



MCKINLAY SHIRE COUNCIL

CONFIRMED MINUTES

OF THE

ORDINARY MEETING OF COUNCIL

HELD AT THE

BOARDROOM, CIVIC CENTRE
JULIA CREEK

18th March 2025

ORDER OF BUSINESS

1. Opening
2. Attendance
3. Declaration of Conflict of Interest
4. Confirmation of Minutes
- 4.1 Minutes of Ordinary Meeting 17th February 2025
5. **ENGINEERING SERVICES REPORT**
 - 5.1 Engineering Services Monthly Report
6. **ENVIRONMENTAL & REGULATORY SERVICES REPORT**
 - 6.1 Environmental and Regulatory Services Monthly Report February 2025
7. **COMMUNITY SERVICES REPORT**
 - 7.1 Community Services Monthly Report February 2025
 - 7.2 Active Community Policy Review
 - 7.2.1 Active Community Policy V3.2
 - 7.3 VP439207 Council Housing Design and Construction Tender
8. **CORPORATE SERVICES REPORT**
 - 8.1 Corporate Services Report February 2025
 - 8.2 Councillors' Portfolio System Policy Review
 - 8.2.1 Councillors' Portfolio System and Protocols V4.0
 - 8.3 Local Government Remuneration Commission Report
 - 8.3.1 Local Government Remuneration Commission Report 2024
 - 8.4 Quarterly Review Operational Plan and Capital Works 2024-2025
 - 8.4.1 Operational Plan 2024-2025 Review
 - 8.5 Mid Year Amended Budget 2024-2025
 - 8.5.1 Amended Budget Financial Statements
 - 8.5.2 Proposed Amended Operational Budget 2024-2025
 - 8.5.3 Proposed Amended Capital Works Budget 2024-2025
 - 8.5.4 Operational Plan 2024-2025 Version 2
9. **CHIEF EXECUTIVE OFFICERS REPORT**
 - 9.1 CEO Report to Council Meeting February 2025
10. **WORKPLACE HEALTH AND SAFETY**
 - 10.1 WHS&R Report February 2025
11. **GENERAL BUSINESS**
12. **CLOSE**

1. OPENING BUSINESS

All Councillors having signed the Attendance Book, Mayor Janene Fegan declared the meeting open at 8:30am.

2. ATTENDANCE

Mayor: Cr. J Fegan

Members: Cr. S Royes , Cr. L Spreadborough ,Cr. J Lynch ,Cr. F Malone

Staff:

Chief Executive Officer, Mr. Trevor Williams

Director of Engineering, Environment and Regulatory Services, Mr. Cameron Scott

Director of Corporate and Community Services, Ms. Tenneil Cody

Team Leader, Environmental and Regulatory Services, Mr. Jason Brady

Attendance - Cr J. Lynch left the meeting room at 8:30am and re-entered at 8:31am.

2.1 Appointments:

NIL

3. DECLARATION OF CONFLICT OF INTEREST

NIL

4. CONFIRMATION OF MINUTES

4.1 Confirmation of Minutes

Confirmation of Minutes of the Ordinary Meeting of Council held on the 17th February 2025 be confirmed.

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on 17th February 2025 be confirmed.

Resolution No. 156 /2425

Minutes of the Ordinary Meeting of Council held on 17th February 2025 be confirmed.

Moved Cr L. Spreadborough

Seconded

Cr S. Royes

CARRIED 5/0

5. ENGINEERING REPORT

5.1 Engineering Services Report

This report outlines the general activities for the Engineering Department for the month of February 2025

RECOMMENDATION

That Council receives the Engineering Services monthly report for February 2025.

Resolution No. 157/2425

Council receives the Engineering Services monthly report for February 2025.

Moved

Cr. S. Royes

Seconded

Cr. L. Spreadborough

CARRIED 5/0

6. ENVIROMENTAL 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 February 2025.

RECOMMENDATION

That Council receives the February 2025, Environmental and Regulatory Services Report.

