



# Wujal Wujal Aboriginal Shire Council

## Ordinary Council | Minutes

Date: Tuesday 13 August 2024

Time: 9.00am

Venue: Council Administration and MS Teams

UNCONFIRMED

1. Opening of Meeting

### 1.1 Welcome | Opening of Meeting

The Mayor opened the meeting at 9.07am and provided acknowledgement of the 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  
Corporate and Commercial Services Manager, Micah Nkiwane  
Community Services Manager, Kesa Strieby  
Acting Executive Assistant, Tania Edwards (Microsoft Teams)

### 2.2 Leave of Absence | Apologies

None

### 2.3 Visitors | Presenters

The schedule for these presentations is as follows:

Time	Topic	Agency/Presenter
11.30am-12pm	Alternate Care	Rhonda Wills
1.00pm	Higher Places Zoning Map	CEO Kiley Hanslow, Emergency Management Coordinator Justin Smith and Community Recovery Officer Kate Hams
<del>2.00pm</del> Now at 10am	Review of the Alcohol Management Plan	Lisa Scott, DSDSATSIPCA

## 3. Condolences | Congratulations

Condolences to the following families:

- Darkin, Kulka and Fischer families
- Naylor Thomspson and Cabis families of Hopevale
- Shuan Smith family of Mossman
- Patterson family in Yarrabah
- Congratulations to all the children who went to Mareeba Peninsular Athletics Trials
- Congratulations to Councillor Bloomfields Granddaughter Kyesharlia for an Australian Mathematics award
- Congratulations to Karen for her role as the cook for the Aged Care Centre.
- Congratulations to Damita Gibson and Colin Friday for their new roles in the Depot

## 4. Mayoral Motion

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

None

## 5. Confirmation of minutes of the Previous Meeting

### 5.1 Minutes of the Ordinary Council Meeting | 16 July 2024

Councillors considered the previous minutes as presented.

Resolution: acceptance of the minutes meeting held Tuesday 16 July 2024

<b>Resolution:</b>	That the minutes of the Ordinary Council Meeting held on Tuesday 16 July 2024 accepted as a true and correct record of that meeting.	
Moved:	Mayor Alister Gibson	Carried 5/5
Seconded:	Councillor Nikita Tayley	
Resolution No	20240813-01	

### 5.2 Minutes of the Special Council Meeting | 29 July 2024

Councillors considered the previous minutes as presented.

Correction to the minutes for the Budget Overview item: update the minutes to note the full names of the Mayor and Deputy Mayor in the item.

Resolution: Acceptance of the minutes meeting held Monday 29 July 2024

<b>Resolution:</b>	That the minutes of the Ordinary Council Meeting held on Monday 29 July 2024 accepted as a true and correct record of that meeting subject to amending Mayor and Deputy Mayor to read Mayor Alister Gibson and Deputy Mayor Claudia Doughboy.	
Moved:	Councillor Lucas Creek	Carried 5/5
Seconded:	Councillor Nikita Tayley	
Resolution No	20240813-01	

## 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

Nothing to declare.

## 7. Business Arising or Outstanding Matters from Previous Meeting

- Discussion regarding agencies entering community without first requesting permission, and possible improvements to the process around that.

## 8. Items for Consideration and Decision

### 8.1 LGAQ Annual Conference Attendance

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<b>Report to:</b>	Mayor, Councillors and Chief Executive Officer
<b>Subject:</b>	LGAQ Annual Conference Attendance
<b>Reporting Officer:</b>	Chief Executive Officer
<b>Status:</b>	Decision

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- Councillors discussed the importance of the conference, the program and attendance.

#### Proposed Resolution:

1. That all Councillors and the Chief Executive Officer attend the LGAQ Annual Conference 2024.
2. That the Council Ordinary Meeting scheduled for 22 October 2024 be moved to 29 October 2024.

