



# CONFIRMED MINUTES

**Ordinary Meeting held on 24 March 2020**



## SHIRE OF CHRISTMAS ISLAND MEETING MINUTES CERTIFICATION

**Minutes of the Ordinary meeting of the Shire of Christmas Island Council held at the George Fam Chambers at 7.00pm on Tuesday 24 March 2020**

### TABLE OF CONTENTS

Agenda No.	Item	Page
1	<u>DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS</u> 1.1 SHIRE PRESIDENT DECLARED THE MEETING OPEN AT 7.00PM 1.2 ATTENDANCE BY PHONE – CR LEE	1
2	<u>RECORD OF ATTENDANCES/APOLOGIES/LEAVE OF ABSENCE GRANTED/DECLARATION OF FINANCIAL/PROXIMITY &amp; IMPARTIALITY INTERESTS</u> 2.1 RECORD OF ATTENDANCE 2.2 LEAVE OF ABSENCE 2.3 APOLOGY 2.4 DECLARATION OF FINANCIAL/IMPARTIALITY/PROXIMITY INTEREST	1
3	<u>RESPONSE TO PREVIOUS PUBLIC QUESTION TAKEN ON NOTICE</u>	1
4	<u>PUBLIC QUESTION TIME</u>	1-3
5	<u>APPLICATION FOR LEAVE OF ABSENCE</u> 5.1 CR LEE	3
6	<u>PETITIONS/DEPUTATIONS/PRESENTATIONS</u>	3
7	<u>CONFIRMATION OF MINUTES OF PREVIOUS MEETING(S)/BUSINESS ARISING FROM PREVIOUS MEETINGS</u> 7.1 MINUTES OF ORDINARY COUNCIL MEETING HELD ON 11 FEBRUARY 2020 7.2 BUSINESS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS	3
8	<u>ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION</u>	3
9	<u>COMMITTEE REPORTS</u> 9.1 MINUTES OF COMMUNITY CONSULTATIVE COMMITTEE MEETINGS 9.2 DRAFT UNCONFIRMED MINUTES OF CCC COVID-19 MEETINGS ON 12 <sup>TH</sup> & 17 <sup>TH</sup> MARCH 9.3 CCC SUBMISSION TO THE DRAFT CONSERVATION ADVICE ON THE ABBOTT'S BOOBY 9.4 TRANSPORT, LAND AND COMMUNICATIONS MANAGEMENT COMMITTEE MEETING	3-4
10	<u>OFFICER REPORTS</u>	

10.1	<u>CHIEF EXECUTIVE OFFICER</u> 10.1.1 ALGA NATIONAL CONFERENCE ATTENDANCE - WITHDRAWN 10.1.2 MANAGEMENT ORDER	4
10.2	<u>MANAGER FINANCE AND IT</u> 10.2.1 SCHEDULE OF ACCOUNTS – FEBRUARY 2020 10.2.2 FINANCIAL STATEMENTS – FEBRUARY 2020	4-5
10.3	<u>MANAGER COMMUNITY/RECREATION SERVICES &amp; TRAINING</u> 10.3.1 TERRITORY WEEK BANNERS	5
10.4	<u>MANAGER WORK, SERVICES &amp; WASTE</u> 10.4.1 TENDER FRONT END LOADER	5
10.5	<u>MANAGER GOVERNANCE, RESEARCH, POLICY AND GRANTS</u> 10.5.1 COMMUNITY CONSULTATIVE COMMITTEE COMMUNITY GROUP MEMBERSHIP	5
11	<u>ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN</u>	5
12	<u>NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING</u>	5
13	<u>BEHIND CLOSED DOORS</u> 13.1 CEO CONTRACT RENEWAL	5-6
14	<u>CLOSURE OF MEETING</u> THE SHIRE PRESIDENT CLOSED THE MEETING AT 8.10PM	6
15	<u>DATE OF NEXT MEETING: 28 APRIL 2020</u>	6



## CONFIRMED MINUTES

**Ordinary Meeting of the Shire of Christmas Island held at the George Fam Chambers at 7.00pm on Tuesday 24 March 2020**

### 1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

1.1 The Shire President declared the meeting open at 7.00pm.

1.2 Attendance by phone – Cr LEE

#### Council Resolution

**Moved: Cr WOO**

**Seconded: Cr FOO**

**Res. No: 17/20**

That Cr Kelvin LEE attend the Council Meeting by phone as per the ability for Councillors to do so under section 14a of the Local Government (Administration) Regulations (WA)(CI) 1996 and section 5.25(1)(ba) of the Local Government Act (WA)(CI) 1995