Resolution No. 158/2425

That Council receives the February 2025 Environmental and Regulatory Services Report.

Moved

Cr F. Malone

Seconded

Cr J. Lynch

CARRIED 5/0

7. COMMUNITY SERVICES REPORT

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 February 2025.

RECOMMENDATION

That Council receives the Community Services monthly report for February 2025.

Resolution 159/2425

Council receives the Community Services monthly report for February 2025.

Moved Cr S. Royes Seconded Cr L. Spreadborough

CARRIED 5/0

7.2 Active Community Policy Review

Council approved and implemented the Active Community Policy v3.1 in December 2021. This policy has been reviewed, updated and presented to Council for adoption.

RECOMMENDATION

That Council adopt the Active Community Policy v3.2 as presented.

Resolution 160/2425

Council adopt the Active Community Policy V3.2 as presented

Moved Cr J. Lynch Seconded Cr F. Malone

CARRIED 5/0

7.3 VP439207 Council Housing Design and Construction Tender

Council has been allocated funding through Works for Queensland 2024 – 2027 to undertake the construction of new staff housing in the form of 2 x 2-bedroom units and 1 x 3-bedroom house. Council engaged Peak Services to complete project management and the procurement phase of the project. A public tender was opened through VendorPanel (VP 439207) and a total of five (5) responses were received at the closing date of February 18 2025.

RECOMMENDATION

It is recommended that Council resolves to:

- a) Accept Bay Investments Pty Ltd Trading as Oly Homes as preferred contractor for contract VP439207 and;
- b) In accordance with the Local Government Act 2009, Council delegate authority to the Chief Executive Officer to enter into a contract, negotiate, finalise and execute any and all matters associated with or in relation to the contract subject to Council's existing procurement policies and practices and;
- c) Note the submitted amount for Bay Investments Pty Ltd Trading as Oly Homes Pty Ltd for Contract VP439207 is \$1,704,902 (excl GST).

Resolution 161/2425

Council resolves to:

- 1) Accept Bay Investments Pty Ltd Trading as Oly Homes as preferred contractor for contract VP439207 and;
- 2) In accordance with the Local Government Act 2009, Council delegate authority to the Chief Executive Officer to enter into a contract, negotiate, finalise and execute any and all matters associated with or in relation to the contract subject to Council's existing procurement policies and practices and;
- 3) Note the submitted amount for Bay Investments Pty Ltd Trading as Oly Homes Pty Ltd for Contract VP439207 is \$1,704,902 (excl GST).

Moved

Cr L. Spreadborough

Seconded

Cr J. Lynch

CARRIED 5/0

8. CORPORATE SERVICES**8.1 The Corporate Services Report**

The Corporate Services Report as of 28th February 2025 which summarises the financial performance and position is presented to Council.

RECOMMENDATION

That Council receives the monthly Corporate Services Report for the period ending 28th February 2025.

Resolution No. 162/2425

Council receives the monthly Corporate Services Report for the period ending 28th February 2025.

Moved

Cr S. Royes

Seconded

Cr F. Malone

CARRIED 5/0

8.2 Councillors' Portfolio System Policy Review

Council established a policy document, Councillor's Portfolio System & Protocols to detail how the portfolio system works and details the portfolios of each Councillor. Following recent discussions between the Mayor and Councillors, a proposed change to the distribution of portfolios between Councillors is recommended.

RECOMMENDATION

The Policy for the Councillor's Portfolio System and Protocols version 4.0 be adopted as presented, noting the changes in portfolios for Cr Lynch and Cr Spreadborough.

Resolution No. 163/2425

Council adopt the Councillor's Portfolio System and Protocols version 4.0 as presented

Moved

Cr J. Fegan

Seconded

Cr F. Malone

Council accepts the mid-year review (quarter one and two) of the 2024-2025 Operational Plan and Capital Works Program.

