



MINUTES

Ordinary Council Meeting

Tuesday, 19 September 2023

**MINUTES OF MAPOON ABORIGINAL SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE MAPOON ABORIGINAL SHIRE COUNCIL CHAMBERS
ON TUESDAY, 19 SEPTEMBER 2023 AT 9:00AM**

PRESENT: Mayor Aileen Addo (Chair), Deputy Mayor Dawn Braun, Cr Cameron Hudson, Cr Janelle Ling

IN ATTENDANCE: Tom Smith (CEO), Kelli Leatham (Executive Manager Environmental Services), Kiri Tabuai (Executive Manager Community Services), Trevina Butler (Office Manager)

1 OPEN MEETING

The meeting opened at 09:05 AM.

2 LEAVE OF ABSENCE AND APOLOGIES

Nil

3 CONFLICTS OF INTEREST AND COUNCILLOR OBLIGATIONS

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.

DECLARABLE CONFLICTS OF INTEREST

Pursuant to Sections 150EN - 150ET of the Local Government Act 2009, no Declarable Conflict of Interests were made relating to this meeting.

PRESCRIBED CONFLICTS OF INTEREST

Pursuant to Sections 150EG - 150EM of the Local Government Act 2009, no Prescribed Conflict of Interest were made relating to this meeting.

REGISTERS OF INTEREST

Councillors were reminded of their obligation to keep their Registers of Interests and Related Parties Disclosures updated.

4 CONFIRMATION OF MINUTES

4.1 MINUTES OF THE COUNCIL HELD ON 15 AUGUST 2023

RESOLUTION C158/23

Moved: Cr Dawn Braun

Seconded: Cr Janelle Ling

1. That the Minutes of the Council held on 15 August 2023 be received and the recommendations therein be adopted.

CARRIED

4.2 MINUTES OF THE SPECIAL COUNCIL HELD ON 13 SEPTEMBER 2023

RESOLUTION C159/23

Moved: Cr Cameron Hudson

Seconded: Cr Janelle Ling

1. That the Minutes of the Special Council held on 13 September 2023 be received and the recommendations therein be adopted.

CARRIED

5 MATTERS ARISING FROM THE MINUTES

4.1 NIL

4.2 NIL

6 CONFIDENTIAL REPORTS

Nil

7 MAYOR AND COUNCILLOR REPORTS

7.1 MAYOR AND COUNCILLORS REPORT FOR SEPTEMBER 2023

PURPOSE

The Mayor and Councillors reported on the following meeting/events:

Mayor Aileen Addo

20/06/2023	Council Meeting
28/08/2023	CEQ – Re: New Store
22-23/08/2023	Apunipima
31/08/2023 – 01/09/2023	QHealth / QAIHF Re: TORCH
4-5/09/2023	QPS Summit
6-7/09/2023	TCICA
11/09/2023	Education
12/09/2023	LTC
14/09/2023	HACC – Barb Smidth
15/09/2023	To appoint Deputy Mayor

Interim Deputy Mayor Dawn Braun

15/08/2023	Council Meeting
31/08/2023	DSDSATSIP – Councillors & CEO
11/09/32023	LECB Education – LTC Members
15/09/2023	Special Meeting – Councillors & CEO, Appoint Deputy Mayor
19/09/2023	Council Meeting – Councillors & CEO

Cr Cameron Hudson

15/08/2023	NRST (WCCCA) – NRST Directors
04/09/2023	Indigenous Directors Meeting – WCCCA, WCCCA Directors
05/09/2023	WCCCA Co Ordinating – CC Members
06/09/2023	WCCCA Main Trust / Property Trust – Appointed Members

14/09/2023 ELY Co Ordinating Meeting
19/09/2023 Council Meeting – Councillor & CEO

Cr Janelle Ling

15/08/2023 Council Meeting – Councillors & CEO
15/09/2023 Special Meeting – Appoint Deputy Mayor
19/09/2023 Council Meeting – Councillors & CEO

RESOLUTION C160/23

Moved: Cr Janelle Ling

Seconded: Cr Dawn Braun

That the Mayor and Councillor reports be received and noted.

CARRIED**8 OPERATIONAL REPORTS****8.1 CEO MEETING FOR THE MONTH OF AUGUST****PURPOSE OF REPORT****RESOLUTION C161/23**

Moved: Cr Cameron Hudson

Seconded: Cr Dawn Braun

That Council receives and notes CEO Meetings Report

CARRIED

Meeting adjourned for morning tea at 10:45 AM

Meeting resumed at 11:10 AM.

