



CONFIRMED MINUTES

Ordinary Meeting held on 27 May 2025



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 27 May 2025

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CONFIRMED MINUTES

Ordinary Meeting of the Shire of Christmas Island held at the George Fam Chambers at 7.00pm on Tuesday 27 May 2025

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

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

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

- 1.2 Record of Attendance

Shire President

Deputy President

Councillors

Cr Gordon **THOMSON**

Cr Azmi **YON**

Cr Kee Heng **FOO**

Cr Philip **WOO**

Cr Hafiz **MASLI**

Cr Vincent Cheng-Siew **SAW**

Cr Kelvin Kok Bin **LEE**

Cr Steve **PEREIRA**

Cr Swee **TUNG**

Chief Executive Officer

Director Planning, Governance & Policy/Minute Taker

Director Community/Recreation Services

Director Works, Services & Waste

Assistant Director of Finance & Corporate Services

David **PRICE**

Chris **SU**

Olivier **LINES**

Troy **DAVIS**

Wei **HO**

Guests

Town Planning Consultant

Herve **CALMY**

- 2.2 **Leave of Absence**

- 2.3 **Apologies**

- 2.4 **Declarations of Financial/Impartiality/Proximity Interest**

- 2.4.1 Cr Azmi YON declares an Impartiality Interest regarding item 13.1 Parks Australia Road Upgrade Tender as an employee of Parks Australia. Meeting noted the declaration.

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

- 3.1 Director of Works, Services and Waste Troy DAVIS reports on questions taken on notice from the previous meeting:

April 22nd OCM, item 4.1

Cr Hafiz MASLI raised attention to signposts to the rear of 'blue block' in Flying Fish Cove that have been downed recently. Cr MASLI unsure if it was due to the recent water mains work by Water Corporation contractors in their works in the area, the recent storm damage or other.

ACTION – Director of Works and Services to investigate the matter, action appropriately and report to Council.

Director DAVIS responds: Some sign posts have failed and will be replaced. Some signs were removed by Watercorp Contractors and will be reinstated.

April 22nd OCM, item 4.2

Cr Vincent SAW advised that signs around the island were looking aged and may be due for a refresh. These included locality signs as well as street signs.

ACTION – Director of Works and Services to inspect and advise of appropriate next steps.

Direct DAVIS responds: Council adopted the 24/25 Budget with an allocation from the LRCIP Phase 4 Grant to Replace Road Signage. Subsequently a Public Notice was issued advising residents of the works to replace aged, or remove obsolete Warning, Regulatory and Hazard signage. The works were planned for late 2024, however issues with the shipping of approximately 350 signs meant the signs have only recently arrived. As Civil Works staff are deep into the road program, we are unable to allocate resources until early in the new financial year to undertake the signage program.

April 22nd OCM 4.4

Cr PEREIRA reported that he received feedback from the community that the Islamic Cemetery had not been attended to by the Parks and Gardens team in time for the Eid celebrations.

ACTION – That the Director of Works and Services ensure future programming of maintenance prior to Eid.

Director DAVIS responds: All organisations and interest groups normally request maintenance works prior to any event or celebration. These works are then programmed by the relevant team. As dates for particular events or celebrations can vary each year, we are not able to pre-determine when works are required.

4 PUBLIC QUESTION TIME

- 4.1 Cr Melissa TUNG requested to be updated on the sourcing of cat traps discussed in the March 18th 2025 Ordinary Council Meeting, and also requested to know how often does the rat bait.

CEO David PRICE advises that the cat traps are still being sourced. Director Troy DAVIS advised the query will be taken on notice.

CEO David PRICE advised that Parks Australia may have recently acquired additional rat bait supplies. CEO to follow up with Parks Australia if they intend to distribute any rat bait into the community as in the previous year.

- 4.2 Cr Melissa TUNG raised a question from Drumsite parents requesting the frequency and method of cleaning for the Drumsite playground equipment.

