



**MINUTES**  
**ORDINARY COUNCIL MEETING**  
**17<sup>TH</sup> JUNE 2025**

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## 1. NOTICE OF MEETING.

I hereby give notice that an Ordinary Meeting of Council was held on:

Date: 17<sup>th</sup> June 2025  
Time: 3.00 pm  
Location: Council Chambers  
22 Cameron Road, Batchelor NT 0845

Any member of Council and staff who may have a conflict of interest or perceived conflict of interest regarding any item of business to be discussed at a Council meeting should declare that conflict of interest to enable Council to manage the conflict and resolve it in accordance with its obligations under the *Local Government Act 2019*.

The Ordinary Meeting of Council was open to the public and adhered to COVID Safety Plan requirements, including optional wearing a mask, appropriate physical distancing, and health and hygiene requirements.

The meeting was recorded for minuting purposes only.

*A copy of the agenda can be found on Council's website, alternatively you can obtain a copy from the Council Office.*



Chief Executive Officer.

### **RESOLUTION 2025/07/15/002**

That the Minutes of the Ordinary General Meeting held on 17<sup>th</sup> June 2025 be confirmed as amended by Council as a true and correct record of the meeting.

**Moved:** Official Manager

**Seconded:** Official Manager

**Carried**

*(Amendment: 14.1 the word government changed to governance.)*

# MINUTES

## ORDINARY GENERAL COUNCIL MEETING HELD IN THE COUNCIL CHAMBERS, BATCHELOR ON 17<sup>TH</sup> JUNE 2025

The Official Administrator of the Council, Mr. Mark Blackburn, declared the meeting open at 3:00 pm and welcomed all in attendance.

### **2. ACKNOWLEDGEMENT OF COUNTRY**

*I acknowledge the Traditional Owners of the land commonly referred to as Coomalie. I pay my respects to their Elders, past, present and emerging.*

### **3. PERSONS PRESENT**

Official Manager	Mr. Mark Blackburn
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#### **STAFF PRESENT**

Chief Executive Officer	Sharon Hillen
Corporate Services Manager	Shaun Hardy
Council and Community Services Manager	Emma Dunne
Executive Services Coordinator	Stacey Shooter

#### **VISITORS PRESENT**

#### **4. APOLOGIES AND LEAVE OF ABSENCE.**

**Date:** 17<sup>th</sup> June 2025.

**Author:** Sharon Hillen, Chief Executive Officer.

**Attachments:** Nil.

#### **PURPOSE**

This report is to table for Council's record any apologies and requests for leave of absence received for the Ordinary General Meeting held on 17<sup>th</sup> June 2025.

Nil

#### **5. ELECTRONIC MEETING ATTENDANCE.**

**Date:** 17<sup>th</sup> June 2025.

**Author:** Sharon Hillen, Chief Executive Officer.

**Attachments:** Nil.

#### **PURPOSE**

This report is to table, for Council's record, any requests, and permissions for Electronic Attendance.

Nil

## 6. DECLARATION OF INTEREST.

**Date:** 17<sup>th</sup> June 2025.  
**Author:** Sharon Hillen, Chief Executive Officer.  
**Attachments:** Nil.

### PURPOSE

Members and Staff are required to disclose an interest in a matter under consideration by the Council at a meeting of the Council by:

- 1) In the case of a matter featured in an officer's report or written agenda item by disclosing the interest to the Council by disclosure as soon as possible after the matter is raised.
- 2) In the case of a matter raised in general debate or by any means other than the printed agenda of the Council by disclosure as soon as possible after the matter is raised. Under disclosure, the member or staff member must abide by the decision of Council on whether he/ she shall remain in the meeting and/ or take part in the issue. The Council may elect to allow the member or staff member to provide further and better particulars of the interest prior to requesting him/ her to leave the Chambers.

### RESOLUTION 2025/06/17/001

That Council notes there are no declarations of interest for the Ordinary General Meeting held 17<sup>th</sup> June 2025.

**Moved:** Official Manager

**Seconded:** Official Manager

**Carried**

## 7. MOVING AGENDA ITEMS FROM PUBLIC TO CONFIDENTIAL.

Nil

## 8. MOVING AGENDA ITEMS FROM CONFIDENTIAL TO PUBLIC.

Nil

## 9. PETITIONS, DEPUTATIONS AND QUESTIONS WITH NOTICE.

Nil

## 10. CONFIRMATION OF THE MINUTES OF PREVIOUS MEETINGS.

### 10.1 CONFIRMATION OF THE MINUTES FROM THE 20<sup>TH</sup> MAY 2025 OGM.

<b>Date:</b>	20 <sup>th</sup> May 2025.
<b>Author:</b>	Sharon Hillen, Chief Executive Officer.
<b>Attachments:</b>	Unconfirmed Public Minutes 20 <sup>th</sup> May 2025.

