

WAGAIT SHIRE COUNCIL

Draft Minutes

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

16 December 2014

PRESENT: Vice-President Matt Prouse
Cr Shenagh Gamble
Cr Peter Clee
Cr V.J. Thorpe
Cr Brad Irvine
Michael Campaign (CEO)

1.0 MEETING OPENING & WELCOME.

Vice-President Matt Prouse declared the meeting open at 6.00pm at the Council Conference Room and welcomed all Councillors to the meeting.

APOLOGIES: President Lisa-Marie Stones and Cr Ally Richmond

Resolution No. 2014/147 - that the apology of President Lisa-Marie Stones and Cr Ally Richmond be accepted and approved.

Moved: Cr Shenagh Gamble

Seconded: Cr Brad Irvine

Vote: AIF

2.0 DECLARATION OF INTERESTS

Nil

3.0 CONFIRMATION OF MINUTES

Resolution No. 2014/148 - that the minutes of the Monthly Meeting of 18 November, as amended be confirmed.

Moved: Cr.V.J. Thorpe

Seconded: Cr Brad Irvine

Vote: AIF

3.1 Matters Arising from the Minutes

Nil

4.0 INWARDS AND OUTWARDS CORRESPONDENCE

Refer to December agenda for Incoming and Outgoing correspondence for month of November 2014.

- 4.1 Cr. Gamble asked why the *Green Army* email wasn't included in the correspondence register. CEO said he apologised and would address the reason in his report.

Resolution No. 2014/149

That the correspondence for the Month of November 2014 be confirmed.

Moved: Cr Brad Irvine

Seconded: Cr V.J. Thorpe

Vote: 4-For 1- Against

5. CHIEF EXECUTIVE OFFICER'S REPORT (Incorporating Work Supervisors Report)

CEO REPORT

- 5.1 **LOCAL GOVERNMENT ISSUES:** TOPROC meeting in Darwin on 16/12/14. Emergency Response meeting held on 19/12/14. CEO spoke with Peter McLinden regarding RTR funding. Application is to be made for release of all 3 year funds to allow for road/verge repairs.
- 5.2 **ASSISTANCE TO COMMUNITY:** Poison spray kits have been made available to a small number of ratepayers. Assistance to elderly/infirm to be organised in the New Year. Shredder was on loan to one ratepayer.
- 5.3 **GRANTS:** Funding for bat/ball wall is not available and will be included in next year's budget. Cricket pitch instalment under way.
- 5.4 **STAFFING/ OFFICE:** CEO's leave is postponed until January 2015. Office will shut down for Xmas from noon on 24/12 till 5/1/15. CEO will open office over Xmas break. Gary Zikan will be on call. The office has now set up an answering service for calls received when office is unattended.
- 5.5 **SPORTS AND RECREATION:** New grant for \$20,000 approved by Sport and Recreation for Robyn Presley's contract.
- 5.6 **COMMUNITY MEETING:** Letter of thanks sent to Dave/Fred for written question supplied at community meeting and answers given.
- 5.7 **RATES:** Outstanding rates have been paid as a result of letters sent. Full report will be supplied at the next Council meeting.
- 5.8 **OTHER:** Darwin radio interviewed CEO on 20/11/14 regarding 4 hour parking limit at car park. Xmas morning tea arranged for seniors group on 9/12/14.

5.9 ITEMS IN ADDITION TO THE CEO'S REPORT:

- 5.9.1** Cr. Gamble enquired re. Green Army report. CEO apologised for omission and advised that future grants will be included. Cr. Gamble offered copy of report but declined.
- 5.9.2** CEO advised change of leave due to illness. Will now commence leave on 15/01/2015.
- 5.9.3** CEO to make enquiries re. necessity to appoint Acting CEO whilst on leave.
- 5.9.4** Cr Clee mentioned that Council used to put 50% of 'operational funding' in a reserve for future major road works.

