MINUTES OF THE BORROLOOLA LOCAL AUTHORITY MEETING # 0 OF THE ROPER GULF REGIONAL COUNCIL MEETING HELD AT THE CONFERENCE ROOM COUNCIL SERVICE DELIVERY CENTRE, BORROLOOLA ON THURSDAY, 4 OCTOBER 2018 AT 10.00AM

1. PRESENT/STAFF/GUESTS

1.1 Elected Members

Councillor Don GARNER (Chairperson)

1.2 Local Authority Members

Mike LONGTON
Trish ELMY
Lizzy HOGAN
Stan ALLEN
Maria PYRO

1.3 Staff

Sharon HILLEN – Acting Chief Executive Officer (CEO)
Cindy MORGAN – Senior Administration Support Officer (Minute Taker)

1.4 Guests

Jo NICOL – MP Warren Snowdon's Office
Gary HILLEN - MP Warren Snowdon's Office
Amanda HAIGH - Department of Housing and Community Development
Keegan WILLIAMS - Department of Housing and Community Development

2. MEETING OPENED

Provisional Meeting opened at 10:29am

3. WELCOME TO COUNTRY

Councillor Don Garner welcomed all members, staff and guests to the meeting and the Roper Gulf Regional Council pledge was read.

Maria Pyro welcomed everyone to country.

4. APOLOGIES AND LEAVE OF ABSENCE

4.1 APOLOGIES AND LEAVE OF ABSENCE

48/2018 **RESOLVED (Mike Longton/Stan Allen)**

(a) **That the Borroloola Local Authority accept the apologies from Councillor Samuel Evans, Councillor Keith Rory, Local Authority Members Raymond Anderson, Marlene Karkadoo, Jon Sauer, Kevin Liddy PMC, Greg Crofts CEO MARIC**

5. CONFIRMATION OF PREVIOUS MINUTES

5.1 CONFIRMATION OF PREVIOUS MINUTES

Provisional meeting only; unable to confirm minutes of previous meeting

RECOMMENDATION

(a) **That the Borroloola Local Authority approve the minutes as a true and accurate record of the Borroloola Local Authority Meeting held on 9 August 2018.**

6. CALL FOR ITEMS OF OTHER BUSINESS

- Late Report: Community Safety
- Late Report: Borroloola Sports Courts
- Development Application - Lot 384 Robinson Road
- MARIC Update from Greg Crofts
- Roads – Rocky Creek, CBD, Town Camps
- Satisfaction Survey
- Community Grants
- Power and Water invitation to opening of Water Treatment Plant

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

49/2018 **RESOLVED (Stan Allen/Trish Elmy)**

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

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
09.06.16	6.2 Incoming Correspondence	**Original ACTION**: Request an application for a special lease so this license is not required every 12 months.	Area Manager / DCG	Ongoing	05/04/18 Still waiting for response from NTG **04/10/18: ongoing, tyring to get the 3 land parcels relating to Tamarind Park area set up as special lease.**
02.02.17	11.4 Council Financial Report	**Original ACTION**: Local Authority want to see a draft design/ plan for the Borroloola CBD/ Searcy at the next meeting **ACTION: Provide copy of drawings for LA members to be able to view.**	DCG	Ongoing	09/08/2018 This project to be combined with other road projects for next round of tendering. Plans and drawings will be presented once finalized as part of a program of works. To be advised. **04/10/18: drawings to be presented after meeting**
08.03.17	11.1 ELECTED MEMBER REPORT	**Original ACTION**: Council to invite someone from Lands & Planning to the next LA meeting to provide feedback.	Local Authority Coordinator	Ongoing	07/06/18 See 12.2 Newsletters from Ashurst. High Court case still ongoing and relevant Ministers are aware of this issue. **04/10/18: still waiting for high court design relating to crown lease subdivisions, which relates to the Borroloola Subdivision**
18.09.17	11.6 GOVERNANCE REPORT - LOCAL AUTHORITY PROJECT FUNDING UPDATE ON BOTH LA AND GENERAL PROJECTS	**Original ACTION**: Look into signage and options to stop large traffic going through town and ending up with no where to turn around. 2) CSC to follow up and report back at the next meeting on.	DCCS	Ongoing	07/06/18 Land Tenure is an issue, design and options still to be investigated. **04/10/18: signage has arrived however still working on location for vehicle turn around. Council are continuing to look at all options with DIPL**