Resolution: LGAQ Conference Attendance

<b>Resolution:</b>	1. That all Councillors and the Chief Executive Officer attend the LGAQ Annual Conference 2024. 2. That the Council Ordinary Meeting scheduled for 22 October be moved to 29 October 2024.	
Moved:	Deputy Mayor Claudia Doughboy	Carried 5/5
Seconded:	Councillor Nikita Tayley	
Resolution No	20240813-03	

### 8.2 Lease of the Rural Transaction Centre

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<b>Report to:</b>	Mayor, Councillors and Chief Executive Officer
<b>Subject:</b>	Lease of the Rural Transaction Centre
<b>Reporting Officer:</b>	Chief Executive Officer
<b>Status:</b>	Decision

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- Council is reviewing all leases / properties owned by Council.
- Preston Law have confirmed there is no record of there ever being a lease agreement for the Rural Transaction Centre (RTC) building.
- Charges will begin with the start of the new lease agreement.
- Lease agreements state there is no subleasing.

#### Proposed Resolution:

Council resolve to inform the Wujal Justice Group of the requirement for a lease for the offices used by the Wujal Justice Group at the RTC building and then approach Preston Law to create the market value lease documents for those offices.

#### Resolution: Lease of Rural Transaction Centre

<b>Resolution:</b>	Council resolve to inform the Wujal Justice Group of the requirement for a lease for the offices used by the Wujal Justice Group at the RTC building and then approach Preston Law to create the market value lease documents for those offices.	
Moved:	Mayor Alister Gibson	Carried 5/5
Seconded:	Councillor Lucas Creek	
Resolution No	20240813-04	

### 8.3 Lease break for Lot 88 in Wujal Wujal

<b>Report to:</b>	Mayor, Councillors and Chief Executive Officer
<b>Subject:</b>	Lease break for Lot 88 in Wujal Wujal
<b>Reporting Officer:</b>	Chief Executive Officer
<b>Status:</b>	Decision

- Land was leased to church for the use of a residential church house but has not been used for that purpose.
- Council's priority is for housing for the Community.

#### Proposed Resolution:

Council resolves to inform the Lutheran Church that Council will terminate the lease on Lot 88 on the lease break date of 31 July 2025.

#### Resolution: Lease break for Lot 88 in Wujal Wujal

<b>Resolution:</b>	Council resolves to inform the Lutheran Church that Council will terminate the lease on Lot 88 on the lease break date of 31 July 2025 to facilitate the build of community housing in that location.	
Moved:	Councillor Nikita Tayley	Carried 5/5
Seconded:	Councillor Lucas Creek	
Resolution No	20240813-05	

## 9. Reports: Elected Members and Council Officers

### 9.1 Mayor's Monthly Portfolio Report

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

- Councillors considered the report as presented

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

<b>Resolution:</b>	That Council note Mayor Alister Gibson's portfolio report as presented.	
Moved:	Councillor Nikita Tayley	Carried 5/5
Seconded:	Councillor Robert Bloomfield	
Resolution No	20240813-06	

## 9.2 Deputy Mayor Claudia Doughboy: Economic Development and Tourism

<b>Report to:</b>	Mayor, Councillors and Chief Executive Officer
<b>Subject:</b>	Monthly Portfolio Report: Economic Development and Tourism
<b>Reporting Officer:</b>	Councillor Claudia Doughboy, Deputy Mayor
<b>Status:</b>	Noting

- Councillors considered the report as presented.

Resolution: Deputy Mayors Report

<b>Resolution:</b>	That Council note Deputy Mayor's portfolio report for as presented.	
Moved:	Councillor Lucas Creek	Carried 5/5
Seconded:	Councillor Robert Bloomfield	
Resolution No	20240813-07	

## 9.3 Councillor Robert Bloomfield: Community Sports and Lifestyle

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

Councillors considered the report as presented.

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

<b>Resolution:</b>	That Council note Councillor Robert Bloomfield's portfolio report as presented.	
Moved:	Mayor Alister Gibson	Carried 5/5
Seconded:	Deputy Mayor Claudia Doughboy	
Resolution No	20240813-08	

## 9.4 Councillor Nikita Tayley: Environment and Culture

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

Councillors considered the report as presented.

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

<b>Resolution:</b>	That Council note Councillor Nikita Tayley's portfolio report as presented.	
Moved:	Councillor Robert Blomfield	Carried 5/5
Seconded:	Councillor Lucas Creek	
Resolution No	20240813-09	

## 9.5 Councillor Lucas Creek: Law and Order

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

- Councillors considered the report as presented.

