



KOWANYAMA ABORIGINAL SHIRE
COUNCIL

Council Meeting Minutes

16 December 20 10:22am – 2:48pm

Kowanyama Chambers Room and
Cairns Board Room

Present:

Councillors

Mayor Robbie Sands (Chair) – Kowanyama Boardroom

Deputy Mayor Cameron Josiah (Councillor) – Kowanyama Boardroom

Cr Richard Stafford (Councillor) – Kowanyama Boardroom

Executive

Gary Uhlmann, Chief Executive officer (CEO) – Cairns Boardroom

Chris McLaughlin, Acting Executive Manager Governance and Operations (A/EMGO) – Cairns Boardroom

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

Jacqui Cresswell, Acting Executive Manager Roads, Infrastructure & Essential Services, (EMRIES)

Apologies

Kevin Bell, Executive Manager Community Services (EMCS)

Christine Delaney, Executive Manager Human Resources (EMHR)

Cr Teddy Bernard (Councillor)

Meeting Commenced: 10:22am

1) Welcome & Apologies

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

RESOLUTION – Apologies That the council accepts apologies from Councillor Teddy Bernard	Moved: Cr Sands Seconded: Cr Stafford MOTION CARRIED: All
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RESOLUTION – Apologies That the council accepts apologies from Councillor Jacob Elroy Josiah	MOTION NOT CARRIED
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2) Minutes from previous meeting

RESOLUTION – Minutes Minutes from previous Council Meeting 18 November 2020 Minutes That the above minutes be adopted as true and accurate	Moved: Cr Sands Seconded: Cr Cameron Josiah MOTION CARRIED: All in favour
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3) Current and Ongoing Action Items

Dr Chris McLaughlin presented the action items from November council meeting.

Action Items were noted in Council Meeting.

- Library – require external funding to build a proposal for Arts/Culture/Library centre to be prepared.
- Corporate Plan Review – require funding for this in 2021.
- Capital Priorities – need to prioritise in 2021.

4 a) Chief Executive Officer – Information Report

- This is the last meeting for 2020 and CEO noted the achievements for the year.
- Coronavirus was dealt with really well by Council.
- Change to 6-pack licence – Premier & Ministers have signed off on the 6-pack extension. Special GOC meeting to be held this week.
- Council is in a pretty good position financially. Mid-Year budget will be done and shown to Council.
- Budget and risk training scheduled for EMF next year
- Roads Crew – roads have done an exceptional job and local businesses have been supported.

Building & Infrastructure:

- Workshop – new electrical shed, new roads shed for plant, new toilet and lunch block.
- Community Centre – almost completed and will be a great new facility for community
- Men's Shed – Laid the Men's Shed power – ergon to hook up
- Canteen – refurbishment about to start
- Local and Staff Housing – in the works to be started next year
- Rangers – 4 new trainees doing really well. Cleaned up half of the beaches, fencing completed at Red Lily, poisoning of Chinese Apple being done.
- Workshop – Council have employed a new indigenous mechanic (Doug Williams) who is doing really well.

Challenges for next year:

- Canteen Lease and Cattle Company
- Community Justice system is not working well.
- Community Justice system
- Cyclone season (yard clean-ups),
- Forums that align with councillor portfolio's
- Dump – A new site is required urgently
- Air Services Australia – Lease has been signed for 12 months to demobilise.

- Business Enterprises require to be looked at and re-evaluated in 2021

Social and Staff Housing

4 b) Acting Executive Manager Governance and Operations

i) Information Report

- Mayor and Councillor vacancies – Under the revised process a mayoral vacancy within the first 12 months of a local government’s term will be filled by a by-election rather than by a runner-up.
- Cattle Company – is now settled following the 2020 supreme Court decision that Council is now the owner of all cattle and Cattle Company infrastructure. Council is however waiting on barrister advice regarding some issues.
- Carbon Farming – Council received \$680,000 for carbon credits
- Public Meeting – The Mayor will host a Christmas Update at the MPC on Thursday 17 December 2020
- Records Management – New records management system is on track and being implemented
- Social Housing – Option 3 for the sub-lease – Letter has been sent to State Government Ministers and Director General and council is awaiting response.
- Township Mapping – Dr Chris McLaughlin showed on screen in council meeting a demonstration of the town map which identifies which lots are social housing, staff housing, store etc.

Mayor Sands stated that the CEQ store seems to have accumulated more land than what it was a few years ago.

Action Item: EMGO to check if the CEQ Store land borders are correct

- Social Housing builds – S24JAA notices have been issued. Construction to commence after the wet season.
- Native Title training has been conducted with Council n Wednesday 04 November 2020

Mayor Sands has requested that the designs of the new housing builds be shown to him before going ahead. (Action item for this already recorded in November Council Meeting).

ii) Agenda Report – Annual Report

Dr Chris McLaughlin presented Annual Report on screen at the Council Meeting.

