



DOUGLAS SHIRE COUNCIL

# ORDINARY COUNCIL MEETING

---

## MINUTES

---

Tuesday 29 April 2025

ENSURING EXCELLENCE IN GOVERNANCE  
ACCOUNTABLE AND TRANSPARENT DECISION-MAKING  
INCLUSIVE ENGAGEMENT, PLANNING AND PARTNERSHIPS  
CELEBRATING OUR COMMUNITIES



**MINUTES OF THE ORDINARY COUNCIL MEETING OF THE DOUGLAS SHIRE  
COUNCIL HELD ON TUESDAY 29 APRIL 2025 COMMENCING AT 10:00A.M.**

---

Mayor Cr Scmazzone opened the meeting at 10:00am by welcoming everyone to the Ordinary Meeting of the Douglas Shire Council being held on 29 April 2025 at the Mossman Council Chambers.

This Ordinary Meeting of Council is being Live Streamed on Council's Website and will also be available for others to watch at a later time.

Cr Scmazzone acknowledged the Kuku Yalanji people who are the Traditional Custodians of the Land on which this meeting is being held and paid respect to their Elders past, present and emerging, and extended that respect to other Indigenous Australians who may be listening or watching this morning.

**DOUGLAS SHIRE COUNCIL  
ORDINARY MEETING  
TUESDAY 29 APRIL 2025  
10:00 AM  
ORDER OF BUSINESS**

<b>1. Attendance &amp; Apologies .....</b>	<b>5</b>
1.1. PRESENT .....	5
1.2. APOLOGIES.....	5
1.3. OFFICERS IN ATTENDANCE .....	5
<b>2. Conflict Of Interest/Material Personal Interest .....</b>	<b>5</b>
<b>3. Deputations.....</b>	<b>6</b>
<b>4. Mayoral Minutes.....</b>	<b>6</b>
<b>5. Confirmation Of Minutes Of Council Meeting .....</b>	<b>6</b>
5.1. CONFIRM MINUTES - ORDINARY MEETING HELD 25 MARCH 2025 .....	6
<b>6. Officers Reports.....</b>	<b>6</b>
6.1. MAYOR'S DIARY FOR MARCH 2025 .....	6
6.2. CHIEF EXECUTIVE OFFICER'S DIARY FOR MARCH 2025 .....	6
6.3. MARCH 2025 FINANCIAL REPORTS .....	7
6.4. PROCUREMENT POLICY .....	7
6.5. 2025/2026 FEES AND CHARGES SCHEDULE .....	7
6.6. MAJOR COMMUNITY GRANTS SECOND ROUND .....	7
6.7. PRELODGE MENT ENQUIRY FOR MATERIAL CHANGE OF USE FOR A RENEWABLE ENERGY FACILITY (SOLAR FARM) AT 6868 CAPTAIN COOK HWY, KILLALOE .....	8
6.8. DAIN TREE FERRY LANDSIDE INFRASTRUCTURE .....	9

6.9.	DAINTREE FERRY REPORT MARCH 2025 .....	9
6.10.	CAPITAL WORKS 2025 BUDGET REALLOCATION .....	9
6.11.	CHANGE OF DATE FOR MAY AND JUNE 2025 ORDINARY COUNCIL MEETINGS.....	10
6.12.	QUEENSLAND DISASTER MANAGEMENT CONFERENCE 27 - 29 MAY 2025, BRISBANE .....	10
6.13.	2025 NATIONAL GENERAL ASSEMBLY, CANBERRA .....	10
6.14.	2025 NATIONAL GENERAL ASSEMBLY – MOTION SUBMISSION.....	11
6.15.	EX-GRATIA (SPECIAL) PAYMENTS POLICY.....	11
6.16.	REPORT OF AUDIT AND RISK COMMITTEE MEETING HELD ON 19 MARCH 2025 .....	11
6.17.	CORPORATE PLAN 2025 - 2030.....	11
6.18.	DELEGATIONS REGISTER - COUNCIL TO CEO.....	11
<b>7.</b>	<b>Notices Of Motion .....</b>	<b>12</b>
<b>8.</b>	<b>Urgent Business.....</b>	<b>12</b>
<b>9.</b>	<b>Petitions.....</b>	<b>12</b>
<b>10.</b>	<b>Closed Session.....</b>	<b>12</b>
<b>11.</b>	<b>Meeting Closure .....</b>	<b>12</b>

## **1. ATTENDANCE & APOLOGIES**

### **1.1. PRESENT**

Cr Lisa Scomazzon (Mayor), Cr Roy Zammataro (Deputy Mayor), Cr Damian Meadows, Cr Abigail Noli, Cr Michael Rees

