



KOWANYAMA ABORIGINAL SHIRE
COUNCIL

Council Meeting Minutes

22 July 2020 10:23am – 2:59pm

Kowanyama Chambers Room and
Cairns Board Room

Present:

Councillors

Mayor Robbie Sands (Chair) – Cairns Boardroom
Deputy Mayor Cameron Josiah (Councillor) – Kowanyama Boardroom
Cr Richard Stafford (Councillor) – Kowanyama Boardroom

Executive

Katherine Wiggins, Acting Chief Executive Officer (A/CEO) / Executive Manager Governance and Operations (EMGO) - Kowanyama Boardroom
Andrew Hay, Executive Manager Finance (EMF) – Cairns Boardroom
Ani Seruvatu, Acting Executive Manager Community Services (A/EMCS) – Kowanyama Boardroom
David McKinley, Executive Manager Roads, Infrastructure & Essential Services, (EMRIES) – Kowanyama Boardroom
Christine Delaney, Executive Manager Human Resources (EMHR) – Kowanyama Boardroom

Apologies

Cr Elroy Josiah (Councillor) Cr Teddy Bernard (Councillor)
Mr Gary Uhlmann (CEO) Mr Kevin Bell (EMCS)

Meeting Commenced: 10:23am

1) Welcome & Apologies

The Mayor welcomed Councillors and Executive team to the meeting.

<p>RESOLUTION – Apologies</p> <p>That the council accepts apologies from Councillor Teddy Bernard as he is required to attend the funeral.</p>	<p>Moved: Cr Stafford Seconded: DM Cameron Josiah</p> <p>MOTION CARRIED: All</p>
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<p>RESOLUTION – Apologies</p> <p>That the council accepts apologies from Councillor Elroy Josiah as he is required to attend the funeral.</p>	<p>Moved: Mayor Sands Seconded: Cr Stafford</p> <p>MOTION CARRIED: All</p>
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2) Minutes from Previous Council Meetings

- EMGO presented action items from previous council meeting minutes.
- Amendment to be made to address of Kowanyama Street
- Moved the Good to Great Schools report to the August Council meeting
- Moved the EMF carbon farming action item to the August Council meeting
- Amendment to be made to the payment plan of David Patterson to show correct amount being paid.

Mayor left meeting room at 10:34am and returned at 10:37am

- Alex Barker had discussion with Leslie Gilbert regarding money to be deducted from council payments. Mr Barker to put discussion in writing (email).
- Hot Water Systems (HWS) – Department of Housing believe all HWS are working. EMRIES requires a purchase order from Department of Housing to check or repair any HWS.
- BAS will only utilise Solar Hart systems – 10 systems have been ordered and will be delivered within 2 weeks.

Action Item

EMRIES - Contact BAS to find out when the next Property Condition Reports are being carried out.

RESOLUTION – Minutes Minutes from Council Meeting June 2020	Moved: Mayor Sands Seconded: Cr Stafford
Minutes That the above minutes be adopted as true and accurate.	MOTION CARRIED: All

RESOLUTION – Minutes Minutes from Special Council Meeting June 2020	Moved: Mayor Sands Seconded: Cr Stafford
Minutes That the above minutes be adopted as true and accurate.	MOTION CARRIED: All

Mayor Sands asked if the personal items that were lost in a house fire on the 30 June 2020 could be compensated by insurance?

EMF stated that insurance is only for the asset not the contents.

A/CEO-EMGO – could possible start a Go Fund Me page or could be compensated through the Discretionary Funds for Councillors.

3) Action Items

Current and Ongoing Action items – update June

4) Reports

a) A/CEO – EMGO

i) Information Report

- New Housing Builds – State Government has provided funds for 2 x 2-bedroom duplexes on Lot 278 and Lot 344
- Housing is working to gain agreement that the new builds on surrendered Katter Lease properties are tenanted by the Katter Lease holder
- An invitation has been sent to the Premier to open the Men’s Shed, Airport and the Sporting Precinct
- CR Stafford suggested that the Elder of Kowanyama (John (Sugar) Eric) be a part of the men’s Shed opening.