WORKS SUPERVISOR REPORT

GARY ZIKAN

- 5.10** During this 2 week period our poisoning program has begun, with drains around the Estate being our initial targets. The Quad Bike has been serviced and utilised in this regard. Dead branches have been removed from drains to clear the way for stormwater.
- 5.11** A major chlorine problem arose on Friday Nov. 21st when a visiting contractor failed to turn back on a crucial pump, allowing chlorine to be pumped into the delivery line but not into the above ground holding tanks. Works team attended and it was found necessary to drain both tanks with approx 70 litres of chlorine added. The public was not permitted to gain access to this potentially lethal dose and we had to monitor the chlorine level for some 4 hours until an acceptable level of chlorine was obtained in the water for human consumption.
- 5.12** The Boat ramp algae has been removed and Barnacles on the Jetty Landings are being Blasted off.
- 5.13** Caltrop continues to be removed by hand in the RUA.
- 5.14** Other duties in regard to our Power water, Jetty, RUA and WW11 Sites contracts have been conducted.
- 5.15** We would like to wish everyone a safe and Happy Christmas.

SPORTS & RECREATION REPORT

ROBYN PRESLEY

- 5.16** It has been a bit quiet over the last few weeks with storms and children's commitments in Darwin.
- 5.17** We had our last 'Movie Night' on Saturday December 6th with a "Kris Kringle" Christmas party combined. At least 20 children participated; receiving a \$5 gift from a 'secret' person and party food prior to a movie.
- 5.18** We will have a 'Come and Try' day for basketball very soon with Level O coaching and refereeing courses available. This, hopefully, will lead to entering team's in the Darwin league.

5.19 The holiday program will be diverse with fishing, trips to town to the cinema, water park, Territory Wildlife park, 'Flight Path' golf range, ten-pin bowling and whatever else we can think of on a tight budget.

5.20 A safe and happy Christmas to you all and see you in the New Year,

Resolution No. 2014/150

That the officers' reports for the month of November 2014 be received and accepted.

Moved: Vice-President Matt Prouse

Seconded: Cr Shenagh Gamble

Vote: AIF

