



Wujal Wujal Aboriginal Shire Council

Ordinary Council | Meeting MINUTES

Date: Tuesday 18 March 2025

Time: 9.00am

Venue: Council Administration and MS Teams



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1. Opening of Meeting

1.1 Welcome | Opening of Meeting - Meeting opened at 9:06am

1.2 Acknowledgement of Traditional Owners

2. Attendance, Leave of Absence and Apologies

2.1 Attendance

Councillors:

Councillor Alister Gibson, Mayor
Councillor Claudia Doughboy, Deputy Mayor
Councillor Robert Bloomfield
Councillor Nikita Tayley
Councillor Lucas Creek

WWASC Staff Representatives

Chief Executive Officer, Kiley Hanslow
Operations Manager, Works and Building Services, Perry Gould
Financial Accountant, Khushwant Kumar
Financial Manager Arminda David
Community Services Manager, Kesa Strieby
Executive Assistant, Bronwyn Barry (secretariat)

2.2 Leave of Absence | Apologies

2.3 Visitors | Presenters

The schedule for these presentations was as follows:

| Time | Topic | Agency/Presenter |
|---|---|--|
| 1:00 – 1:30pm Rescheduled to 15 April 2025 Meeting | Planning for the 2026 Census - Wujal Wujal | Robyn Learmouth and Melinda Mansell - Australian Bureau of Statistics |
| 1:40 – 2:00pm Rescheduled to 15 April 2025 Meeting | North Qld Creative Recovery Group | Bell Faber and Waratah Nicholls Cook Shire Council |
| 2:00 – 2:30pm Deferred to Community Meeting 19 March 2025 | Snake Awareness | QAS Cooktown/ Christian Schonenberger |

3. Condolences | Congratulations

Thomas family in Yarrabah, Ludwick and Atkinson Families in Yarrabah, Boungi Family in Yarrabah, Yeatman Family in Yarrabah, Fullagar Family in Atherton
Congratulations Thomas Yougie and Tiffany Ball joined Wujal Wujal Aboriginal Shire Council, Dale Sykes joined NCP contracting, Jackson Deshong started at NCP Contracting

4. Mayoral Motion

Mayoral minutes/motion are used to introduce urgent/non routine matters only.



5. Confirmation of minutes of the Previous Meeting

5.1 Minutes of the Ordinary Council Meeting | 18 February 2025

Refer to [Appendix 1](#) (Page 2 of the Appendices) to review the minutes of the meeting held 18 February 2025.

Resolution: Acceptance of the minutes meeting held Tuesday 18 February 2025

| | | |
|---------------|---|-------------|
| Resolution: | That the minutes of the Ordinary Council Meeting held on Tuesday 18 February 2025 be accepted as a true and correct record of that meeting. | |
| Moved: | Mayor Alister Gibson | Carried 5/5 |
| Seconded: | Cr Robert Bloomfield | |
| Resolution No | 20250318-01 | |

6. Declarations of Interest in the matters on the Agenda

- Declaration of Prescribed Conflict of Interest of any Item of Business
- Declaration of Declarable Conflict of Interest of any Item of Business
- Councillors to review existing Registers of Interest and Related Parties Disclosures
- Deputy Mayor declared that she is a Board Member for Mona Mona Aboriginal Bulmba Corporation – a Declaration of Interest form will be filled out

7. Business Arising or Outstanding Matters from Previous Meeting



8. Items for Consideration and Decision

8.1 Wujal Wujal Local Housing Plan

| | |
|---------------------------|--|
| Report to: | Mayor, Councillors and Chief Executive Officer |
| Subject: | Wujal Wujal Local Housing Plan |
| Reporting Officer: | Chief Executive Officer |
| Status: | Decision |

Refer to Appendix 2 (page 23 of the Appendices) for the Wujal Wujal Local Housing Plan.

Purpose

The Wujal Wujal Local Housing Plan identifies local housing priorities, it is a strategic document to guide the Department of Housing and Public Works (DHPW or 'the department') and Council to deliver structural, service, and economic reforms to improve housing outcomes in Wujal Wujal.

The Wujal Wujal Local Housing Plan will be a living document that will be reviewed and monitored through new governance arrangements between DHPW and Council to ensure community priorities and concerns are raised and key actions and deliverables are identified to resolve issues. This will lead to better housing outcomes that meet the community need.

Recommendation

Council adopts the Wujal Wujal Local Housing Plan in its current format and content, with home ownership opportunities for new houses due to the condition of existing housing structures and the cost of maintenance on community members.

