

MINUTES

KOWANYAMA ABORIGINAL SHIRE COUNCIL ORDINARY COUNCIL MEETING

Venue: Kowanyama Council Chambers

Date of Meeting: Thursday 21st & Friday 22nd February 2013

1. WELCOME & OPENING OF MEETING:

Attendee List			
#	Name	Present	Absent
1	Robert Holness - Mayor	Y	
2	Teddy Bernard - Cr	Y	
3	William Thomas - Cr	Y	
4	Michael Yam - Cr	Y sat 22.2.13	
5	Walter Parry - Cr	Y arrived @ 1105	
6	Glenda Teede - CEO	Y	
7	Robbie Sands – Deputy CEO	Y	

Apologies: Cr. Yam

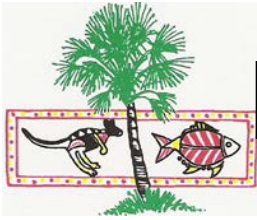
The Mayor opened the meeting at 1030 and thanked his fellow Councillors for attending.

2. CHANGES TO PERSONAL INTEREST REGISTER: NIL

3. MINUTES OF PREVIOUS MEETING:

a) Ordinary Meeting Thursday 31st January 2013: TABLED

**BUSINESS ARISING FROM PREVIOUS MEETINGS &
CONFIRMATION THEREOF:**



- **Item 4.3 – KLNRM Manager – Animal Control issues.** Council discussed the issue of a lot of Dogs hanging around the Retail Store. The D/CEO informed the Council that he is aware of this fact. The Retail Store Manager needs to report these concern to Council.
- **Item 5e – Anti Money Laundering** – The Council discussed this item and needs this item workshopped with Council as all members have a personal liability and need to be fully aware their obligations.
- **Item 7g – Assisting MPSRC staff with Bogged vehicle:** the D/CEO informed Council that he has not taken action due to the recent death of a family member of particular people of concern.

Resolution 1 – 21st February 2013

Council resolve to accept the Minutes of the Ordinary Meeting dated 31st January 2013 as a true and correct.

Moved: Cr. Bernard

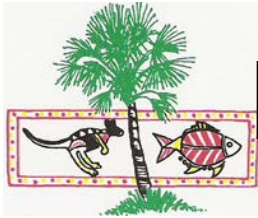
Seconded: Cr.Parry

Carried in full

4. VISITORS

a) **11.00am** - Senior Sgt Paul Zohn

- i. Sorrow Time: DISCUSSION – regarding sorrow time and alcohol in town at the same time. Resulting in disrespect to family members; the community as a whole and to culture. The Council will engage Traditional Owners and Senior Community Elders for the best possible direction to all concerned.
- ii. Road Designation: DISCUSSION – regarding the current status as per the last Council meeting, the Council will consider changing the designated roads. The designated sealed roads within the town area will be Chapman Rd and Thart Manengk St and Chelikee St.



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- iii. Kiddy Cops: DISCUSSION – regarding re-instating this concept. The OIC Snr Sgt Paul Zohn will investigate Liability issues etc. and report back to Council at a later date.
- iv. Community Justice Group – DISCUSSION regarding re-establishment of the Justice Group. Council will seek feedback from DATSIMA for when the next KSSSC meeting is scheduled.

ACTION ITEM: Mayor, CEO to contact DATSIMA in regards to the date of the next KSSSC meeting.

At this point the Mayor adjourned the meeting @ 1145 for lunch. At 1255 the Mayor re-opened the meeting and asked the CEO to proceed with the Agenda.

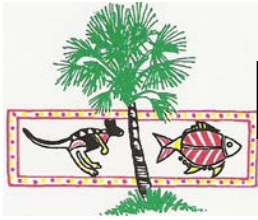
- b) **11.30am** - Grants Manager – the Mayor invited the Grants Manager into the meeting to discuss the following items.
 - i. Not for Profit Resolution: TABLED – Discussion regarding adding an extra Director to the company, Cr Billy Thomas will be the additional Director. The Companies Constitution being developed. Airport Manager and D/CEO will assist the Grants Manager with the Business Planning and Constitution. The Grants Manager is the Secretary.

ACTION ITEM: CEO; D/CEO to forward outcomes of discussion to Grants Manager.

Resolution 2 – 21st February 2012

Council resolve to:

1. To take steps to form a company limited by a guarantee of \$100.00 and not listed on the stock exchange, to conduct beneficial enterprises within the meaning of s39(3) of the *Local Government Act 2009*.
2. The new company is:



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- (a) To be named Thonorr Than Ltd;
 - (b) To have the Council as the sole member;
 - (c) To have four directors namely Messers Robert Holness, Thomas Hudson, Shirley Yam and William Thomas. Secretary is Doug Hasson.
3. To have Council's solicitors prepare the appropriate documents for completion and registration in accordance with the *Corporations Act 2001*.
 4. Following formation of the new company, to negotiate terms for the management of Council's bakery and batching plant operations.

