Minutes

Ordinary Council Meeting

Wednesday 15 October 2025

Boardroom – Hopevale Office

1 MEETING OPENING

1.1 Declaration of Opening of Meeting

Mayor Gibson declared the meeting open at 9.25am.

1.2 Acknowledgement of Traditional Owners

Mayor Gibson acknowledged the traditional owners of the lands on which the meeting was held and elders, past, present and emerging.

1.3 Observing a Minute's Silence

The meeting then observed a minute silence to acknowledge those residents of the Hope Vale region who have recently passed away as well as other residents of the region who have recently suffered illness or injury.

2 RECORD OF ATTENDANCE AND LEAVE OF ABSENCE

2.1 Members Present: Cr Bruce Gibson – Mayor
Cr Barry Bowen – Deputy Mayor
Cr Sha-lane Gibson
Cr Rowan Hart
Cr Eva Bounghi

2.2 Officer Present: Chief Executive Officer – Lew Rojahn

2.3 Apologies: Nil

3 OBLIGATIONS OF COUNCILLORS

3.1 Declaration of Prescribed Conflict of Interest on any Item of business

Pursuant to Sections 150EG-150EM of the Local Government Act 2009, Cr Bruce Gibson declared a prescribed conflict of interest in relation to Item 7.4 – Sale of Motor Vehicles.

3.2 Declaration of Declarable Conflict of Interest on any item of business

Pursuant to Sections 150EN-150ET of the Local Government Act 2009, no declarable conflicts of interest were declared on any item of business relating to this meeting.

3.3Register of Interests and Related Party Disclosures

In accordance with Part 5A section 201B(2) of the Local Government Act 2009 and Part 5 section 291(2)(b) of the Local Government Regulation 2012 a councillor must, in the approved form, inform the Chief Executive Officer of the particulars required to be included in their register of interests under a regulation for a new interest or the change to the particulars within 30 days after the interest is acquired or the change happens.

Councillors were reminded of their obligation to keep their Register of Interests and Related Party Disclosures updated. Councillors were also reminded to complete the Register of Interests Annual Confirmation and the Related Persons Register of Interest Annual Confirmation

4 CONFIRMATION OF MINUTES

4.1 Confirmation of the Minutes of Ordinary Meeting held on Wednesday 17th September 2025

Moved by Cr Bowen	Seconded by Mayor Gibson
Resolution 4.2 That the Minutes of the Ordinary Meeting held on Wednesday 17 September 2025 be accepted and confirmed as a true and correct record.	
	CARRIED 5 /0

5 BUSINESS ARISING FROM MINUTES

5.1 Business arising from the Minutes of the Ordinary Meeting held on Wednesday 17 September

The CEO was requested to follow up on

- the installation of speed bumps in urban areas
- The removal of barriers at the Everlina Centre
- Request The Minister for Local Government to open the new construction and make it a community day.

Cr Bowen left the meeting 10.19am - returned 10.23am

Cr Hart left the meeting 10.43 am – returned 10.45am

6 REPORTS

6.1 Mayors Report

The Mayor provided a verbal and power point briefing on his Mayoral activities since the last meeting.

Moved by Cr. Boughi	**Seconded by Cr. Gibson**
Resolution	
That Council receive and note the Mayor's verbal and powerpoint report.	
	CARRIED 5/0

Crs Bowen and Hart left the meeting 10.57 am **returned 11.07 am**

Cr Sha- Lane Gibson left the meeting 11.08 **returned 11.17 am**

6.2 .1 Chief Executive Officers Operational Report

The Chief Executive Officer's report dated September 2025 was considered by Council.

Moved by Cr. Boughi	**Seconded by Cr. Bowen**
Resolution	
That Council	
(a) receive the Chief Executive Officer's Report dated September 2025, and	
(b) note the meetings attended by the Chief Executive Officer.	
	CARRIED 5/0

Cr Bowen left the meeting 11.17 am **Returned 11.22 am**

6.2.2 Town Plan Review

Moved by Cr. Bounghi **Seconded by Cr. Mayor Gibson**

Resolution

That Council Approve for the CEO to commence the review of Council Town plan by undertaking the following actions:-

a) To take up the funding offer from DSDIP
b) To appoint a Town Planning consultant to prepare and apply for the funding on behalf of council
c) Then on approval, undertake the Review of the Planning Scheme in the first half of 2026 to enable the councils endorsement at the June 2026 council meeting and
d) Lodgement of the SIR document to DSDIP in late June 2026
e) The rest of the process will then follow in second half of 2026 and first half of 2027.

