



MINUTES

Wednesday, 15 July 2026

Ordinary Council Meeting

**MINUTES OF MAREEBA SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS
ON WEDNESDAY, 15 JULY 2026 AT 09:14 AM**

1 MEMBERS IN ATTENDANCE

Cr Angela Toppin (Mayor), Cr Mladen Bosnic, Cr Amy Braes, Cr Nipper Brown, Cr Ross Cardillo, Cr Mary Graham, Cr Lenore Wyatt

2 APOLOGIES/LEAVE OF ABSENCE/ABSENCE ON COUNCIL BUSINESS

Nil

3 BEREAVEMENTS/CONDOLENCES

A minute's silence was observed as a mark of respect for those residents who passed away during the previous month.

4 DECLARATION OF CONFLICTS OF INTEREST

Cr Toppin declared a Material Personal Interest in relation to *ITEM 9.5 99 WALSH STREET, MAREEBA - JCU ACCOMMODATION*. The nature of the interest is that she is a Board member of JCU. As such, Cr Toppin advised that she would leave the room whilst the matter is discussed and voted on.

5 CONFIRMATION OF MINUTES

RESOLUTION 2026/102

Moved: Cr Lenore Wyatt

Seconded: Cr Ross Cardillo

That the minutes of Ordinary Council Meeting held on 17 June 2026 be confirmed.

CARRIED

6 BUSINESS ARISING OUT OF MINUTES OF PREVIOUS MEETING

Nil

7 DEPUTATIONS AND DELEGATIONS

Nil

8 CORPORATE AND COMMUNITY SERVICES**8.1 OPERATIONAL PLAN 2025/26 PROGRESS REPORT****RESOLUTION 2026/103**

Moved: Cr Nipper Brown

Seconded: Cr Mladen Bosnic

That Council receives and notes the progress report on the implementation of the 2025/26 Operational Plan for the period April to June 2026.

CARRIED

8.2 RAVENSHOE RURAL & REMOTE AGED & DISABLED CARE (RADCARE) INC - MATERIAL CHANGE OF USE - OFFICE - LOT 1 ON RP713080 - 10 LLOYD STREET, MAREEBA - MCU/26/0007**RESOLUTION 2026/104**

Moved: Cr Ross Cardillo

Seconded: Cr Mary Graham

1. That in relation to the following development application:

APPLICATION		PREMISES	
APPLICANT	Ravenshoe Rural & Remote Aged & Disabled Care (RADCARE) Inc	ADDRESS	10 Lloyd Street, Mareeba
DATE LODGED	12 May 2026	RPD	Lot 1 on RP713080
TYPE OF APPROVAL	Development Permit		
PROPOSED DEVELOPMENT	Material Change of Use - Office		

and in accordance with the Planning Act 2016, the applicant be notified that the application for a development permit for the development specified in (A) is:

Approved by Council in accordance with the approved plans/documents listed in (B), subject to assessment manager conditions in (C), assessment manager's advice in (D), relevant period in (E), further permits in (F), and further approvals from Council listed in (G);

And

Council does not agree to waive or reduce the application fee of \$3,203.00 paid for development application MCU/26/0007 on 12 May 2026, as this is a cost recovery based fee.

And

The assessment manager does not consider that the assessment manager's decision conflicts with a relevant instrument.

(A) APPROVED DEVELOPMENT: Development Permit for Material Change of Use - Office

(B) APPROVED PLANS:

Plan/Document Number	Plan/Document Title	Prepared by	Dated
311/A001 Issue 1	Site and Contour Plan	Life Design Consulting	24/04/2026
311/A101 Issue 1	Floor Plans	Life Design Consulting	24/04/2026

(C) ASSESSMENT MANAGER'S CONDITIONS (COUNCIL)

(a) Development assessable against the Planning Scheme

1. Development must be carried out generally in accordance with the approved plans and the facts and circumstances of the use as submitted with the application, subject to any alterations:
 - found necessary by Council's delegated officer at the time of examination of the engineering plans or during construction of the development because of particular engineering requirements; and
 - to ensure compliance with the following conditions of approval.
2. Timing of Effect
 - 2.1 The conditions of the development permit must be complied with to the satisfaction of Council's delegated officer prior to the commencement of the use except where specified otherwise in these conditions of approval.
 - 2.2 Prior to the commencement of use, the applicant must notify Council that all the conditions of the development permit have been complied with, except where specified otherwise in these conditions of approval.
3. General
 - 3.1 The applicant/developer is responsible for the cost of necessary alterations to existing public utility mains, services or installations required by works in relation to the proposed development or any works required by condition(s) of this approval.
 - 3.2 All payments or bonds required to be made to the Council pursuant to any condition of this approval must be made prior to commencement of the use and at the rate applicable at the time of payment.
 - 3.3 All works must be designed, constructed and carried out in accordance with FNQROC Development Manual requirements (as amended) and to the satisfaction of Council's delegated officer.
 - 3.4 Waste Management
 - 3.4.1 On site refuge storage area/s must be provided and be screened from view from adjoining properties and road reserve by 1 metre wide landscaped screening buffer or 1.8m high solid fence or building.

