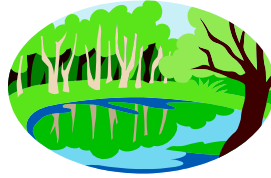


HERBERT RIVER IMPROVEMENT TRUST

GENERAL MEETING MINUTES

***Thursday 4th December 2025
at 9.00 am***



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

B. APOLOGIES – Cr KS Milton (Member).

C. MINUTES - Confirmation of Minutes of the General Meeting held on 6 November 2025.

RESOLVED – That the Minutes be approved.
(Ms TL Olsen and Cr AD Carr - carried)

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

1. 2025 Flood Damage

- QRA requested further additional information for the REPA submission. The additional information for three (3) of the six (6) essential public assets has been provided to QRA and uploaded to the MARS Portal by Mr James Chan. Langtrees is working with Keita Services Pty Ltd to provide itemised quotations for the remaining three (3) sites for next week.
- Awaiting a response regarding the five (5) applications for the 2024-25 Environmental Recovery Package: Environmental Cleanup and Local Conservation Program North and Far North Tropical Low, 29 January 2025 – 28 February 2025 that were completed and lodged through the Smarty Grants Portal. Langtrees have been advised that it won't be until at least January 2026 that the outcome of the applications will be known.

2. Sheahan Pile Field Site

- Langtrees met with Mr Adam Neilly from the Neilly Group on 28 November 2025 to discuss the Terrain NRM/Neilly Group design approach for the reinstatement/repair of the Sheahan Pile Field Site.
- Based on the information provided, Langtrees are generally supportive of the design approach and Q50 design immunity as per Mr Neilly's email dated 28 November 2025.

3. Hinchinbrook Drainage Advisory Group

- It is understood that Cr Andrew Carr and Ms Tania Olsen have provided the requested information to Terrain for HIP.

4. Lower Herbert Water Management Authority MOU

- It is understood that HRIT accepted the DRAFT MOU; and
- It is understood that HRIT agreed to contribute 50:50 with respect to the Lagoon Creek Debris Removal Works.

5. Reprofiling of Castorina Island

- Langtrees and Milford Planning met with SARA on 17 November 2025. They have reiterated that they require a Prescribed Tidal Works Application, made to HSC. As part of this application Langtrees will need to produce supporting drawings and a detailed survey. Mr Jon Rasmussen (AME Surveys) is providing a Lidar Drone Survey so that the application can be completed.
- Mr Steven Castorina has reminded HRIT regarding his contribution with respect to reinstating their bank washout and the north channel shifting through their riparian zone.
- Langtrees provided QRA with the monthly report on 14 December 2025.

6. Complete the Attachment B: 2025-26 RIT project reporting (Project Plans)

- Langtrees and Ms Tania Olsen to complete the required paperwork.

7. Lyons and Exelbys Pile Field Clean-up

- Keita Services Pty Ltd has completed the required clean-up works to this site prior to the wet season.

8. Marine Cove Moorings

- Ongoing discussions with the Body Corporate.

9. Ripple Creek Stream Restoration

- It is understood that these works have been completed.

10. Blue Butterfly Creek Annual Works

- It is understood that these works have been completed by Timrith Transport.

11. Mr Michael Carey Site Inspection

- Langtrees inspected the site on 6 November 2025. Langtrees to obtain two (2) quotes to undertake the required works.

12. Mr Ciano Mammarella, Waterview Creek

- Langtrees inspected the site on 6 November 2025. Mr Mammarella was requested to send through the quote that was obtained for these works. This has not been received to date. He has applied for QRIDA however it is understood that Mr Mammarella was requesting HRIT to fund any works above the QRIDA grant funding.

13. Mr Brian Clerk, Waterview Creek

- Langtrees inspected the site on 6 November 2025. Langtrees to obtain two (2) quotes to undertake the required works. Mr Clerk is requesting HRIT to complete these works at HRITs cost.

14. Mr Laurie Spina, Lagoon Creek Slump

- Langtrees inspected the site on 6 November 2025. Mr Spina requested a 50:50 cost sharing arrangement from the HRIT for two (2) sites. Keita Services Pty Ltd has completed these works.

15. Mr Glen Cristaudo, Herbert River Sedimentation

- HRIT to advise if this site is required to be inspected.

16. Mr Wolfie Williamson (Mr Mario Porta), 192 Capras Road, Abergowrie (QRIDA)
 - Mr Williamson has completed a substantial amount of works to stabilise their bank failure on the Herbert River. Mr Williamson has requested a 50:50 cost sharing arrangement from the HRIT for some additional works (removal of sediment from the opposite bank) he would like to undertake on the opposite side of the previous Porta project.
17. Ms Carol Mackee, Herbert River (Long Pocket School to Wilmar Rail Line)
 - Ms Mackee has requested an inspection of her site.
18. Mr Rodney Robino
 - Mr Robino has requested an inspection of his site.
19. Mr Lawrence Tento
 - Mr Tento has requested an inspection of his site.
20. Marino (Site 3)
 - It is understood that these works have been completed.
21. Mr Rino Zatta
 - Mr Zatta has requested a 50:50 cost sharing arrangement from the HRIT.
22. Frances Creek Levee
 - Langtrees provided HRIT with a contact within the DTMR Corridor Management Team.
23. Mr Shaun Bona, 1670 Stone River Road – two (2) sites
 - Mr Bona has requested assistance from HRIT.
24. Mr Tony Hardy, 113 Exelbys Road, Stone River
 - Mr Hardy has requested assistance from HRIT.
25. Chapman, 387 Lannercost Extension Road
 - Requested a 50:50 cost sharing arrangement from the HRIT.
26. Mr Santo Lamari
 - Mr Lamari has requested assistance from HRIT.

