



GENERAL MEETING MINUTES

Wednesday 19 February 2025

Alpha Council Chambers, 43 Dryden Street, Alpha

Councillors

Rob Chandler (Mayor)
Milynda Rogers (Deputy Mayor)
Kim Williams
Vanessa Howard

Linda Penna
Bob O'Brien
Tom Gleeson

Officers

Amber Coulton (Acting District Manager – Aramac and Muttaborra)
Jenny Lawrence (District Manager – Barcaldine)
Daniel Bradford (Chief Executive Officer)
Paula Coulton (Acting District Manager – Alpha and Jericho)
Tony Brett (Acting Director Finance and Corporate Services)

In Attendance

Debbie Young (Minute Secretary)

Councillor Williams led Council in prayer.

CONDOLENCES

Ms Judith Anne Ingram and Mr Greg Bolland of Aramac, Mrs Valmai Ballard of Muttaborra, Mr Robert Arnold of Alpha and Mrs Suzanne Counsell of Barcaldine.

LEAVE OF ABSENCE

Nil

ACKNOWLEDGEMENT OF TRADITIONAL OWNERS



CONFLICTS OF INTEREST

Prescribed Conflicts of Interest

Nil

Declarable Conflicts of Interest

Councillor Chandler under item 3.1.1 – Councillor Chandler informed the meeting he has a Declarable Conflict of Interest in the Flood Damage Package 20 – Coreena Report as close associates, being family members, are tenderers involved in this tender process. Councillor Chandler will leave the meeting for the discussion and vote on this item.

DEPUTATIONS

Nil

BUSINESS

1. CONFIRMATION OF MINUTES

Resolution: 2025/02/017	Moved Cr Howard That the minutes of the General Meeting of Barcaldine Regional Council held on 15 January 2025 be received and confirmed.	Seconded Cr Penna
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Carried
7/0

2. PETITIONS

Nil

Resolution: 2025/02/018	Moved Cr Gleeson That Council closes the meeting to the public in accordance with Section 254J(3)(g) of the Local Government Regulation 2012, regarding negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interest of the local government – to discuss the following three confidential reports.	Seconded Cr Penna
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Carried
7/0



The meeting was closed at 8.38am and moved in to open session at 9.07am.

Resolution:
2025/02/019

Moved Cr Howard
That Council reopens the meeting.

Seconded Cr Gleeson

Carried
7/0

3.1 CONFIDENTIAL REPORTS

3.1.2 Artesian Hotel Barcaldine – Update

Summary: This report is presented to Council to provide an update on the progress in addressing the current condition of the Artesian Hotel.

Resolution:
2025/02/020

Moved Cr Howard
That Council receive the report.

Seconded Cr Williams

Carried
7/0

3.1.3 Cleaning Contract – Public Amenities – Barcaldine

Summary: This report is presented to Council for consideration of tenders that have been submitted for Cleaning Contract – Public Amenities – Barcaldine, Contract Number VP442333.

Resolution: Awards the tender for Contract Number VP442333 for the Cleaning Contract – Public Amenities – Barcaldine to Camelot Enterprises for a three-year term with a two-year option from 1 April 2025 to 31 March 2028 for an annual amount of \$157,916.00 (GST inclusive).

Alternative Resolution: Moved Cr Gleeson
2025/02/021

That Council:
Awards the tender for Contract Number VP442333 for the Cleaning Contract – Public Amenities – Barcaldine for a three-year term with a two-year option from 1 April 2025 to 31 March 2028 for an annual amount of \$179,025 (GST inclusive) to Greg Balderson.

Seconded Cr Williams

Lost
3/4



**Resolution:
2025/02/022**

**Moved Cr Rogers
That Council:**

Seconded Cr Williams

- 1. Awards the tender for Contract Number VP442333 for the Cleaning Contract – Public Amenities – Barcaldine to Camelot Enterprises for a three-year term with a two-year option from 1 April 2025 to 31 March 2028 for an annual amount of \$157,916.00 (GST inclusive).**
- 2. Delegates authority to the Chief Executive Officer, in accordance with the *Local Government Act 2009*; to enter into a contract, negotiate, finalise and execute any and all matters relating to this contract with the successful tenderer.**

**Carried
4/3**

Councillors Gleeson, Williams and Chandler voted against the motion.