Resolution: [Council adopts the Wujal Wujal Local Housing Plan](#)

| | | |
|--------------------|--|-------------|
| Resolution: | Council adopts the Wujal Wujal Local Housing Plan in its current format and content, with home ownership opportunities for new houses due to the condition of existing housing structures and the cost of maintenance on community members | |
| Moved: | Cr Lucas Creek | Carried 5/5 |
| Seconded: | Cr Robert Bloomfield | |
| Resolution No | 20250318-02 | |



8.2 10-year Strategic Capital Housing Plan

Report to: Mayor, Councillors and Chief Executive Officer
Subject: 10-year Strategic Capital Housing Plan
Reporting Officer: Chief Executive Officer
Status: Decision

Refer to **Appendix 3 (page 56)** of the Appendices for Wujal Wujal Wujal draft 10-year Strategic Capital Housing Plan and **page 68** of the Appendices Wujal Wujal draft 10-year Construction Program.

Purpose

Wujal Wujal Aboriginal Shire Council's goal in developing the 10-year Strategic Capital Housing Plan is to program and deliver social housing that reduces household overcrowding, decreases homelessness and ensures the community are appropriately housed. Rebuilding following natural disasters and prioritising appropriate accommodation for their aging community are critical considerations for Council in endorsing this Strategic Capital Plan.

Resolution: [Council adopts the Wujal Wujal 10-year Strategic Capital Plan](#)

| | | |
|--------------------|---|-------------|
| Resolution: | Council adopts the 10-year Strategic Capital Plan | |
| Moved: | Cr Robert Bloomfield | Carried 5/5 |
| Seconded: | Cr Lucas Creek | |
| Resolution No | 20250318-12 | |



8.3 Public Interest Disclosure Policy

Report to: Mayor, Councillors and Chief Executive Officer
Subject: Public Interest Disclosure Policy
Reporting Officer: Chief Executive Officer
Status: Decision

Refer to Appendix 4 (page 70 of the Appendices) for the Public Interest Disclosure Policy.

Purpose

The Public Interest Disclosure Policy was last reviewed in 2021.

This document has been reviewed and updated. Updates include the addition of several items which council hopes will make the policy easier to understand, such as:

- the addition of terms and their meanings into a Definitions Table
- improved explanation of the intent and scope of the policy
- information on how to make a disclosure and the sort of information you will need to provide

Resolution: Public Interest Disclosure Policy

| | | |
|--------------------|---|-------------|
| Resolution: | Council adopts the Public Interest Disclosure Policy as presented | |
| Moved: | Cr Lucas Creek | Carried 5/5 |
| Seconded: | Mayor Alister Gibson | |
| Resolution No | 20250318-03 | |



8.4 Funeral Financial Assistance Policy

Report to: CEO, Mayor and Councillors
Subject: Funeral Financial Assistance Policy
Reporting Officer: Chief Executive Officer
Status: Decision

Refer to Appendix 5 (page 80 of the Appendices) for the Funeral Financial Assistance policy.

Purpose

This report summarises the updates incorporated into the draft Funeral Financial Assistance Policy proposed by Councillors at the Council Meeting held 18.02.2025.

Overview

The updated draft policy now includes the following three key updates:

Up to \$200 for flowers may be provided, as directed by the Mayor.

Item 3.3 has been added to the proposed policy:

- 3.3 → Financial assistance is paid directly to the service provider, not to an individual or family**
- → Any financial assistance approved by the Community Services Manager will be paid directly to service provider, it will not be paid directly to individuals. For example, funds for flowers will be paid directly to the florist, funds for funeral costs will be paid to the funeral parlour.

And item 4 as it related to the application of the policy has been expanded as follows.

- 4. → Application**
- → Families may apply for funding under section 3.2 or section 3.3, they may not apply for both.
 - → This policy applies only to those who meet the criteria outlined in sections 3.2 and 3.3.
 - → This Policy does not form part of any employee's contract of employment.

Proposed Resolution:

That Council adopt the Funeral Financial Assistance Policy as presented.

Resolution: Financial Assistance for Funerals

| | | |
|---------------|---|-------------|
| Resolution: | Council adopts the Funeral Financial Assistance Policy as presented | |
| Moved: | Cr Lucas Creek | Carried 5/5 |
| Seconded: | Deputy Mayor Claudia Doughboy | |
| Resolution No | 20250318-04 | |



8.5 Asset Management Policy

Report to: CEO, Mayor and Councillors
Subject: Asset Management Policy
Reporting Officer: Chief Executive Officer
Status: Decision

Refer to Appendix 6 (page 84 of the Appendices) for Asset Management Policy.

