



**MINUTES OF THE GENERAL MEETING  
OF THE BOULIA SHIRE COUNCIL  
HELD ON FRIDAY 26<sup>TH</sup> MARCH 2021  
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 Kaylene Sloman (Director of Corporate Services)  
Mrs Nicole Tonkies (Executive Assistant)

**Opening:**

The Mayor opened the meeting at 9.03 am.

Mr Harin Karra entered the meeting at 9.03 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.

**2021/3.1 MINUTES OF THE FEBRUARY 2021 ORDINARY MEETING**

<b><u>Moved:</u> Councillor Neilson</b>	<b><u>Seconded:</u> Councillor Beauchamp</b>
That the minutes of the Ordinary Meeting held on 26 <sup>th</sup> February 2021 be accepted.	
<b><u>Carried</u></b>	

**2021/3.2 ENGINEERING SERVICES REPORT – NEWS BRIEF FOR FEBRUARY 2021**

<b>PURPOSE:</b> To inform Council on the progress of various items through an information update.
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<b><u>Moved:</u> Councillor Edgar</b>	<b><u>Seconded:</u> Councillor Norton</b>
That the Engineering Services Report – News brief for February 2021 be noted.	
<b><u>Carried</u></b>	

### 2021/3.3 GRANTS WORK STATUS SUMMARY – FEBRUARY 2021

**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 Edgar                      Seconded: Councillor Britton**

That the Grants Work Status Summary – February 2021 report on the progress of the funded projects be received for information.

**Carried**

### 2021/3.4 FOREMAN, ROAD MAINTENANCE AND UTILITY SERVICES FEBRUARY 2021 REPORT

**PURPOSE:**

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

**Moved: Councillor Beauchamp                      Seconded: Councillor Neilson**

That Council receive the Foreman, Road Maintenance and Utility Services February 2021 report for information.

**Carried**

### 2021/3.5 FOREMAN ROADS MAINTENANCE AND CONSTRUCTION FEBRUARY 2021 REPORT

**PURPOSE:**

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

**Moved: Councillor Edgar                      Seconded: Councillor Britton**

That Council receive the Foreman Roads Maintenance and Construction February 2021 Report for information.

**Carried**

### 2021/3.6 RURAL LANDS PROTECTION OFFICER FEBRUARY 2021 REPORT

**PURPOSE:**

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

**Moved: Councillor Beauchamp                      Seconded: Councillor Norton**

That the Rural Lands Protection Officer February 2021 Report be received for information.

**Carried**

### 2021/3.7 BOULIA WORK CAMP FEBRUARY 2021 REPORT

**PURPOSE:**

To advise of the activities of the Boulia Work Camp from 12<sup>th</sup> to 21<sup>st</sup> February 2021.

**Moved: Councillor Norton                      Seconded: Councillor Britton**

That the Boulia Work Camp February 2021 report is received for information.

**Carried**

Mr Karra left the meeting at 10.46 am.

Meeting adjourned for morning tea at 10.46 am.

Meeting resumed at 11.08 am.

### 2021/3.8 CEO FEBRUARY 2021 REPORT

**PURPOSE:**

To advise Council of the activities of the Chief Executive Office.

**Moved: Councillor Norton**                      **Seconded: Councillor Beauchamp**

That the CEO Report for February 2021 is received for information.

**Carried**

### 2021/3.9 ACTION LIST

**PURPOSE:**

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

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

That the updated Action List report be received for information.

**Carried**

### 2021/3.10 POLICY REVIEW – STUDY POLICY AND EMPLOYEE TRAVEL AND TRAINING 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 changes to the Employee Travel and Training Expenses Policy and the Study Policy.

**Moved: Councillor Britton**                      **Seconded: Councillor Edgar**

1. That Policy 115 Employee Travel and Training Expenses Policy and Policy 132 Study Policy as presented be adopted.

2. That a copy of the policies be loaded into the Councillor Hub.

**Carried**

### 2021/3.11 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 Neilson**                      **Seconded: Councillor Norton**

1. That Council note in the Register of Delegations current delegations from the CEO to other staff and contractors.

2. That all previous delegations be updated to reflect the changes, accepted by delegates and then published on the website.

**Carried**

## 2021/3.12 NOMINATION OF DEPUTY AND ACTING MAYOR FOR 2021

### **PURPOSE:**

To formalise the Councillor change of role of the Deputy Mayor for 2021, following Councillor Neilson's suggestion at the 18<sup>th</sup> December Ordinary Meeting of Council.

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

1. That in accordance with section 175 of the Local Government Act 2009 appointment of the role of Deputy Mayor be in accordance with the following schedule:
  - from April 2020 - 2021 (one year term) Councillor Sam Beauchamp
  - from April 2021 - 2022 (one year term) Councillor Sam Beauchamp
  - from April 2022 - 2023 (one year term) Councillor Jack Neilson
  - from April 2023 – 2024 (one year term) Councillor Jack Neilson
2. That at this point in time no Acting Mayor is nominated.

**Carried**

Meeting adjourned for lunch at 12.01 pm.

Meeting resumed at 12.57 pm.

