MCKINLAY SHIRE COUNCIL

UNCONFIRMED MINUTES

OF THE

ORDINARY MEETING OF COUNCIL

HELD AT THE

BOARDROOM, CIVIC CENTRE
JULIA CREEK

17 May 2022

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ORDER OF BUSINESS

1. Opening
2. Attendance
3. Declaration of Conflict of Interest
4.0 Confirmation of minutes
4.1 Confirmation of minutes of Ordinary Meeting on 28 April 2022
4.2 Business Arising out of minutes of previous Meeting

5. ENGINEERING REPORT
5.1 Engineering Work Monthly Report

6. ENVIRONMENTAL & REGULATORY SERVICES REPORT
6.1 Environmental and Regulatory Services Monthly Report
6.2 Application for Permit to Occupy – 'Pony Club Paddock'
6.3 Review of Drinking Water Quality Policy
6.4 Relaxation of the standard building requirements for structures

7. COMMUNITY SERVICES REPORT
7.1 Community Services Monthly Report
7.2 Report - RADF Quick Response JCSS PC Mural
7.3 Report Sponsorship Request -Saxby Round-up
7.4 CBAS 2021-22 Report May Meeting 2022
7.5 Report Sponsorship Request - McKinlay Race Club
7.6 Report Council RADF Co-Contribution 2022-23

8. CORPORATE SERVICES REPORT
8.1 Corporate Services Monthly Report
8.2 Revocation of Policies
8.3 Fraud Management
8.4 Report 2021-2022 3rd Qtr Review

9. CHIEF EXECUTIVE OFFICERS REPORT
9.1 Chief Executive Officers Monthly Report

10. WORKPLACE HEALTH AND SAFETY
10.1 Workplace Health and Safety

11. CLOSE

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1. OPENING BUSINESS ▲

All Councillors having signed the Attendance Book, Mayor Philip Curr declared the meeting open at 09:05am.

2. ATTENDANCE ▲

Mayor: Cr. P Curr

Members: Cr. J Fegan, Cr. S Royes (teleconference), Cr. T Pratt, Cr. J Lynch (teleconference)

Staff:
Chief Executive Officer, Mr. Trevor Williams
Director of Corporate & Community Services, Ms. Tenneil Cody
Director of Engineering, Environment and Regulatory Services, Mr. Cameron Scott
Environmental Regulatory Services, Team Leader, Ms. Megan Pellow

Apologies: Executive Assistant, Melissa Mussig

Appointments: Nil

3. DECLARATION OF CONFLICT OF INTEREST ▲

1. I Cr. P Curr inform this meeting that I have a declarable conflict of interest in this matter (as defined in section 150EN of the Local Government Act 2009). The nature of my interest is as follows:

This declarable conflict of interest arises because a person who is a related party of mine has an interest in this matter reference item *6.2 Application for Permit to Occupy – 'Pony Club Paddock.'*

Particulars:
(i) Name of related party: Jennifer Heslin
(ii) The nature of my relationship with this related party is Jennifer is my sister
(iii) The nature of the related party's interests in this matter is that she stands to gain access to public land.
I propose to leave and stay away from the meeting while this matter is discussed and voted on.

and

2. I Cr. S Royes inform this meeting that I have a declarable conflict of interest in this matter (as defined in section 150EN of the Local Government Act 2009) as follows*: -

This declarable conflict of interest arises with 6.*2 Application for Permit to Occupy – 'Pony Club Paddock'* as I am the President of the Julia Creek Pony Club.

I propose to leave and stay away from the meeting while this matter is discussed and voted on.

and

3. I Cr. P Curr inform this meeting that I have a declarable conflict of interest in this matter (as defined in section 150EN of the Local Government Act 2009) as follows*: -

This declarable conflict of interest arises with *7.3 Report Sponsorship Request-Saxby Round-up* as I am a committee member.

I propose to leave and stay away from the meeting while this matter is discussed and voted on.

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4. CONFIRMATION OF MINUTES ▲

4.1 Confirmation of Minutes

Confirmation of Minutes of the Ordinary Meeting of Council held on 28th April 2022.

