



Minutes of the ORDINARY MEETING  
of the Boulia Shire Council  
held on Friday 29 November 2024  
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 9.06 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 Jack Neilson (via phone call)  
Councillor Jan Norton  
Councillor Julie Woodhouse

Officers: Ms Lynn Moore (Chief Executive Officer)  
Mrs Kaylene Sloman (Director of Corporate & Financial Services)  
Mr Henry Mascarenhas (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

There were no deputations to Council.

#### 10 Confirmation of Minutes from Previous Meetings

*Moved: Cr Norton*

*Seconded: Cr Beauchamp*

That the minutes of the Ordinary Meeting held on 18th October 2024 be accepted.

*Resolution No.: 2024/11.1*

*Carried*

## 11 Reports

### 11.1 Works and Operations

TITLE:	Director of Works and Operations October 2024 Report	DOC REF: 11.1.1
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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 October 2024.

Moved: Cr Beauchamp

Seconded: Cr Woodhouse

That Council receive the Director of Works and Operations October 2024 Report for information.

Resolution No.: 2024/11.2

Carried

TITLE:	Works Manager - October 2024 Report	DOC REF: 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 Council works program for October 2024.

Moved: Cr Norton

Seconded: Cr Britton

That Council receive the Works Manager - October 2024 Report for information.

Resolution No.: 2024/11.3

Carried

TITLE:	Foreman Town Services and Utilities Report October 2024	DOC REF: 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 October 2024.

Moved: Cr Beauchamp

Seconded: Cr Britton

That Council receive the Foreman Town Services and Utilities October 2024 Report for information.

Resolution No.: 2024/11.4

Carried

<b>TITLE:</b>	Foreman Roads, Construction and Maintenance Report for October 2024	<b>DOC REF:</b> 11.1.4
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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 October 2024.

*Moved:* Cr Britton

*Seconded:* Cr Norton

That Council receive the Foreman Roads, Construction and Maintenance October 2024 Report for information.

*Resolution No.: 2024/11.5*

*Carried*

<b>TITLE:</b>	QRA Flood Damage Works Department October 2024	<b>DOC REF:</b> 11.1.5
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**PURPOSE:**

To inform Council of the current utilisation and activities of the Flood Damage Program for October 2024.

*Moved:* Cr Woodhouse

*Seconded:* Cr Britton

That the QRA Flood Damage Works Department October 2024 Report be received for information.

*Resolution No.: 2024/11.6*

*Carried*

<b>TITLE:</b>	Rural Lands Protection Officer October 2024 Report	<b>DOC REF:</b> 11.1.6
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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 Beauchamp

That the Rural Lands Protection Officer October 2024 Report is received for information.

*Resolution No.: 2024/11.7*

*Carried*

<b>TITLE:</b>	Community Engagement Centre October 2024 Report	<b>DOC REF:</b> 11.1.7
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**PURPOSE:**

To present to Council an update on the activities of the Community Engagement Centre for October 2024.

*Moved:* Cr Neilson

*Seconded:* Cr Britton

That the Community Engagement Centre October 2024 Report be received for information.

*Resolution No.: 2024/11.8*

*Carried*

## 11.2 Office of the Chief Executive

<b>TITLE:</b>	Chief Executive Officers Report October 2024	<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 Norton

*Seconded:* Cr Britton

That the CEO Report for October 2024 be received for information.

That Council endorses the Outback Way Action Plan as presented in this report.

*Resolution No.: 2024/11.9*

*Carried*

The meeting was adjourned for morning tea at 10.00 am.

The meeting resumed at 10.12 am.

<b>TITLE:</b>	Action List Update October 2024	<b>DOC REF:</b> 11.2.2
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**PURPOSE:**

To present to Council an updated Action List.

*Moved:* Cr Britton

*Seconded:* Cr Norton

That Council receive the Action List update for October 2024 for information.

*Resolution No.: 2024/11.10*

*Carried*

<b>TITLE:</b>	Policy Reviews - Community Engagement Policy, Statement of Business Ethics and Portfolio Representative Policy	<b>DOC REF:</b> 11.2.3
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**PURPOSE:**

To present to Council suggested updates to Policy 120 Community Engagement, Policy 140 Statement of Business Ethics and Policy 164 Portfolio Representative Policy.

**Moved:** Cr Britton

**Seconded:** Cr Beauchamp

1. That Policy 120 Community Engagement as presented, be adopted.
2. That Policy 140 Statement of Business Ethics as presented, be adopted.
3. That Policy 164 Portfolio Representative Policy as presented, be adopted.

