



**MINUTES OF THE GENERAL MEETING
OF THE BOULIA SHIRE COUNCIL
HELD ON THURSDAY 20th JUNE 2019
COMMENCING AT 10 AM**

Attendance:

Councillors: Councillor Eric (Rick) Britton
Councillor Rebecka (Beck) Britton
Councillor Sam Beauchamp
Councillor Brook McGlinchey
Councillor Jack Neilson

Officers: Ms Lynn Moore (Chief Executive Officer)
Mrs Kaylene Sloman (Manager of Corporate and Financial Services)
Mrs Nicole Tonkies (Executive Assistant)

Opening:

The Mayor opened the meeting at 9.13 am.

Acknowledgement of Traditional Owners

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.

2019/6.1 MINUTES OF THE MAY 2019 ORDINARY MEETING

Moved: Councillor Beck Britton Seconded: Councillor Beauchamp

That the Minutes of the General Meeting held on 22nd May 2019 be accepted.

Carried

Mr Stuart Bourne and Mr Harin Karra entered the meeting at 9.57 am.

Mr Gordon Stumbris entered the meeting at 10 am.

2019/6.2 COUNCILLORS REMUNERATION REPORT INCLUDING EXPERIENCE LEVEL PAYMENTS

PURPOSE:

Council to consider remuneration levels for 2019-2020 financial year which will consider years of Local Government Experience as a qualifying factor. To rescind the previous resolution (2019/4.21) of Council relating to the allocation of payments to Mayor, Deputy Mayor and Councillors on 17th April 2019. Review of remuneration is required by Chapter 8, Administration, Part 1 Councillors, Division 1 Councillor remuneration, (s.244, 246, 247, 248) of the Local Government Regulation 2012.

Moved: Councillor Beauchamp **Seconded:** Councillor Beck Britton

1. That Council rescind the resolution on 17th April 2019 - 2019/4.21.
2. That the Council determine the Councillor remuneration payable to the Mayor, Deputy Mayor and Councillors for the 2019-2020 budget to be:

Position	Years of service	Payment as per remuneration table	Payment as agreed by Council
Mayor, Rick Britton	Over 12 yrs	\$ 106,100	\$106,100
Dep Mayor, Beck Britton	3-4 years	\$ 42,848	\$ 42,848
Councillor	60%	\$ 31,829	\$ 31,829

3. That the CEO advise the Chair of the Tribunal of the new remuneration for 2019-20, via enquiries@lg.remunerationtribunal.qld.gov.au
4. That the 2019-2020 budget allocation for Mayor, Deputy Mayor and Councillors be set at \$ 225,000 (excluding travel and accommodation costs).
5. Attendance at meetings by the Mayor, Deputy Mayor is taken to be part of the normal remuneration paid and will not be compensated by Council. Payment of expenses as per the Councillor Remuneration and Expenses Reimbursement policy (Policy 111) will still apply.

Carried 4-1

For: Cllr Rick Britton, Cllr Beck Britton, Cllr Beauchamp, Cllr Neilson
Against: Cllr McGlinchey

2019/6.3 PROCESSING OF COUNCILLOR DECLARATION OF INTERESTS – JUNE 2019 ORDINARY MEETING OF COUNCIL

Moved: Councillor McGlinchey **Seconded:** Councillor Neilson

Council acknowledged receipt of the following Councillor Declaration of Interests relevant to reports in the June 2019 Ordinary Meeting of Council and resolved to handle each declaration as follows:

Councillor	Agenda Item Number	Type of Declaration	How the interest will be handled
Rick Britton	CEO9 - Ann Britton Photography	Material Personal Interest	Councillor Rick Britton has a real material personal interest in the matter and, accordingly, must leave the meeting room, including any place set aside for the public, and stay away while this matter is discussed and voted on.
Beck Britton	CEO8 - Donation of Min Min Café	Conflict of Interest	Councillor Beck Britton has a perceived conflict of interest in the matter and, notwithstanding the

	Equipment		conflict, may participate in the matter, discuss and vote upon it.
Beck Britton	CEO16 – Sale of Houses	Material Personal Interest	Councillor Beck Britton has a real material personal interest in the matter and, accordingly, must leave the meeting room, including any place set aside for the public, and stay away while this matter is discussed and voted on.