Purpose

Council has developed this Asset Management Policy to reflect its commitment ensuring Council delivers effective and efficient services and infrastructure, at the appropriate levels to residents, visitors and the environment through judicious management of all council owned assets.

Asset Management relates directly to the objectives of Council's Corporate Plan and will ensure that Council delivers the appropriate level of service through its assets.

Resolution: [Asset Management Policy](#)

| | | |
|---------------|--|-------------|
| Resolution: | Council adopts the Asset Management Policy as presented. | |
| Moved: | Mayor Alister Gibson | Carried 5/5 |
| Seconded: | Cr Nikita Tayley | |
| Resolution No | 20250318-05 | |

8.6 Administrative Action Complaints Management Policy

Report to: Mayor, Councillors and Chief Executive Officer
Subject: Administrative Action Complaints Management Policy
Reporting Officer: Chief Executive Officer
Status: Information

Refer to Appendix 7 (page 89 of the Appendices) Administrative Action Complaints Management Policy.

Achievement:

Adoption of this Administrative Action Complaints Policy, along with the Competitive Neutrality Complaints Management Policy will result in Council being fully compliant with regard to our Statutory Policies for the very first time in Council's history.

Resolution: [Administrative Action Complaints Management Policy](#)

| | | |
|---------------|--|-------------|
| Resolution: | Council accepts Administrative Action Complaints Management Policy as presented. | |
| Moved: | Cr Nikita Tayley | Carried 5/5 |
| Seconded: | Cr Lucas Creek | |
| Resolution No | 20250318-06 | |



8.7 Competitive Neutrality Complaints Management Policy

Report to: CEO, Mayor and Councillors
Subject: Competitive Neutrality Complaints Management Policy
Reporting Officer: Chief Executive Officer
Status: Decision

Refer to Appendix 8 (page 100 of the Appendices) Competitive Neutrality Complaints Management Policy

Summary

Competitive neutrality is the principle that a public sector business or agency should not have a competitive advantage (or disadvantage) over the private sector solely due to their government ownership. Public sector businesses should compete with private sector businesses on an equal (competitively neutral) basis.

Note: Council has never had this policy in place. Adopting this policy will take us one more step towards completing our compliance obligations for our Statutory Policies for the first time.

Resolution: Competitive Neutrality Complaints Management Policy

| | | |
|---------------|---|-------------|
| Resolution: | Council accepts the Competitive Neutrality Complaints Management Policy as presented. | |
| Moved: | Cr Lucas Creek | Carried 5/5 |
| Seconded: | Cr Robert Bloomfield | |
| Resolution No | 20250318-07 | |

8.8 Hire of Band Equipment Policy

Report to: Mayor, Councillors and Chief Executive Officer
Subject: Hire of Band Equipment Policy
Reporting Officer: Chief Executive Officer
Status: Information

Refer to Appendix 9 (page 110 of the Appendices) for Hire of Band Equipment Policy.

Purpose

This report outlines the updates to the proposed Hire of Band Equipment Policy in response to the discussion at the 18 February 2025 Council meeting.

Fees and Charges

- The fees and costs associated with the hire of the band equipment will be finalised at the time such equipment is obtained.
- All relevant fees/costs will be listed in the Fees and Charges Schedule that outlines all of Councils fees and charges.
- This schedule is available publicly.

Resolution: Hire of Band Equipment Policy

| | | |
|---------------|--|-------------|
| Resolution: | Council adopts the Hire of Band Equipment Policy as presented. | |
| Moved: | Deputy Mayor Claudia Doughboy | Carried 5/5 |
| Seconded: | Cr Robert Bloomfield | |
| Resolution No | 20250318-08 | |



8.9 Local Laws

| | |
|---------------------------|--|
| Report to: | Mayor, Councillors and Chief Executive Officer |
| Subject: | Local Laws |
| Reporting Officer: | Chief Executive Officer |
| Status: | Decision |

Refer to Appendix 10 (page 114 of the Appendices) for GUIDE what-is-a-local-law

Purpose

A local law is a statutory instrument (set of rules) made by local governments to regulate a broad range of issues within their communities.

Queensland Government provides 'model' local laws. These are local laws approved by the Minister for Local Government as suitable for adoption by local governments.

