Kowanyama Aboriginal Shire Council

July Council Meeting Minutes

29 July 2026, 10:00 AM – 3:44 PM

Kowanyama Council Chambers and Cairns Boardroom

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Present

Kowanyama Council Chambers	Cr. Territa Dick (Mayor) Cr. Teddy Bernard (Deputy Mayor) Cr. Coralie Lawrence Alan Neilan –Chief Executive Officer Eddie Ibal – Acting Executive Manager Roads, Infrastructure and Essential Services Gina Rainbird – Executive Manager Community Services Danae Maltby – Governance Officer

1. Opening/Welcome

Meeting commenced at 10:00 AM.

Mayor welcomed the Councillors and Executive Team to the July Council Meeting, paid respects to Traditional Owners and Elders (past and present).

2. Conflicts of Interest

Councillors advise that there is no Conflict of Interest to be declared.

Apologies

RESOLUTION: That Council accepts the apologies of Cr. Charmaine Lawrence.

Moved: Cr. Teddy Bernard
Seconded: Cr. Richard Stafford

CARRIED

3. Previous Minutes / Action Items

a. **Previous Minutes**

RESOLUTION: Minutes (June 2026 Ordinary Meeting)

Minutes from the Ordinary Council Meeting 30 June 2026 to be adopted as true and accurate.

Moved: Cr. Territa Dick
Seconded: Cr. Teddy Bernard

CARRIED

b. **Action Items**

Action Items register was noted and tabled.

4. Reports

4.1. Mayor, Deputy, and Councillor Updates

Action: Information regarding finalising maintenance and open job(s) for the Men's Shed to be provided to Councillors at August OCM by EMCS.

Action: CEO to investigate with CEQ if QLD government are planning on removing or reducing the freight subsidy. If yes, to advocate to State and Federal governments to leave it in place.

Action: EMCS to meet with Councillor Stafford prior to next OCM and inspect Men's Shed together.

Cr. Richard Stafford left the meeting at 10:15am. Cr. Richard Stafford returned to the meeting at 10:21am.

Action:. The CEO will work with the HR Manager to review and update the organisational structure to ensure the Community Bus role is appropriately aligned within the correct department and reporting line.
HR/Employment Hero Business Analyst to investigate through instruction from the CEO. This is to ensure satisfactory communication regarding his absences and addressing a substitute.

4.2. Chief Executive Officer

4.2.1. Information Report

Alan Neilan (CEO) presented the CEO report to Council. Information report was noted by Council.

4.2.2. Information Report

Alan Neilan (CEO) presented the CEO report to Council. Information report was noted by Council.

4.2.3. Waiver of Fees and Charges – Commercial Accommodation

RESOLUTION: Council resolved to proceed with Option 1: Decline to approve commercial fees and charges waiver.

- Decline to approve commercial fees and charges waiver.

Moved: Cr. Territa Dick
Seconded: Cr. Teddy Bernard

CARRIED

Cr. Territa Dick left the meeting at 10:41am. Cr. Territa Dick returned to the meeting at 10:46am.

Cr. Territa Dick left the meeting at 10:48am. Cr. Territa Dick returned to the meeting at 10:50am.

Action: Executive Managers to ensure that job vacancies are to be placed on noticeboards around community, referring applicants to RISE.

Cr. Territa Dick left the meeting at 11:18am. Cr. Territa Dick returned to the meeting at 11:23am.

Action: EMRIES to provide information at August Ordinary Council Meeting in relation to the garbage truck as community members have been calling Councillors on sporadic pick-ups.

4.3. Executive Manager Corporate and Financial Services

4.3.1. Information Report

a. **Governance Update**

Danae Maltby (Governance Officer) presented the Governance report to Council. Information report was noted by Council.

b. **Finance Information Report**

Danae Maltby (Governance Officer) presented the April 2026 Finance report to Council. Information report was noted by Council.

Action: All Finance Information Report Questions are to be referred to Joe Cristaldi if required as he is unable to attend the meeting.

c. **Human Resources Information Report**

Danae Maltby (Governance Officer) presented the HR report to Council. Information report was noted by Council.

Action: All HR report Questions are to be referred to Joe Cristaldi or Alan Neilan if required as Mr Cristaldi is unable to attend the meeting.

4.3.2. Agenda Reports

a. Cattle Muster Tender

The Cattle Report was moved to Closed Business on the basis that it contains commercially sensitive information. The report will be considered in accordance with section 254J(3)(g) of the Local Government Regulation 2012 (Qld), relating to commercial information of a confidential nature that could, if disclosed, prejudice the commercial position of the entity concerned.

b. Policy and Procedure

RESOLUTION: That Council adopts the KASC-STAT-044 Child Safe Code of Conduct.

Moved: Cr. Teddy Bernard
Seconded: Cr. Richard Stafford

CARRIED

RESOLUTION: That Council adopts the 'KASC-STAT-047 Child Safe Reporting Policy.

Moved: Cr. Territa Dick
Seconded: Cr. Richard Stafford

CARRIED

RESOLUTION: That Council adopts the 'KASC-STAT-048 Child Safety and Wellbeing Policy.

Moved: Cr. Teddy Bernard
Seconded: Cr. Coralie Lawrence

CARRIED

RESOLUTION: That Council adopts the 'KASC-STAT-049 Supervision and Duty of Care Child Safe Policy.

Moved: Cr. Coralie Lawrence
Seconded: Cr. Richard Stafford

CARRIED

Action: EMRIES to provide information at August Ordinary Council Meeting in relation to the garbage truck as community members have been calling Councillors on sporadic pick-ups.

