



# BOULIA SHIRE COUNCIL

## Minutes of the ORDINARY MEETING of the Boulia Shire Council held on Friday 26 July 2024 commencing at 9:00 am

### 1 Meeting Opening with the Acknowledgement of Traditional Owners

*Please note:*

*In some instances, due to unforeseen circumstances, the sequence of the Ordinary Meeting of Council on the meeting day may vary from the order of the agenda issued. The corresponding meeting minutes will follow the outline of the originally issued agenda, however the resolution numbers noted will be in accordance with the actual sequence of the meeting on the day.*

The Mayor opened the meeting at 9.14 am.

The Mayor acknowledged the traditional carers of the land on which Council meets, the 'Pitta Pitta' people, and paid Council's respects to the elders past and present.

The Mayor also acknowledged past and present service personnel.

It has been noted that the Mayor has reminded all Councillors in regards to registration of interests and declaration of contact with or engagement of lobbyists.

### 2 Present

Councillors: Councillor Eric (Rick) Britton  
Councillor Sam Beauchamp  
Councillor Jan Norton  
Councillor Julie Woodhouse

Officers: Ms Lynn Moore (Chief Executive Officer)  
Mr Henry Mascarenhas (Director of Works and Operations)  
Miss Lily Williams (Executive Assistant)

### 3 Apologies / Leave of Absence

**Moved:** *That information was not noted*

**Seconded:** *That information was not noted*

That the apology from Councillor Jack Neilson be accepted and he be granted leave of absence from the 26th July 2024 Ordinary Council meeting.

n/a

**Carried**

## 4 Declaration of Interests

*Moved: That information was not noted*

*Seconded: That information was not noted*

Councillor Jan Norton declared a Declarable Conflict of Interest in the following report in accordance with the *Local Government Act 2009*.

- 11.2.1 Chief Executive Officers Report June 2024 - Boulia Camel Races in kind support for 2024 event as Councillor Norton is a voluntary member and Vice President of the Boulia Camel Races Committee.

In accordance with the *Local Government Act 2009*, it was decided that Councillor Norton is able to stay in the meeting while the matter is discussed and voted on.

n/a

*Carried*

## 5 Mayoral Minutes

There were no Mayoral Minutes to be noted at this meeting.

## 6 Notice of Motion

There were no notices of motions to be noted at this meeting.

## 7 Request to Address Council in a Public Forum

There were no requests to address the Council.

## 8 Petitions

There were no petitions presented to Council.

## 9 Deputations

Mr John Oberhardt, Senior Executive Adviser - LG Services Group, to discuss a remuneration project concerning Executive Officers. In accordance with the *Local Government Regulation 2012 s254J(3)(b)* industrial matters affecting employees, this discussion was in a closed session of Council.

## 10 Confirmation of Minutes from Previous Meetings

Moved: Cr Norton

Seconded: Cr Woodhouse

That the minutes of the Budget Meeting held on 28th June 2024 be accepted.

Resolution No.: 2024/07.1

Carried

Moved: Cr Beauchamp

Seconded: Cr Britton

That the minutes of the Ordinary Council Meeting held on 28th June 2024 be accepted.

Resolution No.: 2024/07.2

Carried

## 11 Reports

### 11.1 Works and Operations

<b>TITLE:</b>	Director of Works and Operations June 2024 Report	<b>DOC REF:</b> 11.1.1
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**PURPOSE:**

To inform Council of the current utilisation and activities of the Works and Operations Department in line with all works and operations being undertaken for June 2024.

Moved: Cr Norton

Seconded: Cr Britton

That Council receive the Director of Works and Operations June 2024 Report for information.

Resolution No.: 2024/07.3

Carried

<b>TITLE:</b>	Engineering Service Report June 2024	<b>DOC REF:</b> 11.1.2
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**PURPOSE:**

To inform Council on the progress of various items through an information update.

Moved: Cr Beauchamp

Seconded: Cr Britton

That the Engineering Services Report – Newsbrief for June 2024 be noted.

Resolution No.: 2024/07.4

Carried

<b>TITLE:</b>	Foreman Town Services and Utilities Report June 2024	<b>DOC REF:</b> 11.1.3
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**PURPOSE:**

To inform Council of the current utilisation and activities of the Town Department during the month of June 2024.

