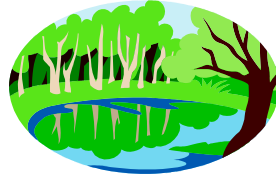


HERBERT RIVER IMPROVEMENT TRUST

GENERAL MEETING MINUTES

***Thursday 26th October 2023
at 9.00 am***



A. IN ATTENDANCE – Mr RA Bosworth (Member), Cr AJ Lancini (Member), Cr WG Skinner (Member), Ms CA Coppo (Member), Mr BI Griffiths (Member), Mr B Langtree (Trust Engineer) and Ms LF Carr (Secretary).

B. APOLOGIES – No apologies.

C. MINUTES - Confirmation of Minutes of the General Meeting held on 5 October 2023.

RESOLVED – That the Minutes be approved.

(Mr BI Griffiths and Cr AJ Lancini - carried)

Terrain representatives, Ms Deb Bass, Ms Jacqui Diggins and Ms Sarah Hoyal and LHWMA representatives Ms Maria Battoraro, Mr Charles Girgenti and Mr Cameron Barber joined the meeting at 10.00 am to discuss installation of fishways and Terrain's involvement in Hinchinbrook projects. Representatives of both Terrain and LHWMA left the meeting at 11.00 am.

Mr Keith Phillips (Trust Supervisor) attended the meeting at 10.20 am and left the meeting at 10.50 am.

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

Langtree Consulting (BL) have undertaken the following tasks this month:

1. Marine Cove Mooring, Dungeness: Rock Wall Damage
 - Project Report was issued to HRIT on 04/10/2023.
 - Cr Skinner met with Council regarding a possible contribution from Council. Cr Skinner advised that Council are not willing to make a contribution for this project.
 - Mr Keith Castorina rang BL for a project update which he provided. BL advised that the Trust would be in touch to arrange a meeting with the Body Corporate.
2. Sink Holes Adjacent to Victoria Terrace, Halifax
 - Final inspection was undertaken on 17/10/2023. All works have been completed to a good quality. Photos of the final inspection are provided below:
<https://www.dropbox.com/sh/u4oxzpj4xg5x6x6/AACD9TOMKsTbRZL1UOWHP2Via?dl=0>
3. Frances/Cattle Creeks' Study
 - Dr Mark Jempson's (i.e., Venant Solutions) draft report was issued to the HRIT on 14th June 2023.
 - Apologies, Langtrees are still to finalise their review and issue to HRIT.

4. Reprofilng of Castorina Island

- Langtrees have contacted QRA regarding the Deed for this project. Langtrees were advised that they should not have started work as the Deeds between the Federal and State Governments have not been signed yet. QRA advised that the finalisation of the grant paperwork is not expected to be completed until March 2024.
- Langtrees advised QRA that this project is critical and we will not be able to undertake the works in March 2024 as the island will be under water. QRA requested Langtrees to send an email advising of the critical issues and consequences of delaying this project. Langtrees issued this email to QRA on 04/10/2023.
- \$89 000.00 worth of work has been completed to date, supervised by Mr Keith Phillips, the Trust Supervisor.
- Langtrees have advised Mr Phillips to put a hold on all works up to the value of \$100 000.00.
- QRA responded to email (sent 04/10/23) on 18/10/2023 and advised that “expenditure on a project prior to formal endorsement of the implementation plan is considered an eligible cost and can make up part of the co-contribution for that project.”

5. Catherina Creek Floodgates

- Langtrees have organised Mr Keith Phillips to supply a generator and meet the electrician on site on Monday 09/10/2023 to test the gates. This test was successful.
- Mr Phillips to organise a new aluminium door with new locks and four (4) sets of keys for the locks and remove and replace the existing door once the new door is fabricated.

6. BL and Cr Skinner inspected Stone River on 5 October 2023, upstream and downstream of the Stone River Bridge. It was observed that saplings and sediment is starting to accumulate in the centre of the river in various locations. Cr Skinner to approach local contractors to obtain a price to improve the riverbed profile.

7. Mr Paul Mizzi’s farm – Trebonne Creek. Mr Mizzi received a letter from the Department of Regional Development, Manufacturing and Water. Mr Arthur Bosworth and the Trust Engineer inspected the site on 26 October 2023.