**Carried: 6/0**

### 2 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE/DECLARATIONS OF FINANCIAL INTEREST

#### 2.1 Record of Attendance

Shire President  
Deputy President  
Councillors

Cr Gordon **THOMSON**  
Cr Kee Heng **FOO**  
Cr Philip **WOO**  
Cr Kelvin **LEE**  
Cr Hafiz **MASLI**  
Cr Morgan **SOH**  
Cr Farzian **ZAINAL**

Chief Executive Officer  
Acting Manager Finance and Admin  
Manager Works, Services & Waste  
Manager Research, Policy, Governance & Grants/Minute Taker

David **PRICE**  
Rostyna **OH**  
Graeme **HEDDITCH**  
Chris **SU**

#### 2.2 Leave of Absence

Cr Azmi **YON**

#### 2.3 Apologies

Manager Community/Recreation Services  
Councillor

Olivier **LINES**  
Vincent **SAW**

#### 2.4 Declarations of Financial/Impartiality/Proximity Interest

### 3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

### 4 PUBLIC QUESTION TIME

4.1 Bryce **CLARKE**, Manager of CI Cranage and of Unit 4 16-18 Gaze Road expressed concern to Council regarding the use of Round Up on Christmas Island. Proposed that Council examine chemical free options for park management on island.

Shire President Gordon **THOMSON** informed the meeting that in 2016 the Shire put in a three month moratorium from the use of glyphosate products such as Round Up based on the European Union's concerns regarding health impacts. The moratorium was to investigate other means of weed control and to investigate the regulatory regime for Round Up usage on island.

Regulations allowed for its use and SOCI and PARKS both use Round Up under this regime with necessary personal protective equipment and training for staff. Both agencies continue to use it to this day because of the efficiency of the product in controlling weeds.

Shire President Gordon **THOMSON** sought to undertake a re-examination of the issue and invited Bryce **CLARKE** to forward any documents that may assist.

Bryce **CLARKE** agreed and thanked the Council for seeking to re-examine usage of Round Up.

- 4.2 Bryce **CLARKE**, Manager of CI Cranage and of Unit 4 16-18 Gaze Road informed the Council that he thought persons burning plastics in domestic incinerators was inappropriate. Informed meeting that he thought Shire personnel were burning plastics adjacent to CI Cranage and that the Settlement Supermarket and that the Mahayana Buddhist temple on Gaze Road were also undertaking plastic burning. CEO David **PRICE** responded that these things are disallowed under local law.

CEO David **PRICE** will investigate the matter quickly.

- 4.3 Bryce **CLARKE**, Manager of CI Cranage and of Unit 4 16-18 Gaze Road informed the Council that he was undertaking a tourism initiative on Christmas Island and queried why doesn't the Council allow for caravan parks?

Shire President Gordon **THOMSON** informed Bryce **CLARKE** that the active and current Town Planning Scheme 2 can deal with applications for caravan parks in the appropriate zoning and invited Bryce **CLARKE** to make an Application through Council for such consideration of such usage. Informed Bryce **CLARKE** that the Town Planning Scheme 2 is going to be reviewed in 2020 as per the five year statutory requirement and invited him to take part in the public review period by submitting comment.

- 4.4 Cr Farzian **ZAINAL** queried the refill schedule of the Lily Beach Watertank. CEO David **PRICE** to follow up and arrange for refill if currently needed.

- 4.5 Cr Farzian **ZAINAL** requested an update from the Environmental Planning Session that Shire held in February with other agencies and stakeholders.

CEO David **PRICE** recalled the front page Islander articles in February with the Eco-Crab launch and updates from the Environmental Planning Session. He informed the Council that the 12 month plan that had been created as an outcome of the session has been forced into review because of the State of Emergency called for COVID-19. This disrupted travel schedules to the IOTs, noting that the upcoming visit of the WA Dept. Water and Environmental Regulation personnel cannot travel to the IOTs anymore delaying the launch of the steel drinking container initiative. Beach clean ups are cancelled and the opening of the Eco-Crabs Industry / Island Care workshop at Council's old Parks and Gardens depot is also put on hold.

Cr Farzian **ZAINAL** asked will the public be advised of the cancellations. CEO David **PRICE** responded in the affirmative noting that events such as Seniors Week and possibly even Territory Week in October were being reviewed.