CEO David PRICE advised that new playground equipment had recently been acquired. Director Oliver LINES responded that maintenance and cleaning is performed on a visual check.

- 4.3 Cr PEREIRA asked about the potential replacement of the bus shelter in Flying Fish Cove? CEO David PRICE advised that the bus shelter was completely destroyed in the cyclone earlier this year, and has since been removed from the Flying Fish Cove foreshore. Advised that IOTA is currently underway with tenders to repair the Flying Fish Cove seawall.

Once the seawall has been replaced and the area stabilised, can the plans for a replacement bus shelter be revisited. Until the land is remediated and the adjunct sea wall is replaced, it is not sound to commence plans on a replacement bus stop facility.

- 4.4 Cr PEREIRA raised that with Territory Week 2025 upcoming, can the Shire provide an update as to the useability of the Flying Fish Cove foreshore to receive the guests expected?

Director for Recreation Oliver LINES advises the meeting that IOTA Director Ian MCKENDRICK had been approached for an update to the Commonwealth's plan of works to address the Flying Fish Cove foreshore precinct.

Shire President THOMSON and CEO David PRICE advise that the area is unusable until the sea wall is addressed.

- 4.5 Cr MASLI raised a query from Silver City residents about the replacement of playground equipment in the small Silver City park on Lower Poon Saan Road. The Shire President advised that it is an opportunity for a budget submission for municipal matters like this.
- 4.6 Cr WOO passes on positive public comments on SOCI's tree / branch control maintenance in the recent weeks. CEO David PRICE notes the new telehandler on the next ship will give access to even higher branches.

5 APPLICATIONS FOR LEAVE OF ABSENCE

6 PETITIONS/DEPUTATIONS/PRESENTATIONS

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

7.1 Minutes of Ordinary Council Meeting held on 22 April 2025

Members considered the unconfirmed minutes.

Council Resolution

Moved: Cr LEE

Seconded: Cr WOO

Res. No: 29/25

That Council adopt the unconfirmed minutes of the 22 April 2025 Council Meeting.

Carried: 9/0

For:
Cr THOMSON
Cr PEREIRA
Cr TUNG

Cr YON
Cr FOO
Cr SAW

Cr MASLI
Cr WOO
Cr LEE

Against:

7.2 Business Arising from the Minutes of Previous Meetings

- 7.2.1 Cr PEREIRA refers to the question taken on notice at the 4 February Ordinary Council Meeting at item 4.5 of that meeting around Jalan Ketam Merah roadworks and general council roadworks. Shire President Gordon THOMSON advises that Councillors receive monthly updates on the roadwork progress based on the financial reports tabled at council showing the expenditure from the different council units, including the roadworks division; refers Councillors to page 132 in the present Agenda.

Cr PEREIRA clarifies that he is seeking clarification for a response to scheduling of maintenance works on the council's road networks.

Director Davis advises that the approach to maintaining the Council's road network is adaptive and considers multiple factors at any given time to determine what maintenance works are possible and how they should be prioritised during that period.

Director DAVIS notes at present as an example that the aggregate supply is minimal, the spreader truck is inoperable with the new spreader truck experiencing teething problems. In addition the unseasonably wet weather in this dry season has delayed roadworks planned.

Director DAVIS expects to complete the Jalan Ketam Merah works in the new financial year.

- 7.2.2** Cr PEREIRA requests an update on the question taken on notice at the 18th March Ordinary Council Meeting regarding a truck parked at Drumsite Park, item 4.6 of that meeting.

Director DAVIS advised that upon investigation the truck is parked on the road reserve of Lam Lok Loh and not in the boundaries of Drumsite Park.

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

- 8.1 Shire President Gordon THOMSON advises that there is a tentative arrangement for a vet visit from August 1st to August 8th. This is dependent on the WA Vet Board approving of the visit in their June meeting. The Councillors will be updated following this meeting of the outcome.

