



MINUTES

**Ordinary Meeting of Council
Held on Tuesday 28 May 2024**

Civic Centre, Council Chambers
24 Stuart Highway, Katherine NT 0850



1 ACKNOWLEDGEMENT OF COUNTRY

We would like to acknowledge that this meeting is being held on the traditional lands of the first nations people of the Katherine township and surrounding council communities. We recognise the first nations culture as one of the longest surviving cultures in the world and we pay our respects to Elders both past, present and future.

2 OPENING PRAYER

Grant O God to this Council wisdom, understanding and sincerity of purpose in the Governance of this Municipality. Amen

3 OPENING OF THE MEETING

Mayor Clark declared the Ordinary Meeting of Council - 28 May 2024 open at 12:00 pm.

4 ATTENDANCE

4.1 PRESENT

ELECTED MEMBERS

- Mayor Elisabeth Clark (Chair)
- Deputy Mayor Denis Coburn - via video conference
- Councillor Maddy Bower
- Councillor Amanda Kingdon
- Councillor Peter McDougall
- Councillor Kerrie Mott
- Councillor Jeremy Trembath

OFFICERS

- Ms Ingrid Stonhill – Chief Executive Officer
- Amanda Haigh - Manager Governance and Risk
- Brett Kimpton - Manager Environmental Service
- Casey Anderson - Manager Corporate Administration
- Desiree Rodgers - Manager Finance
- Rosemary Jennings – Manager Community Relations
- Emily Jones – Executive Assistant Governance (minute taker)
- Staff x 4

PUBLIC - 5

4.2 APOLOGIES

Nil

4.3 LEAVE OF ABSENCE

Nil

5 DECLARATION OF INTEREST



Councillor Peter McDougall entered the meeting at 12:02pm

The Chair reminded members of their responsibility to declare any conflicts of interest.

Nil conflicts declared.

6 PRESENTATIONS FROM EXTERNAL AGENCIES

UNCONFIRMED



7 CONFIRMATION OF PREVIOUS MINUTES

7.1 MINUTES OF THE ORDINARY MEETING OF COUNCIL 23 APRIL 2024

COUNCIL RESOLUTION OMC-2024-79

Moved: Councillor Kingdon; **Seconded:** Councillor McDougall

That Council confirm the minutes of the Ordinary Meeting of Council held on 23 April 2024 as a true and accurate record.

CARRIED 6|1

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor McDougall, Councillor Mott and Councillor Trembath

AGAINST: Councillor Kingdon

UNCONFIRMED



8 BUSINESS ARISING FROM PREVIOUS MINUTES

8.1 ACTION UPDATE APRIL 2024

COUNCIL RESOLUTION OMC-2024-80

Moved: Councillor Bower; **Seconded:** Councillor McDougall

That Council receive and note the Action update.

CARRIED 7|0

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor Kingdon, Councillor McDougall,
Councillor Mott and Councillor Trembath

AGAINST: Nil

Discussion

Minutes are approved through the next Council Meeting and having them signed by the Mayor is not a requirement under Local Government and is at the choice of the Council.

Names are not required to be listed under discussion points on the minutes.

Confirmation that the letter to Jon Raynor has been sent again.

All items on Action Register are marked as overdue. Updates and progress has been made, however system due dates have not been altered. Will investigate and rectify.



9 MAYORAL BUSINESS

9.1 MAYOR ACTIVITIES APRIL 2024

COUNCIL RESOLUTION OMC-2024-81

Moved: Councillor Trembath; **Seconded:** Deputy Mayor Coburn

That Council receive and note the Mayoral activities for April 2024.

CARRIED 7|0

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor Kingdon, Councillor McDougall, Councillor Mott and Councillor Trembath
AGAINST: Nil

Discussion

Meeting on the 5th April with LGANT was in regards to their constitution.

Meeting on the 2nd April with Katherine Police was to request a camera trailer at the Adventure Play Park. This trailer was removed after a short time, and the Play Park was broken into the same day the camera was taken away.

Meeting on 12th April with Minister Paech was only for the Mayor, not other Elected Members. Discussion points included Tourism, Airport Runway and Culverts, Sports Precinct and the Civic Centre upgrade.

Noted there to be numerous instances of meetings for Grants Commission. Discussed that the more smaller councils there are, the less money for all.

