



# **WAGAIT SHIRE COUNCIL**

## **MINUTES**

### **COUNCIL CHAMBERS**

**LOT 62, 142 WAGAIT TOWER ROAD**

**7:00PM MONDAY 16 MARCH 2026**

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## 1. OPENING OF MEETING

### 1.1 ADDRESS BY CHAIR AND PRESIDENT

The President:

1. Declared the meeting open at 7:00pm and welcomed all in attendance
2. Made an acknowledgement of country
3. Advised that the meeting will be audio taped for minute taking purposes as authorised by the Chief Executive Officer.

### 1.2 ADDRESS BY CHAIR AND PRESIDENT

#### ELECTED MEMBERS

Councillor	President Neil White (Chair)
Councillor	Deputy President Sarah Manning
Councillor	Peter Clee
Councillor	Sarah Smith
Councillor	Tom Dyer

#### STAFF PRESENT

Chief Executive Officer	Virginya Boon
Finance Officer	Matt Pettit

#### PUBLIC PRESENT

Ian Hinchcliffe  
Allan Amezdroz  
Francess Williamson  
Shane Williamson  
Carolyn Murphy  
Keith Tanner  
Lorna Manning (electronic attendance)  
Phillip Manning (electronic attendance)  
Shannon Manning (electronic attendance)

#### VISITORS PRESENT

### 1.3 ELECTRONIC MEETING ATTENDANCE

#### PURPOSE

This report is to record and consider any Councillors' attendance at this meeting via electronic means.

**RESOLUTION No: 2026/28**

**That Council acknowledges and approves Cr T Dyer to attend the meeting electronically.**

**Moved: Cr S Smith**

**Seconded: President N White**

**Vote: AIF**

#### 1.4 APOLOGIES

Nil

#### 1.5 LEAVE OF ABSENCE

Nil

### 2. DECLARATION OF INTERESTES

Nil

### 3. DEPUTATIONS AND PRESENTATIONS FROM EXTERNAL AGENCIES

Nil

### 4. PETITIONS AND QUESTIONS WITH NOTICE

#### 4.1 QUESTIONS WITH NOTICE

**RESOLUTION No: 2026/29**

**That Council received and noted the resident's question with notice and requests the CEO write to the resident advising that council are not considering speed humps in Wagait Beach at this stage and will investigate the possibility of a temporary mobile speed sign.**

**Moved: Cr S Smith**

**Seconded: Cr P Clee**

**Vote: AIF**

### 5. CONFIRMATION OF MINUTES

## 5.1 CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETINGS

### RESOLUTION No: 2026/30

That Council:

- a) confirms the minutes of the Ordinary Meeting of Council held on Monday 19 January 2026 are a true and accurate record of that meeting; and
- b) receives and notes the draft minutes of the Finance Committee meeting held on Monday 16 February 2026.
- c) confirms the minutes of the Special Meeting of Council held on Monday 16 February 2026 are true and accurate record of that meeting.

Moved: Cr S Smith

Seconded: Cr P Clee

Vote: AIF

## 6. COUNCILLOR'S REPORTS

### 6.1 PRESIDENT'S REPORT

#### RESOLUTION No: 2026/31

That Council received and noted President White's report for the period 13 January to the 9 March 2026.

Moved: Cr S Smith

Seconded: Cr P Clee

Vote: AIF

### 6.2 DEPUTY PRESIDENT'S REPORT

#### RESOLUTION No: 2026/32

That Council received and noted Deputy President Manning's report for the period 13 January 2026 to the 9 March 2026.

Moved: President N White

Seconded: Deputy President S Manning

Vote: AIF

- ❖ Cr Manning also added that it was great work from the WSC staff with the organisation of Australia Day celebrations and activities.

## 7. OFFICER'S REPORTS

### 7.1 CEO REPORT

**RESOLUTION No: 2026/33**

That Council received and noted the CEO's report for the period 13 January 2026 to 9 March 2026.

Moved: Cr S Smith

Seconded: Cr P Clee

Vote: AIF

## 7.2 WORKS MANAGER'S REPORT

**RESOLUTION No: 2026/34**

That Council received and noted the A/g Works Manager's report for the period 13 January to the 9 March 2026.

Moved: Cr P Clee

Seconded: Deputy President S Manning

Vote: AIF

## 8. FINANCE REPORT

### 8.1 MONTHLY FINANCIAL REPORT

**RESOLUTION No: 2026/35**

That Council:

- a) Notes the Chief Executive Officer certifies to the best of their knowledge, information, and 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 to 28 February 2026.

Moved: President N White

Seconded: Deputy S Manning

Vote: AIF

## 9. REPORTS REQUIRING DECISIONS OF COUNCIL

### 9.1 FINANCE COMMITTEE REVIEW

**RESOLUTION No: 2026/36**

**That Council:**

- a) received and noted the report entitled Finance Committee Review; and
- b) agrees to option two (2) – Discontinue with the Finance Committee and revert to holding full Council meetings on a monthly basis.

