

Pormpuraaw Aboriginal Shire Council



C/- POST OFFICE
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Minutes Council Meeting Date: Wed, 29 Sept 2021 at 10.15am.

1. **Present:** Mayor R. Tarpencha, DMayor/Cr G. Conrad, Cr T. Koo-Aga, Cr R. Kingi, Cr A. Foote.
2. **Apologies:** Nil.
3. **Declaration of any Conflict, any perceived or other Potential Conflict of Interest to be declared prior to meeting by Councillors (Sect 150EL and Sect 150EQ of LGovt Act 2009):** Nil.
4. **Related Party Declaration Form , (Sect 150EP of LGovt Act 2009):**
Confirmation of any changes to Related Party Declaration Form by Councillors & Senior Managers: Nil.
5. **Matters arising from the Minutes:** That Council confirm the Minutes of the meeting dated Wed, 25 Aug 2021 as true & correct.
Moved: Cr T. Koo-Aga. **Seconded:** Cr. R. Kingi.
CARRIED.
Resolution: 2021/09/01.
6. **Delegations/Guests:** Nil.
7. **Correspondence:** List of inwards correspondence tabled for information:

8. Reports:

8.1 Mayor's Report:

- **8.1.1: Audits 2020-221: Final Management Report 2021 dated 14 Sept.**

Motion: That Council confirms & accepts the Final Management Report dated 14 Sept as tabled by the Mayor.

Moved: DMayor/Cr G. Conrad. **Seconded:** Cr T. Koo-Aga.

CARRIED.

Resolution: 2021/09/02.

8.2 CEO's Report:

- **8.2.1: Attendance Certificate:** see Attendance Certificate dated 29 Sept 2021 and approved for payment at \$1,503.06 each for Cr Koo-Aga, Cr Kingi & Cr Foote.

- **8.2.2: Audits 2020-2021: Docu re certified 2020-2021 Financial Statements & certified Current Year Financial Sustainability Statements:** See Special Purpose Report on above noting our 9th Unqualified Audits, follows from Final Management Report.

Motion: That Council accepts the above docu as tabled & forwards congrats to PASC Management team.

Moved: DMayor/Cr G. Conrad. **Seconded:** Mayor R. Tarpencha.

CARRIED.

Resolution: 2021/09/03.

- **8.2.3: Audits 2020-2021:** Docu as listed pertaining to Audits tabled to Council:

Representations by Management Letter, Management Certificate (Financial Statements), Certificate of Accuracy (Current Year Certificate of Accuracy),

Certificate of Accuracy (Long Term Certificate of Accuracy). The above docu to 30 June 2021 were presented to Council.

Motion: That Council confirms receipt of above Audit

2020-2021 and confirms acceptance as tabled.

Moved: Cr T. Koo-Aga. **Seconded:** Mayor R. Tarpencha.

CARRIED.

Resolution: 2021/09/04.

- **8.2.4: Audits 2020-2021, Our History:** see SPR on PASC Audit History.

Motion: That Council confirms & accepts docu as tabled & pass appreciation to Council's Management Team .

Moved: D/Mayor/Cr G. Conrad. **Seconded:** Cr R.Kingi.

CARRIED.

Resolution: 2021/09/05.

- **8.2.5: Audits 2020-2021, Annual Reports to accompany Financials (requirement under *LGovt Reg 12 Sect 182*):**

**Mayor,
CEO,
Corporate Services,
Operations,
Community Services,
Environment.**

Motion: That Council confirms, accepts & adopts the Annual Reports as tabled.

Moved: D/Mayor/Cr G. Conrad. **Seconded:** Cr Foote.

CARRIED.

Resolution: 2021/09/06.

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8.3 Governance & Admin (GnA) Report:

8.3.1: No Reports received but largely involved in execution work with QTender (Building Services), Annual Reports Operation Plan, Lease /Rental.

Motion: That Council accepts Verbal Report by CEO.

Moved: Cr T. Koo-Aga. **Seconded:** Mayor R. Tarpencha.

CARRIED.

Resolution: 2021/09/07.

- **8.3.2: Leases:** The Leases on various Council assets are still ongoing as per Council Schedule. See SPR on Recommendation to proceed with Leases.

Motion: That Council direct the CEO to address all Leases & negotiate terms on behalf of Council apart from Staff provided Housing which will be reviewed separately & WIP.

Moved: Cr T. Koo-Aga. **Seconded:** D/Mayor/Cr G. Conrad.

CARRIED.

Resolution: 2021/09/08.