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

<b>Resolution:</b>	That Council note Councillor Lucas Creek’s portfolio report as presented.	
Moved:	Councillor Robert Blomfield	Carried 5/5
Seconded:	Deputy Mayor Claudia Doughboy	
Resolution No	20240813-10	

## 9.6 Chief Executive Officer Report

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

- Councillors considered the report as presented.

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

<b>Resolution:</b>	That Council receive the Chief Executive Officer’s Monthly Report as presented.	
Moved:	Mayor Alister Gibson	Carried 5/5
Seconded:	Councillor Robert Bloomfield	
Resolution No	20240813-11	

## 9.7 Corporate and Commercial Report

<b>Report to:</b>	Mayor, Councillors and Chief Executive Officer
<b>Subject:</b>	Monthly Portfolio Report: Corporate and Commercial Finance Report
<b>Reporting Officer:</b>	Manager Corporate and Commercial, Micah Nkiwane
<b>Status:</b>	Noting

- Councillors considered the report as presented.

### Final Audit

To meet the requirements for asset disposal of the Art Centre, a Council resolution is required.

Resolution: Council resolve to write off the Art Centre asset through an asset disposal form

<b>Resolution:</b>	That Council approve the “writing off” of the Art Centre through an Asset Disposal form.	
Moved:	Councillor Lucas Creek	Carried 5/5
Seconded:	Councillor Nikita Tayley	
Resolution No	20240813-12	

- The process of the Final Audit was explained.

Resolution: Acceptance of the Corporate and Commercial Report

<b>Resolution:</b>	That Council accept the Financial Corporate and Commercial Report as presented.	
Moved:	Mayor Alister Gibson	Carried 5/5
Seconded:	Councillor Robert Bloomfield	
Resolution No	20240813-13	

### 10.3 Review of the Alcohol Management Plan in Wujal Wujal

<b>Report to:</b>	Mayor, Councillors and Chief Executive Officer
<b>Subject:</b>	Review of the Alcohol Management Plan in Wujal Wujal
<b>Presenters:</b>	Lisa Scott, DTATSIPCA
<b>Status:</b>	Decision
<b>Time on agenda:</b>	2.00pm – 3.00pm

Attendance: Lisa Scott of DTATSIPCA joined the meeting at 10.02am

- The recommended process and learnings from other communities who have gone through this process was outlined.
- Councillors discussed the survey process and potential alcohol carriage limits.

#### Proposed Resolution:

Council resolves to request assistance from DTATSIPCA to hold a new community consultation survey to determine if changes are required to the AMP.

Resolution: AMP community consultation survey

<b>Resolution:</b>	Council resolves to request assistance from DTATSIPCA to hold a new community consultation survey to determine if changes are required to the AMP.	
Moved:	Deputy Mayor Claudia Doughboy	Carried
Seconded:	Councillor Nikita Tayley	
Resolution No	20240813-14	

Attendance: Lisa Scott of DTATSIPCA left the meeting at 10.30am

Attendance: Meeting adjourned at 10.31am

Attendance: Meeting reconvened at 10.53am

### 9.8 Operations Report

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

- Splash Park is expected to be operational by the end of this week.
- Aged Care kitchens were audited by Queensland Health, and with a few minor matters to tidy up the report was a good one.
- NQ Petro will undertake and be responsible for installation of all equipment in the fuel station.



- Football field status: field has been cleared, drains and infrastructure. Submissions for funding will be required.
- Crocodile safety discussed as some children have been throwing stones at crocodile in the water. This matter will be raised at the next Community Meeting.

Resolution: Works and Building Services Monthly Report

<b>Resolution:</b>	That Council receive the Works and Building Services Monthly Report as presented.	
Moved:	Councillor Robert Bloomfield	Carried 5/5
Seconded:	Councillor Nikita Tayley	
Resolution No	20240813-15	

### 9.9 Community Services Report

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

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Note the correction to spelling error in the report “especially Henrietta Fourmile”.

- Sports and Rec positions remain available.
- Pig Hunting Competition discussed. CEO to report back to council on how this is operated by other Councils.
- Children’s after school and school holiday programs discussed.

Attendance: Deputy Mayor Claudia Doughboy left the meeting at 11.29am.

