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# Ordinary Meeting of Council

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## MINUTES

Wednesday 16 December 2020

Quilpie Shire Council Boardroom  
50 Brolga Street, Quilpie Qld 4480





# ORDINARY MEETING OF COUNCIL

Wednesday 16 December 2020  
Quilpie Shire Council Boardroom

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## MINUTES

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### 1 OPENING OF MEETING

The Mayor declared the meeting open at 9.35am.

### 2 PRESENT

Cr Stuart Mackenzie (Mayor)

Cr Jenny Hewson (Deputy Mayor)

Cr Roger Volz

Cr Bruce Paulsen

Cr Lyn Barnes

Mr Tim Rose (Acting Chief Executive Officer)

In attendance: Mrs Maree Radnedge (Minutes Secretary)

### 3 APOLOGIES

Nil

### 4 CONDOLENCES

Council noted the recent passing of David Graham and Robin Fraser and expressed their condolences to the families.

### 5 DECLARATIONS OF INTEREST

Chapter 5B of the Local Government Act 2009 (the Act) requires Councillors to declare a Prescribed or Declarable Conflict of Interest. The Declaration is to be made in writing to the Chief Executive Officer, before the Ordinary Meeting of Council.

## 6 RECEIVING AND CONFIRMATION OF MINUTES

### 6.1 (12/20) – Ordinary Meeting of Quilpie Shire Council held Thursday 12 November 2020

Minutes of the Ordinary Meeting of Quilpie Shire Council held in the Council Boardroom, 50 Brolga Street Quilpie on Thursday, 12 November 2020.

Resolution No: (01-12-20)

**Moved by:** Cr Lyn Barnes

**Seconded by:** Cr Jenny Hewson

*That the minutes of the Ordinary Meeting of Quilpie Shire Council held on Thursday, 12 November 2020 are taken as read and confirmed as an accurate record of proceedings.*

5/0

## 7 ITEMS FROM PREVIOUS MEETINGS

### 7.1 (12/20) – Flying Minute – Tender for Flood Damage Repair Works – 2020 Package L T23 20-21

Council is carrying out flood damage repair works on Council's road network as part of the Disaster Recovery Funding Arrangement (DRFA) program approved by the Queensland Reconstruction Authority. Requests for Tenders were called via Vendor Panel for the reconstruction of Cheepie – Adavale Road.

Resolution No: (02-12-20)

**Moved by:** Cr Jenny Hewson

**Seconded by:** Cr Roger Volz

*That Council award Tender RFT T23 20-21 (Package L: 2020 Flood Restoration Works for Cheepie Adavale Road (27)) to APV Contracting for a total cost of \$556,391.82 including GST.*

5/0

### 7.2 (11/20) – Flying Minute – Tender for Flood Damage Repair Works – 2020 Package J T16 20-21

Council is carrying out flood damage repair works on Council's road network as part of the Disaster Recovery Funding Arrangement (DRFA) program approved by the Queensland Reconstruction Authority. Requests for Tenders were called via Vendor Panel for the reconstruction of Humeburn Road and Onion Creek Road.

Resolution No: (03-12-20)

**Moved by:** Cr Lyn Barnes

**Seconded by:** Cr Roger Volz

*That Council award Tender RFT T16 20-21 (Package J: 2020 Flood Restoration Works for Humeburn Road (18) and Onion Creek Road (19)) to SC and KG Bowen for a total cost of \$763,972.69 including GST.*

4/1

## 10 STATUS REPORTS

### 10.1 (11/20) – Engineering Services Status Reports

Noted.

### 10.2 (11/20) – Corporate and Community Services Status Reports

Noted.

### 10.3 (11/20) – Financial Services Status Reports

Noted.

### 10.4 (11/20) – Governance Status Reports

Noted.

## 11 ENGINEERING SERVICES

### ATTENDANCE

Council's Director of Engineering Services, Mr Peter See and Cadet Technical Officer, Mr Lachlan Kent attended the meeting at 9.56am.