Action Item

EMCS – Elder Edmund Eric and John Eric to be invited to Men’s Shed opening and Elder from the Kunjen tribe

- Council has provided submission to the House of Representatives Standing Committee on Indigenous Affairs Inquiry into food prices and food security
- Email has been sent and comments have been published in The Guardian
- Committee is looking into expense, lack of competition and lack of local suppliers
- There has been a major lawsuit against Aurukun Council who are being sued for bullying claims. Article was published in the Cairns Post
- \$1.46 million received from the Government for CoVid Works (COVID W4Q) the following projects have been endorsed:
 1. Contractor’s Camp – Stage 2 \$650,000
 2. Upgrade to Council Owned Staff House \$250,000
 3. Upgrade to Kowanyama Community Canteen \$250,000
 4. Arts & Culture Centre – Stage 2 \$300,000

ii) Agenda Report – Sole Supplier Aboriginal Carbon Fund

RESOLUTION – That Council endorse Aboriginal Carbon (Foundation) Fund as a sole supplier for Carbon Fund training services for our Rangers

Moved: Mayor Sands
Seconded: Deputy Mayor Josiah

MOTION CARRIED:
All

iii) Agenda Report – Operational Plan Final Year Review

Self-Assessment updates from Executive Managers are as below:

Office of the CEO – Department Average	86%
Community Services – Department Average	86%
Finance – Department Average	92%
Governance & Operations – Department Average	81%
Human Resources – Department Average	87%
Infrastructure, Works & Projects (Roads, Infrastructure and Essential Services	80%

RESOLUTION - That Council endorse the 2019-2020 Operational Plan Final Year Review	Matter left laying on the table Feedback to be given at the August Council Meeting – to be actioned
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iv) Agenda Report – TCICA Sole Supplier

RESOLUTION – That Council endorse TCICA as a sole supplier	Moved: Mayor Sands Seconded: Cr Stafford MOTION CARRIED: All
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4b) EMF

i) Information Report

- End of Financial Year – no report for June yet as Council is finalising end of Financial Year for 2019-2020
- Final report to be included in the August Council meeting
- Stocktakes – have finalised the Purchase Store

Ms Wiggins left the room at 11:15am and returned at 11:17am

- The bakery and the Blue Café – low stock. The turnover has been quite strong
- The heat has affected roughly \$800 worth of soft drinks

ii) Agenda Report – Councillor Discretionary Funds

- Discretionary Funds Policy – the policy provides the following funding:
 - Mayor \$5000
 - Deputy Mayor \$2500
 - Councillors \$2500
- Allows councillors to have specific grants that they can allocate, on agreement with the CEO, which don't need to be approved by the whole Council.

RESOLUTION – That Council endorse the Discretionary Funds Policy	Moved: Mayor Sands Seconded: Cr Stafford MOTION CARRIED: All
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The Mayor advised that it must align with the council's vision / mission statement. Also asked if it would be a possibility to buy through the council purchasing system if is fore replacement items.

4c) EMRIES

i) Information Report

- **Works & Roads** – Roading Team have lodged a submission with Queensland Reconstruction Authority (QRA) \$6.3 million for DFRA related works for the Landing, Topsy, Shelfo and South Mitchell
- Cr Stafford advised the bulldust is dangerous near Muswell Creek
- Carpentaria is responsible for that part of the road
- Mayor asked if the trucks could limit the use of the town roads if possible and is it can be dangerous

Action Item

EMRIES to speak with Roads Crew and ask if they could limit the use of the town roads

- **Rangers** – There are 2 x new vehicles for the Rangers
- Oriner's station will be manned again once vehicles arrive
- Mayor advised that since the Cape is now open to tourists it is urgent to have people at Oriner's Station.
- **Animal Control** – The vet will be in community on the 11, 12, 13 August
- It would be great if he could stay longer than the 3 days

Action Item

EMRIES to speak with Jacqui Cresswell to enquire about extending the Vet's time in community

- Community announcement to be done for advertising the Vet is in town
- Council employees are using their own vehicles. Until council vehicles are repaired they have no other way other than using their own vehicles.
- Will employees be reimbursed for the use of their own vehicle?

Action Item

EMF to check the kilometer rate amount to charge as per ATO rates

Ms Ani Seruvatu left the room at 11:43am and returned 11:52am

- Vehicle parts are taking a long time to arrive. There seems to be re-stocking issues
- Animal Control officer required to identify dogs that should be put down and also dogs that need de-sexing
- Dangerous and sick dogs – council to have principal support to Animal Control Officer to put dogs down.
- Regulate contractors to stop bringing dogs into community. Fees to be paid if they do enter community with their dogs.
- **Parks & Gardens** – Streets are untidy
- There needs to be some motivation to keep the town clean
- Possibly the first job of the morning could be to pick up rubbish
- Probation and parole offenders could do community service. Council to provide supervision

Action Item

EMCS to speak with probation and parole officers regarding cleaning town for community service

