



**MINUTES OF THE GENERAL MEETING OF
BLACKALL-TAMBO REGIONAL COUNCIL
HELD AT THE BLACKALL COUNCIL CHAMBERS
ON WEDNESDAY 20 JULY 2016
COMMENCING AT 8.50 AM**

PRESENT:

Mayor: Cr AL Martin

MEMBERS:

Councillors: Cr PJ Heumiller, Cr BD Holdcroft, Cr GW Jarvis, Cr BP Johnstone, Cr PJ Pullos, Cr LP Russell

OFFICERS:

Mr Chris Blanch, Chief Executive Officer, Mr Murray Hilton, Interim Chief Executive Officer, Mrs Donna Richardson, Relief Minute Taker

ATTENDANCE:

CONDOLENCES:

A minutes silence was observed to mark the passing of:

- James Albert McEnlly
- Geoffrey James Rodgers
- Heather Fay Whitfield
- John Harlow

DECLARATIONS OF INTEREST:

Cr BP Johnstone declared a perceived conflict of interest in item 28/07B/16 (as defined in section 173 of the Local Government Act 2009) due to being an employee of the firm handling the matter on Council's behalf and left the Meeting during discussions thereon.

CHIEF EXECUTIVE OFFICER:

The Mayor welcomed Mr Chris Blanch, Chief Executive Officer to his first official meeting for the Blackall-Tambo Regional Council.

The Mayor also thanked Mr Murray Hilton, Interim Chief Executive Officer for filling in at the Blackall-Tambo Regional Council.

CONFIRMATION OF MINUTES:

MOTION: Moved: Cr GW Jarvis

Seconded: Cr PJ Pullos

“That the Minutes of the General Meeting held on 15 June 2016 be taken as read and confirmed, and that the Mayor be empowered to sign same.”

Minute No. 01/07B/16

CEO to action

Carried

Communication Policy and Computer Email Policy

MOTION: Moved: Cr BD Holdcroft Seconded: Cr PJ Pullos

“That the Computer Email and Internet Policy – Admin 6, be reviewed and a Communications Policy be developed for consideration by Council in due course.”

Minute No. 04/07B/16 MCS to action **Carried**

CLOSURE OF MEETING:

MOTION: Moved: Cr AL Martin Seconded: Cr LP Russell

“That in accordance with Section 275(1)(a) of the *Local Government Regulation 2012* the meeting be closed to the public at 9.50 am to discuss staff matters”.

Minute No. 05/07A/16 CEO to action **Carried**

ATTENDANCE:

Mrs Donna Richardson left the Meeting at 9.50am.

MOTION: Moved: Cr AL Martin Seconded: Cr LP Russell

“That in accordance with Section 275(1)(a) of the *Local Government Regulation 2012* the meeting be opened to the public at 10.01am”.

Minute No. 06/07A/16 CEO to action **Carried**

ATTENDANCE:

Mrs Donna Richardson returned to the Meeting at 10.01am.

ATTENDANCE:

Cr PJ Pullos left the Meeting at 10.01am and returned at 10.03am.

Quotation for Electrical Work – Blackall Living Arts Centre

The Blackall Cultural Association has drawn Council's attention to the requirement for an urgent upgrade of the current main earthing system and the need to replace all existing fluorescent lights to new LED power saving lights at the Blackall Living Arts Centre which is leased by the Association. Council invited quotations for the work in accordance with the Procurement Policy.

MOTION: Moved: Cr GW Jarvis

Seconded: Cr PJ Pullos

“That Council award the Capital Electrical Contract for the correct installation of the main earthing system and replacement of all existing fluorescent lights to new LED power saving lights at the Blackall Living Arts Centre to Peter Shaw and Co (Electrical) for \$11,045.43 GST inclusive based on value for money as per Blackall-Tambo Regional Council Procurement and Disposals Policy.”

Minute No. 07/07B/16

MCS to action

Carried

Automatic Defibrillators – Blackall-Tambo Community

The Blackall Local Ambulance Committee in conjunction with the Blackall Ambulance will be purchasing three Automatic Defibrillators with the intention of placing them within the Blackall-Tambo Community.

The Blackall QAS are seeking permission to place one at the Aquatic Centre in Blackall and one in the Multi-Purpose Centre in Tambo.

