



# **MINUTES**

## **Ordinary Meeting of Council**

**Tuesday 24 November 2020**  
**At 6.00 PM**

*Council Chambers, Civic Centre,  
Stuart Highway, Katherine*

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**MINUTES OF THE ORDINARY MEETING  
KATHERINE TOWN COUNCIL  
HELD AT CIVIC CENTRE, STUART HIGHWAY, KATHERINE  
ON TUESDAY, 24 NOVEMBER 2020 AT 6:00PM**

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**PRESENT**

**ELECTED MEMBERS**

- : - Deputy Mayor Peter Gazey  
- Alderman Elisabeth Clark  
- Alderman Matthew Hurley  
- Alderman Jon Raynor  
- Alderman John Zelle  
- Alderman Toni Tapp Coutts

**OFFICERS**

- : - Mr Ian Bodill, Chief Executive Officer (CEO)  
- Ms Claire Johansson, Chief Operations Officer  
- Ms Rosemary Jennings, Executive Manager  
Community Services (XCS)  
- Mr Brendan Pearce, Executive Manager  
Infrastructure and Environment  
- Mr Arsalan Malik, Project Manager  
- Ms Taylor Revitt, Communications Officer  
- Mr Jherry Matahelumual – Executive Assistant  
(Minutes Taker)

**VISITORS**

- : - 7 x Community Members  
- Tom Robinson, Katherine Times  
- Jonathon Daly, ABC Regional

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## 1 ACKNOWLEDGMENT OF 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' past, present and emerging.

## 2 OPENING PRAYER

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

## 3 MEETING DECLARED OPEN AT 6.00 PM

## 4 APOLOGIES AND LEAVE OF ABSENCE

4.1 Apologies  
- Mayor Fay Miller

4.2 Leave of Absence

## 5 CONFLICT OF INTEREST

Nil

## 6 CONFIRMATION OF PREVIOUS MINUTES

6.1 Minutes of the Ordinary Meeting of Council held on 27 October 2020

File	:	Local Governance / Council Meetings / Confirmation of Previous Minutes
Moved	:	Alderman Tapp Coutts
Seconded	:	Alderman Hurley
Notes:		
- Alderman Raynor requested to correct Katherine Dirt Karl to Katherine Dirt Kart		
That the Minutes of the Ordinary Meeting of Council on 27 October 2020 be confirmed as true and accurate.		
<b>CARRIED 6 / 0</b>		

6.2 Minutes of the Special Meeting of Council held on 30 October 2020 at 6.30 PM

File	:	Local Governance / Council Meetings / Confirmation of Previous Minutes
Moved	:	Alderman Hurley
Seconded	:	Alderman Clark
That the Minutes of the Special Meeting of Council on 30 October 2020 at 12.30 PM be confirmed as true and accurate.		
<b>CARRIED 6 / 0</b>		

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## 7 BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

## 8 MAYORAL BUSINESS TO BE CONSIDERED

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

Mayoral Business: Mayor had engaged events of the period from 28 October 2020 to 24 November 2020 and mentioned the following businesses below:

- LGANT Executive Meeting in October
- Remembrance Day Commemorative Service

Notes:

- Due to ill health, Her Worship the Mayor Mrs Fay Miller has been on apologies on many official occasions, however most of the occasions have been represented by Acting Mayor Deputy Gazey.
- Acting Mayor Peter Gazey extended an apology to Board of GYRACC for not being able to attend the 45<sup>th</sup> Katherine Art Prize due to other prior engagement on the same evening.
- Acting Mayor Peter Gazey extended deepest condolences on behalf of Elected Members and Staff of the Katherine Town Council to Mrs Anne Reed and family for the passing of Mr Mike Reed.

## 9 CORRESPONDENCE AND DOCUMENTS TABLED

<b>Correspondences from Community</b>	<b>Questions</b>	<b>Katherine Town Council's Responses</b>
Peter McDougall	In the CBD project why are the planted trees so small, weren't there meant to be a natural shading for the now concrete and tiled town square? And since they are so small what will be shading for the square?	The trees were ordered in April 2020 and that was the earliest we can order based on the design. We have 21 scaly ash and 9 yellow frame trees. They grow fast for up to 6 metres.
Pamela Dixon	Why is there no Wi-Fi connection in the town centre? It used to be so easy to send a quick email but now I keep getting the message 'No Internet Connection'.	Katherine Town Council has contacted the IT Emerge Solution to fix this issue. The result of this request has been forwarded to Mrs Dixon.

