



DOUGLAS SHIRE COUNCIL

# ORDINARY COUNCIL MEETING

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## MINUTES

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Tuesday 30 September 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 30 SEPTEMBER 2025 COMMENCING AT 10:00A.M.**

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Mayor Cr Scmazzone opened the meeting at 10:00am by welcoming everyone to the Ordinary Meeting of the Douglas Shire Council being held on 30 September 2025 at the Mossman Council Chambers.

This Ordinary Meeting of Council is livestreamed through Microsoft Teams 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 30 SEPTEMBER 2025  
10:00 AM  
ORDER OF BUSINESS**

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## **1. ATTENDANCE & APOLOGIES**

### **1.1. PRESENT**

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

### **1.2. APOLOGIES**

There were no apologies

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

S Osman (Chief Executive Officer), A Pratap (Acting General Manager TC Jasper Corporate and Communities), D Langman (Chief Engineer TC Jasper Infrastructure and Recovery), S Roberts (Manager Community Services), G Nucifora (Construction and Commercial Manager), J Nicholson (Team Leader Financial Accounting), E Brooker (Coordinator Governance, Strategy and Risk), P White (Coordinator Water and Wastewater), Melinda Wythes (Coordinator Procurement), K Williams (Executive Assistant), L Boyd (Mayor & Councillor Support Officer), T Woodhams (Digital Communications Officer), L Dowling (Community Engagement Officer)

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

Cr Zammataro informed the meeting that he has a declarable conflict of interest in Item 7.7 Tenure Matter – Part of Coronation Park – Mossman Showgrounds Lot 92 SR81 – Mossman Port Douglas Senior Rugby League Inc. (as defined by Section 150EN of the Local Government Act 2009) due to his volunteering with the Mossman Senior Sharks.

As a result of this declarable conflict of interest, Cr Zammataro requested permission to participate in the decision making as his role is purely in a volunteering capacity and he holds no decision-making authority or financial responsibility at the Mossman Senior Sharks.

**Moved** Cr Meadows

**Seconded** Cr Rees

Motion - That Council resolves that Cr Zammataro can participate and vote due to acting in a volunteer role with no decision-making authority or financial responsibility at the Mossman Senior Sharks therefore a reasonable person would trust that the final decision is made in the public interest.

**Carried** unanimously

### **3. DEPUTATIONS**

Nil

### **4. MAYORAL MINUTES**

Nil

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

#### **5.1. CONFIRM MINUTES - ORDINARY MEETING HELD 26 AUGUST 2025**

**Moved** Cr Meadows

**Seconded** Cr Rees

*That the Minutes of the Ordinary Meeting held Tuesday 26 August 2025 be confirmed.*

**Carried** unanimously

### **6. BUSINESS ARISING FROM PREVIOUS MEETINGS**

Nil

## **7. OFFICERS REPORTS**

### **7.1. MAYORS DIARY FOR AUGUST 2025**

**Moved** Cr Meadows

**Seconded** Cr Rees

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

**Carried** unanimously

### **7.2. CHIEF EXECUTIVE OFFICER'S DIARY FOR AUGUST 2025**

**Moved** Cr Meadows

**Seconded** Cr Zammataro

*That Council notes the Chief Executive Officer's external calendar appointments for the month of August 2025.*

**Carried** unanimously

### **7.3. AUGUST 2025 FINANCIAL REPORTS**

**Moved** Cr Rees

**Seconded** Cr Meadows

*That Council notes the Statement of Comprehensive Income for August 2025.*

**Carried** unanimously

### **7.4. ADDITIONAL OF SUPPLIERS TO THE REGISTER OF SOLE AND SPECIALISED SUPPLIERS**

**Moved** Cr Meadows

**Seconded** Cr Rees

*That Council:*

- 1. Approve the attached revised Register of Sole or Specialised Suppliers under section 235(a) and 235(b) of the Local Government Regulation 2012 for the supply of equipment and services, for the 2025-2026 financial year.*



