



# **MINUTES**

## **PALM ISLAND ABORIGINAL SHIRE COUNCIL**

### **Ordinary Meeting Minutes**

**30 APRIL 2020**

**Venue  
Council Chambers  
1 Main Street  
PALM ISLAND QLD 4816**

**MINUTES OF PALM ISLAND ABORIGINAL SHIRE COUNCIL  
ORDINARY MEETING  
HELD AT THE COUNCIL CHAMBERS, 1 MAIN STREET PALM ISLAND  
ON THURSDAY, 30 APRIL 2020 AT 11:00AM**

**PRESENT**

COUNCILLORS

Mayor Mislam Sam  
Deputy Mayor Deniece Geia  
Councillor Andrea Kyle-Sailor  
Councillor Andrew Castors  
Councillor Derek Haines

OFFICERS

Ross Higgins (Acting Chief Executive Officer)  
Thomasina Morgan (Minute Secretary)

OBSERVERS

**1. OPENING OF MEETING**

The Mayor welcomed all members and guests and declared the meeting open at 11.15am

**2. ACKNOWLEDGEMENTS**

The Council acknowledged the Traditional Owners, the Manbarra People, upon whose land we hold our meetings and the Bwgcolman people of Palm Island.

**3. APOLOGIES**

Nil

**4. CONDOLENCES**

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CONFIRMED MINUTES for Ordinary Council Meeting 30 April 2020

Mayor



## 5. MATERIAL PERSONAL INTEREST AND CONFLICT OF INTEREST

Mayor Sam invited Councillors present to use this opportunity to make public any Material Personal and/or any Conflict of Interest (real or perceived) in respect of the items in the Agenda.

Councillors should use this opportunity to disclose and/or comment on other Councillors interests in accordance with the Act and Regulation.

Councillor	MPI/COI	Meeting Items
Cr Geia	COI	16.2 Draft Copy of Palm Island Community Safety Plan
Cr Kyle-Sailor	COI	16.2 Draft Copy of Palm Island Community Safety Plan
Cr Castor	COI	14.1 Confirmation of Aboriginal and Torres Strait Islander Descent Frankie Lee Daisy 14.2 Confirmation of Aboriginal and Torres Strait Islander Descent Preston Gee Gee

## 6. CONFIRMATION OF MINUTES

### 6.1 ORDINARY MEETING 18 MARCH 2020

To adopt the minutes of the previous Council Meeting.

<p><b>Resolution:</b> 2020.139</p> <p>Moved: CR GEIA Seconded: CR SAM</p> <p>That Minutes of the Ordinary Meeting held on 18 March 2020 be received and confirmed as true and correct for record.</p> <p style="text-align: right;"><b>CARRIED</b></p>
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### 6.2 POST-ELECTION MEETING 17 APRIL 2020

To adopt the minutes of the previous meeting

<p><b>Resolution:</b> 2020.140</p> <p>Moved: CR KYLE-SAILOR Seconded: CR CASTORS</p> <p>That Minutes of the Post-Election Meeting held on 17 April 2020 be received and confirmed as true and correct for record.</p> <p style="text-align: right;"><b>CARRIED</b></p>
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CONFIRMED MINUTES for Ordinary Council Meeting 30 April 2020

Mayor 

## 7. MATTERS ARISING FROM MINUTES AND ACTION REPORT

### 7.1 ORDINARY MEETING 18 MARCH 2020

Action need to be followed up from previous PIASC Ordinary Meetings.

**Resolution:** 2020.141

Moved: CR HAINES  
Seconded: CR CASTORS

That PIASC Action report for 18 March 2020 be received and confirmed as true and correct for record.

Meeting recorded for 1 October 2020 be amended to 24 September 2020.

**CARRIED**

Break 12:35pm  
Resume Meeting 12:47pm

## 8. ACTING CHIEF EXECUTIVE OFFICER REPORTS

### 8.1 QAO REPORT AND AUDIT FINANCIAL STATEMENTS 2018/2019

To provide Council with the QAO Management Letter/Report and audit financial statements for the 2018/2019 financial year and seek formal acceptance of the report and statements.

