



KOWANYAMA ABORIGINAL SHIRE
COUNCIL

Council Meeting Minutes

16 September 2020 10:11am –
4:37pm

Kowanyama Chambers Room and
Cairns Board Room

Present:

Councillors

- Mayor Robbie Sands (Chair) – Kowanyama Boardroom
- Deputy Mayor Cameron Josiah (Councillor) – Kowanyama Boardroom
- Cr Teddy Bernard (Councillor) – Kowanyama Boardroom
- Cr Richard Stafford (Councillor) – Kowanyama Boardroom
- Apologies – Cr Elroy Josiah

Executive

- Gary Uhlmann, Chief Executive officer (CEO) – Kowanyama Boardroom
- Katherine Wiggins, Executive Manager Governance and Operations (EMGO) – Cairns Boardroom
- Andrew Hay, Executive Manager Finance (EMF) – Cairns Boardroom
- Kevin Bell, Executive Manager Community Services (EMCS) – Kowanyama Boardroom
- David McKinley, Executive Manager Roads, Infrastructure & Essential Services, (EMRIES) – Kowanyama Boardroom
- Apologies
- Christine Delaney, Executive Manager Human Resources (EMHR) – Kowanyama Boardroom

Meeting Commenced: 10:11am

1) Welcome & Apologies

The Mayor welcomed the Councillors and Executive team to the meeting.

<p>RESOLUTION – Minutes Apologies</p> <p>Minutes That the council accepts apologies from Councillor Jacob Elroy Josiah</p>	<p>Moved: Cr C. Josiah Seconded: Cr Bernard</p> <p>MOTION CARRIED: All</p>
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2) Minutes from Previous Meeting

- EMGO briefed the minutes from the last meeting

<p>RESOLUTION – Minutes Minutes from previous Council Meeting 19 August 2020</p> <p>Minutes That the above minutes be adopted as true and accurate</p>	<p>Moved: Cr Sands Seconded: Cr Bernard</p> <p>MOTION CARRIED: All in favour</p>
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- Cr Stafford requested that training be organised for Councillors on Native Title

Action Item

EMGO to organise workshop on Native Title for Councillors

Action Item

EMGO with EMCS to organise Public Meeting regarding the dump location and Cattle company information with Mayor & Councillors

Action Item

EMGO to prepare list of issues to discuss at Public Meeting

Mr Bell left meeting room at 10:33am and returned to meeting room at 10:44am

3) Action Items

- Cr Stafford advised that the community streets are becoming quite dirty.
- Recycling sites could be useful to help clean up the streets.
- Cr Stafford advised that Tucksworth's won't accept bags of empty cans and asked if council is able to help as cans can be collected by children and they can make money from the recycling.

Action Item

EMCS to review recycling options.

4) Reports

a) Chief Executive Officer

- Infrastructure – contracts to renew canteen, workshop and community centre.
- Planning for the contractor's camp
- Topsy Creek Road – The road crew has done an amazing job
- QRA carried out inspection and was impressed with the work
- Commercial fishing in Topsy again and they are stripping creek of fish
- Mayor has written letter to the Department of Agriculture and Fisheries to close Topsy to commercial fishing
- Swimming Pool sail shade has been installed and looks great
- In the process of moving all gas bottles to the old slaughter house. Infrastructure to be secured
- Cattle Company – open consultation with the Traditional Owners and community regarding all matters concerned with the Cattle Company
- Ways to improve council run businesses – new models to be set up etc.

b) (i) Executive Manager Governance and Operations

Ms Wiggins presented the monthly report for Governance and Operations.

Newsletter

The September / October edition of the newsletter is now available

Cattle Company

Council has now successfully regained ownership of the cattle company. The legal processes will be finalised in the next couple of weeks and it is Council's intention to then consult with Traditional Owners (TO) on whether they wish to work with Council and the PBC on rebuilding a future Kowanyama cattle business.

The potential benefits for community in re-establishing the cattle company are potentially huge and include:

- A significant source of community revenue that will flow back to TOs, their families and the community in the form of employment and a wide variety of community and homeland programs
- Significant additional community programs would include health, local businesses, community services, sport and recreation, arts and culture, looking after country, and investment in homeland infrastructure
- Employment and training would involve all young people throughout Community and cover cattle breeding and management, mustering, vehicles, quadbikes, motorbikes, fencing, horses, animal pest management, management of sacred sites and wetland management
- Partnerships with the rangers, schools and school programs, special on country programs for men, women, the elderly, unemployed, the sick and the disabled
- Re-establish the abattoir and provide cheap fresh meat to Community and train people in the slaughtering and butchering skills

A message from the Mayor release has been issued to social media and our website

Carbon Farming

Council has entered a contract for the sale of carbon credits to the Commonwealth Bank.

