



**MINUTES OF THE GENERAL MEETING
OF THE BOULIA SHIRE COUNCIL
HELD ON MONDAY 18th NOVEMBER 2019
COMMENCING AT 10 AM**

Attendance:

Councillors: Councillor Eric (Rick) Britton
Councillor Rebecka (Beck) Britton (via teleconference)
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 10.14 am.

Mr Harin Karra entered the meeting at 10.14 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.

2019/11.1 MINUTES OF THE OCTOBER 2019 ORDINARY MEETING

<u>Moved:</u> Councillor Neilson	<u>Seconded:</u> Councillor McGlinchey
That the Minutes of the General Meeting held on 21 st October 2019 be accepted.	
<u>Carried</u>	

Councillor Beck Britton joined the meeting via teleconference at 10.23 am.

**2019/11.2 PROCESSING OF COUNCILLOR DECLARATION OF INTERESTS –
NOVEMBER 2019 ORDINARY MEETING OF COUNCIL**

Moved: Councillor McGlinchey **Seconded:** Councillor Rick Britton

Council acknowledged receipt of the following Councillor Declaration of Interests relevant to reports in the November 2019 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
Rick Britton	Item DWO2, Item DWO3, Item DWO4, Item DWO5	Conflict of Interest	Councillor Rick Britton has a perceived conflict of interest in the matter and, notwithstanding the conflict, may participate in the matter, discuss and vote upon it.
Jack Neilson	Item DWO2	Conflict of Interest	Councillor Neilson has a perceived conflict of interest in the matter and, notwithstanding the conflict, may participate in the matter, discuss and vote upon it.
Beck Britton	Item DWO2, Item DWO3, Item DWO4, Item DWO5	Conflict of Interest	Councillor Beck Britton has a perceived conflict of interest in the matter and will be leaving the meeting while this matter is discussed and voted on.

Carried

2019/11.3 ENGINEERING SERVICES REPORT – NEWSBRIEF FOR OCTOBER 2019

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

Moved: Councillor McGlinchey **Seconded:** Councillor Rick Britton

That the Engineering Services Report – News Brief for October 2019 be noted.

Carried

2019/11.4 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 Rick Britton

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

Carried

Mr Karra presented to Council the Boulia Works Program for information only.

2019/11.5 NDRRA FLOOD DAMAGE WORKS DEPARTMENT OCTOBER 2019 REPORT

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

Moved: Councillor Beauchamp

Seconded: Councillor McGlinchey

That the NDRRA Flood Damage Works Department October 2019 report be received for information.

Carried

2019/11.6 FOREMAN, ROAD MAINTENANCE AND UTILITY SERVICES OCTOBER 2019 REPORT

Due to unforeseen circumstances, the Boulia Road Count Data and Concrete Works information was unable to be tabled at the meeting.

PURPOSE:

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

Moved: Councillor Neilson

Seconded: Councillor Rick Britton

That Council receive the Foreman, Road Maintenance and Utility Services October 2019 report for information.

Carried

2019/11.7 FOREMAN ROADS MAINTENANCE AND CONSTRUCTION OCTOBER 2019 REPORT

PURPOSE:

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

Moved: Councillor Rick Britton

Seconded: Councillor Neilson

That Council receive the Foreman Roads Maintenance and Construction October 2019 Report for information.

Carried

2019/11.8 RURAL LANDS PROTECTION OFFICER OCTOBER 2019 REPORT

PURPOSE:

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

Moved: Councillor McGlinchey

Seconded: Councillor Beauchamp

That the Rural Lands Protection Officer October 2019 report be received for information.

Carried

2019/11.9 BOULIA WORK CAMP OCTOBER 2019 REPORT

PURPOSE:

To advise of the activities of the Boulia Work Camp from 9th to 18th October.

Moved: Councillor Rick Britton

Seconded: Councillor McGlinchey

That the Boulia Work Camp October 2019 report is received for information.

Carried

Councillor Beck Britton left the meeting at 11.21 am.

2019/11.10 CLOSED MEETING AT 11.21 AM

Moved: Councillor McGlinchey Seconded: Councillor Neilson

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

Carried

2019/11.11 OUT OF CLOSED SESSION AT 11.40 AM

Moved: Councillor Neilson Seconded: Councillor McGlinchey

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: 2019/11.12, 2019/11.13, 2019/11.14, 2019/11.15, 2019/11.16.