**Resolution:** 2020.142

Moved: CR KYLE-SAILOR  
Seconded: CR GEIA

That Council received and note the Final Management Report from the Queensland Audit Office dated 14 April 2020 and the Audited Financial Statements for the year ending 30 June 2019.

**CARRIED**

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CONFIRMED MINUTES for Ordinary Council Meeting 30 April 2020

Mayor 

## 8.2 ESTABLISHMENT OF AN AUDIT COMMITTEE

To seek final endorsement of Council for the Palm Island Aboriginal Shire Council Audit Committee Charter and appointment of the committee members.

**Resolution:** 2020.143

Moved: CR CASTORS  
Seconded: CR HAINES

That Council endorses and approves:

- The Palm Island Aboriginal Shire Council Audit Committee Charter and;

The Council appoints:

Mayor and Deputy Mayor to be the council representatives and Mr Neil Michel as independent chair for the Palm Island Aboriginal Shire Council audit committee.

**CARRIED**

## 8.3 QUEENSLAND INDIGENOUS WASTE MANAGEMENT STRATEGY

To advise Council on progress with the development of a Queensland Indigenous Waste Management Strategy as part of an overall Queensland Waste Management Strategy and seek agreement for a continuation of the work that has been undertaken to date.

**Resolution:** 2020.144

Moved: CR KYLE-SAILOR  
Seconded: CR GEIA

That Council notes the report and supports continuation of the program.

**CARRIED**

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CONFIRMED MINUTES for Ordinary Council Meeting 30 April 2020

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## 8.4 PORTFOLIO FOR COUNCILLORS

To provide portfolios for Councillors

**Resolution:** 2020.145

Moved: CR KYLE-SAILOR  
Seconded: CR CASTORS

That Council notes the report, endorses the portfolios and authorises the Acting Chief Executive Officer to ensure the information is included onto the Council website for Community Information.

**CARRIED**

## 9. EXECUTIVE SERVICES REPORT

9.1 Nil

## 10. DIRECTOR OF CORPORATE SERVICE REPORT

10.1 FINANCE AND HUMAN RESOURCES REPORT MARCH 2020

For Council to be more informed about Council's Financial position and Human Resources and IT Issues.

**Resolution:** 2020.146

Moved: CR GEIA  
Seconded: CR KYLE-SAILOR

That Council notes and accepts the recommendations by Director of Corporate Services.

1. Council set up a taskforce consisting of Mayor, Chief Executive Officer, all Directors, Internal Auditors and the Financial and Management Accountants, DLGRMA and HR Manager in order to investigate options for reform of Council's operations to reduce its operational expenditure and increase operational revenue, as well as produce better reports from Councils Finance system.
2. Council approach the Department of Local Government for a Working Capital Loan to fund the discrepancy in the current and estimated liquidity ratio with repayments being met from saving identified in point 1.

**CARRIED**

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CONFIRMED MINUTES for Ordinary Council Meeting 30 April 2020

Mayor 

**11. DIRECTOR OF COMMUNITY SERVICES REPORTS**

## 11.1 COMMUNITY SERVICE REPORT

Community Service Report

**Resolution:** 2020.147Moved: CR HAINES  
Seconded: CR CASTORS

That the Council notes and accepts the Community Service Report

**CARRIED**

## 11.2 SBH HOSTEL REPORT

Provide an update on Sandy Boyd Hostel

**Resolution:** 2020.148Moved: CR KYLE-SAILOR  
Seconded: CR GEIA

That Council accepts and notes Sandy Boyd Hostel.

**CARRIED**

## 11.3 MOTEL REPORT

**Resolution:** 2020.149Moved: CR CASTORS  
Seconded: CR HAINES

That Council accepts and notes the Motel Report.

**CARRIED**

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CONFIRMED MINUTES for Ordinary Council Meeting 30 April 2020Mayor 

## 11.4 ANIMAL CONTROL REPORT

Animal Control and Environmental Health update report to Council

**Resolution:** 2020.150

Moved: CR GEIA  
Seconded: CR HAINES

That Council accepts and notes the Animal Control and Environmental Health Report.