*Moved:* *Cr Norton*

*Seconded:* *Cr Beauchamp*

That Council receive the Foreman Town Services and Utilities June 2024 Report for information.

*Resolution No.: 2024/07.5*

*Carried*

<b>TITLE:</b>	Foreman Road Maintenance and Construction Report June 2024	<b>DOC REF:</b> 11.1.4
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**PURPOSE:**

To inform Council of the current utilisation and activities of the Works Department in line with the Council works program for June 2024.

*Moved:* *Cr Woodhouse*

*Seconded:* *Cr Britton*

That Council receive the Foreman Roads, Construction and Maintenance June 2024 Report for information.

*Resolution No.: 2024/07.6*

*Carried*

<b>TITLE:</b>	QRA Flood Damage Works Department June 2024	<b>DOC REF:</b> 11.1.5
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**PURPOSE:**

To inform Council of the current utilisation and activities of the Flood Damage Program for June 2024.

*Moved:* *Cr Beauchamp*

*Seconded:* *Cr Britton*

That the QRA Flood Damage Works Department June 2024 Report be received for information.

*Resolution No.: 2024/07.7*

*Carried*

<b>TITLE:</b>	Rural Lands Protection Officer June 2024 Report	<b>DOC REF:</b> 11.1.6
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**PURPOSE:**

To advise Council of current activities relating to weed management, pest control, animal management and stock routes.

Moved: Cr Britton

Seconded: Cr Woodhouse

That the Rural Lands Protection Officers Report for June 2024 be received for information.

Resolution No.: 2024/07.8

Carried

## 11.2 Office of the Chief Executive

<b>TITLE:</b>	Chief Executive Officers Report June 2024	<b>DOC REF:</b> 11.2.1
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**PURPOSE:**

To advise Council of relevant activities undertaken through the office of the CEO.

*Councillor Norton has declared a conflict of interest in this report. The interest will be dealt with in accordance with notations made under item 4 of these minutes.*

Moved: Cr Beauchamp

Seconded: Cr Woodhouse

1. That the CEO Report for June 2024 be received for information.
2. That Council endorse the inkind support request from the Boullia Camel Races Inc. for the 2024 Camel Races event to the value of \$44,736.97.

Resolution No.: 2024/07.9

Carried

Meeting adjourned for morning tea at 10.26 am.  
Meeting resumed at 10.47 am.

<b>TITLE:</b>	Action List Update June 2024	<b>DOC REF:</b> 11.2.2
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**PURPOSE:**

To present to Council an updated Action List.

Moved: Cr Britton

Seconded: Cr Beauchamp

That Council receive the Action List update for June 2024 for information.

Resolution No.: 2024/07.13

Carried

<b>TITLE:</b>	Manager People and Culture June 2024 Report	<b>DOC REF:</b> 11.2.3
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**PURPOSE:**

To provide Council with an update of the activities of the Manager – People & Culture for the month of June 2024.

Moved: Cr Britton

Seconded: Cr Norton

That the Manager – People & Culture June 2024 report is received for information.

Resolution No.: 2024/07.14

Carried

<b>TITLE:</b>	WHS Report for June 2024	<b>DOC REF:</b> 11.2.4
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**PURPOSE:**

To inform Council of progressions and or issues of concerning regarding WH&S. Ongoing monitoring with projects to ensure correct and completed WHS paperwork is submitted and identify potential hazards and any documentation requirement shortfalls with evidentiary documents held in Magiq and Pulse. Adopt various alerts/updates into regular toolbox talks and training.

Moved: Cr Beauchamp

Seconded: Cr Britton

That the Workplace Health and Safety Report for June 2024 be received for information.

Resolution No.: 2024/07.15

Carried

<b>TITLE:</b>	Policy Review - 116 Workplace Health, Safety, Environment and Quality	<b>DOC REF:</b> 11.2.5
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**PURPOSE:**

Regular review of Council policies ensures that Council maintains an up-to-date guide for staff to refer to in the day-to-day management of the Council. This report deals with the review of policy 116 – Workplace Health, Safety, Environment and Quality.

Moved: Cr Britton

Seconded: Cr Woodhouse

That policy 116 – Workplace Health, Safety, Environment and Quality policy, as presented, be adopted.