Resolution: Local Laws

| | | |
|--------------------|---|-------------|
| Resolution: | Council adopts the following Model Local Laws as presented; Model Local Law number 1: Administration, Model Local Law number 2: Animal Management, Model Local Law number 3: Community and Environment Management, Model Local Law number 4: Local Government Areas, Facilities and Roads, Model Local Law number 5: Parking and Model Local Law number 7: Indigenous Community Land Management | |
| Moved: | Cr Robert Bloomfield | Carried 5/5 |
| Seconded: | Cr Lucas Creek | |
| Resolution No | 20250318-09 | |



8.10 Wujal Wujal Projects Location List

Report to: Mayor, Councillors and Chief Executive Officer
Subject: Wujal Wujal Projects Location List
Reporting Officer: Chief Executive Officer
Status: Decision

Refer to Appendix 11 (page 194 of the Appendices) for Wujal Wujal Project Locations presentation (RILIPO)

Purpose

The following list of proposed project locations are for Council to consider and adopt, confirming the sites.

| Project Description | Discussed Location |
|--|--|
| Cemetery Extension | 106/SP263792 part 135/SP263792 part 34/SP338357 |
| Cemetery Carpark | 106/SP263792 Part 135/SP263792 |
| Rebuild Council Administration Building | 138/SP263792 126-128, 130 on SP263792 part of 118 on SP263792 part of 27/SP263792 |
| Health Centre | Part 115SP338357 70/SP263792 44/SP263792 part of 34/SP338357 |
| Wujal Wujal Water Supply Scheme Upgrade Project | 302/SP263792 (DOGIT) 302/SP263791 (FH) 74/SP263792 (DOGIT) |
| Place of Refuge | 108/SP263792 |
| Meeting Place development (Cultural site gathering place) | Part Road Part 118/SP263792 |
| Art Centre | 12-16/SP338357 |
| Bike track (Pump Track) Rebuild / Upgrade on existing site | 112/SP263792 |
| Recreation Hall and Female Gym and Multi-purpose Facilities | 113/SP263792 |
| Aged Care Facility | 79/SP263792 32/SP263792 33/SP26379 119/SP278073 |
| Aged Care Facility Service Centre | 88/SP263792 |
| Drainage - behind splash park, through splash park and partly in road corridor | 112/SP263792 114/SP263792 road 27/SP263792 |



| | |
|---|---|
| Council multipurpose housing (transitional/staff) | 115/SP263792 |
| New social housing | 53/SP263792 95/SP263792 111/SP263792 1/SP338357 3/SP338357 5-11/SP338357 1/SP301682 |
| Community garden | part of 27/SP263792 |
| SES Shed | part of 134/SP263792 |
| Secondary community use area | part of 27/SP263792 |

Proposed Resolution:

That Council adopt the project locations as presented.

Resolution: [Project Location List](#)

| | | |
|--------------------|--|-------------|
| Resolution: | Council adopts the project locations as presented. | |
| Moved: | Deputy Mayor Claudia Doughboy | Carried 5/5 |
| Seconded: | Mayor Alister Gibson | |
| Resolution No | 20250318-10 | |

Meeting adjourned for morning tea 10:39am

Meeting resumed at 11:10am



8.11 Wujal Wujal Master Plan

| | |
|---------------------------|--|
| Report to: | Mayor, Councillors and Chief Executive Officer |
| Subject: | Wujal Wujal Master Plan |
| Reporting Officer: | Chief Executive Officer |
| Status: | Decision |

Refer to Appendix 12 (page 213 of the Appendices) for Master Plan

Purpose

Finalised draft Wujal Wujal Master Plan.

Resolution: [Wujal Wujal Master Plan](#)

| | | |
|--------------------|--|-------------|
| Resolution: | Council adopts the Wujal Wujal Master Plan as presented. | |
| Moved: | Deputy Mayor Claudia Doughboy | Carried 5/5 |
| Seconded: | Cr Lucas Creek | |
| Resolution No | 20250318-11 | |

Cr Robert Bloomfield left the meeting at 11:44am

Cr Bloomfield returned to meeting at 11:54am

Deputy Mayor left meeting at 11:54am

Deputy Mayor returned to meeting at 12:00pm

Meeting adjourned at 12:09pm

Meeting resumed at 12:49pm

8.12 Wujal Wujal Primary Access Route

| | |
|---------------------------|--|
| Report to: | Mayor, Councillors and Chief Executive Officer |
| Subject: | Wujal Wujal Primary Access Route |
| Reporting Officer: | Chief Executive Officer |
| Status: | Decision |

Purpose

Background

The Wujal Wujal community currently relies on the south access Bloomfield Road / Cape Tribulation Road as its primary access. However, due to frequent flooding, road damage, and safety concerns, a change of primary access is required, to the northern access to Mulligan Highway. This change is expected to provide a more reliable and safer transport route for residents, emergency services, and economic activities.

