



MCKINLAY SHIRE COUNCIL

UNCONFIRMED MINUTES

OF THE

ORDINARY MEETING OF COUNCIL

HELD AT THE

BOARDROOM, CIVIC CENTRE JULIA CREEK

15th September 2026

ORDER OF BUSINESS

- 1..Opening
2. Attendance
- 2.1 Appointment
- 3.Declaration of Conflict of Interest
- 4.Confirmation of Minutes
- 4.1 Confirmation of Minutes of Ordinary Meeting 18th August 2026
- 4.2 Confirmation of Minutes of Special Meeting 08th September 2026

5. ENGINEERING REPORT

- 5.1 Engineering Services Monthly Report
- 5.2 Disposal of Plant & Machinery

6. ENVIRONMENTAL & REGULATORY SERVICES REPORT

- 6.1 Environmental and Regulatory Services Monthly Report

7. COMMUNITY SERVICES REPORT

- 7.1 Community Services Monthly Report
- 7.2 RADF Quick Response Application
- 7.3 Report Sponsorship Request - Julia Creek Pony Club
- 7.4 Seniors Living Units Pet Policy Review

8. CORPORATE SERVICES REPORT

- 8.1 Corporate Services Report
- 8.2 Council to CEO – Delegations Register – All Legislation/Registers
- 8.3 Child Safe Policy Suite Implementation
- 8.4 Council Briefing Sessions Policy Review
- 8.5 Council Legal Assist Defamation Policy Review
- 8.6 Dealing with Complaints involving the Public Official Policy Review
- 8.7 Expenses and Reimbursement Policy Review
- 8.8 Human Rights Policy Review
- 8.9 Information Privacy Policy Review
- 8.10 Public Interest Disclosure Policy & Procedure Review
- 8.11 Related Party Disclosures Policy Review
- 8.12 Report Budget Reallocation Capital Works Program 2026-27

9. CHIEF EXECUTIVE OFFICERS REPORT

- 9.1 Chief Executive Officer Monthly Report

10. WORKPLACE HEALTH AND SAFETY

- 10.1 WHS Monthly Report

11. GENERAL BUSINESS

12. CLOSE

1. OPENING BUSINESS

All Councillors having signed the Attendance Book, Mayor Janene Fegan declared the meeting open at 8:31am.

2. ATTENDANCE

Mayor: Cr. J Fegan

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

Staff:

Chief Executive Officer, Mr. Trevor Williams

Director of Corporate & Community Services, Ms. Tenneil Cody

Director of Engineering, Environment and Regulatory Services, Mr. Payas Padia

Acting Director of Engineering, Environment and Regulatory Services, Mr. Adam Sadler

Acting Works Manager, Mr. Liam Shannon

Executive Administration Officer, Miss Mollie Buxton

Apologies:

Others in attendance:

3. DECLARATION OF CONFLICT OF INTEREST

"I, Cr. Shauna Royes declare that I have a conflict of interest with respect to the following agenda item:

7.3 Report Sponsorship Request – Julia Creek Pony Club

In the September Ordinary Meeting (as defined in the Local Government Act 2009, Section 150EN as follows:

- (1) I hold an Executive Role on the Julia Creek Pony Club Committee

I will be dealing with this declared conflict of interest by leaving the meeting while the matter is discussed and voted on."

4. CONFIRMATION OF MINUTES

4.1 Confirmation of Minutes

Confirmation of Minutes of the Ordinary Meeting of Council held on the 18th August 2026 be confirmed.

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on 18th August 2026 be confirmed.

Resolution No. 065/2627

Minutes of the Ordinary Meeting of Council held on 18th August 2026 be confirmed.

Moved Cr. L Spreadborough

Seconded Cr. S Royes

CARRIED 5/0

4.2 Confirmation of Minutes

Confirmation of Minutes of the Special Meeting of Council held on the 08th September 2026 be confirmed.

RECOMMENDATION

That the Minutes of the Special Meeting of Council held on 08th September 2026 be confirmed.

Resolution No. 066/2627

Minutes of the Special Meeting of Council held on 08th September 2026 be confirmed.

Moved Cr. J Lynch

Seconded Cr. L Spreadborough

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, revenue and expenditure for the Engineering Services Department for the period August 2026.

RECOMMENDATION

That Council receives the August 2026 Engineering Services Department Report.

Resolution 067/2627

Council receives the August 2026 Engineering Services Department Report.

Moved Cr. F Malone

Seconded Cr. S Royes

CARRIED 5/0

5.2 Fleet – Disposal of Plant & Machinery

As part of the 2024/25 Capital Plant & Vehicle replacement program, Council officers sought submissions through Local Buy Panel LB339 for RFQ VP512088 – T2526015 for the disposal of twenty-one (21) plant and machinery items.