- 8.2 Shire President Gordon THOMSON speaks to the print outs of the Draft Silver City Structure Plan and Draft Phosphate Hill Structure Plans given to each councillor. These are the products of the *Christmas Island Housing Futures Masterplan*, the successful *2024 Housing Support Program Stream 1* application made by the Shire. This application also funded the environmental studies needed to make the EPBC Act Referral to give possible clearance approval for the sites and the civil engineering design for utilities and proposed roads.

Shire President Gordon THOMSON invited Town Planning consultant Herve CALMY to present the Draft Structure Plans for Phosphate Hill and Silver City to the meeting.

Herve CALMY presented the Draft Structure Plan maps. Provided a summary of the community engagement process to get to this point, which is the statutory advertising of the Draft Structure Plans to the public for comment and feedback.

Recounted that the Phosphate Hill area had been identified since Local Planning Strategy No.1 as a place for urban infill expansion to accommodate future growth on the island. Recounted the recognised risk of residential use in Flying Fish Cove in light of climate risks into the future as well as rockfall and land slippage.

Informed council that an additional 'Outline Development Plan' area in the Silver City precinct has also been included in the Silver City Draft Structure Plan documents as an infill opportunity.

Herve CALMY referred to the considered planning on environmental corridors in each Draft Structure Plan aimed to offset the impact of the planned urban infill. Director for Planning Chris SU informed council that the JBS&G consultancy had done extraordinarily extensive work in documenting the PH and SC sites on foot mapping the environmental values in each area to be able to complete the required survey for the EPBC assessors. Director SU noted the significant share of the *Housing Support Program Stream 1* application funds JBS&G and the DWA civil engineering consultants took to assist in the necessary technical for the development of the Draft Structure Plans.

Shire President Gordon THOMSON thanked Herve CALMY for the presentation.

9 REPORTS OF COMMITTEES

9.1 Minutes of Fisheries Management Committee Meetings

Council Resolution

Moved: Cr Yon

Seconded: Cr Lee

Res. No: 30/25

That Council receive the confirmed minutes of the

- Confirmed Minutes of the March 20th 2025 FMC meeting
- Confirmed Minutes of the October 16th 2024 FMC meeting

Carried: 9/0

For:
Cr THOMSON
Cr PEREIRA
Cr TUNG

Cr YON
Cr FOO
Cr SAW

Cr MASLI
Cr WOO
Cr LEE

Against:

10 REPORTS OF OFFICERS

10.1 Chief Executive Officer

10.1.1 Revised Organisational Chart 2025

Council Resolution

Moved: Cr YON

Seconded: Cr SAW

Res. No: 31/25

Council endorses the new 2025 Organisational Chart.

Carried: 9/0

For:
Cr THOMSON
Cr PEREIRA
Cr TUNG

Cr YON
Cr FOO
Cr SAW

Cr MASLI
Cr WOO
Cr LEE

Against:

10.1.2 WALGA Local Government Conference 2025

Council Resolution

Moved: Cr YON

Seconded: Cr MASLI

Res. No: 32/25

That Council –

1. Nominate the following elected members Cr TUNG, Cr LEE, Cr FOO, Cr PEREIRA and Cr WOO to attend the 2025 Annual West Australian Local Government Association (WALGA) conference to be held at the Perth Convention and Exhibition Centre 21 Mounts Bay Road from 22 to 24 September 2025 inclusive, and
2. Nominate two elected members Cr LEE and Cr FOO as voting delegates and two elected members Cr PEREIRA and Cr TUNG as proxy delegates to register for the forthcoming 2025 conference.

Carried: 9/0

For:
Cr THOMSON
Cr PEREIRA
Cr TUNG

Cr YON
Cr FOO
Cr SAW

Cr MASLI
Cr WOO
Cr LEE

Against:**10.1.3 Date Change for the August and September Ordinary Council Meeting****Council Resolution****Moved: Cr YON****Seconded: Cr SAW****Res. No: 33/25**

The Ordinary Meeting date of Council for August 2025 be changed from 26th August to 19th August and the Ordinary Meeting September 2025 be changed from 23rd September to 16th September and the reschedule 2025 Ordinary Council meeting dates be advertised through a Public Notice.