CARRIED 5/0

6.2.3 Xmas Closedown

Moved by Cr. Hart **Seconded by Cr. Bowen**

Resolution

That Council Close the operations of Council for the Xmas period from the last day of work being 19th December 2025 and recommencing on Monday 12th January 2026 and that the Director of Operations make appropriate arrangements for emergency callouts and security of water and sewerage and the collection of garbage during this period.

CARRIED 5/0

6.2.4 Cape York Institute

Moved by Cr. Bowen **Seconded by Cr. Bounghi**

Resolution:

That Council agree to contribute $5000 and request that the Cape York Institute approach other Organisations that operate in Hopevale requesting them for donations as well and that a list of those organisations that have agreed to donate be forwarded to Council before any payment is made.

CARRIED 5/0

6.2.5 Digital Media Report

Moved by Cr. Mayor Gibson **Seconded by Cr. Gibson**

Resolution:

That Council note the report

CARRIED 5/0

6.2.6 Service Recognition Policy and Xmas Bonus

Moved by Cr. Gibson **Seconded by Cr. Hart**

Resolution:

That

a) **Council Adopt the Service Recognition Policy**
b) **Council CEO be requested to provide another policy to provide a Xmas bonus to all permanent staff**

CARRIED 5/0

Council adjourned for lunch 12.08 pm

Council returned from Lunch 12.50 pm

6.3 Finance and Corporate Services

6.3.1 Director of Finance and Corporate Services Report

The Finance and Corporate Services report presented by the CEO was considered by Council.

Moved by Cr. Bowen	**Seconded by Cr. Hart**
Resolution **That Council receive and note the report**	
	CARRIED 5/0

Cr Bowen left the meeting 1.17pm **Returned 1.22 pm**

Cr Gibson Left the meeting 1.37 pm **Returned 1.48 pm**

6.4 Social Services Department

6.4.1 Social Services Department Report

The Social Services Department Report submitted by the Social Services Director was considered by Council.

Moved by Cr. Bowen	**Seconded by Mayor Gibson**
Resolution: **That Council receive and note the Social Services Department Report.**	
	CARRIED 5/0

6.4.2 Christmas Activities and Budget

Moved by Cr. Bounghi	**Seconded by Mayor Gibson**
Resolution: **That the Social Services Director provide an amended budget and hold a workshop to progress the weeklong community Christmas activities starting on the 8th of December and concluding on the 12th December 2025.**	
	CARRIED 5/0

6.4.2 School Holiday Activities.

Moved by Cr. Bowen **Seconded by Cr. Gibson**

Resolution

That Council review information for future school holiday activities to be promoted where parental/guardian supervision is a requirement at the swimming pool for children under the age of 10 years due to only one staff member with lifesaving qualifications being available.

CARRIED 5/0

6.4.3 Specialised Supplier Services – Aged Care.

Moved by Cr. Bounghi **Seconded by Cr. Hart**

Resolution:

That Council

a) **In accordance with section 235(a) of the Local Government Regulations 2012, resolves that it is satisfied that *My Care Talent* is only supplier who is reasonably available to provide these specialist services**
b) **In accordance with section 235(b) of the Local Government Regulations 2012, resolves that because of the specialised nature and urgency of the of the aged services labour hire that is sought, it would impractical and disadvantageous for Council to invite tenders/quotes for this service and**

CARRIED 5/0

6.4.4 Cooktown District Community Centre (CDCC) Proposal Partnership to support community Recovery and Resilience.

Moved by Cr. Bounghi **Seconded by Cr . Gibson**

Resolution:

That Council review and endorse the request from CDCC in relation to a partnership to support our Community Recovery and Resilience Officer.

