



KOWANYAMA ABORIGINAL  
SHIRE COUNCIL

**Council Meeting Minutes**

21 November 2018 | 10:05am –  
2:45pm

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Cairns Board Room

**Present:**

**Councillors**

Mayor Michael Yam (Chair)

Deputy Mayor Territa Dick – arrived at 10.08am

Cr Aaron Teddy

Cr Wendy Wust

Cr John Fry

**Executive**

Nicola Strut

*Acting Executive Manager Finance (EMF)*

Michelle Vick

*Executive Manager Community Services (EMCS)*

Tom Corrie

*Executive Manager Infrastructure, Works and Projects (EMIWP)*

Christine Delaney

*Executive Manager Human Resources (EMHR)*

Aruna Rodrigo

*Executive Manager Finance (EMF)*

**Apologies**

Fabian Williams

*Chief Executive Officer (CEO)*

Katherine Wiggins

*Executive Manager Governance and Operations (EMGO)*

**1) Welcome & Apologies**

The Mayor welcomed Councillors to the meeting.

**2) Updates to Councillor Register of Interest or Related Parties**

Nil

4) **Minutes from Previous Council Meetings**

a)

<b>RESOLUTION – Minutes</b> <b>Minutes for October 2018 Council Meeting</b> That the minutes of the October 2018 Council meeting be adopted as true and accurate.	<b>Moved Cr Fry</b> <b>Seconded Cr Wust</b>  <b>MOTION CARRIED,</b> <b>All in favour</b>
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5) **Action Items from last Executive Meeting**

Nil updates

6) **Departmental Updates**

a) **CEO Update**

Mrs Vick, EMGO presented her monthly report. Report is attached.

b) **Finance**

Mr Rodrigo, EMF presented his monthly report. Report is attached.

**Action Item**

EMF to provide report on JRG Civil, recommend actions in regards to agreement. Special Council meeting to be called to present report.

A/CEO and EMIWP to consult with EMF regarding the invoicing of accommodation and to include in the report.

EMF to ensure communication to A/CEO regarding bank balances.

c) **Governance and Operations**

Ms Wiggins was not present, Report is attached.

**Action Item**

EMGO to liaise with David Durst, Airport manager, regarding the 4G installation.

EMGO to provide an update regarding the Cattle Company.

EMF to investigate the process of all vandalism repairs to be coded to a certain code.

**Lunch 1.00pm**

**Council meeting resumed at 1.50pm**

**f) Human Resources**

Mrs Delaney presented her report. Report is attached.

**d) Infrastructure Works & Projects**

Mr Corrie presented his report. Report attached.

**Action Item**

EMIWP to organise meetings with TMR.

**e) Community Services**

Mrs Vick, EMCS presented her monthly report. Report is attached.

**7) Agenda Reports**

**a) Operational Plan Review Q1 2018-2019**

To be moved to the December meeting, alternatively to be moved to Special Meeting agenda.

**b) Model Meeting Procedures and Code of Conduct**

<p><b>RESOLUTION – In accordance with Local Government (Councillor Complaints) and Other Legislation Amendment Act 2018 Council endorse the:</b></p> <ol style="list-style-type: none"><li><b>1) Code of Conduct, including Councillor Conduct examples</b></li><li><b>2) Model Meeting procedures</b></li><li><b>3) Standing orders for council meetings including standing Committees “best practice guide”.</b></li><li><b>4) Investigation Policy</b></li></ol>	<p><b>Moved Cr Dick Seconded Cr Wust</b></p> <p><b>MOTION CARRIED, All in Favour</b></p>
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**c) Community Grant**

<p><b>RESOLUTION – That Council approve funding for the attached Community Grants Application submitted for approval by Thomas Hudson on behalf of Kowanyama Sport and Recreation Association.</b></p>	<p><b>Moved Cr Yam Seconded Cr Teddy</b></p> <p><b>MOTION CARRIED, All in Favour</b></p>
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**d) Employee Assistance Program**

<b>RESOLUTION – That Council endorse the engagement of an Employee Assistance Program for all staff and Councillors.</b>	<b>Moved Cr Fry Seconded Cr Dick  MOTION CARRIED, All in Favour Cr Teddy not in the room</b>
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**8) Closed Business**

<b>RESOLUTION – The Council moves into Closed Business.</b>	<b>Moved Cr Teddy Seconded Cr Yam  MOTION CARRIED, All in Favour</b>
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<b>RESOLUTION – The Council moves out of Closed Business.</b>	<b>Moved Cr Yam Seconded Cr Fry  MOTION CARRIED, All in Favour</b>
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**a) Banking Signatories**

<b>RESOLUTION – That Council endorse the following additional positions to be provider approver, reviewer, and administrator status for council bank accounts: National Australian Bank and Commonwealth Bank.  a) Executive Manager Community Services and A/Chief Executive Officer, Michelle Vick.</b>	<b>Moved Cr Teddy Seconded Cr Yam  MOTION CARRIED, All in Favour</b>
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- b) **Workplace Issues** – all Executive Managers left the room except for A/CEO Michelle Vick and PA Gemma Shaw

<b>RESOLUTION – The Council resolves to proceed in accordance with the options, discussions and decisions made which occurred in Council Closed Business.</b>	<b>Moved Cr Yam Seconded Cr Fry  MOTION CARRIED, All in Favour</b>
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**8) Other Business**

Nil

**Council Meeting Closed at 3.40pm**