MOTION: Moved: Cr GW Jarvis

Seconded: Cr PJ Heumiller

“That Council support the initiative of the Blackall Local Ambulance Committee in conjunction with the Blackall Ambulance in placing an Automatic Defibrillator at the Blackall Aquatic Centre and the Tambo Multi-Purpose Centre where Queensland Ambulance Service Blackall will provide staff at these locations with the necessary training and support required with further emphasis placed on early CPR and other life supporting skills, subject to further clarification regarding insurance and ongoing maintenance of the equipment.”

Minute No. 08/07B/16

MCS to action

Carried

Blackall Town Common

Due to the recent rain the Blackall Town Common has responded to pasture growth for a limited number of stock to graze. Not all the country has responded adequately as yet but there would be enough pasture to carry a number of horses.

MOTION: Moved: Cr LP Russell

Seconded: Cr GW Jarvis

“That Council advertises the reopening of the Blackall Town Common for the agistment of horses only, with future advertising for the agistment of cattle when the Town Common has been reassessed for recovery of pasture.”

Minute No. 09/07B/16

MCS to action

Carried

Industry Skills Funding Program

The Industry Skills Fund primarily targets Small to Medium Enterprises (SMEs) including micro businesses (0-4 employees), which plan to up-skill and re-skill their workforces to better position themselves for growth opportunities. The training grant is a co-investment for businesses looking to improve the skills of their workforce for an identified growth opportunity. Council can submit an application for a consortium of local businesses to undertake identified training. A consortium application will enable greater participation and therefore greater outcomes from the training as the costs of delivery will lessen with more participants.

MOTION: Moved: Cr PJ Pullos

Seconded: Cr BP Johnstone

‘That Council receives the information report on the Industry Skills Fund and supports the development of two applications to the program as detailed.’

Minute No. 10/07B/16

MCS to action

Carried

ATTENDANCE:

Mrs Susan Jarvis, Manager of Corporate Services left the Meeting at 10.19 am

ATTENDANCE:

Mr John Turlan, Director of Works & Services entered the Meeting at 10.19am

The Manager of Works' Report for June 2016 was presented

MOTION: Moved: Cr PJ Heumiller Seconded: Cr BD Holdcroft

"That the Manager of Works' Report be received for consideration."

Minute No. 11/07B/16 **DWS to action** **Carried**

Business items discussed from the Manager of Works Report included:

- Blackall cemetery
- Tambo washdown facility

Blackall Airport – Tenders for Supply, Delivery and Precoating of 7mm Cover Aggregate

Tenders were invited for the supply, delivery and precoating of 7mm cover aggregate for the Blackall Airport. At the close of tenders four submissions were received.

MOTION: Moved: Cr GW Jarvis Seconded: Cr PJ Pullos

"That Council accept the tender received from Boral Resources Pty Ltd for the supply, delivery and precoating of 7mm cover aggregate as per the specification prepared by George Bourne and Associates, Consulting Engineers for a GST inclusive amount of \$44,818.62."

Minute No. 12/07B/16 **DWS to action** **Carried**

Blackall Airport – Tenders for Slurry Seal; Supply and Install Micro Surface Slurry

Tenders were invited for Slurry Seal; Supply and Install Micro Surface Slurry. At the close of tenders two submissions were received.

MOTION: Moved: Cr LP Russell Seconded: Cr GW Jarvis

"That Council accept the tender received from Downer EDI Works Pty Ltd for the Supply and install micro surface slurry as per the specification prepared by George Bourne and Associates, Consulting Engineers for a GST inclusive amount of \$148,055.60."

Minute No. 13/07B/16 **DWS to action** **Carried**

Blackall Airport – Tenders for Supply, Cart, Heat & Spray of Bituminous Products

Tenders were invited for the Supply, Cart, Heat & Spray of Bituminous Products. At the close of the tender period 5 submissions were received.

MOTION: Moved: Cr GW Jarvis Seconded: Cr PJ Pullos

“That Council accept the tender received from Road Surfaces Group Pty Ltd for the Supply, Cart, Heat & Spray of Bituminous Products as per the specification prepared by George Bourne and Associates, Consulting Engineers for a GST inclusive amount of \$95,755.66.”

