



Ordinary Meeting of Council Minutes

**Tuesday 28 November 2017
Ordinary Meeting 6:00 PM**

Council Chambers, Civic Centre,
Stuart Highway, Katherine

**MINUTES OF THE ORDINARY MEETING OF KATHERINE TOWN COUNCIL HELD
AT THE KATHERINE CIVIC CENTRE TUESDAY 28 November 2017**

1. Welcome to Country

I am honoured to be on the ancestral lands of Katherine's Aboriginal peoples. I acknowledge the First Australians as the traditional custodians of the continent, whose cultures are among the oldest living cultures in human history. I pay respect to the Elders of the community and extend my recognition to their descendants who are present.

2. Opening Prayer

Grant O God to this Council wisdom, understanding and sincerity of purpose in the Governance of this Municipality. Amen

3. Present

Mayor Fay Miller
Deputy Mayor Peter Gazey
Alderman Lis Clark
Alderman Jon Raynor
Alderman Toni Tapp-Coutts
Alderman John Zelle
Alderman Matt Hurley

In attendance

Mr Robert Jennings – Chief Executive Officer
Mrs Claire Johansson – Director Corporate & Community
Services & A/Director of Works
Mr Andrew Wilson – Acting Operations Manager
Ms Sue Crammond – Executive Assistant to CEO
(Minute Taker)

7 members of the Katherine Community
1 member of the Media

4. Apologies and Leave of Absence

NIL

5. Confirmation of Previous Minutes

File: Local Governance / Council Meetings / Confirmation of Previous
Minutes

MOVED: Clark / Zelle

That the Minutes of the Ordinary Council Meeting held on the 24 October
2017 be confirmed as true and accurate.

CARRIED 7 /0

6. Business Arising from Previous Minutes

NIL

7. Disclosure of Conflict of Interest

File: Local Governance / Council Meetings / Elected Member Disclosure of Interest and Declared Interest

NIL

8. Mayoral Business to be Considered

File: Local Governance / Council Meetings / Mayoral Business to be considered.

Mayoral Business for November meeting

The past 2 months considerable time has been spent dealing with the PFAS contamination in and around Katherine. From the 6th October when Katherine Town Council made the decision to close the Katherine Town pool to address the high level of contamination, media interest in our town has been higher than ever before – except maybe the 1998 Katherine flood.

Unfortunately most of that media (and that includes Social Media) has been highly inflamed, negative and sometimes inaccurate. This is most unfortunate and difficult to counteract people's perceptions and casts a very poor image of our town.

A letter from the CEO Robert Jennings and myself was forwarded to the Prime Minister Malcolm Turnbull expressing our concerns and seeking a face to face meeting with him to address in the first instance health issues for Katherine residents i.e. blood testing and counselling support. Other important points are for future federal government support in promoting and marketing our town in a positive way to engender confidence for not only local residents, but the thousands of visitors to our region each year.

We have been able to secure a meeting with the Minister for Health Greg Hunt on 6th December in Parliament House Canberra. We also have meetings that day with Senator Nigel Scullion, Senator Malarndiri McCarthy, The Honorable Warren Snowden and are still negotiating with other ministerial departments.

Our aim for this trip is to present the humanitarian side of the PFAS contamination with one of the affected residents Anthony Bartlett accompanying us and presenting his family experience of living on a property that has a high concentration of PFAS contamination.

Katherine Town Council has worked tirelessly these past couple of years towards future planning of Katherine and will continue to do so. There are some amazing developments planned that will enhance our fabulous town and I am looking forward to seeing those plans and dreams realised.

LGANT Symposium for Mayors, Presidents and CEO's (2 days)
Teleconference - re PFAS
Katherine Community Radio Interview – re PFAS

Chamber of Commerce Customer Service Awards
SKY News Interview – re PFAS
Elected Members Information Session x 2
Big Rivers Regional Economic Development Committee
Seniors Morning Tea – Thank You
Save the Children presentation
Special Meeting of Council
Meetings with Elected Members x 4
Brolga Award Judging - Darwin x 2 days
October Business Month Bendigo Bank Breakfast
Meeting with Xavier Schobben – NT EPA
Community PFAS Consultation Group
Meeting with community member x 4
Red Cross Carer's Morning Tea – Kalano
Meeting with Rotary Katherine
Krag meeting
Citizenship Ceremony / Casuarina Street School
Australian Tourism Awards – teleconference
Opening of United Service Station
Film Crew visit
LGANT Finance Reference Group dinner
NT Shelter – meeting with new CEO
Salvation Army – opening of new facility
October Council Meeting and Open Forum
Meeting with Chris McLennan Katherine Times
Foster and Kinship Awards – GYRACC
Officially open Katherine Swimming Carnival at Tindal Pool
Present Awards at end of Katherine Swimming Carnival at Tindal Pool
Travel to Alice Springs for LGANT Mayors & Presidents Forum, General Meeting and AGM
ABC Panel Broadcast - PFAS