- Recycling containers for cash
- Mr Bell (EMCS) is organising containers for collection of bottles, cans etc
- Contract requires to be signed – it is quite lengthy and is being looked at presently
- Ms Wiggins (EMGO) asked if possibility of rubbish being picked up before mowing?
- **Building Services** – EMRIES gave update on all projects
- New family bistro construction at the canteen
- Designs from Rebecca to be looked over and made sure that the bistro area will be correctly fenced
- Mayor Sands asked about the Contractor's Camp Extra land (Katter Lease) is it possible to extend if council buy the land?
- **Airport** – Skytrans do not let passengers disembark if flying through communities. Is it possible to let passengers off?
- Cr Stafford suggested that there could be a quarantined section for passengers to disembark as all airports would have enough room
- Cr Stafford also suggested that the airport be set up to sell food and drinks – possibly from the bakery and Blue Café
- **Essential Services** – Engaged in internal audit into employee's skill set and procedures
- Mayor Sands advised that the dump is looking quite untidy and needs to have rubbish pushed up
- Mr McKinley (EMRIES) advised that a tractor vehicle is required for dump

- **Workshop** – 2 private vehicles are still waiting to be repaired. Locals have already paid but cars are still not repaired – are they able to be reimbursed?

Action Item

EMF – Further details required for reimbursement of private vehicles that have not been repaired for over a year

- Council is still looking for a full-time mechanic. Position has been advertised for both a Workshop Manager and Mechanic. 2 apprentices to be employed also
- Cr Stafford asked if the tyre fitting repairs can be done for locals who need new tyres?
- The tyre fitting machine is fully operational – as there is a high volume of work for mechanic, the only problem would be to find the time to fit new tyres
- Workshop parts are also stored in the Purchase Store. Mechanic to liaise with Purchase Store to enquire what parts are there

Action Item

EMRIES to speak with mechanic to start changing tyres / repairing tyres for locals

ii) Agenda Report – D&T Contracting to a Sole Supplier

RESOLUTION – That Council endorse D&T Contracting for Sole Supplier for a period of 4 months where the arrangement can be reviewed or allowed to terminate, due to section 225 of the Local Government regulation “a genuine emergency exists”.

**Moved: Mayor Sands
Seconded: Cr Stafford**

**MOTION CARRIED:
All**

Lunch Break commenced at 12:45pm

Meeting recommenced at 1:34pm

4d) EMCS

i) Information Report

Ms Ani Seruvatu introduced herself as the Acting Executive Manager Community Services.

Ms Seruvatu acknowledged the Traditional Owners and paid her respects to the Elders past, present and current.

- The community services business unit core focus for June was the end of financial year and continuation of programs and services in line with the Co-Vid19 risk management plans
- Women’s Shelter – There will be a BBQ tomorrow (Thursday 23 July 2020) outside the council building to help get the Women’s Group started
- Tax returns at the Post Office – Family Engagement Officer to help with tax returns if required

- Centrelink – complaints from community members that there is no assistance from Centrelink employees

Side Note: Aurukun residents on Skytrans flight disembarked in Kowanyama and would not get back on the flight as they did not want to return to Aurukun. They felt that the Department of Housing had forced them to return even though they did not want to.

- Cr Stafford advised that the unloading of parcels into the Post Office was not being done by Post Officer employees which could be a liability

Action Item

EMCS to gather feedback for the use of Centrelink self-help instead of the Centrelink agents

Action Item

EMCS to speak with Post Office Manager regarding the unloading of parcels to be done by Post Officer employees

- Cr Stafford asked why the Sports Club must have deposit cards and deposit books for business banking.

Action Item

EMF to enquire if it is necessary to have deposit cards and deposit books

Action Item

EMCS to speak with EMHR and enquire about training/induction on policies and procedures for banking

Ms Delaney entered meeting at 2:02pm

4e) EMHR

i) Information Report

- 12 current advertised vacancies for employment
- There has been little to no interest shown by community members for the advertised positions
- If candidates have been successful they have not arrived to commence work and have not contacted Council regarding any issues
- Staff attendance has been poor with some areas having an 80% reduction in hours recorded
- RISE have been having similar problems with no response from community members
- There is a lot of money around at the moment i.e. super payments, tax returns and double payments from Centrelink
- Multi-Purpose Centre work time has been down 80%
- There is no incentive to go to work as money is being paid out anyway

