



**MINUTES OF THE ORDINARY MEETING  
OF THE BOULIA SHIRE COUNCIL  
HELD ON Friday 26 May 2023  
COMMENCING AT 9:00 am**

## **1 Meeting Opening with the Acknowledgement of Traditional Owners**

*Please note:*

*In some instances, due to unforeseen circumstances, the sequence of the Ordinary Meeting of Council on the meeting day may vary from the order of the agenda issued. The corresponding meeting minutes will follow the outline of the originally issued agenda, however the resolution numbers noted will be in accordance with the actual sequence of the meeting on the day.*

The Mayor opened the meeting at 09:27 am.

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 and declaration of contact with or engagement of lobbyists.

## **2 Present**

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

Officers: Ms Lynn Moore (Chief Executive Officer)  
Mrs Kaylene Sloman (Director of Corporate Services)  
Mr Gerard Joubert (Acting Director of Works and Operations)  
Ms Karen Haer (Executive Assistant)

## **3 Apologies / Leave of Absence**

There were no apologies or leaves of absence for this meeting.

## **4 Declaration of Interests**

In accordance with the Local Government Act 2009, Councillor Edgar declared a Prescribed Conflict of Interest in the matter 11.1.6 Amendment to Pituri St Duplex resolution due to

Councillor Edgar being the contracted electrician. In accordance with section 150EM of the Local Government Act 2009 Councillor Edgar stayed in the meeting.

## **5 Mayoral Minutes**

There were no Mayoral Minutes to be noted at this meeting.

## **6 Notice of Motion**

There were no notices of motions to be noted at this meeting.

## **7 Request to Address Council in a Public Forum**

There were no requests to address the Council.

## **8 Petitions**

There were no petitions presented to Council.

## **9 Deputations**

David Royston-Jennings, JLT Risk Solutions Pty Ltd will join the Council Meeting via Teams to discuss the JLT Risk Report matter.

## **10 Confirmation of Minutes from Previous Meetings**

**Moved:** Cr Neilson

**Seconded:** Cr Edgar

*That the minutes of the Ordinary Meeting held on 21st April 2023 to be accepted.*

**Resolution No.:** 2023/5.1

**Carried**

## **11 Reports**

### **11.1 Works and Operations**

<b>TITLE:</b>	Director of Works and Operations April 2023 Report	<b>DOC REF:</b> 11.1.1
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**PURPOSE:**

To inform Council of the current utilisation and activities of the entire Works Department in line with all works and operations being undertaken each month.

**Moved:** Cr Beauchamp

**Seconded:** Cr Britton

*That Council receive the Director of Works and Operations April 2023 Report for information.*

**Resolution No.:** 2023/5.2

**Carried**

<b>TITLE:</b>	Foreman Roads Maintenance and Construction Report April 2023	<b>DOC REF:</b> 11.1.2
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**PURPOSE:**

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

**Moved:** Cr Neilson

**Seconded:** Cr Britton

*That Council receive the Foreman Roads Maintenance and Construction April 2023 Report for information.*

**Resolution No.:** 2023/5.3

**Carried**

<b>TITLE:</b>	Foreman Road Maintenance and Utility Services Report for April 2023	<b>DOC REF:</b> 11.1.3
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**PURPOSE:**

To inform Council of the current utilisation and activities of the Town Department during the month of April 2023.

**Moved:** Cr Edgar

**Seconded:** Cr Norton

*That Council receive the Foreman, Road Maintenance and Utility Services April 2023 Report for information.*

**Resolution No.:** 2023/5.4

**Carried**

<b>TITLE:</b>	QRA Flood Damage Works Department April 2023	<b>DOC REF:</b> 11.1.4
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**PURPOSE:**

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

**Moved: Cr Beauchamp**

**Seconded: Cr Edgar**

*That the QRA Flood Damage Works Department April 2023 Report be received for information.*

**Resolution No.: 2023/5.5**

**Carried**

Cr Jan Norton left the meeting at 10.04am.