9. Correspondence and Documents to be Tabled

NIL

10. Petitions

NIL

11. Questions

File: Local Governance / Council Meetings / Questions

11.1 WITH NOTICE

NIL

11.2 WITHOUT NOTICE

NIL

12. Notice of Motion

NIL

13. Report of Officers

13.1 Monthly REPORT OF THE CHIEF EXECUTIVE OFFICER - OCTOBER 2017

File: Local Governance / Council Meetings / Chief Executive Officer Report

MOVED: Tapp Coutts / Clark

CEO – Emungulan Road Bridge in discussion with DIPL. Technical issues holding up the construction. Meeting with residents on 2 December to provide information and seek input on moving forward.

Mayor Miller - Release of new website is very exciting.

Deputy Mayor Gazey – Service Requests, 90 received and 80 completed.

CEO – We are more confident with numbers being produced by our reports.

That it be recommended to Council:

1. That the Chief Executive Officer Report for the month of October 2017 be received and noted.

CARRIED: 7 / 0

13.2 MONTHLY CORPORATE AND COMMUNITY SERVICES DIVISION REPORT FOR THE MONTHS OF OCTOBER 2017

File: Local Governance / Council Meetings / Corporate and Community Services Reports

MOVED: Tapp Coutts / Gazey

Remove page 12. Remove duplicated page.

Mayor Miller – The “Book Swap” looks like a great initiative. Could we contact the owners of the books stored in the old railway building to ask if we could include these as swap stocks?

Deputy Mayor Gazey - Page 10 - “swap old to new” should read “Swap an old book for another swap book”.

Alderman Raynor - Page 10 – Touchscreen at the VIC, are they prone to vandalism?

DCCS – The system was recommended by Tourism NT and is currently in use at other VICs throughout the country. The screen is housed behind glass and we have not been notified of any issues with vandalism at other VICs using a similar set up.

CEO – We will provide you with more information around this. However to my knowledge, it has been working at Alice Springs for some time with no reported issues.

That it be recommended to Council:

That the report of the Corporate and Community Services Division for the months of October 2017 be received and noted.

CARRIED: 7 / 0

13.3 MONTHLY WORKS AND SERVICES DIVISION REPORT FOR THE MONTHS OF OCTOBER 2017

File: Local Governance / Council Meetings / Works and Services Division Reports

MOVED: Clark / Gazey

Deputy Mayor Gazey - Page 14-15 – Noted the graph column dates are a little confusing - 2016 and 2017.

Mayor Miller - Thanked Ranger Will Green for locating and assisting in the removal of pack dogs which had caused several incidents within the township. Job well done!

That it be recommended to Council:

That the report of the Works and Services Division Report for the month of October 2017 be received and noted.

CARRIED: 7 / 0

13.4 MONTHLY FINANCE REPORT FOR OCTOBER 2017

File: Local Governance / Council Meetings / Financial Report

MOVED: Clark / Zelle

Alderman Clark – Page 27 – What was the \$98K payment to Katherine Tree Maintenance for?

DCCS – This relates to 22 invoices from Jan 2016 through to October 2017. The invoices were all dated 3 October despite Purchase Orders being dated over that time period Jan 2016-Oct 2017.

Mayor Miller – Can we organise with this provider to ensure they invoice on a monthly basis?

DCCS – will research that payment system.

Alderman Clark – Did we actually request the work that was performed?

DCCS – Yes. Each invoice has to be approved by two Officers – one for confirmation of receipt of services and the other the payment and checking of the Purchase Order against the invoices has occurred.

Alderman Clark – Page 31 – I note I have received a higher rate of pay for the month. Why is that?

DCCS – This is a reimbursement of fuel expenses you incurred on Council business.

Deputy Mayor Gazey – Page 26 – A cheque was raised for \$414 for renewal of fire arm licences and an EFT payment made for the same amount. Clarification received from DCCS indicates the EFT payment was reversed as payment needed to be accompanied by the appropriate documentation, therefore a cheque was required.

Deputy Mayor Gazey – Page 29 - Installing solar at Civic Centre for a total of \$2019. Is this a part payment?

DCCS – This was for an electrical connection only for the system.