- There were only 2 applicants for the apprenticeship at the workshop
- Feedback from mechanic is that the apprentices are doing very well
- Family pressure on young responsible individuals – family rely too heavily on them and tend to take the money they earn. Young people not wanting to do extra hours as it gets taken by family.
- Work ethic is a problem – starts at home and school. Mentoring at home and school would be ideal.
- The whole community needs to be involved to change the culture for the children and generations to come
- There has been some difficulty in engaging with the school
- Council will have to re-advertised for Workshop Manager and Senior Mechanic
- The only interests have been from contractors

Action Item

EMHR to re-advertise for Senior Mechanic and Workshop Manager this week

Ms Delaney left meeting at 2:22pm

Ms Seruvatu left room at 2:45pm and returned at 2:55pm

<p>RESOLUTION – The Council moved into Closed Business at 2:23pm</p>	<p>Moved: Mayor Sands Seconded: Cr Stafford</p> <p>MOTION CARRIED: All in Favour</p>
<p>RESOLUTION – The Council moved out of Closed Business at 2:56pm</p>	<p>Moved: Mayor Sands Seconded: Cr C. Josiah</p> <p>MOTION CARRIED: All in Favour</p>
<p>RESOLUTION – The Council endorse discounting the arrears for Mr Craig Shaw by 50%</p>	<p>Moved: Mayor Sands Seconded: Cr Stafford</p> <p>MOTION CARRIED: All in Favour</p>
<p>RESOLUTION – The Council endorse payment of \$604840.78 for Purchase Requisition 6817 and \$695997.61 for Purchase Requisition 6819 to XtraCo</p>	<p>Moved: Cr C. Josiah Seconded: Cr Stafford</p> <p>MOTION CARRIED: All in Favour</p>

Meeting closed at 2:59pm
Re-adjourn tomorrow at 9am

Council Meeting re-commenced at 9:21am on Thursday 23 July 2020

Present:

Councillors

Deputy Mayor Cameron Josiah (Chair) – Kowanyama Boardroom

Cr Richard Stafford (Councillor) – Kowanyama Boardroom

Cr Teddy Bernard (Councillor) – Kowanyama Boardroom

Executive

Katherine Wiggins, Acting Chief Executive Officer (A/CEO) / Executive Manager Governance and Operations (EMGO) - Kowanyama Boardroom

Andrew Hay, Executive Manager Finance (EMF) – Cairns Boardroom

Apologies

Cr Robbie Sands (Mayor)

Mr Gary Uhlmann (Chief Executive Officer)

Cr Elroy Josiah (Councillor)

RESOLUTION – Apologies That the council accepts apologies from Councillor Robbie Sands, Mayor	Moved: Cr Bernard Seconded: DM C. Josiah MOTION CARRIED: All
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RESOLUTION – Apologies That the council accepts apologies from Councillor Elroy Josiah	Moved: Cr Bernard Seconded: Cr Stafford MOTION CARRIED: All
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RESOLUTION – The Council moved into Closed Business at 9:23am	Moved: Cr Bernard Seconded: Cr Stafford MOTION CARRIED: All in Favour
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RESOLUTION – The Council moved out of Closed Business at 10:18am	Moved: Cr Bernard Seconded: DM C. Josiah MOTION CARRIED: All in Favour
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<u>Action Item</u> EMF to review possibilities to sell food at the airport
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<u>Action Item</u> EMF to review variable costs at the airport and update at the August council meeting. Also, to find out what the other community airport fees and charges are.

RESOLUTION – Pursuant to section 170A of the Local Government Act 2009 and sections 169 and 170 of the Local Government Regulation 2012, Council’s Budget for the 2020-2021 financial year. Pursuant to section 98 of the Local Government Act 2009, the Register of Fees and Charges for the 2020-2021 financial year are adopted by Council.	Moved: Cr Bernard Seconded: Cr Stafford MOTION CARRIED: All in Favour
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- Budget to be refined and issue a media release and add into next newsletter

6) Meeting as Trustee

RESOLUTION – The Council moved into Trustee Business at 10:21am	Moved: Cr Bernard Seconded: DM C. Josiah MOTION CARRIED: All in Favour
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RESOLUTION – That Council provide the Chief Executive Officer of Kowanyama Aboriginal Shire Council delegation to sign on behalf of Council to register the Ergon electricity easement	Moved: Cr Bernard Seconded: DM C. Josiah MOTION CARRIED: All in Favour
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RESOLUTION – The Council moved out of Trustee Business at 10:26am

Moved: Cr Bernard
Seconded: Cr Stafford

MOTION CARRIED:
All in Favour

7) Any Other Business

a) Council meeting date change – Tuesday's

- No objections to changing the day to Tuesday's for Council meetings

Meeting Closed at 10:30am