Resolution: [Council approves the change of the Wujal Wujal primary access route to the northern access to Mulligan Highway](#)

| | | |
|--------------------|--|-------------|
| Resolution: | Council approves the change of the Wujal Wujal primary access route to the northern access route from Wujal Wujal through to the Mulligan Highway. | |
| Moved: | Mayor Alister Gibson | Carried 5/5 |
| Seconded: | Cr Nikita Tayley | |
| Resolution No | 20250318-13 | |



8.13 Adding of signatory to Council Financial Systems

Report to: Mayor, Councillors and Chief Executive Officer
Subject: Adding Signatory to Council Financial Systems
Reporting Officer: Chief Executive Officer
Status: Decision

Purpose

Council’s new Finance Manager, Arminda David, commenced with Council on 10 March 2025 and will require adding as a signatory for all Council financial systems with ANZ and Westpac.

Resolution: Council adopt the addition of Finance Manager Arminda David as signatory for Council financial systems with ANZ and Westpac.

| | | |
|--------------------|---|-------------|
| Resolution: | Council adopts the addition of Finance Manager Arminda David as signatory for Council financial systems with ANZ and Westpac. | |
| Moved: | Cr Lucas Creek | Carried 5/5 |
| Seconded: | Deputy Mayor Cludia Doughboy | |
| Resolution No | 20250318-14 | |

8.14 Engagement of Moray and Agnew

Report to: Mayor, Councillors and Chief Executive Officer
Subject: Engagement of Moray and Agnew
Reporting Officer: Chief Executive Officer
Status: Decision

Purpose

Engagement of Moray and Agnew law firm to represent Council in the Native Title process for the ILUA for Council’s Capital Projects.

Resolution: Council Endorse the engagement of Moray and Agnew Law Firm.

| | | |
|--------------------|---|--------------|
| Resolution: | Council Endorses the engagement of law firm Moray and Agnew | |
| Moved: | Mayor Alister Gibson | Lost/Carried |
| Seconded: | Cr Lucas Creek | |
| Resolution No | 20250318-15 | |



9. Reports: Elected Members and Council Officers

9.1 Mayor’s Monthly Portfolio Report

| | |
|---------------------------|--|
| Report to: | Councillors and Chief Executive Officer |
| Subject: | Monthly Portfolio Report: Finance, Governance and all other portfolios |
| Reporting Officer: | Councillor Alister Gibson, Mayor |
| Status: | Noting |

Mayor Alister Gibson represented the interests of the Wujal Wujal Aboriginal Shire Council since the last Ordinary Council meeting 18 February 2025 and reported on his portfolio: Governance, Finance and all other portfolios.

Resolution: That Council note Mayor Alister Gibson’s portfolio report as presented.

| | | |
|--------------------|---|-------------|
| Resolution: | Council noted Mayor Alister Gibson’s portfolio report as presented. | |
| Moved: | Cr Lucas Creek | Carried 5/5 |
| Seconded: | Cr Robert Bloomfield | |
| Resolution No | 20250318-16 | |

9.2 Deputy Mayor Claudia Doughboy: Economic Development, Tourism and Health

| | |
|---------------------------|--|
| Report to: | Mayor, Councillors and Chief Executive Officer |
| Subject: | Monthly Portfolio Report: Economic Development, Tourism and Health |
| Reporting Officer: | Councillor Claudia Doughboy, Deputy Mayor |
| Status: | Noting |

Deputy Mayor Claudia Doughboy represented the interests of the Wujal Wujal Aboriginal Shire Council at the following meetings since the last Ordinary Council meeting on 18 February 2025 and reports on her portfolio: Economic Development, Tourism and Health.

Resolution: That Council note Deputy Mayor Claudia Doughboy’s portfolio report as presented.

| | | |
|--------------------|--|-------------|
| Resolution: | Council noted Deputy Mayor Claudia Doughboy’s portfolio report as presented. | |
| Moved: | Cr Robert Bloomfield | Carried 5/5 |
| Seconded: | Cr Nikita Tayley | |
| Resolution No | 20250318-17 | |



9.3 Councillor Robert Bloomfield: Community Sports and Lifestyle

Report to: Mayor, Councillors and Chief Executive Officer
Subject: Monthly Portfolio Report: Community, Sports and Lifestyle
Reporting Officer: Councillor Robert Bloomfield
Status: Noting

Councillor Robert Bloomfield represented the interests of the Wujal Wujal Aboriginal Shire Council at the following meetings since the last Ordinary Council meeting on 18 February 2025 and reports on his portfolio: Community, Sports and Lifestyle.