### **1.2. APOLOGIES**

There were no apologies

### **1.3. OFFICERS IN ATTENDANCE**

S Osman (Chief Executive Officer), M Eastham (General Manager TC Jasper Corporate and Communities), D Langman (Chief Engineer TC Jasper Infrastructure and Recovery), A Pratap (Acting Chief Financial Officer), S Roberts (Manager Community Services), N Beck (Acting Manager Environment and Planning), W Kristalyn (Acting Manager Project Office), N Crimmins (Senior Records Management Officer), K Williams (Executive Assistant), M Wilson (Senior Media and Communications Officer), T Woodhams (Digital Communications Officer), L Dowling (Community Engagement Officer), M Nash (Customer Service/ Administration Officer), R Higgins (Acting Manager Governance), E Brooker (Coordinator Governance, Strategy and Risk).

## **2. CONFLICT OF INTEREST/MATERIAL PERSONAL INTEREST**

Cr Scomazzon informed the meeting that she has a declarable conflict of interest in Item 6.6 Major Community Grants Second Round (as defined by Section 150EN of the *Local Government Act 2009*) due to her spouse, Peter Capp, being a volunteer in organising the Mossman Show Ball in conjunction with the Mossman & District Show Society Incorporated.

As a result of Cr Scomazzon's conflict of interest, Cr Scomazzon requested permission to participate in the decision making as she felt that her spouse, Peter Capp, is acting in a volunteer role and has no financial responsibility with the organising of the Mossman Show Ball.

Cr Zammataro takes over as Chair

**Moved** Cr Zammataro

Motion – That Council resolves that Cr Scomazzon can participate and vote due to her spouse acting in a volunteer role and having no financial responsibility with the organising of the Mossman Show Ball and therefore a reasonable person would trust that the final decision is made in the public interest.

**Seconded** Cr Meadows

**Carried** Unanimously

Mayor takes back over as Chair

Cr Noli informed the meeting that she has a prescribed conflict of interest in Item 6.7 Pre-lodgement enquiry for a material change of use for a renewable energy facility, under section 150EF of the LGA or section 177C of the COBA, due to the applicant being a relative.

As a result of Cr Noli's conflict of interest, Cr Noli will leave the meeting room whilst the matter is considered and voted on.

### **3. DEPUTATIONS**

Nil

### **4. MAYORAL MINUTES**

Nil

### **5. CONFIRMATION OF MINUTES OF COUNCIL MEETING**

#### **5.1. CONFIRM MINUTES - ORDINARY MEETING HELD 25 MARCH 2025**

**Moved** Cr Rees

**Seconded** Cr Zammataro

*That the Minutes of the Ordinary Meeting held Tuesday 25 March 2025 be confirmed.*

**Carried** Unanimously

### **6. OFFICERS REPORTS**

#### **6.1. MAYOR'S DIARY FOR MARCH 2025**

**Moved** Cr Meadows

**Seconded** Cr Noli

*That Council notes the Mayor's external appointments for the month of March 2025.*

**Carried** Unanimously

#### **6.2. CHIEF EXECUTIVE OFFICER'S DIARY FOR MARCH 2025**

**Moved** Cr Noli

**Seconded** Cr Meadows

*That Council notes the Chief Executive Officers and Acting Chief Executive Officers external calendar appointments for the month of March 2025.*

**Carried** Unanimously



### 6.3. MARCH 2025 FINANCIAL REPORTS

**Moved** Cr Rees

**Seconded** Cr Noli

*That Council notes the Statement of Financial Position and Statement of Comprehensive Income for March 2025.*

**Carried** Unanimously

### 6.4. PROCUREMENT POLICY

**Moved** Cr Rees

**Seconded** Cr Noli

*That Council adopts the Procurement Policy.*

**Carried** Unanimously

### 6.5. 2025/2026 FEES AND CHARGES SCHEDULE

**Moved** Cr Meadows

**Seconded** Cr Noli

*That Council:*

- 1. Adopts the Schedule of Fees and Charges for the 2025-2026 financial year; and*
- 2. Delegates authority under s 257 of the Local Government Act 2009 to the Chief Executive Officer to negotiate fees and charges where circumstances warrant and to make minor administrative amendments to the Schedule.*

**Carried** Unanimously

### 6.6. MAJOR COMMUNITY GRANTS SECOND ROUND

Cr Scomazzon had a declarable conflict of interest in Item 6.6 Major Community Grants Second Round (as defined by Section 150EN of the *Local Government Act 2009*) due to her spouse, Peter Capp, being a volunteer in organising the Mossman Show Ball in conjunction with the Mossman & District Show Society Incorporated.

