



**GLADSTONE**  
REGIONAL COUNCIL

**GENERAL MEETING MINUTES**

**HELD AT THE GLADSTONE ENTERTAINMENT CONVENTION CENTRE,  
56 GOONDOON STREET, GLADSTONE**

**On Tuesday, 15 June 2021**

**Commencing at 10.30am**

**Leisa Dowling**  
**CHIEF EXECUTIVE OFFICER**

## Table of Contents

ITEM	PAGE
<b>G/0.3.2. APOLOGIES AND LEAVE OF ABSENCE</b> .....	<b>4</b>
<b>G/0.3.3. MESSAGES OF CONDOLENCE</b> .....	<b>4</b>
<b>G/0.3.4. DECLARATION OF INTERESTS</b> .....	<b>4</b>
<b>G/1. MAYORAL STATEMENT OF CURRENT ISSUES</b> .....	<b>4</b>
<b>G/2. CONFIRMATION OF MINUTES</b> .....	<b>5</b>
G/2.1. CONFIRMATION OF GENERAL MEETING MINUTES FOR 1 JUNE 2021.....	5
<b>G/3. OFFICERS' REPORTS</b> .....	<b>6</b>
G/3.1. BUDGET AMENDMENT 2020-2021 .....	6
G/3.2. MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 26 MAY 2021 .....	7
G/3.3. 2021-22 SOLE/SPECIALISED SUPPLIERS .....	8
G/3.4. ACTIVE AND THRIVING - SPECIALISED SUPPLIER .....	11
G/3.5. TENDER 133-21 MATTHEW FLINDERS (MARINA) BRIDGE SAFETY IMPROVEMENTS.....	12
G/3.6. TENDER 206-21 SOUTH TREES WASTEWATER TREATMENT PLANT - PONDS RELINING AND ANCILLARY WORKS .....	13
G/3.7. PSA 214-21 REMOVAL OF CONCRETE STOCKPILES (BENARABY LANDFILL) .....	14
<b>G/4. DEPUTATIONS</b> .....	<b>15</b>
<b>G/5. COUNCILLORS REPORT</b> .....	<b>15</b>
<b>G/6. URGENT BUSINESS</b> .....	<b>16</b>
<b>G/7. NOTICE OF MOTION</b> .....	<b>16</b>
<b>G/8. CONFIDENTIAL ITEMS</b> .....	<b>16</b>

**Elected Members**

Councillor - Mayor M J Burnett  
Councillor G G Churchill  
Councillor K Goodluck  
Councillor R A Hansen  
Councillor D V O'Grady  
Councillor C A Trevor  
Councillor N Muszkat  
Councillor C Cameron  
Councillor D Branthwaite

**Officers**

Mrs L Dowling (Chief Executive Officer)  
Mrs R Millett (Executive Secretary)  
Mrs B Saunders (Manager Governance)  
Mr T Mienie (General Manager People Culture and Safety)  
Mr M Holmes (General Manager Finance Governance and Risk)  
Mr M Francis (General Manager Strategic Asset Performance)  
Ms C Quinn (General Manager Strategy and Transformation)  
Ms K Lee (General Manager Community Development and Events)  
Mr J Tumbers (General Manager Operations)  
Ms K Wockner (Manager Contracts and Procurement)

**G/0.3.2. APOLOGIES AND LEAVE OF ABSENCE**

Nil.

**G/0.3.3. MESSAGES OF CONDOLENCE**

Nil.

**G/0.3.4. DECLARATION OF INTERESTS**

Nil.

**G/1. MAYORAL STATEMENT OF CURRENT ISSUES**

Nil.

## **G/2. CONFIRMATION OF MINUTES**

### **G/2.1. CONFIRMATION OF GENERAL MEETING MINUTES FOR 1 JUNE 2021**

**Responsible Officer:** Chief Executive Officer

**Council Meeting Date:** 15 June 2021

**File Ref:** CM7.2

---

#### **Purpose:**

Confirmation of the minutes of the General Meeting held on 1 June 2021.

#### **Officer's Recommendation:**

That the minutes of the General Meeting of Council held on 1 June 2021 be confirmed.

#### **GM/21/4537 Council Resolution:**

Moved Cr Churchill

Seconded Cr Branthwaite

That the Officer's Recommendation be adopted.

**CARRIED**

## **G/3. OFFICERS' REPORTS**

### **G/3.1. BUDGET AMENDMENT 2020-2021**

**Responsible Officer:** General Manager Finance Governance and Risk

**General Meeting Date:** 15 June 2021

**File Ref:** FM6.1

---

#### **Purpose:**

This report seeks adoption of the Amended Budget for the Year Ended 30 June 2021.