Community Consultations

Governance and Operations is currently working with Community Services to design community consultations for:

- The relocation of the dump
- Use of the swimming pool during sorry business
- Noise restrictions and local law

Records Management System

The move to the new records management system is on track. Matt Fox, Records Management Officer will be in Kowanyama from the 17th September to 2 October to progress.

Land

Council has now successfully agreed with Housing that a Katter lease holder who surrender their land for the purpose of new build housing will be able to tenant that property for their lifetime or can allocate a family member to that property (if they are on the social housing waitlist).

Canteen Lease

Update to be provided in Closed Business

Township mapping

Judy Austin, Project Officer, is currently working with DATSIP on a mapping project which will identify the land in Kowanyama township noting native title and land tenure.

4b (ii) Councillors Responsibilities

Ms Wiggins also presented an information report on councillor responsibilities.

The report is to provide further advice to council on the responsibilities of Councillors in order to reduce any risk of perception of wrong doing which could lead to investigations from the Office of the Independent Assessor.

Ms Wiggins raised the following matters:

Closed Business Reports and confidentiality

Councillor Code of Conduct - Standards of behaviour, the three 'R's

Responsibilities

Carry out RESPONSIBILITIES conscientiously and in the best interests of the Council and the community

Respect

Treat people in a reasonable, just, RESPECTFUL and non-discriminatory way

Reputation

Ensure conduct does not reflect adversely on the REPUTATION of Council

4b (iii) Agenda Report – Leave Policy

Ms Wiggins, EMGO, presented the report.

It has been identified that the policy that was presented did not incorporate the changes that were endorsed previously at the August 2018 Council Meeting which provided clarity on the responsibilities of an employee if they need to work from home.

RESOLUTION – Leave Policy That Council endorse the Leave Policy	Moved: Cr Sands Seconded: Cr Stafford MOTION CARRIED: All in favour
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4c) Executive Manager Finance

Mr Hay, EMF presented the monthly report update for Finance

Key points from the August 2020 YTD report are as follows:

- net operating result is a \$236K deficit, this is \$522k more than budget
- actual net operating income is \$2,477 K this is \$753K lower than budget
- actual operating expenditure is \$2,714 this is \$230K lower than budget
- Untied Cash Funds balance is \$2,467

4d) Executive Manager Roads, Infrastructure and Essential Services

Mr McKinley, EMRIES presented the monthly report for Roads, Infrastructure and Essential Services.

Works –Roads

The Roads Crew have completed all works on Topsy Rd, South Mitchell Rd and Landing Rd. We have approximately 5,300 tonnes of gravel on Shelfo Rd and 3,400 tonnes of gravel stockpiled on the western side of the Mitchell River. We still have 21,600 tonnes to be delivered this year.

The road crew has completed 7km of light formation grade on Kowanyumvl Rd at the far end of the Alice to Coleman section of Pormpuraaw Rd. It is expected to take a further 4 days to complete a light formation grade on this gazetted road, repair the crossing and complete the 18km section to the homestead.

The Crew have also completed 10km of heavy formation from the KASC boundary (Coleman River) heading back towards the Alice River. It is expected to take a month to complete the heavy formation on Pormpuraaw Rd and commence works in the National Park.

The roads team has also completed the extraction of 3,000 tonnes of sand from the Mitchell River crossing which is now stockpiled on the western side of the Mitchell River. This sand will be transported back into Kowanyama for use at the batching plant. The council has a quarry extraction permit to extract 3,000 tonne per year on the Mitchell River Crossing only.

The Regional Liaison Officer from Queensland Reconstruction Authority (QRA) conducted a site visit in Kowanyama on Monday 7th of September and was very impressed with the high-quality standard of works performed by the road crew. As they fund our road program this was an excellent result for the team, council and community.

Rangers

Rangers are out on country, performing weed and fire management, as vehicles allow.

Also, crew have returned to the Oriner's outpost to continue land management activities.

2 x new Hilux ranger vehicles on order and are being fitted with speed and rev limiters.

Viv Sinnamon has returned to assist and lift the profile of the existing Rangers through providing support to Scotty and the team.

2 Rangers have left Council employ and the recruitment process for 2 new Rangers is about to commence.

Parks & Gardens

Parks and gardens team are working tidying and cleaning throughout community, along with maintaining the market garden and propagating seeds for future planting. This has not changed from last month.

