

MINUTES OF THE BORROLOOLA LOCAL AUTHORITY MEETING HELD AT THE
CONFERENCE ROOM COUNCIL SERVICE DELIVERY CENTRE, BORROLOOLA
ON THURSDAY, 2 FEBRUARY 2017

1. PRESENT/STAFF/GUESTS

1.1 Elected Members

Mayor Tony Jack
Councillor Don Garner

1.2 Local Authority Members

Maria Pyro (Chairperson)
Mike Longton
Jon Sauer
Trish Elmy
Marlene Karkadoo
Lizzy Hogan
Raymond Mawson

1.3 Staff

Janeen Bulseley – Area Manager Roper
Darcie Boon – Acting Local Authority Support Coordinator
Fred Graham – Senior Council Services Coordinator
Cindy Morgan – Senior Administration Support Officer (Minute Taker)

1.4 Guests

Rose Peckham – Department Housing and Community Development
Angela Pattison – LGANT
Max Magee – NT Police (CEPO)

2. MEETING OPENED

Meeting opened at 12:27pm

3. WELCOME TO COUNTRY

Marlene Karkadoo welcomed all members, staff and guests to the meeting and the Roper Gulf Regional Council pledge was read.

4. APOLOGIES AND LEAVE OF ABSENCE

4.1 APOLOGIES AND LEAVE

26/2017 RESOLVED (Tony Jack/Donald Garner)

Carried

- (a) The Borroloola Local Authority accept the apologies from Rebecca Gentle, Stan Allan and Dennis Braun .

5. CONFIRMATION OF PREVIOUS MINUTES

5.1 PREVIOUS MINUTES

27/2017 RESOLVED (Jonathon Sauer/Mike Longton) Carried

- (a) That the Borroloola Local Authority approve the minutes as a true and accurate record of the Borroloola Local Authority Meeting held on Thursday 9th June 2016, Provisional Meeting held on Thursday 4th August 2016 and Provisional Meeting held Thursday 17th November 2016.

6. CALL FOR ITEMS OF GENERAL BUSINESS

1. Community Benefits Trust - Community Meeting
2. Rotation of Chair for LA Meetings
3. Local Authority Project updates
4. Local Authority Member Vacancy

7. DISCLOSURES OF INTEREST

There were no declarations of interest at this Borroloola Local Authority.

8. BUSINESS ARISING FROM PREVIOUS MINUTES

8.1 ACTION LIST

28/2017 RESOLVED (Tony Jack/Donald Garner) Carried

- (a) That the Borroloola Local Authority receive and note the Action List.

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
04.08.16	8.2 Power and Water_ LA members have had complaints from community members regarding the current quality of town water.	1. Invite local Power and Water representative to next Borroloola Local Authority Meeting 2. Write to Power and Water requesting the results of water quality testing undertaken in Borroloola	Area Manager / Council	Ongoing	2/2/17 Local Power and water representative attended the LA meeting 6/10/16 which did not go ahead due to numbers and was more of a general discussion. He will be invited to our next meeting. Power and Water have supplied water tests results for June 2016 - January 2017
04.08.16	8.1 Sports Grounds/Show Ground	Write a letter on behalf of the Show Committee thanking the Muns crew for the	President of Show Committee	Ongoing	

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
		help with the rubbish and maintaining the show grounds.			
04.08.16	7.4 Governance updates	Projects 18 & 19: Purchase, delivery and installation of the new scoreboard for the Sports Ground. The Borroloola LA agreed to proceed with the Solar Powered scoreboard mounted on a trailer for \$31,647. Borroloola Local Authority request to purchase an alternate power charging method for when the scoreboard is stored.	Projects Manager	Ongoing	04.08.16 Quotes tabled for 2 scoreboards both solar powered. \$29,117 for fixed scoreboard. \$31,647 for scoreboard on a trailer. LA want trailer option including the ability to have it charged when it is stored in the shed at the Council yard. Council to get updated quote and report back to LA. 17.11.16 In Report 02.02.2017 scoreboard has been ordered, awaiting delivery
04.08.16	7.4 Governance updates	Project 22: The Borroloola Local Authority would like to go with the suggested quote for 6 extra standard aluminium park benches from Felton	Projects Manager	Ongoing	29.09.2016 Procurement commenced 02.02.2017 seats have been purchased, awaiting delivery
04.08.16	7.4 Governance updates	Project 23, Pool shade cloth. The small pool already has a shade structure. The Borroloola Local Authority would like to look at options for shade for possibly half of the large pool and some seating areas. Council to	Projects Manager	Ongoing	29.09.2016 Quotes