#### **Officer's Recommendation:**

That Council adopt the Amended Budget for the Year ended 30 June 2021 in accordance with section 170 of the Local Government Regulation 2012, noting the contents of the Balance Sheet include the statement of estimated financial position for the previous 2019/2020 financial year in accordance with section 205 of the Local Government Regulation 2012.

#### **GM/21/4538 Council Resolution:**

Moved Cr Hansen  
Seconded Cr O'Grady

That the Officer's Recommendation be adopted.

**CARRIED**

## **G/3.2. MONTHLY FINANCIAL REPORT FOR THE PERIOD ENDING 26 MAY 2021**

**Responsible Officer:** General Manager Finance Governance and Risk

**Council Meeting Date:** 15 June 2021

**File Ref:** FM15.1

---

### **Purpose:**

This report seeks Council adoption of the Monthly Financial Statements for the 2020-21 year to date, for the period ended 26 May 2021.

### **Officer's Recommendation:**

That Council adopt the Monthly Financial Statements attached to the officer's report for the 2020-21 year to date, for the period ended 26 May 2021 as required under Section 204 Local Government Regulation 2012.

### **GM/21/4539 Council Resolution:**

Moved Cr Hansen  
Seconded Cr O'Grady

That the Officer's Recommendation be adopted.

**CARRIED**

### G/3.3. 2021-22 SOLE/SPECIALISED SUPPLIERS

**Responsible Officer:** General Manager Operations

**Council Meeting Date:** 15 June 2021

**File Ref:** PE1.1

---

#### **Purpose:**

This report seeks resolution from Council to make use of the provisions in section 235 of the Local Government Regulation 2012, that allows for exceptions to the requirement for written quotes or tenders.

#### **Officer's Recommendation:**

That:

1. In accordance with s235(a) of the *Local Government Regulation 2012*, Council is satisfied that the below suppliers are the only suppliers reasonably available to deliver the respective product/service for the 2021/22 financial year:

<b>Supplier</b>	<b>Relevant Product/Service</b>
ALS Limited	Sole supplier of drinking water analysis in Gladstone and the nearest competing laboratories are in Brisbane and Townsville.
Aurion Corporation Pty Ltd	Sole supplier of Aurion software used for payroll management.
Austeng Crematoria and Cemetery	Sole supplier (OEM) of Austeng crematoria service and parts for crematorium at Boyne Island Memorial Parklands
Chemwatch	Sole supplier Chemwatch software used for the storage and management of Material Safety Data Sheet (MSDS) and Safety Data Sheet (SDS).
Civica Pty Ltd	Sole supplier of Reflect and Recover software and hosting services, technical support used by Roads program Delivery for asset management and RMPC contract coordination.
Central Queensland Media Pty Ltd t/a CQ Today	Only publisher of a publication that circulates throughout Central Queensland.
Davcor Group Pty Ltd t/a Electronic Keying Australia	Sole supplier (OEM) of the electronic keys and vaults used to access Council buildings.
Ecoscope Environmental Pty Ltd	Sole supplier of NATA accredited laboratory with proximity to Gladstone and the nearest competing laboratories are in Brisbane and Townsville.
Ergon Energy	Sole supplier of electrical infrastructure in Central Queensland.
GCM Enviro Pty Ltd	Sole supplier (OEM) of landfill compactor parts.
Harbour Software	Sole supplier of Doc Assembler and Docs on Tap software currently utilized by Council.
Hastings Deering	Sole supplier (OEM) of Caterpillar machinery parts
IDEXX Laboratories Pty Ltd	Sole supplier of consumables for the IDEXX Coliart system
Infor Global Solutions (ANZ) Pty Ltd	Sole supplier for Pathway software used for managing customer service requests.
J. H. Wagner & Sons	Sole supplier of marker stones used at the Boyne Tannum Memorial Gardens.



Key Cut Services Pty Ltd	Only supplier reasonably available to Council to support EKA (electronic key services) as they are the only authorised dealer located in Gladstone and the nearest competing authorised dealer is in Brisbane.
Kvitko Holdings T/A Elevate Media	Only publisher of a publication that circulates throughout the Gladstone Region focused on the Gladstone Region (Gladstone News).
LG Solutions	Sole supplier of the LG Solutions cloud application used to collate fees and charges information as part of the annual budget process.
Mettler Toledo-Limited	Sole supplier (OEM) of weighbridge service and parts at Gladstone TS and Benaraby LF
Mottech Parkland Australia	Sole supplier of Irrinet irrigation system technology and hardware (only Australian importer and distributor).
News Limited	Only publisher of a newspaper that circulates throughout the state of Queensland focused on the state of Queensland (Courier Mail)
Origin Energy	Sole supplier of gas and gas infrastructure for GECC.
QIT Plus Pty Ltd	Sole supplier of the online platform (Guardian) used for managing disaster events under the Queensland Disaster Management Arrangements
SANZAP Pty Ltd T/A Solus Consulting	Sole supplier of the SOLUS Library App used by library members to utilise library services.
Spirac Solid Handling Solutions	Sole supplier of Spirac conveyor parts. A spirac conveyor is installed at the Tannum Sands Waste Water Treatment Plant.
Strategic Grants	Sole supplier of a grants database (GEM Portal) and management system available to Australia and New Zealand
Technology One Pty Ltd	Sole supplier of Technology One software used for the management of Council's financials, supply chain, maintenance, document management, etc.
Telstra	Sole supplier of telecommunication infrastructure in Central Queensland
Western Truck Group Pty Ltd	Sole supplier (OEM) of Volvo machinery parts