- 4.6 Cr Morgan **SOH** raised concerns about petrol prices on Christmas Island. He noted that the price for oil had fallen significantly internationally and wanted to know when that price movement would be reflected on island. Shire President Gordon **THOMSON** responded that the operator is the sole entity in charge of pricing; residents had made applications to the Australian Consumer and Competition Commission (ACCC) regarding fuel costs on island in the past when pricing structures in the past concerned them.

- 4.7 Cr **FOO** Kee Heng advised Council that residents had raised concerns with him regarding possible shortages of food and essential items. Council noted the present unavailability of cooking oil on island. Shire President Gordon **THOMSON** reported that there was an Administrator's announcement that included talk about additional freight plane service to the IOTs more than the fortnightly TOLL freighter at present. Council noted that the Jakarta and

Kuala Lumpur flights had ceased; both of those flights brought a quantity of food on the island on their fortnightly and weekly routes respectively.

## **5 APPLICATIONS FOR LEAVE OF ABSENCE**

### **5.1 Leave of Absence – Cr LEE**

The Leave of Absence application for Cr Kelvin **LEE** is withdrawn as Cr **LEE** is attending the meeting through phone by resolution earlier in the meeting.

<b>Council Resolution</b>			
<b>Moved: -</b>	<b>Seconded: -</b>	<b>Res. No: -</b>	<b>-</b>
That the leave of absence application submitted by Cr Kelvin LEE (3/3/2020 to 14/4/2020) be approved.			
<b>Carried: -</b>			

## **6 PETITIONS/DEPUTATIONS/PRESENTATIONS**

## **7 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS/BUSINESS ARISING FROM THE MINUTES OF PREVIOUS MEETINGS**

Cr Phillip **WOO** noted an error in the February 11 minutes in 'Deputy President' was referred to where 'President' should be. Minute Taker Chris **SU** noted and actioned correction.

### **7.1 Minutes of Ordinary Council Meeting held on 11 February 2020**

Members considered the unconfirmed minutes.

<b>Council Resolution</b>			
<b>Moved: Cr WOO</b>	<b>Seconded: Cr FOO</b>	<b>Res. No: 18/20</b>	
That Council adopt the unconfirmed minutes of the 11 February 2020 Council Meeting.			
<b>Carried: 7/0</b>			

### **7.2 Business Arising from the Minutes of Previous Meetings**

- 7.2.1 Cr Farzian **ZAINAL** thanked MWS Graeme **HEDDITCH** crossing work at Jalan Pantai, Flying Fish Cove and asked when the speed hump installation may begin? MWS Graeme **HEDDITCH** responded that when the team completes kerbing work on Quarry Road, they can attend to Jalan Pantai.

## **8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

## **9 REPORTS OF COMMITTEES**

### **9.1 Minutes of Community Consultative Committee Meetings**

<b>Council Resolution</b>			
<b>Moved: Cr WOO</b>	<b>Seconded: Cr FOO</b>	<b>Res. No: 19/20</b>	
That the Confirmed Minutes of the Community Consultative Committee meeting held on 6th November and 4th December 2019 and that the Unconfirmed Minutes of the CCC meeting held on 4th March 2020 be received.			
<b>Carried: 7/0</b>			

### **9.2 Draft Unconfirmed Minutes of CCC COVID-19 meetings on 12th and 17th March**

<b>Council Resolution</b>			
<b>Moved: Cr WOO</b>	<b>Seconded: Cr FOO</b>	<b>Res. No: 20/20</b>	
That the Council receive the draft unconfirmed minutes of the 12th March CCC Meeting with the IOTHS and the 17th March CCC Meeting on Christmas Island on COVID-19 impact.			
<b>Carried: 7/0</b>			

### 9.3 CCC Submission to the Draft Conservation Advice on the Abbott's Booby

<b>Council Resolution</b>		
<b>Moved: Cr SOH</b>	<b>Seconded: Cr MASLI</b>	<b>Res. No: 21/20</b>
That the submission made by the CCC to the Commonwealth Department of Environment on the Draft Conservation Advice on the Abbott's Booby be adopted and received.		
<b>Carried: 7/0</b>		

### 9.4 Transport, Land and Communications Management Committee Meeting

Manager of Governance, Research, Policy and Grants Chris **SU** informed the meeting that this item is a clerical error in inclusion as Council Meeting had already received the draft minutes in the February 11<sup>th</sup> Council Meeting and apologised.

