



Ordinary Meeting of Council

MINUTES

Tuesday 16 August 2022

Quilpie Shire Council Boardroom
50 Broilga Street, Quilpie



**MINUTES OF QUILPIE SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE QUILPIE SHIRE COUNCIL BOARDROOM, 50 BROLGA STREET, QUILPIE
ON TUESDAY, 16 AUGUST 2022 AT 9.30AM**

1 OPENING OF MEETING

The Mayor declared the meeting open at 9.00am.

2 ATTENDANCE

Cr Stuart Mackenzie (Mayor), Cr Jenny Hewson (Deputy Mayor), Cr Lyn Barnes, Cr Bruce Paulsen, Cr Roger Volz

In Attendance: Mr Justin Hancock (Chief Executive Officer), Ms Sharon Frank (Acting Director Corporate and Community Services), Mr Peter See (Director Engineering Services), Ms Lorraine Mathieson (Secretariat)

3 APOLOGIES

Nil

4 CONDOLENCES

Council extends condolences on the passing of Rita Grieg and Jess Richards to their 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.

Nil

6 RECEIVING AND CONFIRMATION OF MINUTES**6.1 ORDINARY MEETING OF QUILPIE SHIRE COUNCIL HELD ON TUESDAY 19 JULY 2022**

RESOLUTION NO: (QSC125-08-22)

Moved: Cr Roger Volz

Seconded: Cr Lyn Barnes

That the Minutes of the Council Meeting held on 19 July 2022 be received and the recommendations therein be adopted.

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7 ITEMS ARISING FROM PREVIOUS MEETINGS

Nil

8 MAYORAL REPORT

- 19/07/22 – Council Meeting (Quilpie)
- 21/07/22 - Trusted Environmental & Geological Information Program (TEGI) Meeting (zoom)
- 22/07/22 – Telstra Meeting
- 22/07/22 - Town House Development Architects Meeting(Quilpie)
- 25-28/07/22 - Bush Councils Conference (Barcaldine)
- 08/08/22 – Lake Eyre Basin Stakeholder Meeting (zoom)
- 10/08/22 - Carbon Farming Review Steering Committee Meeting (zoom)
- 10/08/22 – Regional Development Australia Executive Meeting (zoom)
- 11/08/22 - Council Workshop [TMR/Health/Biosecurity Plan/JW Park/Rates] (Quilpie)
- 15/08/22 - The Tourism Group Meeting [Hire cars] (zoom)
- 15/08/22 - Carbon Farming Review Steering Committee Interview (zoom)

9 COUNCILLOR PORTFOLIO REPORTS

Details	Date of Meeting	Location	Mackenzie	Hewson	Paulsen	Volz	Barnes
Ordinary Council Meeting	19-Jul-22	Quilpie	1	1	1	1	1
Trusted Environmental & Geological Information Program	21-Jul-22	Zoom	1				
Telstra Meeting with Scott Mullaly, May Boisin and Jon New	22-Jul-22	Quilpie	1	1	1	1	1
Town House Development Planning Meeting with Elia	22-Jul-22	Quilpie	1	1	1	1	1
Bush Councils Conference	25-28-Jul-22	Barcaldine	1				1
Fire in the Mulga Forum	27-Jul-22	Charleville				1	
Joint Operational Support Staff Visit (JOSS)	02-Aug-22	Quilpie				1	
Department Agriculture & Fisheries meeting re Foot & Mouth Disease	05-Aug-22	Zoom					1
QCWA Centenary Celebration	06-Aug-22	Quilpie		1	1	1	1
Lake Eyre Basin Stakeholder Meeting	08-Aug-22	Zoom	1				
Carbon Farming Steering Committee	10-Aug-22	Zoom	1				
Regional Development Australia Executive Meeting	10-Aug-22	Zoom	1				
Councillors Workshop	11-Aug-22	Quilpie	1	1	1	1	1
Transport and Main Roads Visit	11-Aug-22	Quilpie	1	1	1	1	1
VIC Art Gallery Opening "Through My Eyes"	12-Aug-22			1		1	1
The Tourism Group Meeting	15-Aug-22	Zoom	1				
Carbon Farming Steering Committee Interview	15-Aug-22	Zoom	1				