6.0 FINANCIAL REPORTS

WAGAIT SHIRE COUNCIL Income and Expenditure Report For Month Ending 30 November 2014

	Month to Date			Year to Date			Full Year Budget \$
	Actual \$	Budget \$	Variance \$	Actual \$	Budget \$	Variance \$	
INCOME							
1 Grants Roads to Recovery	\$ 14,005.00	\$ 2,500.00	\$ 11,505.00	\$ 28,010.00	\$ 12,500.00	\$ 15,510.00	\$ 30,000.00
2 Grants for Others	\$ 3,435.00	\$ 6,250.00	-\$ 2,815.00	\$ 21,770.00	\$ 31,250.00	-\$ 9,480.00	\$ 75,000.00
3 Grant/C'Vealth/FAG		\$ 833.00	-\$ 833.00		\$ 4,165.00	-\$ 4,165.00	\$ 10,000.00
4 Grant NT Government		\$ 1,666.00	-\$ 1,666.00		\$ 8,330.00	-\$ 8,330.00	\$ 20,000.00
5 Grant/NT Operational		\$ 6,250.00	-\$ 6,250.00	\$ 71,775.00	\$ 31,250.00	\$ 40,525.00	\$ 75,000.00
8 Grant/Sports & Recreation		\$ 1,666.00	-\$ 1,666.00		\$ 8,330.00	-\$ 8,330.00	\$ 20,000.00
9 Interest Received		\$ 1,666.00	-\$ 1,666.00		\$ 8,330.00	-\$ 8,330.00	\$ 20,000.00
11 Penalties Received Rates		\$ 60.00	-\$ 60.00		\$ 300.00	-\$ 300.00	\$ 721.00
12 Pensioner Rebates		\$ 1,000.00	-\$ 1,000.00		\$ 5,000.00	-\$ 5,000.00	\$ 12,000.00
13 Other Income		\$ 166.00	-\$ 166.00		\$ 830.00	-\$ 830.00	\$ 2,000.00
14 General Rates Received	\$ 4,418.59	\$ 16,952.00	-\$ 12,533.41	\$ 204,963.43	\$ 84,760.00	\$120,203.43	\$ 203,425.00
15 Rental		\$ 792.00	-\$ 792.00	\$ 6,681.81	\$ 3,960.00	\$ 2,721.81	\$ 9,500.00
16 Rental - Caravan Park	\$ 800.00	\$ 238.00	\$ 562.00	\$ 1,240.00	\$ 1,190.00	\$ 50.00	\$ 2,860.00
17 Hire Plant & Equipment	\$ 250.00	\$ 84.00	\$ 166.00	\$ 640.91	\$ 420.00	\$ 220.91	\$ 1,000.00
18 Other Income		\$ 166.00	-\$ 166.00	\$ 716.41	\$ 830.00	-\$ 113.59	\$ 2,000.00
19 12/13 Surplus brought fwd		\$ 4,489.00	-\$ 4,489.00		\$ 22,445.00	-\$ 22,445.00	\$ 53,872.00
20 Heritage & Site maintenance		\$ 250.00	-\$ 250.00		\$ 1,250.00	-\$ 1,250.00	\$ 3,000.00
21 Jetty Income	\$ 4,011.82	\$ 5,365.00	-\$ 1,353.18	\$ 21,052.57	\$ 26,825.00	-\$ 5,772.43	\$ 64,379.00
22 Power & Water	\$ 500.00	\$ 4,417.00	-\$ 3,917.00	\$ 19,078.39	\$ 22,085.00	-\$ 3,006.61	\$ 53,000.00
23 Transfer from reserves	\$ 55,000.00	\$ 4,166.00	\$ 50,834.00		\$ 20,830.00	-\$ 20,830.00	\$ 50,000.00
TOTAL INCOME	\$ 27,420.41	\$ 58,976.00	\$ 23,444.41	\$ 375,928.52	\$294,880.00	\$ 81,048.52	\$ 707,757.00