Resolution No.: 2024/07.16

Carried

### 11.3 Corporate Services

<b>TITLE:</b>	Director of Corporate & Financial Service June 2024 Report	<b>DOC REF:</b> 11.3.1
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**PURPOSE:**

To advise Council of the activities of the Director of Corporate and Financial Services.

Moved: Cr Woodhouse

Seconded: Cr Norton

That the Director of Corporate & Financial Services June 2024 report be received for information purposes.

Resolution No.: 2024/07.17

Carried

<b>TITLE:</b>	Comparison of Interest Rates June 2024	<b>DOC REF:</b> 11.3.2
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**PURPOSE:**

To advise Council on the current Interest Rates available.

Moved: Cr Britton

Seconded: Cr Beauchamp

That Council receive the comparison of interest rates report for information purposes only.

Resolution No.: 2024/07.18

Carried

<b>TITLE:</b>	Policy Review - 139 Related Parties Disclosure Policy	<b>DOC REF:</b> 11.3.3
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**PURPOSE:**

To review and update Council's policies in accordance with the adopted procedure to ensure that policies made by Council are compliant with legislation and are reviewed in a timely manner.

Moved: Cr Beauchamp

Seconded: Cr Britton

That policy 139 Related Parties Disclosure Policy be adopted as presented and that a copy of the updated policy be made available in the Councillor Information Hub.

Resolution No.: 2024/07.19

Carried

<b>TITLE:</b>	Policy New - 171 Work Experience and Volunteer Policy	<b>DOC REF:</b> 11.3.4
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**PURPOSE:**

To add to Council's policies in accordance with the adopted procedure to ensure that policies made by Council are compliant with legislation and are reviewed in a timely manner.

Moved: Cr Britton

Seconded: Cr Norton

That policy 171 Work Experience and Volunteer Policy be adopted as presented and that a copy of the policy be made available in the Councillor Information Hub.

Resolution No.: 2024/07.20

Carried

<b>TITLE:</b>	Financial Report for June 2024	<b>DOC REF:</b> 11.3.5
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**PURPOSE:**

Financial Summary as at 30 June 2024.

***Moved:*** Cr Woodhouse

***Seconded:*** Cr Britton

That the Finance Report for June 2024 be received for information.

***Resolution No.: 2024/07.21***

***Carried***

Paul Bawden Council's Economic and Community Development Manager joined the meeting at 1.01 pm.

## **11.4 Community Services**

<b>TITLE:</b>	Economic & Community Development Report – June 2024	<b>DOC REF:</b> 11.4.1
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**PURPOSE:**

To provide Council with an update of the activities associated with Councils' Economic and Community development activities.

***Moved:*** Cr Britton

***Seconded:*** Cr Norton

That the Economic and Community Development Report for June 2024 be received for information.

***Resolution No.: 2024/07.23***

***Carried***

Henry Mascarenhas left the meeting at 2.03 pm.

<b>TITLE:</b>	Review of Boulia Arts and Cultural Policy Report	<b>DOC REF:</b> 11.4.2
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**PURPOSE:**

To provide Council with an opportunity to undertake its periodic review of the Arts and Cultural Policy and consider opportunities to better deliver programs across regional arts and cultural.

***Moved:*** Cr Woodhouse

***Seconded:*** Cr Beauchamp

That the amended Arts and Cultural Policy (policy 117), including the addendum, be adopted and the CEO be authorised to undertake the necessary implementation.

***Resolution No.: 2024/07.24***

***Carried***



Mr Bawden presented to Council some Community Based Initiatives for consideration:

- War Memorial Plaque (war memorial grant opportunity)
- Options for updating the street frontage of the Min Min Encounter (balustrade/sleepers, hard surface to footpath setback)
- Entrance to Robinson Park - proposed entry signage
- Marketing Boulia ('Heart of the Channel Country')
- Agritourism

Paul Bawden left the meeting at 2.17 pm.

<b>TITLE:</b>	Min Min Encounter & Boulia Heritage Centre Report – June 2024	<b>DOC REF:</b> 11.4.3
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**PURPOSE:**

To report on the day-to-day operations of the Min Min Encounter and Boulia Heritage Centre and to promote tourism in the Shire and surrounding region.

**Moved:** Cr Britton

**Seconded:** Cr Norton

That the Min Min Encounter & Boulia Heritage Centre Report June 2024 be received for information.

**Resolution No.: 2024/07.22**

**Carried**

## 12 Late Reports

There were no late reports presented to Council.