**CARRIED**

## 12. DIRECTOR OF WORKS OPERATIONS

### 12.1 WORKS OPERATIONS DEPARTMENT ACTIVITIES

The purpose of this report is to provide Council with an awareness of the activities carried out by the Works Operation Department.

**Resolution:** 2020.151

Moved: CR CASTORS  
Seconded: CR GEIA

That Council note the report on the Works Operations Department activities.

**CARRIED**

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## 12.2 PROPOSED CHANGES TO 2019-2020 FEES AND CHARGERS

The purpose of this report is to request that Council consider changes to the 2019-2020 Fees and Charges regarding plant hire and incidental charges.

**Resolution:** 2020.152

Moved: CR KYLE-SAILOR  
Seconded: CR CASTORS

That Council approve the following changes to the 2019-2020 Fees and Charges:

1. Add Elevated Work Platform (Cherry Picker) to the Plant Hire (Wet Hire) and Plant Hire (Dry Hire) schedules. The proposed fee to hire an Elevated Work Platform is:
  - a) Wet Hire - \$40 + \$105/hour
  - b) Dry Hire - \$40.00 per hour

2. Change the minimum time for hire of plant (Wet and Dry) from four to two hours

3. Add a monthly hire rate for the following plant (excluding GST):

Aggregate spreader:

- Wet Hire rate of \$255.00-hour, Monthly Wet Hire rate of \$205.00 per hour
- Dry Hire rate of \$100.00 per hour, Monthly Dry Hire rate of \$65.00 per hour

Excavator 27 ton

Wet Hire rate of \$313.00 per hour, Monthly Wet Hire rate of \$250.00 per hour  
Dry Hire rate of \$190.00 per hour, Monthly Dry Hire rate of \$125.00 per hour

Truck dump 8m<sup>3</sup> Kenworth

Wet Hire rate of \$256.00 per hour, Monthly Wet Hire rate of \$205.00 per hour  
Dry Hire rate of \$100.00 per hour, Monthly Dry Hire rate of \$65.00 per hour

Truck dump 8m<sup>3</sup> Mack

Wet Hire rate of \$256.00 per hour, Monthly Wet Hire rate of \$205.00 per hour  
Dry Hire rate of \$100.00 per hour, Monthly Dry Hire rate of \$65.00 per hour

Emulsion Spray Trailer

Dry Hire rate of \$40.00 per hour, Monthly Dry Hire rate of \$30.00 per hour

4. Add a fee for a holding tank pump out for septic and grease traps to be \$500.00 per pump out up to 1000 litres.
5. Add the following statement regarding incidental items other than plant that can be hired:  
An item other than plant that is not listed in the Fees and Charges and is available for hire shall be charged at \$25.00 per hour.

**CARRIED**

CONFIRMED MINUTES for Ordinary Council Meeting 30 April 2020

Mayor 

\*Cr Geia declared COI- left room 4:16pm

### 12.3 IMPLEMENTATION OF A SUPERVISORY CONTROL AND DATE ACQUISITION IN WATER SUPPLY AND WASTEWATER NETWORK

The purpose of this report is for Council to consider and endorse Implementation of Supervisory Control and Data Acquisition (SCADA) in Water Supply and Wastewater Network.

**Resolution:** 2020.153

Moved: CR HAINES  
Seconded: CR CASTORS

That Council notes the report Implementation of a Supervisory Control and Date Acquisition in Water Supply and Wastewater Network.

That the Chief Executive Officer communicate with Queensland Government for the immediate implementation of SCADA system for the water supply and wastewater network

**CARRIED**

\*Cr Geia returned to room 4:21pm

## 13. ECONOMIC DEVELOPMENT AND GRANTS OFFICER REPORT

### 13.1 ECONOMIC DEVELOPMENT AND GRANTS

To provide Council with an overview of current Economic Development Activities

**Resolution:** 2020.154

Moved: CR GEIA  
Seconded: CR HAINES

That the Economics Development and Grants Officer report be received and noted.

