

# MINUTES

Weipa Town Committee Meeting

17<sup>th</sup> November 2005

Commenced at 8:20am

**Chairperson's Report – Michael Rowland – 8:20**

**Attendance:** Michael Rowland, Carrie Gay, Greg Finch, Peter McCulkin, Joy Campos, Dean Kneebone, Ian Pressley, Rebecca Bechly – Minute Taker, Aleta Bates – Western Cape Bulletin.

**Apologies:** Trevor Snodgrass and 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 25<sup>th</sup> October 2005**

| Item  | Information                               | Action/Recommendation   | Required By   |
|---|---|---|---|
| Tourism, Fair Trading and Wine Industry Development | Conditions for Weipa as of 3 October 2005 | CEO to write a letter to the Tourism, Fair Trading and Wine Industry requesting what results have been obtained since the AMP was imposed in Weipa.<br><br>Dean waiting on reply from Apel on legal view on a person asking for names and address of persons buying more than the allowed consumption of alcohol. | Ian Pressley<br><br>Dean Kneebone & Apel Solicitors |

**Business**

| Item                   | Information   | Action/Recommendation | Required By |
|------------------------|---|-----------------------|-------------|
| ROCCY                  |   |                       |             |
| CYPDA                  | Presidents Report available to committee for reading.     | Noted by members      |             |
| WCRCG                  |   |                       |             |
| WCCCA                  | Town Representation of WCCCA Coordination Committee       | Noted by members      |             |
| WTIOG                  |   |                       |             |
| WCC Management Board   |   |                       |             |
| Communication Strategy |   |                       |             |
| Self Determination     |   |                       |             |
| Lions Park             | Update from Ian Pressley on the movement of this project. |                       |             |

**General Business**

| Item               | Information  | Action/Recommendation   | Required By    |
|--------------------|--|---|----------------|
| Bill Waldon        | Spoke to the committee in relation to a dog complaint.   | Committee recommends that Jeff follow local laws procedures in relation to this matter.                                 | Jeff Lewis     |
| Cyclone            | A proposal was put forward to Weipa Hardware to put together emergency cyclone kits for discounted price for the residents of Weipa. A quote was received. | Noted by members.   |                |
| Weipa Town Website |  | Rebecca to set up an alert page for emergency situations and cyclone alerts.<br>Also update the minutes on the website. | Rebecca Bechly |

**Verification of Recommendations from today's minutes**

| Moved      | Seconded        | Details   | Carried |
|------------|-----------------|---|---------|
| Carrie Gay | Michael Rowland | That the committee accepts the minutes from today's Chairperson Report. | Carried |

**Administration and Finance Meeting – Chairperson Joy Campos – 9:05am**

**Attendance:** Michael Rowland, Carrie Gay, Greg Finch, Peter McCulkin, Joy Campos, Dean Kneebone, Ian Pressley, Rebecca Bechly – Minute Taker, Aleta Bates – Western Cape Bulletin.

**Apologies:** Trevor Snodgrass and Patsy Hudson

**Confirmation of Previous Minutes**

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

**Business Arising from Previous Minutes 25<sup>th</sup> October 2005**

| Item                 | Information                       | Action/Recommendation  | Required By    |
|----------------------|-----------------------------------|--|----------------|
| Weipa Website        | Weipa Website                     | Rebecca to obtain information on what people are actually looking at on the Web site.  | Rebecca Bechly |
| Debtors              | 90 Days over Debtors              | Rebecca to continue working with May Barker.   | Rebecca Bechly |
| Infringement Notices | Outstanding infringement notices. | Dean to contact Apel Solicitors and get advice on the idea of 3 strikes and you cant have dogs. What legal action can be take? | Dean Kneebone  |
| Weipa Gymnastics     | Request for Financial assistance  | Rebecca to draw a cheque and donate \$500 to the replacing of the foam mats.   | Rebecca Bechly |

|                 |                                  |   |      |
|-----------------|----------------------------------|---|------|
| Weipa Council's | Request for Financial assistance | DCEO to write a letter advising that \$500 will be donated and that we would like the Town Office banner be used again. | DCEO |
|-----------------|----------------------------------|---|------|

**Business**

| Item              | Information    | Action/Recommendation   | Required By   |
|-------------------|----------------|---|---------------|
| Deputy CEO Report |                | Dean to contact Main Roads Department to get a traffic counter placed south of Scherger Raaf Base.  | Dean Kneebone |
| Rev & Exp Report  |                |   |               |
| Budget            |                |   |               |
| Accounting        |                |   |               |
| Policies          |                |   |               |
| Meetings          |                |   |               |
| Legal Matters     | Weipa Cemetery | After meetings that Dean will be attending a report is to be given to the committee on a time frame for completion of the Weipa Cemetery. | Dean Kneebone |
| Audits            |                |   |               |