- Sporting recognition discussed. Most children are recognised for their sporting achievements through their school and parents also join their children into sporting clubs which provides further opportunity for sporting recognition.

Attendance: Deputy Mayor rejoined the meeting at 11.32am.

- Promotion of children to Rugby League discussed.
- Sporting scholarships discussed.

Resolution: Community Services Report

<b>Resolution:</b>	That Council accept the Community Services Report as presented.	
Moved:	Councillor Nikita Tayley	Carried 5/5
Seconded:	Councillor Lucas Creek	
Resolution No	20240813-16	

## 10. Presentations to Council

### 10.2 Higher Ground Zoning

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<b>Presentation to:</b>	Mayor, Councillors and Chief Executive Officer
<b>Subject:</b>	Higher Ground Zoning
<b>Presenters:</b>	Chief Executive Officer Kiley Hanslow, QPS Emergency Management Coordinator Justin Smith and Community Recovery Officer Kate Hams
<b>Status:</b>	Discussion
<b>Time on agenda:</b>	Brought forward to 11.43am

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Attendance: Kate Hams and Justin Smith joined the meeting at 11.43am.

- It is essential to have a plan in place so community feels safe and prepared prior to the coming Wet Season
- The plan presented here is a draft.
- An evacuation strategy is required, this requires input from all levels of Government and community.
- This is a local program, this is our program.

## Situation

After the devastation caused by TC Jasper extreme rainfall it is pertinent that we work together to review and improve Evacuation process within Wujal Wujal. This is an opportunity to plan, practice and review evacuation processes in collaboration with the community and key stakeholders.