Councillor Rick Britton declared a Conflict of Interest in the report Item DWO2 due to being a distant relative of a tenderer and Councillor Neilson declared a Conflict of Interest in the report Item DWO2 due to being an employee of a tenderer. In accordance with the resolution made under 2019/11.2, both Councillor Rick Britton and Councillor Neilson were able to participate in the matter, discuss and vote upon it.

Councillor Beck Britton declared a Conflict of Interest in the report Item DWO2 due to a tenderer being a previously related party. In accordance with the resolution made under 2019/11.2, Councillor Beck Britton left the meeting while this matter was discussed and voted on.

2019/11.12 REPLACEMENT TOYOTA PRADO – TENDER NO: T2019/20-5

PURPOSE:

This report seeks approval to purchase a new Toyota Prado wagon under Tender No T2019/20-5.

Moved: Councillor Rick Britton Seconded: Councillor Beauchamp

That Boulia Shire Council accept the tender price of \$72,240 for the supply and deliver of a Toyota Prado GXL Wagon, further, sell unit 577 Toyota Prado GX wagon to Carol Smith for \$35,613 (inclusive of Goods and Services Tax).

Carried

Councillor Rick Britton declared a Conflict of Interest in the report Item DWO3 due to being a distant relative of a tenderer. In accordance with the resolution made under 2019/11.2, Councillor Rick Britton was able to participate in the matter, discuss and vote upon it.

Councillor Beck Britton declared a Conflict of Interest in the report Item DWO3 due to a tenderer being a previously related party. In accordance with the resolution made under 2019/11.2, Councillor Beck Britton left the meeting while this matter was discussed and voted on.

2019/11.13 TOYOTA HILUX DOUBLE CAB – TENDER NO: T2019/20-6

PURPOSE:

This report seeks approval to purchase a new Toyota Hilux Utility under Tender No T2019/20-6.

Moved: Councillor Neilson Seconded: Councillor Beauchamp

That Boulia Shire Council accept the tender price of \$59,706 for the supply and deliver of a Toyota Hilux Utility, further, sell unit 568 Toyota Hilux Utility to Anthony Britton for \$26,000 (inclusive of Goods and Services Tax).

Carried

Councillor Rick Britton declared a Conflict of Interest in the report Item DWO4 due to being a distant relative of a tenderer. In accordance with the resolution made under 2019/11.2, Councillor Rick Britton was able to participate in the matter, discuss and vote upon it.

Councillor Beck Britton declared a Conflict of Interest in the report Item DWO4 due to a tenderer being a previously related party. In accordance with the resolution made under 2019/11.2, Councillor Beck Britton left the meeting while this matter was discussed and voted on.

2019/11.14 TOYOTA HILUX DOUBLE CAB – TENDER NO: T2019/20-7

PURPOSE:

This report seeks approval to purchase a new Toyota Hilux Utility under Tender No T2019/20-7.

Moved: Councillor Rick Britton Seconded: Councillor McGlinchey

That Boulia Shire Council accept the tender price of \$59,806 including delivery less trade-in of \$23,250 for Unit 569, Toyota Hilux Double cab (inclusive of Goods and Services Tax) from Black Toyota for the purchase of a Toyota Hilux Double Cab.

Carried

Councillor Rick Britton declared a Conflict of Interest in the report Item DWO5 due to being a distant relative of a tenderer. In accordance with the resolution made under 2019/11.2, Councillor Rick Britton was able to participate in the matter, discuss and vote upon it.

Councillor Beck Britton declared a Conflict of Interest in the report Item DWO5 due to a tenderer being a previously related party. In accordance with the resolution made under 2019/11.2, Councillor Beck Britton left the meeting while this matter was discussed and voted on.

2019/11.15 TOYOTA HILUX DOUBLE CAB – TENDER NO: T2019/20-8

PURPOSE:

This report seeks approval to purchase a new Toyota Hilux Utility under Tender No T2019/20-8.