8.2 RFQ FOR SUPPLY OF NEW BACKHOE MACHINE ADOPTED IN THIS YEARS BUDGET FOR REPLACEMENT**PURPOSE OF REPORT**

Present to Council recommendation for supplier for the procurement of a new Backhoe machine.

RESOLUTION C162/23

Moved: Cr Janelle Ling

Seconded: Cr Dawn Braun

That Council award the contract to Brown and Hurley Agriculture for the supply of a new Case 580SN backhoe.

Contract Amount of \$219,000.00 GST inc and authorise the CEO to Issue a Purchase order on behalf of the Council.

CARRIED**8.3 RFQ FOR SUPPLY OF 3 TOILET BLOCK BUILDING FOR BOTH THE CULLEN POINT CAMPGROUND DEVELOPMENT AND THE OLD MAPOON MISSION DEVELOPMENT****PURPOSE OF REPORT**

Present to Council recommendation for supplier for the procurement of 3 toilet blocks.

RESOLUTION C163/23

Moved: Cr Cameron Hudson

Seconded: Cr Dawn Braun

That Council award the contract to Modus for the supply of 2x7 cubicle toilet shower blocks and 1x2 toilet and BBQ block.

Contract Amount of \$414,825.40 GST inc and authorise the CEO to Issue a Purchase order on behalf of the Council.

CARRIED

8.4 RFQ FOR SUPPLY OF LARGE DRIVE IN FRIDGE/FREEZER FOR THE NEW STORE DEVELOPMENT

PURPOSE OF REPORT

Present to Council recommendation for supplier and installer of the large drive in Fridge and freezer.

RESOLUTION C164/23

Moved: Cr Cameron Hudson

Seconded: Cr Janelle Ling

That Council award the contract to Redbuilt refrigeration for the supply and install of the Commercial Fridge/Freezer to the new store.

Contract Amount of \$177,632.40 GST inc and authorise the CEO to Issue a Purchase order on behalf of the Council.

CARRIED

8.5 WHS REPORT FOR AUGUST 2023

PURPOSE OF REPORT

To Update Council with any issues or outcome for the month of July regarding WHS within the Council organisation,

RESOLUTION C165/23

Moved: Cr Cameron Hudson

Seconded: Cr Janelle Ling

That the Report of the Workplace health and Safety Officer be received and noted.

CARRIED

8.6 GRANTS IN PROGRESS FOR THE MONTH OF AUGUST 2023

PURPOSE OF REPORT

Present to Council a report of program performance and operational actions for the previous month.

RESOLUTION C166/23

Moved: Cr Cameron Hudson

Seconded: Cr Dawn Braun

That the Report of the Grants Manager be received and noted.

CARRIED

Meeting adjourned for lunch at 12:26 AM.

Meeting resumed at 1:05 PM.

8.7 EXECUTIVE FINANCE MANAGER AUGUST 2023 REPORT

PURPOSE OF REPORT

Present to the Council a report outlining program performance and operational actions for the previous month. This report contains listed activities and points for decisions in Council meeting.

RESOLUTION C167/23

Moved: Cr Janelle Ling

Seconded: Cr Cameron Hudson

That Council endorses the Financial Report for the period August 2023.

CARRIED

8.8 EXECUTIVE MANAGER OF ENVIRONMENTAL SERVICES, LAND AND SEA, PARKS AND GARDENS

PURPOSE OF REPORT

To present to Council a report of Program Performance and Operational action for the previous month

RESOLUTION C168/23

Moved: Cr Dawn Braun

Seconded: Cr Janelle Ling

That the report of Executive Manager of Environmental Services, Land and Sea and Parks and Gardens be received and noted.

CARRIED

8.9 COMMUNITY DEVELOPMENT**PURPOSE OF REPORT**

Present Council with a report of program performance and operational actions for the month of August.

RESOLUTION C169/23

Moved: Cr Janelle Ling

Seconded: Cr Cameron Hudson

That the report of Executive Manager of Community Development be received and noted.

CARRIED

8.10 LOCAL THRIVING COMMUNITIES**PURPOSE OF REPORT**

To provide the Council with the Local Thriving Communities Report for August.