**Resolution No.: 2024/11.11**

**Carried**

<b>TITLE:</b>	Council Meeting Dates 2025	<b>DOC REF:</b> 11.2.4
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**PURPOSE:**

To propose intended meeting dates for 2025 for the Ordinary Meetings of the Boulia Shire Council to enable participation in Council Meetings to the general public.

**Moved:** Cr Britton

**Seconded:** Cr Woodhouse

That the dates for the 2025 Council meetings as presented below are adopted and displayed on Council's website and all other approved distribution methods.

Date	Location	Time
Wednesday 22nd January 2025	Boulia Shire Hall	9am
Friday 21st February 2025	Boulia Shire Hall	9am
Wednesday 19th March 2025	Boulia Shire Hall	9am
Wednesday 23rd April 2025	Boulia Shire Hall	9am
Wednesday 21st May 2025	Boulia Airport	9am
Wednesday 18th June 2025	Boulia Shire Hall	9am
Wednesday 23rd July 2025	Boulia Shire Hall	9am
Wednesday 20th August 2025	Boulia Shire Hall	9am
Wednesday 17th September 2025	Boulia Shire Hall	9am
Wednesday 29th October 2025	Boulia Shire Hall	9am
Wednesday 19th November 2025	Boulia Shire Hall	9am
Wednesday 17th December 2025	Boulia Shire Hall	9am

**Resolution No.: 2024/11.12**

**Carried**

<b>TITLE:</b>	Updates on Development Applications	<b>DOC REF:</b> 11.2.5
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**PURPOSE:**

To provide Council with an update on development applications made to Council.

*Moved:* *Cr Neilson*

*Seconded:* *Cr Woodhouse*

That the Updates on Development Applications Report (November 2024) is received for information.

*Resolution No.: 2024/11.13*

*Carried*

<b>TITLE:</b>	Manager - People & Culture Report - October 2024	<b>DOC REF:</b> 11.2.6
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**PURPOSE:**

To provide Council with an update of the activities of the Manager – People & Culture for the month of October 2024.

*Moved:* *Cr Britton*

*Seconded:* *Cr Beauchamp*

That the Manager – People & Culture October 2024 report is received for information.

*Resolution No.: 2024/11.14*

*Carried*

<b>TITLE:</b>	WHS Report October 2024	<b>DOC REF:</b> 11.2.7
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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 Neilson*

*Seconded:* *Cr Beauchamp*

That the Workplace Health and Safety Report for October 2024 be received for information.

*Resolution No.: 2024/11.15*

*Carried*

### 11.3 Corporate Services

TITLE:	Director of Corporate & Financial Services October 2024 Report	DOC REF: 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 Britton

That the Director of Corporate & Financial Services October 2024 report be received for information purposes.

Resolution No.: 2024/11.16

Carried

TITLE:	Audit & Risk Management Committee Update October 2024 Report	DOC REF: 11.3.2
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**PURPOSE:**

To present Council with the Audit and Risk Management Meeting Minutes held on 23<sup>rd</sup> August 2024 and 14<sup>th</sup> October 2024.

Moved: Cr Woodhouse

Seconded: Cr Neilson

That the Director of Corporate & Financial Services Audit and Risk Management Report for October 2024 be received for information.

Resolution No.: 2024/11.17

Carried

TITLE:	Comparison of Interest Rates Term Deposits October 2024	DOC REF: 11.3.3
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**PURPOSE:**

To advise Council on the current Interest Rates available.

Moved: Cr Britton

Seconded: Cr Beauchamp

That Council receive the Comparison of Interest Rates Term Deposits October 2024 report for information purposes only.

Resolution No.: 2024/11.18

Carried



<b>TITLE:</b>	Fees and Charges 2024/25 Amendment Report	<b>DOC REF:</b> 11.3.4
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**PURPOSE:**

To amend and update Council's register of cost-recovery fees for the financial year, 2024/2025, in accordance with the *Local Government Act* s97 and s98.

**Moved:** Cr Britton

**Seconded:** Cr Norton

That in accordance with section 97 of the *Local Government Act 2009*, the 2024/2025 Fees and Charges amendments:

<i>Page No.</i>	<i>Description</i>	<i>What needs to change</i>	<i>Change made</i>
4	Town Common / Pony Paddock (Cattle, Horses, Camels, Donkeys)		
4	All Beasts/Livestock (over 6 months or branded)	\$5.00/head/week	\$4.00/head/week

be hereby adopted by Boulia Shire Council.

