



MCKINLAY SHIRE COUNCIL

CONFIRMED MINUTES

OF THE

ORDINARY MEETING OF COUNCIL

HELD AT THE

BOARDROOM, CIVIC CENTRE
JULIA CREEK

20 June 2023

ORDER OF BUSINESS

1. Opening
2. Attendance
3. Declaration of Conflict of Interest
- 4.0 Confirmation of minutes
- 4.1 Confirmed Ordinary Council Meeting Minutes 16 May 2023
- 4.2 Business Arising out of minutes of previous Meeting

5. ENGINEERING REPORT

- 5.1 Engineering Works Monthly Report

6. ENVIRONMENTAL & REGULATORY SERVICES REPORT

- 6.1 Environmental and Regulatory Services Monthly Report
- 6.2 Tender T2223009 – Sale of Vacant Lot in the Township of Julia Creek – Lot 14 on SP247177
- 6.3 Adoption of Julia Creek Paddock Agistment Procedure
- 6.4 Application for Permit to Occupy over Lot A on AP23135

7. COMMUNITY SERVICES REPORT

- 7.1 Community Services Monthly Report
- 7.2 Community Donation Request – Scripture Union Queensland
- 7.3 Community Sponsorship Request – Sedan Dip Sports and Recreation Club
- 7.4 Community Benefit Assistance Scheme 2022/23

8. CORPORATE SERVICES REPORT

- 8.1 Corporate Services Monthly Report
- 8.2 Sale of land for overdue rates – Finlay Street, Kynuna (Lots 502-504, 507-509 on K3711 – Assessment: 330-1)
- 8.3 Revenue Policy Review 2023/2024
- 8.4 Register of Delegations

9. CHIEF EXECUTIVE OFFICERS REPORT

- 9.1 CEO Monthly Report

10. WORKPLACE HEALTH AND SAFETY

- 10.1 Workplace Health and Safety
- 10.2 Work Health & Safety Policy

1. OPENING BUSINESS

All Councillors having signed the Attendance Book, Mayor Philip Curr declared the meeting open at 08:06am.

2. ATTENDANCE

Mayor: Cr. P Curr

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

Staff:

Chief Executive Officer, Mr. Trevor Williams (Teleconference)

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

Executive Assistant, Mrs. Melissa Mussig

Apologies: Nil

Other people in attendance: Mario Tinning

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 16 May 2023.

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on 16 May 2023 be confirmed.

Resolution No. 196/2223

Minutes of the Ordinary Meeting of Council held on 16 May 2023 confirmed.

Moved Cr. J Fegan

Seconded Cr. T Pratt

CARRIED 5/0

4.2 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 May 2023.

RECOMMENDATION

That Council receives the Engineering Services monthly report for May 2023.

Resolution 197/2223

Council receives the Engineering Services monthly report for May 2023.

Moved Cr. J Lynch

Seconded Cr. T Pratt

CARRIED 5/0

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 May 2023.

RECOMMENDATION

That Council receives the May 2023 Environmental and Regulatory Services Report.

Resolution No. 198/2223

Council receives the May 2023 Environmental and Regulatory Services Report.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 5/0

6.2 Tender T2223009 – Sale of Vacant Lot in the Township of Julia Creek – Lot 14 on SP247177

Council advertised the sale of Lot 14 on SP247177 by public tender. One (1) tender was received by the closing date.

RECOMMENDATION

That Council resolve to:

- a. To award Lot 14 on SP247177 to Andrew Scott Napier of Vanadis Technologies Pty Ltd for the tendered price of \$22,000.00 including GST; and
- b. Delegate the Chief Executive Officer to commence contract of sale preparations

Resolution No. 199/2223

That Council resolve to:

- a. To award Lot 14 on SP247177 to Andrew Scott Napier of Vanadis Technologies Pty Ltd for the tendered price of \$22,000.00 including GST; and
- b. Delegate the Chief Executive Officer to commence contract of sale preparations

Moved Cr. J Lynch

Seconded Cr. T Pratt

CARRIED 5/0

6.3 Adoption of Julia Creek Paddock Agistment Procedure

Council have prepared a procedure for the allocation of horse paddocks around Julia Creek.

RECOMMENDATION

That Council resolves to adopt the Draft Julia Creek Paddock Agistment Procedure as presented.

Resolution No. 200/2223

That Council resolves to adopt the Draft Julia Creek Paddock Agistment Procedure as presented with the following amendments.

Terms & Conditions:

Clause 4

- Clause b) to be removed.
- Clause c) the paddock fee to be \$10.00 per week per paddock. The paddock fee will be billed yearly in advance.

5.2 ASSESSMENT OF APPLICATIONS -

5.2.4 Where documentation is incomplete, Council will contact applicants with all provided contact details to request further information, and should no response be received providing the requested information by the advised date, the applicant will be removed from the Waiting List.