Carried

2019/6.4 ENGINEERING SERVICES REPORT - NEWSBRIEF

PURPOSE:

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

Moved: Councillor Neilson Seconded: Councillor Beauchamp

That the Engineering Services Report - Newsbrief information update be noted.

Carried

2019/6.5 GRANTS WORK STATUS SUMMARY

PURPOSE:

To advise Council of the progress of projects being completed with the assistance of either funding provided by Council, State or Federal Grants.

Moved: Councillor Beck Britton Seconded: Councillor Rick Britton

That the Grants Work Status Summary on the progress of the funded projects be received for information.

Carried

The Director of Works and Operations presented to Council the Boulia Works Program for information only.

2019/6.6 NDRRA FLOOD DAMAGE WORKS DEPARTMENT INFORMATION REPORT

PURPOSE:

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

Moved: Councillor McGlinchey Seconded: Councillor Neilson

That the NDRRA Flood Damage Works Department report be received for information.

Carried

2019/6.7 FOREMAN, ROAD MAINTENANCE AND UTILITY SERVICES

PURPOSE:

To inform Council of the current utilisation and activities of the Town Department.

Moved: Councillor Beck Britton Seconded: Councillor Rick Britton

That Council receive the Foreman, Road Maintenance and Utility Services report for information.

Carried

2019/6.8 FOREMAN ROADS MAINTENANCE AND CONSTRUCTION

PURPOSE:

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

Moved: Councillor Neilson Seconded: Councillor Beauchamp

That Council receive the Foreman Roads Maintenance and Construction report for information.

Carried

2019/6.9 RURAL LANDS PROTECTION OFFICER

PURPOSE:

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

Moved: Councillor Rick Britton Seconded: Councillor Beck Britton

That the Rural Lands Protection Officer's report be received for information.

Carried

2019/6.10 BOULIA WORK CAMP REPORT

PURPOSE:

To advise of the activities of the Boulia Work Camp from 21st to 31st May 2019.

Moved: Councillor McGlinchey Seconded: Councillor Rick Britton

That the Boulia Work Camp report is received for information.

Carried

Mrs Sloman, Mr Bourne and Mr Stumbris left the meeting at 11.13 am.

2019/6.11 CLOSED MEETING AT 11.14 AM

Moved: Councillor McGlinchey Seconded: Councillor Neilson

Closed Session

Local Government Regulation 275

(e) contracts proposed to be made by it;

(h) other business for which a public discussion would be likely to prejudice the interests of the local government

Carried

Councillor Rick Britton and Mr Karra left the meeting at 11.23 am.

Councillor Rick Britton joined the meeting at 11.32 am.

Councillor Beck Britton left the meeting at 11.32 am.

2019/6.12 OUT OF CLOSED SESSION AT 12.03 PM

Moved: Councillor Rick Britton Seconded: Councillor McGlinchey

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

Carried

Councillor Beck Britton and Mrs Kaylene Sloman joined the meeting at 12.04 pm.

The following recommendations were resolved from the closed session: 2019/6.13, 2019/6.14, 2019/6.15.

Councillor Rick Britton declared a Material Personal Interest in the report item CEO9 Ann Britton Photography due to being a related party to persons in the report. In accordance with the resolution made under 2019/6.3, Councillor Rick Britton left the meeting room, including any place set aside for the public, while this matter was discussed and voted on.

Councillor Beck Britton declared a Material Personal Interest in the report item CEO16 Sale of Houses due to being a related party to persons in the report. In accordance with the resolution made under 2019/6.3, Councillor Beck Britton left the meeting room, including any place set aside for the public, while this matter was discussed and voted on.

2019/6.13 GEORGE BOURNE & ASSOCIATES HOURLY RATES AND EXPENSES

PURPOSE:

The purpose of this report is to seek approval to accept George Bourne & Associates hourly rates and expenses for the financial year 2019-20.

Moved: Councillor Beauchamp Seconded: Councillor Rick Britton

That Boulia Shire Council accepts the George Bourne & Associates Hourly Rates and Expenses as listed on the capability statement attached to the George Bourne & Associates Hourly Rates and Expenses Report for the 2019-20 Financial Year.

Carried

2019/6.14 ANN BRITTON PHOTOGRAPHY

PURPOSE:

To advise Council of the request to display local photography in the Min Min Encounter

Moved: Councillor McGlinchey Seconded: Councillor Beck Britton

1. That the Council approve the request for the display of photographic material by Ann Britton Photography in the Min Min Encounter.
2. That Council authorise the CEO to prepare an MOU detailing the terms of the agreement regarding space available, insurance requirements, commission, ownership, loss and or damage and time limitations.