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on 28th April 2022 be confirmed.

Resolution No. 229/2122

That the Minutes of the Ordinary Meeting of Council held on 28th April 2022 be confirmed.

Moved Cr. J Lynch Seconded Cr. S Royes

CARRIED 5/0

4.3 BUSINESS ARISING FROM PREVIOUS MINUTES ▲

Nil

5. ENGINEERING SERVICES ▲

5.1 Engineering Works Report

This report outlines the general activities for the Engineering Department for the month of April 2022.

RECOMMENDATION

That Council receives the Engineering Services monthly report for April 2022.

Resolution No. 230/2122

That Council receives the Engineering Services monthly report for April 2022.

Moved Cr. T Pratt Seconded Cr. J Fegan

CARRIED 5/0

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6. ENVIRONMENTAL AND REGULATORY SERVICES ▲

6.1 Environmental and Regulatory Services Report

This report outlines the general activities, revenue and expenditure for the department for the period April 2022.

RECOMMENDATION

That Council receives the April 2022 Environmental and Regulatory Services Report.

Resolution No. 231/2122

Council receives the April 2021 Environmental and Regulatory Services Report.

Moved Cr. J Fegan Seconded Cr. T Pratt

CARRIED 5/0

Attendance – Having declared a conflict of interest in item 6.2 Application for Permit to Occupy – 'Pony Club Paddock', Cr. Philip Curr and Cr. Shauna Royes left the meeting at 09:17am.

Cr. J Fegan assumed position of Chair of meeting

6.2 Application for Permit to Occupy – 'Pony Club Paddock'

Council has received correspondence from Connie Navarro Legal acting on behalf of Jennifer Mary Heslin requesting Council's support for an application for a Permit to Occupy over part of the 'Pony Club Paddock' located over a section of a primary stock route.

RECOMMENDATION

That Council resolves to advise Connie Navarro Legal that Council, as Road Manager, does not consent to the application made by Jennifer Mary Heslin for a Permit to Occupy over part of the 'Pony Club Paddock' located over a section of a primary stock route.

Resolution No. 232/2122

That Council resolves to advise Connie Navarro Legal that Council, as Road Manager, does not consent to the application made by Jennifer Mary Heslin for a Permit to Occupy over part of the 'Pony Club Paddock' located over a section of a primary stock route.

Moved Cr. T Pratt Seconded Cr. J Lynch

CARRIED 3/0

Attendance - Cr P Curr & Cr S Royes re-joined the meeting at 9:22am

Cr P Curr resumed position as Chair of the meeting.

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6.3 Review of Drinking Water Quality Policy

This report makes recommendation to Council for the adoption of the revised Drinking Water Quality Policy.

RECOMMENDATION

That Council adopts the Drinking Water Quality Policy version 2.0 as presented

Resolution No. 233/2122

That Council adopts the Drinking Water Quality Policy version 2.0 as presented

Moved Cr. J Fegan Seconded Cr. P Curr

CARRIED 5/0

6.4 Relaxation of the standard building requirements for structures – 45 Goldring Street

McKinlay Shire Council has received correspondence from Shayne Gabbert requesting a relaxation of Council's building requirements for the construction of a shed and veranda at 45 Goldring Street.

RECOMMENDATION

That Council responds to relaxation request made by Shayne Gabbert and advise him that the Council grants a relaxation permit to erect a veranda and shed on 45 Goldring Street on the following conditions;

1. The Property owners need to ensure that roof water and stormwater drainage systems comply with AS/NZS 3500.3:2003 Plumbing and Drainage Part 3: Stormwater Drainage and that no additional overland or artificial stormwater flows enter the adjoining properties.

2. 14 days before commencing work, submit to the owners and occupants of the adjoining properties- a written notice of intention to commence work and a description of the type and extent of work that may affect the adjoining property.

3. Encroachments- before commencing any works advise the owners and occupants of the adjoining properties by written notice of intention to encroach if the Works reveals encroachments of adjoining property to the site; or existing site structures on to adjoining properties.