Mayor Sands requested that the people in the photo’s names be mentioned underneath.

Action Item: EA to inform EMGO the names of people in Annual Report Photos

<p>RESOLUTION</p> <p>That pursuant to section 182(2) of the Local Government Regulation 2012 (Qld), Council resolve to adopt its Annual Report 2019/2020</p>	<p>Moved: Cr Cameron Josiah Seconded: Cr Stafford</p> <p>MOTION CARRIED: All in favour</p>
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iii) **Agenda Report – Council Meeting Dates**

Dr Chris McLaughlin presented Council Meeting Dates to Council.

Councillors requested that the Council Meeting days be changed from Wednesday's to Tuesday's.

Next meeting to be conducted on Tuesday 19 January 2021.

RESOLUTION That Council approve dates for the 2021 Council Meetings, subject to changing to Tues rather than Wed	Moved: Cr Sands Seconded: Cr Cameron Josiah MOTION CARRIED: All in favour
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Closed Business – Agenda Report for Canteen Lease to be removed from council meeting as insufficient quorum due to COI and CEO already has previous express authority of Council to deal with the matters the subject of the proposed report.

Mayor Sands asked about the Cattle Company mustering program, animal husbandry etc. Local residents have been asking if they could work with the cattle.

4 c) Executive Manager Finance

Mayor Sands requested that EMF attend Kowanyama the week of the January or February council meeting. Budget and risk training to be conducted with Councillors.

i) **Information Report**

- Mr Hay presented the key points from the November 2020 TYD report
- Budget is worse due to the contractor upgrades and the wet season stock
- Qbuild Upgrades – purchase orders issued to contractors and not claimed back from Qbuild which is a timing issue.

Cr Stafford asked why the Business Enterprises (Blue Café, Bakery) are running at a loss. Would they not have made enough to cover the wet season stock purchases?

Mr Hay (EMF) said that the Bakery has ordered extra flour etc. as they are now baking bread for the CEQ store contract. A review is to be done early next year on the profit and loss of the Bakery and Blue Café.

Stock to be taken from the Purchase Store could be a new procedure implemented as then a more accurate figure of profit and loss could be determined each month.

Cr Stafford suggested that the Post Office should be selling more stock as it is cheaper than the CEQ store and the Church shop.

- Purchase Store has been selling more products recently to residents. Best way to sell cheaper products would be through the Purchase Store or the Post Office

Action Item: EMF to review Australia Post License Agreement re purchasing gifts for sale in the store.

ii) **Agenda Report – Asset Disposal**

Mr Hay presented the Asset Disposal Agenda Report to Council.

Disposal of Toyota Forklift via method of trade-in to Norlift as reviewed by the CEO as the best option to dispose of as per policy.

RESOLUTION That in line with Council's Asset Disposal Policy, Council endorse the disposal of the following asset: Toyota Forklift – Plant No: P0075 VIN#7FD2513356	Moved: Cr Stafford Seconded: Cr Sands MOTION CARRIED: All in favour
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Meeting break for lunch at 11:54am

Meeting re-commenced at 1:13pm

Agenda Report – Appointment of Valuer

Mr Hay presented the Appointment of Valuer Agenda Report to council.

RESOLUTION Pursuant to Local Government Regulations section 206 (2) endorse the appointment of a Valuer to value council's non-current physical assets	Moved: Cr Sands Seconded: Cr Stafford MOTION CARRIED: All in favour
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Dr Chris McLaughlin left the meeting due to Conflict of Interest in the next item – 1:17pm

Agenda Report – Prequalified Supplier Agreements

Mr Hay presented the Preferred Supplier Agenda Report to Council. Mr Hay explained how tenders for Prequalified suppliers are rated.

RESOLUTION That Council resolve to enter into Prequalified Supplier Arrangements for the following suppliers for a period of two (2) years commencing 1st January 2021 and ceasing 31st December 2022	Moved: Cr Sands Seconded: Cr Stafford MOTION CARRIED: All in favour
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Cr Stafford mentioned that community should receive contributions from contractors for help in the community.

CEO informed it is already incorporated in the bigger contracts. Smaller jobs will require to be looked into for contributions from contractors for community events.

CEQ Store – no donations to community have been given.

Action Item: CEO and Mayor to speak with Contractors regarding contributions to the community

Dr Chris McLaughlin re-entered meeting at 1:34pm

Inductions for contractors and new staff on cultural training ie: closed country, sorry business etc.

Action Item: EMCS – cultural induction training for new staff (contractors included) i.e. closed country, sorry business etc

4d) Executive Manager Roads, Infrastructure and Essential Services

i) Information Report

- Roads Crew – Roads camp has been locked down for the season. All funded roadworks has been completed. Planning has already commenced for the 2021 roads program.
- Building Services – Various council buildings and houses are currently being assessed and reported on using a condition assessment report.

