



MCKINLAY SHIRE COUNCIL

***CONFIRMED MINUTES***

**OF THE**

***ORDINARY MEETING OF COUNCIL***

HELD AT THE

BOARDROOM, CIVIC CENTRE  
JULIA CREEK

**19<sup>th</sup> November 2024**

## ORDER OF BUSINESS

1. Opening
2. Attendance
  - 2.1 Appointment
3. Declaration of Conflict of Interest
4. Confirmation of Minutes 2024
  - 4.1 Minutes of Ordinary Meeting 15<sup>th</sup> October 2024
  - 4.2 Minutes of Special Meeting 28<sup>th</sup> October 2024
- 5. ENGINEERING REPORT**
  - 5.1 Engineering Services Monthly Report October 2024
- 6. ENVIRONMENTAL & REGULATORY SERVICES REPORT**
  - 6.1 Environmental and Regulatory Services Monthly Report
  - 6.2 Environmental & Regulatory Services - Derelict
- 7. COMMUNITY SERVICES REPORT**
  - 7.1 Community Services Monthly Report October 2024
  - 7.2 Bush Dinner Policy Review November 24
    - 7.2.1 Bush Dinner Policy v2.1 November 24
  - 7.3 Library Public Access Internet Policy Review
    - 7.3.1 Library Internet Usage Policy v1.2 November 24
  - 7.4 Seniors Living Units Pet Policy Review
    - 7.4.1 Seniors Living Pet Policy v1.2 November 24
  - 7.5 Donation Request – Nelia CWA Christmas Tree Event
- 8. CORPORATE SERVICES REPORT**
  - 8.1 Corporate Services Report October 2024
  - 8.2 Employee Professional Development & Training Policy Review
    - 8.2.1 Employee Professional Development & Training 2024
  - 8.3 Final Management Report 2024
    - 8.3.1 MSC FY24 Signed Closing Report
    - 8.3.2 Management Letter McKinlay
  - 8.4 CORP – 4<sup>th</sup> Quarter Review 2023-24
    - 8.4.1 Q4 Review Operational Plan 2023-24
- 9. CHIEF EXECUTIVE OFFICERS REPORT**
  - 9.1 CEO Report to Council Meeting November 2024
- 10. WORKPLACE HEALTH AND SAFETY**
  - 10.1 WHS&R Report October 2024
- 11. GENERAL BUSINESS**
- 11. 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. J Lynch (Teleconference), Cr. F Malone, Cr. L Spreadborough

**Staff:**

Chief Executive Officer, Mr. Trevor Williams

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

Acting Director of Corporate Services, Mrs Aimie Batt

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

Acting Director of Community Services, Mr Kalan Lococo (Teleconference)

Executive Assistant, Ms. Cathy Bowe

**Apologies:** Nil

## 3. DECLARATION OF CONFLICT OF INTEREST

1. Nil

## 4. CONFIRMATION OF MINUTES

### 4.1 Confirmation of Minutes – Ordinary Meeting

Confirmation of Minutes of the Ordinary Meeting of Council held on the 15<sup>th</sup> October 2024 be confirmed.

### RECOMMENDATION

*That the Minutes of the Ordinary Meeting of Council held on 15<sup>th</sup> October 2024 be confirmed.*

### Resolution No. 093/2425

Minutes of the Ordinary Meeting of Council held on 15<sup>th</sup> October 2024 be confirmed with changes that have been updated and circulated to all attendees.

Moved Cr. L Spreadborough

Seconded Cr. J Lynch

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 October 2024.

#### **RECOMMENDATION**

*That Council receives the Community Services monthly report for October 2024.*

#### **Resolution No. 098/2425**

Council receives the Community Services monthly report for October 2024.

Moved

Cr. F Malone

Seconded

Cr. J Lynch

CARRIED 5/0

### 7.2 Bush dinner Policy Review

Council approved and implemented the Bush Dinner Policy v2.0 in August 2022. This policy has been reviewed, updated and presented to Council for adoption.

#### **RECOMMENDATION:**

*That Council resolves to adopt the Bush Dinner Policy v2.1 as presented.*

#### **Resolution No. 099/2425**

Council resolves to adopt the Bush Dinner Policy v2.0 in August 2022.

Moved

Cr. S Royes

Seconded

Cr. L Spreadborough

CARRIED 5/0



**Resolution No. 102/2425**

Council resolves to approve approve Community Donation Request from Nelia QCWA for \$1000 cash to support their annual Christmas Tree Event for November 30.

Moved Cr. L Spreadborough Seconded Cr. S Royes

CARRIED 5/0

**The Chair requested a break in proceedings so members can attend a funeral service at 9.21am**

**It was noted that Cr J Lynch and Mr K Lococo would not be returning to the meeting.**

**The Chair declared the meeting back open at 10.31am.**

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

The Corporate Services Report as of 31<sup>st</sup> October 2024 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<sup>st</sup> October 2024.*

**Resolution No. 103/2425**

Council receives the monthly Corporate Services Report for the period ending 31<sup>st</sup> October 2024.

Moved Cr. L Spreadborough Seconded Cr. S Royes

CARRIED 4/0

**8.2 Employee Professional Development and Training Policy Review**

In accordance with Clause 6.2 of the *McKinlay Shire Council Certified Agreement 2024-2027*, Council is committed to training staff and developing a more highly skilled and flexible workforce to increase the efficiency and productivity.