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
18.09.17	11.6 GOVERNANCE REPORT - LOCAL AUTHORITY PROJECT FUNDING UPDATE ON BOTH LA AND GENERAL PROJECTS	**Original ACTION**: LA would like Council to look into options for the creation of a town map.	DCCS	Ongoing	05/04/18 This action has commenced. **04/10/18: mock up is nearly finished, then designer to draft up something to be tabled**
09.11.17	12.5 ROADS IN TOWN CAMPS	**Original ACTION**: Council to look at the town camp roads and the section of dirt road linking Mulholland St and Jose St, to estimate the costs of repair so funding and grants applied for.	DCG	Ongoing	09/08/2018 DIPL managed Bridge & Roads Program **04/10/18** **On agenda for Council Roads Committee**
08.02.18	11.5 REVIEW OF SIGNAGE DESIGN FOR TAMARIND PARK PROJECT	**Original ACTION**: Council to write letter to MRM requesting assistance with Greening Borroloola. Is the original action complete? NOTE: *Greening of Tamarind Park and other areas around Borroloola has already been verbally discussed between the Council and MRM. Looking at a group effort between MRM, Council, School, and CDP, Mabunji etc. to start growing grass*	DCCS	Ongoing	09/08/2018 Sharon Hillen presented artwork proofs. Still awaiting Mermaid Dreaming text. **04/10/18: Sharon would like to talk to people regarding these stories to keep the project moving. Council would like Tamarind Park as a Tourist & Historical destination has stories about all the people from the Borroloola area. LA to assist with gathering stories for the sign at Tamarind Park.**

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
		runners and trees for Borroloola.			
08.02.18	11.6 UPGRADE OF ROADS – JOSE & GARAWA STREETS IN BORROLOOLA	Original NOTE: Can Council push Government to get the road and drainage infrastructure started / completed in the subdivision?	DCG	Ongoing	09/08/2018 Subdivision Roads – Tied to 11.1 with NLC & planning of NEW SUBDIVISION. Council will investigate utilizing road plant for remedial works during DIPL managed BORROLOOLA BRIDGE & ROADS PROGRAM **04/10/18** **Reseal will probably happen at same time at CBD upgrade.**
05.04.18	8.1 Business Arising from Previous Minutes	Development of Sports Courts including the upgrade of the courts including: roof, lights, drainage, and sewerage.	DCCS	Ongoing	09/08/2018 a) A difficult site for engineering with planning issues still being worked through, b) PINK sign estimated to be 3 weeks from today – pending Project Team, c) Continued efforts to deliver before 31/12/18 **04/10/18** **Planning issues are continuing to be worked through.**
05.04.18	8.1 Business Arising from Previous Minutes	Final design of Borroloola CBD, Searcy St, Anyula St upgrade. **Action: Provide copy of drawings for LA members to be able to view.**	DCCS	Ongoing	09/08/2018 This project to be combined with other road projects for next round of tendering. Plans and drawings will be presented once finalized as part of a program of works. To be advised. **04/10/18: drawings to be presented after meeting**
05.04.18	12.2	**Original ACTION**:	DCCS	Ongoing	09/08/2018

Date	Agenda Item #	Item Description	Responsible Person	Status	Status Comments - Completion Date
	BORROLOOLA FISHING COMPETITION	Council to send a letter to King Ash Bay Fishing Club with feedback from local residents regarding fishing competition.			Acting CEO to DRAFT a Letter – LA Members are concerned this competition structure excludes many Locals from entering. **04/10/18: Letter still to be drafted**
04.10.18	11.7 COUNCIL EXPENDITURE REPORT & LA PROJECT REGISTER UPDATE	Council to send proposed date to Local Authority Members for out of session meeting for LA to allocate this years LA project funding.	DCCS	New	
04.10.18	12.7 ROADS UPDATE: ROCKY CREEK, CBD AND TOWN CAMPS	Council to write a letter Malandari to repair the pot holes within their area.	DCCS	New	
04.10.18	12.1 CEMETERY UPDATE	Council to find out who are the existing members of the Borroloola Cemetery Trust, and try to get them to have a special meeting before the next LA meeting.	DCCS	New	

9. INCOMING CORRESPONDENCE

Nil

10. OUTGOING CORRESPONDENCE

Nil

11. GENERAL BUSINESS

11.1 CARPENTARIA HIGHWAY JUMP UP

- Remedial work with signage has been installed at the bottom of the Jump up
- Same problem exists at the top of the jump up, signage also required for this area.

50/2018 **RESOLVED (Mike Longton/Maria Pyro)**

(a) **That the Borroloola Local Authority receive and note the Carpentaria Highway Jump up Report.**

11.2 DANGEROUS DOGS REPORT

51/2018 **RESOLVED (Mike Longton/Trish Elmy)**

(a) **That the Borroloola Local Authority receives and notes this report regarding Dangerous Dogs.**

11.3 DOG DETERRENTS

52/2018 **RESOLVED (Mike Longton/Stan Allen)**

(a) **That the Borroloola Local Authority receive and note the Dog Deterrents Report from the Department of Housing and Community Development and endorses the use of the "Dog Dazer' for Department of Housing and Community Development staff.**

11.4 BORROLOOLA AND DISTRICT SHOW -

- Community meeting to be held 5:30pm at the Council Office 04/10/18
- Online survey available for feedback

53/2018 **RESOLVED (Mike Longton/Stan Allen)**

(a) **That the Borroloola Local Authority receive and note the report on the Borroloola and District Show.**
(b) **That the Borroloola Local Authority get feedback from the community regarding dates and possible organisation to run the Borroloola Show.**

11.5 COUNCIL SERVICES REPORT

- Garbage truck is out of service and has gone to Katherine for repairs.
- Irrigation is ongoing to Tamarind Park and the showgrounds.

