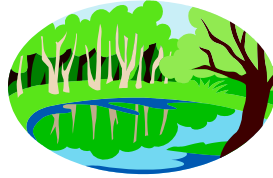


HERBERT RIVER IMPROVEMENT TRUST

GENERAL MEETING MINUTES

***Thursday 2nd April 2026
at 9.00 am***



A. IN ATTENDANCE – Mr WG Skinner (Member), Ms TL Olsen (Member) via TEAMS, Cr AD Carr (Member), Cr KS Milton (Member), Ms LF Carr (Secretary) and Mr Brett Langtree (Trust Engineer).

B. APOLOGIES – Mr RA Bosworth (Member).

C. MINUTES - Confirmation of Minutes of the General Meeting held on 5 March 2026.

RESOLVED – That the Minutes be approved.
(Cr AD Carr and Cr KS Milton - carried)

D. WORKS REPORT – The Trust Engineer, Mr Brett Langtree, provided an update of works for the month of March:

1. 2025 Flood Damage

- QRA REPA submission is at 94% approval stage, to the value of \$994,460.50 (+ 10% Project Management) approved. Awaiting final approval from QRA.
- Mr David Goode has requested an update on the proposed works.
- 2024-25 Environmental Recovery Package: Environmental Cleanup and Local Conservation Program North and Far North Tropical Low, 29 January 2025 – 28 February 2025 applications were unsuccessful.

2. Reprofiling of Castorina Island

- Prescribed Tidal Works Application has been completed, and the vegetation referral has been lodged with SARA by Milford's.
- Mr Steven Castorina has reminded the trust regarding his contribution with respect to reinstating their bank washout and the north channel shifting through their riparian zone.
- Langtrees to provide QRA with the monthly report by 06/04/2026.

3. Sheahan Pile Field Site

- Nothing to report this month.

4. Hinchinbrook Drainage Advisory Group

- Nothing to report this month.

5. Lyons and Exelbys Pile Fields Clean-up

- Site inspection required.

6. Marine Cove Moorings
 - Nothing to report this month.
7. Mr Michael Carey Site Inspection
 - Langtrees inspected the site on 06/11/2025.
 - Quotes are still to be obtained.
8. Mr Glen Cristaudo, Herbert River Sedimentation
 - Trust to undertake inspection.
9. Ms Carol Mackee, Herbert River (Long Pocket School to Wilmar Rail Line)
 - Trust to undertake inspection.
10. Mr Rodney Robino
 - Trust to undertake inspection.
11. Mr Lawrence Tonto
 - Trust to undertake inspection.
12. Mr Shaun Bona, 1670 Stone River Road (two (2) sites)
 - Trust (Mr Skinner) has undertaken an inspection.
13. Mr Santo Lamari
 - Site inspection required.
14. Mr Max Brownlow Meeting Request
 - Trust to invite Mr Brownlow to the next meeting.
15. Mr Wayne Blanco
 - Trust to undertake inspection.
16. Mr Lino Tomba, 118 Rosevale Road
 - Trust to undertake inspection.
17. Mr Trent Locastro (DLGWV)
 - Mr Locastro has asked if the trust has any objections to concrete being used to stabilise the existing water sampling location on Gowrie Creek.
 - Langtrees responded to Mr Locastro and advised him that the trust had no objections to these works.
18. Mr Frank Scardamaglia
 - Mr Scardamaglia has requested a meeting with the trust to discuss the Lower Herbert Flood Impacts and Future Planning.
 - Trust to invite Mr Scardamaglia to the next meeting.
19. Seymour River Clearing
 - Langtrees to work with Milford's to document the permit process for Seymour River (downstream of the highway).
20. Mr Clive and Ms Rita Stokes
 - Trust to undertake inspection.
21. Halifax Rifle Range Drain
 - Langtrees to work with Milford's to prepare a scope of works and costings to enable a permit to be obtained for Rifle Range Drain, Swampy Creek and Alligator Ponds.

22. Gowrie Creek Damage, Mr Stephen Accornero (Mr Brenden Accornero)

- Site inspection, scope of works and design to be provided.

23. HRIT Priority Sites (Greening Australia)

- Langtrees to assist Ms Sharon Marks (Greening Australia) with identifying the top HRIT priority waterways that need remediation in the Herbert River Catchment to start scoping a draft Natural Resources Recovery Program project for the region.

Regards



Mr Brett Langtree

Director/Principal Civil Engineer

RESOLVED – That Cr Carr and Ms Olsen provide to the Trust Engineer, information regarding the Halifax Rifle Range Drain (Item 21).

That the Trust Engineer provide dates for site inspections which are to be undertaken.

That the Trust Engineer organise meeting/TEAMS with Milford Planning (Items 19 and 21).

That a meeting with Mr Scardamaglia (Canegrowers) and landholders (Lower Mona) is scheduled for 10 April 2026 (Item 18). That the Secretary extend an invitation to Mr Tim Smith (Engineer) to attend the meeting.

That the Trust Engineer extend an invitation to Mr Mark Jempson to attend the meeting.

That the Trust Engineer liaise with Greening Australia (Item 23) to identify top HRIT priority sites.
(Ms TL Olsen and Mr WG Skinner - carried)

E. CORRESPONDENCE – No correspondence received.

F. BUSINESS –

1. COMMUNITY REPRESENTATIVE BOARD MEMBER – SELECTION REPORT TO BE ENDORSED

RESOLVED – That the Trust Secretary supply the relevant documentation to the applicants, and on receipt of the documents from the applicants, forward the documents to the Department of Local Government, Water and Volunteers.