Animal Control

Kowanyama Vet Visit 19-21 August 2020				
Activity	Dogs	Cats	Other	Comments
De-sex	18	1		Community dog census required to be conducted to determine number of dogs required for desex at next vet visit.
Euthanasia	3			Euthanasia performed for humane reasons
Vaccinations	Multiple			Post vet visit vaccinations required to be administered by AMW.
Examination	Multiple		1 Horse 1 Bull	Heart worm observed in post-mortem examination of 1 dog.

Building Services

Pamela Lumsden, Building Services Manager has left Council employ to join QBUILD, in her wake operations are being shared between Council employees and QBUILD staff until Pamela's replacement commences employment later this month.

Jason Zahn is acting in the stead of Carpentry Supervisor until Pamela's replacement has commenced employment.

Projects

WORKSHOP COMPOUND – Demolition & construction of sheds + toilets to the workshop compound.

All sheds need to be cleared, any machinery or materials in the way of works must be cleared ASAP & Concrete Batching agreement confirmed to allow works to commence.

FAMILY BISTRO / CANTEEN RENOVATION – New family bistro construction / renovation of canteen

Tender Completed and submission received on 8/09/2020 from 3 Contractors who currently work in the region.

WELLNESS CENTRE

Stage 2 works engineering plans completed and will include new roof, re-cladding external & demolition / construction of a new toilets block. Building Approval pending for RFQ to be completed with local builders. Stage 1 is underway on site.

CONTRACTORS CAMP / STORAGE

Ongoing discussions with CEQ to relocate Gas storage to allow contractors storage compound. Fencing needs to be completed to allow Contractors storage outside of Contractors Camp land.

Demolition RFQ completed for condemned area of camp. Contractors Camp design to progress following Contracts issued for other projects recommended for award.

Procurement of Ausco Modular items completed; Kitchen / Laundry x 3- & Single-Person Accommodation x 2.

AGED CARE

Minor outstanding items for completion of Aged Care Works. Additional expenditure of funds being reviewed including Driveway works.

Airport

Airport activities August 2020

Operationally the airport is busy with maintenance and repairs to plant and equipment. The main priority is the refuelling truck which needs a much-required service and parts replacement if it is to function safely. Training and Certification is also required for aviation refuelling, HR Licences, ARO renewals and other pending courses need to be implemented.

Airport Terminal Apron Fence and Gates now being installed to complete the terminal build.

End of September the Airport will be in audit mode for the annual technical inspection. Still awaiting approval for the Annual Electrical Inspection so that we are compliant in this area.

Safety and continuity of air services are the airports priority and we are looking forward to a busy next few months as travel restrictions ease around Cape York.

Essential Services

POTABLE WATER

At present the 3 artesian bores are functioning and recharging the Townsite reservoirs, the reticulation is currently providing a high degree of service to the community. The water feature at the Police station will be repaired shortly.

As part of the ICCP, Essential Services will be going ahead with the ring main from 89 KOLTMOMUM ST to 455 PINDI ST removing the old A/C line and replacing it with new 115mm poly line, and running new lines to slaughter house, pound, car wash, dump, the ponds and other assets along the way, we will have a plan design completed for your appraisal, completing the ring main to maintain there is no longer any dead end.

SEWER

Reticulation and ponds are functioning ok with minimal disruption to service as to is the reticulation.

Otherwise business as usual.

LANDFILL

Currently still providing 2 x wheelie bin kerb-side pickup per week, Officers still in the throes of site waste pushups and in conjunction with Community Development Executive Manager, implementing Containers for Change.

Workshop Contractors are in the throes of repairing both Council owned compactor trucks.

Workshop

With Ishmael back in the workshop we are now able to provide tyre fitting and repairs on a daily basis. Which will make a huge impact for locals in the community.

With Ishmael's knowledge of mechanical repairs, it will allow vehicles to enter and leave the workshop more efficiently.

Bastian has been successfully trained in the tyre bay and is proving to be very handy on the tools.

All vehicles soon to be supplied with pre-start books.

Batching Plant

Council is now in full ownership of the Batching Plant and is in the process of preparations to service the needs of up and coming Council construction projects for the remainder of the calendar

Discussion:

- CEO commented that the Vet really needs to be here for at least a week
- Vehicles are still an issue for carrying out council work
- Animal cruelty is still an issue – it is crucial that the council Animal Management Plan was implemented:

Action Item

EMRIES to progress Animal Management Plan, with the first element being community education.