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8.4 Executive Manager Corporate Services (EMCS) Report:

- **8.4.1: Executive Manager Corporate Services:** see Special Report dated 17 Sept 2021 covering:

General Finance,
Grant Acquittals & Reporting,
Current Corporate Service Project,
HR,
Admin Store,
Guesthouse.

Motion: That Council accepts the Special Report dated 17 Sept 2021 from Acting Corp Services Mgr (Mel Halpert) while Tracey Graham is on bereavement leave with Councils thoughts & prayers.

Moved: D/Mayor/Cr G. Conrad. **Seconded:** Mayor R. Tarpencha.

CARRIED.

Resolution: 2021/09/09.

- **8.4.2: Financial Statement for Period Ended 31**

Aug 2021. see docu re above covering:

Financial Statement at a Glance,
Detail Review of Revenue & Expenditure,
Operating Revenue,
Operating Expenditure,
Council Cash Position,
Capital Expenditure,
Council Capital Grant Review,
Tied Grant by Project,
Statement of Financial Position,

Motion: That Council accepts the above Report as tabled.

Moved: D/Mayor/Cr G. Conrad. **Seconded:** Cr T.Koo-Aga.

CARRIED.

Resolution: 2021/09/10.

- **8.4.3: 90 days Aged Debtors ended 31 Aug 2021.** See SPR on above and note that it is important that all Business/NGO's in Pormpuraaw pay their way.

Motion: That Council accepts the above Report as tabled.

Moved: D/Mayor/Cr G. Conrad. **Seconded:** Mayor R. Tarpencha.

CARRIED.

Resolution: 2021/09/11.

- **8.4.2: Debtors Write off as uncollectable:** see docu Recommendation for Write Off on:
Qld Airport Lighting: \$2,180.00,
Ross Edwards: \$413.43,
Dennis Michael: \$340.91.

Total: \$2,934.34

Motion: That Council accepts the above Recommendation & authorised Write Off totalling \$2,934.43.

Moved: Mayor R. Tarpencha. **Seconded:** Cr R. Kingi.

CARRIED.

Resolution: 2021/09/12.

8.5 Operations Executive Manager's Report:

- **8.5.1: Operation Executive Manager Report:** No formal report received but largely involved in:
Airport operations,
AACAP Project,
Beach Road safety,
Backburns,
Staff shortage covers.

Motion: That Council accepts verbal report from CEO.

Moved: D/Mayor/Cr G. Conrad. **Seconded:** Cr A. Foote.

CARRIED.

Resolution: 2021/09/13.

- **8.5.2: Staff Duplex (Land Mudmap):** See docu on this Project. Site was walked on 09 Sept with Cr Rep, CEO & Ops Mgr & decided to utilise the location indentified as 71-70 Thinraathin St.

Motion: That Council ratify the location ID as 71-70 Thiraanthin St. CEO to notify the ILUA Group as a matter of process.

Moved: Cr A. Foote. **Seconded:** D/Mayor/Cr G.Conrad.
CARRIED.

Resolution: 2021/09/14.

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8.6 Community Service Manager's Report:

- **8.6.1: Community Service Executive Manager (CSEM):** No Reports , Position vacant with Letter of Offer being made to prospective employer & expected to start Wed, 29 Sept.

8.7 Environment Manager's Report:

- **8.7.1: Environment Executive Manager Report:** No Formal Report received but largely involved in:
Can Crush,
Food Van,
Gen Set for SP1 & Bore 2,
Staff Covering duties
Water excess uses
Waste Dump Clean up.

Motion: That Council accepts Verbal Report by CEO.

Moved: Cr T.Koo-Aga. **Seconded:** Cr. G.Conrad.

CARRIED.

Resolution: 2021/09/15.

- **8.7.2: Waste Oil & Fuel Project:** See docu re Waste Oil, noting that this is still WIP but have to be addressed. Quotes are still be sourced.

Motion: That Council accepts that work is being executed in the background to address our Waste Oil issues & that a Budget & formal notification will be made to Council in the near future.

Moved: Cr T. Koo-Aga. **Seconded:** D/Mayor/Cr.

G.Conrad.
CARRIED.
Resolution: 2021/09/16.


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10. Tenders & Quotations: Nil.

11. Notice of Motion: Nil.

12. Meeting Closed: 1.18pm.

13. Next Meeting: 27 Oct 2021.

Minutes accepted as true & correct


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Mayor: Richard Tarpencha. 
Edward A Natera. 27 Oct 2021