## 2021/3.13 LOCAL DISASTER MANAGEMENT PLANS 2021-2022

### **PURPOSE:**

To advise Council of the reviewed plans for endorsement and adoption as follows:

1. Boulia Local Disaster Management Plan 2021-2022
2. Boulia Natural Disaster Risk Management Strategy 2021-2022
3. Boulia Evacuation Sub Plan 2021-2022
4. Remote Communities Epidemic/Pandemic Sub Plan 2021-2022 (Not for public display)
5. Aerodrome Emergency Plan (Aerodrome Plan reviewed March 2021)
6. Emergency contact list March 2021

Strategic Plans, Management Plans and sub-plans for 2021-2022 period have been reviewed and amended by the Local Disaster Management Group on 24<sup>th</sup> March 2021.

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

That Council endorse and adopt the:

1. Boulia Local Disaster Management Plan 2021-2022
2. Boulia Natural Disaster Risk Management Strategy 2021-2022
3. Boulia Evacuation Sub Plan 2021-2022
4. Remote Communities Epidemic/Pandemic Sub Plan 2021-2022 (not for public display)
5. Aerodrome Emergency Plan (Aerodrome Plan reviewed March 2021)
6. Emergency contact list March 2021

And that the documents be uploaded onto the Council's web site.

**Carried**

## 2021/3.14 DIRECTOR OF CORPORATE SERVICES FEBRUARY 2021 REPORT

### **PURPOSE:**

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

**Moved: Councillor Norton                      Seconded: Councillor Britton**

That the Director of Corporate Services February 2021 Report be received for information.

**Carried**

**2021/3.15 POLICY REVIEW – TELECOMMUNICATION POLICY, SOCIAL MEDIA POLICY, EMAIL AND INTERNET POLICY AND FLAG FLYING 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 a review of the Telecommunication Policy and the Social Media Policy.

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

1. That Policy 125 Telecommunication Policy, Policy 144 Social Media Policy, Policy 112 Email and Internet Policy and Policy 135 Flag Flying Policy as presented be adopted.
2. That a copy of the policies be loaded into the Councillor Hub.

**Carried**

Mr Rahul Bhargava entered the meeting at 1.19 pm.

**2021/3.16 COMMUNITY SERVICES FEBRUARY 2021 REPORT**

**PURPOSE:**

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

**Moved:** Councillor Norton **Seconded:** Councillor Britton

That the Community Services February 2021 Report is received for information.

**Carried**

**2021/3.17 FINANCE MANAGER FEBRUARY 2021 REPORT**

**PURPOSE:**

Financial Summary as at 28<sup>th</sup> February 2021.

**Moved:** Councillor Beauchamp **Seconded:** Councillor Neilson

That the Finance Managers February 2021 Report be received for information.

**Carried**

Mr Bhargava left the meeting at 1.49 pm.

**2021/3.18 MIN MIN ENCOUNTER FEBRUARY 2021 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 Britton **Seconded:** Councillor Beauchamp

That the Min Min Encounter February 2021 Report be received for information.

**Carried**

**2021/3.19 LIBRARY FEBRUARY 2021 REPORT**

**PURPOSE:**

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

**Moved:** Councillor Britton **Seconded:** Councillor Norton

That Council receive the Library February 2021 report for information.

**Carried**

## 2021/3.20 BOULIA SPORTS AND AQUATIC CENTRE FEBRUARY 2021 REPORT

**PURPOSE:**

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

**Moved:** Councillor Beauchamp                      **Seconded:** Councillor Neilson

That Council receive the Boulia Sports and Aquatic Centre February 2021 Report for information.

**Carried**

## 2021/3.21 WORK HEALTH AND SAFETY FEBRUARY 2021 REPORT

**PURPOSE:**

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

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

That Council receive the Work Health and Safety February 2021 report for information.

**Carried**

## 2021/3.22 CLOSED MEETING AT 1.54 PM

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

It was resolved Council moved into Closed Session in accordance with the *Local Government Regulation 2012* section 254J (3)(g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government

**Carried**

## 2021/3.23 OUT OF CLOSED SESSION AT 2.02 PM

**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: 2021/3.24.

## 2021/3.24 MIN MIN ENCOUNTER EXPERIENCE AV UPGRADES

*Closed under Local Government Regulation 2012 section 254J (3)(g) negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.*

**PURPOSE:**

Council officers have been working towards securing the future of the Min Min Encounter for the past several years. This has included the sourcing of external specialists to care for the maintenance of the Min Min Show. This report details the future needs of the show which is to be upgraded to 'current' electronic language to enable value adding to occur in tourist seasons.

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

That Council, pursuant to Local Government Regulation 235 resolve that:

1. because of the specialised or confidential nature of the services that are sought, it

would be impractical or disadvantageous for Council to invite quotes or tenders for the Min Min Encounter AV upgrade.

2. award the contract for the upgrade of the Min Min Encounter AV upgrade and project management to XZibit and the onsite project supervision to Director of Works and Operations Harin Karra.
3. allocate \$150K from W4Q4 and \$50k from Council reserves to complete the Min Min Encounter upgrade in addition to the budget allocated from 2020-2021.
4. that a purchase order be raised for 50% of the value of the quote and forwarded to XZibit to commence the project.

**Carried**

### **General Business**

**Correspondence received from Inner West Council** – Email correspondence was received from Inner West Council in New South Wales regarding a motion they have put forward for consideration at the National Assembly of Local Government regarding the revised rate of the Jobseeker payment.

The Boulia Shire Council is happy to continue to support all our community residents who wish to work through the existing programs available in the community.

### **Meeting Closure**

The Mayor closed the meeting at 2.08 pm.

### **Confirmed:**

Minutes confirmed 23<sup>rd</sup> April 2021  
Resolution No. 2021/4.1

*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'.*