A total of two (2) submissions were received and assessed by the evaluation panel. Following evaluation, it was determined that the submissions did not adequately meet Council's operational requirements, particularly in relation to best value.

RECOMMENDATION

That Council resolves to

- *Not accept any of the tenders submitted RFQ VP512088 – T2526015 for the disposal of plant and machinery;*
- *Thank the suppliers that made a submission;*
- *And, revisit the market to seek alternatives options.*

Resolution 068/2627

Council resolves to

- Not accept any of the tenders submitted RFQ VP512088 – T2526015 for the disposal of plant and machinery;
- Thank the suppliers that made a submission;
- And, revisit the market to seek alternatives options.

Moved Cr. L Spreadborough

Seconded Cr. J Lynch

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 Environmental and Regulatory Services Department for the period August 2026.

RECOMMENDATION

That Council receives the August 2026 Environmental and Regulatory Services Department Report.

Resolution No. 069/2627

Council receives the August 2026 Environmental and Regulatory Services Department Report.

Moved Cr. L Spreadborough

Seconded Cr. F Malone

CARRIED 5/0

Acting Works Manager, Liam Shannon left the meeting at 9:05am.

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: August 2026.

RECOMMENDATION

That Council receives the Community Services monthly report for August 2026.

Resolution No. 070/2627

Council receives the Community Services monthly report for August 2026.

Moved Cr. F Malone

Seconded Cr. L Spreadborough

CARRIED 5/0

7.2 Regional Arts Development Fund (RADF) Quick Response Application

Council has submitted one (1) Regional Arts Development Fund (RADF) Quick Response Application that was assessed by the RADF Committee and recommended for approval:

- McKinlay Shire Council presents Goldilocks Rocks by Jally Entertainment - \$3,300

RECOMMENDATION

That Council resolves to support the recommendations made by the RADF Committee to support:

- *McKinlay Shire Council presents Goldilocks Rocks by Jally Entertainment - \$3,300*

Resolution No. 071/2627

That Council resolves to support the recommendations made by the RADF Committee to support:

- McKinlay Shire Council presents Goldilocks Rocks by Jally Entertainment - \$3,300

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 5/0

Having declared a conflict of interest in agenda item 7.3 Community Sponsorship Request - Julia Creek Pony Club, Cr. Shauna Royes left the meeting room at 9:10am while the matter was voted on.

7.3 Community Sponsorship Request - Julia Creek Pony Club

Council has received a Community Sponsorship Request from Julia Creek Pony Club for a cash contribution of \$4,000 to assist with hosting a Gymkhana in conjunction with the Julia Creek Annual Stockmans Challenge on Sunday October 3rd 2026.

RECOMMENDATION

Council resolves to approve the Community Sponsorship Request from Julia Creek Pony Club for a cash contribution of \$4,000 to assist with hosting a Gymkhana in conjunction with the Julia Creek Annual Stockmans Challenge on Sunday October 3rd 2026.

Resolution No. 072/2627

Council resolves to approve the Community Sponsorship Request from Julia Creek Pony Club for a cash contribution of \$4,000 to assist with hosting a Gymkhana in conjunction with the Julia Creek Annual Stockmans Challenge on Sunday October 3rd 2026.

Moved Cr. J Lynch

Seconded Cr. F Malone

CARRIED 4/0

Cr. Shauna Royes returned to the meeting room at 9:11am.

7.4 Seniors Living Units Pet Policy Review

Council approved and implemented the Seniors Living Units Pet Policy in 2024 with a review date of 2026. This policy has been reviewed, updated and presented to Council for adoption.

RECOMMENDATION

That Council adopt the Seniors Living Units Pet Policy V1.3 as presented.

Resolution No. 073/2627

Council adopt the Seniors Living Units Pet Policy V1.3 as presented.

Moved Cr. L Spreadborough

Seconded Cr. J Lynch

CARRIED 5/0

8. CORPORATE SERVICES

8.1 Corporate Services Report

The Corporate Services Report as of 31 August 2026 which summarises the financial performance and position is presented to Council.

RECOMMENDATION

That Council receives the monthly Corporate Services Report for the period ending 31 August 2026.

Resolution No. 074/2627

Council receives the monthly Corporate Services Report for the period ending 31 August 2026.

Moved Cr. L Spreadborough

Seconded Cr. S Royes

CARRIED 5/0

8.2 Council to CEO – Delegations Register – All Legislation/Registers

In accordance with the provisions of the *Local Government Act 2009* and *Local Government Regulation 2012* council must maintain a Delegations Register.

RECOMMENDATION

That Council adopt the Council to CEO Delegations Register as presented in the Officer's Report.

Resolution No. 075/2627

Council adopt the Council to CEO Delegations Register as presented in the Officer's Report.