As a result of Cr Scomazzon's conflict of interest, Cr Scomazzon requested permission to participate in the decision making as she felt that her spouse, Peter Capp, is acting in a volunteer role and has no financial responsibility with the organising of the Mossman Show Ball.

**Moved** Cr Noli

**Seconded** Cr Meadows

*That Council:*

- 1. Approves the allocation of \$38,000 from Council's Community Grants Program 2024-2025 to fund the recommended applications listed in the table of the report; and*

2. *Delegates authority under section 257(1)(b) of the Local Government Act 2009 to the Chief Executive Officer to negotiate, finalise and execute any and all matters associated with the grants.*

**Carried** Unanimously

## MEETING WITHDRAWAL

Cr Noli had a prescribed conflict of interest in Item 6.7 'Pre-lodgement enquiry for a material change of use for a renewable energy facility as the applicant is a relative and excluded herself from the meeting while the matter was being discussed and voted on.

Cr Noli withdrew from the meeting at 10:10am.

## **6.7. PRELODGEEMENT ENQUIRY FOR MATERIAL CHANGE OF USE FOR A RENEWABLE ENERGY FACILITY (SOLAR FARM) AT 6868 CAPTAIN COOK HWY, KILLALOE**

**Moved** Cr Rees

**Seconded** Cr Meadows

*That:*

1. *Council resolves that with respect to the prelodgement enquiry lodged in relation to the redevelopment of 6868 Captain Cook Highway, Killaloe, being Lot 32 on SP332240, the proponent be advised that the following concerns are held;*
  - a. *The proposed development on the land is contrary to the Strategic Framework. Council is not supportive of development that detrimentally imposes on the Shire's scenic amenity and detrimentally impacts on scenic routes.*
  - b. *The development is inconsistent with the purpose of the Zone as it does not provide for rural uses, compromises the long-term use of the land for rural purposes and does not contribute to the scenic amenity and landscape character.*
  - c. *The development fragments and results in a loss of rural land, in particular Good Quality Agricultural Land (GQAL).*
2. *Council resolves that the proponent be advised that any future application would need to address the above concerns.*
3. *Council notes that the above information is offered in the context of providing open and frank without prejudice comment from Council in relation to the proposed uses. The determination of any future application is a matter for Council following detailed assessment of the application, including consideration of any properly made submissions (where applicable).*

**Moved** Cr Scomazzon

**Seconded** Cr Meadows

1. *That with respect to the prelodgement enquiry lodged in relation to the redevelopment of 6868 Captain Cook Highway, Killaloe, being Lot 32 on SP332240, the proponent be advised that Council may support the proposed development subject to any future development application satisfactorily addressing the following key issues:*
  - a. *Does not detrimentally impact on the Shire's scenic amenity, mapped scenic route and landscape character;*



- b. Sited so as to have least impact on Good Quality Agricultural Land (GQAL) and does not result in the alienation of GQAL;*
  - c. Suitably demonstrate the need for the development and that such a development does not constrain or have other unintended economic impacts for other emerging industries.*
- 2. That the above information is offered in the context of providing open and frank without prejudice comment from Council in relation to the proposed uses. The determination of any future application is a matter for Council following detailed assessment of the application, including consideration of any properly made submissions (where applicable).*

**Carried** unanimously

## MEETING RE-ATTENDANCE

Cr Noli re-entered the meeting at 10:17am.

### 6.8. DAINTREE FERRY LANDSIDE INFRASTRUCTURE

**Moved** Cr Rees

**Seconded** Cr Noli

*That Council:*

- 1. Resolves to award Contract 5014/10 – Daintree Ferry Landside Infrastructure to Durack Civil Pty Ltd for \$8,843,859.54 plus GST and a further \$879,772.14 plus GST in provisional sum items. Budget will be allocated over the 2024/25, 2025/26, 2026/27 and 2027/28 financial years.*
- 2. Delegates authority under Section 257(1)(b) of the Local Government Act 2009 to the Chief Executive Officer to negotiate, finalise and execute any and all matters in relation to this contract.*

**Carried** unanimously

### 6.9. DAINTREE FERRY REPORT MARCH 2025

**Moved** Cr Zammataro

**Seconded** Cr Noli

*That Council receives and notes the Daintree River Ferry financial information and tender progress for March 2025.*