3.1.4 SCADA Rectification Works

Summary: This report provides Council with information to consider the submitted tenders for SCADA Rectification Works for Barcaldine Regional Council Water and Wastewater networks. The tender submission is in reference to the site audit findings and recommendations conducted by GOTO Electrical.

The scope of the site audit includes electrical, telemetry and Supervisory Control and Data Acquisition (SCADA) assets for the water and wastewater system across Barcaldine Regional Council. The recommendations have been prioritised based on the following: a) Critical Priority, b) High Priority, c) Recommended Maintenance. This process will provide Council the option to prioritise work based on the approved budget.

The open public tenders for these packages of works were requested through Council's online public tendering system, VendorPanel and VendorPanel's Marketplace. There were three submissions submitted for this package of work, one through VendorPanel and two through Marketplace. This report contains an overview of the evaluation process for these submissions.



Resolution:
2025/02/023

Moved Cr Penna
That Council:

Seconded Cr Rogers

- 1. Accept the SCADA Rectification Works with the service hourly unit rates not the lump sum cost proposed by Three C's Contracting as detailed on the tender summary below.**
- 2. In accordance with the *Local Government Act 2009* and Council's procurement policy, Council delegate authority to the Chief Executive Officer to enter into a contract, negotiate and finalise all matters in relation to the execution of the contract awarded in 1.**

Carried
7/0

Meeting agenda suspended at 9.30am, reconvened at 10.33am and returned to item 3.1.1.

Councillor Chandler declared a conflict of interest in the following report, leaving the meeting at 10.33am and returning at 11.15am, Councillor Rogers assumed the Chair.

Resolution:
2025/02/024

Moved Cr Gleeson

Seconded Cr O'Brien

That Council closes the meeting to the public in accordance with Section 254J(3)(g) of the Local Government Regulation 2012, regarding negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interest of the local government – to discuss all confidential reports (4).

Carried
6/0

The meeting was closed at 10.34am and moved into open session at 11.12am.

Resolution:
2025/02/025

Moved Cr Howard

Seconded Cr Penna

That Council reopens the meeting.

Carried
6/0



3.1.1 Flood Damage Package 20 – Coreena

Summary: *This report provides Council with information to consider the submitted tenders for Flood Damage Package 20 – Coreena. The works required are those works approved by the Queensland Reconstruction Authority (QRA) from the January 2023 flood event.*

The flood event caused significant damage to Council's road network. Following the initial period of emergency flood damage works, submissions were made to QRA for reconstruction works across the region. The works, once approved by QRA, have then been packaged up and issued for tender.

The open public tenders for these packages of works were requested through Council's online public tendering system, VendorPanel. There were four submissions submitted for this package of work. This report contains an overview of the evaluation process for these submissions.

Resolution:
2025/02/026

Moved Cr Howard
That Council:

Seconded Cr Gleeson

- 1. Accept the Flood Damage Package 20 – Coreena tender application from The Trustee for Home Creek Pastoral with a price of \$353,241.31 (excluding GST).**
- 2. In accordance with the *Local Government Act 2009* and Council's procurement policy, Council delegate authority to the Chief Executive Officer to enter into a contract, negotiate and finalise all matters in relation to the execution of the contract awarded in 1.**

Carried
6/0

3.2 DECISION REPORTS

3.2.1 Policy Review

Summary: *Councils should regularly review and update their policies as part of good governance and to ensure they are current and meet the needs*



of their operations. A number of finance related policies have been reviewed, with changes proposed to ensure the policies are current and reflective of current practices.

**Resolution:
2025/02/027**

**Moved Cr Penna
That Council:**

Seconded Cr Rogers

- 1. Adopts the following policies, replacing the previous versions:**
 - a. F022 – Internal Audit Charter.**
 - b. GO24 – Audit and Risk Committee Charter.**
 - c. F027 – Related Party Disclosure Policy.**
- 2. Rescind the following policies:**
 - d. F002 – Internal Audit Function.**
 - e. F003 – Audit Committee.**

**Carried
7/0**

3.2.2 Request for Assistance – Alpha Jockey Club

Summary:

Council has received a request for assistance from the Alpha Jockey Club to contribute in-kind assistance for Council to supply plant and equipment in the lead up to and including the day of the Alpha Races 2025.

