

**Nhulunbuy Town Board**  
Minutes of the Ordinary Meeting  
Nhulunbuy Corporation Board Room, Nhulunbuy, Northern Territory  
Tuesday 21 February 2023 at 8:30am

**1. Present**

Max Duncan (MD)	Chairperson (Nhulunbuy Corporation)
Linda Alexander (LA)	Member
Ineke Wallis (IW) Teams	Member
Nathan Graetz (NG)	Member
Jim Rogers (JR)	NTG Representative
Vicki Blackler (VB)	RTA Representative
Stacie Irving (SI)	Secretary

**2. Apologies**

Megan Niven (MN)	Member
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**3. Conflict of Interest**

None noted.

**4. Confirmation of Minutes – 24 January 2023**

**Moved:** IW  
**Seconded:** NG  
*Carried 5/0*

**5. Business Arising from Minutes**

It was noted that the following from the **Action List** were updated (see *Action List January 2023*).

*57/19 Pedestrian Crossing on Chesterfield Circuit* – MD updated board members that a detailed grant proposal is being finalised and will be presented to board members in April meeting. – *Review March 2023*.

*111/22 – Recycling Storage in Wet Season* – NC has spoken to a contractor already processing recyclables about using their area as a hub for recycling with no agreement in place at present. Work in Progress and a formal presentation will go to the Nhulunbuy Corporation BOD and Town Board Members before next wet season. MD further discussed waste management regarding the collection of recyclables during the wet season as well as the possibility of an ongoing recyclable container collection from residences to minimise containers being disposed of into landfill. The restructuring of the waste collection regime is being considered in the NC 2023 budget process. – *Review March 2023*.

*112/22 – Changes to Town Board Agenda items for TO Inclusion* – MD conducted discussions with board members and tabled the proposed changes individually for consideration. The changes were outlined as TO council of elders whomever they nominate to attend specific meetings conducted on country and thus provide a forum to discuss matters concerning the entire Gove Peninsula area. A copy of the constitution including the proposed changes will be presented to the BOD and then Town Board out of session. – *Review March 2023*.

Secretary: *Stacie Irving*  
Date: 27 July 2023

Chairperson: *Shane Wallis*  
Date: 26 July 2023

## 6. Correspondence - In

### Application for Home Trading – Holistic Care Cleaning

**Documents Tabled were:**

- Home Trader Application Form
- Insurance Certificate of Currency
- Home Trading Application Assessment
- Plan of Property

**It was resolved that:**

Town Board members support the application in principle to conduct a Home Trading Business as a residential cleaning and yard maintenance Home Trading business, however the approval is conditional that NC receive approval from the landlord. Town Board members have granted a 12 Month provisional permit. If landlord approval is not received within 3 months, the Home Trading permit will be revoked.

**Moved:** LA

**Seconded:** VB

*Carried 6/0*

### Application for Home Trading – Arnhem Electrical Pty Ltd

**Documents Tabled were:**

- Home Trader Application Form
- Insurance Certificate of Currency
- Home Trading Application Assessment
- Plan of Property
- Business Plan
- Letter of Approval from landlord
- Approvals from Advisory Board
- Additional qualifications

**It was resolved that:**

Town Board members support the application from Arnhem Electrical and Refrigeration Pty Ltd to conduct a Home Trading Business as an electrical and refrigeration repair, maintenance, and installation business.

**Moved:** NG

**Seconded:** VB

*Carried 6/0*

### **Gazettal Notice - Nhulunbuy Corporation (Animal Control) Bylaws.**

Town Board members noted the correspondence as tabled. MD discussed the flexibility to deal with declared dogs and three dog permits on SPL214 and SPL 250 lease areas whilst providing a valuable regulatory framework to aid in decisions on these matters.

BOD have raised the request for NC to develop a suite of by-laws covering matters such as abandoned vehicles, building by-laws and environmental by-laws to be developed. MD

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requested feedback from Town Board members regarding any other possible matters that could be covered in this suite of by-laws.

**Letter from Minister for Corporate and Digital Development - Water Conservation Award.**

Town Board members noted the correspondence as tabled.

**Application for Community Assistance – Nhulunbuy BMX Club**

**Documents Tabled were:**

- Community Assistance Application Form
- Insurance Certificate of Currency
- Quotes for event equipment

**It was resolved that:**

Town Board members support the application for community assistance from Nhulunbuy BMX Club in the amount of \$1,250 to conduct their come and try event.

