



**MINUTES OF THE GENERAL MEETING
OF THE BOULIA SHIRE COUNCIL
HELD ON FRIDAY 19TH JUNE 2020
COMMENCING AT 9 AM**

Attendance:

Councillors: Councillor Eric (Rick) Britton
Councillor Sam Beauchamp
Councillor Timothy Edgar
Councillor Jack Neilson
Councillor Jan Norton

Officers: Ms Lynn Moore (Chief Executive Officer)
Mrs Nicole Tonkies (Executive Assistant)

Opening:

The Mayor opened the meeting at 9.00 am.

Mr Harin Karra and Mr Gordon Stumbris entered the meeting at 9.00 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.

2020/6.1 MINUTES OF THE MAY 2020 ORDINARY MEETING

<u>Moved:</u> Councillor Edgar	<u>Seconded:</u> Councillor Neilson
That the minutes of the Ordinary Meeting held on 25 th May 2020 be accepted.	
<u>Carried</u>	

**2020/6.2 PROCESSING OF COUNCILLOR DECLARATION OF INTERESTS –
JUNE 2020 ORDINARY MEETING OF COUNCIL**

<u>Moved:</u> Councillor Britton	<u>Seconded:</u> Councillor Beauchamp
Council acknowledged receipt of the following Councillor Declaration of Interests relevant to reports in the June 2020 Ordinary Meeting of Council and resolved to handle the declaration as follows:	

2020/6.6 FOREMAN, ROAD MAINTENANCE AND UTILITY SERVICES MAY 2020 REPORT

PURPOSE:

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

Moved: Councillor Neilson Seconded: Councillor Beauchamp

That Council receive the Foreman, Road Maintenance and Utility Services May 2020 report for information.

Carried

2020/6.7 FOREMAN ROADS MAINTENANCE AND CONSTRUCTION MAY 2020 REPORT

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 Britton

That Council receive the Foreman Roads Maintenance and Construction May 2020 Report for information.

Carried

2020/6.8 RURAL LANDS PROTECTION OFFICER MAY 2020 REPORT

PURPOSE:

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

Moved: Councillor Britton Seconded: Councillor Beauchamp

That the Rural Lands Protection Officer's May 2020 Report be received for information.

Carried

2020/6.9 2020-21 COVID WORKS FOR QUEENSLAND FUNDING

PURPOSE:

To obtain formal endorsement of the projects to be completed with 2020-21 COVID Works for Queensland funding.

Moved: Councillor Neilson Seconded: Councillor Edgar

That the list of projects, as presented in the 2020-21 COVID Works for Queensland funding report, be approved by Council.

Carried

2020/6.10 LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM FUNDING

PURPOSE:

To seek approval of projects proposed for completion under the Local Roads and Community Infrastructure (LRCI) Program.

Moved: Councillor Norton Seconded: Councillor Neilson

That the list of projects, as presented in the Local Roads and Community Infrastructure Program funding report, be approved by Council.

Carried

2020/6.11 CLOSED MEETING AT 10.26 AM

Moved: Councillor Britton Seconded: Councillor Beauchamp

Closed Session - Local Government Regulation 275
(e) contracts proposed to be made by it;

Carried

2020/6.12 OUT OF CLOSED SESSION AT 10.43 AM

Moved: Councillor Britton Seconded: Councillor Edgar

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

Carried

The following recommendations were resolved from the closed session: 2020/6.13, 2020/6.14, 2020/6.15.

2020/6.13 TENDER T2019/20-15 GRAVEL CRUSHING AND STOCKPILE

PURPOSE:

To evaluate submissions received in Council's call for tenders under Tender T2019/20-15 Gravel Crushing and Stockpile.

Moved: Councillor Beauchamp Seconded: Councillor Edgar

That PE & GC Harris Road Contractors Pty Ltd be awarded as the successful tenderer for tender number T2019/20-15 Gravel Crushing and Stockpile.

Carried

2020/6.14 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 2020-21.

Moved: Councillor Britton Seconded: Councillor Edgar

That Bouliia Shire Council accepts the George Bourne & Associates Hourly Rates, Expenses & Capability Statement 2020/2021 as attached to the George Bourne & Associates Hourly Rates and Expenses Report for the 2020/2021 Financial Year.

Carried

Councillor Edgar declared a Material Personal Interest in the Item DWO Late Report: Panel of Prequalified Suppliers Plant Hire and Trades and Services – Tender T2019/20-11 due to being a Contractor to Council. In accordance with the resolution made under 2020/6.2, Councillor Edgar will stay in the room but not vote on the matter.

2020/6.15 PANEL OF PREQUALIFIED SUPPLIERS PLANT HIRE AND TRADES AND SERVICES – TENDER T2019/20-11

PURPOSE:

To provide a summary and a recommendation for the award of Tender T2019/20-11 Panel of Prequalified Suppliers Plant Hire and Trades and Services.

Moved: Councillor Neilson

Seconded: Councillor Norton

That Council, under Tender T2019/20-11 Panel of Prequalified Suppliers Plant Hire and Trades and Services, endorses the list of Prequalified Suppliers for Plant Hire and Trades and Services with a validity period of twelve (12) months with an option to extend for up to an additional twelve (12) months.

Carried

Mr Karra left the meeting at 10.43 am.

The meeting was adjourned for morning tea at 10.43 am.

Meeting resumed at 10.52 am.

2020/6.16 CEO BRIEFING FOR MAY 2020

PURPOSE:

To summarise activities from the CEO office and progress future options for the shire.

Moved: Councillor Britton

Seconded: Councillor Norton

That the May 2020 CEO report is received for information.

Carried

2020/6.17 ACTION LIST

PURPOSE:

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

Moved: Councillor Edgar

Seconded: Councillor Britton

That the updated Action List report be received for information.

