



DOUGLAS SHIRE COUNCIL

ORDINARY COUNCIL MEETING

MINUTES

Tuesday 25 October 2022

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 ORDINARY COUNCIL MEETING OF THE DOUGLAS SHIRE
COUNCIL HELD ON TUESDAY 25 OCTOBER 2022 COMMENCING AT 10:00A.M.**

Mayor Cr Kerr opened the meeting at 10:00am by welcoming everyone to the Ordinary Meeting of the Douglas Shire Council being held on Tuesday 25 October 2022 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 Kerr 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 25 OCTOBER 2022
10:00 AM
ORDER OF BUSINESS**

1. Attendance & Apologies	5
1.1. PRESENT.....	5
1.2. APOLOGIES.....	5
1.3. OFFICERS IN ATTENDANCE	5
2. Conflict Of Interest/Material Personal Interest	5
3. Mayoral Minutes.....	5
4. Confirmation Of Minutes Of Council Meeting	5
4.1. CONFIRM MINUTES - ORDINARY MEETING HELD 27 SEPTEMBER 2022	5
5. Officers Reports.....	6
5.1. FINANCIAL REPORT SEPTEMBER 2022.....	6
5.2. FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2022.....	6
5.3. QAO FINAL MANAGEMENT REPORT 2021-22.....	6
5.4. ANNUAL REPORT 2021-2022	6
5.5. REPORT FROM THE CHIEF EXECUTIVE OFFICER FOR PERIOD JULY TO SEPTEMBER 2022.....	7
5.6. OPERATIONAL PLAN PROGRESS REPORT FOR JULY TO SEPTEMBER 2022..	7
5.7. COUNCIL RESOLUTION REGISTER - SEPTEMBER 2022.....	7
5.8. DATE TIME AND PLACE OF ORDINARY COUNCIL MEETINGS - JANUARY TO DECEMBER 2023	7

5.9. FNQROC REGIONAL SUPPLY & DELIVERY OF WATER CHEMICALS - OCTOBER 2022	8
5.10. FNQ031 REGIONAL COLLECTION AND REMOVAL OF FERROUS METAL, NON- FERROUS METAL AND USED LEAD ACID BATTERIES	9
5.11. DAINTREE FERRY INFRASTRUCTURE QUARTERLY REPORT ENDING SEPTEMBER 2022.....	9
5.12. CAPITAL WORKS PROGRESS REPORT FOR PERIOD JULY TO SEPTEMBER 2022	9
5.13. COUNCIL AS ADJOINING LANDOWNER TO 368-380 PORT DOUGLAS ROAD PORT DOUGLAS	10
5.14. TOURISM PORT DOUGLAS DAINTREE ANNUAL REPORT 2021-2022	10
5.15. MOSSMAN STATE HIGH SCHOOL SPONSORSHIP - ANNUAL PRESENTATION 2022	10
5.16. A YEAR IN DISASTER 2021-22	11
6. Notices Of Motion	11
7. Urgent Business.....	12
8. Petitions.....	12
9. Closed Session.....	12
10. Meeting Closure	12

1. ATTENDANCE & APOLOGIES

1.1. PRESENT

Cr Michael Kerr (Mayor), Cr Lisa Scomazzon (Deputy Mayor), Cr Peter McKeown, Cr Abigail Noli, Cr Roy Zammataro

1.2. APOLOGIES

There were no apologies.

1.3. OFFICERS IN ATTENDANCE

Rachel Brophy (Chief Executive Officer), Lisa Golding (Manager People and Community Services), Tara Killeen (Chief Financial Officer), Juanita Warner (Manager Governance), Jonathan Ward (Manager Water and Wastewater), Scott Hahne (Manager Project Office), Natasha Murray (Manager Infrastructure), Kelly Dean (Mayoral and Councillor Support Officer), Tarren Woodhams (Digital Communications Officer), Joanne Nicholson (Team Leader Financial Accounting), Leonard Newton (Acting Team Leader Management Accounting), Colin Chalmers (Team Leader Asset Management), Helen Coulthard (Property Officer), Paul Smyth (Events Officer), Robert Latham (Project Manager) and Natalie Crimmins (Senior Governance Officer).

2. CONFLICT OF INTEREST/MATERIAL PERSONAL INTEREST

Nil

3. MAYORAL MINUTES

Nil

4. CONFIRMATION OF MINUTES OF COUNCIL MEETING

4.1. CONFIRM MINUTES - ORDINARY MEETING HELD 27 SEPTEMBER 2022

REPORT AUTHOR

Brenda Jang, Executive Assistant to the CEO

Moved Cr Scomazzon

Seconded Cr Noli

That the Minutes of the Ordinary Meeting held Tuesday 27 September 2022 be confirmed.

Carried Unanimously

5. OFFICERS REPORTS

5.1. FINANCIAL REPORT SEPTEMBER 2022

REPORT AUTHOR Tara Killeen, Chief Financial Officer

Moved Cr Scomazzon

Seconded Cr Zammataro

That Council notes the Financial Report for September 2022.