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
		obtain quotes			
06.08.15		<p>Seek quotes on trees for swimming pool and a pool shade cloth, with a vent through the middle for the wade pool. Present quotes at next meeting. Arrange quotes for park benches for Tamarind Park, Rocky Park and Show Grounds, to the value of \$20,000-30,000.</p>	Area Manager	Ongoing	<p>Landscaping & Planning with DCSI 07.04.16, join both Actions. LA prefers using Local suppliers where possible</p> <p>09.06.2016 Shade is up at the pool & new benches have arrived. 19.06.16. One new bench has been delivered to the pool. Need to decide on where it is going to go and install it. Still seeking quotes on extra seating for the swimming pool. 04.08.16 Shade: it has been agreed that trees are not a shade option for the pool area. Need to scope and quote shade to cover some of / perhaps half of the large pool to keep temperatures down in Summer. Seating: still need to get quotes on seating for parklands and send out to LA to review before next meeting. 17.11.2016 LA want to proceed with purchasing the seats quoted from Felton Industries that were sent out to the LA after August meeting. These seats are to be placed around town. Quotes for more seating options to be obtained and provided to the LA, including investigating</p>

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
					<p>the option of having some seating made from local businesses or the trade centre.</p> <p>02.02.2017 seats have been ordered. Still need to scope out getting local suppliers to quote and supply more seating options</p>
07.04.2016	6.2 Incoming Correspondence	<p>1. Sharon to follow up with Power and Water re: moving the Dump Point immediately; Corner of Robinson Road and the road to the P&W Pump Station - see map</p> <p>2. Update the Information Points in Town re: New Dump Point</p>	DCCS	Ongoing	<p>07.04.16: At the initial contact stage. Sharon to contact P&W & Tonkin..</p> <p>09.06.16 P&W are not responding. Engineers are creating drawings. Plans will be tabled when complete. New signage will also be required.</p> <p>04.08.16 plans expected to be ready for review by the end of the month. LA request that Power and Water Representative Graham be invited to these meetings. LA through the council would like to get the Chief Minister involved to speed this process up as the old dump point is not keeping up. Signs need to be designed and ready to go when new dump site is up and running.</p> <p>17.11.2016- Plans shown by Sharon of Office with Dump point. Office possible combined business centre. Consultant to scope works</p>

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
07.04.2016	8.3 Tamarind Park	Mike Longton to send Story Board information to Sharon Hillen for them designed then bring back to Borrooloola Local Authority for approval	DCSI	Ongoing	Mike working on this item/to update. Photos sent to Sharon. This project is moving forward. 09.06.16 information has been sent to a designer to be drafted up. Will come back to LA to review 04.08.16 Mike to collate the information and get it to Cath Dunn by end of August. 04.0.2016 Sharon Hillen met with Mike Longton and discussed the story boards and signage requirements once the design and layout is drafted it will be tabled at the LA meeting. 02.02.2017 Mike Longton, Trish Elmy met with Lyndon Keane in January
09.06.2016	6.2 Incoming Correspondence	Request an application for a special lease so licence is not required every 12 months. Licence-01042016-Occupation Licence No.3799-Borrooloola	Area Manager / DCG	Ongoing	04.08.16 RGRC have requested a longer lease over the Tamarind Park area. 17.11.16 Have 12 month special purpose lease with 12 month renewal. Vehicle bollards completed instead of fencing
09.06.2016	8.2 Cemetery	DCCS to send out Cemetery proposal to all LA members	DCCS	Ongoing	04.08.16 Not sent, to be sent out.
09.06.2016	8.8. Borrooloola Swimming Pool	Greg Shanahan, Community Champion, NTG will follow up on Borrooloola Pool land tenure application and report back at next LA Meeting.	Greg, Shanahan	Ongoing	04.08.2016 Lot 920, #305 Robinson Road 04.08.16 need to follow up with Louise Beilby or Greg Shanahan before next LA meeting 27.09.2016 Email received from Louise Beilby advising update – Community Land Grant needs to lodged to