Council's Cadet Technical Officer, Mr Lachlan Kent attended the meeting to provide Council with a presentation regarding options for the upgrade of Bicentennial Park for consideration and feedback.

Resolution No: (04-12-20)

**Moved by: Cr Bruce Paulsen**

**Seconded by: Cr Roger Volz**

*That Council authorise the following works for the upgrade of Bicentennial Park:*

- *Shade Shelter;*
- *Replacement of Softfall;*
- *Swing Sets;*
- *Monorail;*
- *Trampoline;*
- *Removal of existing outdoor gym equipment.*

*The works will be funded to a maximum amount of \$125,000.00 in this current financial year with the balance to be funded from the 2021-2022 budget.*

5/0

#### **ATTENDANCE**

Cadet Technical Officer, Lachlan Kent left the meeting at 10.45am.

#### **11.1 (12/20) – Pavement Assessment of Quilpie Airport Runway**

Council in conjunction with other South West Queensland Councils engaged Pavement Management Services Pty Ltd to assess the structural conditions of the sealed runways at Eromanga and Quilpie. Council was presented with the executive summaries for each report.

Resolution No: (05-12-20)

**Moved by: Cr Bruce Paulsen**

**Seconded by: Cr Roger Volz**

*That Council receive the report and engage Pavement Management Services to design a Rehabilitation Strategy for the airport in Quilpie (including a report on future improvements to cater for larger aircraft) for a total cost of \$34,775.00 excluding GST.*

5/0

## 15 CONFIDENTIAL ITEMS

Resolution No: (06-12-20)

**Moved by:** Cr Lyn Barnes

**Seconded by:** Cr Roger Volz

*That Council enters into closed session under s275 of the Local Government Regulation 2012 at 10.57am to discuss the following matters:*

- Tender T20 20/21 Construction of Gyrica Gardens Multi-Function Centre;
- Learn and Earn Centre; and
- Quotation for Refurbishment of Eromanga Hall Ablution Block – RFQ 60 19-20.

5/0

### **PRESCRIBED CONFLICT OF INTEREST DECLARED**

Cr Hewson declared she has a prescribed conflict of interest (as defined by sections 150EI of the *Local Government Act 2009*) in Item 15.1 – Tender T20 20/21 Construction of Gyrica Gardens Multi-Function Centre.

Cr Hewson owns a local business that may stand to benefit financially depending on the outcome of Item 15.1.

Cr Hewson advised that in accordance with legislative requirements she will leave the meeting while the matter is discussed.

### **ATTENDANCE**

Councillor Jenny Hewson left the meeting at 10.57am.

### **ATTENDANCE**

Councillor Jenny Hewson returned to the meeting at 11.09am.

Resolution No: (07-12-20)

**Moved by:** Cr Jenny Hewson

**Seconded by:** Cr Bruce Paulsen

*That Council moves out of closed session and resumes the Ordinary Meeting at 11.19am.*

5/0

## ATTENDANCE

Councillor Jenny Hewson left the meeting at 11.20am.

### 15.1 (12/20) – Tender T20 20/21 Construction of Gyrica Gardens Multi-Function Centre

The Quilpie Shire Council has invited tenders for the construction and associated site works of a new Multi-function Centre for the Gyrica Gardens, encompassing a multi-function meeting room with ancillary support spaces.

Resolution No: (08-12-20)

**Moved by:** Cr Bruce Paulsen

**Seconded by:** Cr Roger Volz

*That Council award Tender T20 20/21 (Construction of Gyrica Gardens Multi-Function Centre) to New State Builders for the total cost of \$998,870.00 (excluding GST).*

4/0

## ATTENDANCE

Councillor Jenny Hewson returned to the meeting at 11.21am.