- 3.4.2 All waste storage areas must remain covered and no food scraps disposed of on-site so as to not encourage scavenging from wildlife and birdlife.

3.5 Noise Nuisance

Refrigeration equipment, pumps, compressors and mechanical ventilation systems must be located, designed, installed and maintained to achieve a maximum noise level of 3dB(A) above background levels as measured from noise sensitive locations and a maximum noise level of 8dB(A) above background levels as measured from commercial locations.

3.6 Air Conditioner & Building Plant Screening

The applicant/developer is required to install and maintain suitable screening to all air conditioning, lift motor rooms, plant and service facilities located at the top of or on the external face of the building. The screening structures must be constructed from materials that are consistent with materials used elsewhere on the facade of the building. There are to be no individual external unscreened air conditioning units attached to the exterior building facade.

3.7 Hours of Operation

The operating hours shall be between 7.30am and 5:30pm Monday to Friday.

4. Infrastructure Services and Standards

4.1 Access

A **Commercial** access crossover must be constructed (from the edge of Lloyd Street to the property boundary of the subject lot) in accordance with the FNQROC Development Manual, to the satisfaction of Council's delegated officer.

4.2 Stormwater Drainage/Water Quality

4.2.1 The applicant/developer must take all necessary steps to ensure a non-worsening effect on surrounding land as a consequence of the development.

4.2.2 All stormwater drainage must be collected from site and discharged to an approved legal point of discharge.

4.3 Car Parking/Internal Driveways

4.3.1 The applicant/developer must ensure the development is provided on-site car parking spaces in accordance with the approved plans, which are available solely for the parking of vehicles associated with the use of the premises.

4.3.2 All car parking spaces and internal driveways must be concrete, bitumen, asphalt or permeable paving sealed and appropriately drained prior to the commencement of the use and to the satisfaction of Council's delegated officer.

4.3.3 All car parking spaces and internal driveways must be constructed in compliance with the following standards/ to the satisfaction of Council's delegated officer:

- Australian Standard AS2890:1 Off Street Parking - Car Parking Facilities;
- Australian Standard AS1428:2001 - Design for Access and Mobility.

4.4 Landscaping and Fencing

4.4.1 The landscaping of the site must be carried out in accordance with the approved plans prior to the commencement of the use, and irrigated and maintained to the satisfaction of Council's delegated officer.

- 4.4.2 (i) Prior to the commencement of the use, 1.8 metre high solid screen fencing is to be maintained/replaced along the site boundaries in accordance with the approved plans
- (ii) The abovementioned fencing is to be erected and maintained in good order for the life of the development, to the satisfaction of Council's delegated officer.

4.5 Lighting

Where installed, external lighting must be designed and installed in accordance with *AS4282 – Control of the obtrusive effects of outdoor lighting* so as not to cause nuisance to residents or obstruct or distract pedestrian or vehicular traffic.

4.6 Water Supply

The applicant/developer must connect the proposed development to Council's reticulated water supply in accordance with FNQROC Development Manual standards (as amended) to the satisfaction of Council's delegated officer.

4.7 Sewerage Connection

The applicant/developer must connect the proposed development to Council's reticulated sewerage system in accordance with FNQROC Development Manual standards (as amended) to the satisfaction of Council's delegated officer.

(D) ASSESSMENT MANAGER'S ADVICE

- (a) A number of other charges or payments may be payable as conditions of approval. The applicable fee is set out in Council's Fees & Charges Schedule for each respective financial year.
- (b) The change in the use of the building may also require a change in the classification of the building under the Building Act. You are advised to contact a Building Certifier to establish if a change in the classification of the building is required.

(c) Compliance with applicable codes/policies

The development must be carried out to ensure compliance with the provisions of Council's Local Laws, Planning Scheme Policies, Planning Scheme and Planning Scheme Codes to the extent they have not been varied by a condition of this approval.

(d) Compliance with Acts and Regulations

The erection and use of the building must comply with the Building Act and all other relevant Acts, Regulations and Laws, and these approval conditions.

(e) Environmental Protection and Biodiversity Conservation Act 1999

The applicant is advised that referral may be required under the *Environmental Protection and Biodiversity Conservation Act 1999* if the proposed activities are likely to have a significant impact on a matter of national environmental significance. Further information on these matters can be obtained from www.dcceew.gov.au.

