

**MINUTES OF YARRABAH ABORIGINAL SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE YARRABAH ABORIGINAL SHIRE COUNCIL CHAMBERS
ON THURSDAY, 28 AUGUST 2025**

PRESENT: Cr Daryl Sexton (Mayor), Cr Michael Sands, Cr Amy Neal, Cr Brian Underwood,
Cr Hezron Murgha

IN ATTENDANCE: Mark Kelleher (Interim CEO) & Melissa Gudgeon (Executive Assistant)

1 WELCOME

Mayor Sexton declared the meeting open at 09:30am.

The Mayor welcomed Councillors and staff members present to the meeting.

One minute silence was observed to respect those who have passed away since the last ordinary Council meeting.

Councillor Amy Neal offered a word of Prayer.

2 APOLOGIES

Nil

3 CONFIRMATION OF PREVIOUS MINUTES

RESOLUTION 01:28/08/2025 RESOLUTION 02:28/08/2025

That the minutes of the Ordinary Council Meeting held on 23 July 2025 and the Special Council Meeting held on 30 July 2025 be confirmed with an amendment with minutes of the 23rd July 2025 to include a declaration of interest in ITEM 12 by Cr Michael Sands.

Moved: Mayor Daryl Sexton

Seconded: Cr Brian Underwood

CARRIED

4 BUSINESS ARISING FROM PREVIOUS MINUTES

NIL

5 DISCLOSURE OF INTEREST – COUNCIL / REGISTER UPDATE THE MAYOR REMINDED THE COUNCILLORS OF THE REQUIREMENT TO DECLARE THEIR CONFLICTS OF INTEREST DURING THE MEETING IF ANY MATTER AROSE WHICH REQUIRED DECLARATION.

Cr Hezron Murgha declared an interest in Item 7.1 as he knew members of the application, will stay in the meeting and will not take part in the vote.

6 MATTERS FOR DISCUSSION

6.1 CEO OPERATIONAL REPORT

PURPOSE OF THE REPORT

Monthly Council meeting report on the operational and strategic performance of council business for months of July / August 2025.

The Meeting adjourned at 10:15am

The Meeting resumed at 10:30am

Michael Geoghegan (Council's consulting Engineer) attended the meeting

It was noted there was a conflict of proposed meeting times with the next FNQROC meeting scheduled for Atherton on 1st and 2nd October and the annual Police Commissioners Mayors' Summit in Cairns on the same days. It was decided the Mayor and CEO should attend the Police summit and Deputy Mayor Cr Amy Neal and Cr Brian Underwood attend the FNQROC Meetings on behalf of Council.

RESOLUTION 03:28/08/2025

That Council accept the CEO Operational Report, tabled as read.

Moved: Cr Amy Neal

Seconded: Cr Brian Underwood

CARRIED

Michael Geoghegan left the meeting

At 10:15AM meeting was adjourned for Break

Meeting resumed at 10:30am

Mike Mair Director of Finance attended the meeting

6.2 YASC MONTHLY FINANCIAL REPORT

PURPOSE OF THE REPORT

Provide Council with monthly financial report. This report covers the financial period to 31st July 2025.

RESOLUTION 04:28/08/2025

That Council accept the 31st July 2025 Finance Reports as tabled.

1. Operating results
2. Current Debtors:
Trade Debtors & Creditors,
Housing Debtors
3. Capital works
4. Balance sheet
5. Cash position
6. Status of Commercial leases

7. Areas of Interest Report

Moved: Cr Michael Sands
Seconded: Cr Hezron Murgha

CARRIED

Mike Mair left the Meeting
The Mayor adjourned the Meeting at 11.55am
The Meeting reconvened at 12.05pm

6.3 PEOPLE & COMMUNITIES - OPERATIONAL REPORT**PURPOSE OF THE REPORT**

To provide Council an update on operational activities undertaken within the Department of People and Communities.