### 15.2 (12/20) – Learn and Earn Centre

Covid19 has created a major problem in the Quilpie Shire with a number of businesses being unable to attract staff. This is particularly relevant in the retail and hospitality industry. Council has identified that one way of alleviating this is by creating a “learn and earn” facility to attract university students to the town.

Resolution No: (09-12-20)

**Moved by:** Cr Bruce Paulsen

**Seconded by:** Cr Roger Volz

*That Council continue to look for appropriate funding to progress the idea of a Learn and Earn Centre.*

5/0

### 15.3 (12/20) – Quotation for Refurbishment of Eromanga Hall Ablution Block – RFQ 60 19-20

In August 2020 Council approached local builders requesting quotations for the refurbishment of the Eromanga Hall Ablution block. Council did not receive any quotations by the closing date of 16 September 2020.

Following the closure of the quotation period, Council was approached by two builders requesting the opportunity to submit a quotation, which was granted. Council was presented with the quotations for consideration.

Resolution No: (10-12-20)

**Moved by:** Cr Lyn Barnes

**Seconded by:** Cr Bruce Paulsen

*That Council award Quotation RFQ 60 19-20 (Refurbishment of Eromanga Hall Ablution block) to Donohue Constructions for a total cost of \$113,600 excluding GST; and*

*That Council vary Quotation RFQ 60 19-20 (Refurbishment of Eromanga Hall Ablution block) to include the provision of a Disabled Toilet for the approximate cost of \$8,000.00 excluding GST.*

5/0

## 17 LATE ITEMS

### 17.1 (12/20) – T17 Replacement of Garbage Compactor/Hook Truck

Council has budgeted for the replacement of one Garbage Compactor Truck during the 2020-2021 financial year and tenders were called for the supply of one Garbage Compactor/Hook Truck. The Hook Truck will be used to pick up and transfer bins at the Quilpie Waste Management Centre.

Two tenders were received on Vendor Panel by the closing date.

Resolution No: (11-12-20)

**Moved by:** Cr Roger Volz

**Seconded by:** Cr Jenny Hewson

*That Council receives the report and accepts Tender T17 20-21 from Black Trucks for the purchase of an Isuzu FVD 160-300 for a total cost of \$430,649.85 excluding GST.*

5/0

### 17.2 (12/20) – Quilpie Main Street Masterplan

Quotations were sought through a Local Buy Contract for the development of a Quilpie Main Street Masterplan. One quotation was received and presented to Council for consideration.

Resolution No: (12-12-20)

**Moved by:** Cr Lyn Barnes

**Seconded by:** Cr Bruce Paulsen

*That Council award the development of a Quilpie Main Street Masterplan to CUSP for a total cost of \$16,810.00 excluding GST.*

5/0



## ATTENDANCE

Council's Director of Engineering Services, Mr Peter See left the meeting at 12.03pm.

## 8 MAYORAL REPORT

The Mayor provided a brief update on activities that he has undertaken since the November Ordinary Meeting of Council. Cr Mackenzie attended and participated in a range of meetings during the month including the Eromanga and District Community Association (EDCA) meeting, a Regional Development Australia (RDA) meeting via zoom and a meeting with consultants of Inland Rail.

The Mayor and Cr Barnes attended a South West Regional Economic Development (SWRED) teleconference with the Honourable David Littleproud, Minister for Agriculture, Drought and Emergency Management and the Honourable Angus Taylor, Minister for Energy and Emissions Reduction regarding Carbon Farming. The Mayor also held discussions with John Perry of the Mead Perry Group regarding Carbon Farming Property Rates.

The Mayor and all Councillors attended a meeting with Robert Prestipino of Vital Places and representatives from Bentley's Accountancy firm regarding the business case for Quilpie Wellspring.

The Mayor and Cr Barnes attended the AGM and an ordinary meeting of the SWRED group via zoom and Crs Mackenzie and Hewson attended a zoom meeting of the South West Regional Roads and Transport Group (SWRRTG).

