

**Nhulunbuy Town Board**  
Minutes of the Ordinary Meeting  
Nhulunbuy Corporation Board Room, Nhulunbuy, Northern Territory  
Tuesday 25 June 2019 at 8:30am

**Present**

Allison Mills (AM) by phone	Chairperson (Nhulunbuy Corporation)
Melissa Cruickshank (MC)	Rio Tinto (RT) Gove Operations
Megan Niven (MN)	Member
Lynne Walker (LW)	Member
Christine Arnold (CA)	Member
Stacie Irving (SI)	Secretary

**1. Apologies**

Jim Rogers (JR)	NT Government (NTG) Representative
Zenel Bajraktari (ZB)	Member

**2. Conflict of Interest**

Christine Arnold recorded a conflict of interest regarding the Community Assistance Application submitted by the Nhulunbuy Regional Fishing Club.

**3. Confirmation of Minutes – 28 May 2019**

**Moved:** LW

**Seconded:** CA

*Carried 4/0*

**4. Business Arising from Minutes**

It was resolved that the following from the **Action List** were updated (see *Action List April 2019*).

*27/17: Buku-Larrnggay Arts Centre Signage* –NC have ordered a sign to be installed on the intersection signpost. Due to staffing issues at our usual signage supplier we are still waiting for the sign to arrive. *Review July 2019*

*35/18: Town Centre and Industrial Signage* – CEO updated that quotes have been sort and signs have been ordered and due to staffing issues at our usual signage supplier we are still waiting for the sign to arrive. *Review July 2019.*

*45/18: Industrial Estate Signage* –NC to facilitate concept design and costing to obtain building application approval and ensure compliance of the signage. *Review July 2019.*

*53/19: Fluoridation Forum* – NC has posted the information on the website and begun a social media campaign with links to the information posted to the Gove noticeboard. AM also attended the Community markets on the weekend with hard copies of information. – *Review July 2019*

*54/19: Alcohol Reference Group* – JR will be interim chair for meeting set for 26 June 2019. AM noted that responses had been received from around 20 community groups and stakeholders which was a positive sign towards reinvigoration of the group. *Review July 2019*

*56/19: Discussion Paper on Constitutional Changes to include Yolgnu Representation* – AM noted that the paper is being reviewed by Board of Directors to have the changes to the constitution officially noted. AM has had progress discussions with Gumatj and Rirratjingu

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and a formal letter will be drafted to the corporations once the changes have been presented to the Board of Directors. *Review July 2019*

*57/19 Pedestrian Crossing on Chesterfield Circuit* – NC Manager of Strategic Infrastructure has contacted the primary school for input about what they think is necessary to address the issue. NC has now written to the school for advice regarding who would be the best contact. *Review July 2019*

*58/19: Liaise with Dept of Health regarding Fluoridation* – AM has attempted to contact the Department of Health for information but has not received any response. AM will liaise with JR at DCM regarding a contact in NTG environmental health department. *Review July 2019*

*59/19: Clean-up of Directional sign at Melville Bay & Matthew Flinders Way:* - SI to contact Works Coordinator about the clean-up of the sign. If unable to clean up the existing sign order replacement for the sign. *Review July 2019*

*62/19: Communications linking organisations* – AM spoke with Karen Hawkes from Captovate Digital Marketing Agency regarding some training possibilities. AM suggested advertising the training to assess community interest and then NC could facilitate self-funded training being conducted in this region. AM to liaise with Lynda Coates regarding possible funding that may be available. – *Review July 2019*

It was resolved that the following from the **Action List** to be completed and removed.

*60/19: Tourism Stand at Gove Aerodrome Terminal:* - AM to liaise with Manager of Aviation and Compliance regarding the current position of the tourism stand and investigate if it can be located in a more prominent position. *Completed June 2019*

*61/19: Gym Equipment on Beagle Back Track* – NC haven't progressed this yet, AM has spoken to NC depot staff regarding their knowledge of the equipment usage and their opinion is that the equipment is being used so NC are reluctant to remove any of the equipment. NC may still conduct research to monitor the frequency of use of the equipment. *Completed June 2019*

## 5. Correspondence

*In*

### **Community Assistance Application – East Arnhem Archers**

The following documentation was tabled:

- Community Assistance Application Form
- Certificate of Currency Insurance
- Email Correspondence regarding items to be purchased with funding.

#### **It was resolved that:**

Town Board members approve the application for fund of \$1250 for the purchase of club shirts, targets and bales & clips for target butts through the Community Assistance Program.

**Moved:** LW

**Seconded:** MC

*Carried 4/0*

### **Community Assistance Application – Nhulunbuy Amateur Swimming Club**

The following documentation was tabled:

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- Community Assistance Application Form
- Certificate of Currency Insurance

**It was resolved that:**

Town Board members approve the application for fund of \$1250 for the purchase new banner for the Nhulunbuy Aquatic Centre fence through the Community Assistance Program.

**Moved:** LW

**Seconded:** MN

*Carried 4/0*

**Community Assistance Application – East Arnhem Co-op**

The following documentation was tabled:

- Community Assistance Application Form
- Certificate of Currency Insurance
- Quotes for Equipment

**It was resolved that:**

Town Board members approve the application for fund of \$1250 for the purchase of Coffee machine, tablet and containers through the Community Assistance Program noting that the application was very well put together submission.

**Moved:** LW

**Seconded:** CA

*Carried 4/0*

**Community Assistance Application – Nhulunbuy Regional Sports Fishing Club**

**CA declared a conflict of interest due to being involved with the Nhulunbuy Regional Fishing Club and left the room.**

The following documentation was tabled:

- Community Assistance Application Form
- Email Correspondence regarding items to be purchased with funding.