Carried: 9/0

For:
Cr THOMSON
Cr PEREIRA
Cr TUNG

Cr YON
Cr FOO
Cr SAW

Cr MASLI
Cr WOO
Cr LEE

Against:**10.1.4 Building Approval Application Gaze Road Motel****Council Resolution****Moved: Cr YON****Seconded: Cr SAW****Res. No: 34/25**

That Council approves the building application for a new double level building for an 18 room Motel at 4 Gaze Road Christmas Island Lot No 337 subject to the following conditions.

All building work permitted by this permit –

1. Must be carried out in accordance with the plans and specifications specified in the applicable certificate of design compliance for this building permit.
2. Must be carried out in accordance with any conditions set out below.

Conditions

(i) The construction of the proposed 2x Story Motel, Refurbishment Works to New Motel Reception, Carparking and External Amenities as per the approved plans with conditions and stamped by the Shire of Christmas Island and the requisite Certificate of Design Compliance provided by Milestone Certifiers Pty Ltd.

(ii) Building Legislation requires that the builder must sign and submit the attached Certificate of Completion to the Shire of Christmas Island within 7 working days of the building works having been completed.

(iii) Construction works shall be limited as follows:
Monday to Friday, 8am to 5pm.

(iv) This motel be for the short-term accommodation of guests only - (no more than three (3) months in a twelve (12) month period)

(v) The breakfast room operation is limited to use of guests of the motel only.

3. Permission to demolish the demolish existing derelict building, curved retaining wall and staircase as per the building licence application drawings will require the construction of the 18-room motel to begin within 6 months of the permission to demolish being issued. Failure to do so without the written agreement of the Shire for an extension of time will result in the Building License being voided.
4. That prior to an Occupancy Permit being issued, a BA9 Application for Occupation Permit and a BA17 Certificate of Construction Compliance indicating the below conditions have been satisfied/completed has been lodged with the Shire to the Shire's satisfaction whereafter an Occupancy Permit will be issued.
 1. A Landscape Management Plan is to be prepared and approved by the local government prior to the commencement of site works identifying the existing vegetation on site to be retained and vegetation to be replaced because of site works and detailing landscape works to be undertaken.
 2. The approved Landscape Management Plan is to be implemented to the satisfaction of the local government.
 3. All external fixtures such as air conditioning units are to be adequately screened or located such that they are not visible from key viewing areas to the satisfaction of the local government.
 4. Parking associated with the use of the site shall not impact on the function of the public road network or surrounding landowners and shall be designed such that vehicles can exit the site in a forward direction.
 5. Signage limited to the name, number and address of the building, purpose of the building and the name and address of the managing agent thereof to a maximum size of 0.2m2 is exempted from the need for planning approval.
 6. An Interpretation Strategy which addresses the history and significance of Mandor's House and the former Labour Contractor's Quarters in the context of the early Chinese settlement of the area shall be provided prior to occupancy and

operation of the use. The Interpretation Plan should consider an interpretation outcome for the demolished Mandor's House and the retained former Labour Contractor's Quarters. Interpretation outcomes should be implemented prior to occupancy of the new hotel development.

7. All works to the former Labour Contractor's Quarters should be carefully undertaken to ensure that minimal damage occurs to the original building fabric. Cleaning and repair work to the original limestone walls should follow best practice conservation methods and technique and/or be guided by a heritage professional. Low pressure water washing and soft brush cleaning of masonry/stonework is recommended to ensure no pitting or raking of the surface stone occurs.
8. An historical archaeologist should be consulted regarding the potential to impact existing archaeological evidence and if necessary, an Archaeological Management Plan is to be prepared to include appropriate procedures for identification, assessment, documentation and management of any archaeological material encountered during ground disturbance work. Implementation of an archaeological watching brief by a suitably qualified archaeologist at the commencement of any ground disturbance work may be necessary to manage the site's archaeological potential.
9. An updated Heritage Impact Assessment (HIA) is to be undertaken to consider any direct or indirect significant impacts for adjoining Commonwealth land. This is to be prepared and endorsed by the Shire prior to issue of a building permit.
10. Preparation of an archival record of both heritage ruins is required to the satisfaction of the local government prior to any works/demolition being undertaken.
11. External finishes/treatments for the proposal shall as per the 'Gaze Road Finishes' schedule attached. All external treatments and colours should be consistent with that prevailing in the Settlement Heritage precinct.