Minute No. 14/07B/16 DWS to action **Carried**

Strategic Footpath Development

MOTION: Moved: Cr BP Johnstone Seconded: Cr BD Holdcroft

“That, as part of a larger project to ultimately construct a concrete footpath to the Blackall Hospital, Council earmark funds from the R2R Allocation for 2016/17, for the construction of a concrete footpath along Shamrock Street from the junction with St Andrew Street to the junction with Myrtle Street.”

Minute No. 15/07B/16 DWS to action **Carried**

ATTENDANCE:

Mr John Turlan, Director Works & Services left the meeting at 10.40am

ADJOURNMENT:

The Meeting adjourned for morning tea 10.40am at and resumed at 11.08am

ATTENDANCE:

Mr Shalveen Dayal, Acting Manager of Finance entered the Meeting at 11.08am.

3. the lessee will fence the boundary of the parcel within six months of the date of execution of the lease and such fence will become the property of Council at the expiry of the lease and any option;
4. the lessee will pay the rental yearly in advance on receipt of a tax invoice from Council, the initial payment being payable immediately upon execution of the lease;
5. if the lessee exercises the proposed three-year option, the rental then applicable will be an amount represented by A where $A = \frac{B}{C} \times D$

Where A is the new rental payable

Where B is the index number of the Consumer Price Index (Brisbane) for the quarter immediately before the relevant renewal date;

Where C is the index number of the Consumer Price Index (Brisbane) for the quarter five years before the quarter in B; and

Where D is the rental payable at the commencement of the initial lease date (i.e. \$500.00 plus GST)

6. the lessee will meet all costs of rates, charges, land tax and the like resulting from the lease of the parcel during the term of the lease and any option.”

Minute No. 21/07B/16

CEO to action

Carried

ATTENDANCE:

Cr BP Johnstone left the Meeting at 11.57am and returned at 11.59am

Memorandum of Understanding – Tambo and District Race Club Inc

A letter has been received from the Tambo and District Race Club Inc. requesting that Council review the amount payable under the Memorandum of Understanding with Council. It appears that when the MOU was first negotiated (MOU applies from 1st January 2012), the Club was staging four meetings per year but now, following changes introduced by racing authorities has only two gazetted race meetings each year.

MOTION: Moved: Cr GW Jarvis

Seconded: Cr PJ Heumiller

“That Council agree to levy only fifty percent (50%) of the applicable annual maintenance fee on each of the Occupant Organisations at the Tambo Racecourse pending negotiation of fresh Memorandums of Understanding with each organisation prior to 31st December 2016.”

Minute No. 22/07B/16

CEO to action

Carried

ATTENDANCE:

Cr BD Holdcroft left the Meeting at 12.05pm and returned at 12.07pm

Council Manager Computer System

Following from the Due Diligence report and earlier findings of the Internal Auditor the Managing Director of the Company now owning the Council Manager software (Phillip Simone – Open Office Pty Ltd) was invited to visit Blackall to discuss the seeming shortcomings of the existing system and to listen to the concerns of the key users.

MOTION: Moved: Cr PJ Pullos

Seconded: Cr GW Jarvis

“That Council

1. Accept the offer from Open Office Pty Ltd to supply additional modules of the Company’s software suite with a zero licence fee charge;
2. Engage the Company for Training and Installation for a period of four weeks (to be taken in three stages) and accept the Company’s offer to provide this training at half the normal cost;
3. Refer the program for implementation of the new modules to the Chief Executive Officer to determine suitable installation time frames.”

Minute No. 25/07B/16

CEO to action

Carried

Blackall Fitness Centre – Repeal of Resolution

Some time ago Council was successful in a funding application for the establishment of a gymnasium (fitness centre) in Blackall and had proposed to erect a new building at the Blackall Showgrounds for this purpose.

MOTION: Moved: Cr AL Martin

Seconded: Cr PJ Heumiller

“That in accordance with the provisions of section 262 of the *Local Government Regulation 2012* the resolution – Minute No. 09/06A/16 from the General Meeting held on 15th June 2016, namely - “*That Council locate the Blackall Fitness Centre in the Memorial Hall in Blackall and provide public advice regarding this decision in the Regional Roundup.*” be repealed.”