Moved

Cr L. Spreadborough

Seconded

Cr S. Royes

CARRIED 5/0

8.5 Mid Year Amended Budget 2024-2025

In accordance with section 170 (3) and (4) of the Local Government Regulation 2012 (Regs), Council may by resolution, amend the budget for a financial year at any time before the end of the financial year. The budget must continue to comply with section 169 of the Local Government Regulation 2012 in order for the amendment to take effect.

In accordance with the above sections an amended 2024-2025 Budget is presented for Council's consideration.

RECOMMENDATION

Pursuant to section 94 of the Local Government Act 2009 and sections 169 and 170 of the Local Government Regulation 2012, Council's Amended Budget for the 2024/2025 financial year, incorporating:

- i. The statements of Comprehensive Income;*
- ii. The Statement of Financial Position;*
- iii. The Statement of Cash Flow;*
- iv. The Statements of Changes in Equity;*
- v. The long-term financial forecast;*
- vi. The relevant measures of financial sustainability; and*
- vii. Capital Works Program for 2024/2025 financial year.*
- viii. 2024-2025 Operational Plan Version 2*

as tabled, be adopted.

Resolution No. 166/2425

Pursuant to section 94 of the Local Government Act 2009 and sections 169 and 170 of the Local Government Regulation 2012, Council's Amended Budget for the 2024/2025 financial year, incorporating:

- i. The statements of Comprehensive Income;
- ii. The Statement of Financial Position;
- iii. The Statement of Cash Flow;
- iv. The Statements of Changes in Equity;
- v. The long-term financial forecast;
- vi. The relevant measures of financial sustainability; and
- vii. Capital Works Program for 2024/2025 financial year.
- viii. 2024-2025 Operational Plan Version 2

as tabled, be adopted.

Moved

Cr J. Fegan

Seconded

Cr J. Lynch

CARRIED 5/0

9. CHIEF EXECUTIVE OFFICER

9.1 Chief Executive Officer's Report

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 10th March 2025 except where amended or varied by separate resolution of Council.

Resolution No. 167/2425

That Council receive and note the report from the Chief Executive Officer for the period ending 10th March 2025 except where amended or varied by separate resolution of Council.

Moved Cr L. Spreadborough Seconded Cr S. Royes

CARRIED 5/0

1. Meetings with External Organizations in December

The Mayor and CEO will meet with Brad Hirn (DTMR TransLink Division) on March 11 to discuss the Julia Creek rail facility, and the Minister for Resources to discuss the Kynuna Rodeo Grounds and the Kynuna dump land tenure issues. The Mayor and CEO will meet with Brent Sweeney (Outback Futures) and Ben McInerney (AIC Mines) on March 18 to discuss a mental health first aid project. The Mayor and CEO will meet with Caroline Wilkins from EMM Consulting on March 19 to discuss the Julia Creek/Richmond Critical Minerals Zone Development. The Mayor and CEO (and any interested councilors) will attend the first Mitez meeting in Mount Isa on March 20.

Recommendation:

For Council Information

2. LGAQ Resources Councils Roundtable

The LGAQ has rescheduled the Resources Council Roundtable from March to the 9th and 10th April in Brisbane. This meeting will provide the opportunity for councils with resources experience and newer resources councils to share experiences and learnings.

It is recommended Council approves Cr. Fegan to attend the Resources Councils Roundtable in Brisbane on 9th to 10th April. Attendance at the roundtable will be funded from the councilor conference budget.

Recommendation:

Council approves the attendance of Cr. Fegan to the Resources Councils Roundtable in Brisbane from April 9th to 10th.

Resolution No. 168/2425

Council approves the attendance of Cr. Fegan to the Resources Councils Roundtable in Brisbane from April 9th to 10th.

Moved Cr S. Royes Seconded Cr L. Spreadborough

CARRIED 5/0

3. Appointment of Acting CEO During CEO Leave from 17th to 25th April 2025 and 28th July to 8th August 2025

In the absence of the CEO on Leave commencing 17th April – 25th April 2025 and 28th July to 8th August 2025 it is desired that Council appoints an acting CEO.