## 9 COUNCILLOR PORTFOLIO REPORTS

Councillors provided brief updates on activities they have undertaken since the November Ordinary Meeting of Council.

Councillors Mackenzie, Hewson and Volz attended a meeting of the Local Disaster Management Group (LDMG) and Crs Hewson and Volz attended a Disaster Management/Flood Damage meeting in Quilpie.

Crs Mackenzie, Volz and Barnes attended a community meeting with stakeholders of the Trucking Facilities Masterplan and Cr Hewson met with representatives of Fulton Trotter in relation to the Truck Stop Scales.

Crs Mackenzie, Hewson, Volz and Barnes attended a meeting with the Regional Director of Transport and Main Roads in addition to attending a SWRED Prospectus Project meeting in Quilpie.

Crs Mackenzie and Volz participated in a zoom meeting with Telstra and Cr Volz also attended meetings for the Regional Arts Development Fund (RADF), Tackling Regional Adversity Through Integrated Care (TRAIC) and with Greenway Turf Solutions regarding John Waugh Park.

In addition to the various meetings, Councillors also attended many public functions including the Quilpie State College Colour Fun Run, St. Finbarr's School Fete, Quilpie State College and St. Finbarr's School Awards Nights, Late Night Shopping Event, live stream performance of the Queensland Symphony Orchestra at the Lake and the Quilpie Dance Studio Community performance. Councillors all commended the community members involved in making these functions such a great success.

Crs Hewson, Barnes and Volz attended the Eromanga Natural History Museum to inspect the completion of the Stage 2 building which is due to open for the tourist season in 2021. Councillors described the building as being world-class.

## ADJOURNMENT

The meeting adjourned for lunch at 12.41pm and resumed at 1.17pm.

## 12 CORPORATE AND COMMUNITY SERVICES

### ATTENDANCE

Council's Director of Corporate and Community Services, Mrs Lisa Hamlyn attended the meeting at 1.19pm.

### 12.1 (12/20) – Request to Lease Council Property

By letter dated 19 November, Troy and Margie Minnett of the Channel Country Tourist Park and Spas have requested Council's consideration to enter into a lease agreement for the property located at 7 Kookaburra Street, Quilpie.

Resolution No: (13-12-20)

**Moved by:** Cr Bruce Paulsen

**Seconded by:** Cr Jenny Hewson

*That Council does not agree to negotiate a lease agreement with Troy & Margie Minnett, Channel Country Caravan Park for the property located at 7 Kookaburra Street, Quilpie however, Council is in favour of offering the house for sale by public tender once other housing issues are resolved.*

5/0

## 17 LATE ITEMS

### 17.3 (12/20) – Community Assistance Grant Application – Carli Horsten

A Community Assistance Grant Application has been received from Carli Horsten requesting financial assistance / support toward her selection and representation in the Queensland West State Futsal Team to compete at the 2021 National Club Championships being held in Sydney, January 2021.

Resolution No: (14-12-20)

**Moved by:** Cr Jenny Hewson

**Seconded by:** Cr Roger Volz

*That Council approves the request received from Carli Horsten for financial assistance support of \$1,500.00 to assist in her representation in the SW Qld West State Futsal Team competing in the 2021 National Club Championships being held in Sydney during January 2021.*

5/0

## 12 CORPORATE AND COMMUNITY SERVICES

### ATTENDANCE

Councillor Volz left the meeting at 1.47pm.

### 12.2 (12/20) – Eromanga Swimming Pool Amenities Block – Masterplan upgrade

The President and Secretary of the Eromanga P & C submitted a request to the previous Council Meeting requesting Council's consideration of installing a change room facility onsite at the Eromanga Swimming Pool. Council resolved not to investigate options for the provision of a change room facility at the Eromanga Swimming Pool at that meeting.