2. In accordance with s235(b) of the *Local Government Regulation 2012*, Council is satisfied to award the below list of supplier the relevant services because of the specialised or confidential nature for the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders from other suppliers for the 2021/22 financial year:

Supplier	Relevant Service
<b>Gladstone Engineering Alliance (GEA)</b>	Specialised body established to strengthen business and industry relationships within the Gladstone Region facilitating events, supply chain engagements and suppliers exclusive to businesses in the Gladstone Region.
<b>Grant Broadcasters</b>	Provider of advertising services for 4CC and Kix Country radio. The reason for specialised supplier is due to it being impractical to invite quotes for this service as selection of radio station is based on target demographic and listener base relevant to the required advertising.
<b>Institute of Public Works Engineering Australasia (IPWEA)</b>	Specialised peak association for professionals who deliver public works and engineering services to communities in Australia and New Zealand. Technical Society of Engineers Australia, providing, training, networking, on-line documents for purchase and exchange of specialist expertise.
<b>Jardine Lloyd Thompson Pty Ltd</b>	Specialists in providing insurance products and services to local government e.g. Directors and Officers Liability and Environment Impairment Liability.

<b>SEEK Limited</b>	Provider of online recruitment advertising. The reason for specialised provider is due to the connection to Aurion which allows advertisements to be automatically released on SEEK when a recruitment process in Aurion is commenced.
<b>Southern Cross Austereo</b>	Provider of advertising services for Hit FM 93.5 and Triple M radio. The reason for specialised supplier is due to it being impractical to invite quotes for this service as selection of radio station is based on target demographic and listener base relevant to the required advertising.

**GM/21/4540 Council Resolution:**

Moved Cr Goodluck  
 Seconded Cr Branthwaite

That the Officer's Recommendation be adopted.

**CARRIED**

### **G/3.4. ACTIVE AND THRIVING - SPECIALISED SUPPLIER**

**Responsible Officer:** General Manager Operations

**Council Meeting Date:** 15 June 2021

**File Ref:** PE1.1

---

#### **Purpose:**

This report seeks a resolution from Council to make use of the provisions in s235 of the *Local Government Regulation 2012* that allows for the exceptions to the requirement for written quotes or tenders. The use of this provision is sought in relation to a socially supported health and wellbeing program.

#### **Officer's Recommendation:**

That Council:

1. Resolves, in accordance with Section 235(b) of the Local Government Regulation 2012, that it is satisfied that due to the specialised nature of the services sought, My Life Health Services Pty Ltd should be engaged to provide access to the Active and Thriving platform; and
2. Authorises the Chief Executive Officer to enter into a contract with My Life Health Services Pty Ltd for access to the Active and Thriving platform as an ongoing subscription, whilst Council wishes to continue subscription.

#### **GM/21/4541 Council Resolution:**

Moved Cr O'Grady  
Seconded Cr Churchill

That the Officer's Recommendation be adopted.

**CARRIED**

## **G/3.5. TENDER 133-21 MATTHEW FLINDERS (MARINA) BRIDGE SAFETY IMPROVEMENTS**

**Responsible Officer:** General Manager Operations

**Council Meeting Date:** 15 June 2021

**File Ref:** PE1.1

---

### **Purpose:**

This report seeks resolution from Council to enter into a contract with T&C Services Pty Ltd trading as Programmed Industrial Maintenance for Matthew Flinders (Marina) Bridge Safety Improvements.

### **Officer's Recommendation:**

That Council:

1. Endorse the Tender Evaluation Panel's recommendation and accept the offer from T&C Services Pty Ltd trading as Programmed Industrial Maintenance for Tender 133-21 Matthew Flinders (Marina) Bridge Safety Improvements; and
2. Authorise the Chief Executive Officer to enter into a contract and associated contract variations within the approved budget, with T&C Services Pty Ltd trading as Programmed Industrial Maintenance for Tender 133-21 Matthew Flinders (Marina) Bridge Safety Improvements.

### **GM/21/4542 Council Resolution:**

Moved Cr Cameron

Seconded Cr Branthwaite

That the Officer's Recommendation be adopted.