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## 10 PETITIONS

NIL

## 11 PUBLIC QUESTION TIME

- Mr Peter McDougall queried what does the meaning of CDB Transfer from restricted reserves to grant capital budget? COO Johansson responded that it is a capital grant that we get for the CBD within the end of last financial year which has not been spent all so they remain in the reserves so we have to brought forward for the reserves this year as the current income for grant funding.
- Mr Bruce Francais queried why the weekend community forum was poorly advertised? CEO Bodill responded that the forum was advertised quite widely on Katherine Town Council social media.

## 12 NOTICES OF MOTION

Nil

## 13 REPORT OF OFFICERS

### 13.1 MONTHLY REPORT OF THE CHIEF EXECUTIVE OFFICER FOR THE MONTH OF OCTOBER 2020

Purpose	: To provide ongoing updates to the Council and to present the Report of the Chief Executive Officer for the Month of October 2020
File	: Local Governance / Ordinary Meeting of Council /Reports to Council/ Chief Executive Officer
Moved	: Alderman Clark
Seconded	: Alderman Tapp Coutts
That it be recommended to Council that:	
1. Formally receive and note the Chief Executive Officer Report for the Month of October 2020	
<b>CARRIED 6 / 0</b>	

### 13.2 CALL FOR NOMINATIONS TO REPRESENT LGANT ON THE NT HERITAGE COUNCIL

Purpose	: To seek retrospective council approval for Alderman Tapp Coutts' nomination to represent Local Government Association of the Northern Territory (LGANT) on the NT Heritage Council
File	: Local Governance / Council Meetings / Reports to Council/Chief Executive Officer
Moved	: Alderman Hurley

Seconded : Alderman Hurley

That it be recommended to Council to:

1. Endorse any of its members that wish to nominate to be eligible to be representative of LGANT on the NT Heritage Council
2. Retrospectively approve the nomination from Alderman Tapp Coutts and advise LGANT accordingly.

**CARRIED 6 / 0**

### 13.3 KATHERINE TOWN COUNCIL ATTENDANCE AT MEETING VIA AUDIO AND AUDIOVISUAL CONFERENCING SYSTEM

Purpose : To provide a copy of the Katherine Town Council's Attendance at Meeting via Audio and Audiovisual Conferencing System Policy to Elected Members for their information and adoption

File : Local Governance/Council Meetings/Reports to Council/Chief Executive Officer

Moved : Alderman Tapp Coutts

Seconded : Alderman Zelle

That it be recommended to Council to:

1. Receive and accept the attendance at the Meeting via Audio and Audiovisual Conferencing System Policy
2. Adopt the policy entitled "Attendance at the Meeting via Audio and Audiovisual Conferencing System" commences on 25 November 2020.

**CARRIED 6 / 0**

### 13.4 KATHERINE TOWN COUNCIL BREACH OF CODE OF CONDUCT POLICY

Purpose : To provide a copy of the Katherine Town Council's Breach of Code of Conduct policy to Elected Members for their information and adoption.

File : Local Governance / Council Meeting / Reports to Council / Chief Executive Officer

Moved : Alderman Zelle

Seconded : Alderman Clark

That it be recommended to Council to:

1. Receive and accept Breach of Code of Conduct Policy
2. Adopt the policy entitled "Breach Code of Conduct" commences on 25 November 2020

**CARRIED 6 / 0**



### 13.5 KATHERINE TOWN COUNCIL CARETAKER POLICY

Purpose	:	To provide a copy of the Katherine Town Council Caretaker Policy to Elected Members for their information and adoption.
	:	Local Governance / Council Meeting / Reports to Council / Chief Executive Officer
Moved	:	Alderman Hurley
Seconded	:	Alderman Zelley

That it be recommended to Council to:

1. Receive and accept Caretaker Policy
2. Adopt the policy entitled "Caretaker" commences on 25 November 2020.

**CARRIED 6 / 0**

### 13.6 MONTHLY FINANCIAL REPORT – OCTOBER 2020

Purpose	:	To receive and note the monthly financial report prepared by the Corporate Services Team
File	:	Local Governance / Council Meeting /Reports to Council/Infrastructure & Environment
Moved	:	Alderman Tapp Coutts
Seconded	:	Alderman Clark

That it be recommended to Council to:

1. Endorse the Financial Report for the month of October 2020.

**CARRIED 6 / 0**

### 13.7 MONTHLY REPORT OF THE COMMUNITY SERVICES DEPARTMENT - OCTOBER 2020

Purpose	:	To present the Report for the Community Services department for the month of October 2020.
File	:	Local Governance / Council Meeting / Report to Council /Infrastructure & Environment
Moved	:	Alderman Tapp Coutts
Seconded	:	Alderman Clark