None to note for this period.

Resolution: That Council note Councillor Robert Bloomfield’s portfolio report as presented.

| | | |
|--------------------|---|-------------|
| Resolution: | Council noted Councillor Robert Bloomfield’s portfolio report as presented. | |
| Moved: | Mayor Alister Gibson | Carried 5/5 |
| Seconded: | Cr Nikita Tayley | |
| Resolution No | 20250318-18 | |

9.4 Councillor Nikita Tayley: Environment and Culture

Report to: Mayor, Councillors and Chief Executive Officer
Subject: Monthly Portfolio Report: Environment and Culture
Reporting Officer: Councillor Nikita Tayley
Status: Noting

Councillor Nikita Tayley represented the interests of the Wujal Wujal Aboriginal Shire Council at the following meetings since the last Ordinary Council meeting on 18 February 2025 and reports on her portfolio: Environment and Culture.

Resolution: That Council note Councillor Nikita Tayley’s portfolio report as presented.

| | | |
|--------------------|---|-------------|
| Resolution: | Council noted Councillor Nikita Tayley’s portfolio report as presented. | |
| Moved: | Deputy Mayor Claudia Doughboy | Carried 5/5 |
| Seconded: | Cr Lucas Creek | |
| Resolution No | 20250318-19 | |



9.5 Councillor Lucas Creek: Law and Order

Report to: Mayor, Councillors and Chief Executive Officer
Subject: Monthly Portfolio Report: Law and Order
Reporting Officer: Councillor Lucas Creek
Status: Noting

Councillor Creek represented the interests of the Wujal Wujal Aboriginal Shire Council at the following meetings since the last Ordinary Council meeting on 18 February 2025 and reports on his portfolio: Law and Order.

Resolution: That Council note Councillor Lucas Creek’s portfolio report presented.

| | | |
|--------------------|---|-------------|
| Resolution: | Council noted Councillor Lucas Creek’s portfolio report as presented. | |
| Moved: | Deputy Mayor Claudia Doughboy | Carried 5/5 |
| Seconded: | Cr Nikita Tayley | |
| Resolution No | 20250318-20 | |

9.6 Chief Executive Officer Report

Report to: Mayor and Councillors
Subject: Chief Executive Officer’s Report
Reporting Officer: Chief Executive Officer Kiley Hanslow
Status: Noting

The Chief Executive Officer represented the interests of the Wujal Wujal Aboriginal Shire Council at the following meetings since the last council meeting on 18 February 2025.

Refer to [Appendix 13 \(Page 268 of the Appendices\)](#) to view Grants Report

Resolution: Acceptance of the Chief Executive Officer’s Monthly Report

| | | |
|--------------------|---|-------------|
| Resolution: | That Council noted the Chief Executive Officer’s Monthly Report as presented. | |
| Moved: | Cr Lucas Creek | Carried 5/5 |
| Seconded: | Cr Robert Bloomfield | |
| Resolution No | 20250318-21 | |

9.7 Corporate and Commercial Report

Report to: Mayor, Councillors and Chief Executive Officer
Subject: Monthly Portfolio Report: Corporate and Commercial Finance Report
Reporting Officer: Finance Accountant Khush Kumar
Status: Noting

Refer to [Appendix 14 \(Page 275 of the Appendices\)](#) to view Financial Report.

Council Financial Accountant to present the financial report to Council.

Resolution: Acceptance of the Corporate and Commercial Report

| | | |
|--------------------|---|-------------|
| Resolution: | That Council accept the Financial Corporate and Commercial Report as presented. | |
| Moved: | Mayor Alister Gibson | Carried 5/5 |
| Seconded: | Cr Lucas Creek | |
| Resolution No | 20250318-24 | |



9.8 Operations Report

Report to: Mayor, Councillors and Chief Executive Officer
Subject: Monthly Operations Report
Reporting Officer: Operations Manager, Perry Gould
Status: Noting/Information

This report outlines the works undertaken during the month of February 2025 including Civil, Building, Water Supply, Sewer Services, Parks and Gardens, Animal Management, Environmental Health, Disaster Management.

