape York: 111
- Lodge of Dundee: 11111
- Sand Palms: 11
- Lake Bennett: 111
- Noonamah Hotel for lunch: 11
- Pine Creek Rail: 1
- Casino, Mindil Beach: 1
- Harbour Cruise: 1
- Crazy Acres mango Farm: 1
- Eat, Drink, Be Merry: 1
- Ball Fancy Dress or a Masked Ball: 1

7.3.2 Thank You Letter – Seniors Outing

Dear Bec, Pam +
Anna and Council

With thanks for
a really nice Seniors
excursion. It was a
most enjoyable day.

Cheers to
you all

Jul Formby

Resolution No. 2019/473

That Council receives and accepts the Officers Reports for the month of August 2019.

Moved: Cr Neil White

Seconded: Cr Graham Drake

Vote: AIF

8.0 ACTION SHEET

In Addition to the Action Sheet

Dog By-Laws – CEO Anna Malgorzewicz to develop an Implementation Strategy and to bring this back to the November Ordinary Council meeting for Council’s consideration.

Draft 2020/2024 Budget

The amended 2019/2020 Budget has been placed on the website, however the Long Term Financial Plan was not resolved at the July 2019 Ordinary Council Meeting. The resolution of the Long Term Financial Plan will be a consideration for Council as it commences its budget preparation for the 2020/2021 Financial Year. The Long Term Financial Plan is to be brought back to a future Ordinary Council Meeting for Council consideration.

Irrigation at Cloppenburg Park

The contract with Think Water has now concluded. There are safety and security issues relating to the bore and use of the BMX Track. CEO Anna Malgorzewicz to bring back to the next Council Ordinary Meeting costings regarding the instalment of a secure cage for the bore at the Council Ordinary Meeting.

Resurfacing of Tennis Courts

To be struck off the list.

Resolution No. 2019/474**That Council receives and notes the Action Sheet for the month of August 2019.****Moved: Cr Michael Vaughan****Seconded: Cr Neil White****Vote: AIF**

9.0 FINANCIAL REPORT

Resolution No. 2019/475**That Council receive and accept the financial report for the month of August 2019.****Moved: Cr Neil White****Seconded: Cr Graham Drake****Vote: AIF**

10.0 AGENDA ITEMS

10.1 Waste Management Services

Resolution No. 2019/476

That Council:

- a) receives and notes the report entitled Waste Management Services – September 2019;
- b) resolves to suspend the quarterly kerbside hard waste collection service from January 2020 for a period of 12 months;
- c) resolves to implement a pre-cyclone kerbside hard waste collection service, to be conducted annually in September of each year; and
- d) implements a marketing campaign to highlight the hard waste facility for residents.

Moved: Cr Neil White

Seconded: Cr Michael Vaughan

Vote: AIF

10.2 Call for Submissions – Regional Migration Inquiry

The Joint Standing Committee on Migration has commenced a new inquiry into migration in regional Australia and the Committee had asked for Council's views on any or all of the terms of reference. Council resolved not to provide a submission.

10.3 Australian Institute of Company Directors Courses – October 2019

LGANT is calling for registrations from elected members to attend the Governance Essentials for Local Government course to be held in Darwin on Monday 7th and Tuesday 8th October 2019.

11.0 QUESTIONS FROM MEMBERS – WITH OR WITHOUT NOTICE

Nil

12.0 QUESTIONS FROM THE PUBLIC – WITH NOTICE

Nil

13.0 PETITIONS/DEPUTATIONS

Nil

14.0 UPCOMING EVENTS

14.1 Australia Day Event – Saturday 26 January 2020

14.2 Sports Program

Vice-President Tom Dyer has asked that Rebecca Taylor, Sports and Recreation Officer give an update on the planning and future of her sports program at the next Council meeting.

15.0 LATE ITEMS AND GENERAL BUSINESS

15.1 Community Consultation – Council is now due for another Community Consultation in November 2019.

15.2 Wagait Arts Group – The Art’s festival will be held on September 28th on the Council grounds.

5.3 Bike Path – The bike path near the Wagait supermarket is being driven over by vehicles which is slowly causing damage to the surface. CEO Anna Malgorzewicz to inspect the damage with the Works Supervisor.

16.0 IN-CAMERA ITEMS

16.1 Confirmation of In-Camera Items of Tuesday 20 August 2019 Meeting

16.2 Incident in Office 2 July 2019 - Update

16.3 Cloppenburg Park Irrigation Project – Update

16.4 Consultant, Service Provider and Funding Agreements

16.5 Undercover Picnic Area at Cloppenburg Park

Resolution No. 2019/477

That Council close the meeting to the general public in accordance with section 65(2) of the Local Government Act to enable Council to discuss in a Confidential Session an item described under Local Government (Administration) regulation 8;

(c) information that would, if publicly disclosed, be likely to:

(iv) prejudice the interests of the council or some other person;

Moved: Cr Graham Drake

Seconded: Cr Neil White

Vote: AIF

At 8.36 pm Council closed the meeting to the general public.

Resolution No. 2019/483

That Council re-open the meeting to the general public in accordance with Section 65(1) of the Local Government Act.

Moved: Cr Graham Drake

Seconded: Cr Neil White

Vote:

At 9.39 pm Council opened the meeting to the general public.

17.0 DATE OF NEXT MEETING

The next Council Meeting is to be held on Tuesday 15 October 2019 in the Council Chambers, 62 Wagait Tower Road, Wagait Beach.

18.0 CLOSE OF MEETING

The Chair declared the meeting closed at 9.39 pm.