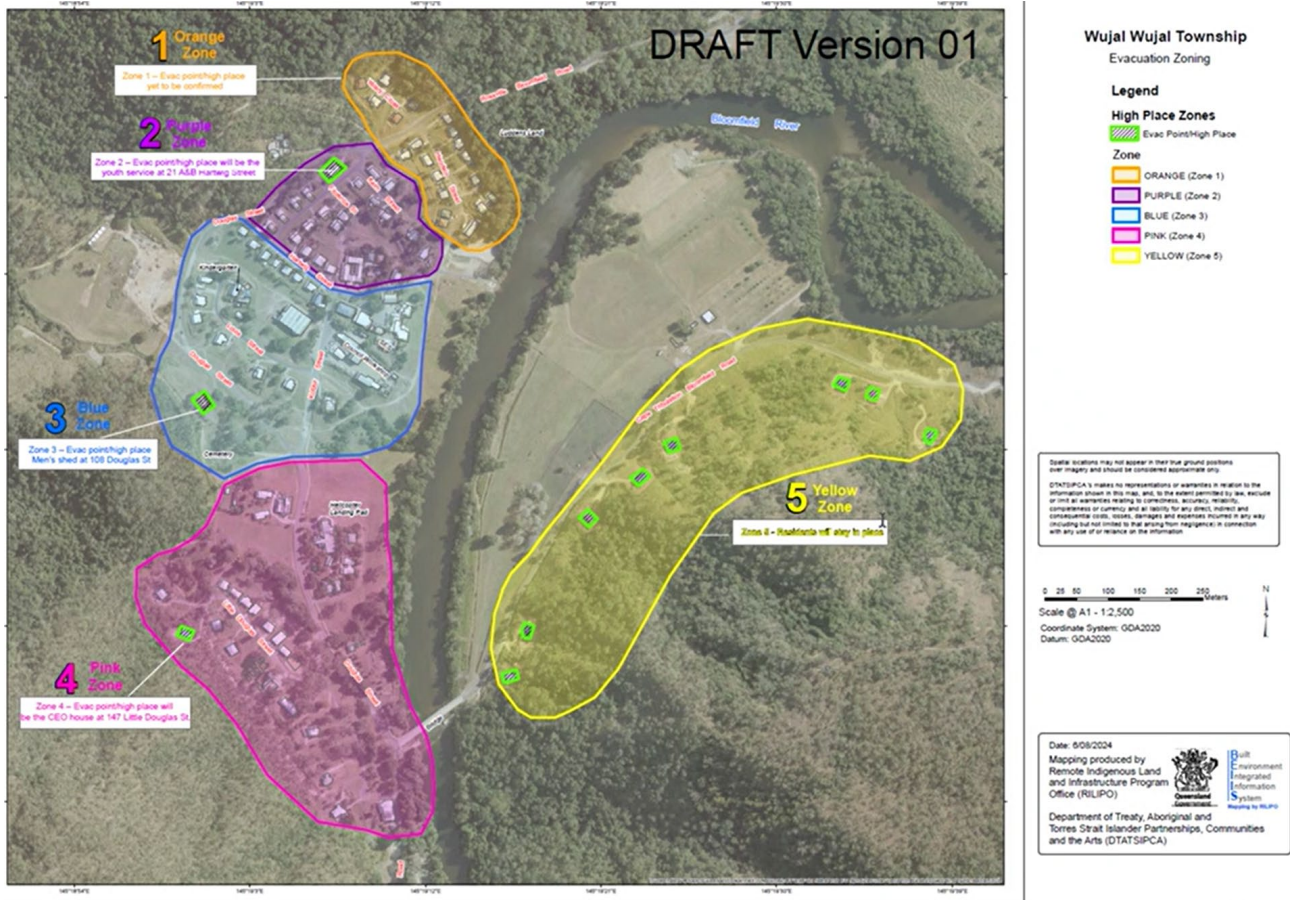
## Mission

Develop and practice an interim evacuation strategy to assist the community to feel a level of safety in consideration of the upcoming wet season. The lessons learnt and expertise collected will help inform and update the LDMG Evacuation Sub Plan.

## How are we going to work together

- Gather input from Mayor ,Deputy Mayor, Councillors and CEO regarding appropriate property – Completed
- Have selected data displayed on a mapping overlay to indicate what areas evacuate to what properties – Draft map completed
- Indicate community leaders for each of the indicated properties- Assigned
- Ensure appropriate Human and Social support services are available through the process of planning and practicing – ongoing
- Present the map to the community of the 28<sup>th</sup> of Aug 2024
- Undertake a community exercise on the 11th of Sep 2024
- Utilise lessons learned to inform the review of the LDMG Evacuation Sub Plan

- Coloured zones indicate different areas of Higher Places.
- Zone 5 indicates the homes where residents can stay in place as their homes are high.



- Next stage is to conduct a Community Meeting to discuss the plans with Community, for their feedback, to discuss what the intent of the plan and then to undertake at least one evacuation exercise.
- Community consultation will determine the trigger points for voluntary evacuation.
- Zone Leaders will be determined, taking into consideration the operation of the LDMG during an evacuation, which will mean the Mayor, Deputy Mayor, CEO and Operations Manager cannot be Zone Leaders.
- Discussion regarding boundaries of current zones with some suggestions for slight changes.
- Council will review the Zones and to determine what the trigger points are to have a finalised map before the Community Meeting on 28 August for community consultation.
- Wraparound support for Community will be provided for both the Community Meeting on 28 August 2024 and for the practice evacuation on 11 September 2024.
- Business Continuity also discussed.

Attendance: Justin Smith and Kate Hams left the meeting at 12.16pm

Resolution: Council note the presentation

<b>Resolution:</b>	That Council note the Higher Ground Zoning presentation.	
Moved	Deputy Mayor Claudia Doughboy	Carried 5/5
Seconded:	Councillor Bloomfield.	
Resolution No	20240813-17	

## 10.1 Alternate Care

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<b>Presentation to:</b>	Mayor, Councillors and Chief Executive Officer
<b>Subject:</b>	Alternate Care
<b>Presenters:</b>	Rhonda Wills, Brian Beattie, Annette Bewert and Brooke Keeley
<b>Status:</b>	Discussion
<b>Time on agenda:</b>	11.30am – 12noon (arrival may be delayed to 11.45 or 12 noon)

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Attendance: Alternate Care representatives joined the meeting at 12.19pm (Rhonda Wells: Operations Manager Foster Care, Brian Beattie: Senior Operations Manager Residential Care, Annette Bewert: Case Manager Foster Care)

- Alternate care outlined what they do and the support they operate.
- Foster and Respite Carer options discussed.
- Allowances for Foster Carers outlined.
- Child Safety cares for the children, Alternate Care works with the carers.

Attendance: Councillor Bloomfield left the meeting at 12.44pm and rejoined the meeting at 12.47pm.