10 CORRESPONDENCE AND DOCUMENTS

10.1 CORRESPONDENCE INCOMING APRIL 2024

COUNCIL RESOLUTION OMC-2024-82

Moved: Councillor Trembath; **Seconded:** Councillor Bower

That Council receive and note the Incoming Correspondence:

Attachments: 1. Letter - NT Electoral Commission - 2025 August Local Government Elections - 16 April 2024 - 190716 [10.1.1 - 2 pages]

CARRIED 7|0

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor Kingdon, Councillor McDougall, Councillor Mott and Councillor Trembath
AGAINST: Nil

Discussion

The incoming correspondence is just a 'for your information' letter and does not require a response.

11 PETITIONS



12 PUBLIC QUESTION TIME (MATTERS REFERRED TO THE AGENDA)

There were no Questions from the Gallery at the Ordinary Meeting of Council - 28 May 2024

13 NOTICE OF MOTION

14 REPORTS OF OFFICERS

14.1 ADMINISTRATIVE REVIEW COMMITTEE - TERMS OF REFERENCE

COUNCIL RESOLUTION OMC-2024-83

Moved: Councillor McDougall; **Seconded:** Deputy Mayor Coburn

That Council approves the Administrative Review Committee Terms of Reference.

CARRIED 7|0

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor Kingdon, Councillor McDougall, Councillor Mott and Councillor Trembath
AGAINST: Nil

Discussion

Noted on page 34 of the agenda, the final line is missing the word 'animals'.

Page 34 of the agenda, 2.84 Mitigation of hazard or nuisance, example 3 refers to all animals. Example 4 contains the term 'cyclone' which is still relevant within this region. Council works in collaboration with the Emergency Management Committee to identify hazards around the community - such as washing machines and dead cars. Council can instruct a person to remove these objects from their property. Council are alerted by responsible landowners regarding rural properties and their hazards.

Within the Terms of Reference, the time frame of up to 28 days to apply to the CEO for a review of the decision is inline with the Act.

14.2 CROWN LAND LICENCE - LOT 3155 (A) VICTORIA HIGHWAY

COUNCIL RESOLUTION OMC-2024-84

Moved: Councillor Kingdon; **Seconded:** Councillor Bower

That Council authorises the Mayor and Chief Executive Officer to affix the Common Seal and execute a three (3) year Crown Land Licence over Crown Land Lot 3155 (a), Katherine NT.

CARRIED 7|0

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor Kingdon, Councillor McDougall, Councillor Mott and Councillor Trembath
AGAINST: Nil

14.3 KATHERINE TOWN COUNCIL BY LAW 1998 PROPOSED AMENDMENTS

COUNCIL RESOLUTION OMC-2024-85

Moved: Councillor McDougall; **Seconded:** Deputy Mayor Coburn

1. That Council endorse the proposed By-Law amendments for drafting by the Northern Territory Office of Parliamentary Counsel.
2. That Council approve the process of community consultation on the amended By-Laws in accordance with the Local Government Act 2019.

CARRIED 7|0

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor Kingdon, Councillor McDougall, Councillor Mott and Councillor Trembath
AGAINST: Nil

Discussion

Page 44 of the agenda contains states 'Katherine does not have a local newspaper.' Although Katherine does have a local news paper, it is not frequent enough to rely on distributing time sensitive information. The new proposal is removing the requirement to advertise in a newspaper.

Page 45 and 46 of the agenda; Proposed New By-Law of 'Livestock' - suggested that horses be removed from this list. The document will be going out for public consultation and all feedback taken onboard.

Public consultation process will be via the paper, Facebook and the web based program 'Your Say Katherine' which will be going live this week.

'Washing or repairing vehicles, etc., in a public place' - clarification on the verges out front of houses being deemed public area and like all Councils, residents are encouraged to maintain the verges.

14.4 FINANCE REPORT FOR THE MONTH OF APRIL 2024

COUNCIL RESOLUTION OMC-2024-86

Moved: Councillor McDougall; **Seconded:** Deputy Mayor Coburn

That Council endorses the Finance Report for the Month of April 2024.

CARRIED 6|1

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor Kingdon, Councillor McDougall and Councillor Trembath
AGAINST: Councillor Mott

Discussion

Information on why the Elected Member Allowances has a variance of \$333. CEO taken on notice.

Clarified that the variance under Elected Member Expenses is the money that is left within the budget.

Purchase on CEO Credit Card for IT Equipment for CEO and Mayor were new Surface Pros and were the only place available in stock at the time when required. The CEO's device had failed so the purchase was deemed urgent.