Moved: Councillor Beauchamp Seconded: Councillor Neilson

That Boulia Shire Council accept the tender price of \$60,290 for the supply and deliver of Toyota Hilux Utility, further, sell unit 570 Toyota Hilux Utility to Anthony Britton for \$23,000 (inclusive of Goods and Services Tax).

Carried

An application for Work Camp Assistance was presented to the Councillors for consideration.

2019/11.16

Moved: Councillor Rick Britton Seconded: Councillor McGlinchey

That Council acknowledge the assistance for Work Camp as follows:

Applicant Number	Approved/Denied
Applicant C	Approved

Carried

The meeting was adjourned for lunch and a Coridgee fencing site visit with Mr G Hacon and Mr R Hacon at 11.43 am.

The meeting resumed at 2 pm.

Mr Graham Smerdon entered the meeting at 2 pm.

Councillor McGlinchey left the meeting at 2.23 pm.

Mr Smerdon left the meeting at 2.25 pm

2019/11.17

Moved: Councillor Rick Britton Seconded: Councillor Neilson

That Council allocate a figure of \$40,000 for the repair, maintenance or replacement of the Coridgee boundary fence including flood gates.

Carried

Councillors discussed potential projects to be considered for the Drought Communities Program grant funding.

Mr Karra left the meeting at 3.34 pm.

2019/11.18 CEO BRIEFING FOR OCTOBER 2019

PURPOSE:

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

Moved: Councillor Rick Britton Seconded: Councillor Neilson

That the CEO Briefing for October 2019 is received for information.

Carried

2019/11.19 ACTION LIST

PURPOSE:

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

Moved: Councillor Neilson Seconded: Councillor Rick Britton

That the updated Action List report be received for information.

Carried

2019/11.20 1ST QUARTER OPERATIONAL PLAN REPORT 2019-2020

PURPOSE:

To present the first quarter Operational Report for 2019-2020.

Moved: Councillor Beauchamp Seconded: Councillor Rick Britton

1. That Council receive the First Quarter report for the 2019-2020 Operational Plan for information.
2. That the report be displayed on the Council website.

Carried

2019/11.21 1080 SUPPLY AND TRAINING REQUIREMENTS

Moved: Councillor Neilson Seconded: Councillor Rick Britton

That the 1080 Supply and Training requirements report be received for information.

Carried

2019/11.22 MANAGER CORPORATE & FINANCIAL SERVICES OCTOBER 2019 REPORT

PURPOSE:

Financial Summary as at 31st October 2019.

Moved: Councillor Rick Britton Seconded: Councillor Neilson

That the Manager of Corporate & Financial Services October 2019 Report be received for information.

Carried

2019/11.23 BUDGET REVIEW SEPTEMBER 2019

PURPOSE:

Budget Review to 30th September 2019 based on trends to date.

Moved: Councillor Beauchamp Seconded: Councillor Neilson

That the budget review as presented to Council be received and that the revised budget variations as shown be adopted.

Carried

2019/11.24 POLICY REVIEW – 101 PURCHASING AND ACQUISITION 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 an existing policy.

Moved: Councillor Rick Britton Seconded: Councillor Neilson

1. That Policy 101 – Purchasing and Acquisition Policy 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

2019/11.25 POLICY REVIEW – 118 ASSET MANAGEMENT AND SERVICES POLICY, 145 COMMUNITY FACILITIES HIRE

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 minor changes to existing policies which does not have any material effect on the intent of the documents.

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

1. That the policies as presented be adopted.

POLICY	NO.	OFFICER	TYPE
Asset Management and Services Policy	118	Manager of Corporate & Financial Services	STAT

Changes to policy	Page No	Paragraph
Responsible Officer changed to Manager Corporate & Financial Services	1	n/a
Corporate Plan reference updated	2	1
Total replacement value of assets held for the delivery of services updated to \$167.3.	2	3
The sentence 'Council is receiving contributed assets as private development expands the infrastructure and facilities asset base.' is to be removed from the policy.	2	3 – bullet points

POLICY	NO.	OFFICER	TYPE
Community Facilities Hire Policy	145	Manager of Corporate & Financial Services	ADMIN