2. *Delegates authority under section 257 of the Local Government Act 2009 to the Chief Executive Officer (or delegate) to enter into contracts, negotiate, finalise and execute any and all matters associated with or in relation to Sole or Specialised Suppliers subject to Council's normal procurement policies and procedures.*

**Carried** unanimously

## **7.5. AUDIT AND RISK COMMITTEE - CHAIR'S REPORT TO COUNCIL**

**Moved** Cr Rees

**Seconded** Cr Zammataro

*That Council note the Audit and Risk Committee Reports dated 23 June 2025 and 15 September 2025.*

**Carried** unanimously

## **7.6. TENURE MATTER - PART OF CORONATION PARK MOSSMAN SHOWGROUNDS LOT 92 SR81 - DOUGLAS SHIRE COMMUNITY SERVICES ASSOCIATION LTD**

**Moved** Cr Meadows

**Seconded** Cr Rees

*That Council:*

1. *Apply an exception to the disposal of an interest in a valuable non-current asset under Section 236(1)(b)(ii) of the Local Government Regulation 2012, as the disposal is to a community organisation.*
2. *Offer a trustee lease to Douglas Shire Community Services Association Ltd over part of the land described as Lot 92 SR81, specifically, a lease area comprising the building and grounds contained within the fenced area of the facility located at the south-eastern extent of Coronation Park.*
  - a. *For a term of ten (10) years.*
  - b. *For a rental amount of \$572 (including GST) for the first year of the term, with rent for each subsequent year of the term to be adjusted at the anniversary of the lease commencement date, in accordance with Council's Schedule of Fees and Charges in effect at the time of adjustment.*
  - c. *In accordance with Council's Standard Terms for a lease over trust land, registered under dealing number 720830775, and amended to:*
    - (i) *clearly define the maintenance and repair obligations of the trustee and trustee lessee;*
    - (ii) *remove the obligation of the trustee lessee for payment of Council rates and charges.*
  - d. *With all reasonable costs associated with the preparation and registration of the lease, including surveying the lease area, to be borne by the trustee lessee.*

**Carried** unanimously



## **7.7. TENURE MATTER - PART OF CORONATION PARK - MOSSMAN SHOWGROUNDS LOT 92 SR81 - MOSSMAN PORT DOUGLAS SENIOR RUGBY LEAGUE CLUB INC**

Cr Zammataro had a declarable conflict of interest in Item 7.7 Tenure Matter – Part of Coronation Park – Mossman Showgrounds Lot 92 SR81 – Mossman Port Douglas Senior Rugby League Inc. (as defined by Section 150EN of the Local Government Act 2009) due to his volunteering with the Mossman Senior Sharks.

As a result of this declarable conflict of interest, Cr Zammataro requested permission to participate in the decision making as his role is purely in a volunteering capacity and he holds no decision-making authority or financial responsibility at the Mossman Senior Sharks.

**Moved** Cr Meadows

**Seconded** Cr Zammataro

*That Council:*

1. *Apply an exception to the disposal of an interest in a valuable non-current asset under Section 236(1)(b)(ii) of the Local Government Regulation 2012, as the disposal is to a community organisation.*
2. *Offer a trustee lease to Mossman Port Douglas Senior Rugby League Club Inc over part of the land described as Lot 92 SR81, specifically, a lease area comprising the entire clubhouse facility through to and including the announcer's building located to the south-east and that area of land between both structures with the exact dimensions to be determined by survey.*
  - a. *For a term of ten (10) years.*
  - b. *For a rental amount of \$572 (including GST) for the first year of the term, with rent for each subsequent year of the term to be adjusted at the anniversary of the lease commencement date, in accordance with Council's Schedule of Fees and Charges in effect at the time of adjustment.*
  - c. *In accordance with Council's Standard Terms for a lease over trust land, registered under dealing number 720830775, and amended to:*
    - (i) *clearly define the maintenance and repair obligations of the trustee and trustee lessee;*
    - (ii) *remove the obligation of the trustee lessee for payment of Council rates and charges;*
    - (iii) *clearly define the temporary use, for a nominated period, of part of the lease area by the Mossman and District Show Society Inc for the conduct of the annual show.*
  - d. *With all reasonable costs associated with the preparation and registration of the lease, including surveying of the lease area, to be borne by the trustee lessee.*