4. The property owner is responsible to ensure that works undertaken do not impact on Council's Sewerage network.

Resolution No. 234/2122

That Council responds to relaxation request made by Shayne Gabbert and advise him that the Council grants a relaxation permit to erect a verandah and shed on 45 Goldring Street on the following conditions;

1. The Property owners need to ensure that roof water and stormwater drainage systems comply with AS/NZS 3500.3:2003 Plumbing and Drainage Part 3: Stormwater Drainage and that no additional overland or artificial stormwater flows enter the adjoining properties.

2. 14 days before commencing work, submit to the owners and occupants of the adjoining properties- a written notice of intention to commence work and a description of the type and extent of work that may affect the adjoining property.

3. Encroachments- before commencing any works advise the owners and occupants of the adjoining properties by written notice of intention to encroach if the Works reveals encroachments of adjoining property to the site; or existing site structures on to adjoining properties.

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4. The property owner is responsible to ensure that works undertaken do not impact on Council's Sewerage network.

Moved Cr. J Lynch Seconded Cr. T Pratt

CARRIED 5/0

Attendance - Environmental Regulatory Services, Team Leader, Ms. Megan Pellow left the meeting at 9:25am

7. COMMUNITY SERVICES ▲

7.1 Community Services Monthly Report

Council is presented with the monthly Community Services report, which provides an overview of the operations for the month of April 2022.

RECOMMENDATION

That Council receives the Community Services monthly report for April 2022.

Resolution No. 235/2122

That Council receives the Community Services monthly report for April 2022.

Moved Cr. J Fegan Seconded Cr. T Pratt

CARRIED 5/0

7.2 RADF Quick Response Application Julia Creek Primary P&C Association

Council has been actively advertising three separate funding rounds throughout 2021/22 as well as an option for local organisations to submit 'Quick Response' applications for a maximum of $5,000. Council has received a Quick Response Application from the Julia Creek Primary P&C Association for an indigenous mural project at Julia Creek State School. All applications were distributed to the RADF Committee for their assessment and members subsequently approved the project.

RECOMMENDATION

Council resolves to approve the Quick Response application from Julia Creek Primary P&C Association for $2,200 to support an indigenous mural project at Julia Creek State School as per the recommendation from the RADF Committee.

Resolution No. 236/2122

Council resolves to approve the Quick Response application from Julia Creek Primary P&C Association for $2,200 to support an indigenous mural project at Julia Creek State School as per the recommendation from the RADF Committee.

Moved Cr. T Pratt Seconded Cr. J Lynch

CARRIED 5/0

Attendance – Having declared a conflict of interest in item 7.3 Community Sponsorship Request – Saxby Round Up, Cr. Philip Curr left the meeting at 09:39am.

Cr. J Fegan assumed position of Chair of meeting

7.3 Community Sponsorship Request – Saxby Round Up

Council has received a Community Sponsorship Request from Saxby Round-Up for a $5,000 cash contribution to assist with covering the costs of paying a contractor for the hire of a water truck for their 2022 event.

RECOMMENDATION

Council resolves to approve the Community Sponsorship Request for Saxby Round-Up for a cash contribution of $5,000 to assist with covering costs of hiring a water truck for the 2022 event.

Resolution No. 237/2122

Council resolves to approve the Community Sponsorship Request for Saxby Round-Up for a cash contribution of $5,000 to assist with covering costs of hiring a water truck for the 2022 event.

Moved Cr. S Royes Seconded Cr. J Lynch

CARRIED 4/0

Cr P Curr rejoined the meeting at 9:41am and resumed position as Chair of the meeting

7.4 Community Benefit Assistance Scheme 2021/22

The Community Benefit Assistance Scheme for 2021/22 has been advertised throughout the year seeking applications from local not-for-profit groups for assistance with equipment, infrastructure or volunteer support. Grants are available as dollar-for-dollar contributions with the group and Council co-contributing to the specific project. A total of three (3) applications were received from Sedan Dip Sports & Recreation Inc, McKinlay Shire Cultural Association and Julia Creek Isolated Children's Parents Association.