<b>Council Resolution</b>		
<b>Moved: -</b>	<b>Seconded: -</b>	<b>Res. No: -</b>
That the Draft Minutes of the Transport, Land and Communications Committee meeting of February 7 <sup>th</sup> 2020 be received		
<b>Carried: -</b>		

## 10 REPORTS OF OFFICERS

### 10.1 Chief Executive Officer

#### 10.1.1 ALGA National Conference Attendance

The CEO David **PRICE** withdrew this item as **ALGA** recently updated that the Conference is cancelled because of COVID 19

<b>Council Resolution</b>		
<b>Moved: -</b>	<b>Seconded: -</b>	<b>Res. No: -</b>
Council notes that the 2020 Australian Local Government National Assembly Conference scheduled for 14 to 17 June 2020 in Canberra has been cancelled.		
<b>Carried: -</b>		

#### 10.1.2 Management Order

<b>Council Resolution</b>		
<b>Moved: Cr FOO</b>	<b>Seconded: Cr WOO</b>	<b>Res. No: 22/20</b>
Council approves the proposed conditions of the Management Order for the Proposed Gaze Road Community Recreation Area Lot 3061 and accordingly the CEO is to advise IOTA.		
<b>Carried: 7/0</b>		

### 10.2 Manager Finance & Administration

#### 10.2.1 Schedule of Accounts - February 2020

<b>Council Resolution</b>		
<b>Moved: Cr SOH</b>	<b>Seconded: Cr FOO</b>	<b>Res. No: 23/20</b>
That Council approves the expenditure as presented in February 2020 Schedule of Accounts		
<b>Carried: 7/0</b>		

#### 10.2.2 Financial Statements - February 2020

<b>Council Resolution</b>		
<b>Moved: Cr MASLI</b>	<b>Seconded: Cr FOO</b>	<b>Res. No: 24/20</b>

That Council receives the Financial Statements of February 2020 for the Municipal Fund.

**Carried: 7/0**

### **10.3 Manager Community/Recreation Services & Training**

#### 10.3.1 Territory Week Banners

##### **Council Resolution**

**Moved: Cr ZAINAL**

**Seconded: Cr MASLI**

**Res. No: 25/20**

That Council approve the purchase of 25 banners for the Territory Week Festival.

**Carried: 7/0**

### **10.4 Manager Works, Services & Waste**

#### 10.4.1 Tender Front End Loader

##### **Council Resolution**

**Moved: Cr FOO**

**Seconded: Cr SOH**

**Res. No: 26/20**

That Council does not accept the Tender for the Front End Loader from Bryce Clark of \$ 2,112.00

**Carried: 7/0**

### **10.5 Manager Governance, Research, Policy & Grants**

#### 10.5.1 Community Consultative Committee Community Group Membership

##### **Council Resolution**

**Moved: Cr FOO**

**Seconded: Cr WOO**

**Res. No: 27/20**

That the Council accept the new nominees from the Community Consultative Committee member organisations;

Union of Christmas Island Workers	Kelvin LEE
CI Neighbourhood Centre	Olivier LINES
Christmas Island Phosphates	Joy WICKENDON
Malay Association of Christmas Island	Azmi YON
Chinese Literary Association	Gee FOO
Islamic Council of Christmas Island	Greg MCINTOSH
Christmas Island Women's Association	Nora KOH
Poon Saan Club	Jackie TEH

**Carried: 7/0**

### **11 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

### **12 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING**

### **13 BEHIND CLOSED DOORS**

##### **Council Resolution**

**Moved: Cr MASLI**

**Seconded: Cr FOO**

**Res. No: 28/20**

The meeting be closed to members of the public in accordance with section 5.23(2) of the Local Government Act 1995 for council to discuss matter of a confidential nature.

**Carried: 7/0**

#### 13.1 CEO CONTRACT RENEWAL

##### **Council Resolution**

**Moved: Cr MASLI**

**Seconded: Cr FOO**

**Res. No: 29/20**



That Council –

1. That council agree to renew the current contract of employment between the Shire of Christmas Island and Mr David Price (CEO) for a three and a half year term effective from the expiry date of the current contract term of 12 January 2021.
2. The terms and conditions of employment for a fixed term of the three and a half years, set out in the contract of employment document marked as Attachment 1 to this report, are to apply to the employment of David Price as from the commencement of that contract on 13 January 2021.
3. That the Shire President be authorised to sign and execute the contract of employment between the Shire of Christmas Island and David Price (CEO).

**Carried: 7/0**

**Council Resolution**

**Moved: Cr FOO**

**Seconded: Cr SOH**

**Res. No: 30/20**

The meeting be reopened to members of the public.

**Carried: 7/0**

**14 CLOSURE OF MEETING**

The Shire President closed the meeting at 8.10 pm

**15 DATE OF NEXT MEETING: 28 April 2020**