Alderman Raynor – Debtors of \$29K. Where are we up to with collecting or writing that off?

DCCS – We are currently negotiating a payment plan with one debtor who owes \$22K of the total Weighbridge debt of \$29K. The Infringements debtors are a different story. Each debt has to be worked through individually. If the debtor is interstate, it is unlikely we will recover the monies. Are working to recover debts that we can.

Alderman Raynor – What will be our policy from now on with these debtors?

DCCS – At time of issuing the infringement we may not know their address. If they are interstate or international travellers for example, we may never get the money back. There is little we can really do.

Mayor Miller – Honest people will pay. Unfortunately that is always going to make recovery of a percentage of infringements difficult.

CEO – We will provide a breakdown of debtors to Elected Members.

Alderman Clark – Page 26 – Power & Water (P&W) Streetlight maintenance charges 1 April to 30 June 2017. Are we now employing P&W to maintain the lights?

DCCS – This relates to the handback period. From 1 July POs will be raised for maintenance works to the appropriate contractor(s).

Alderman Clark – Has our electricity consumption bill reduced since the installation of the lights?

DCCS – Not at this stage, however, we will realise a saving with completion of the full installation of controllers.

Alderman Raynor – P&W will maintain part of this as part of their training?

CEO – P&W maybe the only contractors with skills required to maintain.

That it be recommended to Council:

That Council endorse the Financial Report for the month of October 2017.

CARRIED: 7 / 0

13.5 AUDIT COMMITTEE MEETING MINUTES HELD ON 9 NOVEMBER 2017

File: Finance / Audit / Audit Committee

MOVED: Clark / Tapp Coutts

Mayor Miller - Nice to see good report from the Auditors.

That it be recommended to Council:

That Council receives, notes and endorses the minutes of the Audit Committee Meeting held on 9 November 2017.

CARRIED: 7 / 0

13.6 2016-2017 ANNUAL REPORT INCORPORATING THE AUDITED FINANCIAL STATEMENTS

File: Local Governance / Compliance / Annual Report

MOVED: Zelle / Coutts

Deputy Mayor Gazey – I would like the Report's recommendation more clearly stated in regard to what is to happen with advertising the Annual Report. It should state that Council will advertise that the report is available from the Council and it is also published, in its entirety, on the Council's website.

Page 3 – Remove the relocation of the Community Markets as it occurred prior to the reporting period.

Page 4 - Aldermen Robbie Phillip, Donald (Henry) Higgins and Steven Rose should all be featured in the Report, as they were still in office through this period of reporting. Aldermen Raynor, Hurley and Zelly should be removed.

That it be recommended to Council:

1. That the 2016/2017 Annual Report and Audited Financial Statements having been prepared in accordance with the *Local Government Act* and Local Government (Accounting) Regulations be endorsed, received and noted.
2. That pursuant to Section 199 of the *Local Government Act* that the 2016/2017 Annual Report forwarded to the Minister.
3. That it be advertised in the Katherine Times that the report is available from the Council and will be published in its entirety on the Council's website.

CARRIED: 7 / 0 (Noting the amendments above be made to the final version)

13.7 KATHERINE TOWN COUNCIL – MINOR AND ATTRACTIVE ITEMS POLICY

File: Local Government / Policy / Policy Decisions to be Auctioned / Policy Manual Updates

MOVED: Hurley / Gazey

Deputy Mayor Gazey – The use of tracked changes made reading this document easier by easily identifying the changes made.

That it be recommended to Council:

That the attached draft policy be received, noted and adopted.

CARRIED: 7 / 0

13.8 BUDGET ADJUSTMENT – SPORTSGROUND – OVAL 2

File: Finance / Budget / Budget 2017-2018

MOVED: Zelly / Hurley

Deputy Mayor Gazey – Will 50 mm of topsoil over the oval have any impact on the sprinkler system? And if so, will the money allocated cover any remedial work that maybe required?

A/DWS – Most of the sprinkler heads are at least 50 mm proud of the ground and the additional soil placed over/around them should not cause any issues.

That it be recommended to Council:

1. Approve the adjustments to the 2017/2018 Budget as detailed in this report and attachment, in accordance with the *Local Government Act*.

CARRIED: 7 / 0

13.9 DISPOSAL OF OBSOLETE PROPERTY

File: Property Management / Disposal / Asset Disposal and Auctions

MOVED: Tapp Coutts / Clark

That it be recommended to Council:

That the Mayor and Chief Executive Officer be authorised to dispose of the obsolete items as listed above.

