



PORMPURAAW

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Ordinary Council Meeting MINUTES

Wednesday 26 November 2025

Pormpuraaw Aboriginal Shire Council
Boardroom

24 Thinraathin Street, Pormpuraaw

1 OPENING OF MEETING

The Deputy Mayor declared the meeting open at 10.57am.

2 ATTENDANCE AND CERTIFICATE OF ATTENDANCE

Deputy Mayor Tim Koo-Aga, Cr Keith Barney, Cr Romena Edwards

In Attendance: Ms Janelle Menzies (Chief Executive Office - Minute Taker).

3 APOLOGIES

Cr Lucy Foote sent her apologies. Doctors Certificate supplied.

Mayor Ralph Kendall also sent his apologies.

4 DECLARATION OF INTEREST

Chapter 5B of the Local Government Act 2009 (the Act) requires Councillors to declare a Prescribed or Declarable Conflict of Interest. The Declaration is to be made in writing to the Chief Executive Officer, before the Ordinary Meeting of Council.

Cr Keith Barney declared they had a prescribed conflict of interest (as defined by sections 150EG, 150EH ad 150EI of the Local Government Act 2009) in matters regarding Item 15.2.

5 RELATED PARTY DECLARATION FORM

Nil

6 RECEIVING AND CONFIRMATION OF MINUTES

RESOLUTION NO: 2025/173

That the Council resolve to receive and adopt the Minutes of the Ordinary Meeting of Pormpuraaw Aboriginal Shire Council Held on 15 October 2025.

Moved: Deputy Mayor Tim Koo-Aga

Seconded: Cr Keith Barney

CARRIED 3/0

RESOLUTION NO: 2025/174

That the Council resolve to receive and adopt the Minutes of the Special Meeting of Pormpuraaw Aboriginal Shire Council held on 27 October 2025.

Moved: Cr Romena Edwards

Seconded: Deputy Mayor Tim Koo-Aga

CARRIED 3/0

7 ITEMS ARISING FROM PREVIOUS MEETINGS

RESOLUTION NO: 2025/175

That the Council accept the Resolution Action Register as presented.

Moved: Deputy Mayor Tim Koo-Aga

Seconded: Cr Keith Barney

CARRIED 3/0

8 DELEGATIONS / GUESTS

Nil

9 CORRESPONDENCE

Nil

10 OPERATIONAL STATUS REPORTS

10.1 CORPORATE SERVICES REPORT TO COUNCIL - NOVEMBER 2025

EXECUTIVE SUMMARY

To provide Council with an operational update of the Corporate Services function as of 19 November 2025.

RESOLUTION NO: 2025/176

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

Moved: Cr Romena Edwards

Seconded: Cr Keith Barney

CARRIED 3/0

10.2 COMMUNITY SERVICES REPORT OCTOBER 2025

EXECUTIVE SUMMARY

Executive Manager Community Services Report October 2025

RESOLUTION NO: 2025/177

That Council receive the Community Services Report for October 2025.

Moved: Deputy Mayor Tim Koo-Aga

Seconded: Cr Keith Barney

CARRIED 3/0

10.3 OPERATIONAL SERVICE REPORT TO COUNCIL - NOVEMBER 2025

EXECUTIVE SUMMARY

Operational Services November Report to Council

RESOLUTION NO: 2025/178

That the council resolve to receive and note the report.

Moved: Deputy Mayor Tim Koo-Aga

Seconded: Cr Keith Barney

CARRIED 3/0

11 CHIEF EXECUTIVE REPORTS

11.1 CEO MEETINGS AND STATUS REPORT

EXECUTIVE SUMMARY

To provide a status report for Council to 21 November 2025

RESOLUTION NO: 2025/179

That the council resolve to receive and note the report and note the CEO's travel to visit the Cairns Office from Monday 8 November 2025 to Friday 12 November 2025

Moved: Cr Romena Edwards

Seconded: Deputy Mayor Tim Koo-Aga

CARRIED 3/0

11.2 2026 COUNCIL MEETING DATES

EXECUTIVE SUMMARY

Section 254B of the Local Government Regulation 2012 (the Regulation) stipulates how and when Councils must publish a notice of the days and times of Ordinary meetings.