The Employee Professional Development and Training Policy Version 3 has been prepared in accordance with relevant Agreement and is presented for Councils consideration.

**RECOMMENDATION:**

*That Council adopt the Employee Professional Development and Training Policy Version 3 as presented.*



**Resolution No. 104/2425**

Council resolves to adopt the Employee Professional Development and Training Policy Version 3 as presented.

Moved Cr. F Malone Seconded Cr. J Fegan

CARRIED 4/0

**8.3 Final Management Report 2024**

An external audit of Council's financial statements was undertaken throughout September 2024 by Pitcher Partners under the appointment of the Queensland Audit Office (QAO). QAO has provided a closing Audit Report to the Mayor for the financial year ending 30 June 2024 following the audit, now the QAO has delivered the Final Management Report. At the Mayor's direction this report has been prepared in order to present the Audit Report to Council.

**RECOMMENDATION:**

*That Council note the Final Management Report provided by the Queensland Audit Office for the year ending 30 June 2024.*

**Resolution No. 105/2425**

Council resolves to note the final Management Report provided by the Queensland Audit Office for the year ending 30 June 2024.

Moved Cr. J Fegan Seconded Cr. L Spreadborough

CARRIED 4/0

**8.4 Fourth Quarter Review of the 2023-2024 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 April to June 2024 is presented to Council.

**RECOMMENDATION:**

*That Council accepts the quarterly review of the 2023-24 Operational Plan.*

**Resolution No. 106/2425**

Council resolves to accept the quarterly review of the 2023-24 Operational Plan.

Moved Cr. L Spreadborough Seconded Cr. F Malone

CARRIED 4/0



**Recommendation:**

*Council agrees in principle to participate in the working group of HIPCO, Flinders Shire and Richmond Shire and delegate the CEO authority to work with the group on the terms of reference and memorandum of understanding.*

**Resolution No. 108/2425**

That Council agrees in principle to participate in the working group of HIPCO, Flinders Shire and Richmond Shire and delegate the CEO authority to work with the group on the terms of reference and memorandum of understanding.

Moved Cr. J Fegan

Seconded Cr. S Royes

CARRIED 4/0

**3. Critical Minerals Queensland Roundtable in Cloncurry**

The Critical Minerals Queensland department is holding their next roundtable in Cloncurry on 26<sup>th</sup> November. It is recommended that Cr. Fegan and Cr. Spreadborough attend the roundtable and future roundtables.

**Recommendation:**

*Council approves the attendance of Cr. Fegan and Cr. Spreadborough to the Critical Minerals Queensland roundtable in Cloncurry on 26 November and future roundtables.*

**Resolution No. 109/2425**

That Council approves the attendance of Cr. Fegan and Cr. Spreadborough to the Critical Minerals Queensland roundtable in Cloncurry on 26 November and future roundtables.

Moved Cr. F Malone

Seconded Cr. S Royes

CARRIED 4/0

**4. Celebration for Bob Katter's 50 Years Political Life**

The Mayor, Cr. Fegan has been invited to attend the celebration of 50 years of Bob Katter's Political Life, to be held in Charters Towers on Saturday 7<sup>th</sup> December.

**Recommendation:**

*Council approves the attendance of Cr. Fegan at the celebration for Bob Katter's 50 years of political life in Charters Towers on Saturday 7<sup>th</sup> December.*



**Resolution No. 112/2425**

That Council approves the attendance of Cr. Fegan to the Critical Minerals Queensland workshop in Townsville on 4<sup>th</sup>.

Moved Cr. S Royes Seconded Cr. F Malone

CARRIED 4/0

**7. December Council Meeting**

The December Council Meeting is scheduled for 3<sup>rd</sup> December. The Mayor and CEO are required to travel to Townsville for a Critical Minerals Workshop on this day. It is recommended that the December Meeting of Council be rescheduled to 10<sup>th</sup> December.

**Recommendation:**

*Council approves rescheduling of the December Council Meeting from 3<sup>rd</sup> December to the 10<sup>th</sup> December.*

**Resolution No. 113/2425**

That Council approves rescheduling of the December Council Meeting from 3<sup>rd</sup> December to the 10<sup>th</sup> December.

Moved Cr. J Fegan Seconded Cr. L Spreadborough

CARRIED 4/0

**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 November 2024.

**RECOMMENDATION**

*That Council receives the November 2024 WHS Report.*

**Resolution No. 114/2425**

That Council receives the November 2024 WHS Report.

Moved Cr L Spreadborough Seconded Cr S Royes

CARRIED 4/0

## 11. GENERAL BUSINESS

*Cr. F Malone - Vehicles for tender. Advised that notification for tender by end of month.*

*Cr. L Spreadborough- Advise Telstra that there is a tree on their building from storm.  
Fence Update as well.*

*Cr. J Fegan - Update on destination Q  
Attended as part of Tourism Committee  
Also attended Tourism Awards  
In Canberra Met with Shadow Minister Darren Clark & Minister Anne Aly*

## 11. CLOSURE OF MEETING

The Chair of the meeting Mayor Cr. Janene Fegan declared the meeting closed at 11.26 am.