Further correspondence has been received from the President and Secretary of the Eromanga P & C requesting Council's further consideration of the installation of a permanent amenities block within the Eromanga Swimming Pool grounds to be included as part of the Eromanga Masterplan upgrade.

Resolution No: (15-12-20)

**Moved by:** Cr Lyn Barnes

**Seconded by:** Cr Jenny Hewson

*That Council agrees to consider including the installation of an amenities block within the Eromanga Swimming Pool grounds as part of the Eromanga Masterplan upgrade.*

4/0

### ATTENDANCE

Councillor Volz returned to the meeting at 1.53pm.

### ATTENDANCE

Council's Director of Corporate and Community Services, Mrs Lisa Hamlyn left the meeting at 1.58pm.

## 13 FINANCE

### 13.1 (12/20) – Financial Services Report for Month Ending 30 November 2020

The Finance report for the period ending 30 November 2020 was presented to Council for consideration.

Resolution No: (16-12-20)

**Moved by:** Cr Lyn Barnes

**Seconded by:** Cr Bruce Paulsen

*That Council receives the Finance Report for the period ending 30 November 2020 as presented in Item 13.1 of the accompanying Agenda.*

5/0

## 14 GOVERNANCE

No Reports.

## 16 LATE CONFIDENTIAL ITEMS

No Reports.

## 17 LATE ITEMS

### 17.4 (12/20) – Credit Card Policy Amendment

In order to create additional efficiencies in the procurement of goods and services, Council's Credit Card Policy has been amended to include additional credit cards for staff members that would benefit from holding a corporate credit card. The amended Credit Card Policy was presented to Council for consideration.

Resolution No: (17-12-20)

**Moved by:** Cr Jenny Hewson

**Seconded by:** Cr Lyn Barnes

*That Council agrees to amend the Credit Card Policy to include the following additional cards and expenditure limits:*

- Workshop Manager - \$3,000;
- Works Coordinator - \$3,000;
- IT/Debtors/Rates Officer - \$2,000;
- Manager Tourism and Economic Development - \$1,500;
- Structures and Concrete Supervisor - \$1,500;
- Librarian - \$1,500; and
- Administration Officer (Engineering Services) - \$500\*.

*\*(this will purely act as a petty cash system)*

5/0

## 18 GENERAL BUSINESS

Councillors were invited to raise any matters they wished to discuss. Matters raised included:

- Shop Front Refurbishment Program;
- Exclusion Fencing;
- Bulloo Park Racetrack;
- Eromanga Town Fence;
- Toompine Bore; and
- Sails at John Waugh Park.

### 18.1 (12/20) – SWRRTG Project Nominations – Roads of Strategic Importance Program

By correspondence dated 12 December 2020, Council was invited by the Chair of the South West Regional Road and Transport Group (SWRRTG) to nominate eligible project/s for the Roads of Strategic Important Program (ROSI) by 29 January 2021.

ROSI is an initiative of the Australian Government which aims to deliver improvements to freight movements, support regional economic growth and connectivity, and improved safety for all road users.

Resolution No: (18-12-20)

**Moved by:** Cr Jenny Hewson

**Seconded by:** Cr Lyn Barnes

*That Council nominate the following roads in the Roads of Strategic Importance (ROSI) Program:*

- *The Diamantina Development Road; and*
- *The Cooper Development Road linking with Warri Gate Road.*

5/0

## 19 MEETING DATES

The next Ordinary Meeting of Quilpie Shire Council will take place on Tuesday 19 January 2021 in the Quilpie Shire Council Boardroom commencing at 9.30am.

There being no further business the Mayor declared the meeting closed at 3.07pm.

I hereby certify that the foregoing is a true record of the Minutes of the Proceedings of the Ordinary Meeting held on the Wednesday, 16 December 2020.

Submitted to the Ordinary Meeting of Council held on Tuesday, 19 January 2021

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Cr Stuart Mackenzie

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Date

**Mayor of Quilpie Shire Council**