- Cr Stafford advised that the skate park was not being used for skate-boarding. Young people use the skate park later at night but not for skating. It could possibly be turned into a different outdoor activity.
- Corella's are a big problem as they are eating and destroying a lot of infrastructure and wiring. Bats are also a problem.

Lunch Break – 12:46pm to 1:48pm

4e) Executive Manager Community Services

Mr Bell, EMCS presented monthly report on community services

- Aged and disability services still underway and coming along. Clients are now enjoying BBQ's under the new gazebo. Still waiting on the arrival of new furniture.
- Staff have been working hard on improving the grounds with new garden beds, tidying fencing, painting the laundry and a paint/fit out of work shed. NDIS is organising to provide supports, one being for an after-school program for learning through fun and games each Thursday.

Kowanyama Women's Services

September Report

- Five (5) service users and three (3) children were accommodated at KWS.
- KWS hosted a BBQ on the August 15th, 2020, in search for local women to proactively participate in Women's Group.
- The BBQ was a success where KWS partnered with service providers RAATSICC, Churches of Christ and stakeholder QPS all service providers donated clothes, shoes, grooming accessories and toiletries for the local women of Kowanyama.
- KWS unable to use COVID19 funds given from the Department of Child Safety Youth & Women (DCSYW). Women's Services Coordinator expressed her thoughts to the

(DSCYW) Contracting Officer stating that it is unfair that due to COVID19 discrete remote communities had a positive impact due to COVID19 and not a negative impact.

- KWS to host Women's Group Meeting on the 02/09/2020, Women's Service Coordinator searching for three (3) local Kowanyama women from each clan group to be the vocal person within their clan groups.
- 20 service users accessed KWS for CBS in the month of September

Centrelink

Centrelink agents continue to deliver services for community, EMCS is working with department of human services to set up some professional development for agents.

Post Office

- 1 permanent Post Office Assistant has been employed with training underway
- 1 back up manager is available and fully trained.
- 2 casual back up staff are available to post office

Presentation by Barry Hunter

Mr Barry Hunter from Aboriginal Carbon Foundation (AbCF) joined the council meeting at 2:19pm

Mr Hunter presented to Council and explained how carbon farming works and how it is monitored.

- Training on how to do carbon burns to be done or local rangers. Mid May through to July is burn time.
- Term 4, week 3 – School camp to be organised for High School students at Oriner's Station

4f) Executive Manager Human Resources

CEO presented monthly report on behalf of Ms Delaney, EMHR

Key Details

- QLD Industrial Relations Commission have advised the State Wage Increase is to be implanted from 01/09/2020 – 1.75% increase to award-based employees
- Current vacancies:
 - Workshop Manager – *re-advertised*
 - Senior Mechanic – *re-advertised*
 - Carpentry Supervisor – *re-advertised*
 - Business Enterprises Manager – *on hold*
 - Essential Services Officer / Plumbing Apprentice – *re-advertised*
 - Activities Officer – *re-advertised*
 - Bakery Assistant – *re advertised*
- New Appointments August:
 - Community Connector – *Quade Murray*
 - Building Services Manager – *Letter of offer accepted (Bevan Klein) – commences 28/09/2020*

- Aged Care Cook – Letter of offer accepted (Leisa Patrick) commences 10/09/2020
- Staffing:
 - Current staffing numbers by Department (*vacant positions in brackets*)

Executive	7	Airport	3
Kowanyama Admin incl Community Bus	5	Bakery	2
Cairns Admin	9	Post Office	2
Building Services	9 (1)	Accommodation	6
Roads (currently working under DRFA)	-	Radio Station	1
Centrelink	1	Women's Shelter	5
Community Police	1	Child Care	4
Electrical	1	Multipurpose Centre	14
Essential Services	5 (1)	Aged Care Facility	17 (1)
Purchase Store	4	Land, Sea and Environment	10
Workshop	(2)	Family Engagement Officer	1
Parks and Gardens Incl Market Garden	3	Blue Cafe	4
NDIS	2 (1)	Disaster Recovery Funding Arrangements (DRFA)	6

- Training:
 - Forklift training arranged for October 2020
 - First Aid and Snake Handling Training planned for October
- Issues:
 - Poor attendance continues to be an issue across all areas,
 - Lack of interest from community members wishing to work'
 - Staff housing continues to be an issue
 - Admin support for workshop is required
 - Kowanyama is the 4th most disadvantaged community in Australia once the CoVid19 benefits are dropped

Cr Bernard left the meeting room at 3:10pm and returned 3:12pm

5a) Closed Business

RESOLUTION – Closed Business That Council moved into closed business at 3:11pm	Moved: Cr C. Josiah Seconded: Cr Sands MOTION CARRIED: All in favour
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- Cr Stafford left meeting at 3:46pm due to a Material Personal Interest.