RESOLUTION NO: 2025/180

That Council confirm the date and times of Ordinary Meetings of Council for January to December 2026 and advertises accordingly.

| MONTH | DAY | DATE | TIME |
|--------------|------------|-------------|-------------|
| January | Wednesday | 28 | 10.00 am |
| February | Wednesday | 25 | 10.00 am |
| March | Wednesday | 25 | 10.00 am |
| April | Wednesday | 29 | 10.00 am |
| May | Wednesday | 27 | 10.00 am |
| June | Wednesday | 24 | 10.00 am |
| July | Wednesday | 29 | 10.00 am |
| August | Wednesday | 26 | 10.00 am |
| September | Wednesday | 23 | 10.00 am |
| October | Thursday | 22 | 10.00 am |
| November | Wednesday | 25 | 10.00 am |
| December | Wednesday | 16 | 10.00 am |

Moved: Cr Keith Barney

Seconded: Cr Romena Edwards

CARRIED 3/0

11.3 LIQUOR LICENCE FOR PUBSC BUS

EXECUTIVE SUMMARY

For Council to provide feedback on the application for the Pormpuraaw United Brothers Sports Club Bus to transport patron and staff that will exceed the individual carriage limit for a vehicle.

RESOLUTION NO: 2025/181

That Council resolved not to support the application for the Pormpuraaw United Brothers Sports Club (PUBSC) to transport patrons and staff from the clubhouse to their place of residence with their permitted allotment of legal alcohol in their courtesy bus Hyundai Staria four wheel drive registration 421 M M4. Instead would support a condition that prohibited the transport of alcohol during dedicated off premises sale periods or when providing off premises sales only. This would allow PUBSC to transport patrons from the club after they have consumed alcohol on the premises to allow them to comply with the main purpose of their licence for on and off premises consumption.

Rationale:

The context of this conditional support by council is to encourage on premises consumption and attract patrons back to the club who provide regular feedback that the trading hours of the on premises supply is erratic and unreliable and therefore dissuades residents from attending. Turning to sly grog is often a result. It appears at times that club operates more like a bottle shop then a club providing on premises services to its membership.

Moved: Deputy Mayor Tim Koo-Aga

Seconded: Cr Romena Edwards

CARRIED 3/0

**11.4 AMENDMENT TO RESOLUTION - AGED CARE FEES
EXECUTIVE SUMMARY**

For Council to consider changing the wording to Resolution 2025/141 to include the adopted Fees & Charges.

RESOLUTION NO: 2025/182

That Council resolve to amend Resolution 2025/141

From:

"That Council resolve to set the Aged Care Fees as recommended PASC Finance Manager.

To:

"That the Council resolve to set the Aged Care Fees after consideration of suggested rates from the PASC Finance Manager and executive Manager Community Services as follows:

- | | |
|--------------------------------|----------------|
| 1. Care Management | \$135 per hour |
| 2. Meal provision and delivery | \$ 25 per meal |
| 3. Domestic Assistance | \$100 per hour |
| 4. Home Maintenance | \$125 per hour |
| 5. Personal Care | \$110 per hour |
| 6. Social Support Group | \$ 45 per hour |
| 7. Social Support Individual | \$110 per hour |
| 8. Transport per trip | \$ 60 per trip |

Moved: Deputy Mayor Tim Koo-Aga

Seconded: Cr Keith Barney

CARRIED 3/0

12 EXECUTIVE MANAGER OF CORPORATE SERVICES REPORTS

12.1 CORPORATE SERVICES REPORT FINANCIAL STATEMENTS FOR PERIOD ENDED 31.10.2025

EXECUTIVE SUMMARY

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

RESOLUTION NO: 2025/183

That the Council resolve to adopt the Financial Report for October 2025.