RESOLUTION C170/23

Moved: Cr Janelle Ling

Seconded: Cr Dawn Braun

That Council

- (a) Received and noted the report.
- (b) Endorsed the draft Terms of Reference for the Advisory Committee as attached.

CARRIED**RESOLUTION C171/23**

Moved: Cr Cameron Hudson

Seconded: Cr Janelle Ling

- (c) Delegate the Chief Executive Officer to advertise the Expression Of Interest to appointment a community member for the Interim Mapoon Local Thriving Communities Advisory Committee; Expression Of Interest are then to be tabled at the next Council meeting to appoint new member pursuant to Section 264 of the Local Government Regulation 2012.

CARRIED**8.11 HUMAN RESOURCES - AUGUST 2023****PURPOSE OF REPORT****Employment Outlook**Current number of employees

Department	Number of Employees
Infrastructure and Works	16
Environmental Services	16
Community and Development	14
Finance	4
Executive/Corporate	4
Total	54

Resignations/Terminations

Department	Number of Employees
Infrastructure and Works	2
Environmental	0
Community and Development	2
Finance	0
Executive/Corporate	0
Total	4

RecruitmentPositions Advertised:

Position	Status
Work Health & Safety Trainee/Officer	Employee commenced on 16 August 2023.
Skilling Queensland Workers (SQW) Trainees in Hospitality, Construction and Business.	Currently seeking applications.
Playgroup Assistant	Position readvertised, applications close on 8 September 2023.
Carpenter	Ongoing. Have registered position with two labour hire firms.

New Appointments

Name of Employee	Position	Department
Ronald Turvey	Trades Assistant	Infrastructure Services
David Reid	Trades Assistant	Infrastructure Services
Tracy Sands	Finance Officer	Executive / Corporate Services
Anthony Mannatan	WH&S Officer	Executive / Corporate Services

Absenteeism

Number of hours absenteeism (unauthorised leave):

Department	March 2023	April 2023	May 2023	June 2023	July 2023	August 2023
Infrastructure and Works	77 hours (6 employees)	54 hours (4 employees)	92 hours (6 employees)	64.5 hours (7 employees)	74 hours (6 employees)	269 hours (7 employees)
Environmental Services	59.25 hours (5 employees)	46.25 hours (6 employees)	150 hours (7 employees)	42 hours (4 employees)	64.25 hours (5 employees)	53 Hours (5 employees)
Community and Development	0 hours	0 hours	0 hours	8 hours (2 employees)	0 hours	54 hours (1 employee)
Finance	8.25 hours (1 employee)	0 hours	18.25 (1 employee)	0 hours	0 hours	0 hours
Executive/ Corporate Services	0 hours	0 hours	0 hours	1 hour (1 employee)	4.75 hours (2 employees)	0 hours
Total	144.5 hours	100.25 hours	260.25 hours	115.5 hours	79.25 hours	376 hours

RESOLUTION C172/23

Moved: Cr Cameron Hudson

Seconded: Cr Dawn Braun

That Council notes the Human Resources monthly reports for August 2023.

CARRIED

8.12 EXECUTIVE MANAGER OF INFRASTRUCTURE AND WORKS REPORT**PURPOSE OF REPORT**

Present to Council a report of program performance and operational actions for the previous month

RESOLUTION C173/23

Moved: Cr Janelle Ling

Seconded: Cr Dawn Braun

That the Report of the Executive Manager of Infrastructure and Works be received and noted.

CARRIED

9 ANY OTHER BUSINESS**BACKGROUND**

Christmas present voucher for Community

RESOLUTION C174/23

Moved: Cr Dawn Braun

Seconded: Cr Janelle Ling

That the Council give a money voucher per residence to the value of \$200 as a CHRISTMAS GIFT from the Council.

CARRIED

BACKGROUND

CHRISTMAS Break-Up Date

RESOLUTION C175/23

Moved: Cr Janelle Ling

Seconded: Cr Dawn Braun

That Council:

The official date for the Christmas shut down for 2023 is 21-12-2023 and return to work on the 02-01-2024 Council given day will be the 22-12-2023

CARRIED

10 CORRESPONDENCE IN

Nil

11 CORRESPONDENCE OUT

Nil

12 NEXT MEETING DATE

Proposed date for next meeting: 10 October 2023

13 CLOSE MEETING

The Meeting closed at 3:34PM.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 10 October 2023.

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CHAIRPERSON