- Cultural Protocols for accessing community discussed.

Attendance: Alternate Care presenters left the meeting at 12.48pm

Resolution: Council. Note the presentation by Alternate Care

<b>Resolution:</b>	That Council note the presentation by Alternate Care.	
Moved:	Deputy Mayor Claudia Doughboy	Carried 5/5
Seconded:	Mayor Alister Gibson	
Resolution No	20240813-18	

Attendance: meeting adjourned at 12.50pm.

Attendance: meeting reconvened at 1.31pm

## 11. General Business

- Mobile Red Kidney Bus (mobile dialysis) discussed. The CEO has already contacted Kidney Health Australia including the Big Red Kidney Bus team regarding the need for one in the area to the relevant authorities.
- Discussion regarding the requirement of the Justice Group to transport Wujal Wujal community members to Cooktown for court hearings by Justice Group.
- Discussion regarding the community member who held a party with alcohol within the community.
- Council request Lachlan Walker from Department of Justice and Attorney-General provide a presentation at the September 2024 Council meeting on the programs service providers the Wujal Justice Group are funded to deliver. CEO emailed Lachlan Walker on 13.08.2024 to request this presentation.
- Road between the Middle Shop and Wujal Wujal will be resurfaced by the end of September.
- Road between Ayton to Middle Shop will be repaired, not resurfaced.
- Road Ayton to Cooktown is due for resurfacing by the end of the year.
- Concern by Degarra residents on how the double bridges will hold up in future flooding, encouraged the resident to approach Douglas Shire Council.
- Radio Tower is being removed shortly. Australian Private Networks will be in community in the next few months to install the new community Wifi system.
- Boundary extension discussed.

- Rubbish collection from outside the properties discussed. Council will not collect rubbish from inside yards, only from on front nature strips.
- Number of employees in Operations was discussed. Currently limited by current plant and equipment, as more equipment becomes available, depending on budget and supervision, Council may take on more staff. Council's preference is to contract to local businesses.
- Thompson Creek Mowing will be restarting their services and potential for Council to contract out work to local businesses who can employ local Bama.
- Dry House Signs discussed – responsibility sits with Dept of Housing.
- China Camp Road clearance:

Background:

- Slips on concrete section of the road.
- No access at present for vehicles over 5 tonnes.
- Geotech assessments undertaken, 5 tonne loading applied. They are too busy to provide the report on the assessment and we will need to seek an alternate provider to provide a report.
- An unauthorised track has been put up the side of the road, without engineering assessment. Subsequent engineer assessments have advised that track is unsafe and road closure signs have been put in place and camera to learn who has been removing the close signs.
- Unauthorised clearing of Wujal Wujal Aboriginal Shire Council's road reserve by Douglas Shire has impacted on the safety and stability over the road.
- The clearing was undertaken without notification to or approval by WWASC.
- The lawyers we typically use are representing Douglas Shire and we have had to approach a 3<sup>rd</sup> lawyer to find legal representation for Council in this matter.
- A community member is lobbying Council for their cattle truck, to have a permit / exemption to move their cattle. The truck weighs more than 5tonne, without cattle on board.
- Douglas Shire Council is responsible for providing access to their freehold landowners through the Zig Zag Road.
- Wujal Wujal has placed a closed sign on the unauthorised track to prevent its use as it is unsafe and poses a serious risk to drivers if used.
- WWASC is seeking legal advice, and another engineering report.
- Anticipate at least 12 months for the engineering process and rectification works to complete.
- This unauthorised clearing poses a risk to WWASC in sourcing QRA funding for the repair of the China Camp Road.
- Note the 5-tonne limit on the WWASC Website.
- TMR also visited and viewed the China Camp Road and made recommendations to safeguard the road from further damage during high rainfall.
- Oval is not available for camping. No toilets, no facilities. Not listed as a camping area.
- RACQ Cyclone Recovery Assistance Project outlined. Two weeks from 09 September 2024.

## **12. Next Ordinary Council Meeting Date**

The next Ordinary Council Meeting is set for **Tuesday 17 September 2024**.

## **13. Meeting Closure**

The meeting was closed at 3.10pm

**Approval of Minutes**

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Mayor Alister Gibson

Dated