WAGAIT SHIRE COUNCIL
Income and Expenditure Report
For Month Ending 30 November 2014

	Month to Date			Year to Date			Full Year
	Actual \$	Budget \$	Variance \$	Actual \$	Budget \$	Variance \$	Budget \$
25 Accountancy		\$ 1,184.00	-\$ 1,184.00	\$ 12,360.00	\$ 4,736.00	\$ 1,184.00	\$ 14,200.00
26 Audit Fees		\$ 687.00	-\$ 687.00		\$ 2,748.00	-\$ 2,748.00	\$ 8,240.00
27 Administration		\$ 125.00	-\$ 125.00	\$ 30.51	\$ 500.00	-\$ 469.49	\$ 1,500.00
28 Advertising	\$ 410.00	\$ 84.00	\$ 326.00	\$ 1,273.64	\$ 336.00	\$ 937.64	\$ 1,000.00
29 Animal Control		\$ 21.00	-\$ 21.00		\$ 84.00	-\$ 84.00	\$ 250.00
30 Bank Charges	\$ 99.23	\$ 135.00	-\$ 35.77	\$ 605.86	\$ 540.00	\$ 65.86	\$ 1,600.00
31 Cleaning	\$ 8.15	\$ 30.00	-\$ 21.85	\$ 384.46	\$ 120.00	\$ 264.46	\$ 360.00
32 Community & Other Orgs Sprt	\$ 79.00	\$ 584.00	-\$ 505.00	\$ 115.36	\$ 2,336.00	-\$ 2,220.64	\$ 7,000.00
33 Entertainment		\$ 141.00	-\$ 141.00	\$ 10.00	\$ 564.00	-\$ 554.00	\$ 1,700.00
34 Senior Xmas Party Expenditure		\$ 42.00	-\$ 42.00		\$ 168.00	-\$ 168.00	\$ 500.00
35 Senior Week Function Exp		\$ 84.00	-\$ 84.00	\$ 1,388.30	\$ 336.00	\$ 1,052.30	\$ 1,000.00
36 Computer Maintenance		\$ 333.00	-\$ 333.00		\$ 1,332.00	-\$ 1,332.00	\$ 4,000.00
37 Consultant Fees	\$ 720.00	\$ 416.00	\$ 304.00	\$ 2,790.00	\$ 1,664.00	\$ 1,126.00	\$ 5,000.00
38 Capital/Office Equipment	\$ 150.00	\$ 167.00	-\$ 17.00	\$ 150.00	\$ 668.00	-\$ 518.00	\$ 2,000.00
39 Election Expenses	\$ 4,640.18	\$ 417.00	\$ 4,223.18	\$ 8,265.03	\$ 1,668.00	\$ 6,597.03	\$ 5,000.00
40 Environment		\$ 166.00	-\$ 166.00		\$ 664.00	-\$ 664.00	\$ 2,000.00
41 Community Rec Activities		\$ 250.00	-\$ 250.00	\$ 214.91	\$ 1,000.00	-\$ 785.09	\$ 3,000.00
42 Electricity	\$ 532.05	\$ 1,250.00	-\$ 717.95	\$ 5,260.25	\$ 5,000.00	\$ 260.25	\$ 15,000.00
43 Gas supplies	\$ 443.45	\$ 8.00	\$ 435.45	\$ 532.55	\$ 32.00	\$ 500.55	\$ 100.00
44 Freight		\$ 67.00	-\$ 67.00		\$ 268.00	-\$ 268.00	\$ 800.00
45 Insurance		\$ 1,333.00	-\$ 1,333.00	\$ 18,993.31	\$ 5,332.00	\$ 13,661.31	\$ 16,000.00
46 Hire of Plant & Equipment		\$ 792.00	-\$ 792.00		\$ 3,168.00	-\$ 3,168.00	\$ 9,500.00
47 LGANT Membership		\$ 208.00	-\$ 208.00	\$ 1,537.28	\$ 832.00	\$ 705.28	\$ 2,500.00
48 Meeting Expenses	\$ 1,294.05	\$ 125.00	\$ 1,169.05	\$ 1,614.29	\$ 500.00	\$ 1,114.29	\$ 1,500.00
49 Members Payments				\$ 322.72	\$ -		
50 Printing & Stationery	\$ 89.26	\$ 250.00	-\$ 160.74	\$ 1,036.27	\$ 1,000.00	\$ 36.27	\$ 3,000.00
51 Postage	\$ 7.27	\$ 42.00	-\$ 34.73	\$ 393.82	\$ 168.00	\$ 225.82	\$ 500.00
52 Professional Development	\$ 312.18	\$ 84.00	\$ 228.18	\$ 868.18	\$ 336.00	\$ 532.18	\$ 1,000.00
53 Pest Control		\$ 125.00	-\$ 125.00	\$ 1,400.00	\$ 500.00	\$ 900.00	\$ 1,500.00
54 Garden and ground Maintenance	\$ 145.45	\$ 291.00	-\$ 145.55	\$ 1,315.86	\$ 1,164.00	\$ 151.86	\$ 3,500.00