**CARRIED**

## **G/3.6. TENDER 206-21 SOUTH TREES WASTEWATER TREATMENT PLANT - PONDS RELINING AND ANCILLARY WORKS**

**Responsible Officer:** General Manager Operations

**Council Meeting Date:** 15 June 2021

**File Ref:** PE1.1

---

### **Purpose:**

This report seeks resolution from Council to enter into a contract with Grycan Pty Limited as Trustee for the Blomfield Family Trust trading as Blomfield Excavations for South Trees Wastewater Treatment Plant (WWTP) – Ponds Relining and Ancillary Works.

### **Officer's Recommendation:**

That Council:

1. Endorse the Tender Evaluation Panel's recommendation and accept the offer from Grycan Pty Limited as Trustee for the Blomfield Family Trust trading as Blomfield Excavations for Tender 206-21 South Trees Wastewater Treatment Plant – Ponds Relining and Ancillary Works.
2. Authorise the Chief Executive Officer to enter into a contract and associated contract variations within the approved budget, with Grycan Pty Limited as Trustee for the Blomfield Family Trust trading as Blomfield Excavations for Tender 206-21 South Trees Wastewater Treatment Plant – Ponds Relining and Ancillary Works.

### **GM/21/4543 Council Resolution:**

Moved Cr Goodluck  
Seconded Cr O'Grady

That the Officer's Recommendation be adopted.

**CARRIED**

### **G/3.7. PSA 214-21 REMOVAL OF CONCRETE STOCKPILES (BENARABY LANDFILL)**

**Responsible Officer:** General Manager Operations

**Council Meeting Date:** 15 June 2021

**File Ref:** PE1.1

---

#### **Purpose:**

This report seeks Council's approval to enter into a contract with Stiller's Pty Ltd Trading as Stiller's Recycling under a Preferred Supplier Arrangement ('PSA') for the removal of concrete stockpiles at Benaraby Landfill.

#### **Officer's Recommendation:**

That Council:

1. Endorse the Tender Evaluation Panel's recommendation and accept the tender from Stiller's Pty Ltd Trading as Stiller's Recycling for PSA 214-21 Removal of Concrete Stockpiles (Benaraby Landfill); and
2. Authorise the Chief Executive Officer to enter into a 27-month contract with Stiller's Pty Ltd Trading as Stiller's Recycling.

#### **GM/21/4544 Council Resolution:**

Moved Cr Churchill  
Seconded Cr O'Grady

That the Officer's Recommendation be adopted.

**CARRIED**

## **G/4. DEPUTATIONS**

Nil.

## **G/5. COUNCILLORS REPORT**

Councillor Desley O'Grady mentioned the Mt Larcom Show being held this weekend (Saturday 19 June - Sunday 20 June 2021) and noted that the Santos Hot Saw Championships will be held as part of the Mt Larcom Show. Cr O'Grady further mentioned that tickets are \$15 per day or \$20 for the weekend. Cr O'Grady mentioned that the photo competition entries close this afternoon (Tuesday 15 June 2021) and the cooking entries close at 10:00am on Friday 18 June 2021.

Councillor Rick Hansen congratulated Cr O'Grady for hosting at Ecofest 2021 on Sunday 6 June 2021 and further congratulated the Council team on the event. Cr Hansen noted that the event was different to previous Ecofest events and was well done. Cr Hansen enquired if there was a feedback session for stall holders and was advised that feedback will be sought from all stall holders.

Councillor Darryl Branthwaite congratulated the Boyne Tannum Arts Business and Community Association (BTABC) on the Beach Arts Music festival held last weekend (Saturday 5 June 2021) and noted it was great to see the community atmosphere and expressed appreciation for the volunteers that make community events such as success.

Mayor Matt Burnett reaffirmed the Mt Larcom Show is being held this weekend (Saturday 19 June – Sunday 20 June 2021). Mayor Burnett mentioned that the rescheduled Brisbane to Gladstone Village will be held on Saturday 3 July and Sunday 4 July 2021 with tickets available. Mayor Burnett further mentioned that the Rosedale State School's 125 Anniversary celebration will be held on Saturday 3 July 2021 and congratulated the school on their anniversary.

**G/6. URGENT BUSINESS**

Nil.

**G/7. NOTICE OF MOTION**

Nil.

**G/8. CONFIDENTIAL ITEMS**

Nil.

There being no further business the Mayor formally closed the meeting.

**THE MEETING CLOSED AT 11:00am.**

**CERTIFICATION**

I hereby confirm that I have read the minutes and they are a true and correct record of the proceedings of the meeting. I certify that these 16 pages form the official copy of Gladstone Regional Council General Meeting Minutes of the 15 June 2021.

.....

Mayor Matt Burnett

...../...../.....

Date