**Carried** unanimously

## **7.8. SOUND AUSTRALIA - RESOURCE AND PERFORMANCE AGREEMENT**

**Moved** Cr Rees

**Seconded** Cr Meadows

*That Council resolves to enter into a Resource and Performance Agreement with Sounds Australia for funding of \$80,000 (incl. GST) and \$7,000 in-kind support for 2026 and by agreement for 2027 and 2028 based on annual outcomes, for a period of three years.*

**Carried** unanimously

## **7.9. MINOR CHANGE TO OPERATIONAL WORKS AND MATERIAL CHANGE OF USE APPROVAL AT 14 MURPHY STREET**

**Moved** Cr Meadows

**Seconded** Cr Rees

*That Council refuses the change applications to Development Approval OP2024\_5601 for Operational Works and MCUC2022\_4732 for Material Change of Use over land described as the adjacent road reserve to 14 Murphy Street and 14 Murphy Street, Port Douglas being formally described as Lot 114 on PTD2094, on the following grounds:*

- 1. The proposed secondary driveway creates an unacceptable traffic risk due to the grade at the intersection between the proposed and approved driveway, the introduction of additional conflict points and conflict with Councils infrastructure, the proposal is not compliant with the Access, Parking and Servicing Code from the 2018 Douglas Shire Planning Scheme version 1.0;*
- 2. The proposed secondary driveway is in conflict with the Port Douglas and Craiglie Local Plan Code from the 2018 Douglas Shire Planning Scheme version 1.0 as it does not protect flagstaff hill from inappropriate development and does not minimise the visibility of the development;*
- 3. The development is inconsistent with the Environmental Management Zone Code from the 2018 Douglas Shire Planning Scheme version 1.0 as it is not designed to respond to the characteristics of the site and its surrounds.*
- 4. The development is not capable of being conditioned to achieve compliance with the relevant benchmarks of the 2018 Douglas Shire Planning Scheme version 1.0.*

**An amended motion was put forward.**

**Moved** Cr Rees

*That the motion be amended to read - That Council resolve to leave the item on the table and request that the applicant submit updated engineering drawings compliant with the relevant Australian Standards.*

**Carried** unanimously

**The amended motion became the substantive motion and was put to the vote.**

**Moved** Cr Meadows

**Seconded** Cr Rees

*That Council resolve to leave the item on the table and request that the applicant submit updated engineering drawings compliant with the relevant Australian Standards.*

**Carried** unanimously

## **7.10. COMMUNITY RESALE EVENTS**

**Moved** Cr Rees

**Seconded** Cr Meadows

*That Council:*

- 1. Endorse the addition of a Community Re-Sale Event Stallholder Fee of \$30.00 to the Fees and Charges for Council operated community re-sale events as part of the implementation of the Waste Reduction and Recycling Plan 2025 – 2030;*
- 2. Delegates authority under S257 of the Local Government Act 2009 to the Chief Executive Officer to administer all matters associated with the above.*

**Carried** unanimously

## **7.11. FREE MULCH FEE WAIVERS**

**Moved** Cr Meadows

**Seconded** Cr Zammataro

*That Council resolves to waive adopted fees and charges for mulch sales on an as required basis and delegates the Authority for waiving these fees and charges to the Chief Executive Officer or delegate in an ongoing capacity.*

**Carried** unanimously

## **7.12. BIN HARMONISATION PROGRAM GRANT**

**Moved** Cr Rees

**Seconded** Cr Meadows

*That Council:*

- 1. Approve the submission to the Growing the Recovery of Organic Waste via Food Organic Garden Organic (GROW FOGO) Fund for \$118,025.00; and*

2. Resolve to engage Cleanaway under s235 (a) of the Local Government Regulation 2012 for the provision of supply, manage, install compliant red waste bin lids subject to approval of funding.