Moved: Deputy Mayor Tim Koo-Aga

Seconded: Cr Keith Barney

CARRIED 3/0

13 EXECUTIVE MANAGER OF OPERATIONS REPORTS

Nil

14 EXECUTIVE MANAGER OF COMMUNITY SERVICES REPORTS

Nil

15 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. | TITLE |
|------------|--------------|
|------------|--------------|

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|------|----------------------|
| 15.1 | Contract Negotiation |
|------|----------------------|

| NO. | TITLE |
|------------|--------------|
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| 15.2 | Permission to Reside |
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MOVE INTO CLOSED SESSION

RESOLUTION NO: 2025/184

That the Council move into closed session at 12.15 pm.

Moved: Cr Romena Edwards

Seconded: Deputy Mayor Tim Koo-Aga

CARRIED 3/0

MOVE OUT OF CLOSED SESSION

RESOLUTION NO: 2025/185

That the Council move out of closed session at 12:35 pm.

Moved: Cr Romena Edwards

Seconded: Deputy Mayor Tim Koo-Aga

CARRIED 3/0

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

15.1 CONTRACT NEGOTIATION

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):

(g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

EXECUTIVE SUMMARY

To advise Council of the progress of the Negotiations with Corporate Carbon regarding the contract with Council.

RESOLUTION NO: 2025/186

1. That Council resolve to vary the ACCU Sales Agreement with Corporate Carbon Advisory Pty Ltd ACN 149 699 543 as per the terms of the Draft Deed of Variation (as presented) and authorise the Chief Executive Officer to do all things necessary to give effect to the variation, including execution thereof and provision of financial delegation to approve payments thereunder, as and when due.
2. That pursuant to section 235(b) of the *Local Government Regulation 2012* (Qld), Council resolve to enter into a services contract with Maki Planet Systems Pty Ltd ACN 651 145 498 for the provision of carbon-related support services for the period 1 July 2025 to 31 December 2027 under Council's General Conditions of Contract, and authorise the Chief Executive Officer to do all things necessary to give effect to the agreement, including execution thereof, variation thereto, and provision of financial delegation to approve Purchase orders and payments thereunder, as and when due.
3. That any changes to these contracts must be approved by Council Resolution.

Moved: Cr Romena Edwards

Seconded: Deputy Mayor Tim Koo-Aga

CARRIED 3/0

15.2 PERMISSION TO RESIDE

I, Keith Barney, inform the meeting that I have a declarable conflict of interest as one of the applicants is a nephew and as a result of this declarable conflict of interest, I will not vote on this application.

Due to their no longer a quorum for this application it was withdrawn and will be assessed at the next council meeting.

RESOLUTION NO: 2025/187

That Council resolve to :

1. Withdrew with assessment of 1 application.
2. Assessed 6 application and resolve to approve the 3 Applications to Reside in Pormpuraaw with 1 application to ensure the long term resident is the Head Tenant.
3. Query 3 applications.

Moved: Cr Romena Edwards

Seconded: Deputy Mayor Tim Koo-Aga

CARRIED 3/0

16 LATE ITEMS

Nil

17 TENDERS & QUOTATIONS

17.1 SPECIAL PURPOSE REPORT - EFTSURE CONTRACT & SOLE SUPPLIER

EXECUTIVE SUMMARY

Approval to Implement Eftsure Payment Protection Solution and Request to list Eftsure Pty Ltd as a Sole Supplier.

RESOLUTION NO: 2025/188

That Council:

1. Approve the implementation of the Eftsure "Know Your Payee" (KYP) payment protection and vendor management system for a 36-month term at an annual subscription cost of \$9,876 (excluding GST) and a one-off setup fee of \$2,500 (excluding GST).
2. Approve the listing of Eftsure Pty Ltd as a Sole Supplier under Council's Procurement Policy.
3. Authorise the Executive Manager of Corporate Services to execute all necessary documentation and proceed with implementation.

Moved: Cr Romena Edwards

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 the Council, the next Ordinary Meeting will be held on Wednesday, 17 December 2025, in the Pormpuraaw Aboriginal Shire Council Boardroom, 24 Thinraathin Street, Pormpuraaw.

20 CLOSE OF MEETING

There being no further business the Deputy Mayor declared the meeting closed at 12:43pm.

These minutes were confirmed at the Ordinary Meeting of Council on 17 December 2025 Resolution Number 2025/189.

Ralph Kendall
Mayor

Janelle Menzies
Chief Executive Officer