Richard Fitowski, Director People and Communities, attended the Meeting

RESOLUTION 05:28/08/2025

That Council accept the Director of People and Communities Operational Report, tabled as read.

Moved: Cr Brian Underwood
Seconded: Cr Amy Neal

CARRIED

In accordance with section 254j(3)(g) of the Local Government Regulation 2012, Council resolve to close the meeting to the public to discuss, a tenancy eviction notice.

Moved: Mayor Daryl Sexton
Seconded: Cr Brian Underwood

CARRIED

The Council moved out of the Committee

Moved: Mayor Daryl Sexton
Seconded: Cr Michael Sands

CARRIED

Cr Brian Underwood left the meeting and did not return.
The Mayor adjourned the meeting for lunch at 1.35pm
The Meeting re-adjourned at 2.10pm

6.4 INFRASTRUCTURE - OPERATIONAL REPORT

PURPOSE OF THE REPORT

To report to Council the status/activities of Infrastructure Department areas for the month of July/Aug 2025

Sam Bann, Director Infrastructure, attended the Meeting

RESOLUTION 06:28/08/2025

That Council accept the report of the Director-Infrastructure, tabled as read.

Moved: Cr Michael Sands

Seconded: Cr Amy Neal

CARRIED

Yarrabah Water – Compliance Summary Report

Monitoring Period: **July 2025**

Locations: Aged Persons Hostel, Djenghi, Jilgi, Workshop Rd, Primary School & Police Station

Australian Drinking Water Guidelines (ADWG) – Key Parameters

Parameter	ADWG Value	Guideline	July 2025 Results (Range)	Compliant
Free Chlorine	0.2 – 5.0 mg/L (recommended 0.5 – 2.0)		0.5 – 1.9 mg/L	Yes
Total Chlorine	Detectable residual		0.5 – 1.9 mg/L	Yes
pH	6.5 – 8.5		6.7 – 7.5	Yes
Turbidity	< 5 NTU (preferred < 1.0 NTU)		< 1.0 NTU (all samples)	Yes
E. coli	0 organisms / 100 mL (not detected)		<1 (all samples)	Yes

Sam Bann, Director Infrastructure, left the Meeting

6.5 BUILDING SERVICES

PURPOSE OF THE REPORT

To report to Council the status/activities of Building Services areas for the months of July 2025 to August 2025.

FOCUS AREAS

The focus for the Building Services Department over this period:

- The upcoming financial year upgrade program was expected to be underway by now but there seems to be delays in getting the tenders to council. We have had much to say about the delays as there could be financial repercussions for council's bottom line.
- YASC are still on restricted work orders and have been since March. Many repairs & maintenance requests are still on hold which is proving to be very frustrating for council and no doubt the Yarrabah community. We are pushing the relevant bodies hard to bring the maintenance stream back to normal. Hopefully this will be resolved in the very near future.
- Ongoing - Designing the internal work orders and purchase orders to contractors section in the software is now underway. This may be ongoing for a few months but once implemented it will assist us to better manage council facilities work as well as external works.
- Ongoing - Compiling a list of contractors with contact details for owners to access for private works. There is a requirement for this to happen as property owners have much trouble finding a contractor who will commit to coming over the range to do any work.

QBUILD

Repairs & Maintenance - QBuild Work Orders

	Unplanned Maintenance		Healthy Housing Program R2	
Days	17 th July 2025	19 th Aug 2025	17 th July 2025	19 th Aug 2025
+ 365	0	0	1	2
181 - 365	43	44	25	26
121 - 180	116	92	9	7
91 - 120	49	19	8	0
61 - 90	10	27	0	0
30 - 60	?	71	0	0
< 30	?	90	0	0
TOTAL	218**	344	43	35

R&M Roundup

We are encouraging tenants to keep reporting maintenance to QBuild MRC by ringing the hotline. We cannot fix issues if they are not reported. If tenants are having trouble reporting required maintenance then our team is here to assist.

Current status on raising work orders remains as per the following: All QBuild considered urgent requests are being raised with all other requests being "banked" until QBuild has the green light

from the Department of Housing. This is posing a bit of a problem for council as tenants are believing the work orders are raised for council action when they have not. The question marks in the bottom 2 cells are unknown as council did not receive aged reports during May/June/July.

Healthy Housing round 2 status:

Initial inspections are still on hold with still 54% of these inspections completed. There are still 41 properties sitting at 100% completed. Current data shows we are 94% through 54% of the program.

The teams have been conducting HLP visits with tenants to continue the good work of community engagement. Unofficially, the Department of Housing have committed to this program now until end of June 2026. Considering council has not seen any movement in this area for 4 months it is difficult to gauge the volume of work coming our way in the near future.

NAHA UPGRADES

2024-2025 Planned Projects

REFURBISHMENTS

16 Ambrym St	100%	Interior works at internal paint stage. Exterior works underway. PFD 25/04/2025
67 Workshop Road	100%	PO received from QBuild. PO sent to contractor. Works are now underway. PFD 14/07/2025
209 Back Beach Road (RHO)	100%	Works fully completed.
72 Workshop Road	100%	PO received from QBuild and PO sent to contractor. Materials have been ordered. PSD 21/07/2025. PFD 08/08/2025
74 Workshop Road	100%	PO received from QBuild and PO sent to contractor. Materials have been ordered. PFD 22/07/2025

KITCHEN UPGRADES

38 Gribble Street	100%	Works fully complete
2/20 Stanley Street	100%	Works fully complete
2 Walker Close	100%	Works fully complete
8 Schreiber Street	100%	Works fully complete
15 Schreiber Street	100%	Works fully complete
2 Schreiber Street	100%	Works fully complete
30 Gribble Street	100%	Works fully complete
6 Walker Close	100%	Works fully complete
1a Stonewig Close	100%	Works fully complete
12 Ambrym Street	100%	Works fully complete
41 Back Beach Road	100%	PO received. PO sent to contractor. Materials ordered. PFD 22/07/2025

27 Garanna Street	100%	Works fully complete
FLOORING UPGRADES		
28 Sawmill Road	15%	PO received. Waiting on availability of transitional housing.
35a Gribble Street	15%	PO received. Waiting on availability of transitional housing.
20 Workshop Road	15%	PO received. Waiting on availability of transitional housing.
22 Sawmill Road	15%	PO received. Waiting on availability of transitional housing.
82 Workshop Road	15%	PO received. Waiting on availability of transitional housing.
46 Stanley Street	15%	PO received. Waiting on availability of transitional housing.
55 Workshop Road	100%	Works fully complete
62 Stanley Street	15%	PO received. Waiting on availability of transitional housing.
152 Range Road	15%	PO received. Waiting on availability of transitional housing.
1020 Back Beach Road	15%	PO received. Waiting on availability of transitional housing.
21 Sawmill Road	100%	Works fully complete
43 Workshop Road	15%	PO received. Waiting on availability of transitional housing.
5 Walker Close	15%	PO received. Waiting on availability of transitional housing.
71 Workshop Road	100%	Works fully complete
78 Workshop Road	15%	PO received. Waiting on availability of transitional housing.
58 Gribble Street	15%	PO received. Waiting on availability of transitional housing.
6 Walker Close	15%	PO received. Waiting on availability of transitional housing.
84 Workshop Road	15%	PO received. Waiting on availability of transitional housing.
6 Connolly Close	10%	PO received. PO to be sent to contractor. Waiting on availability of transitional housing.

HOME MODIFICATIONS		
28 Stanley Street – DM-2798	100%	Works fully complete
10 Sawmill Road – DM-2827	100%	Works fully complete
10 Walker Close – DM-2796	100%	Works fully complete
10 Walker Close – DM-	100%	Works fully complete
74 Workshop Road – DM-2853	100%	Works fully complete
5a Beach Street – DM-	100%	Works fully complete
62 Workshop Road – DM-2866	100%	Works fully complete
15 Schreiber Street – DM-2874	55%	WIP. PFD 30/07/2025
19 Smith Street – DM-2979	15%	PO received from QBuild and PO sent to contractor. Works delayed due to unexpected circumstances. Planned start date now 27/08/2025
40 Gribble Street – DM-2842	100%	Works fully complete
4/15 Workshop Road – DM-2841	100%	Tyrex ramp installed. All other items are not wanted by the tenant. Mark off as fully complete.
4 Major Close – DM-2835	100%	Works fully complete
52 Stanley Street – DM-2833	100%	Works fully complete
51 Workshop Road – DM-2803	95%	Handrails have now been installed and contractor has yet to paint the rails with heat reflective paint. PFD 22/08/2025
2 Ambrym Street – DM2768	100%	Works fully complete
10 Ambrym Street – DM-3007	15%	PO received from QBuild and PO issued to contractor. PSD 28/08/2025
90 Workshop Road – DM-3015	15%	PO received from QBuild and PO issued to contractor. PSD 08/09/2025
1a Stonewig Close – DM-3038	100%	Works fully complete
16 Sawmill Road – DM-3078	15%	Materials currently being ordered
117b Back beach Road – DM-3153	15%	Materials currently being ordered
54 Stanley Street – DM-3030	15%	Materials currently being ordered
98 Workshop Road – DM-2816	10%	PO just received from QBuild. PO to be sent to contractor.

28 Sawmill Road – DM-3086	10%	PO just received from QBuild. PO to be sent to contractor.
8/20 Stanley Street – DM-2928	15%	COLA now complete so fencing works can begin.
BATHROOMS		
59 Workshop Road	100%	Works fully complete
8a Beach Street	100%	Works fully complete
36 Gribble Street	100%	Works fully complete
39a Back Beach Road	100%	Works fully complete
32 Sawmill Road	35%	PO received. PO sent to contractor. Tenants relocated and bathroom upgrade is currently being done the same time as the internal paint upgrade. PFD 08/09/2025
8 Major Close	100%	Fully completed. To be invoiced.
25 Schreiber Street	100%	Works fully complete
3 Beach Street	100%	Works fully complete
24 Gribble Street	15%	PO received. PO sent to contractor. Works currently being planned.
6 Walker Close	15%	PO received. PO sent to contractor. Materials ordered and start date imminent.
2 Dabah Close	10%	PO just received from QBuild. PO to be sent to contractor.
LAUNDRY		
59 Workshop Road	100%	Fully completed. To be invoiced.
38 Stanley Street	100%	Works fully complete
PAINTS		
5 Walker Close	100%	Internal pre paint Maintenance
5 Walker Close	15%	Internal paint
32 Sawmill Road	100%	Internal pre paint Maintenance
32 Sawmill Road	25%	Internal paint started 18/08/2025. Will be completed within 2 weeks.
OTHER MAJOR WORKS		
Various water service upgrades		Ongoing
Various API		Ongoing

17 Ambrym Street – Windows & doors	100%	Works fully complete.
23 Smith Street – Hot water service works	100%	Works fully complete.
56 Stanley Street - Fencing	15%	PO received from QBuild. PO sent to contractor.
AWAITING APPROVALS & PO		
Various properties		Painting upgrades
57 Workshop Road		Bathroom
54b Workshop Road		Flooring – Possibly cancelled
54b Workshop Road		Kitchen
16 Smith Street		Driveway/Paths
9/9 Gribble Street		Refurbishments
58 Gribble Street		COLA
11/9 Gribble Street		Refurbishments
39 Sawmill Road		Kitchen
7 Major Close		Internal paint
26 Stanley Street		Issued QBuild direct to contractor. Dismod.
21 Smith Street		Refurbishments
8 Walker Close		Bathroom
38 Gribble Street		Internal paint
25 Gribble Street		Bathroom & flooring
63 Workshop Road		Bathroom

RESOLUTION 07:28/08/2025

That Council resolve to:

1. Council note the Building Services Report as presented

Moved: Mayor Daryl Sexton

Seconded: Cr Amy Neal

CARRIED

6.6 TENDER REVIEW - YASC TRADES & SERVICES**RESOLUTION 08:28/08/2025**

That Council resolve to endorse the establishment of Preferred Supplier Arrangements for:

1. **YASC 2025-001 Trades and Services**, and
2. **YASC 2025-002 Occasional Plant Hire & Quarry Materials**

Adopt the recommended prequalified supplier lists as evaluated and provided in the attached reports.

Further, to support local business opportunities, Council may, at its discretion, accept late tender responses from local trades or businesses located within the Yarrabah LGA only.

Tender documentation will remain available on Council's website, and Local businesses may submit responses to procurement@yarrabah.qld.gov.au for consideration.

Moved: Cr Hezron Murgha

Seconded: Cr Amy Neal

CARRIED

Trades and Services Approved List

CONTRACTOR	BUSINESS TYPE
Eclipse Air Conditioning And Refrigeration Pty Ltd (VPR816491)	Air-Conditioning
Tree Acq Pty Ltd (VPR809989)	Arborists
Breakthrough Group (VPR815932)	Asbestos Removal
A.D Fraser Builders Pty Ltd (VPR807029)	Building General
Richard Field Constructions Pty. Ltd. (VPR807072)	Building General
Mayco Building Services Pty Ltd (VPR812994)	Building General
Price Master Builders Pty Ltd (VPR813344)	Building General
BECKA CONSTRUCTIONS (VPR814172)	Building General
H.C. Building & Construction (VPR815950)	Building General
1Onegroup Pty Ltd (VPR818445)	Building General
Clive Connonlly (email submission)	Building General
Red Dirt Carpentry (email submission)	Building General

Murphy's Remedial Builders Pty Limited (VPR816523)	Building/Asbestos
Bama Projects Pty Ltd (VPR817268)	Building/Civil Contracting
Mossman Cabinet Making & Joinery (email submission)	Cabinet Makers/Carpentry
Fdh Equip Pty Ltd (VPR816314)	Civil Contracting
Eastcrete Civil Pty Ltd (VPR816560)	Civil Contracting
OZONE SERVICES AUSTRALIA PTY. LTD. (VPR819352)	Cleaning
Cairns Total Commercial Cleaning Services Pty Ltd (VPR812714)	Cleaning External/Internal
The Austrans Group (Qld) Pty Ltd (VPR816241)	Cleaning External/Internal
CAIRNS CLEANING CONTRACTORS (VPR816265)	Cleaning External/Internal
The Trustee For Tak Davidson Discretionary Trust (VPR816334)	Cleaning External/Internal
Austek Pty Ltd (VPR815751)	Communications
Shae Investments Pty Ltd (VPR807640)	Concreter
T W Electrical And Hv Services Pty Ltd (VPR806498)	Electrical General
CARPENTARIA ELECTRICAL (VPR816072)	Electrical General
HUZGROUP ELECTRICAL (VPR816186)	Electrical General
Daniel Paul Jackson (VPR816193)	Electrical General
Edgecliff Electrical Services Pty Ltd (VPR816195)	Electrical General
Earthed Electrical And Data Pty Ltd (VPR816420)	Electrical General
R.A Bishop & M.L Bishop (VPR816437)	Electrical General
Michael Standing Yarrabah Aboriginal Shire Council (VPR818458)	Electrical General
The Trustee For The Tfh Hire Trust (VPR813933)	Fencing
Hydraulink Fluid Connectors Pty Ltd (VPR810362)	General
Eureka Water and Filtration (VPR819277)	General
Interglaze Pty Ltd (VPR814486)	Glazing / Security Screens
Cairns Glass & Glazing Pty. Ltd. (VPR816213)	Glazing / Security Screens
Vetronic Glass And Aluminium Pty Ltd (VPR816497)	Glazing / Security Screens
Ak Metal Fabrications Pty Ltd (VPR812095)	Metal Fabrication and Welding
BRIDGEMAN AGENCIES PTY LTD (VPR815389)	Metal Fabrication and Welding
North Coast Engineering & Mechanical Pty Ltd (VPR816323)	Metal Fabrication and Welding
Thawill Enterprises Pty Ltd (VPR815260)	Painting