WAGAIT SHIRE COUNCIL

Income and Expenditure Report

For Month Ending 30 November 2014

	Month to Date			Year to Date			Full Year
	Actual \$	Budget \$	Variance \$	Actual \$	Budget \$	Variance \$	Budget \$
55 Jetty/p&W Maint contract exp	\$ 283.68	\$ 866.00	-\$ 582.32	\$ 1,048.68	\$ 3,464.00	-\$ 2,415.32	\$ 10,400.00
56 Jetty /P&W Maint - materials		\$ 68.00	-\$ 68.00	\$ 253.32	\$ 272.00	-\$ 18.68	\$ 824.00
57 R&M Housing & Office	1161.82	835	326.82	2337.31	\$ 3,340.00	-1002.69	\$ 10,000.00
58 R&M Community Centre	1244.77	584	660.77	2130.7	\$ 2,336.00	-205.3	\$ 7,000.00
59 R&M Reserves		167	-167		\$ 668.00	-668	\$ 2,000.00
60 R&M Town site	312.55	942	-629.45	694.36	\$ 3,768.00	-3073.64	\$ 11,300.00
61 R&M Ablution Blocks		\$ 292.00	-\$ 292.00	\$ 209.09	\$ 1,168.00	-\$ 958.91	\$ 3,500.00
62 R&M Recreation		\$ 167.00	-\$ 167.00		\$ 668.00	-\$ 668.00	\$ 2,000.00
63 Sports & Rec wages & overheads	\$ 2,167.22	\$ 1,666.00	\$ 501.22	\$ 10,906.11	\$ 6,664.00	\$ 4,242.11	\$ 20,000.00
64 Sports Ground Grant 14/15	\$ 14,952.73			\$ 31,044.71	\$ -		
65 NTES Grant	\$ 2,317.40			\$ 30,619.50	\$ 31,044.71		
66 Rubbish Dump Mtce Wagait		\$ 833.00	-\$ 833.00	\$ 1,018.18	\$ 3,332.00	-\$ 2,313.82	\$ 10,000.00
67 Stores, Materials & Loose Tool		\$ 667.00	-\$ 667.00	\$ 3,096.98	\$ 2,668.00	\$ 428.98	\$ 8,000.00
68 Safety Supplies & Equipment		\$ 250.00	-\$ 250.00	\$ 570.00	\$ 1,000.00	-\$ 430.00	\$ 3,000.00
69 Subscriptions & Publications	\$ 50.00	\$ 167.00	-\$ 117.00	\$ 103.00	\$ 668.00	-\$ 565.00	\$ 2,000.00
70 Superannuation	\$ 1,983.44	\$ 2,084.00	-\$ 100.56	\$ 11,239.88	\$ 8,336.00	\$ 2,903.88	\$ 25,000.00
71 Telephone & Facsimile	\$ 615.31	\$ 808.00	-\$ 192.69	\$ 3,189.84	\$ 3,232.00	-\$ 42.16	\$ 9,700.00
72 Training		\$ 250.00	-\$ 250.00		\$ 1,000.00	-\$ 1,000.00	\$ 3,000.00
73 Travel & Accommodation	\$ 44.84	\$ 500.00	-\$ 455.16	\$ 1,981.33	\$ 2,000.00	-\$ 18.67	\$ 6,000.00
74 Uniforms		\$ 167.00	-\$ 167.00		\$ 668.00	-\$ 668.00	\$ 2,000.00
75 Vehicle & Plant maintenance	\$ 258.00		\$ 258.00	\$ 2,237.91	\$ -	\$ 2,237.91	
76 Vehicle & Plant Fuel & Oil	\$ 1,099.39	\$ 834.00	\$ 265.39	\$ 5,007.15	\$ 3,336.00	\$ 1,671.15	\$ 10,000.00
77 Vehicle Rego	\$ 100.05	\$ 250.00	-\$ 149.95	\$ 1,432.55	\$ 1,000.00	\$ 432.55	\$ 3,000.00
78 Workshop Maintenance	\$ 596.78	\$ 667.00	-\$ 70.22	\$ 2,855.95	\$ 2,668.00	\$ 187.95	\$ 8,000.00
79 Water & Sewerage	\$ 333.03	\$ 250.00	\$ 83.03	\$ 5,055.06	\$ 1,000.00	\$ 4,055.06	\$ 3,000.00
80 Wages & Salaries	\$ 23,143.55	\$ 22,636.00	\$ 507.55	\$ 118,330.51	\$ 90,544.00	\$ 27,786.51	\$ 271,643.00
81 Workers Compensation		\$ 334.00	-\$ 334.00		\$ 1,336.00	-\$ 1,336.00	\$ 4,000.00
82 Road Works Upgrade		\$ 167.00	-\$ 167.00		\$ 668.00	-\$ 668.00	\$ 2,000.00

WAGAIT SHIRE COUNCIL
Income and Expenditure Report
For Month Ending 30 November 2014

