

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

Moved:	Councillor Edgar	Seconded:	Councillor Neilson
That the m	inutes of the Ordinary Meeting	held on 25 th May 202	20 be accepted.
		•	Carried

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:

Councillor	Agenda Item Number	Type of Declaration	How the interest will be handled		
Tim Edgar	Item DWO Late Report:	Material Personal	Councillor Edgar has a Material		
	Panel of Prequalified	Interest	Personal Interest in the matter		
	Suppliers Plant Hire and		however, because this report is		
	Trades and Services –		for the endorsement of Council		
	Tender T2019/20-11		only, Councillor Edgar will		
			remain in the room but not vote		
			on the matter.		
Jack	Item CEO5: Boulia Golf	Conflict of Interest	Councillor Neilson has a		
Neilson	Club Rates		perceived conflict of interest in		
			the matter and, notwithstanding		
			the conflict, may participate in		
			the matter, discuss and vote		
	upon it.				
	Carried				

Ms Karen Savage from the Boulia Primary Health Clinic (PHC) entered the meeting at 9.02 am. Ms Savage discussed with Council emergency response times at the Boulia PHC.

Ms Savage left the meeting at 9.18 am.

2020/6.3 ENGINEERING SERVICES REPORT – NEWS BRIEF FOR MAY 2020

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

Moved:	Councillor Neilson	Seconded:	Councillor Britton
That the E	ngineering Services Report – Ne	ws brief for May 20	20 be noted.
			Carried

2020/6.4 GRANTS WORK STATUS SUMMARY – MAY 2020

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 Beauchamp	Seconded:	Councillor Norton
	rants Work Status Summary - Mage received for information.	y 2020 report on th	ne progress of the funded

Carried

Item DWO2 - Boulia Works Program 2018/21 was presented to Council for information only.

2020/6.5 NDRRA FLOOD DAMAGE WORKS DEPARTMENT MAY 2020 REPORT

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

Moved:Councillor EdgarSeconded:Councillor BrittonThat the NDRRA Flood Damage Works Department May 2020 report be received for
information.Councillor Britton

Carried

Mr Stumbris left the meeting at 10.04 am.

FOREMAN. ROAD MAINTENANCE AND UTILITY SERVICES MAY 2020 2020/6.6 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

FOREMAN ROADS MAINTENANCE AND CONSTRUCTION MAY 2020 2020/6.7 REPORT

PURPOSE:

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

Councillor Neilson Councillor Britton Moved: Seconded:

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.

Councillor Britton Moved: 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.

<u>Moved:</u>	Councillor	Norton
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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
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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	
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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 BeauchampSeconded:Councillor EdgarThat PE & GC Harris Road Contractors Pty Ltd be awarded as the successful tenderer for
tender number T2019/20-15 Gravel Crushing and Stockpile.Councillor Edgar

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.

<u>Moved:</u> Councillor Britton <u>Seconded:</u> Councillor Edgar That Boulia 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.

<u>Moved:</u> Councillor Neilson <u>Seconded:</u> 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.

2020/6.17 ACTION LIST

PURPOSE:

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

Moved: Councillor Edgar

Seconded: Councillor Britton

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Carried

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 BrittonSeconded:Councillor Beauchamp1. That the Council determine the Councillor remunerationpayable 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

- 2. That CEO advise the Chair of the Tribunal of the new remuneration for 2020-21, via <u>enquiries@lg.remunerationtribunal.qld.gov.au</u>
- 3. That the 2020-2021 budget allocation for Mayor, Deputy Mayor and Councillors be set at \$270,000 (excluding travel and accommodation costs).
- 4. Attendance at meetings by the Mayor, Deputy Mayor or Councillor is taken to be part of the normal remuneration paid and will not be compensated further by Council. Payment of expenses as per the Councillor Remuneration and Expenses Re-imbursement policy (Policy 111) will still apply.

Carried

Councillor Neilson declared a Conflict of Interest in the Item CEO5: Boulia Golf Club Rates due to being a non voting member of the Boulia Golf Club. In accordance with the resolution made under 2020/6.2, Councillor Neilson was able to participate, discuss and vote upon the matter.

2020/6.19 BOULIA GOLF CLUB RATES

PURPOSE: To advise Council of the request to waiver the rates relating to the Boulia Golf Club.

Moved: Councillor Britton Seconded: Councillor Edgar

- 1. That Council donate the amount of \$4,401.92 to the Boulia Golf Club as a donation towards the General Rates plus garbage services paid and payable for the 2019-2020 financial year on the basis that the association is a volunteer association responsible for providing a recreational facility.
- 2. That the CEO write to the Golf Club and advise them of the outcome.
- 3. Action to be completed by Finance to make the donation to the Golf Club to cover the 2019/2020 financial year. Notation to be made in the rates system for future records.

Carried

2020/6.20 COMMUNITY SERVICES MAY 2020 REPORT

PURPOSE:

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

Moved: Councillor Britton Seconded: Councillor Norton

That the Community Services May 2020 Report is received for information.

Carried

2020/6.21 MIN MIN ENCOUNTER MAY 2020 REPORT

PURPOSE:

Moved:

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

Councillor Britton <u>Seconded:</u> Councillor Neilson

That the Min Min Encounter May 2020 Report be received for information.

Carried

2020/6.22 LIBRARY MAY 2020 REPORT

PURPOS To updat	E: e Council on the visitations an	d activities in the	Elibrary.	
Moved:	Councillor Beauchamp	Seconded:	Councillor Edgar	
That Cou	ncil receive the Library May 2020	report for informa	ition.	
				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 Neils
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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

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

Seconded:

Seconded:

Seconded: Councillor Beauchamp

Councillor Neilson

Councillor Norton

Carried

2020/6.27 CLOSED MEETING AT 12.56 PM

Moved: Councillor Britton

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
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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.

<u>Confirmed:</u>

Minutes confirmed 21^{st} July 2020Resolution 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'.