10 OPERATIONAL STATUS REPORTS

10.1 ENGINEERING SERVICES STATUS REPORTS

10.1.1 ENGINEERING SERVICES STATUS REPORT JULY 2022

EXECUTIVE SUMMARY

Engineering Services Status Report July 2022

Noted

10.2 CORPORATE AND COMMUNITY SERVICES STATUS REPORTS

10.2.1 PEST AND LIVESTOCK MANAGEMENT COORDINATOR REPORT

EXECUTIVE SUMMARY

This report provides information and updates to Council on various activities and programs that are facilitated within the Pest and Livestock Management Officer's portfolio.

Noted

10.3 FINANCE SERVICES STATUS REPORTS

Nil

10.4 GOVERNANCE SERVICES STATUS REPORTS**10.4.1 GOVERNANCE DEPARTMENT OPERATIONAL REPORT****EXECUTIVE SUMMARY**

This report provides a summary of activities from Grants Officer Lorraine Mathieson, and HR Manager, Maree Radnedge.

Noted

10.4.2 CHIEF EXECUTIVE OFFICER - MONTHLY STATUS REPORT**EXECUTIVE SUMMARY**

This report provides information and updates to Council on various activities and programs that are facilitated within the Chief Executive Officer's portfolio.

Noted

10.4.3 TOURISM AND ECONOMIC DEVELOPMENT REPORT**EXECUTIVE SUMMARY**

The purpose of this report is to update Council on Tourism and Economic Development activities.

Noted

11 ENGINEERING SERVICES

Nil

12 CORPORATE AND COMMUNITY SERVICES

Nil

13 FINANCE**13.1 SOLE SUPPLIER ARRANGEMENTS****EXECUTIVE SUMMARY**

This report seeks Council's approval for sole supplier arrangements in accordance with sections 235(a) and 235(b) of the *Local Government Regulation 2012*.

RESOLUTION NO: (QSC126-08-22)

Moved: Cr Bruce Paulsen

Seconded: Cr Jenny Hewson

That Council:

1. Approve the following entities as sole suppliers within the scope listed below, pursuant to sections 235(a) and 235(b) of the *Local Government Regulation 2012*, as Council is satisfied that there is only one (1) supplier reasonably available to provide the goods/services listed or because of the specialised or confidential nature of the services sought.
2. Authorise appropriately delegated staff to form contractual arrangements with the listed entities in the event that Council's requirements are consistent with the scope of the sole supplier arrangement(s) listed.
3. Undertake a review of the sole supplier arrangements initially on a quarterly basis with a report provided to Council.

Supplier Name	Scope of Sole Supplier Arrangement	Exception
Ergon Energy	Sole supplier of electricity to Council	Section 235(a) - one (1) supplier reasonably available
Telstra Corporation Limited	Provision of telecommunications and internet services to Council including service and repairs to telecommunications infrastructure.	Section 235(a) - one (1) supplier reasonably available
Hastings Deering (Australia) Limited	Provision of parts and servicing for Caterpillar construction equipment, as stipulated by existing warranty and/or service plan requirements.	Section 235(b) – specialised goods and/or services
Civica Pty Ltd	Expenditure related to subscriptions, servicing, support, and consultancy for Council's Financial Management software (Practical Plus).	Section 235(b) – specialised goods and/or services
Changing Ways Psychology	Only supplier who will solely personally deliver EAP services to Council staff, including 2 on-site visits per year.	Section 235(b) – specialised goods and/or services
Roma Sands	Concrete blend supplier - aggregates, sands including a specific concrete mix design approved by TMR.	Section 235(b) – specialised goods and/or services
QLD Local Government Workcare	QLD Local Government supplier for Workers Compensation Insurance	Section 235(b) – specialised goods and/or services

