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# Ordinary Council Meeting MINUTES

Wednesday 27 August 2025

Pormpuraaw Aboriginal Shire Council  
Boardroom

24 Thinraathin Street, Pormpuraaw

## **1 OPENING OF MEETING**

The Mayor declared the meeting open at 10:16 am.

## **2 ATTENDANCE AND CERTIFICATE OF ATTENDANCE**

Mayor Ralph Kendall (Jnr), Deputy Mayor Tim Koo-Aga and Cr Keith Barney

**In Attendance:** Ms Janelle Menzies (Chief Executive Officer and Minute Taker).

## **3 APOLOGIES**

Cr Lucy Foote sends her apologies. Doctors Certificate received.

### **RESOLUTION NO: 2025/107**

The Council resolved that Councillor Romena Edwards was absent from the meeting due to sorry business and is still entitled to be paid her meeting fee.

**Moved:** Mayor Ralph Kendall (Jnr)

**Seconded:** Deputy Mayor Tim Koo-Aga

**CARRIED 3/0**

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## **4 DECLARATION OF INTEREST**

Nil

## **5 RELATED PARTY DECLARATION FORM**

Nil

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## **6 RECEIVING AND CONFIRMATION OF MINUTES\***

### **RESOLUTION NO: 2025/108**

That the Council resolve to receive and adopt the Minutes of the Ordinary Meeting of Pormpuraaw Aboriginal Shire Council Held on 30 July 2025.

**Moved:** Mayor Ralph Kendall (Jnr)

**Seconded:** Deputy Mayor Tim Koo-Aga

**CARRIED 3/0**

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## **7 ITEMS ARISING FROM PREVIOUS MEETINGS**

### **RESOLUTION NO: 2025/109**

That the Council resolve to note the resolution register.

**Moved:** Deputy Mayor Tim Koo-Aga

**Seconded:** Mayor Ralph Kendall (Jnr)

**CARRIED 3/0**

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## **8 DELEGATIONS / GUESTS**

Nil

## **9 CORRESPONDENCE**

Nil

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## **10 OPERATIONAL STATUS REPORTS**

### **10.1 CORPORATE SERVICES REPORT TO COUNCIL - AUGUST 2025**

#### **EXECUTIVE SUMMARY**

To provide Council with an operational update of the Corporate Services function as of 20 August 2025.

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#### **RESOLUTION NO: 2025/110**

That Council resolve to receive and note the Corporate Services report as tabled.

**Moved:** Deputy Mayor Tim Koo-Aga

**Seconded:** Cr Keith Barney

**CARRIED 3/0**

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### **10.2 COMMUNITY SERVICES REPORT TO COUNCIL - JULY 2025**

#### **EXECUTIVE SUMMARY**

Executive Manager Community Services Report July 2025

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#### **RECOMMENDATION**

That the council resolve to receive and note the report.

#### **RESOLUTION NO: 2025/111**

That the Council receive and note the report.

**Moved:** Cr Keith Barney

**Seconded:** Mayor Ralph Kendall (Jnr)

**CARRIED 3/0**

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### **10.3 OPERATIONAL SERVICES REPORT TO COUNCIL - JULY 2025**

#### **EXECUTIVE SUMMARY**

Executive Manager Operational Service July 2025

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#### **RESOLUTION NO: 2025/112**

1. That the council resolve to receive and note the report.

**Moved:** Deputy Mayor Tim Koo-Aga

**Seconded:** Cr Keith Barney

**CARRIED 3/0**

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### **11 CHIEF EXECUTIVE REPORTS**

#### **11.1 CEO MEETINGS AND STATUS REPORT**

#### **EXECUTIVE SUMMARY**

To provide a status report for Council to 22 August 2025

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#### **RESOLUTION NO: 2025/113**

That the council resolve to receive and note the report.

**Moved:** Mayor Ralph Kendall (Jnr)

**Seconded:** Deputy Mayor Tim Koo-Aga

**CARRIED 3/0**

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## 11.2 NQ PETRO

### EXECUTIVE SUMMARY

To approve NQ Petro for Sole and Prequalified Supplier Arrangement

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#### RESOLUTION NO: 2025/114

That Council resolve to endorse the purchase of an OPT system from NQ Petro and approve to place NQ Petro on the Council's Sole Supplier – Prequalified Supplier Arrangement.

**Moved:** Mayor Ralph Kendall (Jnr)

**Seconded:** Cr Keith Barney

**CARRIED** 3/0

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## 11.3 PPAC - GRANT REQUEST - RENT SUBSIDY AND SUPPORT FOR COMMUNITY SERVICE PROVISION

### EXECUTIVE SUMMARY

To inform Council of the Grant Request – Rent Subsidy and Support for Community Service Provision

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#### RESOLUTION NO: 2025/115

1. That Council resolve to provide Pormpur Paanthu Aboriginal Corporation with a Community Grant of \$77.50 per week per property for rental assistance.

**Moved:** Deputy Mayor Tim Koo-Aga

**Seconded:** Mayor Ralph Kendall (Jnr)

**CARRIED** 3/0

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## **12 EXECUTIVE MANAGER OF CORPORATE SERVICES REPORTS**

### **12.1 CORPORATE SERVICES REPORT FINANCIAL STATEMENTS FOR PERIOD ENDED 31.07.2025**

#### **EXECUTIVE SUMMARY**

To provide Council with the financial statements for the period ended 31 July 2025.

