



**MINUTES OF THE ORDINARY MEETING  
OF THE BOULIA SHIRE COUNCIL  
HELD ON Friday 22 September 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 9.04 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)  
Mr Ray Geraghty (Acting Chief Executive Officer)  
Mrs Kaylene Sloman (Director of Corporate & Financial Services)  
Mr Trent Marshall (Director of Works and Operations)  
Mrs Nicole Tonkies (CEO Assistant)

**3 Apologies / Leave of Absence**

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

#### **4 Declaration of Interests**

There were no declarations of interest relevant to reports at this 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 Deputations**

There were no deputations to Council.

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

**Moved:** Cr Norton                      **Seconded:** Cr Edgar

*That the minutes of the Ordinary Meeting held on 18th August 2023 be accepted.*

**Resolution No.:** 2023/9.1                      **Carried**

#### **10 Reports**

##### **10.1 Works and Operations**

<b>TITLE:</b>	Director of Works and Operations August 2023 Report	<b>DOC REF:</b> 10.1.1
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**PURPOSE:**

To inform Council of the current utilisation and activities of the Works and Operations Department in line with all works and operations being undertaken for August 2023.

**Moved: Cr Beauchamp**

**Seconded: Cr Britton**

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

**Resolution No.: 2023/9.2**

**Carried**

<b>TITLE:</b>	Engineering Service Report – Newsbrief for September 2023	<b>DOC REF:</b> 10.1.2
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**PURPOSE:**

To inform Council on the progress of various projects by George Bourne & Associates on behalf of Council through an information update.

**Moved: Cr Neilson**

**Seconded: Cr Norton**

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

**Resolution No.: 2023/9.3**

**Carried**

<b>TITLE:</b>	Foreman Roads, Utilities and Services Report for August 2023	<b>DOC REF:</b> 10.1.3
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**PURPOSE:**

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

**Moved: Cr Edgar**

**Seconded: Cr Neilson**

*That Council receive the Foreman Roads, Utilities and Services August 2023 Report for information.*

**Resolution No.: 2023/9.4**

**Carried**

<b>TITLE:</b>	Foreman Road Maintenance and Construction Report August 2023	<b>DOC REF:</b> 10.1.4
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**PURPOSE:**

To inform Council of the current utilisation and activities of the Works Department in line with the Council works program for August 2023.

**Moved: Cr Edgar**

**Seconded: Cr Beauchamp**

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

**Resolution No.: 2023/9.5**

**Carried**

<b>TITLE:</b>	QRA Flood Damage Works Department August 2023	<b>DOC REF:</b> 10.1.5
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**PURPOSE:**

To inform Council of the current utilisation and activities of the Flood Damage Program for August 2023.

**Moved: Cr Neilson**

**Seconded: Cr Britton**

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

**Resolution No.: 2023/9.6**

**Carried**

<b>TITLE:</b>	Rural Lands Protection Officer August 2023 Report	<b>DOC REF:</b> 10.1.6
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**PURPOSE**

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

**Moved: Cr Britton**

**Seconded: Cr Norton**

*That the Rural Lands Protection Officer's August 2023 Report be received for information.*

**Resolution No.: 2023/9.7**

**Carried**

The meeting was adjourned at 9.58 am for Council to visit the Pituri Street Unit project site. Mr Marshall left the meeting at 9.58 am.

The meeting resumed at 10.33 am.

## **10.2 Office of the Chief Executive**

<b>TITLE:</b>	Chief Executives Report August 2023	<b>DOC REF:</b> 10.2.1
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**PURPOSE:**

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

**Moved: Cr Edgar**

**Seconded: Cr Norton**

*That the CEO for August 2023 report be received for information.*

**Resolution No.: 2023/9.11**

**Carried**

<b>TITLE:</b>	Action List Update August 2023	<b>DOC REF:</b> 10.2.2
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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 August 2023 for information.*

**Resolution No.: 2023/9.12**

**Carried**

<b>TITLE:</b>	EnergyQ Solar Farm- Owners consent to the making of a development application	<b>DOC REF:</b> 10.2.3
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**PURPOSE:**

To advise Council of the request from EnergyQ for consent for the making of a development application under the Planning Act for land previously identified as Lot 101 on SP 255329 with proposed new lots being Lots 1 & 2 title reference 510882150 registered in the name of Boulia Shire Council and situated at Selwyn Road, Boulia in the state of Queensland. Lot 2 is to be used for the sole purpose of providing electricity supply to Boulia township (refer attached proposed survey plan).

**Moved: Cr Britton**

**Seconded: Cr Beauchamp**

*That the CEO ensure the request is actioned and returned to EnergyQ.*

*That the Council endorse the actions in this report and receive this report for information on the EnergyQ Solar Energy Farm project.*

**Resolution No.: 2023/9.13**

**Carried**

<b>TITLE:</b>	Policy Reviews - Model Meeting Procedures and Standing Orders	<b>DOC REF:</b> 10.2.4
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**PURPOSE:**

Regular review of Council policies ensures that Council maintains an up-to-date guide for staff to refer to in the day-to-day management of the Council. This report deals with reviews to two policies.