Carried 4-0

For: Cllr Beck Britton, Cllr Beauchamp, Cllr McGlinchey, Cllr Neilson
Against: Nil - Abstained from and not present during voting: Cllr Rick Britton

2019/6.15 SALE OF HOUSES

PURPOSE:

To approve the sale of four houses which are considered surplus to Council needs of which interest has been shown by existing Council employees. Ministerial consent, to enable a direct sale to employees, has been received and an independent valuation has been received for each property.

Moved: Councillor McGlinchey Seconded: Councillor Beauchamp

1. That Council proceeds with the sale of 7 Wills St, 58 Moonah St, 6 Mulligan St and 54 Moonah St in accordance with the guidelines set by the Minister in relation to these sales.
2. Sales of these properties are not open to the general public in accordance with the Ministerial consent.
3. Should the tenants not wish to proceed then the identified houses will remain Council property until vacant and then put on the open market.

Carried 4-0

For: Cllr Rick Britton, Cllr Beauchamp, Cllr McGlinchey, Cllr Neilson
Against: Nil - Abstained from and not present during voting: Cllr Beck Britton

Meeting adjourned for lunch at 12.05 pm.

Meeting resumed at 12.34 pm.

2019/6.16 CEO BRIEFING FOR MAY 2019

PURPOSE:

To summarise activities from the CEO office and to authorise a write off above the CEO delegation.

The CEO also provided to the Councillors details of items that were no longer held in stock but still showing on Council's stock register. The items were coffins which had been affected by white ants.

Moved: Councillor Rick Britton Seconded: Councillor Neilson

1. That the CEO report is received for information.
2. That the CEO is authorised to write off \$1269.06 for coffins that are no longer held in stock.

Carried

2019/6.17 ACTION LIST

PURPOSE:

To inform Council on the actions taken on the Action List report.

Moved: Councillor Neilson Seconded: Councillor McGlinchey

That the updated Action List report be received for information.

Carried

2019/6.18 POLICY REVIEW - RISK MANAGEMENT POLICY

PURPOSE:

Regular review of Council policies ensure that Council maintains an up to date guide for staff to refer to in the day to day management of Council. This report deals with minor changes to an existing policy which does not have any material effect on the intent of the documents.

Moved: Councillor Rick Britton Seconded: Councillor Beauchamp

1. That the policy as presented be adopted.

POLICY	NO.	OFFICER	TYPE
Risk Management Policy	123	CEO	Gov

Changes to policy	Page No	Paragraph
Objective changed to Introduction (heading)	1	1
AS/NZS 3000:2018 from 3000:2009 (throughout)	1, 2, 3	4

2. That a copy of the changes to the policy be handed to all Councillors for the updating of their Policy books and also forwarded electronically via email.

Carried

2019/6.19 SECURITY ACCESS CARD AND CCTV POLICY

PURPOSE:

Regular review of Council policies ensure that Council maintains an up to date guide for staff to refer to in the day to day management of Council. This report deals with the implementation of a new policy.

Moved: Councillor Rick Britton Seconded: Councillor Beck Britton

1. That Policy 152 Security Access Card and CCTV Policy as presented be adopted.
2. That a copy of the policy be handed to all Councillors for the updating of their Policy books and also forwarded electronically via email.

Carried

2019/6.20 BRONZE STATUE REQUEST

PURPOSE:

To advise Council of a request received to place a bronze statue at the Boulia Cemetery.

Moved: Councillor Rick Britton Seconded: Councillor Neilson

That Council approve the proposal from Mr George Sives to place a life sized donkey bronze statue at the Boulia Cemetery.

Carried

2019/6.21 DOMESTIC AND FAMILY VIOLENCE LEAVE POLICY

PURPOSE:

Regular review of Council policies ensure that Council maintains an up to date guide for staff to refer to in the day to day management of Council. This report deals with the implementation of a new policy.

Moved: Councillor Beauchamp Seconded: Councillor Neilson

1. That Policy 153 Domestic and Family Violence Leave Policy as presented be adopted.
2. That a copy of the policy be handed to all Councillors for the updating of their Policy books and also forwarded electronically via email.