RECOMMENDATION

That Council fund local organisations the following amounts under the Community Benefit Assistance Scheme program:

- Sedan Dip Sports & Recreation Inc - $3,000 for a new PA Speaker System
- McKinlay Shire Cultural Association - $2,433.08 for a Digital Arts Whiteboard and Computer
- Julia Creek ICPA - $1,000 for volunteer support in attending 2022 State Conference

Resolution No. 238/2122

That Council fund local organisations the following amounts under the Community Benefit Assistance Scheme program:

- Sedan Dip Sports & Recreation Inc - $3,000 for a new PA Speaker System
- McKinlay Shire Cultural Association - $2,433.08 for a Digital Arts Whiteboard and Computer
- Julia Creek ICPA - $1,000 for volunteer support in attending 2022 State Conference

Moved Cr. S Royes Seconded Cr. T Pratt

CARRIED 5/0

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7.5 Sponsorship Request – McKinlay Race Club

Council has received a Community Sponsorship Request from McKinlay Race Club for a cash contribution of $4,630 plus the use of Council's 24 seater bus. This sponsorship will assist the club with running their annual race meeting and help to cover the costs of the ambulance, children's entertainment, live music for the event and to help transport patrons to and from the racetrack to the Walkabout Creek Hotel.

RECOMMENDATION

Council resolves to approve the Community Sponsorship Request for McKinlay Race Club for a $4,630 cash donation and the use of Council's 24 seater bus to cover costs associated with an ambulance, children's entertainment, live music and transport patrons to and from the racetrack.

Resolution No. 239/2122

Council resolves to approve the Community Sponsorship Request for McKinlay Race Club for a $5,000 cash sponsorship to cover costs associated with an ambulance, children's entertainment and live music.

Moved Cr. J Fegan Seconded Cr. J Lynch

CARRIED 5/0

7.6 McKinlay Shire Council RADF co-contribution 2022/23

Council has been liaising with Arts Queensland to finalise available funding for the Regional Arts Development Fund in 2022/23 which is essential to allow Council to support community arts and cultural workshops and activities. Arts Queensland are currently in the process of altering the RADF application process from yearly applications to a multi-year application process to simplify the procedure for all parties involved. The roll out of this new process is expected to take some time to complete and as a result, organisations will receive the same amount received in 2021/22 to deliver projects in 2022/23. Council will be allocated a total of $20,000 through the program and as per the guidelines is required to match 10% of the requested amount.

RECOMMENDATION

Council resolves to contribute $2,000 to the 2022/23 RADF Program to support community arts and cultural projects.

Resolution No. 240/2122

Council resolves to contribute $2,000 to the 2022/23 RADF Program to support community arts and cultural projects.

Moved Cr. P Curr Seconded Cr. T Pratt

CARRIED 5/0

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8. CORPORATE SERVICES ▲

8.1 Corporate Services Report

The Corporate Services Report as of April 2022 which summarises the financial performance and position is presented to Council.

RECOMMENDATION

That Council receives the monthly Corporate Services Report for the period ending April 2022.

Resolution No. 241/2122

That Council receives the monthly Corporate Services Report for the period ending April 2022.

Moved Cr. J Lynch Seconded Cr. S Royes

CARRIED 5/0

8.2 Revocation of Policies

Council is presented with this report seeking to rescind the Funeral Costs Policy with a view to reviewing and adopting a policy which more aligns with Council's strategic vision and goals and current practices.

RECOMMENDATION

That Council revokes policy titled Funeral Costs Policy.

Resolution No. 242/2122

That Council revokes policy titled Funeral Costs Policy.

Moved Cr. J Fegan Seconded Cr. T Pratt

CARRIED 5/0

8.3 Fraud Management

Council is presented with Fraud Policy, Fraud Control Plan, Fraud Investigation Procedure and Fraud Monitoring and Evaluation Procedure which will assist Council to prevent and detect fraud in the organisation.

RECOMMENDATION

That Council adopts the Fraud Policy, Fraud Control Plan Fraud Investigation Procedure and Fraud Monitoring and Evaluation Procedure version 1.2 as presented.

