



**MINUTES OF THE GENERAL MEETING  
OF THE BOULIA SHIRE COUNCIL  
HELD ON FRIDAY 20<sup>TH</sup> NOVEMBER 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 Kaylene Sloman (Director of Corporate Services)  
Mrs Nicole Tonkies (Executive Assistant)

**Opening:**

The Mayor opened the meeting at 9.12 am.

Mr Harin Karra joined the meeting at 9.12 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.

**2020/11.1 MINUTES OF THE OCTOBER 2020 ORDINARY MEETING**

<b><u>Moved:</u></b> Councillor Neilson	<b><u>Seconded:</u></b> Councillor Beauchamp
That the minutes of the Ordinary Meeting held on 23 <sup>rd</sup> October 2020 be accepted.	
<b><u>Carried</u></b>	

**2020/11.2 MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD ON 9<sup>TH</sup> NOVEMBER 2020**

<b><u>Moved:</u></b> Councillor Neilson	<b><u>Seconded:</u></b> Councillor Britton
That the minutes of the Special Meeting of Council held on 9 <sup>th</sup> November 2020 be accepted.	
<b><u>Carried</u></b>	

The following resolutions of Council, 2020/11.3 and 2020/11.4, are recommendations being ratified from the Special Meeting of Council that was held on 9<sup>th</sup> November 2020.

### 2020/11.3 ASSESSMENT OF 'ALL SERVICES' SUPPLY AND INSTALL BITUMINOUS PRODUCTS TENDER

**PURPOSE:**

To provide a summary and a recommendation for the award of T2020/21-1 'All Services' Supply and Install Bituminous Products tender.

**Moved:** Councillor Norton                      **Seconded:** Councillor Edgar

That for tender T2020/21-1 'All Services' Supply and Install Bituminous Products, the tender from Boral Resources (QLD) Pty Ltd is accepted.

**Carried**

### 2020/11.4 ASSESSMENT OF SUPPLY AND DELIVERY OF PRECOATED AGGREGATE TENDER

**PURPOSE:**

To provide a summary and a recommendation for the award of T2020/21-2 Supply and Delivery of Precoated Cover Aggregate tender.

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

That for tender T2020/21-2 Supply and Delivery of Precoated Cover Aggregate, the tender from PE & GC Harris Road Contractors is accepted.

**Carried**

### 2020/11.5 ENGINEERING SERVICES REPORT – NEWS BRIEF FOR OCTOBER 2020

**PURPOSE:**

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

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

That the Engineering Services Report – News brief for October 2020 be noted.

**Carried**

### 2020/11.6 GRANTS WORK STATUS SUMMARY – OCTOBER 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 Norton                      **Seconded:** Councillor Britton

That the Grants Work Status Summary – October 2020 report on the progress of the funded projects be received for information.

**Carried**

### 2020/11.7 NDRRA Flood Damage Works Department October 2020 Report

**PURPOSE:**

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

**Moved:** Councillor Neilson **Seconded:** Councillor Edgar

That the NDRRA Flood Damage Works Department October 2020 Report be received for information.

**Carried**

#### **2020/11.8 FOREMAN ROAD MAINTENANCE AND UTILITY SERVICES OCTOBER 2020 REPORT**

**PURPOSE:**

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

**Moved:** Councillor Edgar **Seconded:** Councillor Neilson

That Council receive the Foreman, Road Maintenance and Utility Services October 2020 report for information.

**Carried**

#### **2020/11.9 FOREMAN ROADS MAINTENANCE AND CONSTRUCTION OCTOBER 2020 REPORT**

**PURPOSE:**

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

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

That Council receive the Foreman Roads Maintenance and Construction October 2020 Report for information.

**Carried**

#### **2020/11.10 RURAL LANDS PROTECTION OFFICER OCTOBER 2020 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's October 2020 Report be received for information.