Carried

2019/6.22 WANGKAMAHDLA PEOPLE (QUD52/2016) NATIVE TITLE DETERMINATION

PURPOSE:

To advise Council on the progress of the Native Title determination for the Wangkamahdla People and the proposal to negotiate an ILUA.

Moved: Councillor Beck Britton Seconded: Councillor Beauchamp

1. That Council proceed with the proposed negotiation of the ILUA with Wangkamahdla People in conjunction with Diamantina Shire Council supported by Holding Redlich.
2. That the CEO approach Holding Redlich for the anthropological and genealogical reports.

Carried

Councillor Beck Britton declared a Conflict of Interest in the report item CEO8 Donation of Min Min Café Equipment due to being an Executive Member of the Boulia Golf Club. In accordance with the resolution made under 2019/6.3, Councillor Beck Britton was able to participate in the matter, discuss and vote upon it.

2019/6.23 DONATION OF MIN MIN CAFÉ EQUIPMENT

PURPOSE:

To recommend to Council that the equipment (range hood, oven and benchtops) previously used in the Min Min Café which has now been closed for two years, be donated to the local Golf Club to enable them to continue to operate.

Moved: Councillor Rick Britton Seconded: Councillor McGlinchey

1. That the Council ratify the decision confirmed by all Councillors via email response that the equipment listed below is donated to the Boulia Golf Club without any liability on behalf of the Council.
 - o Range hood
 - o Oven
 - o Stainless steel benchtops.
2. That the Council receive the letter of acceptance prior to the items being removed which will confirm that the responsibility to have the equipment checked by a qualified electrician to ensure its safety and installation of the equipment will be at the cost of the Golf Club.

Carried

2019/6.24 POLICY REVIEW – 104 GIFTS POLICY

PURPOSE:

Regular review of Council policies ensure that Council maintains an up to date guide for staff to refer to in the day to day management of Council. This report deals with minor changes to an existing policy which does not have any material effect on the intent of the documents.

Moved: Councillor Rick Britton Seconded: Councillor Neilson

1. That the policy as presented be adopted.

POLICY	NO.	OFFICER	TYPE
GIFTS POLICY	104	CEO	STAT

Changes to policy	Page No	Paragraph
Nil		

2. That a copy of the changes to the policy be handed to all Councillors for the updating of their policy books and also forwarded electronically via email.

Carried

2019/6.25 APPOINTMENT AS AUTHORISED PERSONS

PURPOSE:

Council as a Local Authority is required to undertake a wide range of powers and functions that are prescribed in legislation and necessary for the good governance of the Shire. The authority to appoint an authorised person is necessary for the staff to be enabled to fulfil their roles within Council.

Moved: Councillor Beck Britton Seconded: Councillor Neilson

1. That Council endorse the list of authorised persons as described:
 - Director of Works and Operations
 - Foreman Roads Construction and Maintenance
 - Foreman Roads Utilities and Services
 - Environmental Health Officer
 - Rural Lands Protection Officer
2. That an appointment letter be issued to each officer and a copy maintained in their HR file.
3. That identity cards be issued to each officer as listed with an expiry date of 30/6/2020.
4. The Authorised Person Card Register be placed on the website.

Carried

2019/6.26 DELEGATIONS TO CEO AND CEO TO STAFF REVIEW

PURPOSE:

Council as a Local Authority is required to undertake a wide range of powers and functions that are prescribed in legislation and necessary for the good governance of the Shire. Council is required to determine the functions of a Local Authority that are to be delegated to the CEO and to review those delegations on an annual basis.

Moved: Councillor Rick Britton Seconded: Councillor McGlinchey

1. That all the powers referred to in the document entitled "Register of Delegations – Council to CEO" attached to this report are hereby delegated by Council to the Chief Executive Officer of Council pursuant to section 257 of the Local Government Act 2009.
2. That Council note in the Register of Delegations current delegations from the CEO to other staff and contractors.
3. That all previous delegations be updated to reflect the changes, accepted by delegates and then published on the website.

Carried

2019/6.27 CORPORATE PLAN 2019-2024

PURPOSE:

To present for adoption Council's Corporate Plan 'Your Vision, Your Plan, Our Future 2019-2024 after the community meeting held on 15th May 2019 and before submission to the Division of Local Government.

Moved: Councillor Beck Britton **Seconded:** Councillor Neilson

That Council adopt the Corporate Plan 2019–2024.

Carried

2019/6.28 COMMUNITY SERVICES REPORT

PURPOSE:

To provide Council with an update of the activities associated with Councils' community development activities.