(f) Cultural Heritage

In carrying out the activity the applicant must take all reasonable and practicable measures to ensure that no harm is done to Aboriginal cultural heritage (the "cultural heritage duty of care"). The applicant will comply with the cultural heritage duty of care if the applicant acts in accordance with gazetted cultural heritage duty of care guidelines. An assessment of the proposed activity against the duty of care guidelines will determine whether or to what extent Aboriginal cultural heritage may be harmed by the activity. Further information on cultural heritage, together with a copy of the duty of care guidelines and cultural heritage search forms, may be obtained from www.dsdsatsip.qld.gov.au.

(g) Electric Ants

Electric ants are designated as restricted biosecurity matter under the *Biosecurity Act 2014*.

Certain restrictions and obligations are placed on persons dealing with electric ant carriers within the electric ant restricted zone. Movement restrictions apply in accordance with Sections 74–77 of the *Biosecurity Regulation 2016*. Penalties may be imposed on movement of electric ant carriers and electric ants in contravention of the legislated restrictions. It is the responsibility of the applicant to check if the nominated property lies within a restricted zone.

All persons within and outside the electric ant biosecurity zone have an obligation (a **general biosecurity obligation**) to manage biosecurity risks and threats that are under their control, they know about, or they are expected to know about. Penalties may apply for failure to comply with a general biosecurity obligation.

For more information please visit the electric ant website at Electric ants in Queensland | Business Queensland or contact Biosecurity Queensland 13 25 23.

(E) RELEVANT PERIOD

When approval lapses if development not started (s.85)

- Material Change of Use – six (6) years (starting the day the approval takes effect);

(F) OTHER NECESSARY DEVELOPMENT PERMITS AND/OR COMPLIANCE PERMITS

- Development Permit for Building Work

(G) OTHER APPROVALS REQUIRED FROM COUNCIL

- Compliance Permit for Plumbing and Drainage Work
- Access approval arising from condition number 4.1 (Please contact Planning Section to obtain application form and applicable fee)

CARRIED

8.3 COUNCIL POLICY REVIEW

RESOLUTION 2026/105

Moved: Cr Lenore Wyatt

Seconded: Cr Amy Braes

That Council:

1. Repeals the:

Water Restriction Policy – adopted 17 September 2025

Public Interest Disclosure Management Plan – adopted 16 July 2025

2. Adopts the:

Water Restriction Policy

Public Interest Disclosure Management Plan

Library Services Policy

CARRIED

8.4 FINANCIAL STATEMENTS PERIOD ENDING 30 JUNE 2026

RESOLUTION 2026/106

Moved: Cr Nipper Brown

Seconded: Cr Ross Cardillo

That Council:

1. receives the Financial Report for the period ending 30 June 2026; and
2. transfers \$5,000 from the Mareeba Benefited Area Reserve to the Local Tourism Organisation (LTO) to contribute towards marketing of Mareeba.

CARRIED**8.5 LGAQ MOTION - DISCARDED SHARPS, COMMUNITY SAFETY RISK****RESOLUTION 2026/107**

Moved: Cr Mladen Bosnic

Seconded: Cr Lenore Wyatt

That Council resolve to submit the attached motion to the LGAQ for consideration at the 2026 Annual LGAQ conference.

CARRIED**8.6 SPONSORSHIP OF 2026 SAVANNAH IN THE ROUND FESTIVAL****RESOLUTION 2026/108**

Moved: Cr Nipper Brown

Seconded: Cr Mary Graham

That Council provides Sound Australia \$5,000 in cash sponsorship towards the delivery of the 2026 Savannah in the Round festival.

CARRIED**9 INFRASTRUCTURE SERVICES****9.1 INFRASTRUCTURE SERVICES, CAPITAL WORKS MONTHLY REPORT - JUNE 2026****RESOLUTION 2026/109**

Moved: Cr Nipper Brown

Seconded: Cr Ross Cardillo

That Council receives the Infrastructure Services Capital Works Monthly Report for the month of June 2026.

CARRIED**9.2 TENDER AWARD - T-MSC2026-03 KOAH HALL UPGRADES****RESOLUTION 2026/110**

Moved: Cr Amy Braes

Seconded: Cr Lenore Wyatt

That Council awards the contract for T-MSC2026-03 Koah Hall Upgrades to HCCM Pty Ltd trading as HC Building and Construction for the amount of \$165,706 (excl GST).

CARRIED

9.3 LONG TERM ASSET MANAGEMENT PLAN 2025-26 TO 2034-35

RESOLUTION 2026/111

Moved: Cr Amy Braes

Seconded: Cr Mary Graham

That Council adopts the updated Long Term Asset Management Plan 2026-27 to 2035-36.