Cr Jan Norton returned to the meeting at 10.11am.

<b>TITLE:</b>	Engineering Service Report - Newsbrief for April 2023	<b>DOC REF:</b> 11.1.5
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**PURPOSE:**

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

**Moved: Cr Britton**

**Seconded: Cr Neilson**

*That the Engineering Services Report – Newsbrief for April 2023 be noted.*

**Resolution No.: 2023/5.6**

**Carried**

<b>TITLE:</b>	Amendment to Pituri St Duplex resolution	<b>DOC REF:</b> 11.1.6
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**PURPOSE:**

To provide a confirmation and recommendation for the awarding of T2022-23 58 Pituri Street Duplex Staff Housing complex

**Moved: Cr Britton**

**Seconded: Cr Neilson**

- *That the council resolution 2023-3.20 be rescinded.*

**Resolution No.: 2023/5.7**

**Carried**

**Moved: Cr Norton**

**Seconded: Cr Britton**

- *That for T2022-23.3 58 Pituri Street Duplex, six (6) tenders were received, with one non-conforming submission. Beep Beep Pty Ltd have been assessed against the weighted criteria as the most suitable tenderer. It is Recommended that the contract be awarded to Beep Beep Pty Ltd.*
- *That the council support the use of general funds \$600,000 to be able to build the 3 Duplex Units thereby saving money on potential increases in materials and later establishments costs in accordance with the successful tenderer received.*
- *That the budget be increased for this project to include the original scope of 3 Duplex Units as per the tender submitted.*
- *That a variation to the contract tender document be revised to include the 3 duplex units as per the original tender quoted.*

**Resolution No.: 2023/5.8**

**Carried**

## **11.2 Office of the Chief Executive**

<b>TITLE:</b>	Chief Executives Report April 2023	<b>DOC REF:</b> 11.2.1
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**PURPOSE:**

To advise Council of relevant activities undertaken through the office of the CEO.

**Moved: Cr Edgar**

**Seconded: Cr Britton**

*That the CEO Report for April 2023 report be received for information.*

**Resolution No.: 2023/5.9**

**Carried**

<b>TITLE:</b>	Action List Update April 2023	<b>DOC REF:</b> 11.2.2
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**PURPOSE:**

To present to Council an updated Action List.

**Moved: Cr Norton**

**Seconded: Cr Britton**

*That Council receive the Action List update for April 2023 for information.*

**Resolution No.: 2023/5.10**

**Carried**

<b>TITLE:</b>	WHS Council Report	<b>DOC REF:</b> 11.2.3
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**PURPOSE:**

To inform Council of progressions and or issues of concerning regarding WH&S. Ongoing monitoring with projects to ensure correct and completed WHS paperwork is submitted and identify potential hazards and any documentation requirement shortfalls with evidentiary documents held in Magiq and Pulse. Adopt various alerts/updates into regular toolbox talks and training.

**Moved: Cr Britton**

**Seconded: Cr Edgar**

*That the Workplace Health and Safety April 2023 report be received for information.*

**Resolution No.: 2023/5.11**

**Carried**

<b>TITLE:</b>	3rd Quarter Operational Plan Report Jan to March 2023	<b>DOC REF:</b> 11.2.4
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**PURPOSE:**

To present the first quarter Operational Report for January to March 2023

**Moved: Cr Beauchamp**

**Seconded: Cr Edgar**

- *That Council receive for information the third quarter report from January to March 2023 in relation to the adopted Operational Plan 2022-2023.*
- *That the report be displayed on the Council website.*

**Resolution No.: 2023/5.12**

**Carried**

### **11.3 Corporate Services**

<b>TITLE:</b>	Director of Corporate & Financial Services April 2023 Report	<b>DOC REF:</b> 11.3.1
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**PURPOSE:**

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

**Moved: Cr Norton**

**Seconded: Cr Edgar**

*That the Director of Corporate Services April 2023 report be received for information purposes.*

**Resolution No.: 2023/5.13**

**Carried**

Cr Sam Beauchamp left the meeting at 10.47am  
Cr Sam Beauchamp returned to the meeting at 10.55am.

