

# Pormpuraaw Aboriginal Shire Council



C/- POST OFFICE  
Pormpuraaw Q 4892  
Phone: (07) 4060 4600  
Email: ceo@pormpuraaw.qld.gov.au  
ABN 34 103 787 081

## Minutes Council Meeting Date: Wed, 25 Aug 2021 at 10.05am.

- 1. Present:** Mayor R. Tarpencha, D/Mayor/Cr G. Conrad, Cr T. Koo-Aga,  
Online: 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, 28 July 2021 as true & correct.  
**Moved:** D/Mayor/Cr G. Conrad. **Seconded:** Cr R. Kingi.  
**CARRIED.**  
**Resolution: 2021/08/01.**
- 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: 2021 Interim report to Mayor dated, 10 Aug 2021:** see docu presented to Council on 13 Aug for Council info & adoption.  
**Motion:** That Council confirms & accepts docu re above.  
**Moved:** D/Mayor/Cr G.Conrad. **Seconded:** Cr A. Foote.  
**CARRIED.**  
**Resolution: 2021/08/02.**
  
- **8.1.2: Passing of Bruce Graham ( husband of Tracey Graham ):** Council to sent a Condolence Letter to our Corporate Service Manager & her boys on their untimely loss.  
**Motion:** That Council acknowledge this sad passing & will forward a support/condolence letter to Tracey Graham & family.  
**Moved:** Cr A. Foote. **Seconded:** Cr T. Koo-Aga.  
**CARRIED.**  
**Resolution: 2021/08/03.**
  
- 

### 8.2 CEO's Report:

- **8.2.1: Attendance Certificate:** see Attendance Certificate dated 25 Aug 2021 and approved for payment at \$1,503.06 each for Cr Koo-Aga, Cr Kingi & Cr Foote.
  
- **8.2.2: Audits 2020-2021: Financial Statements:** See Statement of Comprehensive Income, FYI. Docu forwarded to Council on 13 Aug. The FS is being reviewed by OAQ before further review by our Audit Committee on 09 Sept & Council signs off.  
**Motion:** That Council confirms & accepts progress on the 2020-2021 Financial Statements.  
**Moved:** Cr T. Koo-Aga. **Seconded:** Cr G. Conrad.  
**CARRIED.**  
**Resolution: 2021/08/04.**

- **8.2.3: Audits: Engagement Letter, continued Internal Audit Service to 30 Jne 2024.** see docu presented to Council on 05 Aug to take up previous terms and conditions that have changed as required by APES 305 *Terms of Engagement*, issued by the Accounting Professional & Ethical Standards Board (“APESB”) effective from 1 July 2021.  
**Motion:** That Council confirms & accepts docu re above.  
**Moved:** Cr T. Koo-Aga. **Seconded:** D/Mayor/Cr G. Conrad.  
**CARRIED.**  
**Resolution: 2021/08/05.**
- **8.2.4: Audits:** see docu on Annual Certificate about Payment of Notional GST signed on 09 Aug 2021.  
**Motion:** That Council confirms & accepts docu as tabled.  
**Moved:** D/Mayor/Cr G. Conrad. **Seconded:** Cr A. Foote.  
**CARRIED.**  
**Resolution: 2021/08/06.**
- **8.2.5: Budget 2021-2022: Minor adjust on Schedule of Fees on Airport Ground Handling Fee:** see Schedule of Fees:  
Dash 8 to be \$295.00,  
Caravan/Beechcraft 9 to 15 to be \$160.00,  
King Air to be \$195.00.  
**Motion:** That Council confirms & accepts minor adjustment to Schedule of Fees.  
**Moved:** Cr T. Koo-Aga. **Seconded:** Cr R. Kingi.  
**CARRIED.**  
**Resolution: 2021/08/07.**
- **8.2.6: Heavy Capital Machinery Purchase:** see SP on Heavy Capital Purchase as per Budget 2021-2022 allocation.  
**Motion:** That Council confirms & accepts SP which aligns with Budget 2021-2022 Allocation.  
**Moved:** D/Mayor/Cr G. Conrad. **Seconded:** Cr T. Koo-Aga.

**CARRIED.**

**Resolution: 2021/08/08.**

- **8.2.7: PUBSC:** see SP on PUBSC & Operations issues & proposed request for a Discounted/Concession rates on Guesthouse ( Trademans Dongas ).

**Motion:** That Council confirms & accepts SP on the proposed Discounted/Concession rates.

**Moved:.....Seconded:.....**

**CARRIED.**

**Resolution: 2021/08/09.....**Council deferred until PUBSC has the promised AGM at end Sept.

- **8.2.8: Staff Duplex, proposed location:** see SP on Staff Duplex, proposed location.

**Motion:** That Council confirms & accepts SP on location of the new Staff Duplex.

**Moved:.....Seconded:.....**

**CARRIED.**

**Resolution: 2021/08/10.....**The CEO & Cr Kingi to site walk area & table further information at Sept Council Meeting.

•

### **8.3 Governance & Admin ( GnA ) Report:**

**8.3.1:** No Reports received but largely involved in execution work with QTender, Operation Plan, Lease /Rental.

**Motion:** That Council accepts Verbal Report by CEO.

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

**CARRIED.**

**Resolution: 2021/08/11.**

•

### **8.4 Executive Manager Corporate Services (EMCS) Report:**

- **8.4.1: Executive Manager Corporate Services:** see Special Report dated 22 Aug 2021 covering: General Finance, Grant Acquittals & Reporting,

Current Corporate Service Project,  
HR,  
Admin Store,  
Guesthouse.

**Motion:** That Council accepts the Special Report dated 22 Aug 2021 from Ex Mgr Corp Services.

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

**CARRIED.**

**Resolution: 2021/08/12.**

- **8.4.2: Financial Statement for Period Ended 31 July 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: 2021/08/13.**

## **8.5 Operations Executive Manager's Report:**

- **8.5.1: Operation Executive Manager Report:** See Special Report re new Road Gravel Pit as per notified to Council on 06 Aug.  
**Motion:** That Council accepts SP for new Road Gravel Pit.  
**Moved:** Mayor R. Tarpencha. **Seconded:** D/Mayor/Cr G.Conrad.  
**CARRIED.**  
**Resolution: 2021/08/14.**
- **8.5.2: Tender ( Request to Quote ) for Bitumen Seal:**  
See Special Report re Bitumen Seal for 3kmStrathgordon

Rd.

**Motion:** That Council accepts SP for Bitumen from Pioneer North value at \$287,100.00.

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

**CARRIED.**

**Resolution: 2021/08/15.**

•

**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.

**8.7** Environment Manager's Report:

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

**Motion:** That Council accepts Verbal Report by CEO.

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

**CARRIED.**

**Resolution: 2021/08/16.**

•

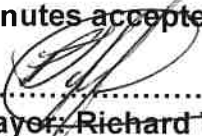
**10.** Tenders & Quotations: Nil.

**11.** Notice of Motion: Nil.

**12.** Meeting Closed: **12.00noon.**

**13.** Next Meeting: **29 Sept 2021.**

**Minutes accepted as true & correct.**

  
.....  
Mayor: Richard Tarpencha.

  
.....  
CEO: Edward A Natera. 29 Sept 2021