That the Secretary advise the applicants that a response is required withing ten (10) business days.

(Cr KS Milton and Ms TL Olsen - carried)

2. PREPARE CATCHMENT MANAGEMENT PLAN AND REVISIT THE QLD RIVERINE REHABILITATION GUIDELINE

RESOLVED – That the trust commence the process of gathering information with a view to preparing a Catchment Management Plan.

(Mr WG Skinner and Cr AD Carr – carried)

3. REGULATORY REPORTING TIMELINES

RESOLVED – That the trust commence the process of reviewing the trust asset register.

That the Trust Secretary contact Ms Nicole Short (QAO) to request an information session on the treatment of trust assets, depreciating and writing them off etc. via TEAMS, with a view to establishing a written procedure (in collaboration with the Cassowary Coast RIT).

(Ms TL Olsen and Cr KS Milton – carried)

Ms Bronwyn Voyce (Director, Futures Foundry) joined the meeting at 12.00 pm via TEAMS to present “Circular Herbert – Creating a Circular Economy in the Wet Tropics.” Ms Voyce left the meeting at 12.47 pm.

4. RE-IMBURSEMENT (MEETING FEES AND MILEAGE) – RECRUITMENT PANEL, HDAG ACTIVITY, SARA SUBMISSIONS – SEYMOUR RIVER AND RECOVERY GRANTS (CARDWELL MEETING WITH MS SARAH COMPAGNONI).

RESOLVED - That trust members provide details for re-imburement for the above-mentioned special meetings (attended in March 2026) to the Trust Secretary.
(Cr AD Carr and Mr WG Skinner – carried)

5. PROCESS FLOW TO MAYOR (HSC) TO ARTICULATE THE PROCESS TO RELEVANT MINISTERS FOR FUNDING PACKAGES/FUNDING STREAMS

RESOLVED – That trust members develop and provide to the mayor the process and concerns associated with the process, with an aim to identifying solutions.
(Cr AD Carr and Ms TL Olsen - carried)

6. DETSI – THE ENVIRONMENTAL RECOVERY PROGRAM, LOCAL CONSERVATION AND CLEANUP: NFNTL 2025 – TRUST REQUEST FOR FEEDBACK AND REVIEW

RESOLVED – That the Trust Secretary query the rejection of the trust’s five (5) applications for the funding, highlighting the financial burden incurred by the trust, request details of the successful projects and seek feedback on the trust’s applications.
(Mr WG Skinner and Cr KS Milton - carried)

7. REGULATORY REQUIREMENTS

RESOLVED – That the Audit Financial Statements 24/25 have been submitted to the Queensland Audit Office.
(Ms TL Olsen and Cr AD Carr - carried)

G. FINANCIAL BUSINESS –

1. Seeking approval for payment of the following accounts as of 2 April 2026:

Payee	Amount (\$)	Details
Mr WG Skinner	403.32	Meeting 5/3
Cr AD Carr	322.20	Meeting 5/3
Ms TL Olsen	300.00	Meeting 5/3
Cr KS Milton	322.20	Meeting 5/3
Ms LF Carr	960.00	Administration and accounting March
Ms LF Carr	115.20	Super guarantee March
Mr WG Skinner	30.00	Reimburse SIM (Telstra) floodgates March
Langtree Consulting Engineers	2 284.81	Services March
Mr L Rosadi	1 125.00	Mow Halifax levee March
Fiori With Love	104.70	HRIT function Pd 5/3
Mission Beach Resort	3 244.65	Accommodation AGM/conference Pd 18/3

RESOLVED – That the accounts be passed for payment. That the Trust Secretary request a map from Mr Rosadi of the area being mowed.
(Cr KS Milton and Ms TL Olsen - carried)

H. CONCLUSION – The meeting concluded at 1.16 pm with the next meeting scheduled for Thursday, 7 May 2026 at 9.00 am, Council Chambers.

Action Item	Assigned to	Deadline
Provide to the Trust Engineer, information regarding the Halifax Rifle Range Drain (Item 21).	Andrew and Tania	7 May
Provide dates for site inspections which are to be undertaken.	Brett	7 May
Organise meeting/TEAMS with Milford Planning (Items 19 and 21).	Brett	7 May
A meeting with Mr Scardamaglia (Canegrowers) and landholders (Lower Mona) is scheduled for 10 April 2026 (Item 18).	Wallis and Leigh	10 April
Extend an invitation to Mr Tim Smith (Engineer) and Mr Mark Jempson to attend the meeting (re above).	Leigh	ASAP
Liaise with Greening Australia (Item 23) to identify top HRIT priority sites.	Brett	7 May
Supply the relevant documentation to the applicants and forward the documents to DLGWV (advise the applicants that a response is required withing ten (10) business days).	Leigh	7 May
Commence the process of gathering information with a view to preparing a Catchment Management Plan.	Members	7 May
Commence the process of reviewing the trust asset register. Contact Ms Nicole Short (QAO) to request an information session.	Members Leigh	7 May 7 May
Provide details for re-imbursement for the mentioned special meetings (attended in March 2026) to the Trust Secretary.	Members	7 May
Develop and provide to the mayor the process and concerns associated with the process, with an aim to identifying solutions.	Members	7 May
Query the rejection of the trust's five (5) applications for the funding.	Leigh	7 May
Request a map from Mr Rosadi of the area being mowed (Halifax levee).	Leigh	7 May

Mr WG Skinner
Trust Chair