Resolution: That Council receives the Works and Building Services Monthly Report as presented.

| | | |
|--------------------|--|-------------|
| Resolution: | Council noted the Works and Building Services Monthly Report for February 2025 as presented. | |
| Moved: | Mayor Alister Gibson | Carried 5/5 |
| Seconded: | Cr Nikita Tayley | |
| Resolution No | 20250318-22 | |

9.9 Community Services Report

Report to: Mayor, Councillors and Chief Executive Officer
Subject: Monthly Community Services Report
Reporting Officer: Community Services Manager, Kesa Strieby
Status: Noting

This report outlines the works undertaken during the month of February 2025.

February 2025 was a remarkable month for the Community Services Department, marked by vibrant community events and strong engagement.

Resolution: Council accept the Community Services Report for February 2025

| | | |
|--------------------|---|-------------|
| Resolution: | Council noted the Community Services Report as presented. | |
| Moved: | Cr Lucas Creek | Carried 5/5 |
| Seconded: | Deputy Mayor Claudia Doughboy | |
| Resolution No | 20250318-23 | |

Action: Community Services Manager Kesa Strieby to organise a meeting between Council and Services Australia (Centrelink).

Action: Community Services Manager Kesa Strieby to arrange a round table meeting with Mayor, CEO, Deputy Mayor Claudia Doughboy, Cr Lucas Creek, and contractor Patrick Nandy regarding perceived miscommunication.

Operations Manager Perry Gould left the meeting at 2:11pm

Operations Manager Perry Gould returned to the meeting at 2:16pm

Meeting adjourned for break at 2:17pm

Meeting resumed at 2:39pm



10. Presentations to Council

10.1 Planning for the 2026 Census

| | |
|-------------------------|--|
| Presentation to: | Mayor, Councillors and Chief Executive Officer |
| Subject: | Planning for the 2026 Census |
| Presenters: | Robyn Learmouth and Melinda Mansell, Australian Bureau of Statistics |
| Status: | Discussion |
| Time on agenda: | 1:00pm – 1:30pm |

Australian Bureau of Statistics attendees:

- Robyn Learmouth
- Melinda Mansell

This meeting was cancelled and will be rescheduled to Council meeting on 15 April 2025.

Resolution: Council note the presentation by Australian Bureau of Statistics.

| | | |
|--------------------|---|--------------|
| Resolution: | That Council note the presentation by Australian Bureau of Statistics. Cancelled –rescheduled to 15 April Council Meeting | |
| Moved: | | Lost/Carried |
| Seconded: | | |
| Resolution No | 20250318- | |

10.2 North Queensland Creative Recovery Group Presentation

| | |
|-------------------------|---|
| Presentation to: | Mayor, Councillors and Chief Executive Officer |
| Subject: | North Queensland Creative Recovery Group |
| Presenters: | Bell Faber, Senior Tourism and Events Officer, Cooktown Shire Council, Waratah Nicholls, Creative Recovery, Cooktown Shire Council |
| Status: | Discussion |
| Time on agenda: | 1:40pm – 2:00pm |

Cooktown Shire Council attendees:

- Bell Faber
- Waratah Nicholls

Refer to Appendix 15 (page 287 of the Appendices) for presentation.

Kuku Balkal Kaykayanda is a creative recovery initiative supporting children and young people in the wake of Cyclone Jasper.

This meeting was cancelled and will be rescheduled to Council meeting on 15 April 2025.

Resolution: Council note the presentation by the Creative Recovery Group.

| | | |
|--------------------|--|--------------|
| Resolution: | That Council note the presentation by the Creative Recovery Group Cancelled –rescheduled to 15 April Council Meeting | |
| Moved: | | Lost/Carried |
| Seconded: | | |
| Resolution No | 20250318- | |



10.3 Snake Awareness

Presentation to: Mayor, Councillors and Chief Executive Officer
Subject: Snake Awareness
Presenters: Christian Schonenberger, Queensland Ambulance Service, Cooktown
Status: Discussion
Time on agenda: 2:00pm – 2:30pm

QAS attendees:

- Christian Schonenberger

This meeting was cancelled and will be rescheduled to hold the snake awareness presentation at the community meeting on Wednesday 19 March 2025.

Resolution: Council note the presentation by QAS Cooktown

| | | |
|--------------------|--|--------------|
| Resolution: | That Council note the presentation QAS Cooktown Moved this presentation to Community Meeting Wednesday 19 March 2025 | |
| Moved: | | Lost/Carried |
| Seconded: | | |
| Resolution No | 20250318- | |

11. General Business

Seeking to recruitment and train a local community member for the CEQ store. Until someone is recruited the Wujal Store will only be open Monday - Friday and closed on weekends. Refer to [Appendix 16 \(page 308\)](#)

Mayor – Letters of Support received

QPS Letter of Support - whilst we support this needs to be locally led from a local cultural perspective. Executive Assistant Bronwyn Barry to update support letter, send to CEO, Mayor and Councillors for review before sending to QPS. Councillors happy to support once letter is revised.