**CARRIED**

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Mayor 

\*Cr Castors declare COI left room 4:36pm

#### 14.CONFIRMATION OF ABORIGINAL AND TORRES STRAIT ISLANDER DESCENT

##### 14.1 FRANKIE LEE DAISY

To confirm Aboriginal and Torres Strait Islander Descent for Frankie Lee Daisy

**Resolution:** 2020.155

Moved: CR GEIA  
Seconded: CR HAINES

That Council accepts application for proof of Aboriginal and Torres Strait Island descent.

Applicant identifies as:

-Recognised as a Bwngcolman person in the Palm Island Community where she previously lived.

**CARRIED**

##### 14.2 PRESTON GEE GEE

To confirm Aboriginal and Torres Strait Islander Descent for Preston Gee Gee

**Resolution:** 2020.156

Moved: CR HAINES  
Seconded: CR GEIA

That Council accepts application for proof of Aboriginal and Torres Strait Island descent.

Applicant identifies as:

-As both Aboriginal and Torres Strait Islander descent by the Palm Island Community that has where I previously lived;  
-As a Bwngcolman person in the Palm Island Community that has strong family connection to Palm Island

**CARRIED**

\*Cr Castors return to the room 4:37pm

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**15. CLOSED SESSION**

## 15.1 MOVED TO CLOSE SESSION

*That Council move into closed session to discuss confidential items as stated in the Local Government Regulation 2012 under Section 275 (1)*

**Resolution:** 2020.157

Moved: CR GEIA  
Seconded: CR KYLE- SAILOR

That Council moves into a closed session

**CARRIED**

## 15.2 MOVED TO OPEN SESSION

**Resolution:** 2020.158

Moved: CR KYLE-SAILOR  
Seconded: CR HAINES

That the meeting resume in open session to consider recommendations arising out of the closed session.

**CARRIED**

## 15.3 CHIEF EXECUTIVE APPOINTMENT

To review the report from Peak Services and make an appointment to the position of Chief Executive Officer.

**Resolution:** 2020.159

Moved: CR KYLE-SAILOR  
Seconded: CR HAINES

1. Appoint Adele Young to the position of Chief Executive Officer of the Palm Island Aboriginal Shire Council
2. The Mayor be authorised to finalise and execute the contract of employment for the term of 3 years, generally in accordance with the advertised terms and conditions of employment.

**CARRIED**

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CONFIRMED MINUTES for Ordinary Council Meeting 30 April 2020

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## 16. CORRESPONDENCE

### 16.1 ELECTION OF THE LOCAL GOVERNMENT ASSOCIATION OF QUEENLAND'S (LGAQ) POLICY EXECUTIVE DISTRICT REPRESENTATIVES 2020-2024

Election of The Local Government Association of Queensland's (LGAQ) Policy Executive District Representatives 2020-2024

**Resolution:** 2020.160

Moved: CR GEIA  
Seconded: CR CASTORS

That Council receive and accepts correspondence by Local Government Association Queensland (LGAQ).

Council nominates Councillor Wayne Butcher for the LGAQ Policy Executive District 12 Representative 2020-2024.

**CARRIED**

### 16.2 DRAFT COPY OF PALM ISLAND COMMUNITY SAFETY PLAN

\*Matter deferred to next Council Meeting May 2020.

## 17. URGENT LATE ITEMS

The Acting Chief Executive Officer sought permission to introduce a late matter relating to the work that has been undertaken by Local Government Mutual Services (LGMS) to provide improved insurance cover for assets for Indigenous Local Governments.

LGMS is seeking confirmation from Council to collectively form a mutual solution for insurance to allow LGM Assets to engage with the insurance markets.

**Resolution:** 2020.161

Moved: CR KYLE-SAILOR  
Seconded: CR HAINES

That Council agrees to be part of a collective group of Councils to allow LGM Assets to engage with the insurance markets.

**CARRIED**

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**18. NOTICE OF MOTION**

NIL

**19. NOTICE TO RESCIND MOTION**

NIL

**20. NEXT MEETING**

The next Ordinary Council Meeting will be held on Thursday, 28 May 2020 in the Council Chambers, 1 Main Street Palm Island, commencing at 11.00am

**21. CLOSURE**

Being no further business, the Mayor declared the meeting closed at 5:12pm

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