QLD Local Government Mutual	QLD Local Government supplier of Public Liability Insurance	Section 235(b) – specialised goods and/or services
Microsoft Corporation	Annual licence for Microsoft 365 Software	Section 235(b) – specialised goods and/or services
Shire Networks	Expenditure related to ICT hardware, software and support services to Council.	Section 235(a) - one (1) supplier reasonably available
Department of Resources	Expenditure related to annual water licence and property valuation services.	Section 235(a) - one (1) supplier reasonably available
Local Government Association Queensland	LGAQ is the peak body for local government Queensland. Expenditure related to membership fees and specific LG training.	Section 235(a) - one (1) supplier reasonably available
Department of Transport and Main Roads	Registrations and soil testing.	Section 235(a) - one (1) supplier reasonably available
Electoral Commission of Queensland	Independent statutory authority responsible for the impartial conduct of local government elections in Queensland.	Section 235(a) - one (1) supplier reasonably available
Queensland Audit Office	Expenditure related to external audit of Council's annual financial statements and other audit services.	Section 235(a) - one (1) supplier reasonably available
IXOM	Rental of pool chlorine gas cylinders.	Section 235(b) – specialised goods and/or services
Compac Integrated Refuelling Solutions	<i>Refuelling</i> technologies and systems for Quilpie Airport fuel data.	Section 235(b) – specialised goods and/or services
Department of Agriculture & Fisheries	Precept payment – barrier fence.	Section 235(a) - one (1) supplier reasonably available
Magiq	Expenditure related to Council's Management /Records database software and support.	Section 235(b) – specialised goods and/or service
N-Com Pty Ltd	Specialised satellite television services	Section 235(b) – specialised goods and/or service
Jasko	Specialised airport goods, services and support.	Section 235(b) – specialised goods and/or service

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13.2 SMALL DEBT WRITE-OFF RATES AND CHARGES**EXECUTIVE SUMMARY**

This report is to request Council's authorisation to write off small interest debts (under \$10) that have accrued on rates assessments between a reminder letter and when the property owner made payment in full.

The interest charges below were generated between the date of addressed reminder letter until they made payment.

RECOMMENDATION

Council resolved that the report lay on the table.

00106-00000-000	\$ 0.05	00529-30000-000	\$ 1.94
00144-00000-000	\$ 7.67	00573-00000-000	\$ 6.30
00146-20000-000	\$ 6.00	00581-50000-000	\$ 6.64
00147-00000-000	\$ 6.80	00795-00000-000	\$ 0.19
00168-20000-000	\$ 2.55	00832-00000-000	\$ 0.30
00183-20000-000	\$ 0.54	00886-00250-000	\$ 1.18
00340-00000-000	\$ 4.96	00886-00260-000	\$ 7.88
00399-00000-000	\$ 1.08	00886-00500-000	\$ 0.94
00407-00000-000	\$ 6.19	00884-00000-000	\$ 0.24
00531-00060-000	\$ 1.94	00043-70000-000	\$ 2.56
00816-50000-000	\$ 0.01		

13.3 FINANCIAL SERVICES REPORT MONTH ENDING 31 JULY 2022**EXECUTIVE SUMMARY**

The purpose of this report is to present the monthly financial report to Council in accordance with section 204 of the *Local Government Regulation 2012* for the period ended 31 July 2022.

RESOLUTION NO: (QSC127-08-22)

Moved: Cr Bruce Paulsen

Seconded: Cr Roger Volz

That Council receive the Finance Report for the period ending 31 July 2022.

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14 GOVERNANCE**14.1 2022 CHRISTMAS SHUTDOWN PERIOD**

EXECUTIVE SUMMARY

The report presents options to Council to consider in relation to the close-down period for the Council workforce over the Christmas / New Year period.

RESOLUTION NO: (QSC128-08-22)

Moved: Cr Roger Volz
Seconded: Cr Jenny Hewson

That all departments of Council (excluding limited critical services) close down for the Christmas / New Year period as of close of business on Friday 16 December 2022, with normal operations to recommence on Tuesday 03 January 2023.

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14.2 TENDER T21 21-22 CONSTRUCTION OF TWO (2) X FOUR (4) BEDROOM HOUSES**EXECUTIVE SUMMARY**

The purpose of this report is to provide Council with a recommendation regarding Tender T21 21-22 Construction of Two (2) x Four (4) Bedroom Houses.