#### PURPOSE

Minutes of the Ordinary General Meeting held on 20<sup>th</sup> May 2025 are submitted to Council for confirmation that those Minutes are a true and correct record of the meeting.

#### RESOLUTION 2025/06/17/002

That the Minutes of the Ordinary General Meeting held on 20<sup>th</sup> May be confirmed by Council as a true and correct record of the meeting.

**Moved:** Official Manager

**Seconded:** Official Manager

**Carried**

## 11. OFFICIAL MANAGER'S REPORTS.

<b>Date:</b>	17 <sup>th</sup> June 2025.
<b>Author:</b>	Mark Blackburn, Official Manager.
<b>Attachment:</b>	NIL.

#### PURPOSE

To update Council on the activities of the Official Manager since the last Ordinary General Meeting (OGM) for the period 1- 31 May 2025.

#### RESOLUTION 2025/06/17/003

That Council receives and notes the Official Manager's Report for the period of 1 – 31 May 2025

**Moved:** Official Manager

**Seconded:** Official Manager

**Carried**



## 12. CHIEF EXECUTIVE OFFICER'S REPORT.

**Date:** 17<sup>th</sup> June 2025.  
**Author:** Sharon Hillen, Chief Executive Officer.  
**Attachment:** Nil.

### PURPOSE

To brief Council on the monthly activities of the Chief Executive Officer (CEO) and key operational information from the May 2025 period.

#### RESOLUTION 2025/06/17/004

That Council receives and notes the Chief Executive Officer Report for the May 2025 period.

**Moved:** Official Manager

**Seconded:** Official Manager

**Carried**

## 13. MONTHLY FINANCE REPORT.

### 13.1 MONTHLY FINANCIAL REPORT.

**Date:** 17<sup>th</sup> June 2025  
**Author:** Sharon Hillen, Chief Executive Officer  
Shaun Hardy, Corporate Services Manager  
**Attachment:** Nil

### PURPOSE

To provide a summary of the financial position of Council for the period ending 31 May 2025.

In accordance with the *Local Government (General) Regulations 2021 – Part 2 Division 7*, the preceding month's financial report must be presented to Council. Regulation 17(1) of the *Local Government (General) Regulations 2021* requires a monthly report from the Chief Executive Officer to provide council with the actual income and expenditure for the year to date; the most recently adopted annual budget; and details of any material variances between the most recent actuals and the most recently adopted annual budget.

#### RESOLUTION 2025/06/17/005

That Council;

a) notes the Chief Executive Officer (CEO) certifies to the best of her knowledge, information, and the belief that the internal controls implemented by Council are appropriate, and that Council's financial report best reflects the financial affairs of Council; and

b) receives and notes the monthly financial report for May 2025.

**Moved:** Official Manager

**Seconded:** Official Manager

**Carried**

## 14. REPORTS REQUIRING DECISIONS OF COUNCIL.

### 14.1 LOCAL GOVERNMENT ACT 2019 REVIEW SUBMISSION REPORT

<b>Date:</b>	17 <sup>th</sup> June 2025
<b>Author:</b>	Sharon Hillen, Chief Executive Officer
<b>Attachment:</b>	Nil

#### PURPOSE

To approve a DRAFT submission for the NTG Review of the *Local Government Act 2019* on the 2025 – Amendments Discussion Papers A, B and C.

#### RESOLUTION 2025/06/17/006

That Council:

- a) receives and notes the report regarding the Review of the *Local Government Act 2019*; and
- b) approves the proposed submission as amended, regarding the Amendments proposed in the Review of the *Local Government Act 2019*, to include the reference to the ~~Government~~ Governance controller.

**Moved:** Official Manager

**Seconded:** Official Manager

**Carried**

## 15. REPORTS FOR RECEIVING AND NOTING.

### 15.1 REVIEW OF ACTION ITEMS LIST TO MAY 2025.

<b>Date:</b>	17 <sup>th</sup> June 2025.
<b>Author:</b>	Sharon Hillen, Chief Executive Officer.
<b>Attachments:</b>	Action Items List to June 2025.