**Moved:** NG

**Seconded:** VB

Carried 6/0

**7. Correspondence – Out**

**Letter of Support – Home Trader Application – A+ Active**

Town Board members noted the correspondence as tabled.

**Email from NT Licencing – Home Trader Application – Regarding the sale of Vaping Products on the Gove Peninsula.**

Town Board members noted the correspondence as tabled. VB noted that although she wasn't in attendance at the January meeting, she fully endorses the Town Boards decision regarding this matter.

**8. Monthly Ops Report January 2022**

Items referenced by exception in the January operations report:

- **WMF Incident** – MD has addressed the near miss by a contractor at the Gove Peninsula Waste Management Facility which turned out not to be a reportable incident by as a matter of course was reported to NT work safe. It highlights the importance of CCTV from a monitoring aspect at the waste facility and with regard to the aquatic centre which has after-hours access and safety concerns.
- **GPHG** – NC to liaise with NTG representative as a meeting was going to be scheduled in February but will now be postponed due to the pause on proposed liquor permit changes throughout the territory. MD reiterated again that the liquor permit system related to possession and not purchase of liquor products.
- **Budget and BOD Approvals** – MD outlined the amendments to tariffs in relation to water and electricity sent to utilities customers this week. The object of the correspondence was to inform utilities customers that as a producer of water, the operation is subject to similar significant cost pressures experienced by other utilities providers and therefore is taking steps to move customers to the Northern Territory

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Government-regulated rate for water tariffs, but full regulated rates will be a stepped process until April 2024.

LA noted that residents have approached her with the question regarding certain residents that may have utility costs covered by their employment contracts. MD noted that all houses pay for utilities however in some instances employers pay these same utility tariffs as other residents paying utility tariffs themselves.

RTA may have data on provision of service and improvements experienced in the region recently due to the large investment made in the networks in recent times.

Department Industry Tourism & Trade possibly run subsidised energy audits for businesses so that they could lower their utility bills.

- **Pre-qualified suppliers Tender** – The purpose of the Supplier Panel is to establish a panel of suppliers who may be engaged directly by NCL for the term of the Supplier Panel, without a need for separate quotes or tenders to first be obtained, in appropriate circumstances.
- **Introduction of Infrastructure Charges** - MD noted the discussion around implementation of infrastructure charges at the upcoming community forum meeting and that some local building and development organisations have already been notified of the infrastructure charges associated with their developments. NC have conducted one on one engagement with these organisations.
- **Waste Management Facility** – Review of closure plan and useful life expectancy of the facility moving forward. MD noted discussion around broader initiatives regarding the dumping of cars and steel with a view to applying for grant funding for a peninsula wide clean-up initiative.
- **Snap Send Solve Reporting Platform** – Fire services have recorded many incidences of required maintenance on fire plugs and associated water infrastructure, NC are engaging directly with the reporting organisation.
- **Changes to Dog Registration Year** – NC has now changed the span of the dog registration annual registration to be January to December.
- **Water Infrastructure Mapping** - NC have engaged an undergraduate engineering student to complete significant recording and data interpretation regarding NC water infrastructure. As part of these works include establishing better detailed reporting of water service and main leaks.
- **Tree Works Around Town** – NG referenced tree works near Beagle Circuit, MD stated NC will be drafting of a tree policy for board members consideration at the April meeting.

**It was resolved that:**

Town Board members approve the operations report January 2023 as tabled.

**Moved:** VB

**Seconded:** JR

Carried 5/0

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## 9. General Business

### Bin Sticker Project

MD noted that the stickers are being produced currently by a local vendor.

NC will roll out the Bin Stickers once sufficient consideration has been given to possible changes to the weekly waste collections and possibility of the implementation of recycling schemes.

### Community Forum Meeting – 28 February 2023

MD requested that Town Board members encourage all community members to attend the community forum meeting to be held at the Nhulunbuy Town Hall 7pm Tuesday 28 February 2023. Registration to attend is through Eventbrite.

### NTG Update – Jim Rogers

- JR noted that he had been approached by a resident regarding a mobile trader selling tobacco products from an address on Nhulunbuy Town lease. JR to provide details directly to MD.

### Feedback from Elected Members

- **Japanese Encephalitis** - LA noted that NT health had supplied a large amount of community engagement materials and thanked the NC for publicising the immunisation program that NT Health are implementing.

There being no further business, the Chairperson declared the meeting closed at 9:46 am.

Next meeting: 8:30am Tuesday 21 March 2023.

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