Moved: Councillor McGlinchey **Seconded:** Councillor Rick Britton

That the Community Services Report is received for information.

Carried

2019/6.29 ONLINE BOOKING SYSTEM FOR MIN MIN ENCOUNTER

PURPOSE:

To provide Council with an update on the pros and cons of providing a bookings system online for the tourist centre.

Moved: Councillor Beck Britton **Seconded:** Councillor Beauchamp

That the Online Booking System for Min Min Encounter Report is received for information.

Carried

2019/6.30 MIN MIN SIGN REPORT

PURPOSE:

To provide Council with an update on the signage for the Min Min Hotel Site.

Moved: Councillor Beauchamp **Seconded:** Councillor Beck Britton

That the Min Min sign be accepted in the current format without a picture added.

Carried

2019/6.31 MIN MIN ENCOUNTER MAY 2019 REPORT

PURPOSE:

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

Moved: Councillor Neilson **Seconded:** Councillor Rick Britton

That the Min Min Encounter May 2019 Report be received for information.

Carried

2019/6.32 BOULIA HERITAGE COMPLEX (INFORMATION REPORT)

PURPOSE:

To update Council on the visitations and activities at the Boulia Heritage Complex.

Moved: Councillor McGlinchey **Seconded:** Councillor Beauchamp

That the Boulia Heritage Complex report is received for information.

Carried

2019/6.33 BOULIA SPORTS AND AQUATIC CENTRE (INFORMATION REPORT)

PURPOSE:

To inform Council of the current utilisation and activities of the centre.

Moved: Councillor Beck Britton **Seconded:** Councillor Rick Britton

That Council receive the Boulia Sports and Aquatic Centre report for information.

Carried

2019/6.34 LIBRARY REPORT

PURPOSE:

To update Council on the visitations and activities in the Library.

Moved: Councillor McGlinchey **Seconded:** Councillor Rick Britton

That Council receive the Library report for information.

Carried

2019/6.35 MANAGER CORPORATE & FINANCIAL SERVICES REPORT

PURPOSE:

Financial Summary as at 31st May 2019.

Moved: Councillor Beck Britton **Seconded:** Councillor Rick Britton

That the Manager of Corporate & Financial Services Report be received for information.

Carried

2019/6.36 BUDGET REVIEW MARCH 2019

PURPOSE:

Budget Review to 31st March 2019 based on trends to date.

Moved: Councillor Rick Britton **Seconded:** Councillor Neilson

That the budget review as presented to Council be received.

Carried

At the May 2019 Ordinary Meeting of Council, Councillors chose to defer making a recommendation regarding a report presented on the RAPAD Youth Program and requested that more information on the Program be sought.

The CEO provided Council with additional information that had been received and following discussion, it was noted that Council would not be allocating any funds towards the RAPAD Youth Program, however would be interested in the future on possibly collaborating on likeminded programs that would be carried out in the Boulia shire.

Meeting adjourned at 1.36 pm for the 2019/2020 Boulia Shire Council Budget Meeting.
Meeting resumed at 2.15 pm.

2019/6.37 OPERATIONAL PLAN AND BUDGET 2019-2020

PURPOSE:

To adopt the Annual Budget 2019-2020 and Annual Operational Plan for 2019-2020.

Moved: Councillor Rick Britton **Seconded:** Councillor Beck Britton

1. That Council adopt the proposed 2019-2020 Operational Plan.
2. That the Council adopt the proposed 2019-2020 Budget.
3. That the Operational Plan 2019-2020 and the Annual Budget 2019-2020 be displayed on the Council website.
4. That the actions and deliverables from the 2019-2020 Operational Plan be reported to Council on a quarterly basis as per the Local Government Regulation 2012.
5. That the Budget be reviewed and reported on back to Council on a quarterly basis as per the Local Government Regulation 2012.

Carried

General Business

Bush Councils Convention 2019 and LGAQ Annual Conference – Council considered potential Councillor attendance at these conferences.

Australian of the Year Award – Council noted a nomination was to be made in the National 2020 Australian of the Year Awards.

Meeting Closure

The Mayor closed the meeting at 2.39 pm.

Confirmed:

Minutes confirmed 24th July 2019
Resolution No. 2019/7.4

The full agenda with all reports can be found on the Boulia Shire Council's website under the heading 'Council' with a dropdown box selection of 'Council Meetings'.