



**MINUTES OF THE GENERAL MEETING
OF THE BOULIA SHIRE COUNCIL
HELD ON WEDNESDAY 22nd MAY 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 Nicole Tonkies (Executive Assistant)

Opening:

The Mayor opened the meeting at 10.12 am

Mr Stuart Bourne, Mr Harin Karra and Mr Jim Newman entered the meeting at 10.12 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.

**2019/5.1 PROCESSING OF COUNCILLOR DECLARATION OF INTERESTS –
MAY 2019 ORDINARY MEETING OF COUNCIL**

<u>Moved:</u> Councillor Rick Britton		<u>Seconded:</u> Councillor McGlinchey	
Council acknowledged receipt of the following Councillor Declaration of Interests relevant to reports in the May 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
Beck Britton	DWO4 (Closed Session) DWO5 (Closed Session) DWO7 (Closed Session)	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.

Beck Britton	DWO8 (Closed Session)	Conflict of Interest	Councillor Beck Britton has a perceived conflict of interest in the matter and, notwithstanding the conflict, may participate in the matter, discuss and vote upon it.
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Carried

2019/5.2 ENGINEERING SERVICES REPORT - NEWSBRIEF

PURPOSE:

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

Moved: Councillor Beck Britton Seconded: Councillor Beauchamp

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

Carried

2019/5.3 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 McGlinchey Seconded: Councillor Rick Britton

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

Carried

2019/5.4 NDRRA FLOOD DAMAGE WORKS DEPARTMENT INFORMATION REPORT

PURPOSE:

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

Moved: Councillor Beck Britton Seconded: Councillor Neilson

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

Carried

2019/5.5 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

2019/5.6 RURAL LANDS PROTECTION OFFICER

PURPOSE:

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

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

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

Carried

2019/5.7 BOULIA WORK CAMP REPORT

PURPOSE:

To advise of the activities of the Boulia Work Camp from 24th April to 2nd May 2019.

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

That the Boulia Work Camp report is received for information.

Carried

2019/5.8 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 Neilson **Seconded:** Councillor McGlinchey

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.

2019/5.9 2019-21 WORKS FOR QUEENSLAND APPROVED PROJECTS

PURPOSE:

The purpose of this report shows a breakdown of the approved list of projects under the 2019-21 Works for Queensland Round 3 program.

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

That the Council accepts the 2019-21 Works for Queensland funding allocation of \$1,030,000 and further, Council authorises the Chief Executive Officer to sign the necessary documents.

Carried

2019/5.10 CLOSED MEETING AT 10.58 AM

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

Closed Session

Local Government Regulation 275

(e) contracts proposed to be made by it;

Carried

2019/5.15 PLANT COMMITTEE - REPLACEMENT TOYOTA HILUX – TENDER NO: T2018-19-6

PURPOSE:

To submit to Council the outcomes of the recently distributed tenders for the sale and purchase of vehicles.

Moved: Councillor Rick Britton Seconded: Councillor Beauchamp

That for Tender No. T2018-19-6, Boulia Shire Council accept the tender price from Black Toyota Dalby to purchase a new Toyota Hilux Dual cab of \$58,820 (inclusive of goods and services tax). Further, sell the unit 574, Toyota Hilux Dual cab to Adrien Wells for \$25,010 (inclusive of goods and services tax).

Carried

2019/5.16 PLANT COMMITTEE - REPLACEMENT TOYOTA PRADO – TENDER NO: T2018-19-7

PURPOSE:

The Council's budget provided for the replacement of one Prado and this report seeks endorsement of the Plant Committee recommendation to accept the tender without trade-in from Black Toyota Dalby and sell the unit 572 vehicle to Tim Edgar.

Moved: Councillor Rick Britton Seconded: Councillor Beauchamp

That for Tender No. T2018-19-7, Boulia Shire Council accept the tender price from Black Toyota Dalby to purchase a new Toyota Prado GXL of \$79,994.60 (inclusive of goods and services tax). Further, sell the unit 572, Toyota Prado GX to Tim Edgar for \$35,000 (inclusive of goods and services tax).