Dabu Jajikal Aboriginal Corporation (DJAC) Letter of Support – Whilst Council appreciates the work that DAJC does, Council would like to see more involvement and collaboration with Jabalbina Rangers, Community Meetings, School, evacuation exercises, local events, NAIDOC, school holiday programs.

Councillors do not support this letter of support request as presented.

Action: Community Services Manager Kesa Strieby to reach out to invite Dabu Jajikal to participate on Council's community events committees.

Mayor, CEO and Operations Manager meeting with Cook Shire Council to discuss strategic collaboration.

Action: Executive Assistant Bronwyn Barry to organise meeting with Cook Shire Council

Next financial year Council should budget for all Councillors to attend the annual Indigenous Leaders Forum (ILF) in addition to the already budgeted for annual LGAQ Conference and the. CEO will set budget aside for this.

Cr Robert Bloomfield

Nil

Cr Lucas Creek

Nil



Cr Nikita Tayley

- Children to be supervised at the splash park, children still throwing mud, rocks and sticks into the splash park. Parents are responsible for supervising their children.
- Community members need to maintain their yards. Confirmed this is a Housing matter.
- Would like to see more work being done to tidy up the community, mowing etc. Operations Manager Perry Gould confirmed Council has purchased an ATV to clean up fence lines.
- Some of the street lighting is not working properly and, in some areas, there is no lighting at all – Keim Street, Women’s Centre bottom of Heorlein Street, between Aged Care Centre and Florence Lane alleyway, streetlight flickers on and off outside 145 Little Douglas and streetlight not working across the road from 156 Little Douglas Street.
- Can shop stock lawn mowers, brush cutters – Operations Manager Perry Gould to check.
- Housing transition house –6 Heorlein Street - Housing needs to maintain – CEO Kiley Hanslow to send email to housing.
- Would like to see community get together / BBQ quarterly (separate from Community Meetings)
 - **Action:** Community Services Manager Kesa Strieby to organise a committee with Jabalbina, Apunipima, Justice Group, My Pathway, CDCC, Dabu Jajikal Aboriginal Corporation (DJAC) and School for quarterly community social get togethers.

Deputy Mayor

- Advised that Finance Administration Officer Melody Hunter is back in community and would like to see her working back onsite in the office at Council.
 - **Action:** Finance Manager Arminda David and HR Manager Vicki Thiel to contact Melody.
- Would like to see a Day Care Centre in Wujal Wujal.
 - **Action:** Community Services Manager Kesa Strieby to investigate what compliance is required, is there funding available and what are the issues/risks? Check with Hope Vale who already have a Day care.
- Would like to have school at the community hall when Olufson Creek is impassable
 - **Action:** Community Services Manager Kesa Strieby to contact the school to enquire about classes at the community hall when Olufson Creek is impassable.
- Would like Mayor and CEO to advise Councillors when they are away for more than three days.
 - **Action:** Executive Assistant Bronwyn Barry to email Councillors to advise when Mayor and CEO are away from Wujal for over three days. Will place an In-Out board in the office to advise when staff and Councillors are away.
- Councillor shirts for conferences – choices provided to Councillors
 - **Action:** Councillor Conference shirts - Deputy Mayor Claudia Doughboy to organise the design, after which Deputy Mayor will work with Community Services Manager Kesa Strieby to put the design on a shirt with Yarn and order.
 - **Action:** NAIDOC shirts for Councillors– Executive Assistant Bronwyn Barry to order the black NAIDOC shirts as chosen by Councillors.

Community Services Manager Kesa Strieby

Advised Councillors that Kesa Strieby is on annual leave during the school holiday period from 08.04.2025 to 22.04.2025. A short-term Community Services Manager vacancy was advertised and Cynthia Lui was the successful applicant. Cynthia Lui will fill in for Kesa whilst Kesa is away on leave.

Operations Manager Perry Gould

Advised Councillors that he went to the school about artwork for bin enclosures around community – the children will provide some art and local language and bring to Council for approval.



12. Next Ordinary Council Meeting Date

The next Ordinary Council Meeting is set for Tuesday 15 April 2025.

13. Meeting Closure

Meeting closed at 4:47pm