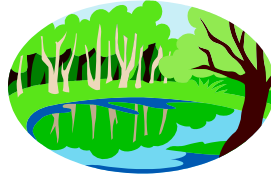


HERBERT RIVER IMPROVEMENT TRUST

GENERAL MEETING MINUTES

***Thursday 1st May 2025
at 9.00 am***



A. IN ATTENDANCE – Mr RA Bosworth (Member), 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 – No apologies.

Ms Sharon Marks (Greening Australia) joined the meeting at 9.15 am to discuss the joint collaboration for funding, for projects associated with the Reefwise Wetlands Program. Ms Marks left the meeting at 9.55 am.

Mr Andrew Cripps (State Recovery Coordinator) joined the meeting via TEAMS at 10.45 am to provide an update on the process for QRA funding for Essential Public Assets. Mr Cripps left the meeting at 11.35 am.

C. MINUTES - Confirmation of Minutes of the General Meeting held on 2 April 2025.

RESOLVED – That the Minutes be approved.
(Cr AD Carr and Mr RA Bosworth - carried)

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

Langtree Consulting have undertaken the following tasks this month:

1. 2025 Flood Damage
 - Spreadsheet is up to date based on the last inspection;
 - GIS has been updated based on the updated spreadsheet; and
 - In the process of preparing the Essential Public Asset Application Templates (share point files). (Langtrees has spoken with QRA).
2. Marine Cove Mooring, Dungeness: Rock Wall Damage
 - No further action this month from Langtrees.

3. Reprofilling of Castorina Island

- Ms Olsen and Mr Langtree met with QRA on 01/04/2025 to discuss this project and to update QRA with regards to the current SARA advice received by Ms Olsen advising that sand reprofiling works are not to occur;
- Updated general ledger to be lodged by 14th May 2025;
- Report to be submitted on 14th May 2025;
- Ongoing SARA discussions with Ms Olsen; and
- Survey quotes have been received by Hinchinbrook Survey Solutions (Field Survey: \$6,800 + GST) and AME Surveys (LIDAR: \$6,000 + GST).

4. Conversation with QRA

- DRF Round 3 closed on 16/04/2025. Ms Olsen and Mr Langtree met with QRA on 01/04/2025 to seek guidance/tips with respect to the Trust's submissions.
- Unfortunately, due to a lack of feedback from QRA no applications for Round 3 were lodged.

5. Cattle and Frances Creeks' Sand Extraction Options

- No further action this month from Langtrees.

6. Catherina Creek Flood Gates

- No further action this month from Langtrees.

7. Mr Paul Cantamessa works (QRIDA) – Post works sign off

- Mr Cantamessa has been paid for Jasper QRIDA - no final inspection is required.

8. CM & GM Romano works (QRIDA)

- Langtrees to inspect the property on 1st May 2025.

9. Assist with the completion of the Annual Reports

- Langtrees assisting Trust Secretary to complete these; and
- No further action this month from Langtrees.

10. Mr Peter Elortegui inspection request

- Langtrees to inspect the property on 1st May 2025.

Regards



Mr Brett Langtree
Director/Principal Civil Engineer

RESOLVED – That the Trust accepts the quote from Hinchinbrook Survey Solutions.

Langtrees to finalise 2025 flood damage QRA application.

The Trust is awaiting Council's response regarding Marine Cove Mooring.

Ms Olsen to request site meeting re Castorina Island works with SARA. Langtrees to complete the reporting requirements for the QRA funding.

Cr Carr to contact Hemmett Electrical and Mr David Dillon regarding the automation of the flood gates.

Langtrees to conduct QRIDA site inspections.