Carried

2019/5.17 PLANT COMMITTEE - PURCHASE TOYOTA HILUX UTILITY – TENDER NO: T2018-19-8

PURPOSE:

The Council's budget provided for the purchase of a new Toyota Hilux single cab utility, and this report seeks endorsement of the Plant Committee recommendation to accept the tender from Black Toyota Dalby.

Moved: Councillor Rick Britton Seconded: Councillor Beauchamp

That for Tender No. T2018-19-8, Boulia Shire Council accept the tender price from Black Toyota Dalby to purchase a new Toyota Hilux Single Cab Utility for \$34,160 (inclusive of goods and services tax).

Carried

Councillor Beck Britton returned to the meeting at 11.16 am.

2019/5.18 PLANT HIRE AND TRADE SERVICES REGISTER OF PREQUALIFIED SUPPLIERS TENDER BSC T2017/18-4 12 MONTHS TERM EXTENSION RATES REFRESH

PURPOSE:

The purpose of this report is to document the contract extension rates refresh of tenders associated with Plant Hire and Trade Services Register of Pre-Qualified Suppliers (Project), leading to the recommendation for extending the Panel by a 12 month term for the Plant Hire and Trade Services Register of Pre-Qualified Suppliers.

Moved: Councillor Beauchamp Seconded: Councillor Rick Britton

That Boulia Shire Council approves to extend the Panel by a 12 month term (01/07/2019 to 30/06/2020) with the rates refresh of the Plant Hire and Trade Services Register of Pre-Qualified Suppliers List RFT/Contract No: BSC T2017-18-4.

Carried

2019/5.19 APPLICATION FOR WORK CAMP ASSISTANCE – BOULIA GOLF CLUB

PURPOSE:

To advise Council of a new application received for Work Camp assistance and to request Council's decision on whether or not the application is to be approved or denied.

Moved: Councillor Neilson Seconded: Councillor Rick Britton

That Council acknowledge the assistance for Work Camp as follows:

Applicant	Approved/Denied
Boulia Golf Club	Approved
Applicant A	Denied
Applicant B	Denied

Carried

The meeting was adjourned for morning tea at 11.27 am.
The meeting resumed at 11.37 am. Mr Karra left the meeting at 11.37 am.

2019/5.20 MINUTES OF THE APRIL 2019 ORDINARY MEETING

Moved: Councillor Beck Britton Seconded: Councillor Rick Britton

That the Minutes of the General Meeting held on 17th April 2019 be accepted.

Carried

2019/5.21 MINUTES OF THE MAY SPECIAL MEETING OF COUNCIL

Moved: Councillor McGlinchey Seconded: Councillor Rick Britton

That the Minutes of the Special Meeting of Council held on 7th May 2019 be accepted.

Carried

2019/5.22 CEO BRIEFING FOR APRIL 2019

PURPOSE:

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

Moved: Councillor Rick Britton Seconded: Councillor Beck Britton

That the CEO report is received for information.

Carried

2019/5.23 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

The meeting was adjourned for lunch at 11.57 am.

The meeting resumed at 12.47 pm.

2019/5.24 CLOSED MEETING AT 12.47 PM

Moved: Councillor McGlinchey Seconded: Councillor Rick Britton

Closed Session

Local Government Regulation 275

(a) the appointment, dismissal or discipline of employees;

(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

2019/5.25 OUT OF CLOSED SESSION AT 1.53 PM

Moved: Councillor McGlinchey Seconded: Councillor Neilson

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: 2019/5.26, 2019/5.27, 2019/5.28.

2019/5.26 REMOTE MECHANICAL SERVICES CONTRACT

PURPOSE:

To advise Council of the expiry of the contract for the mechanical services contract and the new contract which has now been developed, reviewed and agreed upon between the Chief Executive Officer and the contractor.