RESOLUTION NO: (QSC129-08-22)

Moved: Cr Lyn Barnes
Seconded: Cr Bruce Paulsen

That Council, in accordance with S228(9) of the Local Government Regulation 2012, resolves not to accept any tender submissions received for Tender T21 21-22 Construction of Two (2) x Four (4) Bedroom Houses.

5/0

14.3 HOUSING LEASES WITH ERGON ENERGY CORPORATION LIMITED**EXECUTIVE SUMMARY**

This report is to consider the renewal of the leases of Council houses located on 74 Pegler Street, Quilpie and 57 Galah Street, Quilpie.

RESOLUTION NO: (QSC130-08-22)

Moved: Cr Jenny Hewson
Seconded: Cr Lyn Barnes

1. That the Council resolve:
 - (a) to enter into new annual residential tenancy lease agreements for the two residential properties in the town of Quilpie – 74 Pegler Street and 57 Galah Street – with Ergon Energy Corporation Limited; and
 - (b) Delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise, and execute any and all matters associated with or in relation to this lease agreement.

5/0

At 11:25 am, Cr Lyn Barnes left the meeting.

14.4 REQUEST FOR CONSENT FOR PERMIT TO OCCUPY - LOT C ON LOT 2 ON BLO16**EXECUTIVE SUMMARY**

The report is to provide Council an opportunity to consider whether Council should give consent - as the relevant road manager - for Permit to Occupy on Lot C on Lot 2 on BLO16 to be issued by Department of Resources.

RESOLUTION NO: (QSC131-08-22)

Moved: Cr Roger Volz

Seconded: Cr Jenny Hewson

That Council authorises the CEO to complete and execute Part C – Form LA30 for Permit to Occupy on Lot C on Lot 2 on BLO16 in order to provide consent to the current owners of Possamunga Station.

4/0

At 11:29 am, Cr Lyn Barnes returned to the meeting.

14.5 REQUEST FOR VIEWS - SPECIAL LEASE 10/52719 OVER LOT 7 PLAN TH28**EXECUTIVE SUMMARY**

The Department of Resources is currently assessing the renewal of Special lease 10/52719 over Lot 7 on Plan TH28. The report is to provide opportunity for Council to consider any issues it may have over in relation to the renewal of the special lease.

RESOLUTION NO: (QSC132-08-22)

Moved: Cr Bruce Paulsen

Seconded: Cr Roger Volz

That Council notes the report on the renewal of Special Lease 10/52719 over Lot 7 on Plan TH28.

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14.6 REQUEST FOR WELCOME TO COUNTRY SIGNAGE - MARDIGAN PEOPLE**EXECUTIVE SUMMARY**

Council has received correspondence from the Mardigan People regarding the installation of Welcome to Country Signage in Road Corridors in Quilpie Shire.

RESOLUTION NO: (QSC133-08-22)

Moved: Cr Lyn Barnes

Seconded: Cr Jenny Hewson

1. That Council support the installation of Welcome to Country Signage with the following conditions;
 - (a) The Margany Traditional Owners Aboriginal Corporation are to provide Council with the final design of the 'Welcome to Country' signage;

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- (b) The Margany Traditional Owners Aboriginal Corporation to confirm the locations 'Welcome to Country' signage is to be installed;
 - (c) Council to seek the appropriate approvals for the installation of 'Welcome to Country' signage; and
 - (d) Council to fund the installation of 'Welcome to Country' signage on main road entrance points.

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ADJOURNMENT

Council adjourned for lunch at 11.43am to attend the opening of the refurbished Bicentennial Park, and resumed the meeting at 1.27pm.

15 CONFIDENTIAL ITEMS

RECOMMENDATION

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 275 of the Local Government Act 2012:

15.1 Write off of Sundry Accounts

This matter is considered to be confidential under Section 254J(3) - g of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with 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.

15.2 Contract - Quilpie Shire Council Property Management Services

This matter is considered to be confidential under Section 254J(3) - g of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with 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.

15.3 Tender Consideration Plan - Purchase of up to four (4) x four (4) bedroom houses

This matter is considered to be confidential under Section 254J(3) - g of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with 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.

MOTION

RESOLUTION NO: (QSC134-08-22)

Moved: Cr Lyn Barnes

Seconded: Cr Bruce Paulsen

That Council move into closed session at 1.27pm.