Carried: 9/0

For:	Cr THOMSON	Cr YON	Cr MASLI
	Cr PEREIRA	Cr FOO	Cr WOO
	Cr TUNG	Cr SAW	Cr LEE

Against:

10.1.5 Appointment of Acting CEO

Council Resolution

Moved: Cr YON

Seconded: Cr FOO

Res. No: 35/25

That Council appoints the Director Planning, Governance & Policy Chris Su as the acting CEO for the period 21 July to 5 September 2025 and that the applicable higher duties apply.

Carried: 9/0

For:
Cr THOMSON
Cr PEREIRA
Cr TUNG

Cr YON
Cr FOO
Cr SAW

Cr MASLI
Cr WOO
Cr LEE

Against:

10.1.6 Application for Registration of Food Business – Salted Coffee Co

Council Resolution

Moved: Cr LEE

Seconded: Cr SAW

Res. No: 36/25

Council approve Registration of the proprietor Sarah Coote and Jarrad Coote and their proposed Salted Coffee Co to operate a Coffee Van subject to:

1. Compliance with the applicable provisions of the Western Australian Food Act 2008 and all of its subsidiary regulations and codes where applicable;
2. Trade is permitted at the Waterfront Park on Murray Road, 3 San Chye Loh between the hours of 5.00am and 10.00am Monday to Friday and subject to the landowner being the Commonwealth granting written permission at Jalan Pantai between the hours of 6.00am and 10.30am on Saturday and Sunday.
3. Location of the Coffee Van on Murray Road must be 4 meters off the road edge and not impede vehicles entering or leaving parking spaces.
4. Proponent provide an ABN and copy of \$10,000,000 Public Liability Insurance Policy covering the food trailer prior to any Registration of the Food Business;
5. This Registration /Licence expires each 30th June, the registration is ongoing and renewable when applied for and paid prior to 30th June in each year provided conditions have not changed;
6. The Coffee Van is to be maintained in accordance with applicable ANZFA Food Safety Standards;
7. The Coffee Van must have access to and be parked within walking distance of an available public or other available toilet facility for the operator's use only during trading hours;
8. The operator is to provide a suitable waste receptacle for rubbish which is generated from the Coffee Van only and remove always ensuring the area around the Coffee Van is left in a clean and tidy state upon departure;
9. The Shire as the enforcement agency may where the Food Act 2008 and its subsidiary regulations

permits may cancel the Registration of a Food Business; and

10. Part 9 of the Food Act 2008 a copy of which is attached as Appendix 2 to this report to be provided to the proponent for information.

Carried: 9/0

For:	Cr THOMSON	Cr YON	Cr MASLI
	Cr PEREIRA	Cr FOO	Cr WOO
	Cr TUNG	Cr SAW	Cr LEE

Against:

10.2 Director Finance & Administration

10.2.1 Schedule of Accounts – April 2025

Council Resolution

Moved: Cr FOO **Seconded: Cr WOO** **Res. No: 37/25**

That Council receive the expenditure totaling \$1,628,922.82 as presented in April 2025 Schedule of Accounts.

Carried: 9/0

For:	Cr THOMSON	Cr YON	Cr MASLI
	Cr PEREIRA	Cr FOO	Cr WOO
	Cr TUNG	Cr SAW	Cr LEE

Against:

10.2.2 Financial Statements – April 2025

Council Resolution

Moved: Cr SAW **Seconded: Cr YON** **Res. No: 38/25**

That Council receives the Financial Statements of April 2025.