CARRIED: 7 / 0

13.10 Occupation Licence Over Lot 3023

File: Works / Reports / Reports 2017 / OCM General Reports

MOVED: Tapp Coutts / Clark

Deputy Mayor Gazey – I acknowledge Mr Higgin’s comments in the Open Forum. Good to see that the community take notice. I myself have seen the area concerned and my observation confirm the bollards are knocked over and tar surface is compromised. I would like have this report lain on table for next Council meeting. I would ask that Council do a thorough inspection prior to taking occupation licence over this Lot.

Mayor Miller – There being no more discussion on this report, I ask for your vote. All in favour of laying the Report on the table for the next Council meeting.

CARRIED: 7/0

That it be recommended to Council to:

1. Endorse the 12 month Occupation Licence and prior to the expiration, review and consider a five (5) year renewal.

CARRIED: /

13.11 Instrument of Delegations - CEO

File: Local Government / Policy / Purchasing Delegations

MOVED: Clark / Zelle

Alderman Tapp Coutts – Clarification requested.

CEO – Annual insurance renewal.
 Deputy Mayor Gazey – Point 2 – clarification
 CEO – There is no change.
 Mayor Miller – only change is the delegation.

That it be recommended to Council:

1. The instrument of delegation to the Chief Executive Officer be amended to:

THAT pursuant to Section 32 of the *Local Government Act* the Council hereby delegates to the Chief Executive Officer its powers and functions under the *Local Government Act* as set out in the Schedule below:

Schedule

| | |
|-------------|--|
| Section 112 | Appointment of Authorised Persons |
| Section 244 | Authorisation of persons to institute proceedings in the name of the Council |

Various

All of the powers and functions of the Council with the exception of the following:

- (1) Those matters referred to in Section 32 (3) of the Act
- (2) Sections 22 and 24 regarding the adoption of the Municipal Plan
- (3) Section 46 appointment to fill a casual vacancy on the Council
- (4) Section 49 establishment of Local Boards
- (5) Section 54 establishment of Council Committees
- (6) Section 68 calling meetings for elections

THAT pursuant to Section 112 of the *Local Government Act*, the Council appoints the Chief Executive Officer as an authorised person.

THAT pursuant to Section 32 of the *Local Government Act* the Council hereby delegates to the Chief Executive Officer the power and authority to exercise all or any of the powers of the Council under the Katherine Town Council By-Laws, Part 3 – Animal Management.

Financial Delegation

| FINANCIAL DELEGATION | | |
|-----------------------------|-------------------------------|---|
| POSITION | PROCUREMENT DELEGATION | PAYMENT DELEGATION |
| Chief Executive Officer | Up to \$100,000 | Unlimited – subject to properly authorised purchase commitments |

Notes:

- a. Subject to being funded in Council’s approved budget, the Chief Executive Officer is authorised to raise Council orders for the purchase of goods and services and is authorised to approve any and all payments provided they are properly authorised commitments.

- b. The Chief Executive Officer is authorised to raise orders in excess of his/her threshold up to any amount but only where the expenditure is approved by Council resolution or the expenditure involves a fully budgeted item that recurs each year (e.g. Council annual insurance renewal).
2. The Principal Member (the Mayor) is authorised in accordance with Regulation 20 of the Local Government (Accounting) Regulations to sign cheques and approve electronic disbursements with an unlimited threshold (subject to properly authorised purchase commitments).

CARRIED: 7 / 0

13.12 VISITOR INFORMATION CENTRE PARTNERSHIP AGREEMENT

File: Legal Documents / agreements / Visitor Information Centre
Operational Funding

MOVED: Zelley / Clark

Mayor Miller – Thanked DCCS and VIC Manager for their work. It has been a long process and finally come to fruition.

That it be recommended to Council:

1. That Council approves the renewal of the Visitor Information Centre operational funding agreement with Tourism NT for twelve months to 30 June 2018; and
2. That the Mayor and Chief Executive Officer be authorised to execute a one (1) year partnership agreement with Tourism NT for the 2017/2018 financial year and affix the Common Seal as required.

CARRIED: 7 / 0

13.13 NOMINATIONS TO REPRESENT ON COMMITTEES – DEVELOPMENT CONSENT AUTHORITY

File: Government Relations / Committee / Development Consent Authority

MOVED: Gazey / Hurley

Deputy Mayor Gazey – Would like to remain on DCA. Mayor Miller is appointed and Alderman Zelley is the alternate representative.