Changes to policy	Page No	Paragraph
Responsible Officer changed to Manager Corporate & Financial Services	1	n/a
"RSL" building changed to Burke St Hall	2	n/a
Pre and Post Event Inspections – deleted word Administration	5	1
Insert table to clarify responsible officers for each venue	5	2
Inserted 'Swipe Cards' beside 'Keys' as a combination is used	5	throughout section 5
Officer changed to Manager Corporate and Financial Services	6	7, 8
Inserted 'Swipe Cards' beside 'Keys'	8	3
Officer changed to Manager Corporate and Financial Services	10	2
Inserted 'Swipe Cards' beside 'Keys'	10	5
Officer changed to Manager Corporate and Financial Services	10	6

2. That a copy of the changes to the policy be handed to all Councillors for the updating of their Policy books and also forwarded electronically via email.

Carried

2019/11.26 COMMUNITY SERVICES OCTOBER 2019 REPORT

PURPOSE:

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

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

That the Community Services October 2019 Report is received for information.

Carried

2019/11.27 NEW LOOK 'CCC'

PURPOSE:

To provide Council with information regarding a new look Channel Country Chatter (CCC).

Moved: Councillor Rick Britton Seconded: Councillor Neilson

That Council receive the New Look 'CCC' report for review and recommendation to move to quarterly publication with a new format.

Carried

2019/11.28 HOSPITAL AND HERITAGE MACHINERY SIGNAGE

PURPOSE:

To provide Council with an update regarding Hospital and Heritage Machinery Signage.

Moved: Councillor Rick Britton Seconded: Councillor Neilson

That Council approve the signs attached to the Hospital and Heritage Machinery Signage report for production.

Carried

2019/11.29 MIN MIN ENCOUNTER OCTOBER 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 Rick Britton Seconded: Councillor Neilson

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

Carried

2019/11.30 BOULIA HERITAGE COMPLEX OCTOBER 2019 REPORT

PURPOSE:

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

Moved: Councillor Rick Britton Seconded: Councillor Beauchamp

That the Boulia Heritage Complex October 2019 Report is received for information.

Carried

2019/11.31 BOULIA SPORTS AND AQUATIC CENTRE OCTOBER 2019 REPORT

PURPOSE:

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

Moved: Councillor Rick Britton Seconded: Councillor Neilson

That Council receive the Boulia Sports and Aquatic Centre October 2019 Report for information.

Carried

2019/11.32 LIBRARY OCTOBER 2019 REPORT

PURPOSE:

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

Moved: Councillor Rick Britton

Seconded: Councillor Beauchamp

That Council receive the Library October 2019 report for information.

Carried

2019/11.33 CLOSED MEETING AT 4.14 PM

Moved: Councillor Beauchamp

Seconded: Councillor Neilson

Closed Session

Local Government Regulation 275

(e) contracts proposed to be made by it;

Carried

2019/11.34 OUT OF CLOSED SESSION AT 4.18 PM

Moved: Councillor Rick Britton

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: 2019/11.35, 2019/11.36.

2019/11.35 PROVISION OF DESIGN CONSULTANCY (ARCHITECT SERVICES) FOR REGIONAL COMMUNITY HUB

PURPOSE:

To advise Council on the outcomes of the call for Expression of Interest – Provision of Design Consultancy (Architect Services) for the Boulia Regional Community Hub.

Moved: Councillor Neilson

Seconded: Councillor Beauchamp

That POD be the nominated service provider to deliver the provision of Design Consultancy (Architect Services) for the proposed Boulia Regional Community Hub.

Carried

2019/11.36 ONLINE BOOKING FOR TOURISM SERVICES REPORT

PURPOSE:

To provide Council with further information regarding online booking options for our tourism centres.

Moved: Councillor Beauchamp

Seconded: Councillor Neilson

That Council proceed with the Facebook Checkfront online booking system.

Carried

General Business

Container in yard enquiry – Councillors discussed a request that was received from a community member regarding the possibility of installing containers adjoined with a roof kit on the property they reside in. Providing the request goes through the relevant development applications and is engineered accordingly, Councillors had no objection to the potential construction.

Meeting Closure

The Mayor closed the meeting at 4.27 pm.

Confirmed:

Minutes confirmed 18th December 2019

Resolution No. 2019/12.1

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'.