#### RESOLUTION 2025/06/17/007

That Council;

- a) receives and notes the Action Items List to June 2025; and
- b) removes items, 6, 12, 13, 14, 15, & 16.

**Moved:** Official Manager

**Seconded:** Official Manager

**Carried**

## 15.2 COMPLAINTS AND COMPLIMENTS REGISTER.

**Date:** 17<sup>th</sup> June 2025.  
**Author:** Sharon Hillen, Chief Executive Officer.  
**Attachments:** [Complaints and compliments tables.](#)

### PURPOSE

To update Council on complaints and compliments received during May and June 2025 period.

#### RESOLUTION 2025/06/17/008

That Council receives and notes the Complaints and Compliments Register during May and June 2025.

**Moved:** Official Manager

**Seconded:** Official Manager

**Carried**

## 15.3 DEVELOPMENT APPLICATION PA2025/0172 ISABELLA DOWNS

**Date:** 17<sup>th</sup> June 2025  
**Author:** Sharon Hillen, Chief Executive Officer  
**Attachment:** [Development Application documents](#)

### PURPOSE

From time-to-time Council is required to provide comment on various developments within the Coomalie Region. This Report requires a Council submission for the land clearance of 425.6ha of native vegetation for improved pasture grazing (Tully Grass).

#### RESOLUTION 2025/06/17/009

That Council :

- a) receive and note the report titled Development Application PA2025/0172 Isabella Downs; and
- b) provides a submission for the Development Application Development Application PA2025/0172 Isabella Downs supporting the clearance of 425ha of native vegetation for native vegetation from improved pasture grazing (Tully Grass).

**Moved:** Official Manager

**Seconded:** Official Manager

**Carried**

#### 15.4 AUCTION OF BACKHOE

<b>Date:</b>	17 June 2025
<b>Author:</b>	Shaun Hardy, Corporate Services Manager
<b>Attachment:</b>	Nil

#### PURPOSE

To report to Council on the result from the sale of a backhoe at auction.

#### RESOLUTION 2025/06/17/010

That Council;

- a) receives and notes the report titled Auction of Backhoe; and
- b) directs that the \$31,339 proceeds from the sale of the backhoe be transferred to the Asset Renewal Reserve.

**Moved:** Official Manager

**Seconded:** Official Manager

**Carried**

#### 16. CORRESPONDENCE AND INFORMATION.

##### 16.1 INCOMING AND OUTGOING MAIL.

<b>Date:</b>	17 <sup>th</sup> June 2025.
<b>Author:</b>	Sharon Hillen, Chief Executive Officer.
<b>Attachment:</b>	Incoming and outgoing correspondence tables.

#### PURPOSE

Council is provided with items of correspondence both received and sent during the months of May and June 2025.

#### RESOLUTION 2025/06/17/011

That Council receives and notes the items of incoming and outgoing correspondence as tabled for the May and June 2025 period.

**Moved:** Official Manager

**Seconded:** Official Manager

**Carried**

**17. COUNCILLOR REPORTS.**

Nil.

**18. USE OF THE COMMON SEAL.**

Nil.

**19. LATE ITEMS AND URGENT BUSINESS.**

**RESOLUTION 2025/06/17/012**

That Council consider accepting two (2) Confidential Late Reports titled:

**21.6** Use of the Common Seal.

**21.7** Tender assessment panel for the Adelaide River Cemetery Precinct Lighting and Power Upgrade.

**Moved:** Official Manager

**Seconded:** Official Manager

**Carried**

**20. GENERAL BUSINESS.**

Nil.

**21. CONFIDENTIAL ITEMS.**

**RESOLUTION 2025/06/17/013**

That Council close the meeting to the general public in accordance with Regulation 51 of the *Local Government (General) Regulations 2021*.

**Moved:** Official Manager

**Seconded:** Official Manager

**Carried**

**Procedural Note:**

The meeting was closed to the public at 4:08 pm.

The confidential meeting opened at 4:11 pm.

