Kowanyama Aboriginal Shire Council

August Council Meeting Minutes

25 August 2026, 10:04 AM – 3:21 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 Cr. Charmaine Lawrence Cr. Richard Stafford Alan Neilan –Chief Executive Officer
Cairns Boardroom	Eddie Ibal – Acting Executive Manager Roads, Infrastructure and Essential Services Chris McLaughin – A/Manager Governance Danae Maltby – Governance Officer

1. Opening/Welcome

Meeting commenced at 10:04 AM.

Mayor welcomed the Councillors and Executive Team to the August 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

NIL

3. Previous Minutes / Action Items

a. **Previous Minutes**

RESOLUTION: Minutes (July 2026 Ordinary Meeting)

Minutes from the Ordinary Council Meeting 29 July 2026 to be adopted as true and accurate.

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

CARRIED

b. **Action Items**

Action Items register was noted and tabled.

Cr. Territa Dick left the meeting at 10:25am. Cr. Territa Dick returned to the meeting at 10:35am.

4. Reports

4.1. Mayor, Deputy, and Councillor Updates

Councillors provided verbal updates on activities undertaken for July 2026.

4.2. Chief Executive Officer

4.2.1. Information Report

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

b. **CEO Update - Administrative**
Alan Neilan (CEO) presented the CEO report to Council. Information report was noted by Council.

4.3. Executive Manager Corporate and Financial Services

4.3.1. Information Report

a. **Governance Update**
Chris McLaughlin (A/ Manager Governance) presented the Governance update report to Council. Information report was noted by Council.

b. **Human Resources Information Report**
Danae Maltby (Governance Officer) presented the HR update report to Council. Information report was noted by Council.

Action: Manager HR to confirm current recruitment process regarding Criminal History Checks for employees.

c. **Grants Update**
Karen Langford (Grants Officer) presented the Grants Update report to Council. Information report was noted by Council.

Action GO to include additional column in grant report providing explanation on how grant funds have been spent.

Cr. Coralie Lawrence left the meeting at 11:15am. Cr. Coralie Lawrence returned to the meeting at 11:19am.

Cr. Territa Dick left the meeting at 11:19am. Cr. Territa Dick returned to the meeting at 11:25am.

Cr. Richard Stafford left the meeting at 11:28am. Cr. Stafford returned to the meeting at 11:31am.

Cr. Teddy Bernard left the meeting at 11:30am. Cr. Teddy Bernard returned to the meeting at 11:34am.

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.

Action: EMRIES to provide a status report on the projects in the Capital Projects Schedule.

Action: EMRIES to ensure community notices are displayed in timely manner advising community of upcoming Vet Services visits. Notices to be displayed at Council Office, CEQ Store and Post Office.

Lunch break 12:04pm – 1:04pm

4.4.2. Agenda Report

a. **Batching Plant Tender**

RESOLUTION: That Council resolve to award CHC Pty Ltd ACN 141566047 contract KASC-2026-058 (Batching Plant Operator) for a period of two (2) years on an as ordered basis at agreed pricing, commencing 1 September 2026 and delegate authority to the Chief Executive Officer to do all things necessary to enter into the contract, approve variations and pay invoices thereunder as and when due.

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

CARRIED

b. **Support Visit Outcome Summary**

Hollie Wakefield – Principal Project Officer - Aboriginal and Torres Strait Islander Local Government Environmental Support Services Program presented the Support Visit Outcome Report to Council.

Report was noted by Council. Information Report only – no resolution required.

c. **Cultural Vault – Tender**

Resolution: That Council resolves to award Contract KASC-2026-057 – Kowanyama Museum Cultural Vault Construction to Barto's Construction Pty Ltd (ABN 90 611 569 674) and authorise the Chief Executive Officer to enter into and execute all necessary contract documentation on behalf of Council and to make payments in accordance with the contract.

For note: During consideration of the report, Council noted the proposed reallocation of funds from the Asset Renewal Program to the Works for Queensland (W4Q) Program and indicated its support for this funding approach.

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

CARRIED

1 x Not in Favour

4.5. Executive Manager Community Services and Cultural Heritage

4.5.1. Information Report

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

a. **Council calendar of events**

Alan Neilan (CEO) presented the Calendar of Events Report for Council's consideration. The report was initially submitted as an agenda item seeking a Council resolution; however, upon consideration, it was determined that a formal resolution was not required. Council considered the report and its contents for information and noting purposes.

Action: The Mayor requested Councillors to identify suitable community events and liaise with the CEO and EMCS regarding planning.

b. **Schools Up North (SUN) Program Proposal 2025-26 - Extension**

Alan Neilan (CEO) presented the SUN Program Extension Report for Council's consideration. The report was initially submitted as an agenda item seeking a Council resolution; however, upon consideration, it was determined that a formal resolution was not required. Council considered the report and its contents for information and noting purposes.

c. **Waiver of Fees and Charges – Commercial Accommodation**

Council considered the Waiver of Fees and Charges – Commercial Accommodation report.

Following discussion, no motion was moved and no resolution was made. The ***matter was left on the table*** for further consideration in the September Ordinary Meeting.

Action: CEO to confirm the previously proposed accommodation arrangements and provide an update at the September Ordinary Meeting.

Cr. Teddy Bernard left the meeting at 2:07pm. Cr. Teddy Bernard returned to the meeting at 2:10pm.

Cr. Territa Dick left the meeting at 2:26pm. Cr. Territa Dick returned to the meeting at 2:29pm.

Cr. Coralie Lawrence left the meeting at 2:26pm. Cr. Coralie Lawrence returned to the meeting at 2:29pm.

d. **Women's Services Program – Unbudgeted Expenditure**

RESOLUTION: In accordance with section 173(2) of the Local Government Regulation 2012 (Qld), Council resolves to approve unbudgeted expenditure of $45,272.73 (GST exclusive) to Greenshoots Growing Pty Ltd for consultancy services delivered under the Women's Group Program.

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

CARRIED

5. General Business

NIL

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. Cr. Richard Stafford

CARRIED

Out of Closed Business

RESOLUTION: That Council resolves to move out of Closed Business

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

CARRIED

Cr. Territa Dick left the meeting at 3:13pm. Cr. Territa Dick returned to the meeting at 3:16pm.

6.1. Agenda reports

a. **Debt Write off**

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

- Write off the debt owed by David Patterson for accommodation at the Kowanyama Contractor Donga (2016–2019), totaling $39,554.47
- Write off the debt owed by David Patterson for accommodation at the Kowanyama Men's Shed (2020–2022), totaling $5,810.00; and
- Write off the debt owed by David Jack for accommodation at 21C Tulathulum Street (April 2022 – July 2024), totaling $6,357.14.
- Write off the debt owed by Jospeh Adams for accommodation at 22A Koltmomun Road (12/11/2025-17/02/2026, totaling $7,840.00

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

CARRIED
2 x Not in Favour

Ordinary Meeting closed: 3:21pm