<p>RESOLUTION – Closed Business That Council moved out of closed business at 4:32pm</p>	<p>Moved: Cr Sands Seconded: Cr Bernard</p> <p>MOTION CARRIED: All in favour</p>
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- **Mr McKinley, EMRIES presented the Sole Supplier for Enzed, Cairns.**

<p>RESOLUTION – Sole Supplier That Council endorse Enzed Cairns (trading as Embeca Pty Ltd) for Sole Supplier for a \$11,424.05 GST Incl, due to section 225 of the Local Government Regulation. The total cost is \$11,424.05 GST Incl. for the hydraulic repairs to the aerodrome refuelling truck.</p>	<p>Moved: Cr Bernard Seconded: Cr Stafford</p> <p>MOTION CARRIED: All in favour</p>
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- **Mr McKinley, EMRIES presented the Sole Supplier for Jasko Air Services**

<p>RESOLUTION – Sole Supplier That Council endorses Jasko Airport Services for Sole Supplier for \$8,490.10 GST Incl the total cost for the electrical inspection is \$8,490.10 GST Incl.</p>	<p>Moved: Cr C. Josiah Seconded: Cr Sands</p> <p>MOTION CARRIED: All in favour</p>
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- **Mr McKinley, EMRIES presented the Sole Supplier for Adam Mansey Generators**

<p>RESOLUTION – Sole Supplier That Council endorses Adam Mansey Generators for Specialised Supplier \$85,000 GST Incl, due to section 225 of the Local Government Regulation. The total cost is \$85,000 GST Incl. for the maintenance/repair and restoration of Council owned generators.</p>	<p>Moved: Cr Sands Seconded: Cr Bernard</p> <p>MOTION CARRIED: All in favour</p>
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- **Mr McKinley, EMRIES presented Contract Award-TKASC2020-03 Family Bistro/Canteen**

<p>RESOLUTION – Contract Award (Family Bistro/Canteen) To award contract for TKASC2020-03 for the supply & installation of constructions works associated with the Family Bistro & Canteen Upgrade to Kieza Construction Pty Ltd to the amount of \$589,680.00 Excluding GST.</p>	<p>Moved: Cr Bernard Seconded: Cr C. Josiah</p> <p>MOTION CARRIED: All in favour</p>
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- **Mr McKinley, EMRIES presented Contract Award – TKASC2020-02 Workshop Upgrade**

<p>RESOLUTION – Contract Award (Workshop Upgrade)</p> <p>To award contract for TKASC2020-02 for the supply & installation of constructions works associated with the Workshop Upgrade to Bartos Construction Pty Ltd T/as Bartos Plumbing to the amount of \$235,249.00 Excluding GST.</p>	<p>Moved: Cr Sands Seconded: Cr Bernard</p> <p>MOTION CARRIED: All in favour</p>
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- **Mr Wiggins, EMGO presented Canteen – Sports and Recreation Association repayment plan**

<p>RESOLUTION – Sports & Recreation Association repayment plan</p> <p>The Council:</p> <p>a. Accept a repayment proposal as offered by the Kowanyama Sports and Recreation Association</p> <p>Or</p> <p>b. Does not accept a repayment proposal as offered by the Kowanyama Sports and Recreation Association and seeks alternative terms for a repayment plan</p> <p>Or</p> <p>c. Council does not accept any repayment plan with Kowanyama Sports and Recreation Association and commences debt recovery</p>	<p>MOTION NOT CARRIED: Canteen repayment left on the table to be taken to the next Council Meeting</p>
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Action Item

CEO and EMGO to workshop options for Sports and Recreation proposal

- **Mr Hay, EMF presented Updated Commercial Charges 20/21**

<p>RESOLUTION – Updated Commercial Charges 2020-2021</p> <p>Pursuant to section 98 of the Local Government Act 2009, the updated 2020-2021 General Rate Equivalent (Commercial Charges) for the 2020-2021 financial year are adopted by Council.</p>	<p>Moved: Cr Bernard Seconded: Cr Stafford</p> <p>MOTION CARRIED: All in favour</p>
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Meeting Closed at 4:37pm