**It was resolved that:**

Town Board members approve the application for fund of \$1250 for the purchase of fishing shirts and prize provisions for July junior fishing competition through the Community Assistance Program.

**Moved:** LW

**Seconded:** MC

*Carried 4/0*

**CA was invited back into the room and informed that the Nhulunbuy Regional Sports Fishing Club had been successful in their Community Assistance Application.**

**Mobile Service Provider Application – Roaming Flames**

The following documentation was tabled:

- Mobile Vendor and Service Provider Application Form
- Certificate of Currency Insurance
- Registration of a Food Business

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**It was resolved that:**

Town Board members approve in principle the Mobile trading and service provider application subject to renewal of the Registration of Food Business from the Environmental Health Officer being provided to NC.

**Moved:** MC

**Seconded:** CA

*Carried 4/0*

**Monthly Ops Report May 2019**

- *Number of unregistered dogs* – HT noted that we do have community communication regarding registration of dogs. We currently have the largest number of dogs registered on Town lease we have ever had, around 700 dogs. When unregistered dogs are caught at large and impounded they are not released until they are registered. Support from property owners would help with the community communication around dog registration.
- *Dog incidents in Town* – LW noted the prompt response from the NC Animal Management Officer and local vet nurse in attending to the incident between 4 dogs on Matthew Flinders Drive. NC have been ramping up the infringement process both with dog attacks and incidents and the removal of dangerous dogs from Town Lease.
- *Alcohol Permits Office* – AM noted as far as tourist information, there a tourism groups through DEAL and EALTA that are working on getting this kind of information out to people prior to their arrival in the region so they can pre-prepare.
- *Green Waste Bin Removal* – AM noted that NC are looking at the possibility of placing a green waste bin outside the gate of the Waste Management Facility for residents that are unable to attend the facility during its usual opening hours.
- *Excessive Refuse & Dumped Vehicles at Residences on Town Lease* – MC suggested submitting Feedback/ Work Order Form to NC so that the issues on private property can be managed against the sub-lease.
- *Road that goes to Boat Ramp* – MC noted the issue and will liaise with RTA regarding repairs.

**For Information – Updates on Community Requests to Town Board Members**

- *Repair and replacement of swings at park near Melalucca and Lillipilli Close* - AM followed up with NC depot staff, they had repaired the existing play equipment with stock of swings from the depot. AM noted that out of this community feedback NC are implementing a more stringent auditing process for play equipment in the parks. NC has additional funding for play equipment this year and given the amount of use of this park, NC has some extra equipment available for installation in the park.
- *Town Centre and street lighting* – MC updated that the RTA Power outage number or the RTA Communities number can be used to report high voltage lighting issues but pathway lighting that is installed and maintained by NC is our responsibility. MC to draft communications for community around lighting issues.
- *Parking on the ground of Catholic Church* – AM is following up the lease boundaries of the catholic church to ascertain what areas are under NC's jurisdiction. AM updated that the verge is quite large in this area and that the parking doesn't encroach on the lease area of the catholic church it's on NC verge area. NC will consult with the catholic church regarding a satisfactory outcome for them. There is a carpark approximately 100m up Chesterfield Circuit which can be utilised by these organisations if extra parking is required.

- *Resident feedback regarding the changing of dog off lead areas in Nhulunbuy – FBP spoke with NC's Animal Management Officer regarding the history of the decision to change the area to an on lead area. Out of those discussions it was ascertained that the reasons for the changes were the increase in young people, people with prams etc using the area and a dog attack along the back track. The Dog off lead map has been updated on the NC website.*

## **6. General Business**

### **Discussion Paper – Nhulunbuy Town Board Projects**

AM noted that the Town Board need to think about allocation of funds towards community projects. AM revised the previous list and added some new items that have come up through community feedback or feedback directly from NC managers.

MC noted Town board need to further progress discussions on what our priorities are, and make sure we allocated the funds fully this year. The Town Board decided that out of session they should come up with a shortlist of projects to present at the July meeting.

New Action:

*63/19:Town Board Community Projects - MC to facilitate out of session discussions with members and put together a shortlist of projects for discussion at July Town Board meeting.*

### **Discussion Paper – Nhulunbuy PAWS kennel Proposal**

The Town board noted the demand for somewhere residents can board their animals but they possibly didn't realise the demand for tourists to leave animals that they can't take when they visit community areas.

**It was resolved that:**

Town Board members support the proposal for additional kennelling facilities to be built at the current PAWS site.

**Moved:** MC

**Seconded:** CA

*Carried 4/0*

**Due to prior commitments LW left the meeting at 9:35am.**

### **Nhulunbuy Corporation - Customer Charter**

The Town Board commented favourably on the design and on the exact use of the charter. It was explained that this document informs the community about the level of service they should expect from the Nhulunbuy Corporation. The community directory will contain more generalised information.

## **7. Other Business**

### **MC updates on works RTA and contractors conducting on Town Lease**

There are three significant upgrades happening around town lease, one for the HV corridor itself consisting of a lot of cabling, some pole replacement work that will be conducted soon and replacement of some transformers in order to move them higher rather than be located at ground level. There will be a community impact such as two power outages which will be 'all town' outages within the next month.

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**MN requested update on repainting and remodelling of Skate Park.**

AM to liaise with Community Engagement Facilitator regarding timeframe for works and update Town Board out of session.

**Recent Twilight Community Markets**

The Town board would like to congratulate NC on the success of the recent markets conducted at the Gove Peninsula Surf Club.

There being no further business, the Chairperson declared the meeting closed at 9:43am.

Next meeting: Tuesday 23 July 2019, commencing 8:30am.