54/2018 **RESOLVED (Mike Longton/Maria Pyro)**

(a) **That the Borroloola Local Authority receive and note the Council Services Report**

11.6 ELECTED MEMBERS REPORT

- Councillors have been pushing Council to get the projects completed.
- Council aim to have the large Borroloola projects to be completed by the end of the next dry season.
- Council is spending money / reserves where required to keep projects going / get them finished.
- Upcoming meetings, RGRC Roads Committee, Audit Committee, National Roads Forum, and LGANT AGM.
- Sharon still Acting CEO while Michael continues to improve. He is due back on deck in January 2019.

55/2018 **RESOLVED (Mike Longton/Stan Allen)**

(a) **That the Borroloola Local Authority receive and note the Elected Member Report.**

11.7 COUNCIL EXPENDITURE REPORT & LA PROJECT REGISTER UPDATE

- New round of funding is available $130580 for 2018 - 2019, to be allocated by Borroloola LA.
- LA to hold out of session meeting to discuss allocation of new round of funding before next LA meeting.
- Reminder on Local Authority Project Funding:

The local authority project funding pool supports priority community projects that encourage the continued development of local authorities and their respective communities.

The funding aims to:
•build stronger communities
•assist community projects as recommended by local authorities
•help local governing bodies and their communities they present to become stronger and self-sustaining
•provide quality community infrastructure that facilitates community activity and integration
•develop local government capacity to provide legitimate representation, effective governance improved service delivery and sustainable development.

What you can use the funding for

The following are examples of how you can use the funding:
•repairs and maintenance of community assets controlled or owned by the council
•acquiring plant and equipment directly related to local government service delivery
•upgrading or enhancing community sporting facilities.

If the proposed project relies on pre-conditions (such as the acquisition of a section 19 lease under the Aboriginal Land Rights (Northern Territory) Act 1976 (Cth)), then the project should not be undertaken until there is conclusive evidence that the condition will not hinder the progress of the project for which funds have been allocated.

What you can't spend funding on

You can't use funding for any of the following:
•buying vehicles or paying fuel expenses
•paying salaries or cash prizes
•purposes that are not of a local government nature that are relevant to another NT Government department.

Administration and/or project management fees are not to be levied on this grant funding.

56/2018 **RESOLVED (Lizzie Hogan/Trish Elmy)**

(a) **That the Borroloola Local Authority receive and note the Financial (Expenditure) Report for the fourth Quarter of 2017-18**
(b) **That the Borroloola Local Authority receive and note the LA Project Expenditure Report as at 20th September 2018**

ACTION: Council to send proposed date to Local Authority members for out of session meeting for LA to allocate this years LA project funding.

12. OTHER BUSINESS

12.1 BORROLOOLA CEMETERY UPDATE

- AIM industries have supplied technical drawings of the proposed layout of the new area of the cemetery which have previously have been approved by LA
- Need feedback from Borroloola Cemetery Trust – find out who are the existing members, the Trust is not active.
- Borroloola Cemetery Trust need to advise Council on how they would like the cemetery run, ie; rules and regulations
- LA do not want to have 1 area per clan group.
- Old original area of Cemetery is running out of space
- LA would like council to proceed to commence works at the cemetery on site 4 / pink zone (drawing) to allow set up of new zone for burials, so the old area can be closed off.
- *Cemetery Act* is still to be finalised, it should be out for public consultation in November.

57/2018 **RESOLVED (Stan Allen/Mike Longton)**

(a) **That the Borroloola Local Authority receive and note the update on the Borroloola Cemetery.**
(b) **That the Borroloola Local Authority approve Council to commence works on site 4 to set up new area at cemetery.**

ACTION: Council to find out who are the existing members of the Borroloola Cemetery Trust, and try to get them to have a special meeting before the next LA meeting.

12.2 DELIVERY OF "I-SWIM" CHAIR

58/2018 **RESOLVED (Mike Longton/Lizzie Hogan)**

(a) **That the Borroloola Local Authority receive and note the report on the delivery of the "I-Swim" chair to Borroloola.**

12.3 LATE REPORT: COMMUNITY SAFETY

- Structure has been changed to allow better supervision / coordination on the ground in each community / town.