**Resolution:
2025/02/028**

Moved Cr Howard

Seconded Cr Penna

That Council agrees to support the Alpha Jockey Club with in-kind support for the Alpha races to be held on 28 June 2025 – to the value of \$20,000.

**Carried
7/0**

3.2.3 Regional Arts Development Fund Application

Summary:

From the Community Engagement Coordinator, reporting on the Regional Arts Development Fund Assessment Outcome.

**Resolution:
2025/02/029**

Moved Cr Howard

Seconded Cr Rogers

That Council accepts the Committee recommendation to approve the application from The Silver Thimble Patchwork Group to the value of \$3,266 and no further applications received/funded until 1 July 2025.



Carried
7/0

3.2.4 Drinking Water Quality Management Plan Annual Report

Summary: *In accordance with Section 142 of the Water Supply (Safety and Reliability) Act 2008, Water Service Providers are mandated to submit an Annual Report against the Council's Drinking Water Quality Management Plan (DWQMP). This report is to be submitted to the Office of the Water Supply Regulator (Regulator) under the Department of Regional Development, Manufacturing and Water within 120 business days after the end of the financial year. The Annual Report, which was submitted on schedule, evaluates the Council's performance in supplying drinking water in alignment with the DWQMP and key performance indicators.*

Resolution:
2025/02/030

Moved Cr Howard
That Council receive and note the report.

Seconded Cr Gleeson

Carried
7/0

3.2.5 Request for Assistance – Muttaborra Stock Show

Summary: *Council has received a request for assistance from the Muttaborra Stock Show to contribute a cash donation of \$1,500 and in-kind assistance/fee waiver to an estimated value of \$2,000 for Council to grade the entry road to the Muttaborra Showground, mow and whipper snip the grounds and hire of the generator.*

Resolution:
2025/02/031

Moved Cr Gleeson
That Council agrees to support the Muttaborra Stock Show with in-kind support (only) to an estimated value of \$2,000.

Seconded Cr O'Brien

Carried
7/0



3.2.6 Change of Meeting Date for Budget Adoption

Summary: *The Budget Adoption Meeting was scheduled for Wednesday 25 June 2025 which clashes with the Australian Local Government Association National General Assembly that Council usually attends, so the meeting date was required to be changed*

Resolution: **Moved Cr O'Brien** **Seconded Cr Howard**
2025/02/032 **That the Budget Adoption Meeting be rescheduled to be held directly following the General Meeting scheduled for Wednesday 18 June 2025.**

Carried
7/0

3.2.7 Conference Attendance

Summary: *There are three upcoming conferences that require a Council decision as to which Councillors and/or Officers attend: 2025 Civic Leaders Summit, Small Business Friendly Conference 2025 and Australian Local Government Association National General Assembly.*

Resolution: **Moved Cr Penna** **Seconded Cr Howard**
2025/02/033 **That Council approve:**

- **Councillors Chandler and O'Brien and the Chief Executive Officer to attend the 2025 Civic Leaders Summit**
- **Councillors Howard and Penna to attend the Small Business Friendly Conference 2025 and**
- **Councillors Chandler, Rogers, Williams and the Chief Executive Officer to attend the Australian Local Government Association National General Assembly.**

Carried
7/0



3.2.8 Chief Executive Officer Performance Plan

Summary: *In accordance with the Chief Executive Officer (CEO) employment contract, the CEO is required to present a performance plan to Council annually. The performance plan outlines the key initiatives and activities the Council is expecting of the CEO to delivery over the coming 12 months. Additionally the performance plan provides for the method and approach to be used to review the performance each year.*

Resolution: **Moved Cr Rogers** **Seconded Cr Penna**
2025/02/034 **That Council endorse the Chief Executive Officer Performance Plan for 2025.**

Carried
7/0

Councillor O'Brien left the meeting at 12.03pm and returned at 12.06pm.