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					finalise the land tenure.
11.02.2016	8.4 Cemetery Fencing	Get quotes on Cemetery fencing	Area Manager	Ongoing	<p>09.06.2016 Quotes to be presented at the next LA meeting.</p> <p>22.07.16 Liaise with LA what type of fencing and where.</p> <p>04.08.16 The Cemetery Trust to be consulted. Council determined at the OCM in August that it would approach the LA to fund the mobile shade as a higher priority to fencing. Report in the agenda.</p> <p>17.11.2016- The Borroloola LA do not want to proceed with the permanent movable shade structure for the cemetery. Quotes to be presented to next LA meeting for Portable shade structures that could be set up before each funeral and removed afterwards.</p> <p>02.02.2017 LA Project funding for the cemetery has been spent on portable gazebos, portable bench seats and refurbishing the sign</p>
17.11.2016	11.3 Council Services Report-Project Update	Fred to go down to the Oval and softball diamond with LA members to discuss where the water has previously gone and options to stop it from washing away this year.	Council Services Coordinator		02.02.2017 this was done immediately after the LA Meeting 17.11.2016

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17.11.2016	11.8 Governance Report-Local Authority Project Funding Update	LA to have an out of Session Meeting Friday 18 November to discuss and allocate remaining LA Project funds.	Council Services Coordinator / DCCS		02.02.2017 remaining funds were allocated at out of session meeting and update has been provided to the LA as a part of General business 12.5
17.11.2016	11.5 Alcohol Management Plan	Response from Surinda Chrichton regarding Alcohol Management Plan and how they want the LA involved to be passed back onto the Local Authority			
17.11.2016	12.6 Buckle up Borroloola and other information from MRM	RGRC Youth, Sport and Rec program to put forward ideas / planned activities that require extra funding for school holiday periods for next year.			
17.11.2016	11.3 Council Services Report-Project Update	Council to seek advice from Power & Water regarding Toilets still hooked up to septic system at the Sport & Rec Centre.	DCCS		

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5.06.2014		LA recommends a Waste Management Strategy is drawn up for the Borrooloola region, including recycling capability and planning for future	DCCS	Ongoing	<p>Action incorporated into RGRC Waste Management Strategy. A newly formed Waste Management Strategy Committee is driving this Action.</p> <p>07.04.16 Funding application in for a Consultant 09.06.16: Grant Unsuccessful Working with EPA for Licence for Borrooloola, Ngukurr and Numbulwar. Waste Management will be rolled out through other RGRC areas, however due to the extended distance to Borrooloola it has been difficult getting a contractor involved. 04.08.16: Incorrect information provided. DCCS will provide LA with an update at the next meeting. 17.11.16 BRWMC re-design and develop strategy: \$100K Capex; Land Tenure 2030 Special Purpose Lease, Queries of LA - Asbestos registered, waste oil, grease trap, Letter to MRM</p> <p>02.02.2017 ACTION: Plans to be presented at next LA Meeting by Sharon Hillen.</p>

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
5.11.2015		Strategic Plan for the Swimming Pool	Area Manager	Ongoing	<p>09.06.16 still needs extra funding if pool is to stay open. Advise council if the community want the pool to stay in operation. Pool is closed for maintenance from 1st June through to 31st August 2016.</p> <p>04.08.16 At the last OCM, Council agreed to keep the pool open and continues to fund on the provision that look at ways to subsidise funding. RGRC Grants putting together a proposal to the MRM Community Benefits Trust for some Sports funding. LA want itemised breakdown of Pool budget sent out to before next LA meeting.</p> <p>17.11.2016- Council are committed to funding the Pool for this financial year and it has been included in the Sportsground Master Plan strategy. Council are looking into a user – pays system to offset cost.</p>
8.10.2015		Provide LA members with more Information about the engineered stand for the Score Board.	Area Manager	Ongoing	<p>09.06.16 Need to finalise location for scoreboard and whether or not it can be hard wired in electrically in that location</p> <p>22.07.16 Quotes to be tabled at next LA meeting</p> <p>04.08.16 Quotes tabled for 2 scoreboards both solar powered. \$29,117 for fixed scoreboard. \$31,647 for scoreboard on a trailer. LA want trailer option including</p>

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					<p>the ability to have it charged when it is stored in the shed at the Council yard. Council to get updated quote and report back to group.</p> <p>17.11.16- Council still getting quotes on the charging system. LA have committed \$35000 to this and would like the scoreboard and charging system ordered.</p> <p>02.02.2017 – Scoreboard has been ordered. Still to order separate charging system for when stored in the shed.</p>
02.02.2017	12.8 Sand Mine	Need to write a letter to local businesses and the Town to advise that the sand mine area is no authorised access area. Signage and fencing for to sourced and erected			<p>02.02.2017 ACTION: Fred Graham to give an update on the sand mine and access at the next LA meeting. Letters to be sent out to local businesses and to the town to advise the Sand mine is a restricted access area.</p>
02.02.2017	11.4 Council Financial Report	Local Authority want to see draft design/plan for the Borroloola CBD/Searcy Street at the next meeting.			
02.02.2017	12.2 MANGE & PARASITES IN DOGS WITHIN TOWN	Bring up issue at next Heads of Agency Meeting. Report back the fees a and charges associated with bring a vet to town, possibly user pays system			<p>02.02.2017 ACTION: Bring up issue at next Heads of Agency Meeting.</p> <p>ACTION: report back to LA the fees and charges associated with bring a vet to Borroloola, with a user pays system in place</p>

9. INCOMING CORRESPONDENCE

9.1 INCOMING CORRESPONDENCE

1. Email from NT Cricket regarding Successful Barra Cup Competition
2. Email regarding Mine Management Plan for Sand Mine requires updating
3. Thankyou letter from Minister for Housing and Community Development – Gerry McCarthy. Response from letter of Congratulations from RGRC
4. Email regarding Territory Natural Resource Management (TNRM) Community Grants project applications for 2017

29/2017 RESOLVED (Donald Garner/Trish Elmy)

Carried

- (a) **That the Borroloola Local Authority accept the Incoming Correspondence.**

10. OUTGOING CORRESPONDENCE

10.1 OUTGOING CORRESPONDENCE

1. Invitation to Chief Minister, Hon Michael Gunner MLA to attend the Australian Citizenship Ceremony in Borroloola
2. Invitation to Hon Gerry McCarthy MLA to attend the Australian Citizenship Ceremony in Borroloola
3. Invitation to Mr Mark Wakeling to attend the Australian Citizenship Ceremony in Borroloola
4. Invitation to Mrs Lesley Wakeling to attend the Australian Citizenship Ceremony in Borroloola

30/2017 RESOLVED (Donald Garner/Tony Jack)

Carried

- (a) **That the Borroloola Local Authority receive and note the Outgoing Correspondence.**

11. GENERAL BUSINESS

11.1 ELECTED MEMBER REPORT

- Council is getting into the swing of the New year with most people back on deck.
- Recently had our 1st finance meeting of the year. Council has been working hard with the finance team and we are starting to show results. We are showing that revenue is being collected and coming in which is reducing our outstanding debts owing. Cash Management and running the business is going well.
- Compliance is a focus for Council this year and we have an audit committee meeting coming up
- Next OCM 22nd February
- Borroloola Mining Sand lease MMP has been signed off on. It is important to council to hold onto this lease, but we need to ensure we are managing properly.
- Items from the out of session meeting in regards to LA project allocations were approved in the Dec OCM, which is partly why things are moving forward
- Come see your councillors or the Mayor if there is anything you think that Borroloola needs, we can take it to our next meetings and fight for Borroloola

31/2017 RESOLVED (Tony Jack/Mike Longton)

Carried

- (a) **That the Borroloola Local Authority receive and note the verbal Elected Members Report.**

11.2 COUNCIL SERVICES REPORT

- Tyres are still being burnt at the dump, we are possibly looking at placing a camera out there to catch the person/s in the act and prosecute.
- Mowing the main road is a concern for all and we are doing the best we can with the available machinery and manpower.
- We are looking at setting up a host agreement with Gulf Savannah to assist with the manpower required and give the guys and girls some experience with the local council where possible.

32/2017 RESOLVED (Donald Garner/Mike Longton) **Carried**

- (a) That the Borroloola Local Authority receive and note the written and verbal report on current Council Services for Borroloola

11.3 GOVERNANCE REPORT - POLICY UPDATE

33/2017 RESOLVED (Tony Jack/Donald Garner) **Carried**

- (a) That the Borroloola Local Authority receive and note the reviewed HR011 Leave Policy.

11.4 COUNCIL FINANCIAL REPORT

34/2017 RESOLVED (Donald Garner/Jonathon Sauer) **Carried**

- (a) That the Borroloola Local Authority receive and note the Borroloola financial report for the Second quarter of 2016-17.

ACTION: Local Authority want to see a draft design/ plan for the Borroloola CBD/ Searcy st at the next meeting

11.5 COMMUNITY SERVICES REPORT – NIGHT PATROL

Night Patrol Manager Peter Hayes will be in town next week to sign up the successful applicant for night patrol team leader.

35/2017 RESOLVED (Mike Longton/Tony Jack) **Carried**

- (a) That the Borroloola Local Authority receive and note the update on Community Night patrol.

11.6 COMMUNITY SERVICES REPORT – YOUTH, SPORT AND REC

ITEM	QUANTITY	UNIT PRICE	TOTAL
Regent fast Fold soccer goal	2	153.64	307.28
AFL Goal post	1	149.00	149.00
Frozen Flurry makeup Pouches	1	13.49	13.49
Frozen makeup perfect beauty case	4	24.29	97.16
Donut tube chocolate	1	17.09	17.09
Wahu nightball basketball	4	49.49	197.96
Basketball Molten rubber	4	31.49	125.96

Basketball Molten rubber Libertria size 6	4	31.49	125.96
Nike Baskball kids size 7	4	31.49	125.96
Nike soccerballs Mercurial fade	4	22.49	89.96
Nike Ball soccer pitch	4	26.99	107.96
Nike soccerballs Mercurial fade asst	4	26.99	107.96
Soccer goal 215 x 150x76	1	125.98	125.98
Sherrin splat AFT team ball	4	12.49	49.96
Urban Rituelle Perfum	3	15.29	45.87
Urban Rituelle Perfum blossom	1	24.29	24.29
Crabtree & Eleyln west indian	1	53.99	53.99
Crabtree & Eleyln MYRRh cologne	2	27.00	54.00
TCL UHD Smart Led TV 60 inch	1	1100.00	1100.00
Samsung Bluray DVD	1	99.00	99.00
Remin Hair Styler	2	20.00	40.00
H/ Phones	10	49.00	490.00
Lead audio 3.5 mm STE Model	2	10.00	20.00
DVD's and transport	1	431.17	431.17
			4000.00

36/2017 RESOLVED (Mike Longton/Donald Garner)

Carried

- (a) **That the Borroloola Local Authority receive and note the update on Community Services.**
- (b) **That the Borroloola Local Authority approve the list of items within the report to be purchased from the allocated \$4,000 Local Authority Project Funding.**

OTHER BUSINESS

12.1 TOWN WATER QUALITY

Power and Water have provided test results for water testing around town from June 2016 through to January 2017. All tests have come back as PASSED. If there are any more reports of issues with water quality, please provide more information, ie. Location, date, time. We can pass these onto the representative on the ground to check out.

The Following reports were presented to the LA

Title	Infoxpert ID
47607 Water BOR JUN	686169
47943 Water BOR JUL	686168
48242 Water BOR AUG	686167
48613 Water BOR SEPT	686166
48953 Water BOR OCT	686165
49239 Water BOR NOV	686164
49625 Water BOR DEC	686163
49890 Water BOR JAN	686162

37/2017 RESOLVED (Tony Jack/Donald Garner)

Carried

- (a) **That the Borroloola Local Authority receive and note the issue of water quality in Borroloola.**

12.2 MANGE & PARASITES IN DOGS WITHIN TOWN

Discussion regarding the condition of dogs in and around town. Ivermectin has been used in the past to treat dogs with mange, however it is not something that the Council are running. Could be an opportunity for another organisation in town to take up again. Dog owners are being advised that they can purchase tick and flea medication in town from the local shop.

38/2017 RESOLVED (Donald Garner/Mike Longton) Carried

- (a) That the Borroloola Local Authority receive and note the discussion of local concern for mange and parasites in local dogs.

ACTION: Bring up issue at next Heads of Agency Meeting.

ACTION: Report back to LA the fees and charges associated with bringing a vet to Borroloola, with a user pays system in place.

12.3 MRM COMMUNITY BENEFITS TRUST COMMUNITY MEETING

39/2017 RESOLVED (Jonathon Sauer/Donald Garner) Carried

- (a) That the Borroloola Local Authority receive and note the CBT are looking to have a community meeting later in February to discuss what the community wants the money spent on in regards to upgrading existing infrastructure. Date and time to be distributed once details are confirmed.

12.4 ROTATING THE CHAIR

40/2017 RESOLVED (Donald Garner/Maria Pyro) Carried

- (a) That the Borroloola Local Authority receive and note the position of Chair will be shared around at each meeting. If someone declines to take their turn then it will fall back to an Elected Member to chair the meeting.

12.5 LA PROJECT UPDATE

41/2017 RESOLVED (Jonathon Sauer/Donald Garner) Carried

- (a) That the Borroloola Local Authority receive and note the updated information on the progress of Local Authority projects as discussed and handed out.

12.6 VACANCY ON LA BOARD

42/2017 RESOLVED (Mike Longton/Jonathon Sauer) Carried

- (a) That the Borroloola Local Authority receive update on current Local Authority membership status and approve to hold off from accepting nominations until after the Elections in August.

12.7 INTRODUCTION OF COMMUNITY ENGAGEMENT POLICE OFFICER (CEPO)

Our new regional CEPO Max Magee from NT Police introduced himself to the Local Authority and explained his role in our town.

12.8 SAND MINE

Discussion regarding Sand Mine and that it looks like topsoil has been removed from the area. Local Authority have been advised that RGRC has submitted its Mine Management Plan and they have indicated that we will not be taking any sand from the pit. Need to write a letter to local businesses and to advise that the sand mine is a restricted access area. Signage and fencing for the area to be sourced and erected.

ACTION: Fred Graham to give an update on the sand mine and access at the next LA meeting. Letters to be sent out to local businesses and to the town to advise the Sand mine is a restricted access area.

CLOSE OF MEETING

The meeting terminated at 3:00pm.

THIS PAGE AND THE PRECEEDING 15 PAGES ARE THE MINUTES OF THE Borroloola Local Authority Meeting HELD ON Thursday, 2 February 2017 AND CONFIRMED Wednesday, 8 March 2017.

Chairperson