	Month to Date			Year to Date			Full Year
	Actual \$	Budget \$	Variance \$	Actual \$	Budget \$	Variance \$	Budget \$
83 Signage		\$ 167.00	-\$ 167.00	\$ 380.16	\$ 668.00	-\$ 287.84	\$ 2,000.00
84 Capital Vehicles		\$ 5,000.00	-\$ 5,000.00	\$ 27,827.70	\$ 20,000.00	\$ 7,827.70	\$ 60,000.00
85 Library		\$ 6,250.00	-\$ 6,250.00		\$ 25,000.00	-\$ 25,000.00	\$ 75,000.00
86					\$ -		
87					\$ -		
88 Office Upgrade		\$ 553.00	-\$ 553.00	\$ 671.88	\$ 2,212.00	-\$ 1,540.12	\$ 6,640.00
91 Residence	\$ 166.65	\$ 834.00	-\$ 667.35	\$ 16,734.32	\$ 3,336.00	\$ 13,398.32	\$ 10,000.00
94 Memorial Garden		\$ 125.00	-\$ 125.00	\$ 303.82	\$ 500.00	-\$ 196.18	\$ 1,500.00
95 Other	\$ 909.55	\$ 166.00		\$ 3,476.93	\$ 664.00		\$ 2,000.00
Investment a/c	\$ 1,560.73			\$ 882,937.56			\$ 900,000.00
TOTAL CAPITAL EXPENDITURE	\$ 60,671.03	\$ 58,987.00	-\$ 16,329.65	\$ 345,619.53	\$266,992.71	\$ 38,431.67	\$ 707,757.00

Resolution No. 2014/151

That the financial reports for the month of November 2014 be received and accepted.

Moved: Cr Brad Irvine

Seconded: Cr V.J. Thorpe

Vote: AIF

7.0 AGENDA ITEMS

7.1 COUNCILLOR REPORTS

7.1.1. Areas of Responsibility- President Lisa-Marie Stones circulated an email regarding specific area of responsibility for Councillors. To be discussed at next meeting.

7.1.2. Cr Peter Clee – attendee final meeting for year for TOPROC, next meeting Feb 2015. Also attended Local Government Advisory meeting re shared services with Belyuen, Coomalie and Wagait Shires.

7.1.3. Cr V.J. Thorpe attended LG Advisory Meeting with Cr. Peter Clee regarding shared services of Belyuen, Coomalie and Wagait Shires. Next meeting to be held on 16th February 2015 in Belyuen. Action- report to Committee to come up with a framework with positive outcomes; Cr V.J. Thorpe and Cr. Peter Clee have committed to attend next meeting. Minutes of the meeting will be circulated to all Councillors when received. VJ has had two (2) meetings with Belyuen CEO Cathy Winsley to create a good working relationship with another to occur after Cathy's return from XMAS holidays.

8.0 OUTSTANDING ACTIONS FROM PREVIOUS MEETING:

8.1 Item 7.2 from November 2014 meeting- Council Biz

8.2 Policies 1 -6 – Not finished. Carried over to next meeting.

8.3 Jetty Restricted Area- Department of Transport- Meeting for General restriction or Public restriction.

8.4 Domestic Animal Management Plan-A voluntary register at the office. Proposal by President Lisa-Marie Stones for an 'Open Day' sometime in 2015. Cr Shenagh Gamble raised the issue of residents having two (2) horses on one (1) acre blocks. No policy is place at this time to address this issue.

8.5 Multiple Dwellings on Single Blocks- CEO has contacted NT Planning Department. Allowed to have two (2) dwellings on one block and can request three (3). All complaints in writing to be addressed to NT Planning Department.

9.0 UPCOMING EVENTS:

Councillors Christmas party- 16th December – Postponed until Saturday January 10th 2015 and to be at the CEO's residence from 2pm.

Staff Christmas party- 19th December- Brought forward to Friday 5th December

Australia Day- Monday 26th January 2015- All organised. Nominations for Australia Day awards close on January 5th 2015.

10.0 LATE ITEMS AND GENERAL BUSINESS

Sympathy cards have been sent to President Lisa-Marie Stones on behalf of Councillors and staff.

Letters of congratulations drafted to be sent to new Ministers in Govt.

Cr Thorpe suggests we keep abreast with other Shires news to keep up with ideas, panels, by-elections etc

11.0 IN-CAMERA ITEMS

Nil.

12.0 MEETING CLOSE AND DATE OF NEXT MEETING

Vice-President Matt Prouse declared the meeting closed at 7.13pm.

The next Council Meeting is to be held on Tuesday 20 January, 2015 at 7.00pm in the Council chambers.