**Moved: Cr Beauchamp**

**Seconded: Cr Neilson**

*That Policy 148 Standing Orders for Council Meetings Policy be repealed and that Policy 151 Model Meeting Procedures and Standing Orders Policy as presented be adopted.*

**Resolution No.: 2023/9.14**

**Carried**

<b>TITLE:</b>	Policy Review - Employee Assistance Program Policy	<b>DOC REF:</b> 10.2.5
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**PURPOSE:**

Regular review of Council policies ensures that Council maintains an up-to-date guide for staff to refer to in the day-to-day management of the Council. This report deals with a review to the Employee Assistance Program Policy.

**Moved: Cr Britton**

**Seconded: Cr Neilson**

*That Policy 137 Employee Assistance Program Policy as presented be adopted.*

**Resolution No.: 2023/9.15**

**Carried**

<b>TITLE:</b>	Policy Review - 103 Community Grants Policy	<b>DOC REF:</b> 10.2.6
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**Moved: Cr Edgar**

**Seconded: Cr Norton**

- 1. That resolution 2023/8.11 made on the 18<sup>th</sup> August 2023 be rescinded.*
- 2. That Policy 103 Community Grants Policy as presented on 22<sup>nd</sup> September 2023 be adopted.*

**Resolution No.: 2023/9.16**

**Carried**

<b>TITLE:</b>	Healthy Outback Communities - Alliance Meeting October 2023	<b>DOC REF:</b> 10.2.7
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**PURPOSE**

To lead and guide the Healthy Outback Communities Alliance through community-led, place-based services that puts rural and remote Western Queenslanders at the heart of their wellbeing and health.

**Moved: Cr Britton**

**Seconded: Cr Beauchamp**

*That Council endorse the actions in this Charter and receive this Charter for information on Healthy Outback Communities.*

**Resolution No.: 2023/9.17**

**Carried**

<b>TITLE:</b>	Annual Re-Valuation 2023-2024: Update	<b>DOC REF:</b> 10.2.8
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**PURPOSE:**

To update Councillors with a response received from the Valuer-General regarding whether a valuation of our local government will be completed for the 2024 revaluation program.

**Moved: Cr Britton**

**Seconded: Cr Neilson**

*That the Annual Re-Valuation 2023-2024: Update report be received for information.*

**Resolution No.: 2023/9.18**

**Carried**

<b>TITLE:</b>	WHS Report for August 2023	<b>DOC REF:</b> 10.2.9
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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 Beauchamp**

**Seconded: Cr Britton**

*That the Workplace Health and Safety Report for August 2023 be received for information.*

**Resolution No.: 2023/9.19**

**Carried**

### **10.3 Corporate Services**

<b>TITLE:</b>	Director of Corporate & Financial Services August 2023 Report	<b>DOC REF:</b> 10.3.1
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**PURPOSE:**

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

**Moved: Cr Britton**

**Seconded: Cr Beauchamp**

*That the Director of Corporate & Financial Services August 2023 report be received for information purposes.*

**Resolution No.: 2023/9.20**

**Carried**

The meeting was adjourned for lunch at 12.08 pm. Ms Moore left the meeting at 12.08 pm.

The meeting resumed at 12.54 pm.

<b>TITLE:</b>	Policy 108 Audit & Risk Management Committee Policy	<b>DOC REF:</b> 10.3.2
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**PURPOSE:**

To review and update Council's policies in accordance with the adopted procedure to ensure that policies made by Council are compliant with legislation and are reviewed in a timely manner.

**Moved: Cr Neilson**

**Seconded: Cr Britton**

1. *That Policy 108 Audit and Risk Management Policy be endorsed as presented.*
2. *That the Policy 108 Audit and Risk Management Policy be updated on the Councillor Hub*

**Resolution No.: 2023/9.21**

**Carried**

<b>TITLE:</b>	Financial Report for August 2023	<b>DOC REF:</b> 10.3.3
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**PURPOSE:**

Financial Summary as at 31<sup>st</sup> August 2023.

**Moved:** Cr Neilson

**Seconded:** Cr Britton

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

**Resolution No.:** 2023/9.22

**Carried**

Councillor Britton left the meeting at 1.04 pm and Councillor Neilson resumed the chair.

<b>TITLE:</b>	Audit & Risk Management Committee Update September 2023 Report	<b>DOC REF:</b> 10.3.4
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**PURPOSE:**

To present Council with the Audit and Risk Management Meeting Minutes held on 1<sup>st</sup> September 2023.