**Moved:** Cr S Smith

**Seconded:** Deputy President S Manning

**Vote:** AIF

## 9.2 LGANT – CALL FOR NOMINATIONS TO NT HERITAGE COUNCIL

**RESOLUTION No: 2026/37**

**That Council:**

- a) receive and noted the report entitled LGANT – Call for Nominations To NT Heritage Council; and
- b) does wish to nominate an Elected Member being Deputy President Sarah Manning to the NT Heritage Council

**Moved:** President N White

**Seconded:** Cr P Clee

**Vote:** AIF

## 10. REPORTS FOR RECEIVING AND NOTING

### 10.1 LGANT BOARD MEETING COMMUNIQUE

**RESOLUTION No: 2026/38**

**That Council received and noted the report entitled LGANT Board Meeting Communique.**

**Moved:** Cr S Smith

**Seconded:** Cr P Clee

**Vote:** AIF

## 10.2 JANUARY SUBDIVISION DEVELOPMENT GUIDELINES MANAGEMENT COMMITTEE UPDATE

### RESOLUTION No: 2026/39

That Council received and noted the report entitled January Subdivision Development Guidelines Management Committee Update.

Moved: Cr P Clee

Seconded: Deputy President S Manning

Vote: AIF

## 10.3 GAMBA CLASS A / B ZONE BOUNDARY REVIEW

### RESOLUTION No: 2026/40

That Council received and noted the report entitled Gamba Class A/B Zone Boundary Review and accepted the recommendation from the Weed Management Branch to remain in the Class B zone and work with the Weeds Management Branch and Wagait Beach property owners on eradicating Gamba Grass from all properties within the shire boundary.

Moved: Cr P Clee

Seconded: President N White

Vote: AIF

## 10.4 ACTION LIST

### RESOLUTION No: 2026/41

That Council received and noted the updated Actions List to 12 March 2026.

Moved: Cr S Smith

Seconded: Deputy S Manning

Vote: AIF

- ❖ It was noted that the Table Tennis item was to be removed from the action list.

## 10.5 CORRESPONDENCE

**RESOLUTION No: 2026/42**

**That Council received and noted the incoming and outgoing correspondence from 15 January 2026 to 11 March 2026.**

**Moved: President N White**

**Seconded: Cr P Clee**

**Vote: AIF**

## 10.6 COMPLAINTS, COMMENTS AND COMPLIMENTS REGISTER

**RESOLUTION No: 2026/43**

**That Council received and noted the complaints, comments and compliments register from 15 January 2026 to 11 March 2026.**

**Moved: Cr P Clee**

**Seconded: Deputy President S Manning**

**Vote: AIF**

## 11. CURRENT / UPCOMING EVENTS

**RESOLUTION No: 2026/44**

**That Council received and noted the report on current and upcoming events.**

**Moved: Cr S Smith**

**Seconded: Cr P Clee**

**Vote: AIF**

## 12. QUESTIONS FROM MEMBERS WITH OR WITHOUT NOTICE

12.1. Easter - Deputy President Sarah Manning asked about arrangements for Easter.

The CEO advised that the Council operating hours were exactly the same as what was advertised in the Newsletter and that the office and works depot was closed for all public holidays and the Hard Waste Facility would operate as normal.

12.2. Australia Post – Deputy President Manning asked what the Council could do about the Australia Post service due to all the recent complaints.

The Council advised that all they could do was to write to the shop and to Sealink to request a formal response to advise what the current procedures are.

**RESOLUTION No: 2026/45**

**That Council requests the CEO to write to the Wagait Beach Supermarket and Sealink Ferry Service to request a formal response in regard to what the current procedure is for the mail service to Wagait Beach.**

**Moved: Cr S Smith**

**Seconded: Deputy President S Manning**

**Vote: AIF**

12.3. Annual Shire Plan review – Deputy President Manning asked if the council reviews where operations were at in regard to the annual shire plan.

*The CEO advised that she had been working on reporting on the Annual Shire Plan.*

12.4. Councillors Details on website – Deputy President Manning asked about the Councillors details being advertised on the website.

*The CEO advised that the website was about to undergo a revamp and all information would be reviewed, updated and addressed as required.*

12.5. LED sign – Deputy President Manning asked about the operating hours for the LED sign as it was raised by community members.

*The CEO advised that the speed limit sign had been advertised for longer operating hours to ensure the message was being noticed, to help reduce the speeding along Wagait Tower Road.*

*Councillors asked for the sign to have all notices advertised between 7am and 9:30pm.*

12.6. Audit Committee – Deputy President Manning asked about the Audit Committee meeting minutes.

The CEO replied that they were normally included in the minutes with all other meeting minutes but they had been omitted from this meeting.