14.5 COMMUNITY SERVICES REPORT FOR THE MONTH OF APRIL 2024

COUNCIL RESOLUTION OMC-2024-87

Moved: Deputy Mayor Coburn; **Seconded:** Councillor Trembath



That Council receive and note the Community Services Department report for the Month of April 2024.

CARRIED 7|0

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor Kingdon, Councillor McDougall,
Councillor Mott and Councillor Trembath
AGAINST: Nil

Discussion

Spelling error of Professor Hugh Heggie name.

Visitor Information Centre (VIC) Numbers not recorded for April. This has been taken on notice.

Signage upgrades have been conducted both internally and externally within the VIC. Municipal workers are conducting regular cleans around the VIC area as well as in the CBD.

Mould removal process within the Library has been completed. Reporting element is still to be formalised. The returning of the library to the building has been held up by paperwork delays.

14.6 CORPORATE ADMINISTRATION MONTHLY REPORT - APRIL

COUNCIL RESOLUTION OMC-2024-88

Moved: Deputy Mayor Coburn; **Seconded:** Councillor Bower

That Council receive and note the Corporate Administration Report for the month of April 2024.

CARRIED 7|0

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor Kingdon, Councillor McDougall,
Councillor Mott and Councillor Trembath
AGAINST: Nil

Discussion

The 3 remaining items from the New Years Storm includes 1 job at the Showgrounds, and 2 at the Sportgrounds Facility. Currently awaiting contractors for this.

Facility Maintenance incident Type is high in comparison to last year. These incidents include vandalism, lighting issues, etc. Taken on notice to outline further.

14.7 INFRASTRUCTURE AND ENVIRONMENT REPORT FOR THE MONTH OF APRIL 2024

COUNCIL RESOLUTION OMC-2024-89

Moved: Councillor McDougall; **Seconded:** Councillor Bower

That Council receive and note the report of the Infrastructure and Environment Department for April 2024.

CARRIED 7|0

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor Kingdon, Councillor McDougall,
Councillor Mott and Councillor Trembath
AGAINST: Nil

Discussion

Feedback on Driver Reviver program includes "Great and Fun", "Too many words on the signs. Suggested for 9 words maximum on a sign". Meeting with DIPL and they advised that the signs are good. Some



concerns raised regarding the placement of the signs near the road however they are to the required sign standard.

Looking at solar energy at other Council facilities.

15 REPORTS FROM COMMITTEES

15.1 MINUTES FROM COMMITTEES

15.2 REPORTS FROM COMMITTEES

16 ELECTED MEMBER ACTIVITIES

16.1 ELECTED MEMBER ACTIVITIES APRIL 2024

COUNCIL RESOLUTION OMC-2024-90

Moved: Councillor McDougall; **Seconded:** Deputy Mayor Coburn

That Council receive and note the Elected Member activities for April 2024.

CARRIED 7|0

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor Kingdon, Councillor McDougall,
Councillor Mott and Councillor Trembath
AGAINST: Nil

Discussion

Activities not recorded for Deputy Mayor during his leave, however is still attending EMIS and OMC when able. Thanks were passed along to Deputy Mayor for his attendance even though currently away.

17 LATE AGENDA

18 GENERAL BUSINESS

Deputy Mayor will be back in early July.

National Sorry Day Event was held on 26 May and was a successful event. The CEO, Mayor and Councillor Bower attended.

Thanks and commendation were given to the Dolly's Dream Foundation and their work.

Multicultural Festival Event was held on 26 May. Fantastic to have all cultures together. Well attended event and proud to have Katherine Town Council as a partner for this event. Numerous volunteers down from Darwin to support this event. Feedback was given regarding the lack of lighting for this event.

LGANT Circular Symposium being held on the 5th and 6th of June with a representative from Katherine Town Council attending.



Soil day recently held which Councillor Trembath attended.

Junk Festival is being held on Saturday 1st June. Barunga Festival being held the following week which is good for tourism.

Expressions of Interest are out for food vendors and entertainments for the upcoming Street Party.

Tip Shop is open this weekend, Saturday 1st June from 9am to 1pm.

1 side of the Hot Springs path is closed due to erosion.

Council are picking up rubbish and working on removing the graffiti around town.

19 CLOSURE OF MEETING TO PUBLIC

The open meeting was declared closed to the public at 1:03 pm.

COUNCIL RESOLUTION OMC-2024-91

Moved: Mayor Clark; **Seconded:** Deputy Mayor Coburn

Members, pursuant with Section 99(2) and 293(1) of the *Local Government Act 2019* gives power to the council to close a meeting to the public to discuss the following confidential items, in relation to matters referred to in regulations 51 of the *Local Government (General) Regulations 2021*. This means that all members of the public are now asked to leave the Council Chambers.

