

Nhulunbuy Town Board Inc.
Minutes of the Ordinary Meeting
Nhulunbuy Corporation Board Room, Nhulunbuy, Northern Territory
Tuesday 15 September 2015 at 8:30am

Present

Julie Bryce (JB)	Acting Chairperson (Nhulunbuy Corporation)
Sarah Thurgood (ST)	Rio Tinto Alcan (RTA) Gove Operations
Gavin Law (GL)	Member
Chris Putland (CP)	Member
Alyce Fredriksen (AF)	Secretary

1. Apologies

Angela MacMillan (AMac)	Chairperson (Nhulunbuy Corporation)
Jim Rogers (JR)	NT Government (NTG) Representative
Lyn Percic (LP)	Member
Sharon Georjonicas (SG)	Member

JB welcomed all members.

2. Conflict of Interest

N/A

3. Confirmation of Minutes – 18 August 2015

Moved: CP

Seconded: GL

Carried

4. Business Arising from Minutes

- Development of the walkway and beach access (07/14): The Nhulunbuy Corporation's application for funding under the NT Tourism Demand Driver Infrastructure Program has been successful. Work will commence in October 2015.
- Visual Access to the Pool (49/14): The Nhulunbuy Corporation is working on options to restrict visual access to the pool, including placing art panels on the fence. The new Aquatic Centre Officer has been given the issue to address.
- Mosquitos (24/15): The Nhulunbuy Corporation are to promote and advertise measures to minimize mosquito born diseases before the next Town Board meeting in October. AMac is working on the content for this advertisement.
- Mobile Vendor and Service Provider Policy (25/15): A draft copy of the Mobile Vendor and Service Provider Policy was given to the Town Board for observation and feedback in August 2015. The Nhulunbuy Corporation made the policy publicly available for comment on the Nhulunbuy Corporation website for a period of 4 weeks in total receiving no feedback from the community residents.
- RFT Documents (26/15): The Nhulunbuy Corporation are to include in all Request for Tender documentation going forward sections on demonstrating commitment to local business and indigenous participation.
- Surveying (28/15): RTA was to investigate reason for increased surveying of properties around the town lease. ST informed the board surveying is due to lease conveyance requirements, there has been an increase in sub lease transfers and DEAL property transfers.

Secretary:

Date:

Chairperson:

Date:

- Gas Cooker (29/15): The Nhulunbuy Corporation have conducted a full inspection of the gas cookers in the canteen on Hindle Oval. Ignition switches have been replaced. The Nhulunbuy Corporation have also reviewed the building in an attempt to mitigate the power. Instructions will be placed near the BBQ to ensure groups know what to do.

5. Monthly Operations Report – August 2015

Report tabled and noted. JB highlighted the following:

Chief Executive Officer

- Interviews for the Depot Supervisor and Building Administration Officer vacancies have been conducted and positions filled. New Depot Supervisor- Clyde Wade commenced employment with the Nhulunbuy Corporation on Monday 7 September 2015. New Building Administration Officer- Rohan Weirman has now commenced employment with the Nhulunbuy Corporation on Monday 14 September 2015.
- AMac attended a meeting with Gove Vet Services in regards to Dog Microchipping. Microchip clinics will be held at the Nhulunbuy Corporation Community Markets between the hours of 9am-12pm on Saturday 19 September and Saturday 17 October 2015. Appointments are to be made with Gove Vet Services. The discounted rate for microchipping will be \$35 per dog.

Airport Operations

- The resealing works commenced on 25 August, including resealing of the runway, RPT apron, taxiway E, carparks and roadways and the surrounds of other buildings. All airside works have been conducted at night with line-marking carried out immediately following the completion of rolling and before the airport is opened each day. The three airport staff worked shifts to cover 24 hour operations. Works are scheduled to be completed by 1 October.
- A new meter was purchased to carry out monthly testing of the PH level in the potable water supply at the Main Terminal Building.
- A meeting of airport users was convened on 5 August to discuss the method of works for the resealing project.
- A Safety Induction meeting conducted for Fulton Hogan and Nhulunbuy Corporation employees on 24 August for the resealing works.
- The Gove Airport committee and airport stakeholders were invited to attend a meeting on 24 August to discuss the reseal works and potential impact on operations.
- Site meetings were conducted with interested parties for Request for Tender 02/15 Landside Maintenance (mowing) and Request for Tender 03/15 Cleaning of Airport Buildings.

Town Operations

- The team assisted Fulton Hogan with collating stock piles of stone for the reseal program and conducted street sweeping to clean loose stones if spilled.
- Hydro-mat conducted servicing of the chlorine stations.
- Ongoing repairs were conducted on minor water leaks due to old water mains.
- Arnhem Land Pest Control (ALPC) reported that weed control continued in the Gayngaru (Town Lagoon) this month. Snake weed, rattle-pod, mission grass and Singapore daisy were treated and all weeds have been very thick.
- ALPC reported that fogging operations occurred regularly throughout the first half of the month. Areas fogged included the back of The Arnhem Club, Beagle Circuit, and Jasper Road right through to the Golf Club. However, this reduced towards the end of the month as the fogging machine was off the road for servicing and maintenance.
- Mosquito trap results indicated high larvae numbers. This, combined with some high tides, meant that more inspections were needed. Inspections of known breeding areas and water holding areas were completed, including the Western Mud Flats, Buffalo Creek and Crocodile Creek.