Recommendation:

Council appoints Ms. Tenneil Cody as Acting CEO from 17th - 25th April 2025 and 28th July to 8th August 2025.

Resolution No. 169/2425

Council appoints Ms. Tenneil Cody as Acting CEO from 17th - 25th April 2025 and 28th July to 8th August 2025

Moved Cr S. Royes Seconded Cr J. Lynch

CARRIED 5/0

4. NWQROC Meeting April 2-3

The NWQROC is holding its next meeting in Brisbane from the 2nd to 3rd April. It is recommended Council approves Cr. Fegan to attend the meeting.

Recommendation:

Council approves the attendance of Cr J. Fegan to the NWQROC meeting in Brisbane from 2nd April to 3rd April 2025.

Resolution No. 170/2425

Council approves the attendance of Cr J. Fegan to the NWQROC meeting in Brisbane from 2nd April to 3rd April 2025.

Moved Cr S. Royes Seconded Cr L. Spreadborough

CARRIED 5/0

5. LGAQ Biosecurity Exercise in Karumba 14 May 2025

The LGAQ and Carpentaria Shire and the NWQROC are hosting a Biosecurity Peacetime Exercise in Karumba on Wednesday 14th May 2025.

The Peacetime Exercise is intended to achieve the following outcomes:

1. Better understand how Queensland's disaster management frameworks can support a biosecurity response to an exotic animal disease
2. Expand understanding on how key stakeholders will work together under existing frameworks in responding to such an event
3. Determine whether there are any barrier/gaps that need to be resourced into the future.

It is recommended Council approve Cr. Spreadborough attend the biosecurity exercise in Karumba on 14th May 2025.

Recommendation:

Council approves the attendance of Cr L. Spreadborough to attend the Biosecurity Peacetime Exercise in Karumba on 14th May 2025.

Resolution No. 171/2425

Council approves the attendance of Cr L. Spreadborough to attend the Biosecurity Peacetime Exercise in Karumba on 14th May 2025.

Moved Cr J. Fegan Seconded Cr F. Malone

CARRIED 5/0

10. WORKPLACE HEALTH AND SAFETY

10.1 WHS&R Report February 2025

This report has been further developed from past months and outlines Work Health and Safety performance results and actions for the period of February 2025.

There has been continued efforts in the safety system project which is improving organisational compliance with increased workplace toolboxes & inspections, convening of the Health & Safety committee with members from across the organisation, and the further development of Systematic controls such as Safe Work Method statements, operational procedures and workplace awareness.

RECOMMENDATION

That Council receives the February 2025 WHS Report.

Resolution No. 172/2425

That Council receives the February 2025 WHS Report.

Moved Cr J. Lynch Seconded Cr S. Royes

CARRIED 5/0

11. GENERAL BUSINESS

11.1 General Business

Cr L. Spreadborough

- Assisted the CEO review Southern Gulf work package at Cloncurry River.
- General community liaison and communications

Cr F. Malone

- Participated in Clean-up Australia Day initiative in Kynuna
- Attended Women of the West event
- Went on a famil in the Shire of Stock Route bore
- Attended CAN meeting
- Participated in follow up discussions with the Koa People regarding the Kynuna Rodeo Grounds

Cr L. Lynch

- Nil to report
- Currently travelling between Julia Creek and Townsville with focus to be in Julia Creek for Council Meetings

Cr S. Royes

- Meetings attended include, CAN, PHN.

Cr J. Fegan

- Extend invitation to Middle School students to attend next Council meeting
- Provided an update on Chamber of Commerce survey noting 26 responses received to date
- Country Roads Connect Program
- Koa People meeting update
- Community Newsletter

11. CLOSURE OF MEETING

The Chair of the meeting Mayor Cr. Janene Fegan declared the meeting closed at 10:31am.

A handwritten signature in cursive script, appearing to read 'Fegan', is written in black ink.