<b>TITLE:</b>	Financial Report for April 2023	<b>DOC REF:</b> 11.3.2
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**PURPOSE:**

Financial Summary as at 30<sup>th</sup> April 2023

**Moved: Cr Edgar**

**Seconded: Cr Britton**

*That the Finance April 2023 Report be received for information.*

**Resolution No.: 2023/5.14**

**Carried**

<b>TITLE:</b>	Records Management Policy and Procedure	<b>DOC REF:</b> 11.3.3
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**PURPOSE:**

To present to Council a new policy for adoption.

**Moved: Cr Beauchamp**

**Seconded: Cr Britton**

*That the Records Management Policy as presented be adopted*

**Resolution No.: 2023/5.15**

**Carried**

### **11.4 Community Services**

<b>TITLE:</b>	Community Services Report for April 2023	<b>DOC REF:</b> 11.4.1
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**PURPOSE:**

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

**Moved: Cr Norton**

**Seconded: Cr Britton**

*That Community Services April 2023 report be received for information.*

**Resolution No.: 2023/5.16**

**Carried**

<b>TITLE:</b>	Min Min Encounter & Boulia Heritage Centre Report – March 2023	<b>DOC REF:</b> 11.4.2
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**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: Cr Neilson**

**Seconded: Cr Norton**

*That the Min Min Encounter & Boulia Heritage Centre Report – April 2023 be received for information.*

**Resolution No.: 2023/5.17**

**Carried**

Meeting stopped for Morning Tea at 10.57am.  
Meeting resumed at 11.49am.

**12 Late Reports**

Nil

**13 Closed Session**

**CLOSED MEETING AT 11.49am**

**Moved: Cr Britton**

**Seconded: Cr Neilson**

*That Council move into Closed Session in accordance with the Local Government Regulation 2012 section 254J (3) on the following provision:*

*(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.*

**Resolution No.: 2023/5.18**

**Carried**

**OUT OF CLOSED SESSION AT 12.05pm**

**Moved: Cr Norton**

**Seconded: Cr Neilson**

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

**Resolution No.: 2023/5.19**

**Carried**

The following recommendations were resolved from the closed session: 2023/5.20

<b>TITLE:</b>	Sale of Council Housing 26 Wills Street	<b>DOC REF:</b> 13.2.1
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**PURPOSE:**

To approve the sale of one house (26 Wills Street) which is now considered surplus to council needs of which interest has been shown by an existing council employee.

Ministerial consent, to enable a direct sale to the employee has been requested and an independent valuation will be requested to ascertain market value.

*Closed under Local Government Regulation 2012 (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.

**Moved:** Cr Edgar

**Seconded:** Cr Norton

1. That council determine a price, and proceeds for the sale of 26 Wills St, Boulia in accordance with the guidelines set by the Minister in relation to these sales **once** Ministerial approval and valuations have been received.
2. Sale of this property is not open to the general public in accordance with the Ministerial consent and only to the current tenant.
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.
4. That the council authorise the CEO to do all things necessary to progress this sale and report back at the next council meeting after items in (1) have been received.

**Resolution No.:** 2023/5.21

**Carried**

## **14 General Business**

1. **Teams Meeting - Deputation Request - JLT Risk Report matter** - David Royston-Jennings
2. **Blue Tree - Mental Health week in October 2023** - Jan Norton will submit a submission to Council as approval required by Council, TMR and Community approval.
3. **Solar - Selwyn Road Paddock**
4. **Elected Member Update Training** - Karen Haer to advise LGAQ that our Council Meeting for August will now be changed to Friday 18th August 2023 and are they able to attend this date.

## **15 Meeting Closure**

The Mayor closed the meeting at 12:33 pm.

## **16 Confirmed**

Minutes to be confirmed at the next Ordinary Meeting of Council.