Carried Unanimously

5.2. FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2022

REPORT AUTHOR Tara Killeen, Chief Financial Officer

Moved Cr Kerr

Seconded Cr McKeown

That Council adopts the Financial Statements for the Year Ended 30 June 2022.

Carried Unanimously

5.3. QAO FINAL MANAGEMENT REPORT 2021-22

REPORT AUTHOR Tara Killeen, Chief Financial Officer

Moved Cr Zammataro

Seconded Cr McKeown

That Council notes the observations contained within the Final Management Report (Observation Report) from the Queensland Audit Office for the 2021-2022 financial year.

Carried Unanimously

5.4. ANNUAL REPORT 2021-2022

REPORT AUTHOR Juanita Warner, Manager Governance

Moved Cr Kerr

Seconded Cr Scomazzon

That Item 5.4 Annual Report 2021-2022 be deferred to a Special Council Meeting.

Carried Unanimously

5.5. REPORT FROM THE CHIEF EXECUTIVE OFFICER FOR PERIOD JULY TO SEPTEMBER 2022

REPORT AUTHOR Rachel Brophy, Chief Executive Officer

Moved Cr Noli

Seconded Cr Scomazzon

That Council notes the Organisational Report Card and the Report from the Chief Executive Officer for the period July to September 2022.

Carried Unanimously

5.6. OPERATIONAL PLAN PROGRESS REPORT FOR JULY TO SEPTEMBER 2022

REPORT AUTHOR Rachel Brophy, Chief Executive Officer

Moved Cr Scomazzon

Seconded Cr Zammataro

That Council notes the progress of the implementation of the Operational Plan 2022-2023.

Carried Unanimously

5.7. COUNCIL RESOLUTION REGISTER - SEPTEMBER 2022

REPORT AUTHOR Juanita Warner, Manager Governance

Moved Cr Scomazzon

Seconded Cr Noli

That Council notes the status of the Council Resolution Register to September 2022.

Carried Unanimously

5.8. DATE TIME AND PLACE OF ORDINARY COUNCIL MEETINGS - JANUARY TO DECEMBER 2023

REPORT AUTHOR Juanita Warner, Manager Governance

Moved Cr McKeown

Seconded Cr Scomazzon

That Council, in accordance with s 254B of the Local Government Regulation 2012, adopt and publicly notify the following schedule of Ordinary Council Meetings for the months January 2023 – December 2023 meetings:

DAY	DATE	TIME
Tuesday	31 January 2023	10:00AM
Tuesday	28 February 2023	10:00AM
Tuesday	28 March 2023	10:00AM
Wednesday	26 April 2023	3:30 PM
Tuesday	30 May 2023	10:00AM
Tuesday	27 June 2023	10:00AM
Tuesday	25 July 2023	10:00AM
Tuesday	29 August 2023	10:00AM
Tuesday	26 September 2023	10:00AM
Tuesday	31 October 2023	10:00AM
Tuesday	28 November 2023	10:00AM
Tuesday	19 December 2023	10:00AM

Carried Unanimously

5.9. FNQROC REGIONAL SUPPLY & DELIVERY OF WATER CHEMICALS - OCTOBER 2022

REPORT AUTHOR

Peter White, Co-ordinator Water and Wastewater

Moved Cr Zammataro

Seconded Cr Noli

That Council:

1. *Awards the following contracts:*

Contract 1 to Coogee QCA Pty Ltd
Liquid Sodium Hypochlorite (Package 1)

Contract 2 to Cleveland Bay Chemical Company Pty Ltd
Liquid Aluminium Sulphate (Package 2)
Sodium Hydroxide (Package 4)

Contract 3 to Northern Chemicals Pty Ltd
Citric Acid (Package 5)

With a contract term of 3.5 years with two extension options of up to 12 months each (i.e. 3.5 + 1 + 1 years), with maximum total term of 5.5 years for each package.

2. *Delegates authority under s 257 of the Local Government Act 2009 to the Chief Executive Officer, to enter into contracts, finalise and negotiate any and all matters relating to this contract and each package subject to normal procurement practices and policies.*

Carried Unanimously

5.10. FNQ031 REGIONAL COLLECTION AND REMOVAL OF FERROUS METAL, NON-FERROUS METAL AND USED LEAD ACID BATTERIES

REPORT AUTHOR

Tim O'Brien, Field Officer Resource Management

Moved Cr Scomazzon

Seconded Cr Noli

That Council:

- 1. Approves the award of Contract 2023-024 – Collection and Removal of Ferrous Metal, Non-Ferrous Metal and Used Lead Acid Batteries to Sims Group Australia Holdings Pty Ltd with a contract term of 3 years with two extension options of up to 12 months each (3 + 1 + 1), with maximum total term of 5 years.*
- 2. Delegates authority to the Chief Executive Officer in accordance with s 257 of the Local Government Act 2009 to enter into contracts, finalise and negotiate any and all matters relating to this contract and each package subject to normal procurement practices and policies.*

Carried Unanimously

5.11. DAINTREE FERRY INFRASTRUCTURE QUARTERLY REPORT ENDING SEPTEMBER 2022

REPORT AUTHOR

Robert Latham, Project Manager

Moved Cr McKeown

Seconded Cr Scomazzon

That Council receives and notes the Daintree Ferry Infrastructure Project quarterly report for the period August to September 2022.