3.2.9 Country Universities Centre Memorandum of Understanding

Summary: *Barcaldine Regional Council is a party to the Country Universities Centre Remote Area Planning and Development (CUC RAPAD) Central West Queensland (CWQ). The program will see eight university study centres established across the central west with one being located in Barcaldine. To formalise this arrangement, a Memorandum of Understanding has been drafted for agreement between Council and the CUC RAPAD CWQ.*

Resolution: **Moved Cr Howard** **Seconded Cr Williams**
2025/02/035 **That Council:**
1. Agrees to the terms of the Memorandum of Understanding between Barcaldine Regional Council and Country Universities Centre RAPAD Central Western Queensland.
2. Authorise the Chief Executive Officer to finalise negotiations and signs the agreement on behalf of Council.

Carried
6/1

Councillor Penna voted against the motion.



Meeting adjourned at 12.23pm and reconvened at 12.55pm.

3.2.10 Quarter 2 Review – Annual Operational Plan

Summary: Council has adopted its Annual Operational Plan for 2024–2025 at its budget meeting in June 2024. In 2024–2025, Council is aiming to deliver 27 key business initiatives. This report provides the second quarter progress update for the end of December 2024.

Resolution:
2025/02/036

Moved Cr Penna
That Council receive and note the Quarter Two progress update of the Annual Operational Plan 2024/2025 from the Chief Executive Officer.

Seconded Cr O'Brien

Carried
7/0

3.3 FINANCE

3.3.1 Financial Performance Report

Summary: Section 204 of the Local Government Regulation 2012 requires the Chief Executive Officer to prepare a finance report to present at each monthly meeting of the local government. The financial report must state the progress that has been made in relation to the local government's budget for the period of the financial year up to a day as near as practicable to the end of the month before the meeting is held.

The purpose of the report is to meet legislative requirements and promote good financial governance by presenting the Council's budget performance for the seven months through to 31 January 2025.



Resolution:
2025/02/037

Moved Cr Gleeson
That Council receives the report by the Acting Director Corporate and Finance relating to the January year-to-date financial performance against budget.

Seconded Cr Penna

Carried
7/0

3.3.2 Capital Projects Report

Summary:

Council has adopted a Capital Works Program for 2024–2025 financial year at its budget meeting in June 2024. In 2024–2025, Council is aiming to deliver \$12.6 million of new projects along with completing a further \$2.8 million in carried forward projects from 2023–2024. This report is a progress summary of each project to the end of January 2025.

Resolution:
2025/02/038

Moved Cr O'Brien
That Council receive and note the report.

Seconded Cr Rogers

Carried
7/0

Councillor Gleeson left the meeting at 1.47pm and returned at 1.50pm.

3.4.1 General Council Business

Councillor Rogers:

- Goat Head Prickles: residents have reported an overgrowth of goat head prickles on the footpath and allotment at the corner of Coolibah and Gidgee Streets. Can we confirm if the council manages or treats this issue?
- Accessibility on Elm Street: there are concerns about accessibility for mobility scooters at the corner of Elm and Maple Streets. The concrete edging is broken and often loose, which can block access. Is there a plan to repair this area?
- Crossover near Village Green: community members have requested that a parking space between the Village Green croquet field and the bakery be designated as no standing. This would allow elderly residents using mobility scooters to cross safely during the busy tourist season.
- Tree replacement at 60 and Better Group: at the recent meeting, members expressed a desire to remove half-dead trees on the southern side of their building and replace them with citrus trees, this would improve the appearance of the area.