Moved Cr. J Fegan

Seconded Cr. J Lynch

CARRIED 5/0

6.4 Application for Permit to Occupy over Lot A on AP23135

Email correspondence has been received from Tinker Walden requesting Council's consent for a Permit to Occupy over Lot A on AP23135 for grazing purposes.

RECOMMENDATION

That Council resolves to:

- a) Advise Tinker Walden that Council has no objections to the application for Permit to Occupy over Lot A on AP23135; and
- b) Authorise the Chief Executive Officer to complete Part C of the application and send to Tinker Walden.

Resolution No. 201/2223

- a) Advise Tinker Walden that Council has no objections to the application for Permit to Occupy over Lot A on AP23135; and
- b) Authorise the Chief Executive Officer to complete Part C of the application and send to Tinker Walden.

Moved Cr. T Pratt

Seconded Cr. S Royes

CARRIED 5/0

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 May 2023.

RECOMMENDATION

That Council receives the Community Services monthly report for May 2023.

Resolution No. 202/2223

Council receives the Community Services monthly report for May 2023.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 5/0

7.2 Community Donation Request – Scripture Union Queensland

Council has received a Community Donation Request from Scripture Union Queensland – Julia Creek State School Chaplaincy for the value of \$5,000. The School Chaplaincy Program provides a range of supporting programs to families in the community. The donation will assist the continuation of the program by contributing to the purchase of resources, equipment, materials, events, and crisis support over the course of the 2023-24 financial year.

RECOMMENDATION

Council resolves to approve the Community Donation Request for the Julia Creek State School Chaplaincy for \$5,000.

Resolution No. 203/2223

Council resolves to approve the Community Donation Request for the Julia Creek State School Chaplaincy for \$5,000.

Moved Cr. S Royes

Seconded Cr. J Lynch

CARRIED 5/0

7.3 Community Sponsorship Request – Sedan Dip Sports and Recreation Club

Council has received a Community Sponsorship Request from Sedan Dip Sports and Recreation Club to support their 75th year anniversary event for \$5,000 cash contribution and \$5,000 in-kind contribution to assist with purchasing items to commemorate the occasion as well as utilise Council's Water Truck for the event.

RECOMMENDATION

Council resolves to approve the Community Sponsorship Request Sedan Dip Sports and Recreation Club to support their 75th year anniversary event for \$5,000 cash contribution and \$5,000 in-kind contribution to assist with purchasing items to commemorate the occasion as well as utilise Council's Water Truck for the event.

Resolution No. 204/2223

Council resolves to approve the Community Sponsorship Request Sedan Dip Sports and Recreation Club to support their 75th year anniversary event for \$5,000 cash contribution and \$5,000 in-kind contribution to assist with purchasing items to commemorate the occasion as well as utilise Council's Water Truck for the event.

Moved Cr. T Pratt

Seconded Cr. J Fegan

CARRIED 5/0

7.4 Community Benefit Assistance Scheme 2022/23

The Community Benefit Assistance Scheme for 2022/23 has been advertised throughout the year seeking applications from local not-for-profit groups for assistance with equipment, infrastructure, or volunteer support. A total of one application was received from Julia Creek Combined Sporting Association for \$3,000 to assist with the purchase of an appropriate cover for the Kev Bannah Oval cricket pitch.

RECOMMENDATION

That Council fund Julia Creek Combined Sporting Association for the amount of \$3,000 for a cricket pitch cover for Kev Bannah Oval under the Community Benefit Assistance Scheme program.

Resolution No. 205/2223

That Council fund Julia Creek Combined Sporting Association for the amount of \$3,000 for a cricket pitch cover for Kev Bannah Oval under the Community Benefit Assistance Scheme program.

Moved Cr. T Pratt

Seconded Cr. J Lynch

CARRIED 5/0

8. CORPORATE SERVICES

8.1 The Corporate Services Report

The Corporate Services Report as of May 2023 which summarises the financial performance and position is presented to Council.

RECOMMENDATION

That Council receives the monthly Corporate Services Report for the period ending May 2023.

Resolution No. 206/2223

Council receives the monthly Corporate Services Report for the period ending May 2023.

Moved Cr. T Pratt

Seconded Cr. P Curr

CARRIED 5/0

PROCEDURAL MOTION

That the meeting be closed to the public in accordance with Section 275 (1) (e) of the Local Government Regulation 2012.

Resolution No. 207/2223

Council resolves to close the meeting to the public in accordance with Section 275 (1) (e) of the Local Government Regulation 2012.

Moved Cr. J Fegan

Seconded Cr. J Lynch

CARRIED 5/0

Attendance – Mario Tinning left the Meeting Room at 9:20am.