**Carried** unanimously

### **7.13. CONTRACT: 2025-064 REGIONAL COLLECTION & BENEFICIAL REUSE OF BIOSOLIDS**

**Moved** Cr Meadows

**Seconded** Cr Zammataro

*That Council:*

1. Award Contract 2025-064 Regional Removal and Beneficial Reuse of Biosolids to Arkwood (Gloucester) Pty Ltd based on a schedule of rates commencing on 1 October 2025, for a period of three years with a provision for two extension options of up to 12 months each at Council's discretion; and
2. Delegates authority to the Chief Executive Officer in accordance with the Local Government Act 2009 to enter into contracts, negotiate, finalise and execute any and all matters associated with or in relation to the contract/s subject to Council's normal procurement policies and practices.

**Carried** unanimously

### **7.14. CYCLONE JASPER CONTRACTS AWARDED REPA - AUGUST 2025**

**Moved** Cr Rees

**Seconded** Cr Meadows

*That Council:*

1. Retrospectively endorse \$9,477,510.54 (excl. GST) in Reconstruction of Essential Public Assets expenditure committed in August 2025, in relation to the Cyclone Jasper Disaster Event.
2. Council to note the funding received to date from Queensland Reconstruction Authority (QRA) for Reconstruction of Essential Public Assets.

**Carried** unanimously

### **7.15. QUARTERLY UPDATE DRFA PROGRAM – Q4 24/25FY**

**Moved** Cr Rees

**Seconded** Cr Meadows

*That Council note the Disaster Recovery Funding Arrangements – Reconstruction of Essential Public Assets Report Quarter 4 2024/2025 Financial Year.*

**Carried** unanimously

## **7.16. REX CREEK INTAKE REMEDIATION**

**Moved** Cr Meadows

**Seconded** Cr Zammataro

*That Council:*

- 1. Resolves to award Contract WO6439 – Rex Creek Intake – Remediation Work to Koppen Construction Pty Ltd for \$615,391. plus, GST.*
- 2. Delegates authority under s 257 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

## **7.17. DAINTREE RIVER FERRY UPDATE AUGUST 2025**

**Moved** Cr Zammataro

**Seconded** Cr Meadows

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

**Carried** unanimously

## **7.18. PETITION “LET SLEEPING DINGOES LIVE” (8 JULY 2025)**

**Moved** Cr Meadows

**Seconded** Cr Rees

*That Council:*

- 1. Note that this report addresses the petition titled “Let Sleeping Dingoes Live” submitted on 3 January 2025;*

2. *Reaffirms its commitment to compliance with the Biosecurity Act 2014 with respect to dingo management and adherence to Councils adopted Biosecurity Management Plan 2022-2026; and*
3. *Note that correspondence will be provided to the lead petitioner detailing Council's response to the concerns raised with the petition.*

**Carried** unanimously

## **7.19. END OF YEAR CLOSEDOWN 2025**

**Moved** Cr Rees

**Seconded** Cr Meadows

*That:*

1. *Council endorses the end of year closedown for 2025-2026 for Council administration centre, operational staff, libraries and community centres from 4pm Friday 19 December 2025 up to and including Sunday 4 January 2026;*
2. *Council endorses the end of year closedown for 2025-2026 for the swimming pool and tourist park from 12pm Wednesday 24 December 2025 up to and including Friday 26 December 2025 and 1 January 2026; and*
3. *Council approves the Chief Executive Officer to advertise the closures and the relevant contact details for customer requests over this period.*

**Carried** unanimously

## **8. LATE ITEMS**

### **8.1. CAPITAL WORKS QUARTERLY REPORT APRIL TO JUNE 2025**

**Moved** Cr Rees

**Seconded** Cr Meadows

*That Council receives and notes the progress of the Capital Works Program for the period 1 April 2025 to 30 June 2025.*

**Carried** unanimously

## **9. NOTICES OF MOTION**

Nil

## **10. URGENT BUSINESS**

Nil

## **11. PETITIONS**

Nil

## **12. MEETING CLOSURE**

The meeting closed at 10:44am