Moved Cr. J Fegan

Seconded Cr. L Spreadborough

CARRIED 5/0

8.3 Child Safe Policy Suite Implementation

Council is presented with the initial Child Safe Policy & Document suite v1.0, for consideration and adoption.

RECOMMENDATION

That Council adopt the Child Safe Policy Suite version 1.0 as presented, comprising the:

- *Child Safety and Wellbeing Statement of Commitment,*
- *Child Safety and Wellbeing Policy,*
- *Child Safe Code of Conduct (Council Workers),*
- *Child Safe Code of Conduct (Contractors and Facility Users),*
- *Supervision and Duty of Care Child Safe Policy,*
- *Supervision and Duty of Care Child Safety Procedure,*
- *Child-Focused Complaints Procedure,*
- *Child Safe Reporting Policy and Procedure, and*
- *Child Safe Legislation and Important links.*

Resolution No. 076/2627

Council adopt the Child Safe Policy Suite version 1.0 as presented, comprising the:

- Child Safety and Wellbeing Statement of Commitment,
- Child Safety and Wellbeing Policy,
- Child Safe Code of Conduct (Council Workers),
- Child Safe Code of Conduct (Contractors and Facility Users),
- Supervision and Duty of Care Child Safe Policy,
- Supervision and Duty of Care Child Safety Procedure,
- Child-Focused Complaints Procedure,
- Child Safe Reporting Policy and Procedure, and
- Child Safe Legislation and Important links.

Moved Cr. J Fegan

Seconded Cr. F Malone

CARRIED 5/0

8.4 Council Briefing Sessions Policy Review

Council is presented with a reviewed Council Briefing Sessions Policy V3, for consideration and adoption.

RECOMMENDATION

That Council adopt the Council Briefing Sessions Policy version 3.0 as presented.

Resolution No. 077/2627

Council adopt the Council Briefing Sessions Policy version 3.0 as presented.

Moved Cr. S Royes

Seconded Cr. J Lynch

CARRIED 5/0

8.5 Legal Assistance (Defamation) Policy Review

Council is presented with the reviewed Legal Assistance (Defamation) Policy 2026, version 3.0, for consideration and adoption.

RECOMMENDATION

That Council adopt the Legal Assistance (Defamation) Policy 2026 version 3.0 as presented.

Resolution No. 078/2627

Council adopt the Legal Assistance (Defamation) Policy 2026 version 3.0 as presented.

Moved Cr. L Spreadborough

Seconded Cr. S Royes

CARRIED 5/0

8.6 Dealing with Complaints Involving the Public Official Policy Review

Council is presented with a reviewed Dealing with Complaints Involving the Public Official Policy V3, for consideration and adoption.

RECOMMENDATION

That Council adopt the Dealing with Complaints Involving the Public Official Policy version 3.0 as presented.

Resolution No. 079/2627

Council adopt the Dealing with Complaints Involving the Public Official Policy version 3.0 as presented.

Moved Cr. S Royes

Seconded Cr. F Malone

CARRIED 5/0

8.7 Expenses and Reimbursement Policy Review

Council is presented with a reviewed Expenses and Reimbursement Policy V5, for consideration and adoption.

RECOMMENDATION

That Council adopt the Expenses and Reimbursement Policy version 5.0 as presented.

Resolution No. 080/2627

Council adopt the Expenses and Reimbursement Policy version 5.0 as presented.

Moved Cr. F Malone

Seconded Cr. S Royes

CARRIED 5/0

8.8 Human Rights Policy Review

Council is presented with a reviewed Human Rights Policy V2, for consideration and adoption.

RECOMMENDATION

That Council adopt the Human Rights Policy version 2.0 as presented.

Resolution No. 081/2627

Council adopt the Human Rights Policy version 2.0 as presented.

Moved Cr. J Fegan

Seconded Cr. J Lynch

CARRIED 5/0

8.9 Information Privacy Policy Review

Council is presented with a reviewed Information Privacy Policy V3, for consideration and adoption.

RECOMMENDATION

That Council adopt the Information Privacy Policy version 3.0 as presented.

Resolution No. 082/2627

Council adopt the Information Privacy Policy version 3.0 as presented.

Moved Cr. L Spreadborough

Seconded Cr. J Lynch

CARRIED 5/0

8.10 Public Interest Disclosure Policy and Procedure Review

Council is presented with a reviewed the Public Interest Disclosure Policy V5 and Public Interest Disclosure Procedure V4, for consideration and adoption.

RECOMMENDATION

That Council adopt the Public Interest Disclosure Policy V5 and Public Interest Disclosure Procedure V4, as presented.

Resolution No. 083/2627

Council adopt the Public Interest Disclosure Policy V5 and Public Interest Disclosure Procedure V4, as presented.