**General Business**

| Item         | Information  | Action/Recommendation  | Required By |
|--------------|--|--|-------------|
| May Barker   | Report on work being done with Asset Register/GL and Job cost/Bank Rec. May gave a brief outline on what work she has been doing at the Town Office. | Noted by members.  |             |
| Peter Graham | Development application for dongas at Tonkin drive.  | Jeff to advise the committee on rezoning to Tourist/Commercial to meet requirements for dongas on this parcel of land. | Jeff Lewis. |

**Verification of Recommendations from Today's minutes**

| Moved          | Seconded   | Details   | Carried |
|----------------|------------|---|---------|
| Peter McCulkin | Joy Campos | That the committee accepts the minutes from today's Administration and Finance Report | Carried |

**Community and Social Meeting – Chairperson Carrie Gay – 10:25**

**Attendance:** Michael Rowland, Carrie Gay, Greg Finch, Peter McCulkin, Joy Campos, Dean Kneebone, Ian Pressley, Rebecca Bechly – Minute Taker, Aleta Bates – Western Cape Bulletin.

**Apologies:** Trevor Snodgrass and 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 25<sup>th</sup> October 2005**

| Item                  | Information   | Action/Recommendation  | Required By |
|-----------------------|---|--|-------------|
| Town Cleanliness      |   | Carrie to place an article in the Western Cape Bulletin seeking support from the public. | Carrie Gay  |
| Australia Day Meeting | 2:30 Wednesday 23 <sup>rd</sup> at the Town Office.                       | Carrie/Greg/Aleta/Scott  |             |
| Landscaping           | Greg has spoke to Aaron Johson and will use Stattons for the landscaping. |  |             |

**Business**

| Item                       | Information  | Action/Recommendation   | Required By   |
|----------------------------|--|---|---------------|
| Reconciliation             |  |   |               |
| Hospital                   |  |   |               |
| Combined Community Library | Master Plan for Western Cape College. Proposed Combined Community Library would be situated on school grounds. The design will have to cater for the 'Blue Card' laws as the community will be accessing the same areas as the school children. This building to commence in 2006/7. |   |               |
| Heritage & Environment     |  |   |               |
| Local Laws                 | Letter from Carla Borgfeldt regarding Infringement Notice 579 & 580. Dean met with Carla to discuss the fines. She is happy to pay the fine for the wandering of the dog, but will fight against the registration fine as her dog was registered for life.                           | The committee recommends the fine for non registration be cancelled. However the annual registration of dogs will remain. | Dean Kneebone |
| Events                     | Show Holiday for 2006<br><br>Keep Australia Beautiful Tidy Towns Report 05. 'Adopt a Road' This project allows individuals or  | Noted by members<br><br>Noted by members.<br>Ian/Carrie/Greg/Trevor/Spotless – Sean/Cleanaway - Bert                      |               |

| Item           | Information   | Action/Recommendation   | Required By |
|----------------|---|---|-------------|
|                | groups to keep a selection of road clean of rubbish.<br><br>2005 Christmas Light Competition. Prize for the winner will be dinner at the Albatross. | and Tony Whybird from WCC to meet on 6 <sup>th</sup> December 2005 to discuss this project.<br>CEO to talk with Sean and Bert prior to the meeting on the 6 <sup>th</sup> Dec. Also get information packs for the meeting.<br><br>Carrie to advertise in the Western Cape Bulletin. |             |
| Sport and Rec  | Scott presented his report. See attached  | Noted by members  |             |
| Animal Control | See attached  | Noted by members  |             |

**General Business**

| Item                                    | Information   | Action/Recommendation  | Required By   |
|---|---|--|---------------|
| Santa's Visit                           | Trish Bassett has requested a small donation towards the Santa's visit December 2006.   | Recommend that the Town Office pay for the gas for the balloons. | Dean Kneebone |
| Rob Atkinson – General Manager Comalco. | Spoke to committee on Comalco matters<br>Regional Economic Development<br>Recognition of the Weipa Town Committee.  |  |               |
| Western Cape College                    | Tony Fuller and Tony Whybird<br>Tony agreed that WCC involve/Consult with the Weipa Town Office and Weipa Town Committee with parking and fencing etc.<br>Drainage/pumps are being put in this years wet to pump out water form the entrances to the classrooms.<br>The Croc Festival will be held in Weipa in July 2006.<br>A meeting to be held between the school and Weipa Town Committee in early 2006 year to discuss and organise a plan for community projects. |  |               |