CARRIED

9.4 INFRASTRUCTURE SERVICES, TECHNICAL SERVICES OPERATIONS REPORT - JUNE 2026

RESOLUTION 2026/112

Moved: Cr Nipper Brown

Seconded: Cr Mladen Bosnic

That Council receives the Infrastructure Services, Technical Services Operations Report for June 2026.

CARRIED

At 9:38 am, Cr Angela Toppin left the meeting.

Cr Wyatt assumed the role of Chair.

9.5 99 WALSH STREET, MAREEBA - JCU ACCOMMODATION

RESOLUTION 2026/113

Moved: Cr Mary Graham

Seconded: Cr Ross Cardillo

That Council

1. Decide that section 236(1)(b)(ii) of the *Local Government Regulation 2012* (Qld) applies to the disposal of a valuable non-current asset – that being Lot 2 on SP189415, 99 Walsh Street, Mareeba ("Lot 2") – other than by tender or auction; and
2. Resolve to sell Lot 2 on SP189415 to JCU subject to the following special conditions:
 - (a) Lot 2 is to be sold in 'as is/where is' condition with all faults or defects (if any) whether or not apparent; and
 - (b) JCU accepts all liabilities, obligations, requisitions, directions, recommendations, and notices which may now or in the future be outstanding regarding Lot 2; and

- (c) JCU provide written assurances that the building will be retained for the ongoing provision of student accommodation that supports rural and remote health placements in Mareeba;
- (d) Should JCU determine to sell the property, Mareeba Shire Council would be provided with first right of refusal to repurchase the property.

CARRIED

At 9:42 am, Cr Angela Toppin returned to the meeting and resumed the role of Chair.

9.6 INFRASTRUCTURE SERVICES, WATER AND WASTE OPERATIONS REPORT - JUNE 2026

RESOLUTION 2026/114

Moved: Cr Nipper Brown

Seconded: Cr Mary Graham

That Council receives the Infrastructure Services, Water and Waste Operations Report for June 2026.

CARRIED

9.7 INFRASTRUCTURE SERVICES, WORKS SECTION ACTIVITY REPORT - JUNE 2026

RESOLUTION 2026/115

Moved: Cr Lenore Wyatt

Seconded: Cr Amy Braes

That Council receives the Infrastructure Services, Works Progress Report for the month of June 2026.

CARRIED

9.8 INFRASTRUCTURE SERVICES, DISASTER RECOVERY OPERATIONS REPORT - JUNE 2026

RESOLUTION 2026/116

Moved: Cr Nipper Brown

Seconded: Cr Mladen Bosnic

That Council receives the Infrastructure Services, Disaster Recovery Operations Report for June 2026.

CARRIED

9.9 TRAFFIC ADVISORY COMMITTEE - MINUTES OF MEETING HELD 16 JUNE 2026**RESOLUTION 2026/117**

Moved: Cr Lenore Wyatt

Seconded: Cr Amy Braes

That Council receives the minutes of the Traffic Advisory Committee Meeting held Tuesday, 16 June 2026.

CARRIED

10 OFFICE OF THE CEO**10.1 ECONOMIC DEVELOPMENT STRATEGY 2026-2030****RESOLUTION 2026/118**

Moved: Cr Amy Braes

Seconded: Cr Ross Cardillo

That Council endorse the Economic Development Strategy as the guiding framework for economic development activity across the Mareeba Shire.

CARRIED

10.2 MAREEBA LOCAL DISASTER MANAGEMENT PLAN**RESOLUTION 2026/119**

Moved: Cr Angela Toppin

Seconded: Cr Amy Braes

That Council approves the Mareeba Local Disaster Management Plan 2026/27.

CARRIED

10.3 PROPOSED CHRISTMAS SHUTDOWN 2026/27 AND CHANGE IN JANUARY 2027 COUNCIL MEETING DATE**RESOLUTION 2026/120**

Moved: Cr Nipper Brown

Seconded: Cr Mladen Bosnic

That Council approves:

1. The 2026/27 Christmas/New Year closure from 12:00pm on Thursday 24 December 2026 and reopen Monday 4 January 2027; and
2. The change in date for the January Council Meeting to Wednesday 27 January 2027.

CARRIED

11 CONFIDENTIAL REPORTS

Nil

12 BUSINESS WITHOUT NOTICE

Nil

13 NEXT MEETING OF COUNCIL

The next meeting of Council will be held at 9:00am on 19 August 2026.

There being no further business, the meeting closed at 9:57am.

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Cr Angela Toppin

Chairperson