

MINUTES

Weipa Town Authority Meeting

16th March 2006

Commenced at 8:15am

In the Council Chambers

Chairperson's Report – 8-15am

Attendance: Michael Rowland, Trevor Snodgrass, Peter McCulkin, Carrie Gay, John Graham, Joy Campos, Dean Kneebone, Ian Pressley, Rebecca Bechly – Minute Taker.

Apologies: Patsy Hudson

Confirmation of Previous Minutes

Moved	Seconded	Carried	Any amendments to be made
Carrie Gay	Peter McCulkin	Carried.	No

Business Arising from Previous Minutes 16th February 2006

Item	Information	Action/Recommendation	Required By
CYPDA	A letter regarding garbage disposal for the peninsula Letter regarding access to Weipa Dump facility	A letter be sent to Cleanaway seeking an industrial bin be placed near the dump entrance with a sign advertising CYPDA project. CEO to talk to Tom Gilmore.	CEO

Business

Item	Information	Action/Recommendation	Required By
ROCCY	Expansion of Town Boundaries	CEO and John Graham to write up an update on the proposed expansion of the Town Boundaries to be presented to Rob Atkinson.	CEO & John Graham
CYPDA	CYPDA project.	Town Authority to donate \$1,000 towards the CYPDA project.	Rebecca Bechly
WCRCG			
WCCCA			
WTTOG	CHALCOE liaison Weipa Land Summit (WTA & TO group)	A letter to be sent to CHALCOE and AGL introducing the Weipa Town Authority as the Regional hub area in the Cape and what it can offer to them. (Letter to be signed by Michael Rowland)	CEO
WCC Management Board			
Communication Strategy	Napranum Items for discussion: <ul style="list-style-type: none"> - Enterprise - Napranum School - Town planning Weipa Items for discussion: <ul style="list-style-type: none"> - Development - Disaster Management 		
Napranum Council 12:00 – 1:00			

Item	Information	Action/Recommendation	Required By
	<ul style="list-style-type: none"> - Hospital - Sports Complex/Aquatic Centre 		
Self Determination			

General Business

Item	Information	Action/Recommendation	Required By
	<p>Michael Rowland met with Rob Atkinson and discussed the following issues:</p> <ul style="list-style-type: none"> - Dogs in the Weipa Town area - Management decisions that effect Town operations. <p>Rob recommended that Michael attend at least 2 Management Meetings per year to discuss town issues.</p>	<p>Michael to attend Management Meetings to discuss Town issues.</p> <p>John G will talk to GM and report back at next meeting.</p>	<p>Michael Rowland</p> <p>John Graham</p>
Code of Conduct	Code of Conduct for Councilors.	Dean Kneebone to email the Code of Conduct documents to each committee member.	Dean Kneebone
Cemetery	Michael Rowland, Trevor Snodgrass and Dean Kneebone met on Monday 20 th Feb and again on 14 th March to discuss various issues in relation to the proposed Weipa Cemetery. See attached report.		
Weipa Town Website		Dean Kneebone to contact John Fealan and get a price to reconstruct the site.	Dean Kneebone
Strategic Plan	Michael briefly went through each section of the Strategic Plan.	Dean Kneebone and CEO to update the plan at the next budget.	Dean Kneebone and CEO
Update		A report to rate payers on the last 2 years of Weipa Town Committee works carried out.	Michael Rowland & CEO
Counter Disaster	The Counter Disaster Meeting will be held on 24 th March 06.	Michael Rowland and CEO to attend	Michael Rowland & CEO
MP visit	Visit by Deanne Kelly on the 31 st March 2006.	CEO to advise further details.	CEO

Administration and Finance Meeting – 9:50am

Attendance: Michael Rowland, Trevor Snodgrass, Peter McCulkin, Carrie Gay, John Graham, Joy Campos, Dean Kneebone, Ian Pressley, Rebecca Bechly – Minute Taker

Apologies: Patsy Hudson

Confirmation of Previous Minutes

Moved	Seconded	Carried	Any amendments to be made
Michael Rowland	Carrie Gay	Carried	No

Business Arising from Previous Minutes 16th February 2006

Item	Information	Action/Recommendation	Required By

Business

Item	Information	Action/Recommendation	Required By
Deputy CEO Report	Levy for the 2 nd half of this financial year have been done. Private rates discount closes Friday 7 th April and Comalco rates due 17 th March 06. Trish Bassett has been helping out whilst Maria has been on sick leave. She has done a great job – Thanks Trish.		
Rev & Exp Report	Health Inspector will be in Weipa in May 06. Painting of Community Buildings will commence soon. An invoice will be sent to Comalco for the reimbursement of the collapsed sewer lines repairs.		
Budget			
Accounting			
Policies			
Meetings			
Legal Matters			
Audits			

General Business

Item	Information	Action/Recommendation	Required By
Water Policy	Community Water Grants. www.communitywatergrants.gov.au	Get a costing on shower water heads which will assist in savings in Water usage.	