8.2 Sale of land for overdue rates – Finlay Street, Kynuna (Lots 502-504, 507-509 on K3711 – Assessment: 330-1)

This report is presented to Council to consider whether to sell Lots 502-504 and 507-509 on K3711 (Assessment: 330-1; Finlay Street, Kynuna) for overdue rates or charges. The land meets the requirements of section 140(1) of the *Local Government Regulation 2012* (the “Regulation”).

PROCEDURAL MOTION

Resolution No. 208/2223

Council resolves to re-open the Ordinary Meeting of Council to the public.

Moved Cr. J Fegan

Seconded Cr. J Lynch

CARRIED 5/0

RECOMMENDATION

That Council resolves to:

- (a) sell Lots 502-504 and 507-509 on K3711 (Assessment: 330-1) pursuant to section 140(2) of the *Local Government Regulation 2012*; and
- (b) delegate to the Chief Executive Officer its power to:
 - a. give a Notice of Intention to Sell the land to all interested parties under section 140(3) of the *Local Government Regulation 2012*; and
 - b. take all further steps required under sections 141, 142, 143, 144, 145 and 146 of the *Local Government Regulation 2012* to effect the sale of the land.

Resolution No. 209/2223

That Council resolves to:

- (a) sell Lots 502-504 and 507-509 on K3711 (Assessment: 330-1) pursuant to section 140(2) of the *Local Government Regulation 2012*; and
- (b) delegate to the Chief Executive Officer its power to:
 - a. give a Notice of Intention to Sell the land to all interested parties under section 140(3) of the *Local Government Regulation 2012*; and
 - b. take all further steps required under sections 141, 142, 143, 144, 145 and 146 of the *Local Government Regulation 2012* to effect the sale of the land.

Moved Cr. S Royes

Seconded Cr. P Curr

CARRIED 5/0

8.3 Revenue Policy Review 2023/2024

In accordance with *Section 193 of the Local Government Regulations 2012*, Council must prepare a revenue policy for each financial year. The 2023/24 Revenue Policy version 1 has been prepared in accordance with relevant legislation and is presented for Councils consideration.

RECOMMENDATION

That Council adopt the 2023/2024 Revenue Policy Version 1 as presented, with an effective date of 1 July 2023. On adoption, it will revoke all other previous versions of policies titled ‘Revenue Policy’.

Resolution No. 210/2223

That Council adopt the 2023/2024 Revenue Policy Version 1 as presented, with an effective date of 1 July 2023. On adoption, it will revoke all other previous versions of policies titled 'Revenue Policy'.

Moved Cr. J Lynch

Seconded Cr. J Fegan

CARRIED 5/0

8.4 Register of Delegations

Provisions of the *Local Government Act 2009* allow Council to delegate a power under the Act or another Act to the Chief Executive Officer. Further to this the Act requires the Chief Executive Officer to keep a Register of those Delegations. Due to recent legislative changes, amendments to the Delegations Register – Council to CEO have been required and Council is presented with the revised delegations for those Acts and Regulations to be included in the Register of Delegations – Council to CEO for consideration.

RECOMMENDATION

That all powers referred to in the document titled "Register of Delegations June 2023 – Council to CEO" attached to this report are hereby delegated by Council to the Chief Executive Officer of Council pursuant to section 257 of the Local Government Act 2009. All prior delegations of powers under the Regulations and Acts contained in this amendment report are repealed.

Resolution No. 211/2223

That all powers referred to in the document titled "Register of Delegations June 2023 – Council to CEO" attached to this report are hereby delegated by Council to the Chief Executive Officer of Council pursuant to section 257 of the Local Government Act 2009. All prior delegations of powers under the Regulations and Acts contained in this amendment report are repealed.

Moved Cr. J Lynch

Seconded Cr. T Pratt

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 14th June 2023 except where amended or varied by separate resolution of Council.

Resolution No.212/2223

That Council receive and note the report from the Chief Executive Officer for the period ending 14th June 2023 except where amended or varied by separate resolution of Council.

Moved Cr. J Lynch

Seconded Cr. P Curr

CARRIED 5/0

1. NWQROC Regional Waste Management Plan 2023

The NWQROC Regional Waste Management Plan has been developed over the past year and discussed at numerous NWQROC Meetings. The Plan will be tabled for adoption at the next NWQROC Meeting in Karumba in July. A copy of the Draft Plan (Version 4) is available to view in the meeting.

RECOMMENDATION:

Council delegate authority for the Deputy Mayor, Cr. Fegan to vote to adopt the NWQROC Regional Waste Management Plan at the next NWQROC Meeting being held in Karumba in July 2023.

Resolution No. 213/2223

Council delegate authority for the Deputy Mayor, Cr. Fegan to vote to adopt the NWQROC Regional Waste Management Plan at the next NWQROC Meeting being held in Karumba in July 2023.