**Carried**

#### **2020/11.11 BOULIA WORK CAMP OCTOBER 2020 REPORT**

**PURPOSE:**

To advise of the activities of the Boulia Work Camp from 24<sup>th</sup> October to 1<sup>st</sup> November 2020.

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

That the Boulia Work Camp October 2020 report is received for information.

**Carried**

#### **2020/11.12 CEO OCTOBER 2020 REPORT**

**PURPOSE:**

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

The CEO discussed with Councillors the need for a slight amendment to the display of the Corporate Structure to help ensure clarity on reporting lines for finance and administration staff. There is no change to the structure or roles, only a visual change to the display of the Corporate Structure. All Councillors were in agreement of the visual change to the display.

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

That the CEO October 2020 Report is received for information.

**Carried**

#### 2020/11.13 ACTION LIST

**PURPOSE:**

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

**Moved:** Councillor Edgar **Seconded:** Councillor Norton

That the updated Action List report be received for information.

**Carried**

#### 2020/11.14 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 existing policies following amendments to Acts and Regulation.

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

1. That:

- Policy 122 Councillor Interaction Policy
- Policy 129 Councillor Code of Conduct
- Policy 141 Conflict of Interest Policy
- Policy 148 Standing Orders for Council Meetings
- Policy 150 Investigation Policy
- Policy 151 Model Meeting Procedures Policy

as presented be adopted.

2. That a copy of the policies be forwarded to the Councillors electronically via email and loaded into the Councillor Hub.

**Carried**

#### 2020/11.15 DIRECTOR OF CORPORATE SERVICES OCTOBER 2020 REPORT

**PURPOSE:**

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

**Moved:** Councillor Edgar **Seconded:** Councillor Neilson

That the Director of Corporate Services October 2020 Report be received for information.

**Carried**

#### 2020/11.16 POLICY 101 - PURCHASING AND ACQUISITION: 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 the Purchasing and Acquisition Policy following amendments to the *Local Government Regulation 2012*.

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

1. That Policy 101 Purchasing and Acquisition as presented be adopted.
2. That a copy of the policies be forwarded to the Councillors electronically via email and loaded into the Councillor Hub.

**Carried**

#### **2020/11.17 AUDIT REPORT**

**PURPOSE:**

To present Council with the Audit and Risk Management Meeting Minutes held 29<sup>th</sup> October 2020.

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

That the Audit Report be received for information.

**Carried**

#### **2020/11.18 PRELIMINARY DESIGNS – CARETAKER’S COTTAGE**

**PURPOSE:**

To consult with Council regarding preliminary designs for the new Racecourse Reserve Caretaker’s Cottage.

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

That Council receive the Preliminary Designs – Caretaker’s Cottage report for information.

**Carried**

#### **2020/11.19 BOULIA DRINKING WATER QUALITY MANAGEMENT PLAN**

**PURPOSE:**

To seek Council endorsement of the amended Boulia Drinking Water Quality Management Plan, as approved by the Department of Natural Resources, Mines and Energy.

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

1. That the Boulia Drinking Water Quality Management Plan, version 22 October 2020, be endorsed by Council.
2. That the Boulia Drinking Water Quality Management Plan be displayed on the Council website.

**Carried**

#### **2020/11.20 APPLICATION FOR FREEHOLD TITLE FOR LOT 28 ON WI51**

**PURPOSE:**

Council has received notification of the proposed change to ownership over Lot 28 WI51 from Leasehold to Freehold and any objections are to be received by 16<sup>th</sup> January 2021 (File/Ref number: 2020/012679).

**Moved: Councillor Neilson**                      **Seconded: Councillor Norton**

That the application as described to convert LL Lot 28 on WI51 to freehold be supported.