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MOTION

RESOLUTION NO: (QSC135-08-22)

Moved: Cr Bruce Paulsen

Seconded: Cr Roger Volz

That Council move out of closed session at 3.29pm.

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15.1 WRITE OFF OF SUNDRY ACCOUNTS**EXECUTIVE SUMMARY**

The purpose of this report is to seek Council's approval to write off sundry accounts that remain outstanding and are deemed unrecoverable.

RESOLUTION NO: (QSC136-08-22)

Moved: Cr Bruce Paulsen

Seconded: Cr Lyn Barnes

That Council approve the write off of sundry debts totalling \$4,185.00 as outlined in Table 1 of the accompanying agenda report.

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15.2 CONTRACT - QUILPIE SHIRE COUNCIL PROPERTY MANAGEMENT SERVICES**EXECUTIVE SUMMARY**

The purpose of this report is to provide Council with a recommendation to award a contract for the provision of Property Management Services for Quilpie Shire Council.

RESOLUTION NO: (QSC137-08-22)

Moved: Cr Jenny Hewson

Seconded: Cr Roger Volz

1. That Council:

- (a) Award the contract for the provision of Property Management Services for Quilpie Shire Council to Grant Daniel & Long Pty Ltd trading as Nutrien Harcourts GDL (ABN 15 077 478 801) for the period of two years with an option to extend for one year (2+1); and
- (b) Delegate power to the Chief Executive Officer, pursuant to section 257 of the Local Government Act 2009 to negotiate, finalise, and execute any and all matters associated with or in relation to this project and contract including without limitation any options and/or variations as per Council's procurement policy.

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15.3 TENDER CONSIDERATION PLAN - PURCHASE OF UP TO FOUR (4) X FOUR (4) BEDROOM HOUSES

EXECUTIVE SUMMARY

In the Council meeting held on 19 July 2022, Council authorised the CEO to undertake a Tender Consideration Plan in accordance with s230 of The Local Government Regulation 2012 for the purchase of up to four (4) x Four (4) bedroom houses to be presented at a Council meeting at a future date. This report is to present the Tender Consideration Plan.

RESOLUTION NO: (QSC138-08-22)

Moved: Cr Lyn Barnes

Seconded: Cr Roger Volz

1. That Council resolved to:
 - (a) adopt the Tender Consideration Plan for the supply of up to four (4) x four (4) bedroom houses as presented;
 - (b) enter into a contract for the delivery of two (2) x four (4) bedroom houses (model Dempsey 158) up to the value of \$888,000 (GST Excl) from Hoek Modular Homes;
 - (c) enter into a contract for the delivery of two (2) x five (5) bedroom houses (model Yukon 157) up to the value of \$921,000 (GST Excl) from Hoek Modular Homes;
 - (d) amend the 2022/2023 budget to allow for the purchase of four (4) x four (4) bedroom houses with a total budget of \$2,037,000; and
 - (e) delegate authority to the Chief Executive Officer in accordance with the Local Government Act 2009 to enter into contract, withdraw from contract , negotiate, finalise and execute any and all matters associated with or in relation to the above items, subject to Council's normal procurement policies and practices.

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16 LATE ITEMS

Nil

17 GENERAL BUSINESS

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

- Trees on the western end of Bulloo Park are to be removed
- Seeking ideas about what to do with vacant shops and vacant blocks in Brolga Street
- The town fence at the grid requires maintenance
- Interest was noted in developing a model for car hire availability in South West Queensland.

18 MEETING DATES

The next Ordinary Meeting of Quilpie Shire Council will take place on Friday 16 September 2022 in the Quilpie Shire Council Boardroom, 50 Brolga Street, Quilpie commencing at 9.30am.

There being no further business the Mayor declared the meeting closed at 4.23pm.

I hereby certify that the foregoing is a true record of the Minutes of the Proceedings of the Ordinary Meeting held on the Tuesday, 16 August 2022.

Submitted to the Ordinary Meeting of Council held on Friday, 16 September 2022.

Cr Stuart Mackenzie

Mayor of Quilpie Shire Council

Date