Cr. Coralie Lawrence left the meeting at 11:42am. Cr. Coralie Lawrence returned to the meeting at 11:47am.

4.4. Executive Manager Roads, Infrastructure and Essential Services.

4.4.1. Information Report

Eddie Ibal, (Acting Executive Manager Roads, Infrastructure and Essential Services) presented EMRIES Information report to Council. Information report was noted by Council.

4.4.2. Agenda Report

a. **Adoption of First Nations Payment Guide**

RESOLUTION: That Council resolve to adopt the Department of Environment, Tourism, Science and Innovation First Nations Payments Guide (Version 6.03) as Council's payment guide for the engagement of Tradition Owners for cultural products, services and activities, and authorise the Chief Executive Officer to implement the Guide in accordance with Council's Procurement Policy and Financial Delegations.

Moved: Cr. Richard Stafford
Seconded: Cr. Coralie Lawrence

CARRIED

b. **Subdivision Housing Amendment**

Resolution: That Council resolve to approve the amendment to the Housing Program by converting the previously approved one x standalone six-bedroom dwelling into two x separate three-bedroom dwellings and authorises the Chief Executive Officer to advise the Queensland Department of Housing and Public Works of Council's decision and undertake all necessary administrative actions to facilitate this amendment.

Moved: Cr. Territa Dick
Seconded: Cr. Teddy Bernard

CARRIED

Meeting break from 11:56am – 12:55pm

Cr. Territa Dick left the meeting at 1:06pm. Cr. Territa Dick returned to the meeting at 1:10pm.

4.5. Executive Manager Community Services and Cultural Heritage

4.5.1. Information Report

Gina Rainbird, (Executive Manager Community Services) presented EMCSCH Information report to Council. Information report was noted by Council.

Cr. Territa Dick left the meeting at 1:06pm. Cr. Territa Dick returned to the meeting at 1:10pm.

Cr. Teddy Bernard left the meeting at 1:21pm. Cr. Teddy Bernard returned to the meeting at 1:24pm.

Cr. Territa Dick left the meeting at 1:28pm. Cr. Territa Dick returned to the meeting at 1:31pm.

Cr. Territa Dick left the meeting at 2:03pm. Cr. Territa Dick returned to the meeting at 2:07pm.

5. General Business

Cr. Territa Dick left the meeting at 2:21pm. Cr. Territa Dick returned to the meeting at 2:36pm.

5.1. Agenda reports

a. **QBuild Housing Upgrades**

Information report only. Does not require Council resolution.

b. **Housing Allocation**

Cr. Territa Dick declared a potential conflict of interest (COI) for agenda report b. Housing Allocation due to direct personal relationship. Cr. Territa Dick left the meeting at 3:00pm.

RESOLUTION: That Council resolve to approve the recommendation from Department of Housing and Public works to property allocation as proposed.

Moved: Cr. Teddy Bernard
Seconded: Cr. Teddy Bernard

CARRIED

Cr. Territa Dick returned to the meeting at 3:10pm

6. Closed Business

RESOLUTION: That pursuant to section 254J(3)(e) of the *Local Government Regulation 2012* (Qld), Council resolve to close the meeting to the public to discuss matters the subject of legal advice regarding the local government for which a public discussion would be likely to prejudice the interests of the local government.

Moved: Cr. Teddy Bernard
Seconded: Cr. Coralie Lawrence

CARRIED

Out of Closed Business

RESOLUTION: That Council resolves to move out of Closed Business

Moved: Cr. Coralie Lawrence
Seconded: Cr. Charmaine Lawrence

CARRIED

6.1. Agenda reports

Chris McLaughlin (Acting Manger Governance) joined the meeting to present closed business reports.

a. Debt Write off

RESOLUTION: In accordance with Council's Debt Recovery Policy, Council resolves to:

Decline the write-off of the following debts owed to Council:

- David Patterson – $39,554.47 (Kowanyama Contractor Donga, 2016–2019)
- David Patterson – $5,810.00 (Kowanyama Men's Shed, 2020–2022)
- David Jack – $6,357.14 (21C Tulathulum Street, April 2022 – July 2024)
- Joseph Adams - $7,840.00 (22A Koltmomun Road 12/11/25-17/02/26); and

Proceed with debt recovery action in accordance with Council's Debt Recovery Policy.

Action: Governance to proceed with obtaining legal advice on estimated costs and debt recovery options and present to August OM.

b. Cattle Muster – Tender

Cr. Teddy Bernard left the meeting at 3:13pm. Cr. Teddy Bernard returned to the meeting at 3:16pm.

Cr. Territa Dick left the meeting at 3:22pm. Cr. Territa Dick returned to the meeting at 3:27pm.

In accordance with section 254H of the Local Government Regulation 2012, Council records that it did not adopt the officer recommendation / resolution for the following reasons:

- The resolved supplier was considered by Council to be better positioned to meet local operating conditions and community requirements, and to deliver the services in a manner that aligns with Council's objectives and expectations.

Alternative Resolution Carried:

RESOLUTION: That Council resolve to award contract KASC-2026-050 Kowanyama Cattle Muster to Hancock Contracting for a term of 2 seasons (2026 and 2027 calendar years) and give delegation to the Chief Executive Officer to enter into the contract and pay all invoices.

Moved: Cr. Teddy Bernard
Seconded: Cr. Richard Stafford

CARRIED

Cr. Coralie Lawrence left the meeting at 3:32pm. Cr. Coralie Lawrence returned to the meeting at 3:37pm.

Ordinary Meeting closed: 3:44pm