Action Item: EMRIES / CEO – to speak with BAS regarding the assessment and age of houses

- Capital Projects – Trenching works for the electrical supply to the batching plant, men's shed, and market garden is now complete and awaiting Ergon connection.
 - Social Housing – Design works for duplexes is under way
- Major Projects:**
- Workshop Compound – Shed now complete with connection of services under way.
 - Canteen Renovation – Slab for bistro proposed to commence this week.
 - Wellness Centre – External cladding and new windows under way
 - Contractors camp – fencing materials on site
 - Aged Care – driveway complete. Storage area and carport commenced.
 - Women's Meeting Place – Stage 1 – DATSIP funding agreement received.
 - Staff House – Demolition approval in place to be undertaken during wet season. Kit houses to be delivered when road opens.
 - Airport – Ongoing problem with excessive freight on planes needs to be addressed prior to commencement of wet season. As part of our freight handling agreement with Skytrans any freight movement of more than 100kgs need to have a Skytrans freight master to assist with unload and lack of assistance in unloading has been a continuing problem and needs to be addressed. Sports & Rec freight requires an officer to assist with the unload of freight and must be enforced.
 - Workshop – Doug Williams has commenced in the mechanics role and Chris Muller is due to commence on the 14 December 20.

- Rangers – Oriner’s Station has been locked down for the wet season with the fire truck returned to community.
- Animal Management – Children tormenting horses/foals is still an issue and is being monitored by the Animal Control Officer.
- Parks & Gardens – Evans Josiah is acting in the role of Parks & Gardens Coordinator.

Cr Stafford requested small jobs price list for tenant damage repairs.

EMRIES advised that there is a fees and charges register on the website.

ii) Agenda Reports

Agenda Report – Enzed – Sole Supplier

Ms Cresswell presented the Enzed Sole Supplier Agenda Report to council.

<p>RESOLUTION</p> <p>That Council endorses Enzed Cairns (trading as Embecca Pty Ltd) for Sole Supplier under section 225 of the Local Government Regulation. This is for hydraulic repairs to the aerodrome refuelling truck</p>	<p>Moved: Cr Sands Seconded: Cr Cameron Josiah</p> <p>MOTION CARRIED: All in favour</p>
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Agenda Report – Northern Refuelling – Sole Supplier

Ms Cresswell presented the Northern Refuelling Agenda Report to council.

<p>RESOLUTION</p> <p>In accordance with section 235 (a) of the Local Government Regulation 2012, it is requested that Elected members endorse council entering a sole supplier arrangement with Northern Refuelling in accordance with section 235 (a) of the Local Government Regulation.</p>	<p>Moved: Cr Stafford Seconded: Cr Cameron Josiah</p> <p>MOTION CARRIED: All in favour</p>
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Agenda Report – AMS (Aerial Management Services) – Sole Supplier

Ms Cresswell presented the AMS (Aerial Management Services) Agenda Report to council.

<p>RESOLUTION</p> <p>That Council endorses Aerial Management Services (trading as AMS) for Sole Supplier under section 225 of the Local Government Regulation. This is to update all Airport procedures and manuals to ensure Kowanyama Airport comply with the new Manual of Standards (MOS)</p>	<p>Moved: Cr Stafford Seconded: Cr Cameron Josiah</p> <p>MOTION CARRIED: All in favour</p>
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Agenda Report – Contract Award – TKASC2020-005 Contractors Camp

Ms Cresswell presented the Contractors Camp – Contract Award

RESOLUTION To award contract or TKASC2020-005 for the supply of construction works associated with the Contractors Camp Upgrade to Barto's Construction Pty Ltd .	Moved: Cr Sands Seconded: Cr Stafford MOTION CARRIED: All in favour
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Action Item: CEO to consider storage location for plant and equipment and charge for it.

4f) Executive Manager Human Resources

Mr Hay presented the Human Resources information Report.

i) Information Report

- Public Holidays for Kowanyama have been gazetted as follows:
 - 16 July 2021 (Cairns Show Day)
 - 06 August 2021 (Kowanyama Annual Rodeo)
 - 20 August 2021 (DOGIT Day)
- Workshop – Doug Williams will be looking after the work fleet and new mechanic Chris will be looking after the plant fleet.

6) Other Business

- Traineeship – Assistant to Matt Fox. Indigenous applicant (Cairns Office)
- Cr Stafford mentioned that 2 young girls had completed Year 12 in Kowanyama. Are we able to help them get sponsorship to help gain employment or university degrees?

Action Item: EMHR to update on traineeship / apprenticeship for council and external training arrangements

- Next Council Meeting date will be Tuesday 19 January 2021.

Meeting Closed: 2:48pm