**Moved:** Cr Norton

**Seconded:** Cr Edgar

*That the Director of Corporate & Financial Services Audit and Risk Management Report for September 2023 be received for information.*

**Resolution No.:** 2023/9.23

**Carried**

<b>TITLE:</b>	Policy No. 113 Uniform Policy Review	<b>DOC REF:</b> 10.3.5
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**PURPOSE:**

To review and update Council's policies in accordance with the adopted procedure to ensure that policies made by Council are compliant with legislation and are reviewed in a timely manner.

**Moved:** Cr Edgar

**Seconded:** Cr Beauchamp

1. That Policy 113 Uniform Policy be endorsed as presented.
2. That the Policy 113 Uniform Policy be updated on the Councillor Hub.

**Resolution No.:** 2023/9.24

**Carried**

## **10.4 Community Services**

<b>TITLE:</b>	Community Services Report August 2023	<b>DOC REF:</b> 10.4.1
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**PURPOSE:**

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

**Moved:** Cr Neilson

**Seconded:** Cr Norton

*That the Community Services August 2023 report be received for information.*

**Resolution No.:** 2023/9.25

**Carried**



Councillor Britton returned to the meeting at 1.13 pm and resumed the chair.

**Moved: Cr Britton**

**Seconded: Cr Norton**

*That in relation to the Town Beautification Concept brief presented to Council, Option A – Accept Sethius Art proposal for steel sculptures, be accepted and Council proceed with obtaining formal quotes.*

**Resolution No.: 2023/9.26**

**Carried**

<b>TITLE:</b>	Min Min Encounter & Boullia Heritage Centre Report – August 2023	<b>DOC REF:</b> 10.4.2
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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 Edgar**

**Seconded: Cr Neilson**

*That the Min Min Encounter & Boullia Heritage Centre Report August 2023 be received for information.*

**Resolution No.: 2023/9.27**

**Carried**

## **11 Late Reports**

No late reports were presented to Council.

## **12 Closed Session**

### **12.0.1 Move into Closed Session**

**CLOSED MEETING AT 9.41 AM**

**Moved: Cr Neilson**

**Seconded: Cr Edgar**

*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.: 2023/9.8**

**Carried**

### **12.1 Works and Operations**

<b>TITLE:</b>	Action Report – Assessment of T2032-24.1 'All Services' Supply and Install Bituminous Products	<b>DOC REF:</b> 12.1.1
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**CLOSED SESSION REFERENCE:**

**In accordance with the *Local Government Regulation 2012 (254J (3))*, Closed Sessions of Council are not open to the public and may be closed for the following reasons:**

**(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:**

To provide a summary and a recommendation for the award of T2023-24.1 - 'All Service' Supply and Install Bituminous Products.

## **12.6 Out of Closed Session**

### **OUT OF CLOSED SESSION AT 9.45 AM**

**Moved: Cr Britton**

**Seconded: Cr Edgar**

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

**Resolution No.: 2023/9.9**

**Carried**

The following recommendations were resolved from the closed session: 2023/9.10

**Moved: Cr Britton**

**Seconded: Cr Edgar**

That for T2023-24.1 - 'All Service' Supply and Install Bituminous Products, six (6) tenders were received. RPQ Mackay Pty Ltd have been assessed against the weighted criteria as the most suitable tenderer. It is recommended that the contract be awarded to RPQ Mackay Pty Ltd.

**Resolution No.: 2023/9.10**

**Carried**

Council was presented with a proposal letter. It was decided that the matter should be discussed in a closed session of Council in accordance with the *Local Government Regulation 2012* section 254J (3)(g).

### **CLOSED SESSION AT 1.19 PM**

**Moved: Cr Edgar**

**Seconded: Cr Britton**

*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.: 2023/9.28**

**Carried**

## **OUT OF CLOSED SESSION AT 1.40 PM**

**Moved: Cr Britton**

**Seconded: Cr Neilson**

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

**Resolution No.: 2023/9.29**

**Carried**

The following recommendations were resolved from the closed session: 2023/9.30

**Moved: Cr Neilson**

**Seconded: Cr Norton**

That the correspondence matter discussed in closed session be received and a report to be prepared for the October Ordinary Council meeting.

**Resolution No.: 2023/9.30**

**Carried**

## **13 General Business**

**Future Planning** - Councillor Neilson suggested that boarding type accommodation be considering in Council's future planning.

**Outback Highway AGM Alice Springs** - Councillor Britton gave Council a brief on his meeting attendance at the AGM.

**Heavy Duty Truck Bays and Mobile Towers** - Councillor Britton suggested future consideration be given to heavy duty truck bays and mobile towers between Boulia and the Northern Territory.

## **14 Confirmed**

Minutes confirmed Friday, 20<sup>th</sup> October 2023.

Resolution No.: 2023/10.2

## **15 Meeting Closure**

The Mayor closed the meeting at 2.08 pm.