



**BOULIA  
SHIRE COUNCIL**

**Minutes of the ORDINARY MEETING  
of the Boulia Shire Council  
held on Wednesday 29 October 2025  
commencing at 9:00 am**

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

The Mayor will acknowledge the traditional carers of the land on which Council meets, the 'Pitta Pitta' people, and pay Council's respects to the elders past and present.

The Mayor will also acknowledge 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 Jack Neilson  
Councillor Jan Norton  
Councillor Julie Woodhouse

Officers: Mr Shane Gray (Chief Executive Officer)  
Mr Gordon Magaan (Acting Director of Works and Operations)  
Miss Lily Williams (Executive 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 Petitions**

There were no petitions presented to Council.

## **9 Deputations**

Steven Forbes from Shepherd Services discussed with Council the RACAS system and data capture. This was presented as an interactive workshop with the Councillors.

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

**Moved:** *Cr Woodhouse*

**Seconded:** *Cr Norton*

That the minutes of the Ordinary Meeting held on Wednesday 17th September 2025 be accepted.

**Resolution No.: 2025/10.1**

**Carried**

## **11 Reports**

### **11.1 Works and Operations**

<b>TITLE:</b>	Director of Works and Operations September 2025 Report	<b>DOC REF:</b>
		11.1.1

**PURPOSE:**

To advise Council of relevant activities undertaken through the Works and Operations Directorate.

**Moved:** *Cr Neilson*

**Seconded:** *Cr Britton*

That the A/Director Works and Operations Report for September 2025 be received for information.

**Resolution No.: 2025/10.2**

**Carried**

<b>TITLE:</b>	Rural Lands Protection Officer September 2025 Report	<b>DOC REF:</b>
		11.1.2

**PURPOSE:**

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

**Moved:** *Cr Norton*

**Seconded:** *Cr Britton*

That the Rural Lands Protection Officer report for September 2025 be received for information.

**Resolution No.: 2025/10.3**

**Carried**

<b>TITLE:</b>	QRA Flood Damage Report	<b>DOC REF:</b>
		11.1.3

**PURPOSE:**

To inform Council of the current utilisation and activities of the Flood Damage Program for September 2025

**Moved:** *Cr Neilson*

**Seconded:** *Cr Beauchamp*

That the QRA Flood Damage Works Department September 2025 Report be received for information.

**Resolution No.: 2025/10.5**

**Carried**

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

<b>TITLE:</b>	Chief Executive Officers Report September 2025	<b>DOC REF:</b> 11.2.1
---------------	--	---------------------------

**PURPOSE:**

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

**Moved: Cr Beauchamp**

**Seconded: Cr Britton**

That the CEO Report for September 2025 be received for information.

**Resolution No.: 2025/10.5**

**Carried**

<b>TITLE:</b>	Decision to Discontinue Offensive Place Names	<b>DOC REF:</b> 11.2.2
---------------	---	---------------------------

**PURPOSE:**

To advise Council of the formal notification received from the Department of Natural Resources and Mines, Manufacturing and Regional and Rural Development regarding the decision to discontinue offensive place names.

**Moved: Cr Britton**

**Seconded: Cr Woodhouse**

1. That Council note the decision by the Honourable Dale Last MP, Minister for Natural Resources and Mines, Minister for Manufacturing and Minister for Regional and Rural Development to remove the identified place name of 'Blackgin Creek' (Watercourse) located within the Boulia Shire.
2. Council agrees to leave the site as an unnamed geographical feature.

**Resolution No.: 2025/10.7**

**Carried**

<b>TITLE:</b>	Action List Update September 2025	<b>DOC REF:</b> 11.2.3
---------------	-----------------------------------	---------------------------

**PURPOSE:**

To present to Council an updated Action List.

**Moved: Cr Norton**

**Seconded: Cr Britton**

That Council receive the Action List update for September 2025 for information.

**Resolution No.: 2025/10.7**

**Carried**

<b>TITLE:</b>	Manager - People & Culture September 2025	<b>DOC REF:</b> 11.2.4
---------------	---	---------------------------

**PURPOSE:**

To provide Council with an update of the activities of the Manager – People & Culture for the month of September 2025.

**Moved: Cr Beauchamp**

**Seconded: Cr Britton**

That the Manager – People & Culture September 2025 report is received for information.

**Resolution No.: 2025/10.8**

**Carried**

### **11.3 Corporate Services**

<b>TITLE:</b>	Director of Corporate & Financial Services September 2025	<b>DOC REF:</b> 11.3.1
---------------	--	---------------------------

**PURPOSE:**

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

**Moved: Cr Britton**

**Seconded: Cr Neilson**

That the Director of Corporate & Financial Services September 2025 report be received for information purposes.

**Resolution No.: 2025/10.9**

**Carried**

<b>TITLE:</b>	Audit & Risk Management Committee Meeting Update 25th September 2025	<b>DOC REF:</b> 11.3.2
---------------	---	---------------------------

**PURPOSE:**

To present Council with the Audit and Risk Management Committee Meeting Minutes held on 25<sup>th</sup> September 2025.

**Moved: Cr Woodhouse**

**Seconded: Cr Norton**

That the Director of Corporate & Financial Services Audit and Risk Management Committee Report for September 2025 be received for information.