Moved Cr. J Lynch

Seconded Cr. P Curr

CARRIED 5/0

2. Julia Creek Dip

Council has signed the Lease Agreement with Aurizon for the Julia Creek Cattle Dip and is currently negotiating terms and conditions with Aurizon. The inspection of the Dip will be undertaken prior to the end of June and any work identified will be programmed to occur over the summer period if Council proceeds with the Lease.

The Mayor and I can provide Council with an update on the model to operate the Dip moving forward and discussions held with Aurizon.

RECOMMENDATION:

For Council Information

3. DRFA Update

The three contracts for work packages 3,4 and 5 have been signed. These packages cover works in the south-west, north-west and north-east areas of the Shire. All four contractors have commenced work. A verbal update will be provided to the meeting. Maps showing the location and timing of works have been developed and will be demonstrated during the DRFA Project meeting, which follows the Council Meeting.

RECOMMENDATION:

For Council Information

4. LGAQ Annual Conference Gladstone 16th to 18th October 2023

The 127th LGAQ Annual Conference is being held in Gladstone from the 16th to the 18th of October, 2023. It is recommended Council approve the attendance of Councilors Fegan and Pratt to the Conference.

RECOMMENDATION:

Council approves the attendance of Councilors Lynch and Royes to the LGAQ Annual Conference in Gladstone in October 2023.

Resolution No. 214/2223

Council approves the attendance of Councilors Lynch and Royes to the LGAQ Annual Conference in Gladstone in October 2023.

Moved Cr. J Fegan

Seconded Cr. T Pratt

CARRIED 5/0

5. LGAQ Bush Councils Convention 2023

The Deputy Mayor, Cr. Fegan has been invited to sit on a panel at the 2023 LGAQ Bush Councils Convention, which is being held in Goondiwindi from the 25th of July to the 27th of July, 2023. It is recommended Council approve the attendance of Cr. Lynch (to accompany Cr. Fegan) to the LGAQ Bush Councils Convention in Goondiwindi from July 25th to July 27th, 2023.

RECOMMENDATION:

Council approves the attendance of Councilor Lynch to the LGAQ Bush Councils Convention in Goondiwindi in July 2023.

Resolution No. 215/2223

Council approves the attendance of Councilor Lynch to the LGAQ Bush Councils Convention in Goondiwindi in July 2023.

Moved Cr. T Pratt

Seconded Cr. J Fegan

CARRIED 5/0

6. Short Term Rental of a 1 Bedroom Independent Living Unit to PDM

PDM have confirmed that their Senior Project Manager Mr Adam Sadler will be working in Julia Creek until the end of 2023. With accommodation difficult to find, it is recommended Council offer PDM the rental of 1 one-bedroom unit in the Independent Living complex. The rental would be for Mr Sadler (not multiple PDM Employees) and would end with one weeks' notice should Council have the need to rent to a permanent resident. The proposed rent would be \$500 per week.

RECOMMENDATION:

Council approves the short term rental of 1 one-bedroom Independent Living Unit to PDM for \$500 per week, until the end of 2023 or earlier if Council requires the unit for a permanent resident.

Resolution No. 216/2223

Council approves the short term rental of 1 one-bedroom Independent Living Unit to PDM for \$500 per week, until the end of 2023 or earlier if Council requires the unit for a permanent resident.

Moved Cr. P Curr

Seconded Cr. J Lynch

CARRIED 5/0

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 May 2023.

RECOMMENDATION

That Council receives the May 2023 WHS Report.

Resolution No. 217/2223

That Council receives the April 2023 WHS Report.

Moved Cr. J Fegan

Seconded Cr. T Pratt

CARRIED 5/0

10.2 Work Health & Safety Policy

This report outlines the Work Health and Safety Policy and the Psychological Health Safety Wellbeing Policy Statement that is up for approval. Both policies have been developed through Consultation with PDM.

RECOMMENDATION:

That Council resolve to:

- a) Adopt the 2023 Work Health and Safety Policy – Version 1.1 and;
- b) Adopt the 2023 Psychological Health Safety Wellbeing Policy Statement– Version 1.1

Resolution No. 218/2223

That Council resolve to:

- a) Adopt the 2023 Work Health and Safety Policy – Version 1.1 and;
- b) Adopt the 2023 Psychological Health Safety Wellbeing Policy Statement– Version 1.1

Moved Cr. P Curr

Seconded Cr. J Lynch

CARRIED 5/0

General Business – Councillor Requests

Cr. T Pratt – Congratulations to the Julia Creek ICPA Committee Members for their outstanding achievements at the successful ICPA Conference.

11. CLOSURE OF MEETING

The Chair of the meeting Mayor Philip Curr declared the meeting closed at 09:48am.