Carried

2020/6.18 COUNCILLORS REMUNERATION REPORT INCLUDING EXPERIENCE LEVEL PAYMENTS

PURPOSE:

Council to consider remuneration levels for 2020-2021 financial year which will consider years of Local Government Experience as a qualifying factor. Review of remuneration is required by Chapter 8, Administration, Part 1 Councillors, Division 1 Councillor remuneration, (s.247[1-7], s.248 [1-4]) of the Local Government Regulation 2012.

Moved: Councillor Britton

Seconded: Councillor Beauchamp

1. That the Council determine the Councillor remuneration payable to the Mayor, Deputy Mayor and Councillors for the 2020-2021 budget to be:

Position	Maximum Payment as per remuneration table	Years of service	Payment as agreed by Council
Mayor, Rick Britton	\$ 108,222	Over 12 yrs	\$108,222
Dep Mayor, Sam Beauchamp	\$ 62,435	Over 12 yrs	\$62,435
Councillors	\$ 54,110	60% (2yrs)	\$32,466

2020/6.22 LIBRARY MAY 2020 REPORT

PURPOSE:

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

Moved: Councillor Beauchamp Seconded: Councillor Edgar

That Council receive the Library May 2020 report for information.

Carried

2020/6.23 BOULIA SPORTS AND AQUATIC CENTRE MAY 2020 REPORT

PURPOSE:

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

Moved: Councillor Britton Seconded: Councillor Neilson

That Council receive the Boulia Sports and Aquatic Centre May 2020 Report for information.

Carried

2020/6.24 WORK HEALTH AND SAFETY MAY 2020 INFORMATION REPORT

PURPOSE:

To inform Council of progressions and or issues of concern regarding Workplace Health and Safety.

Moved: Councillor Norton Seconded: Councillor Britton

That Council receive the Work Health and Safety May 2020 Report for information.

Carried

At the Ordinary Meeting of Council on the 25th May 2020, Council acknowledged and endorsed that the relief for the CEO leave in July 2020 was to be sourced through an external provider (resolution number 2020/5.27). A suitable candidate for the relief position has been identified and, further to s195 of the Local Government Act 2009, the following resolution of Council seeks to formally acknowledge this appointment.

2020/6.25

Moved: Councillor Britton Seconded: Councillor Neilson

That Council endorse the appointment of Mr Raymond Geraghty within the role of Acting Chief Executive Officer from the 6th July 2020 to 31st July 2020.

Carried

Meeting adjourned for lunch at 11.58 am.

Meeting resumed at 12.30 pm.

Mrs Kaylene Sloman entered the meeting at 12.30 pm.

Mrs Sloman left the meeting at 12.55 pm.

2020/6.26 MANAGER CORPORATE & FINANCIAL SERVICES MAY 2020 REPORT

PURPOSE:

Financial Summary as at 31st May 2020.

Moved: Councillor Britton

Seconded: Councillor Beauchamp

That the Manager of Corporate & Financial Services May 2020 Report be received for information.

Carried

2020/6.27 CLOSED MEETING AT 12.56 PM

Moved: Councillor Britton

Seconded: Councillor Neilson

Closed Session - Local Government Regulation 275

(b) industrial matters affecting employees; or

(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

2020/6.28 OUT OF CLOSED SESSION AT 2.02 PM

Moved: Councillor Edgar

Seconded: Councillor Norton

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

Carried

Ms Moore left the meeting at 1.55 pm.

The following recommendations were resolved from the closed session: 2020/6.29, 2020/6.30, 2020/6.31, 2020/6.32.

2020/6.29 DIRECTOR CORPORATE SERVICES CONTRACT

PURPOSE:

To advise Council of the new restructured position of Director of Corporate Services (DCS) the associated contract and remuneration (Internal restructure).

Moved: Councillor Britton

Seconded: Councillor Edgar

1. That the new contract as discussed be accepted and the Director of Corporate Services contract be offered to Kaylene Sloman.
2. That future training requests be supported under the Study Policy.

Carried

2020/6.30 HARIN KARRA – RENEWAL OF CONTRACT AND PERFORMANCE REVIEW

PURPOSE:

To advise Council of the outcome of the Performance Review and the new contract and remuneration review completed for Director of Works and Operations.

Moved: Councillor Beauchamp

Seconded: Councillor Neilson

1. That the new contract as discussed be accepted and the Director of Works and Operations contract be issued for a further 3 years.
2. That future training requests be supported under the Study Policy.

Carried

2020/6.31 CEO CONTRACT

PURPOSE:

To discuss the intention for Council to continue or not to continue the contract of the CEO and the terms of the contract including remuneration and performance parameters for the following twelve months.

Moved: Councillor Norton

Seconded: Councillor Britton

That Council support the recommendation that:

1. the CEO contract be extended for a further term of 3 years to 30th June 2023.
2. that the base salary be increased by the CPI increase as discussed.

Carried

2020/6.32 REVIEW OF ORGANISATIONAL STRUCTURE

PURPOSE:

To present to Council a review of the organisation structure with proposed changes to the positions within the Council office structure.

Moved: Councillor Britton

Seconded: Councillor Edgar

That Council subject to the following changes

- the Workplace Health and Safety and Risk Management Officer to report directly to the Chief Executive Officer
- the Community Services Manager to report directly to the Chief Executive Officer

the proposed organisational structure for 2020-2021, which incorporates the changes as listed in the Organisation Chart and the associated changes to the reporting structure, be adopted.

Carried

Meeting Closure

The Mayor closed the meeting at 2.16 pm.

Confirmed:

Minutes confirmed 21st July 2020

Resolution No. 2020/7.1

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'.