That it be recommended to Council to:

1. Receive and note the Community Services report for the month of October 2020

**CARRIED 6 / 0**

### 13.8 ENVIRONMENT & ENVIRONMENT SERVICES REPORT FOR THE MONTH OF OCTOBER 2020

Purpose	:	To inform Elected Members of tasks, activities and projects undertaken by the Infrastructure & Environment Services, during the month of October 2020
File	:	Local Governance / Council Meeting / Report to Council /Infrastructure & Environment.
Moved	:	Alderman Hurley
Seconded	:	Alderman Zelley

That it be recommended to Council

1. Receive and note the project update for the month of October 2020.

**CARRIED 6 / 0**

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## 14. REPORTS FROM REPRESENTATIVE ON COMMITTEES

### 14.1 MINUTES OF MEETING OF THE AUDIT & RISK MANAGEMENT COMMITTEE

Purpose	:	To present unconfirmed minutes of meeting of the Audit and Risk Management Committee
File	:	Local Governance / Ordinary Council Meeting / Reports to Council /Corporate Services
Moved	:	Alderman Raynor
Seconded	:	Alderman Tapp Coutts

That it be recommended to Council to:

1. Receive and note the attached unconfirmed minutes of the Audit and Risk Management Committee meeting held on 13 November 2020.

**CARRIED 6 / 0**

## 15. ELECTED MEMBERS ACTIVITIES

### 15.1 Deputy Mayor Peter Gazey

File : Local Government / Council Meetings / Elected Members Activities

Activities : Deputy Mayor Peter Gazey had engaged in activities from 28 October to 24 November 2020 including:

- Attendances for Acting Mayor Peter Gazey
- October 27th, 2020 until 23rd November 2020
- EMIS x 2
- ABC Radio interview for Grassroots segment
- Special Meeting of Council 30/10
- Elected Members Lunch
- LGANT Mayors Forum
- LGANT General Meeting
- LGANT AGM
- Confidential Special Meeting 10/11
- Meeting with CEO to affix Common Seal
- Remembrance Day Ceremony
- Monthly meeting with Katherine Historic Society
- Monthly meeting with Police Commissioner and new Commander
- Confidential Special Meeting of Council 13/10
- Meeting with local Businesses regarding MyKatherine Opportunity
- Elected Members informal meeting
- Meeting with Tourism NT
- High School Graduation Ceremony
- Community Consultation Lindsay Street Complex.
- Official Opening of NAIDOC

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## 15.2 Alderman Elisabeth Clark's Activities

File : Local Government / Council Meetings / Elected Members Activities

Activities : Alderman Elisabeth Clark Had engaged in activities in the month of October

- Industry Day – Viewing of the Town Square Project
- EMIS x 2
- Ordinary Meeting of Council
- Showgrounds and Multi-Purpose Centre Advisory Committee Meeting
- KDSS and Katherine Town Council Meeting
- Establish Bee Keeping Club meeting
- Great Northern Clean Up
- Meeting with Scouts at the Showgrounds
- Business at Sunset
- October Business Dinner
- Special Meeting of Council

## 15.3 Alderman Jon Raynor's Activities

File : Local Government / Council Meetings / Elected Members Activities

Activities : Alderman Jon Raynor had engaged in activities from 28 October to 24 November 2020 including:

- 2 x Audit and Risk Management Committee Meeting
- 2 x EMIS
- Special meeting of Council
- Remembrance Day Commemorative Service
- MyKatherine Information Night
- Elected Members Meeting
- Community Consultation

## 15.4 Alderman Toni Tapp-Coutts' Activities

File : Local Government / Council Meetings / Elected Members Activities

Activities : Alderman Toni Tapp-Coutts had engaged in activities from 28 October to 24 November 2020 including:

- Elected Member Information Session
- Ordinary Meeting of Council
- Alderman's Lunch
- Young Author Awards Casuarina Street School
- TEHS Regional Community Engagement Committee Meeting

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## 15.5 Alderman John Zelley's Activities

File : Local Government / Council Meetings / Elected Members Activities

Activities : Alderman John Zelley had engaged in activities from 28 October to 24 November 2020 including:

- 2 x EMIS
- Ordinary Meeting of Council
- Special Meeting of Council
- Community Consultation

## 14.6 Alderman Matthew Hurley's Activities

File : Local Government / Council Meetings / Elected Members Activities

Activities : Alderman Hurley had engaged in activities from 28 October to 24 November 2020 including:

- 2 x EMIS
- Ordinary Meeting of Council
- Special Meeting of Council
- Community Consultation

## 17 GENERAL BUSINESS

- Alderman Hurley extended deepest condolences for the family of late Mike Reed and the family of Chong
- Alderman Tapp Coutts mentioned that GYRACC has successfully organised the 45<sup>th</sup> Katherine Art Prize on the We have also named the GYRACC gallery after the Lambert family who has been contributing to the development of the art in Katherine for 45 years. Alderman Tapp Coutts also reminded the Elected Members to attend the Business on Sunset hosted by GYRACC in collaboration with the Chamber of Commerce on Thursday, 26 November 2020
- Alderman Clark requested more information on the relocation of the Katherine Locomotive Project. Upon a request from the CEO, EA Matahelumual updated that the plans to relocate the project to be conducted on Sunday, 29 November 2020. There will be three stages of work which are:
  - Relocation of the old carriage frame located in front of Old Train Station to the offsite storage facility of the Katherine Town Council.
  - Relocation of the second trailer/wagon to the Katherine Museum
  - Relocation of the first trailer and the locomotive to the Old Train Station.

**Motion**

A motion was raised to endorse Alderman Raynor's nomination as LGANT Representative on the Animal Welfare Advisory Committee

Moved : Alderman Tapp Coutts

Seconded: Alderman Clark

**CARRIED 6/0**

## 18 CLOSURE OF MEETING TO PUBLIC

**Motion**

THAT pursuant to Section 65 (2) of the Local Government Act and Regulation 8 of the Local Government (Administration) Regulations the meeting be closed to the public to consider the Confidential Items of the Agenda.

Moved : Deputy Mayor Gazey

Seconded : Alderman Zellej

**CARRIED 6 / 0**

Meeting was closed for public at 6.45 p.m

## 19 CONFIDENTIAL ITEMS

**Motion**

A motion was raised to include the Minutes of Confidential Item of the Ordinary Meeting of Council held on 27 October 2020 in the confidential section

Moved : Alderman Tapp Coutts

Seconded: Alderman Clark

**CARRIED 6/0**

**Motion**

A motion was raised to move the resolutions from the confidential items into the public section of the meeting minutes.

Moved : Alderman Raynor

Seconded : Alderman Zellej

**CARRIED 6/0**

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19.5 Tender 20-09 Katherine Sportsground Oval 2 Resurfacing Update  
November 2020

Purpose	:	To seek direction from Elected Members and to confirm intended actions, tasks and activities with regard to any further works associated with the Katherine Sportsground Oval 2 Resurfacing Project
File	:	Local Governance /Ordinary Meeting of Council/Reports to Council/Infrastructure and Environment
Moved	:	Alderman Zellej
Seconded	:	Alderman Raynor

That it be recommended to Council to:

1. Award Sterling NT, Tender T20-09 – Katherine Sportsground – Oval 2 Resurfacing for **\$706,267.33 GST exclusive, Seven Hundred and Six Thousand, two hundred and sixty-seven dollars and thirty-three cents** and;
2. Endorse the use of Round 1 of the Federal Government's Local Roads and Community Infrastructure Fund of \$249,585.33 to make up the balance of the funding required for this project.

**CARRIED 6 / 0**

## **19 RESUMPTION OF OPEN MEETING**

The meeting was resumed for public at 7.15 p.m

## **20 NEXT ORDINARY MEETING OF COUNCIL**

That the next ordinary meeting of Council will be held on Tuesday, 8 December 2020

## **21 CLOSURE OF MEETING**

That meeting was closed at 7.16 p.m



Elisabeth Clark  
**MAYOR OF KATHERINE**

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## **OFFICER TITLE ABBREVIATIONS**

<b>CEO</b>	:	Chief Executive Officer
<b>A/CEO</b>	:	Acting Chief Executive Officer
<b>COO</b>	:	Chief Operating Officer
<b>XCS</b>	:	Executive Manager Community Services
<b>XIE</b>	:	Executive Manager Infrastructure and Environment
<b>MCERS</b>	:	Manager Compliance Environment & Regulatory Services
<b>MIE</b>	:	Manager Infrastructure & Environment
<b>PM</b>	:	Project Manager
<b>MCFAS</b>	:	Manager Customer Finance Administration Services
<b>MVIC</b>	:	Manager Visitor Information Centre
<b>CO</b>	:	Communications Officer
<b>EA</b>	:	Executive Assistant
<b>CLO</b>	:	Community Liaison Officer
<b>SO</b>	:	Sustainability Officer
<b>GO</b>	:	Governance Officer