Minute No. 26/07B/16

CEO to action

Carried

Council Internal Audit Function

Until the most recent determination by the *Local Government Remuneration and Discipline*, Council was included in remuneration category 3 and was required, under the Act, to have an Audit Committee. The determination by the Tribunal in 2015 placed Council in the category 1 group of Councils. Accordingly, while Council must still conduct internal audits it is no longer necessary to have an Audit Committee.

MOTION: Moved: Cr PJ Pullos

Seconded: Cr BD Holdcroft

“That Council receives the report and takes no further action in the matter.”

Minute No. 27/07B/16

CEO to action

Carried

ADJOURNMENT:

The Meeting adjourned for luncheon at 12.49pm and resumed at 1.26pm

ATTENDANCE:

Mrs Alison Shaw, Arts and Cultural Officer entered the Meeting at 1.31pm

ATTENDANCE:

Cr BP Johnstone declared a perceived conflict of interest in item 28/07B/16 (as defined in section 173 of the Local Government Act 2009) due to being an employee of the firm handling the matter on Council's behalf and left the Meeting at 1:59pm during discussions thereon.

ATTENDANCE:

Mr Chris Blanch, Chief Executive Officer left the Meeting at 2.00pm and returned at 2.04pm

ATTENDANCE:

Mrs Alison Shaw, Arts and Cultural Officer left the Meeting at 2.07pm

Tambo Sawmill – Expressions of Interest for Lessee (3)

Council advertised widely for Expressions of Interest from experienced Sawmill Operators to lease and operate the Tambo Sawmill.

MOTION: Moved: Cr PJ Heumiller Seconded: Cr LP Russell

“That Council receives the Expressions of Interest from R & R Logging Pty Ltd and executes a Memorandum of Understanding with the company prior to the preparation of a formal lease agreement and, on the basis of the signed memorandum of understanding, Council proceeds to conclude the contract to purchase Sales Permit 201304400 from Millmerran Timbers Pty Ltd”.

Minute No. 28/07B/16 CEO to action **Carried**

Tambo Sawmill Lease

MOTION: Moved: Cr LP Russell Seconded: Cr PJ Heumiller

“That Council engage the services of McInnes Wilson Lawyers to prepare the property lease for the Tambo Sawmill”.

Minute No. 29/07B/16 CEO to action **Carried**

ATTENDANCE:

Cr BP Johnstone returned to the Meeting at 2.13pm.

Internal Audit Provision of Service

Following Council’s decision at the June General meeting to - *Invite Expressions of Interest for the position as Internal Auditor for a two-year term applicable from 1st August, 2016* the EOI was widely advertised with a closing date of 15th July 2016.

MOTION: Moved: Cr LP Russell Seconded: Cr PJ Pullos

“That the matter of appointment of a suitable contractor to provide internal audit services from 1st August 2016 to 31st July 2018, be delegated to the Chief Executive Officer.”

Minute No. 30/07B/16 CEO to action **Carried**

ATTENDANCE:

Cr LP Russell left the Meeting at 2.30pm and returned at 2.32pm.

GENERAL BUSINESS RAISED

General Business items discuss included:

- Blackall Information Centre
- Blackall Hairdresser
- Tambo Mechanic
- Harissia Cactus – off Gidyea Street
- Mother of Millions - RESQ
- Western Sports Complex Tambo
- Langlo Road
- Blackall Rodeo Committee
- Community Sustainability Action Grants through Queensland State Government

Write Off Debt – Blackall Multipurpose Sport and Recreation Association

MOTION: Moved: Cr PJ Heumiller Seconded: Cr LP Russell

“That, in view of the contra contributions to major repairs to the compressor of the coldroom at Council’s building (the Red Shed) at the Blackall Showground, the requirement for a contribution from the Blackall Multipurpose Sport and Recreation Association to the construction of a new amenities building at the Blackall Showground be waived and Invoice S105465 for an amount of \$20,000.00 be written off.”

Minute No. 34/07B/16

CEO to action

Carried

CLOSURE:

There being no further business to consider, the Mayor Cr AL Martin declared the Meeting closed at 3.23pm

CONFIRMATION OF MINUTES:

Confirmed by Council as a true and correct record at the General Meeting held on Wednesday 17 August 2016.

Signed:.....