**Carried** unanimously

### 6.10. CAPITAL WORKS 2025 BUDGET REALLOCATION

**Moved** Cr Noli

**Seconded** Cr Rees

*That Council endorse the capital works budget for the year ended 30 June 2025 be reallocated between projects as follows:*

*Funds to be reallocated from the following 2025 budgeted capital works projects:*

1. Land Purchases \$288,000
2. Parks Renewal Program 2024/2025 \$102,000
3. Water Treatment Renewal Program \$515,000
4. Port Douglas WWTP \$600,000

*Funds to be allocated to the following capital works projects for year ended 30 June 2025:*

1. SPS MA Rising Main Upgrade \$354,133
2. Water – Critical Mains Renewal Program \$208,174
3. Building Facilities Renewal Program 23/24 \$133,938
4. Macrossan Street Decorative Lighting Stage 2 \$102,000
5. Mossman Depot Improvements \$210,000
6. Grant Funding – QRRRF 2021-22 Warner\_Mowbray St Trunk Drainage Infrastructure Project \$112,500
7. Water Main Renewals \$384,000

*New project fully funded by Grant funding*

1. Sandbagging Machine \$80,000

**Carried** unanimously

#### **6.11. CHANGE OF DATE FOR MAY AND JUNE 2025 ORDINARY COUNCIL MEETINGS**

**Moved** Cr Meadows

**Seconded** Cr Rees

*That:*

1. Council resolves to change the date for the May 2025 Ordinary Council Meeting to 10:00am on 20 May 2025; and
2. Council resolves to change the date for the June 2025 Ordinary Council Meeting to 10:00am on 17 June 2025.

**Carried** unanimously

#### **6.12. QUEENSLAND DISASTER MANAGEMENT CONFERENCE 27 - 29 MAY 2025, BRISBANE**

**Moved** Cr Zammataro

**Seconded** Cr Rees

*That Council endorses the attendance of Mayor Lisa Scomazzon and Cr Damian Meadows at the Local Government Association Queensland (LGAQ) Queensland Disaster Management Conference 27-29 May, Brisbane.*

**Carried** unanimously

#### **6.13. 2025 NATIONAL GENERAL ASSEMBLY, CANBERRA**

**Moved** Cr Noli

**Seconded** Cr Meadows

*That Council endorses the attendance of Mayor Lisa Scomazzon at the 2025 National General Assembly of Local Government (NGA) 24-27 June 2025, Canberra.*

**Carried** unanimously

#### **6.14. 2025 NATIONAL GENERAL ASSEMBLY – MOTION SUBMISSION**

**Moved** Cr Rees

**Seconded** Cr Meadows

*That Council endorses the motion for submission to the 2025 National General Assembly of Local Government.*

**Carried** unanimously

#### **6.15. EX-GRATIA (SPECIAL) PAYMENTS POLICY**

**Moved** Cr Noli

**Seconded** Cr Rees

*That Council adopt the new Ex-Gratia (Special) Payments Policy.*

**Carried** unanimously

#### **6.16. REPORT OF AUDIT AND RISK COMMITTEE MEETING HELD ON 19 MARCH 2025**

**Moved** Cr Noli

**Seconded** Cr Rees

*That council note the report on the Audit and Risk Committee meeting held on 19 March 2025.*

**Carried** unanimously

#### **6.17. CORPORATE PLAN 2025 - 2030**

**Moved** Cr Rees

**Seconded** Cr Noli

*That Council:*

- 1. Adopts the Douglas Shire Council 2025 – 2030 Corporate Plan to be implemented as from 1 July 2025; and*
- 2. Delegates authority under Section 257(1)(b) of the Local Government Act 2009 to the Chief Executive Officer to finalise any minor grammatical amendments to the Corporate Plan.*

**Carried** unanimously

#### **6.18. DELEGATIONS REGISTER - COUNCIL TO CEO**

**Moved** Cr Meadows

**Seconded** Cr Noli

*That Council:*

1. *In accordance with s 257 of the Local Government Act 2009, resolves to delegate the exercise of powers contained within the "Delegations Register - Council to the Chief Executive Officer (CEO) (Attachment 2);*
2. *Acknowledge that these powers must only be exercised subject to the limitations contained in the Delegations Register as listed.*

**Carried** unanimously

**7. NOTICES OF MOTION**

Nil

**8. URGENT BUSINESS**

Nil

**9. PETITIONS**

Nil

**10. CLOSED SESSION**

Nil

**11. MEETING CLOSURE**

The meeting closed at 10:43am.

**CONFIRMED THIS      DAY OF      2025.**

.....  
MAYOR/CHAIR