- Pothole on Landsborough Highway: a deep pothole on the Landsborough Highway between the weigh bridge and Sandalwood Drive has been reported as dangerous. Can we make sure that this is on the list for repair?
- Positive feedback on Stagmount Road repairs: Councillor Rogers received positive feedback from users of Stagmount Road regarding the recent repairs, particularly the filling of a hazardous hole in the crossing.
- Inter-Generational Morning at the Hospital: Councillor Rogers would like to highlight the inter-generational morning held now at the hospital every Wednesday from 9:30 to 10:30am. This initiative is beneficial for combating loneliness and fostering interaction among different age groups.
- Horse welfare on Barcaldine Common: there have been reports of a horse on Barcaldine Common with a significant leg wound. Do we have contact information for all horse owners to address such welfare issues?
- Clean-up around Barcaldine Weir: a community member inquired about plans for a clean-up around the Barcaldine Weir before the tourist season. Can we confirm if this is scheduled?
- Potholes at cemetery and Rec Park: there are requests for repairs to potholes at the entrance to the public toilets at the cemetery and at the Rec Park.
- Councillor Howard – request for the Jericho ANZAC memorial flag pole to include a New Zealand flag, we should consider and discuss an indigenous flag/flagpole as well.
- Councillor Chandler noted the DFYIT (Drug Free Youth in Town) Program which rewards young people doing well in the community and suggested a group for our region.
- Councillor O'Brien presented a steel poppy which have been made for the Returned Services graves at the Aramac and Muttaborra cemeteries and suggested the same be made for Alpha, Jericho and Barcaldine.
- Councillor Penna asked that the feedback received during the last round of community consultation/visits be tabled/presented for everyone's information. Councillors to provide venue/whereabouts for upcoming visits (if outside the halls or offices) so the community are aware.
- Councillor Penna queried whether there were any fire mitigations in place and suggested we liaise with the Rural Fire Services to lead.
- Councillor Penna queried whether there was a garden crew schedule to ensure the entries to towns and all areas are welcoming for visitors now and during the tourist season.
- Councillor Gleeson noted there were many billboards in need of repairs/replacement – Council will advise landowners and liaise with the Department of Transport and Main Roads for those on public roads.

Councillor O'Brien left the meeting at 2.09pm and returned at 2.12pm.

Councillor Howard left the meeting at 2.12pm and returned at 2.14pm.



3.5.1 Mayor's Information Report

Summary: From the Mayor, tabling his information report to Council.

Resolution: **Moved Cr Chandler**
2025/02/039 **That Council receive the report.**

Seconded Cr Gleeson

Carried
7/0

3.5.2 Chief Executive Officer's Information Report

Summary: From the Chief Executive Officer, tabling his information Report to Council.

Resolution: **Moved Cr Penna**
2025/02/040 **That the report be received and noted.**

Seconded Cr Williams

Carried
7/0

3.5.3 Director of Works Information Report

Summary: This report provides a monthly update on the activities of the Director of Works.

Resolution: **Moved Cr Howard**
2025/02/041 **That the report be received and noted.**

Seconded Cr Gleeson

Carried
7/0



3.5.4 District Managers' Report

Summary: *This report provides an update on the Council activities that have occurred over the last month in and around the Barcaldine Council District.*

Resolution: **Moved Cr Gleeson** **Seconded Cr Howard**
2025/02/042 **That Council receive the report.**

Carried
7/0

Councillor Penna left the meeting at 3.06pm and returned at 3.09pm.

3.5.5 Community Engagement Coordinator

Summary: *From the Community Engagement Coordinator, submitting her Information Report.*

Resolution: **Moved Cr Penna** **Seconded Cr Gleeson**
2025/02/043 **That Council receive the report.**

Carried
7/0

*Councillor Gleeson left the meeting at 3.13pm and returned at 3.18pm.
Councillor Williams left the meeting at 3.18pm and returned at 3.20pm.*

3.5.6 Planning and Development Report

Summary: *From the Chief Executive Officer, tabling the monthly Planning and Development Report.*

Resolution: **Moved Cr Howard** **Seconded Cr Penna**
2025/02/044 **That Council receive the report.**

Carried
6/0



3.5.7 Workplace Health and Safety Report

Summary: From the Work Health and Safety Coordinator, presenting a report on Council's Workplace Health and Safety.

Resolution:
2025/02/045

Moved Cr O'Brien
That Council receive the report.

Seconded Cr Howard

Carried
7/0

3.5.8 Environmental Health Officer Report

Summary: From the Chief Executive Officer, tabling the Environmental Health Officer Report for Councillor information.

Resolution:
2025/02/046

Moved Cr Penna
That Council receive the report.

Seconded Cr Rogers

Carried
7/0

4. Close of Meeting

As there was no further business, the Mayor declared the meeting closed at 3.28pm.

CONFIRMED AS A TRUE AND CORRECT RECORD

MAYOR -----
DATED:
