

**MINUTES OF YARRABAH ABORIGINAL SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE YARRABAH ABORIGINAL SHIRE COUNCIL CHAMBERS
ON WEDNESDAY, 28 JANUARY 2026 AT 0900**

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

IN ATTENDANCE: Michael Miller (CEO), Mike Mair (Director - Corporate Services), Melissa Gudgeon (Executive Assistant)

1 MEETING OPEN AND WELCOME

Mayor Daryl Sexton, declared the meeting open at 9:15 am.
The Mayor welcomed Councillors and staff members present.
A one-minute silence was observed in respect of those who have passed away.
Councillor Amy Neal opened the meeting with a prayer.

2 APOLOGIES

Nil

3 CONFIRMATION OF PREVIOUS MINUTES

RESOLUTION 01:28/01/2026

That the minutes of the Ordinary Council Meeting held on 10 December 2025 be adopted, subject to the following amendment:

- Item 7.1 be amended to record that Councillors Murgha and Underwood abstained from voting.

Moved: Mayor Daryl Sexton
Seconded: Cr Brian Underwood

CARRIED

4 BUSINESS ARISING FROM PREVIOUS MINUTES

NIL

5 DISCLOSURE OF INTEREST – COUNCIL / REGISTER UPDATES

The Mayor reminded Councillors of their obligation to declare any conflicts of interest to the Chief Executive Officer prior to the meeting and invited Councillors to re-declare any conflicts at the meeting.

No conflicts of interest were declared by Councillors in attendance

6 MATTERS FOR DISCUSSION**6.1 OPERATIONAL REPORT CEO****PURPOSE**

To present the Chief Executive Officer's Report for the period of January 2026 for Council's consideration.

RESOLUTION 02:28/01/2026**That Council resolves to:**

1. Receive and note the Chief Executive Officer's Report for the January 2026, as presented.

Moved: Cr Michael Sands
Seconded: Cr Brian Underwood

CARRIED**6.2 OPERATIONAL PLAN****PURPOSE OF THE REPORT**

To seek Council approval for the adoption of the Yarrabah Aboriginal Shire Council Operational Plan 2025–2026, which aligns with the Council's Corporate Plan.

The Operational Plan provides the framework for:

- Service delivery
- Resource and budget allocation; and
- Performance monitoring and reporting.

RESOLUTION 03:28/01/2026**That Council resolve to:**

1. Adopts the Yarrabah Aboriginal Shire Council Operational Plan 2025–2026; and
2. Authorises the Chief Executive Officer to implement the Operational Plan.

Moved: Cr Brian Underwood
Seconded: Mayor Daryl Sexton

CARRIED

6.3 SURRENDER AND TRANSFER COUNCIL OWNED RES. PROPERTIES

PURPOSE OF THE REPORT

To seek Council's decision to surrender and transfer ownership of ten (10) Council-owned residential properties currently used for social and transitional housing to the relevant Housing authority, and to authorise the Chief Executive Officer to undertake all actions required to give effect to this decision.

RESOLUTION 04:28/01/2026

That Council resolve to

1. **Approves** the surrender and transfer of ownership of the ten (10) Council-owned residential properties currently used for social and transitional housing to Housing; and
2. **Authorises the Chief Executive Officer** to undertake all actions necessary to give effect to this decision.

Councillors have requested that this matter be deferred to the next Council meeting scheduled for 18 February for decision.

6.4 REPURPOSING OF COUNCIL-OWNED PROPERTY – POTTERS PLACE

PURPOSE OF THE REPORT

To seek Council's approval to repurpose the Council-owned property known as Potters Place from its current use as a transitional housing property to a potential commercial property for the delivery of community services, and to authorise the Chief Executive Officer to undertake all actions required to progress this change of use.

RECOMMENDATION

That Council resolve to

1. **Approves** the change of use of the Council-owned property known as **Potters Place** from transitional housing to a potential commercial property for community service use; and
2. **Authorises the Chief Executive Officer** to undertake all actions necessary to give effect to this decision.

Councillors have requested that this matter be deferred to the next Council meeting scheduled for 18 February for decision.

6.5 CONTAINERS FOR CHANGE

PURPOSE OF THE REPORT

To seek Council's decision to progress an Expression of Interest (EOI) process for the transfer of operational responsibility for the *Container for Change* program from Yarrabah Aboriginal Shire Council to a suitable community-based organisation, and to authorise the Chief Executive Officer to engage with relevant stakeholders and undertake the EOI process.

RESOLUTION 05:28/01/2026

That Council resolve to:

1. Endorses the progression of an Expression of Interest process to identify a community-based organisation to operate the *Container for Change* exchange; and
2. Authorises the Chief Executive Officer to engage with relevant stakeholders and undertake all actions necessary to progress and implement the EOI process.

Moved: Mayor Daryl Sexton

Seconded: Cr Brian Underwood

CARRIED

6.6 STRATEGIC PLANNING DAY

PURPOSE OF THE REPORT

To seek Council endorsement for a CEO and Mayor-led Strategic Planning Day to guide organisational priorities and support alignment with Council's Corporate and Operational Plans.

RESOLUTION 06:28/01/2026

That Council resolve to:

- a) Endorse the CEO and Mayor-led Strategic Planning Day to be held in Cairns from 9:00am to 4:00pm, including meeting facilities, catering and a low-impact team-building activity, as outlined in Attachment A; and
- b) Note the inclusion of an optional, informal group dinner following the session to support leadership engagement, team connection and collaboration.

Moved: Mayor Daryl Sexton

Seconded: Cr Amy Neal

CARRIED

At 10:47AM meeting was adjourned.

Mike Mairs Joined the meeting 10:52am

At 11:02AM the meeting was reconvened.

6.7 YASC MONTHLY FINANCIAL REPORT

PURPOSE

To present the Director's Report for the reporting period Year-to-Date December 2025 for Council's consideration.

RESOLUTION 07:28/01/2026

That Council resolve to:

1. Receive and note the Director's Report for the reporting period December 2025.

Moved: Cr Brian Underwood

Seconded: Cr Hezron Murgaha

CARRIED

11:20am Mike Mair left the meeting

6.8 PEOPLE & COMMUNITIES - OPERATIONAL REPORT

PURPOSE

To present the Director's Report for the reporting period of January 2026 for Council's consideration, as presented.

RESOLUTION 08:28/01/2026

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

Moved: Mayor Daryl Sexton

Seconded: Cr Amy Neal

CARRIED

6.9 BUILDING SERVICES**PURPOSE**

To present the Director's Report for the reporting period of January 2026 for Council's consideration, as presented.

RESOLUTION 09:28/01/2026**That Council resolve to:**

1. Receive and note the Director's Report for the reporting period JAN 2026.

Moved: Mayor Daryl Sexton
Seconded: Cr Amy Neal

CARRIED

At 12:05PM meeting was adjourned.

At 12:10PM CEQ joined council for lunch

At 12:35PM the meeting was reconvened.

CEQ Presented to council

At 1:03 pm, Cr Michael Sands left the meeting.

At 1:35PM the meeting was adjourned

At 1:50PM the meeting was reconvened

6.10 DIRECTOR OF INFRASTRUCTURE REPORT

To present the Director's Report for the reporting period of January 2026 for Council's consideration, as presented.

RESOLUTION 10:28/01/2026**That Council resolve to:**

1. Receive and note the Director's Report for the reporting period Jan 2025

Moved: Mayor Daryl Sexton
Seconded: Cr Brian Underwood

CARRIED

6.11 PROJECTS UPDATE**PURPOSE**

To present the Project Manager updates for the reporting period Jan 2026 for Council's consideration.

RECOMMENDATION**That Council resolve to:**

1. Receive and note the Project Manager for the reporting period Jan 2026

To present the Project Manager Report for the reporting period of January 2026 for Council's consideration, as presented.

Action:

Follow up Capital Housing Program 2:

- That tenants have been advised if there is to be any Potential rent increases.
- The plug in options should be progressed if tenant is behind in there rental payment.

CARRIED

7 CORRESPONDENCE**7.1 SPONSORSHIP****PURPOSE OF THE REPORT**

To present an individual sponsorship request received on behalf of Kade Mundraby, a Yarrabah community member, seeking financial assistance to attend the 2026 Shane Muspratt Cup Carnival, and to seek Council's determination in accordance with the Community Grants & Donations Program.

Moved: Cr Amy Neal

Seconded: Cr Brian Underwood

CARRIED**RESOLUTION 11:28/01/2026**

That Council:

a) Approve a sponsorship contribution to support Kade Mundraby's participation in the 2026 Shane Muspratt Cup Carnival, in an amount determined by Council, funded from the 2025/26 Community Grants & Donations budget.

Moved: Cr Amy Neal

Seconded: Cr Brian Underwood

CARRIED

Action: Yarrabah Aboriginal Shire Council requires that all teams receiving Council sponsorship funding complete a **community give-back activity** that delivers a direct benefit to the Yarrabah community.

The community give-back activity must:

- Be clearly identified at the time of application; and
- Be completed during the sponsorship period; and
- Be appropriate to the nature of the team and sponsorship.

POLICY TO BE AMENDED – RICHARD FITOWSKI

7.2 SNAP SEND SOLVE**PURPOSE OF THE REPORT**

To seek Council's consideration of participating in the Snap Send Solve platform as an additional community reporting tool to improve the reporting and management of non-urgent local issues.

RESOLUTION 12:28/01/2026

That Council resolve to endorse

1. Note the information contained in this report; and
2. Endorse Council participation in the Snap Send Solve platform as an additional non-urgent community reporting tool, subject to operational arrangements and any future budget considerations.

Moved: Cr Brian Underwood

Seconded: Cr Amy Neal

CARRIED

8 STRATEGIC PORTFOLIO UPDATE**9 CONFIDENTIAL MATTERS**

Nil

10 CLOSE OF MEETING

Date for the next Council Ordinary Meeting is Wednesday 18 February 2026.

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

Meeting closed at 2:45 pm.

Daryl Sexton
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MAYOR