59/2018 **RESOLVED (Mike Longton/Maria Pyro)**

(a) **That the Borroloola Local Authority receive and note the Community Safety report.**

12.4 LATE REPORT: BORROLOOLA SPORTS COURTS

- The site has been a difficult site to work with historical legacy issues.

- Planning issues are being worked through; this has included access and encroachment issues.
- Funding is in place.
- Latest design / layout have been tabled at LA to be approved so we can proceed with engineering.
- Design to be engineered before moving into planning and development application phase

60/2018 **RESOLVED (Mike Longton/Stan Allen)**

(12) That the Borroloola Local Authority receive and note the report on the Borroloola Sports Courts.

12.5 DEVELOPMENT APPLICATION – LOT 384 ROBINSON ROAD

- Pink Proposed Development signs are going up this afternoon.
- Will go out to tender after building permit has been issued
- Temporary office will be set up in Lot 385 during building and construction.
- Expect a 10 week build period

61/2018 **RESOLVED (Maria Pyro/Trish Elmy)**

(a) **That the Borroloola Local Authority receive and note the report on the Development Application for Lot 384 Robinson Road.**

12.6 MARIC UPDATE

62/2018 **RESOLVED (Lizzie Hogan/Mike Longton)**

(a) **That the Borroloola Local Authority receive and note the report on MARIC.**

12.7 ROADS UPDATE: ROCKY CREEK, CBD AND TOWN CAMPS

Sharon meeting with DIPL this afternoon regarding multiple road projects here in Borroloola, including Rocky Creek, CBD, Town Camps, Long Vehicle turn around.

- **Rocky Creek:** currently in 16 week design phase (detailed design and costing); have already come across a few hurdles, one of which is Aboriginal Protection Authority exclusion zones downstream which will require the realignment of the approaches of the bridge. Council have requested costs for current height and raising 1m as we are unsure if the funding will cover the realignment. Must also have to factor in the services that cross the bridge and access during build. Aim to have this out to tender in through the wet season for a dry season build / construct.

- **CBD:** designs to be tabled next meeting, proposed that CBD is packaged with works for Rocky Creek and possibly town camps.

- **Long Vehicle Turn around area:** we have been unable to use the parcel of land we had identified on Robinson road and other options have also been unavailable. Suggested installation of a round-about at Robinson Road –

Garawa intersection for vehicle turn around.

- **Town Camp Roads:** on the Council Roads Committee agenda

- **Garawa 1:** unsealed road at the end near the round about has no streetlight and the dust is effecting the health of children with Asthma. – on the Council Roads Committee agenda.

- **Malandari Store:** large dangerous pot holes with in their boundary

63/2018 **RESOLVED (Mike Longton/Stan Allen)**

(a) **That the Borroloola Local Authority receive and note the update on roads.**

ACTION: Council to write a letter Malandari to repair the pot holes within their area.

12.8 RGRC SATISFACTION SURVEY

64/2018 **RESOLVED (Trish Elmy/Lizzie Hogan)**

(a) **That the Borroloola Local Authority receive and note the report on RGRC Satisfaction Survey.**

12.9 COMMUNITY GRANTS

- Next round of Grants open in January 2019, closed in February for March Announcement.
- $1000 for Individuals
- $3000 for Groups / events

65/2018 **RESOLVED (Mike Longton/Maria Pyro)**

(a) **That the Borroloola Local Authority receive and note the report on RGRC Community Grants.**

12.10 BORROLOOLA WATER TREATMENT PLANT OPENING

LA members invited to Official Opening of Water Treatment Plant Tuesday 16th October, location and time TBA.

66/2018 **RESOLVED (Mike Longton/Lizzie Hogan)**

(a) **That the Borroloola Local Authority receive and note the invitation to the opening of the Water Treatment Plant.**

12.11 FUNERAL PROCESS

- Local people are confused over process for burials.
- Need to create a fact sheet / flyer regarding the process
- Need a local person to be a go to person / coordinator to help families to facilitate the process during the difficult time.

- Need LA members to help explain / provide guidance regarding the process to local people when a funeral services is required
- Look at closing off vehicle access and installing a pedestrian gate to reduce vehicles going in the area.
- Future development includes bollards and chains to stop access to the old cemetery and stop vehicles from running over unmarked graves.

67/2018 **RESOLVED (Mike Longton/Stan Allen)**

(a) **That the Borroloola Local Authority receive and note the concern and confusion of the process of funerals.**

CLOSE OF MEETING

The meeting terminated at 13:25 pm.

THIS PAGE AND THE PRECEEDING 12 PAGES ARE THE MINUTES OF THE Borroloola Local Authority Meeting HELD ON Thursday, 4 October 2018 AND CONFIRMED Thursday, 6 December 2018.

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Chairperson