CARRIED

6.5 Operations Department

6.5.1 Operations Director's Report

The Operations Director's Report presented by the CEO was considered by Council.

Moved By Cr. Hart	**Seconded by Cr. Mayor Gibson**
Resolution:	
That Council Receive the Operation's Directors' report.	
	CARRIED 5/0

Cr Bounghi left the meeting 1.52 pm Returned 2.02 pm

6.5.2 Endorsement of the HVASC 2025-26 Local Disaster Management Plan

Moved By Cr. Bowen	**Seconded by Cr. Mayor Gibson**
Resolution:	
That Council endorse the HVASC 2025-26 Local Disaster Management plan	
	CARRIED 5/0

6.5.3 Management of Horses

Moved By Cr. Bowen	**Seconded by Cr.Gibson**
Resolution:	
That Council delegate to the Mayor and CEO to progress the impounding of the horses.	
	CARRIED 5/0

Council adjourned **2.05 pm.**

Council Returned **2.13pm**

7 CONFIDENTIAL SESSION

Mayor Gibson declared a prescribed Conflict of Interest in relation to Item 7.3 and left the room.

Moved by Cr. Bowen **Seconded by Cr. Gibson**

Resolution

That

(a) pursuant to section 274 of the *Local Government Regulation 2012* (LG Reg), it was resolved to close this part of the meeting to the public;

(b) pursuant to section 275(1)(e) and (5)(a) of the LG Reg, the matters to be discussed are;

a. Contracts proposed to be made by the Council.

(c) an overview of what is to be discussed while the meeting is closed is;

a. Housing Confirmation
b. The Lease of the Mechanical Workshop.
c. Request for funding of the Horse Management
d. Council used vehicles for sale by tender.

CARRIED

Re-Opening

Moved by Cr. Bounghi **Seconded by Cr. Gibson**

Resolution

That the meeting be re-opened to the public.

CARRIED

7.1 Housing Confirmation

Moved by Mayor Gibson **Seconded by Cr. Bounghi**

Resolution

That Council advise the department of names that are associated with Hopevale Community.

CARRIED 5/0

Cr. Sha – Lane Gibson left the meeting 2.37pm Returned 2.43pm

7.2 The Lease of The Mechanical Workshop

Moved by Cr. Bounghi **Seconded by Cr. Bowen**

Resolution

That Council delegate to the Chief Executive Officer the authority to negotiate and enter into a lease agreement for the Mechanical Workshop with Wurrima Torque Mechanical Services

CARRIED 5/0

7.3 Request for Funding Of The Horse Management

Moved by Cr. Bowen **Seconded by Cr. Hart**

Resolution

That the matter of the construction of the fence to facilitate the management of Horses be placed on hold whilst other methods of control are considered.

CARRIED

7.4 Council Used Vehicles for Sale By Tender

Moved by Cr. Bounghi **Seconded by Cr. Bowen**

Resolution
That Council approve the disposal of valuable non-current assets (Vehicles) through open tender to the highest bidder as follows:

a) **2012 Ford Transit Minibus, Registration Number 157MFM to Bruce Gibson for $1500**
b) **2012 Ford Ranger Dual Cab ute Registration Number 509MEX to Bruce Gibson for 2,800**

TIED 2/2

As the vote was tied 2/2 and a majority could not be achieved with the Mayor leaving the room on the declaration of a prescribed conflict of Interest, the matter was delegated to the CEO to decide on Council's behalf.
The CEO decided the matter as per the Officer's recommendation.

8 VISITORS AND PRESENTATIONS

Nil

9 CORRESPONDENCE

There was no Correspondence presented.

10 GENERAL BUSINESS

- **Pot holes at the end of Everlina Bridge**
- **Meeting with Education Minister has been requested – No response to date.**

11 NEXT MEETING

The next Council Meeting will be held in Hope Vale on Wednesday 19 November 2025

12 MEETING CLOSURE

There being no further business, the meeting closed at 2.57pm.

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Cr Bruce Gibson
Mayor

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Lew Rojahn
Chief Executive Officer