



DOUGLAS SHIRE COUNCIL

# SPECIAL COUNCIL MEETING

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# MINUTES

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Tuesday 14 May 2024

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

**DOUGLAS**  
SHIRE COUNCIL

**Rachel Brophy**  
CHIEF EXECUTIVE OFFICER



**MINUTES OF THE SPECIAL MEETING OF THE DOUGLAS SHIRE COUNCIL HELD ON  
TUESDAY 14 MAY 2024 COMMENCING AT 9:00A.M.**

Mayor Cr Scomazzon opened the meeting at 9:12am by welcoming everyone to the Special Meeting of the Douglas Shire Council being held on 14 May 2024 at the Mossman Council Chambers.

This Special 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 Scomazzon 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  
SPECIAL MEETING  
TUESDAY 14 MAY 2024  
9:00 AM  
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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, Cr Michael Rees

### **1.2. APOLOGIES**

There were no apologies.

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

Rachel Brophy (Chief Executive Officer), Susie Glasson (Acting General Manager Corporate and Community), Natalie Crimmins (Senior Governance Officer), Kelly Dean (Mayor/Councillor Support Officer), Marcus Wilson (Senior Media and Communications Officer), Tarren Woodhams (Digital Communications Officer).

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

Nil

## **3. OFFICERS REPORTS**

### **3.1. CONFIDENTIAL 254J (3) LOCAL GOVERNMENT REGULATION 2012 – CLOSED SESSION UNDER SECTION 254J (3) OF THE LOCAL GOVERNMENT REGULATION 2012**

This report is CONFIDENTIAL in accordance with s 254J(3) of the *Local Government Regulation 2012* which permits the meeting to be closed to the public to discuss the matter.

#### **CLOSED SESSION**

**Moved:** Cr Rees

**Seconded:** Cr Noli

*That Council resolves to move into Closed Session to discuss the following matters:*

10.1 *Confidential 254J (3) Local Government Regulation 2012 – Closed Session under section 254J (3) of the Local Government Regulation 2012*

**Carried** Unanimously

(Meeting moved into Closed Session at 9:13am).

**MEETING WITHDRAWAL**

Rachel Brophy (Chief Executive Officer), Marcus Wilson (Senior Media and Communications Officer), Tarren Woodhams (Digital Communications Officer) withdrew from the meeting at 9:13am.

**OUT OF CLOSED SESSION**

**Moved:** Cr Rees

**Seconded:** Cr Noli

*That Council resolves to move out of Closed Session.*

**Carried** Unanimously

(Meeting moved out of Closed Session at 10:16am).

**MEETING RE-ATTENDANCE**

Rachel Brophy (Chief Executive Officer), Tarren Woodhams (Digital Communications Officer) re-attended the meeting at 10:16am

**3.1. CONFIDENTIAL 254J (3) LOCAL GOVERNMENT REGULATION 2012 –  
CLOSED SESSION UNDER SECTION 254J(3) OF THE LOCAL  
GOVERNMENT REGULATION 2012**

This report is CONFIDENTIAL in accordance with s 254J(3) of the *Local Government Regulation 2012* which permits the meeting to be closed to the public to discuss the matter.

**Moved** Cr Rees

**Seconded** Cr Noli

*That:*

- 1. Council accepts the terms of the Chief Executive Officer's resignation as discussed in the closed (and confidential) session of this Special Meeting of Council. The terms include Council accepting the Chief Executive Officer's resignation with the effective date of 9 July 2024;*
- 2. Paul Hoyer, Planning & Environment Manager of Douglas Shire Council, be offered the position of Acting Chief Executive Officer of Council, effective from 10 July 2024 and until such time as a permanent Chief Executive Officer is appointed or otherwise terminated earlier by Council;*
- 3. Council immediately commences the recruitment process for a new Chief Executive Officer;*
- 4. Council delegate the Mayor the power to sign all documents necessary to give effect to the termination of the Employment Agreement.*

**For** Cr Scomazzon, Cr Meadows, Cr Noli, Cr Rees

**Against** Cr Zammataro

**Carried**

**4. MEETING CLOSURE**

The meeting closed at 10:22am.

**CONFIRMED THIS 28<sup>TH</sup> DAY OF MAY 2024.**

  
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MAYOR/CHAIR