**21.1 CONFIRMATION OF THE CONFIDENTIAL MINUTES FROM THE 20<sup>TH</sup> MAY OGM.**

**CONFIDENTIAL:** Regulations 51(1)(e) 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.

**21.2 REVIEW OF CONFIDENTIAL ACTION ITEMS LIST TO JUNE 2025.**

**CONFIDENTIAL:** Regulations 51(1)(e) 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.

**21.3 IRONBARK LEASE OF FINLAY ROAD, ADELAIDE RIVER**

**CONFIDENTIAL:** Regulations 51(1)(c)(i) cause commercial prejudice to, or confer an unfair commercial advantage on, any person

<b>RESOLUTION CONF2025/06/17/016</b>		
That Council:		
a) receive and note the Confidential Report regarding a commercial property lease to Ironbark at 35 Finlay Road, Adelaide River from 1 July 2025; and		
b) approves the use of the Council Common Seal in order to execute the commercial property lease to Ironbark.		
<b>Moved:</b>	Official Manager	
<b>Seconded:</b>	Official Manager	<b>Carried</b>

**21.4 LAKE DE LAGO RESORT DEBT**

**CONFIDENTIAL:** Regulations 51(1)(c)(i) cause commercial prejudice to, or confer an unfair commercial advantage on, any person

<b>RESOLUTION CONF2025/06/17/017</b>		
That Council;		
a) receives and notes the report entitled Lake De Lago Resort Debtor Write Off; and		
b) notes the Chief Executive Officer (CEO) certifies that the chief executive has made all reasonable efforts to recover the debt and it is not reasonably possible to recover it; and		
c) write off the debt of Lake De Lago Resort for \$3,541.10 for commercial waste collection services at Lake Bennett.		
<b>Moved:</b>	Official Manager	
<b>Seconded:</b>	Official Manager	<b>Carried</b>

## 21.5 AARNET

**CONFIDENTIAL:** Regulations 51(1)(c)(i) cause commercial prejudice to, or confer an unfair commercial advantage on, any person

### RESOLUTION CONF2025/06/17/018

That Council:

- a) receives and notes the Confidential Report regarding a high-speed Internet optic fibre cable project by AARNet; and
- b) approves the AARNet Land Access and Activity Notice Project Response Form.

**Moved:** Official Manager

**Seconded:** Official Manager

**Carried**

## 21.6 USE OF THE COMMON SEAL: FORM 48 – DISCHARGE OF STATUTORY CHARGE

**CONFIDENTIAL:** Regulations 51(1) (b) information about the personal circumstances of a resident or ratepayer.

### RESOLUTION CONF2025/06/17/019

That Council, pursuant to Section 38(2)(a)(b) of the *Local Government Act 2019*, requests the use of its Common Seal to be affixed to Section 83 Form 48 - Discharge of Statutory Charge for property AN493.

**Moved:** Official Manager

**Seconded:** Official Manager

**Carried**

## 21.7 ADELAIDE RIVER CEMETERY PRECINCT LIGHTING AND POWER UPGRADE

**CONFIDENTIAL:** 51 (1) (c) (i) cause commercial prejudice to, or confer an unfair commercial advantage on, any person

### RESOLUTION CONF2025/06/17/020

That Council;

- a) receives and notes the report titled Adelaide River Cemetery Precinct Lighting and Power Upgrade; and
- b) gives the CEO delegation to enter contractual arrangements with SD Electrical of \$151,568 (GST Incl.); and
- c) moves the confidential Adelaide River Cemetery Precinct Lighting and Power Upgrade resolution into open minutes following awarding of the work to SD Electrical.

**Moved:** Official Manager

**Seconded:** Official Manager

**Carried**



## **22. DECISIONS ARISING FROM THE CONFIDENTIAL SECTION OF THE COUNCIL.**

### **RESOLUTION CONF2025/06/17/021**

That Council move the following items into Open:

**21.4** Lake De Lago Resort Debt.

**21.5** AARNET.

**21.7** Adelaide River Cemetery Precinct Lighting and Power Upgrade.

**Moved:** Official Manager

**Seconded:** Official Manager

**Carried**

## **23. RE-OPEN MEETING TO THE GENERAL PUBLIC.**

### **RESOLUTION CONF2025/06/17/022**

That Council re-opens the meeting to the general public in accordance with Regulation 51 of *the Local Government (General) Regulations 2021*

**Moved:** Official Manager

**Seconded:** Official Manager

**Carried**

### **Procedural Note:**

The meeting was reopened to the public at 4:34 pm.

## **24. NEXT MEETING.**

The next Ordinary Meeting of Council is scheduled to be held on **Tuesday 15<sup>th</sup> July 2025 at 3:00pm.**

## **25. CLOSURE OF MEETING.**

The meeting closed at 4:35 pm.