(Cr KS Milton and Cr AD Carr - carried)

E. CORRESPONDENCE –

1. EMAIL RECEIVED FROM TAHNEE BARTOLINI, ELECTORATE OFFICER, OFFICE OF NICK DAMETTO MP

Consideration of email received 28 April 2025 stating constituents from Sheahan's Road, who own a property along the Herbert River, has contacted Mr Dametto's office regarding significant erosion damage caused by the recent weather event. They are seeking advice on whether any assistance is available to help repair the riverbank in front of their property. As they are not primary producers, they are unfortunately ineligible for QRIDA grants.

Would the Trust be able to provide any assistance or guidance in this matter?

RESOLVED – That the Secretary advise in writing that the State has responsibility for rivers and the Trust has the powers to complete and manage necessary works. However, the Trust receives limited financial assistance from the State and continues to seek funding.

The Trust's policy, subject to its budget, is to obtain a 50 percent contribution from the landowner.

In addition, the Trust prioritizes works required in its Annual Works Program.

Presently, the Trust has identified in excess of \$7.5 million in damages from the recent declared event and to date, the Trust has received no funding. Your assistance would be appreciated.

(Ms TL Olsen and Mr RA Bosworth - carried)

2. LETTER OF SUPPORT – TERRAIN NRM

RESOLVED – That Ms TL Olsen draft the letter of support, Mr Skinner to sign and forward the letter.

(Cr AD Carr and Cr KS Milton - carried)

F. BUSINESS –

1. ADOPT CURRENT STRATEGIC PLAN

RESOLVED – That the Trust adopts the draft Strategic Plan.

(Cr KS Milton and Mr WG Skinner – carried)

2. MOWING OF HALIFAX LEVEE

RESOLVED – That the Secretary advise the current contractor that the Trust is required to call for EOI in accordance with the Trust's procurement policy and that the Trust would appreciate that he submits an EOI.

(Mr RA Bosworth and Cr KS Milton - carried)

3. REGULATORY REQUIREMENTS

RESOLVED – That the Trust Secretary is in the process of completing the 2023/2024 Annual Report.

(Ms TL Olsen and Cr AD Carr - carried)

G. FINANCIAL BUSINESS –

1. Seeking approval for payment of the following accounts as of 1 May 2025:

Payee	Amount (\$)	Details
Mr RA Bosworth	344.40	Meeting 2/4
Mr WG Skinner	403.32	Meeting 2/4
Cr AD Carr	322.20	Meeting 2/4
Ms TL Olsen	451.85	Meeting 2/4
Cr KS Milton	357.72	Meeting 2/4
Ms LF Carr	1 280.00	Administration and accounting April
Ms LF Carr	147.20	Super guarantee
Mr WG Skinner	25.00	Reimburse SIM (Telstra) floodgates April
Langtree Consulting Engineers	10 133.86	Services March
Mr L Rosadi	1 650.00	Mowing levee March and April
Ergon	191.62	Pd 16/4
Ergon	88.59	Pd 14/5
JK's Deli	140.90	HRIT function Pd 2/4

RESOLVED – That the accounts be passed for payment.

(Cr AD Carr and Ms TL Olsen - carried)

H. CONCLUSION – The meeting concluded at 1.20 pm with the next meeting scheduled for Thursday, 5 June 2025 at 9.00 am, Council Chambers.

Action Item	Assigned to	Deadline
Consider the recommendations and respond to DG Linda Dobe DLGWV with concerns and opportunities, with particular regard to declared disaster events (carried over 20/2)	Members	5 June
Finalise 2025 flood damage QRA application	Brett	5 June
Request site meeting re Castorina Island works with SARA	Tania	5 June
Complete the reporting requirements for the QRA funding	Brett	5 June
Contact Hemmett Electrical and Mr David Dillon regarding the automation of the flood gates	Andrew	5 June
Conduct QRIDA site inspections	Brett	5 June
Advise in writing (re constituents from Sheahan's Road)	Leigh	5 June
Draft the letter of support (Terrain NRM)	Tania	5 June
Advise the current contractor (re mowing of Halifax levee)	Leigh	5 June

Mr WG Skinner
Trust Chair