**Resolution No.: 2024/11.19**

**Carried**

<b>TITLE:</b>	Local Laws Review	<b>DOC REF:</b> 11.3.5
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**PURPOSE:**

Council adopted and made a suite of four local laws and subordinate local laws in 2014 and amended Local Law 1 in 2015. There is an identified need to review the local laws to ensure they are fit for purpose for the Boulia Shire community.

**Moved:** Cr Beauchamp

**Seconded:** Cr Britton

That Council resolves to undertake a review of the Boulia Shire Local Laws.

**Resolution No.: 2024/11.20**

**Carried**

<b>TITLE:</b>	Financial Report for October 2024	<b>DOC REF:</b> 11.3.6
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**PURPOSE:**

Financial Summary as at 31 October 2024.

**Moved:** Cr Britton

**Seconded:** Cr Woodhouse

That the Finance Report for October 2024 be received for information.

**Resolution No.: 2024/11.21**

**Carried**

<b>TITLE:</b>	Budget Review Operational and Capital Budgets to 30th September 2024	<b>DOC REF:</b> 11.3.7
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**PURPOSE:**

To provide a Budget Review to 30<sup>th</sup> September 2024 based on trends to date.

*Moved:* Cr Britton

*Seconded:* Cr Neilson

That the Budget Review to 30<sup>th</sup> September 2024 as presented to Council be received and that the revised budget variations for Operational and Capital Budgets as shown be adopted.

*Resolution No.: 2024/11.22*

*Carried*

Mr Paul Bawden joined the meeting at 11.05 am.

## 11.4 Economic and Community Development

<b>TITLE:</b>	Economic & Community Development Report – October 2024	<b>DOC REF:</b> 11.4.1
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**PURPOSE:**

To provide Council with an update of the activities associated with Councils' Economic and Community development roles.

*Moved:* Cr Britton

*Seconded:* Cr Woodhouse

That the Economic and Community Development Report for October 2024 be received for information.

*Resolution No.: 2024/11.23*

*Carried*

<b>TITLE:</b>	Racecourse Reserve Advisory Committee of Management – Review participants	<b>DOC REF:</b> 11.4.2
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**PURPOSE:**

The Council at its August Meeting resolved to establish an Advisory Committee of Management across the Racecourse Reserve that would include Councillors, user group representatives, community members and officer support; to identify and assess facility and maintenance improvements.

The opportunity for community nominations was advertised and closed on 20<sup>th</sup> September, however no conforming applications were received.

A report outlining an approach for independent community participation was presented at the October 2024 Ordinary Council Meeting which was deferred by Councillors for further discussion. The report is now re-presented for consideration.

Moved: Cr Britton

Seconded: Cr Beauchamp

1. The proposed Racecourse Reserve Advisory Committee of Management be established in accordance with the Terms of Reference; with the opportunity for an independent community person to be readvertised in early 2025.
2. That the CEO be authorised to undertake the necessary implementation for the initial Racecourse Reserve Advisory Committee of Management meeting to be held early 2025.

Resolution No.: 2024/11.25

Carried

Mr Bawden left the meeting at 12 pm.

Meeting was adjourned for lunch at 12.03 pm.

Meeting resumed at 12.21 pm.

<b>TITLE:</b>	Min Min Encounter & Boulia Heritage Centre Report – October 2024	<b>DOC REF:</b> 11.4.3
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**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 Beauchamp

Seconded: Cr Britton

That the Min Min Encounter & Boulia Heritage Complex Report for October 2024 be received for information.

Resolution No.: 2024/11.24

Carried

## 12 Late Reports

There was a late report presented in closed session.

## 13 Closed Session

CLOSED MEETING AT 12.59 PM.

Moved: Cr Britton

Seconded: Cr Beauchamp

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

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

- (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;
- (i) a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.

**Resolution No.: 2024/11.26**

**Carried**

OUT OF CLOSED SESSION AT 1.52 PM.

**Moved:** Cr Beauchamp

**Seconded:** Cr Britton

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

**Resolution No.: 2024/11.27**

**Carried**

The following recommendations were resolved from the closed session: 2024/11.28, 2024/11.29, 2024/11.30, 2024/11.31, 2024/11.32 and 2024/11.33.

## **13.1 Works and Operations**

<b>TITLE:</b>	Fleet Procurement - Utes	<b>DOC REF:</b> 13.1.1
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### **PURPOSE:**

As a part of the Council's fleet replacement requirements, Officers went to the market to price two Ute's, as was the guidance from the Plant Committee. Different makes and models were priced alongside Toyota namely (Isuzu, Mazda & Ford). The assessment based on submissions that were received selected Mt Isa Isuzu as the provider of two Utes.