PROCEDURAL MOTION

Moved Cr Scomazzon

Seconded Cr McKeown

That Item 5.11 Daintree Ferry Infrastructure Quarterly Report Ending September 2022 be deferred to the next Ordinary Meeting of Council and include the financials.

Carried Unanimously

5.12. CAPITAL WORKS PROGRESS REPORT FOR PERIOD JULY TO SEPTEMBER 2022

REPORT AUTHOR

Scott Hahne, Manager Project Office

Moved Cr Noli

Seconded Cr Scomazzon

That Council receives and notes the progress of the Capital Works Program for the period July to September 2022.

Carried Unanimously

5.13. COUNCIL AS ADJOINING LANDOWNER TO 368-380 PORT DOUGLAS ROAD PORT DOUGLAS

REPORT AUTHOR Helen Coulthard, Property Officer

Moved Cr Zammataro

Seconded Cr Scomazzon

That Council:

- 1. Permits Council-owned land, Lot 10 on RP729037 to be included in the development application to reconfigure land at 368-380 Port Douglas Road, Port Douglas, more particularly described as Lot 3 on RP729037; and*
- 2. Provides landowner consent to enable a properly made application for the reconfiguration of land (ROL 2022_4962); and*
- 3. Delegates authority to the Chief Executive Officer under Section 257 of the Local Government Act 2009 to finalise all matters in relation to the above.*

Carried Unanimously

5.14. TOURISM PORT DOUGLAS DAINTREE ANNUAL REPORT 2021-2022

REPORT AUTHOR Emma Tunnock, Tourism & Economic Development Officer

Moved Cr Noli

Seconded Cr Scomazzon

That Council:

- 1. Receives and notes the Tourism Port Douglas Daintree Annual Report 2021-2022, submitted in accordance with the Resource and Performance Agreement between Tourism Port Douglas Daintree (TPDD) and Douglas Shire Council.*

Carried Unanimously

5.15. MOSSMAN STATE HIGH SCHOOL SPONSORSHIP - ANNUAL PRESENTATION 2022

REPORT AUTHOR Paul Smyth, Events Officer

Moved Cr Scomazzon

Seconded Cr Kerr

That Council:

- 1. Provides Mossman State High School with \$500 (GST Exc) sponsorship as Gold Sponsor of the Awards Presentation on 16 November 2022; and*
- 2. Delegates authority under s 257 of the Local Government Act 2009 to the Chief Executive Officer to finalise all matters associated with the above.*

Carried Unanimously

5.16. A YEAR IN DISASTER 2021-22

REPORT AUTHOR

Jamie Kleinhans, Disaster Management Officer

Moved Cr Noli

Seconded Cr Zammataro

That Council resolves:

1. *In accordance with s 80(1)(b) of the Disaster Management Act 2003, to accept the Local Disaster Management Plan 2022;*
2. *In accordance with s 33-34 and 35 of the Disaster Management Act 2003, appoint the following positions as core members of the Local Disaster Management Group for the Douglas Shire Council area:*

Position	Organisation
Chairperson – Mayor	Douglas Shire Council
Deputy Chairperson – Councillor Noli	Douglas Shire Council
Chief Executive Officer	Douglas Shire Council
Manager Environment and Planning	Douglas Shire Council
Manager People and Community Services	Douglas Shire Council
Manager Water/Wastewater	Douglas Shire Council
Manager Infrastructure	Douglas Shire Council
Disaster Management Officer	Douglas Shire Council
Director of Nursing and Midwifery	Mossman Hospital
Fire and Rescue Inspector	Queensland Fire and Rescue
Emergency Management Coordinator	Queensland Fire and Rescue
Officer in Charge, Port Douglas	Queensland Police Service
Officer in Charge, Mossman	Queensland Police Service
Officer In Charge, Mossman	Queensland Ambulance Service

3. *To note the measures that have been undertaken to ensure that Council has a disaster response capability;*

4. *To note the report on the 2021-22 disaster year and supports ongoing measures to build the resilience of the region.*

Carried Unanimously

6. NOTICES OF MOTION

Nil

7. URGENT BUSINESS

Nil

8. PETITIONS

Nil


9. CLOSED SESSION

Nil

10. MEETING CLOSURE

The meeting closed at 10:42am

CONFIRMED THIS 29TH DAY OF NOVEMBER 2022.


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MAYOR/CHAIR