## 13 Closed Session

John Oberhardt joined the meeting via Teams at 11.01 am in accordance with his deputation to Council, noted in item 9 of the Ordinary Council meeting agenda.

Lynn Moore, Henry Mascarenhas and Lily Williams left the meeting at 11.01 am.

### **CLOSED MEETING AT 11.01 AM**

**Moved:** Cr Beauchamp

**Seconded:** Cr Britton

That Council move into Closed Session in accordance with the Local Government Regulation 2012 section 254J (3) on the following provisions:

- (a) the appointment, discipline or dismissal of the chief executive officer;
- (b) industrial matters affecting employees;

**Resolution No.: 2024/07.10**

**Carried**

John Oberhardt left the meeting at 11.16 am.

OUT OF CLOSED SESSION AT 11.53 AM.

Moved: Cr Woodhouse

Seconded: Cr Norton

*It was resolved Council move out of the closed meeting, and adopt the recommendations discussed in closed committee.*

Resolution No.: 2024/07.11

Carried

Lynn Moore, Henry Mascarenhas and Lily Williams returned to the meeting at 11.53 am.

The following recommendations were resolved from the closed session: 2024/07.12

<b>TITLE:</b>	CEO Performance Review 2023-2024	<b>DOC REF:</b> 13.1.1
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**PURPOSE:**

To advise Council that the Performance Review of the CEO Lynn Moore has been completed.

*Closed under Local Government Regulation 2012 (254J (3))*

*(a) the appointment, discipline or dismissal of the chief executive officer;*

Moved: Cr Woodhouse

Seconded: Cr Norton

That Council receive the CEO Performance Review for 2023-2024 for information, comment and noting on file.

Resolution No.: 2024/07.12

Carried

Meeting adjourned for lunch at 11.55 am.

Meeting resumed at 12.22 pm.

CLOSED MEETING AT 2.18 PM

Moved: Cr Beauchamp

Seconded: Cr Britton

*That Council move into Closed Session in accordance with the Local Government Regulation 2012 section 254J (3) on the following provision:*

*(h) negotiations relating to the taking of land by the local government under the Acquisition of Land Act 1967;*

Resolution No.: 2024/07.25

Carried

OUT OF CLOSED SESSION AT 2.43 PM

**Moved:** Cr Britton

**Seconded:** Cr Beauchamp

*It was resolved Council move out of the closed meeting, and adopt the recommendations discussed in closed committee.*

**Resolution No.: 2024/07.26**

**Carried**

The following recommendations were resolved from the closed session:  
2024/07.27.

<b>TITLE:</b>	Pitta Pitta Land Compensation Claim	<b>DOC REF:</b> 13.1.2
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**PURPOSE:**

To confirm Councils' position on the request for land for the Pitta Pitta Group land compensation through Department of Agriculture and Fisheries.

*Closed under Local Government Regulation 2012 (254J (3))*

*(h) negotiations relating to the taking of land by the local government under the Acquisition of Land Act 1967;*

**Moved:** Cr Britton

**Seconded:** Cr Beauchamp

That the CEO contact Department of Agriculture and Fisheries (DAF) advising that the Council may not have any objections to the amended map provided which does not include Lot 108 and Lot 107.

Council is requesting before they give their full consent - answers to the following:

- Who will be ultimately responsible for the management of pest and weeds on the property?
- Who is responsible for the fencing of the land as this adjoins the Town Common?
- Is there an expectation to provide services to the properties? Water, power, sewerage?

**Resolution No.: 2024/07.27**

**Carried**

## **14 General Business**

The following points of consideration were raised by Council during the meeting and will be added to the Action List for further investigation:

- Installation of automatic sliding doors at entrance to the Min Min Encounter and checking of the operation of the side door at the Shire Hall.
- Post office: open sign for footpath
- Sourcing of new Grandstands for the Racecourse Reserve: this could be an avenue for clubs/Camel Races Committee to look into due to better access to funding opportunities for this sort of equipment compared to Council.

- Consider having the 'Discover Boullia' information booklet printed for the Min Min Encounter including post cards and map.

## 15 Meeting Closure

The Mayor closed the meeting at 3.08 pm.

## 16 Confirmed

Minutes confirmed 23<sup>rd</sup> August 2024  
Resolution No.: 2024/08.2