MOVED: Cr. Bernard

SECONDED: Cr. Parry

Carried in full

ACTION ITEM: CEO/DCEO to

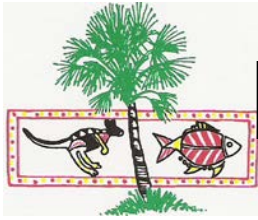
- ii. Purposes Deed: After considerable discussion, the Council decided to not sign the purpose deed. The Council would like to have a letter prepared in this regard and will discuss option after a reply.

ACTION ITEM: CEO; DCEO to have letter prepared indicating outcomes of meeting to the ICC/FaCHSIA.

- c) **1.30pm** - Airport Manager: The Mayor invited the Airport Manager to address the Council Meeting.

- i. Skytrans Plan: The Council discussed the Tabled document.

ACTION ITEM: CEO; DCEO to implement the restructure of the Airport Staff as per the tabled document.



5. OFFICER REPORT/MEMOS

5.1 Relief Accountant: Financial Statement: TABLED – Council discussed the tabled documents and decided to pass the following resolution.

Resolution 3 – 21st February 2013

Council resolve to accept the Financial Statements 7 months ending January 2013. Council also resolve that Stocktakes must take place before the next Financial Statements are prepared and Quarterly thereafter. Random Stocktakes and Cash Counts are also to be implemented.

Moved: Cr. Thomas

Seconded: Cr. Bernard

Carried in full

ACTION ITEM: CEO; D/CEO to implement Stocktake strategy and Random Stocktakes & Cash Counts of Council businesses. Concrete Batching plant job cards.

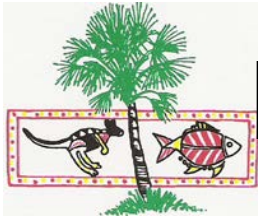
5.2 Building Manager: House swap request 211 Koltmomun St: TABLED – Council accepts this change of tenancy.

5.3 HR Manager re: Absence before/after Public Holiday: TABLED –

5.4 Essential Services re: Survey Equipment: TABLED – Council discussed this item and a wants due process (according to the LG Act & Regulations) to occur prior to disposing this equipment.

ACTION ITEM: CEO; D/CEO to forward to Purchasing Manager to discuss the appropriate method for the disposal of this equipment.

5.5 Grants Manager re: Not for Profit: TABLED



5.6 Grants Manager re: Purposes Deed: TABLED

5.7 Community Development Officer re: CDEP Plant Nursery, Farm & Lawn Mowing: TABLED

6. CORRESPONDENCE

a) Email from Tony Goode (LGAQ) – re: Community Stores: TABLED – After discussing the tabled document Council decided to pass the following resolution.

ACTION ITEM: CEO; D/CEO to forward copy of resolution to the sender.

Resolution 4 - 21st February 2013

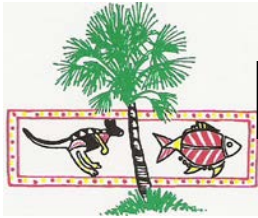
Council resolves to:

- Collaborate with the Councils of Pormpuraaw, Woorabinda, Lockhart River, Doomadgee and Palm Island in pursuing an alternative retail stores operation to the current system of managed stores in the communities.
- Agrees that its preferred option, subject to necessary legal and financial due diligence, is for Council to retain a capacity to determine appropriate retail store arrangements for the community with the initial management of the retail store operations to be initially provided through contract arrangements by Island & Cape Pty Ltd.
- Council delegate to the Mayor responsibility for acting on behalf of Council in effecting the above.
- The Mayor reports back to Council on the legal and financial steps that are required to be taken before entering into any contract with a provider.

Moved: Cr. Bernard

Seconded: Cr. Parry

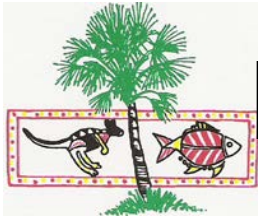
Carried in full



- b) Letter from Training Centre Manager – Resignation: TABLED Council accepts and acknowledge the tabled document.
- c) Email from NDRRA – Approval for NDRRA Activation: TABLED
- d) Email from Local Govt re: Local Govt Act Training for Council: TABLED – The CEO informed the Council that the training will occur in Kowanyama on the 10th April 2013.
- e) Email from LGAQ re: Advice regarding use of Common Seals: TABLED
- f) Email from R B Gould & Associates re: Provision of Program & Project Management Services: TABLED
- g) Email from Kowanyama State School re: Work Experience Placements: TABLED: Council discussed this item. Council approves of such activity between the School and Council, on the proviso that all WH&S issues are adhered to.
ACTION ITEM: CEO; DCEO to check all WH&S issues and any other work related issues prior to implementing this activity.
- h) Letter from Department of Communities, Child Safety and Disability Services re: Demand Reduction School Holiday Program Funds: TABLED
- i) Letter from Department of Communities, Child Safety and Disability Services re: Alcohol Management Reforms Initiative: TABLED
- j) Letter from Qld Local Govt Grants Commission re: Impending visit to Kowanyama: TABLED
- k) Letter from Boomerang Alliance re: National Bin Network: TABLED
- l) Letter from Qld Treasury Corporation re: Qld Local Govt Workers Compensation Self-Insurance Scheme: TABLED
- m) Letter from YMCA Qld Youth Parliament Re: Seeking Nominations for the 2013 Qld Youth Parliament: TABLED

7. General Business

- a) Mayor - Devise a Ordinary Meeting Calendar for 2013- TABLED: Council discussed this item and decided to pass the following resolution.