That it be recommended to Council:

1. Determine if a nomination is to be made and
2. Endorses the nominated Mayor/Alderman through a formal resolution.

CARRIED: 7 / 0

13.14 NOMINATIONS TO REPRESENT ON COMMITTEES – YOUTH JUSTICE REINVESTMENT PROJECT

File: Community Relations / Meetings / Elected Member Representatives on Committees

MOVED: Hurley / Deputy Mayor Gazey

Alderman Hurley – Expresses his desire to accept nomination.

That it be recommended to Council:

1. Determine if a nomination is to be made and
2. Endorses any such nomination through a formal resolution.

CARRIED: 7 /0

14. Reports from Representatives on Committees

Deputy Mayor Gazey

Elected Member Information Session x 2
Ordinary Meeting of Council
Open Forum
YMCA Advisory Committee Meeting
Chamber of Commerce Business Dinner
Early Childhood Plan
Meeting with Mayor

Alderman Clark

Elected Member Information Sessions x 2
LGANT Symposium
Open Forum
Ordinary Meeting of Council
Special Meetings of Council x 2
Community Grants Committee
Chamber of Commerce Business Dinner
Alan McGill Elected Member Training Session
Library Halloween Party
Early Childhood Plan
Bendigo Breakfast

Alderman Raynor

Elected Member Information Sessions x 2
Ordinary Meeting of Council
Special Meetings of Council x 2
Open Forum
Meeting with Community Members
Work Health Safety meeting
Be'er Sheva Day
Meeting with Mayor
Supported the Elliott Community against Unconventional Oil and Gas
PFAS Shopfront
Alan McGill Elected Member Training Session
Early Childhood Plan

Alderman Tapp Coutts

Business Lunch - Minister for Primary Industry - Ken Vowles
Papa Mbaye Performance at GYRACC
Library Halloween Party- provided some sweets
GYRACC Board Meeting
Injaluk Exhibition GYRACC
Katherine Region of Writers at Library
Ron Ball Funeral
NT Arts and Museum – Consultation on Darwin/Territory Museum
Cancer Council NT Katherine meeting (presenter)
NT Writers Centre AGM Darwin – Elected Regional Vice President
ANZ Bank Christmas Drinks
Elected Members Information Sessions x 2
Open Forum
Ordinary Council Meeting
Special Meetings of Council x 2
Early Childhood Plan
Meeting with the CEO

Alderman Zelle

Elected Members Town Tour
Elected Members Information sessions x 2
Ordinary Meeting of Council
Special Council Meetings x 2
Open Forum
Alan McGill Elected Member Training Session
Early Childhood Plan

Alderman Matthew Hurley

Elected Member Information Sessions x 2
Alan McGill Elected Member Training Session

15. Late Agenda Item

MOVED: Tapp Coutts / Clark

Quarterly Review of Municipal Plan

Moved: Clark / Gazey

Alderman Tapp Coutts – A power of work has been completed and staff is to be thanked for that and for keeping on track, especially in light of a sudden and extended period of leave of a key Council Officer.

CARRIED: 7 / 0

16. General Business

Alderman Tapp Coutts – Leave of absence noted in the October Ordinary Meeting of Council.

I would like to mention some deserving people within the Community who have received awards this year:

- Katherine Times won Press Club Award for their work on reporting of PFAS.

- Lydia Lynch from the Katherine Time also won Best Coverage – Reporting on Indigenous Elders with her piece “Older People Speaking Out”
- Kelly Rosas won the NT Masters Athlete of the Year.

I would also like to acknowledge the following people, who left our Community this year - Mr Ron Ball, Mr Boris Pascoe and Mr Ted Hart.

I express my thanks and a fond farewell to Sophie Henderson who has been with Council for 12 years. Sophie leaves for “greener pastures”. I would also like to read the following statement. (See attachment 1.).

Alderman Raynor – In response to Alderman Tapp Coutt’s statement, I believe it is an NTG decision whether or not to repaint the rail bridge. The rail bridge is not a Council asset.

Deputy Mayor Gazey requested a leave of absence from 7 December, returning 29 December 2017.

Mayor Miller requested a change of date for the December Ordinary Meeting of Council to Wednesday 13 December. This is to allow her and the VIC Manager to attend the *SKAL International Meeting* in Darwin on 12 December, 2017.

Alderman Tapp Coutts stated that tourism is extremely important for Katherine and attendance at SKAL was a good reason to move the date.

MOVED: Hurley / Tapp Coutts

CARRIED: 7 / 0

17. Confidential Items

NIL

18. Next Ordinary Meeting of Council

The eleventh Ordinary Meeting of Council for 2017 will be held on Wednesday 13 December 2017.

19. Meeting Closed

The meeting closed at 7.00 pm.



Fay Miller
MAYOR OF KATHERINE