Resolution No. 243/2122

That Council adopts the Fraud Policy, Fraud Control Plan Fraud Investigation Procedure and Fraud Monitoring and Evaluation Procedure version 1.2 as presented.

Moved Cr. S Royes Seconded Cr. J Fegan

CARRIED 5/0

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8.4 Third Quarter Review of the 2021-2022 Operational Plan

In accordance with section 174 (3) of the Local Government Regulation 2012, a written assessment of Council's progress towards implementing the annual operational plan for the quarter January to March 2022 is presented to Council.

RECOMMENDATION

That Council accepts the third quarter review of the 2021-2022 Operational Plan.

Resolution No. 244/2122

That Council accepts the third quarter review of the 2021-2022 Operational Plan.

Moved Cr. P Curr Seconded Cr. J Fegan

CARRIED 5/0

9. CHIEF EXECUTIVE OFFICER ▲

9.1 Chief Executive Officer's Report to Council

In addition to the information provided below, a verbal update will be given on current matters headlined in the body of the report which have arisen from the Office of the Chief Executive Officer.

RECOMMENDATION

That Council receive and note the report from the Chief Executive Officer for the period ending 13th May 2022 except where amended or varied by separate resolution of Council.

Resolution No. 245/2122

That Council receive and note the report from the Chief Executive Officer for the period ending 13th May 2022 except where amended or varied by separate resolution of Council.

Moved Cr. T Pratt Seconded Cr. J Lynch

CARRIED 5/0

1. **Establishment of a Cotton Gin in Julia Creek**

A verbal update to be provided on discussions held since the last Council Meeting, and the next steps moving forward.

RECOMMENDATION

For Council Information

2. SES Support Grant for Upgrading SES Headquarters

Council has been successful in our application under the SES Support Grant to Upgrade the SES Headquarters. A verbal update to be provided by the CEO and Cr. Royes on the proposed work to be undertaken with the grant funding.

RECOMMENDATION

For Council Information

3. Current Staff Movements

A verbal update will be provided on current staff recruitment campaigns.

RECOMMENDATION

For Council Information

4. **Round 2 of the Regional Connectivity Program**

Council received advice that we have been successful in our application to upgrade internet services by the provision of nbn fibre to the door in Julia Creek.

The nbn will provide more information after the Federal Election.

RECOMMENDATION

For Council information

5. Certified Agreement Negotiations

Verbal update to be provided

RECOMMENDATION

For Council Information

6. **Report on NWQROC Meeting held at Mt Surprise 5-6 May 2022**

Cr. Lynch and I attended the NWQROC meeting held at Mt. Surprise on 5-6th May 2022 and will provide an update to Council from the meeting.

RECOMMENDATION

For Council Information

10. WORKPLACE HEALTH AND SAFETY ▲

10.1 Workplace Health and Safety

This report outlines the general status of Work Health and Safety at McKinlay Shire Council for the period of April 2022.

RECOMMENDATION

That Council receives the April 2022 WHS Report.

Resolution No. 246/2122

That Council receives the April 2022 WHS Report.

Moved Cr. J Fegan Seconded Cr. P Curr

CARRIED 5/0

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General Business – Councillor Requests

Cr J Fegan

- Kitchen Table My Health Care – will be discussed following the CAN meeting to be held on 3rd June 2022. Office of Rural and Remote Health. Encourage Councillors to review the website *Access My Health Care.*
- LANA – Local Area Needs Assessment. Virtual meeting being held today for community engagement. Further, expressed an interest to be on the Steering Committee however was unsuccessful.
- MITEZ – Attended informal meeting held in Townsville. Board to make appointment of new CEO in coming weeks.

Cr J Lynch

- Next meeting request for an update on sewage treatment plant

Cr T Pratt

- Number of signage down in Southern parts of the shire following recent winds/storm activity
- Road damage from flooding event, when is possibility of repairs to commence.
- Floodway Crossing at Beeantha – follow up with regard to possible repairs or design change.
- Grid approaches scoured out on the Bunda/Pelham road following 7-8 inches of recent rain

11. CLOSURE OF MEETING ▲

The Chair of the meeting Mayor Philip Curr declared the meeting closed at 11:18am.

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