Community and Social Meeting – 11.20am

Attendance: Michael Rowland, Trevor Snodgrass, Peter McCulkin, Carrie Gay, John Graham, Joy Campos, Dean Kneebone, Ian Pressley, Rebecca Bechly – Minute Taker

Apologies: Patsy Hudson

Confirmation of Previous Minutes

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Peter McCulkin	Michael Rowland	Carried	No

Business Arising from Previous Minutes 16th February 2006

Item	Information	Action/Recommendation	Required By
Library Funding	Library/School Holiday Activities	Look at School Holiday Program	CEO and Trish Bassett

Business

Item	Information	Action/Recommendation	Required By
Reconciliation			
Hospital	Qld Health Minister may be here in April to turn the first sod of soil to commence building of new hospital.	CEO to advise program if this event occurs. Michael gave a progress report to the authority on last meeting with Qld Health.	
Combined Community Library	The library has just received a load of new books. Whilst Trish is on holidays she will investigate ways to best spend the \$200 per month on new books for the library.		
Heritage & Environment			
Events	Croc Festival will be held in Weipa 18-20 July 2006.		
Animal Control			

General Business

Item	Information	Action/Recommendation	Required By
Ports Corp	Revised Section for PCQ's emergency response plan. A full copy can be obtained at meeting.	Information Only	

Duyfken Celebrations 12.35 pm	Thancoupie spoke to the authority about the Duyfken celebrations. Possible idea of markets, art exhibition at Cultural centre.	Information Only. Town Authority will look at offering assistance if required.	
Napranum Council 1.00 pm	Peter Solly gave an overview of priorities for the Napranum Council in the short term.	An invite will be sent to Town Authority to attend the next negotiation round table talks. Subjects are civil disorder and Jessica Point school area usage. Work readiness is about to start in the community. \$2 million programme for new housing. Q Build will be responsible for housing maintenance. Look at restoring Billies Lagoon back to a cattle property. Youth activity programmes to be set up. Look at re-establishing Market gardens. Look at providing Animal control work at Napranum. Look at funding for EHO type position in the area.	
	Michael spoke on the Counter Disaster Management plan workshop.	Look at liaison of information with Napranum Council.	
	Works being carried out within town boundary	Peter Solly and Ian and Jeff to discuss these issues with a possible solution on the work that could be carried out.	
	Current status of new hospital building and swimming pool aquatic centre projects	Update on where these projects are at.	

Works and Engineering Meeting – 3:00pm

Attendance: Michael Rowland, Trevor Snodgrass, Peter McCulkin, Carrie Gay, John Graham, Dean Kneebone, Ian Pressley, Rebecca Bechly – Minute Taker

Apologies: Patsy Hudson, Joy Campos

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Carrie Gay	Michael Rowland	Carried	No

Business Arising from Previous Minutes 16th February 2006

Item	Information	Action/Recommendation	Required By
Goodline Car Parking		Jeff to meet with Goodline to discuss the issue of car parking in Iraci Avenue.	Jeff Lewis

Business

Item	Information	Action/Recommendation	Required By
Asset Supervisors Report	<p>Safety: Damage to signs, guide posts, nature strips plants and assembly hall doors.</p> <p>Water and Sewerage: Water samples have returned within guidelines. Last Thursday the town came very close to having no water at all and all of our sewer pump stations were at the point of overflowing. Last Friday the town almost ran out of water as there was an electrical fault in the switch board that feeds the high lift pumps.</p> <p>Jeff is looking into having backup generators to pump water and sewer when there is no power supply.</p> <p>Roads: Jeff is working through the cost of us purchasing a small machine and employing a person to carry out repairs to pot holes, signs, guide posts and other small jobs around the town in a timely manner. Tenders have been called on the new subdivision extension at Evans Landing and the installation of new water main, kerb and channeling, road reconstruction and resealing of Iraci Crescent.</p> <p>Contracts: Jeff met with Spotless Wednesday to discuss unfinished works. Cleanaway are also falling behind in their work at the pump stations and the Awonga ponds.</p> <p>Town Planning: Concept plans for 46 Alstonia have been submitted.</p>	Jeff to get advice on alternatives to road signage for streets. Also look at other styles of signage.	Jeff Lewis

Item	Information	Action/Recommendation	Required By
	Maintenance: Quotes have been called for the painting the Convention Centre, Kindy/Preschool and Hibberd Centre. A Risk Assessment of the swimming pool was carried out by 2 Work Place Health and Safety officers.		

General Business

Item	Information	Action/Recommendation	Required By
Staffing levels	Staffing levels at Town Office.	Recommendation: That the elected members of the Town Authority resolve that unless the current staffing levels are reviewed to better reflect the current growth patterns and subsequent work loads on staff who are trying to balance Comalco capital works with Town Budget associated works, we feel that we are increasingly unable to adequately deliver services to the rate payers. CEO to meet with Rob Atkinson.	CEO and Michael Rowland

Planning and Development Meeting 1.47 pm

Attendance: : Michael Rowland, Trevor Snodgrass, Peter McCulkin, Carrie Gay, John Graham, Joy Campos, Dean Kneebone, Ian Pressley, Rebecca Bechly – Minute Taker

Apologies: Patsy Hudson, Joy Campos

Confirmation of Previous Minutes

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Trevor Snodgrass	Michael Rowland	Carried	No

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Item	Information	Action/Recommendation	Required By
Maps	Colour map of Weipa	CEO to look at costings for a new tourist information map	Ian Pressley
Letter from Mrs Witherspoon	Seeking support for the fencing and the reopening of the road to Bertihough	CEO to write to Mrs Witherspoon advising that the WTA fully support the road reopening and will assist where possible.	Ian Pressley
Proposed Boad walk Evans Landing area	Clean up, shelter and BBQ at Gongbung and proposed board walk from Western side of the boat ramp to Mangroves.	Peter McCulkin to liaise with Scott North and Justin Shiner to draw up a design.	Peter McCulkin

Business

Item	Information	Action/Recommendation	Required By
Boat Ramps			
Aquatic Centre Sports Complex			
Sport and Rec			
Tourism			
Youth			

General Business

Item	Information	Action/Recommendation	Required By
Fishing Comp			
Albatross Bay closure	See attached letter		
Water Grants			
Recreational Fishing Enhancement Program			
Envirofund Applications			

Meeting Closed at 4:20pm