*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 Norton

**Seconded:** Cr Woodhouse

The Council endorse the Plant Committee recommendation to purchase "2 x 2024 Isuzu D-Max SX Dual CAB RG MY24 CAB Chassis" for a total price of \$157,980.00 inclusive of GST from Mt Isa Isuzu UTE.

**Resolution No.: 2024/11.28**

**Carried**

<b>TITLE:</b>	Fleet Procurement - Truck	<b>DOC REF:</b> 13.1.2
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**PURPOSE:**

As a part of the Council's fleet replacement requirements, Officers went to the market to price one vehicle, which could be used by the Local Laws Officer. The key consideration was price, comfort for the driver, ability to carry tools, accessories & equipment as also cages as required. Two suppliers submitted a response to the Tender request. Both are external to the Boulia Shire defined local area. The current Toyota Ute that is being used isn't fit for purpose anymore, as such a Truck is a preferred solution.

*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 Woodhouse

**Seconded:** Cr Neilson

That Boulia Shire Council endorse the purchase of an Isuzu NLS-45-150 AWD 3.0L T/D 5Spd Manual Cab Chassis from Tony Ireland Isuzu for a price of \$83,376.58 inclusive of GST

**Resolution No.: 2024/11.29**

**Carried**

## **13.2 Office of the Chief Executive**

<b>TITLE:</b>	Cultural Heritage Management Agreement - draft document	<b>DOC REF:</b> 13.2.1
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**PURPOSE:**

To advise Council of the Draft Cultural Heritage Management Agreement (CHMA) received from the Pitta Pitta Group and to seek endorsement to obtain independent legal advice prior to any discussions to be held. The briefing document is a very limited precis of the draft document to enable an overview of the Draft CHMA for Council.

*Closed under Local Government Regulation 2012 (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;*

**Moved:** Cr Britton

**Seconded:** Cr Woodhouse

That Council endorse the CEO to contact Moray and Agnew to assist with the legal interpretation and subsequent recommendations of this Draft Cultural Heritage Management Agreement in its current form for the review by Council.

**Resolution No.: 2024/11.30**

**Carried**

### 13.3 Corporate Services

TITLE:	Sponsoring Employees with Visa Applications	DOC REF: 13.3.1
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**PURPOSE:**

To explore the sponsorship options for full time/part-time employees that wish to stay in the area

*Closed under Local Government Regulation 2012 (254J (3))  
(i) a matter the local government is required to keep confidential under a law of, or formal arrangement with, the Commonwealth or a State.*

**Moved:** Cr Norton

**Seconded:** Cr Britton

1. That Council endorses the application to Immigration to obtain a Sponsor membership for Boulia Shire Council.
2. Give delegation to the CEO to investigate each application on a case-by-case basis and do visa applications where necessary.

**Resolution No.: 2024/11.31**

**Carried**

TITLE:	Sale of House to Staff Member	DOC REF: 13.3.2
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**PURPOSE:**

Council supports the concept of home ownership by Boulia Shire Council employees. A Council Employee has requested permission to purchase the rental home that Council owns in Boulia.

*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 Beauchamp

**Seconded:** Cr Norton

1. That Council defers the sale of 41 Pituri Street until such time that a home of similar size has been constructed by Council which is for general staff accommodations.
2. CEO to inform the Staff Member.

**Resolution No.: 2024/11.32**

**Carried**

TITLE:	Late Report CEO Resignation	DOC REF: 12.1
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**PURPOSE:**

To advise Council of the resignation of the CEO, Lynn Moore, effective 28th February 2025.

*Closed under Local Government Regulation 2012 (254J (3))  
(a) the appointment, discipline or dismissal of the chief executive officer;*

**Moved:** Cr Britton

**Seconded:** Cr Neilson

1. That Council accept the resignation of the CEO Lynn Moore effective 28th Feb 2025.
2. That Council authorise the CEO to engage the services of an Acting CEO.
3. That Council advise the CEO to commence the recruitment process by engaging a recruitment firm of their choosing.

**Resolution No.: 2024/11.33**

**Carried**

## **14 General Business**

There was no general business to be noted at this meeting.

## **15 Meeting Closure**

The Mayor closed the meeting at 2.23 pm.

## **16 Confirmed**

Minutes confirmed 12<sup>th</sup> December 2024  
Resolution No.: 2024/12.2