- The Nhulunbuy Corporations Animal Control Officer has been conducting daily patrols around town streets and back tracks for domestic dogs and cats. 10 domestic dogs were found 'At Large' for the month of August 2015. Multiple complaints of dogs attacking chickens. Calls were also received for barking dogs and dogs menacing pedestrians. All matters have been investigated with successful outcomes. Crocodile's one 3m crocodile was captured and harvested from the Town Lagoon in accordance with Dhimurru's procedures. Two feral cats were harvested during this period. One at the Town Lagoon and one at the Waste Management Facility and numerous numbers of buffalo were herded away from town areas. Continual pressure has kept the number of sightings down except for isolated incidents.

Corporate and Community Services

- Community Markets held on Saturday 22 August 2015 hosted by the Gove Peninsula Tennis Club. There were 28 stalls in total with five new stalls this month.
- Nhulunbuy Aquatic Centre Open Day was held on Wednesday 26 August 2015. The inflatable was up for two hours, there was a free sausage sizzle and "Boof the Barra" from Royal Life Saving promoted water safety awareness. Expressions of interest for swimming lessons were also collected.

Town Feedback (complaints/ compliments/ feedback and suggestions)

N/A

In Kind Support

Date received	Organisation	Activity	Support granted	Financial cost
8 August	Speedway	Carry out earth works	Loader	\$520
15 August	Speedway	Carry out earth works	Loader	\$520
16 August	Speedway	Carry out earth works	Loader	\$520
22 August	Speedway	Carry out earth works	Loader	\$520
22 August	Gove touch Football assn.	Dave Langridge Memorial	Hindle Oval	\$153.60
23 August	Nhulunbuy High School	Community Skate Park event	BBQ PA Marquees Tables and Chairs	\$50 \$100 \$100 \$21
29 August	Gove Soccer Club	End of season presentation	Bounce Castle	\$400
30 August	Nhulunbuy Rotary Club	Beach Volley Ball	20 x tables 60 x chairs 3 x marquees 2 x portaloos Forklift Body Truck Back hoe	\$100 \$120 \$300 \$300 \$520 \$520 \$520
Month Total				\$5,284.60
Year to Date				\$17,826.82

Secretary:
Date:

Chairperson:
Date:

6. Correspondence

N/A

7. General Business

– **Customer Satisfaction Survey**

JB asked the board to provide any feedback they may have in regards to the Customer Satisfaction Survey. ST mentioned RTA have feedback they would like to provide and will email AMac at some stage this week.

– **Mobile Vendor and Service Provider Policy**

AMac provided the Board with a draft copy of the Mobile Vendor and Service Provider Policy back in the August 2015 Town Board meeting and requested for the board members to provide feedback at the September 2015 meeting. The policy has clear guidelines and has been developed to incorporate people who are providing good or services in public spaces around the town.

It was resolved that: The Town Board approve the Mobile Vendor and Service Provider Policy. The policy can now be processed through to the Board of Directors on Wednesday 21 October 2015.

– **Nhulunbuy (Animal Management) Amended By-Laws 2015**

Tabled and noted

AF was asked to send the Nhulunbuy amended by-laws 2015 documentation through to all Town Board members by end of day today Tuesday 15 September 2015 for their reference.

Community Assistance Program- Applications 3rd Quarter 2015.

Town Board received a total of seven CAP Applications for the 3rd Quarter in 2015. The Board raised concerns in regards to some community group's double dipping and receiving grants from RIO and NT Government for funding of the same applications. The Town Board requested for the CAP Policy to be revisited and the process to change in some areas, this will be added to October 2015 Town Board agenda.

– **Nhulunbuy Paws**

The Nhulunbuy Paws applied for community support to provide safe working P.P.E clothing for Nhulunbuy Paws Volunteers when they do their community events to the value of \$1250.

It was resolved that: ST has kindly offered to supply the Nhulunbuy Paws with RTA fluro polo shirts for their community events. The Town Board approved the CAP application to the value of \$500 instead of \$1250. The \$500 is to cover the cost to have logos printed on the polo shirts.

– **Gove Touch Association**

The Gove Touch Association applied for community support for the running of Stanford Forbes the community wide touch football event. Gove Touch also asked for support to purchase touch football specific equipment to be used in the event and throughout the additional touch season.

It was resolved that: The Town Board approved the CAP Application that was submitted by Gove Touch Association for the value of \$1250.

– **Gove Netball Association**

The Gove Netball Association applied for community support to help their junior players experience a competitive competition, NT Links Championships in Alice Springs 2015.

It was resolved that: The Town Board approved the CAP Application that was submitted by Gove Netball Association for the value of \$1100.

– **Nhulunbuy Speedway**

Nhulunbuy Speedway applied for partnership support to fund the purchase of safety headsets for speedway.

It was resolved that: The Town Board only approved the value of \$1640 to Nhulunbuy Speedway to help with funding the safety equipment.

Nhulunbuy Speedway also applied for community support to finance the purchase of food that was provided to community residents at Beach Volleyball on Sunday 30 August 2015 for the value of \$1250.

It was resolved that: The Town Board did not approve this application.

– **8EAR Community Radio/ Gove FM**

Gove FM applied for community support to design and construct Emergency Broadcaster Signage on Melville Bay Rd to the value of \$509.92.

It was resolved that: The Town Board approved the CAP application that was submitted to the value of \$509.92.

Gove FM also applied for partnership support for funding of one 21.5 inch IMac computer with service and support package for new training centre/ programs to the value of \$2417.

It was resolved that: The Town Board did not approve this application.

There being no further business to discuss, the meeting ended at 10:09am.

Next meeting: Tuesday 20 October 2015 at 8:30am