8. The River Trust Conference 2023

- BL will be attending the River Trust Conference 2023, and everything is booked.

Regards



Brett Langtree
Director/Principal Civil Engineer

RESOLVED – That the Secretary contact the Body Corporate to extend an invitation to meet with Trust members to discuss Marine Cove Mooring, at the Trust’s next General Meeting, scheduled for Thursday, 7 December 2023 (time to be confirmed).

That the Trust Engineer has reviewed the draft report (Cattle/Francis Creeks’ Study), has requested changes, provided feedback to the Trust and has requested that Dr Jempson attend the next Trust meeting (potentially via TEAMS). The Trust Engineer will advise the Trust of his availability to attend. Terrain, QR and the Cattle Creek Steering Committee will be asked to attend should the meeting proceed.

The Trust Engineer to request Mr Phillips to organise a new aluminium door with new locks and four (4) sets of keys for the locks and remove and replace the existing door once the new door is fabricated.

Cr Skinner to approach local contractors to obtain a price to improve the riverbed profile for Stone River upstream and downstream of the Stone River Bridge.

That the Trust Secretary request a copy of the letter received from the Department by Mr Paul Mizzi for consideration by the Trust.

(Mr BI Griffiths and Cr AJ Lancini - carried)

E. CORRESPONDENCE – No correspondence.

F. BUSINESS –

1. DEMARCATION OF MOWING BOUNDARIES – HALIFAX LEVEE MAINTENANCE

RESOLVED – That the Secretary contact Mr Lorenzo Rosadi to request that he provide a dollar amount for the mowing for both the Halifax Progress Association and the Trust including a breakdown for both mowing and levee maintenance (Trust only).

(Ms CA Coppo and Cr WG Skinner - carried)

2. LHWMA CO-CONTRIBUTION FUNDING DISCUSSIONS (CATHERINA, LAGOON AND RIPPLE CREEKS)

RESOLVED – That the Memorandum of Understanding (MOU) be reviewed for Lagoon Creek and that the Trust Engineer and Mr Brett Griffiths develop (in conjunction with the LHWMA) a prospective MOU for Ripple Creek. The Trust Engineer will arrange further meetings.

(Cr AJ Lancini and Mr BI Griffiths – carried)

3. CASTORINA ISLAND

RESOLVED – That the Trust Supervisor is authorised to re-commence work on Castorina Island to maximise the resilience of the Herbert River in this location, for the upcoming wet season.

(Cr WG Skinner and Ms CA Coppo – carried)

G. FINANCIAL BUSINESS –

1. Seeking approval for payment of the following accounts as of 26 October 2023:

Payee	Amount (\$)	Details
Mr RA Bosworth	434.40	Meeting 5/10
Cr WG Skinner	300.00	Meeting 5/10
Mr BI Griffiths	353.28	Meeting 5/10
Ms LF Carr	750.00	October wages – administration and accounting
Ms LF Carr	82.50	Super guarantee
JK's Deli	108.50	HRIT function (Pd 5/10)
Mizzi Enterprises	11 544.50	Castorina Island remedial works

RESOLVED – That the accounts be passed for payment.

(Mr BI Griffiths and Cr WG Skinner - carried)

H. CONCLUSION – The meeting concluded at 1.15 pm with the next meeting scheduled for Thursday, 7 December 2023 at 9.00 am, Council Chambers.

Action Item	Assigned to	Deadline
Contact the Body Corporate to extend an invitation to meet with Trust members to discuss Marine Cove Mooring.	Leigh	7 December
Request Mr Phillips to organise a new aluminium door with new locks and four (4) sets of keys for the locks and remove and replace the existing door.	Brett L	7 December
Approach local contractors to obtain a price to improve the riverbed profile for Stone River.	Wallis	7 December
Request a copy of the letter received from the Department by Mr Paul Mizzi for consideration by the Trust.	Leigh	7 December
Contact Mr Lorenzo Rosadi to request that he provide a dollar amount for the mowing.	Leigh	7 December
Memorandum of Understanding (MOU) be reviewed for Lagoon Creek and develop (in conjunction with the LHWMA) a prospective MOU for Ripple Creek.	Brett L and Brett G	7 December

Mr RA Bosworth
Trust Chair