12.7. Newsletter – Deputy President Manning advised that residents had mentioned that the newsletter was going to people's junk/spam mail.

*The CEO advised that this is possibly because the newsletter was coming from MailChimp. Will query with IT support when they are here on their next visit.*

12.8. Seniors Activities – Deputy President asked about seniors activities as residents had asked her if Council was considering running some more seniors orientated activities.

*The CEO advised that multiple surveys had been conducted at morning teas in the past and that we could do another one.*

- 12.9. Community Consultation meeting minutes – Cr Dyer asked about the minutes for the community consultation meeting.

*It was advised that as soon as all councillors notes were received a summary of the notes would be compiled and put in the newsletter.*

## 13. IN-CAMERA ITEMS

### **RESOLUTION No: 2026/46**

**That Council closed the meeting to the general public in accordance with section 99(2) of the Local Government Act to enable Council to discuss in a Confidential Session an item described under Local Government (General) regulation Division 2;**

51 (1) (a) information about the employment of a particular individual as a member of staff or possible member of the staff of the Council that could, if publicly disclosed, cause prejudice to the individual.

51 (1) (b) information about the personal circumstances of a resident or ratepayer;

51 (1) (c) information that would, if publicly disclosed, be likely to:

- (i) cause commercial prejudice to, or confer an unfair commercial advantage on, any person;
- or (ii) prejudice the maintenance or administration of the law; or
- (iii) prejudice the security of the council, its members, or staff; or
- (iv) subject to sub regulation (3) – prejudice the interests of the council or some other person;

51 (1) (d) information subject to an obligation of confidentiality at law, or in equity;

51 (1) (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;

51 (1) (f) subject to subregulation (2) – information in relation to a complaint of a contravention of the code of conduct.

**Moved: President N White**

**Seconded: Cr P Clew**

**Vote: AIF**

At 8:09pm Council closed the meeting to the general public.

## 13.1 CONFIDENTIAL ITEMS TO BE RAISED IN-CAMERA

### 13.1.1 Code of Conduct Complaint

Confidential: Regulation 51(1)(f) subject to subregulation (2) – information in relation to a complaint of a contravention of the code of conduct.

#### 13.1.2 Audit Completion Letter

51 (1) (c) information that would, if publicly disclosed, be likely to:  
(i) cause commercial prejudice to, or confer an unfair commercial advantage on, any person;  
or (ii) prejudice the maintenance or administration of the law; or  
(iii) prejudice the security of the council, its members, or staff; or  
(iv) subject to subregulation (3) – prejudice the interests of the council or some other person;

#### 13.1.3 CEO Correspondence

51 (1) (a) information about the employment of a particular individual as a member of staff or possible member of the staff of the Council that could, if publicly disclosed, cause prejudice to the individual;

### 13.2 RE-OPEN MEETING TO THE GENERAL PUBLIC

**RESOLUTION No: 2026/51**

**That Council re-open the meeting to the general public in accordance with section 99(1) of the Local Government Act.**

**Moved: Cr P Clee**

**Seconded: President N White**

**Vote: AIF**

At 8:54pm council opened the meeting to the general public.

### 13.3 DECISIONS ARISING FROM THE CONFIDENTIAL SECTION

**RESOLUTION No: 2026/**

That Council move the following items into the open meeting:

**RESOLUTION No: 2026/47**

That the Council confirms the Confidential Minutes of the meetings held Monday 19 January 2026 and Monday 16 February 2026.

Moved: Cr T Dyer

Seconded: Deputy President S Manning

Vote: AIF

**RESOLUTION No: 2026/48**

That the Council receives and notes the report entitled Code of Conduct Complaint.

Moved: President N White

Seconded: Deputy President S Manning

Vote: AIF

**RESOLUTION No: 2026/49**

That the Council receives and notes the report entitled Community Consultation Meeting.

Moved: Cr P Clee

Seconded: Deputy President S Manning

Vote: AIF

**RESOLUTION No: 2026/50**

That the Council:

- a) receives and notes the report entitled CEO Correspondence – Resignation;
- b) accepts the CEO's resignation letter;
- c) agrees to review the Job Description for the CEO position and respond by COB Friday 20 March 2026;
- d) approves recruitment option one (1) – to engage a recruitment agency to work with Council to recruit a new CEO; and
- e) thanks the CEO for her hard work and diligence in bringing the Council and staff together over the last two and a half years and for an outstanding job.

Moved: Cr P Clee

Seconded: Cr S Smith

Vote: AIF

Moved: Cr P Clee

Seconded: Deputy President S Manning

Vote: AIF

### 14. CLOSE OF MEETING

The date of the next meeting is scheduled for Monday 20<sup>th</sup> April 2026.

The Chair declared the meeting closed at 8:55pm.