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#### **RESOLUTION NO: 2025/116**

That Council resolve to adopt the financial report for July, 2025.

**Moved:** Cr Keith Barney

**Seconded:** Deputy Mayor Tim Koo-Aga

**CARRIED 3/0**

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## **13 EXECUTIVE MANAGER OF OPERATIONS REPORTS**

Nil

## **14 EXECUTIVE MANAGER OF COMMUNITY SERVICES REPORTS**

Nil

## **15 TENDERS & QUOTATIONS**

### **15.1 APPROVAL FOR 6M3 AGITATOR TRUCK FOR CONCRETE CARTAGE**

#### **EXECUTIVE SUMMARY**

Approve purchase of 6m3 Agitator Truck

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#### **RESOLUTION NO: 2025/117**

1. That council approve the purchase of Agitator Truck

**Moved:** Deputy Mayor Tim Koo-Aga

**Seconded:** Cr Keith Barney

**CARRIED 3/0**

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## 15.2 APPROVAL REQUEST FOR HEAVY TIPPER TO REPLACE P5

### EXECUTIVE SUMMARY

Seeking council approval for the purchase of Heavy Tipper Truck to replace older equipment

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### RESOLUTION NO: 2025/118

1. That Council resolve to approve purchase of new Isuzu FXZ - 260-355 E45 9.8L T/D 6 Speed Auto from Ireland Isuzu amounting to \$315,908.80 incl GST.

**Moved:** Mayor Ralph Kendall (Jnr)

**Seconded:** Cr Keith Barney

**CARRIED** 3/0

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## 15.3 RCG REQUISITION ESTIMATE APPROVAL FOR ROAD WORKS 25-26

### EXECUTIVE SUMMARY

Request for approval of requisition 56254 for estimated costs for plant and operators from RCG in the 25/26 current approved roadworks

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### RESOLUTION NO: 2025/119

That Council resolve to adopt the quote for Robinson Civil Group for Plant Hire for the NDRF program amounting to \$448,272.00 incl GST.

**Moved:** Mayor Ralph Kendall (Jnr)

**Seconded:** Deputy Mayor Tim Koo-Aga

**CARRIED** 3/0

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## **16 LATE ITEMS**

### **16.1 APPROVAL FOR PROJECT MANAGEMENT FEES - ORION PROJECT CONSULTING**

#### **EXECUTIVE SUMMARY**

To provide Council information regarding Orion Consulting Project Management fees for the Disaster Recovery Funding Arrangement Project.

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#### **RESOLUTION NO: 2025/120**

That Council accept the quotation from Orion Consulting Project Management for amount of \$600,000 excl GST as per the project Scope.

**Moved:** Mayor Ralph Kendall (Jnr)

**Seconded:** Deputy Mayor Tim Koo-Aga

**CARRIED 3/0**

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### **16.2 AMENDMENT TO TRAVEL POLICY**

#### **EXECUTIVE SUMMARY**

To provide Council with an updated Travel Policy

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#### **RESOLUTION NO: 2025/121**

That the Council resolve to adopt the amended Travel Policy.

**Moved:** Cr Keith Barney

**Seconded:** Deputy Mayor Tim Koo-Aga

**CARRIED 3/0**

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## 17 CONFIDENTIAL ITEMS

### RECOMMENDATION

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 275 of the Local Government Act 2012:

#### **NO. 15.0.1 ORGANISATIONAL STRUCTURE**

(b) industrial matters affecting employees

### MOVE INTO CLOSED SESSION

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#### **RESOLUTION NO: 2025/122**

That the Council move into closed session at {time}.

**Moved:** Deputy Mayor Tim Koo-Aga

**Seconded:** Mayor Ralph Kendall (Jnr)

**CARRIED 3/0**

### MOVE OUT OF CLOSED SESSION

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#### **RESOLUTION NO: 2025/124**

That the Council move out of closed session at {time}.

**Moved:** Mayor Ralph Kendall (Jnr)

**Seconded:** Deputy Mayor Tim Koo-Aga

**CARRIED 3/0**

A summary of items discussed in closed session is presented below.

## 17.1 ORGANISATIONAL STRUCTURE

### CONFIDENTIAL REASONS

As required under Section 254J(3) of the *Local Government Act 2009*, this item is considered confidential due to the following reason(s):

(b) industrial matters affecting employees.

### EXECUTIVE SUMMARY

To provide Council with an alternative Organisational Structure

### RECOMMENDATION

That Council resolve to adopt the new Organisational Structure

### RESOLUTION NO: 2025/124

That Council resolve to adopt the new Organisational Structure

**Moved:** Mayor Ralph Kendall (Jnr)

**Seconded:** Deputy Mayor Tim Koo-Aga

**CARRIED** 3/0

## 18 NOTICE OF MOTION

Nil

## 19 NEXT MEETING

In accordance with the public notice of meetings published by Council, the next Ordinary Meeting will be held on Wednesday 24 September 2025, in the Pormpuraaw Aboriginal Shire council Boardroom, 24 Thinraathin Street, Pormpuraaw at 10.00am.

## 20 CLOSE OF MEETING

There being no further business the Mayor declared the meeting closed at 12:11 pm.

These minutes were confirmed at the Ordinary Meeting of Council on 24 September 2025 – Resolution Number 2025/126.

Ralph Kendall  
Mayor

Janelle Menzies  
Chief Executive Officer