Carried: 9/0

For:	Cr THOMSON	Cr YON	Cr MASLI
	Cr PEREIRA	Cr FOO	Cr WOO
	Cr TUNG	Cr SAW	Cr LEE

Against:

10.2.3 Auditor General Report to Parliament Local Government Financial Audit 23/24

Council Resolution

Moved: Cr YON **Seconded: Cr MASLI** **Res. No: 39/25**

That Council note the Auditor General Report to Parliament dated 24 April 2025, advising that the Shire of Christmas Island was rated in the top 20 Best Practice Shires for financial reporting practices for 23/24.

Carried: 9/0

For:	Cr THOMSON	Cr YON	Cr MASLI
	Cr PEREIRA	Cr FOO	Cr WOO
	Cr TUNG	Cr SAW	Cr LEE
Against:			

10.3 Director Community/Recreation Services & Training

10.4 Director Works, Services & Waste

10.5 Director Planning, Governance & Policy

10.5.1 Housing Support Program - Stream1

Council Resolution			
Moved: Cr MASLI	Seconded: Cr LEE	Res. No:	40/25
Council resolves to release the Draft Phosphate Hill Structure Plan and the Draft Silver City Structure Plan for a public advertising period of 42 days pursuant to the requirements of Schedule 2 Part 4 cl. 18 of the Planning and Development (Local Planning Schemes) Regulations 2015.			
Carried:	9/0		
For:	Cr THOMSON	Cr YON	Cr MASLI
	Cr PEREIRA	Cr FOO	Cr WOO
	Cr TUNG	Cr SAW	Cr LEE
Against:			

10.5.2 Policy Manual Review

Council Resolution			
Moved: Cr MASLI	Seconded: Cr SAW	Res. No:	41/25
That Council adopts the following reviewed policies –			
10.5.2.1 Elected Members 1 – Policy Development and Review			
10.5.2.2 Elected Members 2 – Donations to Community Organisations, Other Groups and Persons			
10.5.2.3 Financial Policy 6 - Investment Policy			
10.5.2.5 Financial Policy 8 – Asset Management Policy			
That Council rescind the following policy			
10.5.2.4 Financial Policy 7 – COVID19 Financial Hardship Policy			
Carried:	9/0		
For:	Cr THOMSON	Cr YON	Cr MASLI
	Cr PEREIRA	Cr FOO	Cr WOO
	Cr TUNG	Cr SAW	Cr LEE
Against:			

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 SAW

Seconded: Cr MASLI

Res. No: 42/25

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: 9/0

For:
Cr THOMSON
Cr PEREIRA
Cr TUNG

Cr YON
Cr FOO
Cr SAW

Cr MASLI
Cr WOO
Cr LEE

Against:

13.1 Parks Australia Road Upgrade Tender

Council Resolution

Moved: Cr LEE

Seconded: Cr MASLI

Res. No: 43/25

That Council:

- Direct the Chief Executive Officer to execute a Contract with Parks Australia for the upgrade of East West Baseline Road for the Lump Sum of \$3,949,665; and
- Allocate \$2.35 Million in the budget to enable Staff to commence the process of purchasing the necessary plant and equipment.

Carried: 9/0 Absolute Majority

For:
Cr THOMSON
Cr PEREIRA
Cr TUNG

Cr YON
Cr FOO
Cr SAW

Cr MASLI
Cr WOO
Cr LEE

Against:

Council Resolution

Moved: Cr

Seconded: Cr

Res. No: 44/25

The meeting be reopened to members of the public.

Carried: 9/0

For:
Cr THOMSON
Cr PEREIRA
Cr TUNG

Cr YON
Cr FOO
Cr SAW

Cr MASLI
Cr WOO
Cr LEE

Against:

14 CLOSURE OF MEETING

The Shire President closed the meeting at 8:00 pm

15 DATE OF NEXT MEETING: 17 June 2025