Resolution 5 – 21st February 2013

Council resolve to hold Ordinary Council Meeting on the 3rd Wednesday of every month for the duration of the 2013 Calendar year.

Moved: Cr. Thomas

Seconded: Cr. Parry

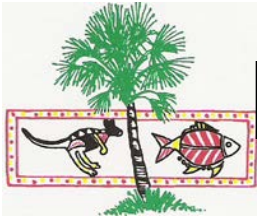
Carried in full

- b) Mayor – Yearly Planner for Travel Dates & Reasons: The Mayor informed the Council that he has instructed the CEO to devise a meeting planner that is accessible to Council and senior staff for review. This is to keep all concerned informed of the movements of the Mayor; Councillors; CEO; D/CEO and Senior Staff Members.

At this point the Mayor adjourned the meeting @ 1645. He informed the Councillor to be available to re-open the meeting @ 0900 tomorrow morning (22.2.13).

22nd February 2013: the Mayor re-opened the meeting @ 0955 and asked the CEO to proceed with the remainder of the Agenda.

- c) Mayor - Flat Pack Homes update: The Mayor informed the Council that the Program Office and the Contractor will be visiting Kowanyama in the first week of March to discuss with the Council the rollout of the housing/building program this year.
- d) CEO - Succession Planning for Cairns Office: The CEO updated the Council in regards to the Staffing of the Cairns Office and what is happening with recruitment of staff in Kowanyama. The infrastructure changes to the Kowanyama Office has been completed, which allows the recruitment of the position in Kowanyama to now be completed. The recruitment of the



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Accountant position will be completed next week. The Council would like the recruitment of the Payroll Trainees to be fast tracked.

- e) DCEO - Outstanding Action Items: To be carried over to the next meeting.
- f) Operational Plan – Workshop to complete plan to be held on Monday: Council discussed the option to hold the workshop between 1400-1600 on Monday.
- g) Auctioning Council Equipment: TABLED – council discussed the tabled and decided to pass the following resolution to dispose of these assets. The Council also requires the detailed list of other assets that may be disposed of.

Resolution 6 – 21st February 2013

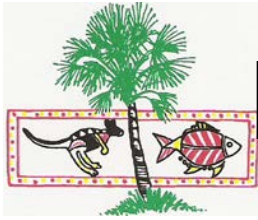
Council approves the disposal of the Ford Louisville Truck; 12G Caterpillar Grader; 320BL Caterpillar Excavator; Kubota Tractor Serial Number M54081067; Kubota Tractor M4030D7; Ford Tractor 4600 Serial Number D0610724BG3V164753DA214C111275; New Holland Tractor 55.56; Ford Tractor 6610 Serial Number V166814; New Holland Tractor 55.56 Chassis Number 001240022; New Holland Tractor 55.56 Chassis No.001237542803506; Tow Behind Savannah Grader; New Holland Tractor 55.56; New Holland Tractor 55.56 Chassis 001139160; Tow Behind Roller due to these assets being uneconomical to repair. The disposal of the equipment must be in accordance with the Local Government Act and Regulations.

Moved: Cr. Yam

Seconded: Cr. Thomas

Carried in full

- h) Power Meter Boxes: DISCUSSION – Council discussed the issue of Power Meter Boxes that need replacing for some Community houses. **ACTION ITEM: CEO; D/CEO to investigate options within Local Govt guidelines to assist Tenants to have Meter Boxes repaired/replaced in a timely manner.**
- i) Identified position to relocate business to outside Rangers' building
- j) Discussion on Canteen proposal: TABLED – Council at this stage are exploring options at the local level prior to requesting assistance of this type.



- k) Lot 9 lease to Mr Thomas Hudson: To be carried over to a Special Meeting once direction is provided by Council Lawyers who are assisting the Council on this issue.
- l) DISCUSSION – Council discussed the issue of prioritising meetings outside of Kowanyama. More options are needed to be exhausted of engaging people from Kowanyama prior to making plans to go out of Kowanyama for meetings.
- m) DISCUSSION – Council discussed the issue of the current Financial position of Council and the need for the CEO and D/CEO to ensure the compliance to the Act and Budget are being adhered too.
- n) DISCUSSION – Council discussed the issue of Individual Councillors addressing the Council in writing regarding Code of Conduct of themselves.

8. CLOSURE OF MEETING:

The Mayor declared the meeting closed at 1145.