Moved: Councillor Rick Britton Seconded: Councillor Beck Britton

That Council, pursuant to regulation 235 resolve that:

1. because of the specialised nature of the services that are sought, it would be impractical or disadvantageous for Council to invite quotes or tenders for mechanical services and
2. award the contract for mechanical services to Grant Jensen trading as Remote Mechanical Services in accordance with the rates and terms as agreed in the contract.

Carried

2019/5.27 LYNN MOORE - PERFORMANCE REVIEW

PURPOSE:

To advise Council of the outcome of the Performance and Remuneration review completed.

Moved: Councillor McGlinchey **Seconded:** Councillor Beck Britton

That Council receive the report on the CEO completed performance review for the period 2017-2018 for information and noting on file.

Carried

2019/5.28 PURCHASE OF LAND FOR THE DEVELOPMENT OF THE REGIONAL COMMUNITY HUB

PURPOSE:

To accept the purchase contract of land offer on Lot 604 on CP B2671 Title Ref 20126006 for the purpose of acquiring the land to support the future development of the Regional Community Hub incorporating Council offices and external office space, Library and Post Office.

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

- That the Council execute the Contract for the purchase of 14 Herbert Street (Lot 604 on CP B2671 Title Ref 20126006) to enable the future development of the Regional Community Hub.
- That the Council authorise the CEO to do all things necessary to enable the purchase to proceed and have the transfer executed into Council's name.

Carried

2019/5.29 PUBLIC INTEREST DISCLOSURE POLICY AND PROCEDURE REVIEW

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 an existing policy.

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

1. That Policy 128 Public Interest Disclosure Policy and Procedure 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

2019/5.30 EQUAL EMPLOYMENT OPPORTUNITY 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 Beck Britton **Seconded:** Councillor Neilson

1. That Policy 149 Equal Employment Opportunity Policy (includes Workplace discrimination and harassment) 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

2019/5.31 COUNCILLOR CODE OF CONDUCT POLICY REVIEW

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 an existing policy.

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

1. That Policy 129 Councillor Code of Conduct 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

RAPAD YOUTH PROGRAM

PURPOSE:

To advise Council of the request received from Longreach Regional Council to be part of the RAPAD Youth Program.

Councillors requested that more information on the RAPAD Youth Program be sought prior to any decision on Council's commitment to the program being decided on.

2019/5.32 COMMUNITY SERVICES REPORT

PURPOSE:

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

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

That the Community Services Report is received for information.

Carried

2019/5.33 MIN MIN ENCOUNTER APRIL 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 McGlinchey **Seconded:** Councillor Neilson

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

Carried

2019/5.34 MANAGER CORPORATE & FINANCIAL SERVICES REPORT

PURPOSE:

Financial Summary as at 30th April 2019.

Moved: Councillor Beck Britton

Seconded: Councillor Neilson

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

Carried

2019/5.35 BOULIA HERITAGE COMPLEX (INFORMATION REPORT)

PURPOSE:

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

Moved: Councillor Neilson

Seconded: Councillor Rick Britton

That the Boulia Heritage Complex report is received for information.

Carried

2019/5.36 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

At the April 2019 Ordinary Meeting of Council, Councillors chose to defer making a recommendation from the Councillors Remuneration Report regarding -

Attendance at meetings where the Mayor or Councillor is not being compensated by the other party ie: paid to attend then the meeting fee is to apply. Other meetings as approved by Council in advance will also attract the meeting fee.

Until a report with more information was presented to Council.

The matter of Councillor remuneration was discussed and the following recommendation was subsequently made –

2019/5.37

Moved: Councillor Beck Britton

Seconded: Councillor McGlinchey

That a pay level matrix be established for Councillor remuneration.

Carried

NB: The Min Min Site Signage report was deferred from the April 2019 Ordinary Meeting of Council for discussion at the May 2019 Ordinary Meeting of Council, however due to information still being sought for this matter, the report was not yet presented to Council.

Meeting Closure

The Mayor closed the meeting at 3.24 pm.

Confirmed:

Minutes confirmed 20th June 2019

Resolution No. 2019/6.1

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'.