Trevor joined the meeting at 11:20am

**Verification of Recommendations from today's minutes**

| Moved      | Seconded   | Details  | Carried |
|------------|------------|--|---------|
| Joy Campos | Carrie Gay | That the committee accepts the minutes from today's Community and Social Reports | Carried |

**Works and Engineering Meeting – Chairperson Trevor Snodgrass – 3:50pm**

**Attendance:** Michael Rowland, Carrie Gay, Trevor Snodgrass, Joy Camposs, Ian Pressley, Jeff Lewis, Rebecca Bechly – Minute Taker

**Apologies:** Patsy Hudson, Peter McCulkin, Dean Kneebone.

**Confirmation of Previous Minutes**

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

**Business Arising from Previous Minutes 25<sup>th</sup> October 2005**

| Item          | Information   | Action/Recommendation  | Required By |
|---------------|---|--|-------------|
| Road Signage  | Areas for the location of the Road signs to go; 1. Bowls Club 2. In front of Denmans. People will then have to contact Town Office to get a sign which fits in the frame. | Jeff to organise a frame to be made and placed in the 2 areas.           | Jeff Lewis  |
| Assembly Hall | Work to be organized for the Assembly Hall before Jeff goes on leave in December.   | Jeff to organise the work that needs to be done before he goes on leave. | Jeff Lewis  |

**Business**

| Item                     | Information           | Action/Recommendation  | Required By    |
|--------------------------|-----------------------|--|----------------|
| Asset Supervisors Report | See attached reports. | Rebecca to update Weipa town water results on the Weipa website.             | Rebecca Bechly |
| See Attached             |                       | CEO to contact Weipa Vet Surgery and discuss proposals for the new Vet site. | CEO            |

**General Business**

| Item                    | Information   | Action/Recommendation   | Required By |
|-------------------------|---|---|-------------|
| 2:40pm<br>Greg Williams | Transmission Street. Greg spoke to the committee on the proposed subdivision. | Development application to go to Bruce Hedley for recommendations to be advised at the next committee meeting for final approval. |             |

**Verification of Recommendations from today's minutes**

| Moved           | Seconded   | Details  | Carried |
|-----------------|------------|--|---------|
| Michael Rowland | Carrie Gay | That the committee accepts the minutes from today's Engineering and Works Report | Carried |

**Planning and Development Meeting – Chairperson Peter McCulkin – 3:15**

**Attendance:** Michael Rowland, Carrie Gay, Greg Finch, Trevor Snodgrass, Peter McCulkin, 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 | Peter McCulkin | Carried | No                        |

**Business Arising from Previous Minutes 25<sup>th</sup> October 2005**

| Item       | Information  | Action/Recommendation   | Required By       |
|------------|--|---|-------------------|
| Boat Ramps | Rock walls at the Rocky Pt boat ramp are slowly washing away.                          | Jeff/Peter/Trevor to look at the rock walls at the Rocky Pt boat ramp with a view of strengthening the walls. | Jeff/Peter/Trevor |
|            | Director General and Regional Director from Natural Resources - Land Issues/Boundaries | CEO to write a letter regarding administrative boundaries affecting Weipa and Cook Shire.                     | CEO               |

**Business**

| Item                          | Information  | Action/Recommendation  | Required By    |
|-------------------------------|--|--|----------------|
| Boat Ramps                    | Trevor spoke on work needed to be done to fix up boat ramp                                     | Trevor to speak to Boral about concrete slabs                            |                |
| Aquatic Centre Sports Complex |  |  |                |
| Cemetery                      |  |  |                |
| Tourism                       | Wednesday 30 <sup>th</sup> November 05, 4:30 – 6:30 pm.<br>See attached - Tourist map of Weipa | Peter will contact TTNQ and register the committee for membership.       | Peter McCulkin |
| Youth                         | Cleanup of old basketball courts.  | Remind Jeff of Spotless cleanup of old basketball courts at Rocky Point. |                |

**General Business**

| <b>Item</b>     | <b>Information</b>                             | <b>Action/Recommendation</b>  | <b>Required By</b> |
|-----------------|--|---|--------------------|
| Park at Nanum 2 | See attached plans. Need to name the parks.    | Peter to talk to Tony Whybird re: naming of proposed park at Nanum 2. | Peter McCulkin     |
| Funding         | Funding available for 400 year Dutch discovery | Scott North to apply for the funding.                                 | Scott North        |

**Verification of Recommendations from Today's Minutes**

| <b>Moved</b> | <b>Seconded</b> | <b>Details</b>   | <b>Carried</b> |
|--------------|-----------------|--|----------------|
| Carrie Gay   | Greg Finch      | That the committee accepts the minutes from today's Planning and Development Report. | Carried        |

Meeting Closed at 4:30pm