**Carried**

## 2020/11.21 CLOSED MEETING AT 10.57 AM

**Moved: Councillor Neilson                      Seconded: Councillor Edgar**

It was resolved Council moved into Closed Session in accordance with the *Local Government Regulation 2012* section 254J (3)

- (e) legal advice obtained by the local government or legal proceedings involving the local government including, for example, legal proceedings that may be taken by or against the local government
- (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**

*During the closed session, the CEO presented for information only, a draft letter from Council's legal representative regarding the Braeside Private Access Road. Councillor Britton declared a Prescribed Conflict of Interest in the matter in accordance with the Local Government Act 2009 section 150EI(c)(i), due to a close associate of his (Brother and Sister-in-law) being the addressee's representative. In accordance with section 150EM of the Local Government Act 2009, he left the meeting and stayed away from the meeting while the matter was discussed. As the presentation was made for information only, no vote was required on the matter.*

Councillor Britton left the meeting at 11.02 am.

Councillor Britton returned to the meeting at 11.10 am.

## 2020/11.22 OUT OF CLOSED SESSION AT 11.24 AM

**Moved: Councillor Edgar                      Seconded: Councillor Beauchamp**

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: 2020/11.23, 2020/11.24, 2020/11.25.

## 2020/11.23 CONTRACT WORKS OVERSEER EXTENSION

*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:**

**This report seeks approval to extend for another 12 months the Contract Works Overseer contract to undertake the supervision of flood damage works.**

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

That Council offer to engage Mr Gordon Stumbris, through LO-GO Appointments, as Contract Works Overseer for the next 12 months (January 2021 to December 2021).

**Carried**

## 2020/11.24 TENDER T2020-21.3: SUPPLY AND DELIVERY ONE (1) NEW PADFOOT ROLLER (18T-25T)

*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:**

This report seeks approval to purchase, with trade in, one new Padfoot Roller (18t-25t) under tender number T2020-21.3.

**Moved:** Councillor Edgar **Seconded:** Councillor Norton

That Boulia Shire Council approve, under tender number T2020-21.3, the purchase of one new padfoot roller from Hastings Deering (Australia) Limited for \$242,000, subject to the trade in of plant number 245 at \$33,000 equalling a total purchase price of \$209,000 (all noted prices being inclusive of GST).

**Carried**

## 2020/11.25 DEREGULATION OF AIRPORTS - BOULIA AIRPORT

*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.*

**SUMMARY:**

Council note correspondence received 24<sup>th</sup> September 2020 from the Department of Home Affairs proposing new categorisation model for airports nationwide which could potentially affect current regulatory framework in place at the Boulia Airport.

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

That the CEO progress the issue of deregulation of Boulia Airport with REX and Aviation Security/Home Affairs, RAPAD and if necessary the Western Alliance to find a workable solution which meets the needs and safety requirements of all concerned for the safe operation of small airports.

**Carried**

Mr Karra left the meeting at 11.27 am.

## 2020/11.26 COMMUNITY SERVICES OCTOBER 2020 REPORT

**PURPOSE:**

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

**Moved:** Councillor Norton **Seconded:** Councillor Edgar

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

**Carried**

## 2020/11.27 MIN MIN ENCOUNTER OCTOBER 2020 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 Norton **Seconded:** Councillor Beauchamp

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

**Carried**

## 2020/11.28 WORK HEALTH AND SAFETY OCTOBER 2020 REPORT

**PURPOSE:**

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

**Moved: Councillor Neilson**                      **Seconded: Councillor Edgar**

That Council receive the Work Health and Safety October 2020 Report for information.

**Carried**

Mr Rahul Bhargava entered the meeting at 11.45 am.

## **2020/11.29 FINANCE MANAGER OCTOBER 2020 REPORT**

**PURPOSE:**

**Financial Summary as at 31<sup>st</sup> October 2020.**

**Moved: Councillor Beauchamp**

**Seconded: Councillor Britton**

That the Finance Managers October 2020 Report be received for information.

**Carried**

Mr Bhargava left the meeting at 12.01 pm.

Councillor Neilson left the meeting at 12.02 pm.

### **Meeting Closure**

The Mayor closed the meeting at 12.05 pm.

### **Confirmed:**

Minutes confirmed 18<sup>th</sup> December 2020

Resolution No. 2020/12.1

*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'.*