Phoenix Protective & Marine Coating Specialists (VPR815947)	Painting
Bert Harris (email submission)	Painting
De Rose Plumbing Pty Ltd (VPR814392)	Plumbing / Gas Fitting
V & C Bartlett Construction Pty Ltd (VPR814659)	Plumbing / Gas Fitting
Nbs Plumbing Pty Ltd (VPR815927)	Plumbing / Gas Fitting
Fnq Footprints Plumbing & Gas Pty Ltd (VPR816036)	Plumbing / Gas Fitting
Dunne Rite Plumbing (VPR816338)	Plumbing / Gas Fitting
CYCLONE PRESSURE WASHING	Roofing and Guttering
Cbs Building Group Pty Ltd (VPR816524)	Tiling, Paving and Waterproofing
Thomas Arboriculture (VPR812264)	Tree Loppers
BRANCHING OUT TREE SPECIALIST (VPR814243)	Tree Loppers
AA TAYLORS TREELOPPING (VPR816214)	Tree Loppers
Gfm Trees Pty Ltd (VPR816372)	Tree Loppers

Plant & Quarry Material Approved List

CONTRACTOR	BUSINESS TYPE
The Trustee For Grant Marino Family Discretionary Trust (VPR816367)	Plant/Equipment Hire
FDH EQUIP PTY LTD - FROGGY'S DRY HIRE	Plant/Equipment Hire
Advanced Civil Earthworks	Plant/Equipment Hire
Ausroad Plant Services	Plant/Equipment Hire
Flexihire	Plant/Equipment Hire
Aussie Drill Kings	Plant/Equipment Hire
Zappala Quarries	Quarry Materials

7 CORRESPONDENCE**7.1 SPONSORSHIP – YARRABAH SEAHAWKS WOMEN'S TEAM - COMMUNITY BARBECUE****PURPOSE OF THE REPORT**

To seek formal endorsement by Council for sponsorship for a Community Barbecue conducted by Yarrabah Seahawks Women's Team.

RESOLUTION 09:28/08/2025

That Council:-

1. Note the correspondence tabled as read.
2. Endorse the actions taken by the CEO with regards to this matter.

Moved: Cr Daryl Sexton

Seconded: Cr Amy Neal

Carried

In Favour: Crs Daryl Sexton, Michael Sands and Amy Neal

Against: Nil

Abstained: Cr Hezron Murgha

CARRIED 3/0

7.2 Correspondence from Cambell Yeatman was tabled requesting \$1000 financial support from Council to assist with sponsorship to cover the costs of the following items: Jersey Kits, Gazebo & first aid/water coolers & strapping at the Gordonvale Indigenous Rugby League carnival.

Moved: Cr Amy Neal

Seconded: Cr Hezron Murgha

CARRIED

8 STRATEGIC PORTFOLIO UPDATE

Councillors provided updates on Meetings they attended since last Council Meeting.

9 CONFIDENTIAL MATTERS

Nil

10 CLOSE OF MEETING

The Mayor thanked the Councillors and staff for their participation and attendance at the meeting.

Meeting closed at 4:00 pm.

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MAYOR