I now move a motion to close the meeting to public.

Your Worship, I wish to second that the meeting be closed to public.

20 CONFIDENTIAL ITEMS

20.1 CONFIRMATION OF PREVIOUS CONFIDENTIAL MINUTES 23 APRIL 2024

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-clause and Reason:	(c) (iv) information that would, if publicly disclosed, be likely to: Subject to subregulation (3) – prejudice the interests of the council or some other person.

20.2 CONFIRMATION OF CONFIDENTIAL SPECIAL MEETING OF COUNCIL MINUTES 26 APRIL 2024

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-clause and Reason:	(e) subject to subregulation (3) – information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest

20.3 CONFIDENTIAL BUSINESS ARISING FROM PREVIOUS MINUTES

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
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Sub-clause and Reason:	(c) (i) information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.
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Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-clause and Reason:	(c) (iv) information that would, if publicly disclosed, be likely to: Subject to subregulation (3) – prejudice the interests of the council or some other person.

20.4 EXPRESSION OF INTEREST - THE MEETING PLACE LEASE

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-clause and Reason:	(c) (i) information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

COUNCIL RESOLUTION OMC-2024-94

Moved: Councillor Trembath; **Seconded:** Councillor McDougall

1. That Council endorse the Officers Recommendation to award the Expression of Interest (EOI) Leasing of The Meeting Place to The Outback F&B Service PTY LTD Ahn Tran.
2. That Council authorises the Chief Executive Officer to enter Leasing negotiations with The Outback F&B Service PTY LTD Ahn Tran.
3. That Council authorises the Mayor and Chief Executive Officer to affix the Common Seal where required to execute a 1 year with the right to renew for a further 1-year lease with The Outback F&B Service PTY LTD Ahn Tran.
4. That Council approve the resolutions be move to the open minutes.

CARRIED 6|1

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor McDougall, Councillor Mott and Councillor Trembath
AGAINST: Councillor Kingdon

20.5 KATHERINE AQUATIC CENTRE UPGRADE - PROJECT UPDATE

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-clause and Reason:	(c) (i) information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

20.6 KATHERINE AQUATIC CENTRE UPGRADE - CONTRACT

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
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Sub-clause and Reason:	(c) (i) information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.
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COUNCIL RESOLUTION OMC-2024-96

Moved: Councillor McDougall; **Seconded:** Deputy Mayor Coburn

1. That Council agree to the proposed Contract for Design and Construct of the Katherine Aquatic Centre Upgrade.
2. That Council approve signing and affixing the Common Seal to the Contract for Design and Construct of the Katherine Aquatic Centre Upgrade with Sitzler.
3. That the resolution be moved to the open minutes.

CARRIED 7|0

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor Kingdon, Councillor McDougall, Councillor Mott and Councillor Trembath
 AGAINST: Nil

20.7 DOG POUND RELOCATION - PREFERRED TENDERER SELECTION

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-clause and Reason:	(c) (i) information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

COUNCIL RESOLUTION OMC-2024-97

Moved: Councillor McDougall; **Seconded:** Deputy Mayor Coburn

1. That Council agree to the proposed Contract for Design and Construct of the Katherine Aquatic Centre Upgrade.
2. That Council approve signing and affixing the Common Seal to the Contract for Design and Construct of the Katherine Aquatic Centre Upgrade with Sitzler.
3. That the resolution be moved to the open minutes.

CARRIED 7|0

FOR: Mayor Clark, Deputy Mayor Coburn, Councillor Bower, Councillor Kingdon, Councillor McDougall, Councillor Mott and Councillor Trembath
 AGAINST: Nil

20.8 COUNCIL BORROWING

Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-clause and Reason:	(e) subject to subregulation (3) – information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest

20.9 BREACH OF CODE OF CONDUCT COMPLAINT



Section Under the Act	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 99(2) of the <i>Local Government Act 2019</i> .
Sub-clause and Reason:	(f) subject to subregulation (2) – information in relation to a complaint of a contravention of the code of conduct.

21 RESUMPTION OF OPEN MEETING

The open meeting resumed at 3:11 pm.

22 CLOSURE OF THE MEETING

The Ordinary Meeting of Council - 28 May 2024 was declared closed at 3:12 pm.

The next Ordinary Meeting of Council will be held on 25 June 2024.

UNCONFIRMED