**Resolution No.: 2025/10.10**

**Carried**

<b>TITLE:</b>	Policy 108 Audit and Risk Management Committee Policy Review	<b>DOC REF:</b> 11.3.3
---------------	--	---------------------------

**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 the review of one policy.

**Moved:** *Cr Neilson*

**Seconded:** *Cr Britton*

That policy 108 Audit and Risk Management Committee Policy, as presented be adopted.

**Resolution No.: 2025/10.11**

**Carried**

<b>TITLE:</b>	Banking Signatories Update	<b>DOC REF:</b> 11.3.4
---------------	----------------------------	---------------------------

**PURPOSE:**

To update changes to banking signatories with reference to the Finance Manage leaving Council as at 3<sup>rd</sup> October 2025.

**Moved:** *Cr Neilson*

**Seconded:** *Cr Woodhouse*

1. That Council confirm that the authorised signatories, as noted in the Banking Signatories Update report, be authorised to operate on any new or existing bank accounts Council may open in the future and all previous signatories if held with the same bank be made obsolete.
2. That the Director of Corporate and Financial Services, action the changes to signatories and electronic devices for the change in Financial Services positions.

**Resolution No.: 2025/10.12**

**Carried**

<b>TITLE:</b>	Financial Report for September 2025	<b>DOC REF:</b> 11.3.5
---------------	-------------------------------------	---------------------------

**PURPOSE:**

Financial Summary as at 30<sup>th</sup> September 2025.

**Moved:** *Cr Beauchamp*

**Seconded:** *Cr Britton*

That the Financial Report for September 2025 be received for information.

**Resolution No.: 2025/10.13**

**Carried**

<b>TITLE:</b>	Budget Review Operational and Capital Budgets as at 30th September 2025	<b>DOC REF:</b> 11.3.6
---------------	---	---------------------------

**PURPOSE:**

To provide a Budget Review to 30<sup>th</sup> September 2025 based on trends to date.

**Moved:** *Cr Britton*

**Seconded:** *Cr Beauchamp*

That the Budget Review to 30th September 2025 as presented to Council be received and that the revised budget variations for Operational and Capital Budgets as shown be adopted.

**Resolution No.: 2025/10.14**

**Carried**

## **11.4 Economic and Community Development**

<b>TITLE:</b>	Economic & Community Development Report – September 2025	<b>DOC REF:</b>
		11.4.1

**PURPOSE:**

To provide Council with an update on the activities associated with the Economic and Community Development roles.

**Moved: Cr Beauchamp**

**Seconded: Cr Britton**

That the Economic and Community Development Report for September 2025 be received for information.

**Resolution No.: 2025/10.15**

**Carried**

<b>TITLE:</b>	Min Min Encounter & Boulia Heritage Complex Report September 2025	<b>DOC REF:</b>
		11.4.2

**PURPOSE:**

To report on the day-to-day operations of the Min Min Encounter (MME) and Boulia Heritage Complex (BHC) and to promote tourism in the Shire and surrounding region.

**Moved: Cr Neilson**

**Seconded: Cr Britton**

That the Min Min Encounter & Boulia Heritage Complex Report for September 2025 be received for information.

**Resolution No.: 2025/10.16**

**Carried**

The meeting was adjourned for Lunch at 12.31 pm.

The meeting resumed at 12.51 pm.

Gordon Magaan left the meeting at 12.51 pm and did not return.

Steven Forbes joined the meeting at 12.51 pm.

Steven Forbes left the meeting at 2.30pm..

## **12 Closed Session**

**CLOSED MEETING AT 2.42 pm.**

**Moved: Cr Neilson**

**Seconded: Cr Norton**

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

(a) the appointment, discipline or dismissal of the chief executive officer;

**Resolution No.: 2025/10.17**

**Carried**

**OUT OF CLOSED SESSION AT 3.30 pm.**

**Moved: Cr Neilson**

**Seconded: Cr Beauchamp**

It was resolved Council that Council move out of the closed meeting, with no resolutions following discussions.

**Resolution No.: 2025/10.18**

**Carried**

## **13 Late Reports**

There were no late reports presented to Council.

## **14 General Business**

**Tyre Shredding** - Councillor Neilson gave a brief explanation of an option for Tyre Shredding all used tyres.

**Television Advertising** - Councillor Woodhouse requested an update regarding Television Advertising with Pete Murray. Councillor Woodhouse was advised that Council is waiting on a workshop, and that the footage has been given to Pete Murray.

**Swimming Lessons and Courses** - Krystal Neilson sent a letter to Council requesting in-kind assistance and support with accessing the Boulia Sports and Aquatic Centre and possible financial assistance with travel, accommodation etc for a Swimming Lesson Instructor. Council's decision is to support Krystal's request.

**Bin Lids** - Councillor Norton requested the Purple Rubbish Bin lids to be checked over and replaced as necessary.

**Dog Walkers** - Councillor Norton requested Council to supply dog poo bags around the town so Dog Walkers can clean up after their dogs.

## **15 Meeting Closure**

The Mayor closed the meeting at 3.30 pm.

## **16 Confirmed**

Minutes confirmed 19<sup>th</sup> November 2025.  
Resolution.: 2025/11.3