Moved Cr. S Royes

Seconded Cr. L Spreadborough

CARRIED 5/0

8.11 Related Party Disclosures Policy Review

Council is presented with a reviewed Related Party Disclosures Policy V3, for consideration and adoption.

RECOMMENDATION

That Council adopt the Related Party Disclosures Policy version 3.0 as presented.

Resolution No. 084/2627

Council adopt the Related Party Disclosures Policy version 3.0 as presented.

Moved Cr. F Malone

Seconded Cr. J Lynch

CARRIED 5/0

8.12 Budget Reallocation Capital Works Program 2026-2027

This report is being presented to Council to consider a budget reallocation within the approved Capital Works budget for the 2026-2027 financial year. Necessary modifications to a community facility have been identified in order to allow full usage of the facility.

RECOMMENDATION

Council resolves to approve the reallocation of funds through the 2026 - 2027 Capital Works Program from the Civic Centre Upgrade project and allocate \$9,500 to Community Children's Hub project.

Resolution No. 085/2627

Council resolves to approve the reallocation of funds through the 2026 - 2027 Capital Works Program from the Civic Centre Upgrade project and allocate \$9,500 to Community Children's Hub project.

Moved Cr. L Spreadborough

Seconded Cr. S Royes

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 8th September 2026 except where amended or varied by separate resolution of Council.

Resolution No. 086/2627

Council receive and note the report from the Chief Executive Officer for the period ending 8th September 2026 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 September

The Mayor (Cr. Fegan) and CEO met with (or will meet with): -

- i Andrew Napier (Multicom) for the regular monthly update.
- ii Attend the CAN Meeting on 10th September.
- iii The Rural Fire Service Area Officer on 11th September (Cr. Royes will attend this meeting).
- iv The Local Government Remuneration Commission on 11th September via Teams.
- v The Workcamp Committee Meeting on 14th September (Cr. Lynch will also attend this meeting).
- vi AIC Mines executives on 15th September for an update on the Jericho Project (all of the Councillors have been invited to this update).
- vii Attend the NWQROC Annual General Meeting on 25th September via Teams.

The Mayor, Cr. Fegan and the Acting CEO, Ms. Cody met with RDA North and North West Queensland on 7th September.

Recommendation:

For Council Information

2. Attendance of Mayor to the LGAQ Delegation to Meet the Minister for Early Childhood Education in Canberra on 10th September 2026

The Mayor, Cr. Fegan is meeting with the Hon. Jess Walsh, Minister for Early Childhood Education in Canberra on 10th September 2026. The meeting has been organised by the LGAQ who will attend together with 2 other Western Queensland Mayors. It is recommended Council approves the attendance of the Mayor to the meeting with the Hon. Jess Walsh in Canberra on 10th September 2026.

RECOMMENDATION:

Council approves the attendance of the Mayor, Cr. Fegan, at the meeting with the Hon. Jess Walsh, Minister for Early Childhood Education, in Canberra on 10th September.

Resolution No. 087/2627

Council approves the attendance of the Mayor, Cr. Fegan, at the meeting with the Hon. Jess Walsh, Minister for Early Childhood Education, in Canberra on 10th September.

Moved Cr. L Spreadborough

Seconded Cr. S Royes

CARRIED 5/0

10.1 Workplace Health and Safety Report

This report outlines Work Health and Safety performance results and actions for the period of August 2026.

RECOMMENDATION

That Council receives the August 2026 WHS Report.

Resolution No. 088/2627

Council receives the August 2026 WHS Report.

Moved Cr. F Malone

Seconded Cr. J Lynch

CARRIED 5/0

11. GENERAL BUSINESS

Cr. Spreadborough

- Meeting of the Mines, Cloncurry attendance update provided.

Cr. Malone

- Queries Kynuna Bore updates, DERS provides an update, Council still awaiting advice regarding potential funding grants.

Cr. Lynch

- Notes the importance of road repairs from Julia Creek to Hughenden due to several incidents and truck issues. Council to continue pushing this issue in the correct avenues.
- It is added that the condition of the road may also affect tourism in the area.

Cr. Fegan

- QLD Beef invited Councillors to "All About Beef" Event in Cloncurry. Requests all Councillors to advise Mayor ASAP.
- Notes Western QLD PHN Workshop in Mount Isa, available for Councillors and/or Council Staff attendance.
- Plans to meet with QEM alongside CEO for an update on QEM progress.
- Thank you to Mr. Adam Sadler for service to Council in the Acting Director of Engineering and Regulatory Services role throughout this year.
- Welcome to Mr. Payas Padia, Director Engineering and Regulatory Services.

12. CLOSE

The Chair of the meeting, Mayor Janene Fegan declared the meeting closed at 10:01am.

UNCONFIRMED