Regards



Mr Brett Langtree
Director/Principal Civil Engineer

RESOLVED – That the trust make a co-contribution towards the development application fee (DPI via SARA) re the Mangrove Interface Works and accept Wayne Forden’s quote to mulch the mangroves (access track). That the trust attends the LHWMA’s December meeting to discuss the MOU (re Ripple and Lagoon Creeks’ works).

Regarding the Project Plans, the Trust Engineer will prepare the plans for the following projects: Blue Butterfly Creek, Ripple Creek, Lagoon/Palm Creeks and Trebonne Creek. Trust members to provide “before” photos for the plans.

Regarding the Ripple and Blue Butterfly Creeks’ debris removal, the works have been completed to the extent of up to one (1) kilometre for Ripple Creek and 500 metres for Blue Butterfly Creek.

The Trust Chairman will continue discussions re the Frances Creek levee and await deliberations from the DTMR.

That the Trust Engineer inspect the site (Mr S Lamari) and issue a Letter of Completion. That the Trust Secretary issue a Tax Invoice for \$1 650 (including GST).

Re Mr Laurie Spina Lagoon Creek slump. That the trust agrees to enter into a 50:50 cost sharing arrangement. Keita Services Pty Ltd to provide a Tax Invoice for 50 percent of the project for payment by the trust.

Keita Services Pty Ltd will also provide a Tax Invoice for 100 percent of the additional works undertaken around the existing culvert.

(Cr AD Carr and Mr RA Bosworth - carried)

E. CORRESPONDENCE –

1. EMAIL RECEIVED FROM SARAH STEVENS, INDUSTRY RECOVERY AND RESILIENCE OFFICER, CANEGROWERS

Consideration of email received 22 October 2025 requesting information from the trust regarding how farmers can best communicate and work with the trust. Ms Stevens is developing an information sheet for farmers on the process required for undertaking riverbank repairs.

RESOLVED – That Ms Olsen edit her Flow Chart and circulate the draft to trust members. If accepted, Ms Olsen to forward the final version to Ms Stevens.

(Mr RA Bosworth and Cr AD Carr - carried)

2. EMAIL RECEIVED FROM MR RAYMOND (WOLFIE) WILLIAMSON, FARM MANAGER FOR ABERGOWRIE SUGAR PTY LTD (MR MARIO PORTA)

Consideration of email received 20 November 2025 requesting financial assistance (\$25 000) for a wash out at Herbertvale, 192 Capras Road.

RESOLVED – That the trust is prepared to co-contribute a one-off payment of \$20 000 plus GST, and any further works will require trust consultation and approval (Mr Williamson - Mr Porta property) as per Tax Invoices provided.

That the secretary prepare a Tax Invoice and make the payment.

(Ms TL Olsen and Mr RA Bosworth - carried)

3. LETTER RECEIVED FROM CAMERON GRIFFITHS, BODY CORPORATE MANAGEMENT, BODY CORPORATE FOR MARINE COVE MOORINGS CTS: 47802

Consideration of letter dated 20 November 2025 regarding 15 Denney Street, Lucinda and the condition of “your” rock wall which remains in need of major repairs. The trust is strongly urged to prioritise the repairs, and clear communication on planned works and expected timeframes would also be greatly appreciated.

RESOLVED – That the secretary re-draft the letter regarding the issue, as previously sent to Mr Darren Firth (MobbsMarr Legal) and forward it to Mr Griffiths, with the following:

- That the trust has determined that the Rock Wall is the responsibility of the Body Corporate. However, the trust is still prepared to contribute 50 per cent of the quote previously provided to the trust, as per the trust’s Annual Works Program.

(Cr AD Carr and Ms TL Olsen - carried)

4. EMAIL RECEIVED FROM EARL MAZZONI

Consideration of email received 28 November 2025 regarding a serious health and safety concern at 29 Mona Road, Halifax, relating to the levee bank trees that are growing over Mr Mazzoni’s house. A branch fell and only just missed Mr Mazzoni while doing repair work there. Mr Mazzoni will put barriers up to try to keep the workers out however he won’t always be on site. He is willing to leave work, however the safety concern will remain because the large trees have the potential to fall over half of the house.

RESOLVED – That the site be inspected.

(Mr RA Bosworth and Cr AD Carr - carried)

5. LETTER RECEIVED FROM GG AND LT MASTRIPPOLITO

Consideration of letter dated 29 November 2025 regarding their Yuruga property located at 422 Nebbia's Road, which has Waterview Creek flowing through it. If the trust has no objection, and if Mr and Mrs Mastrippolito are able to claim the expense from the QRIDA grant money, they request a supporting letter for approval to proceed with works to remove blockages affecting water flow.

RESOLVED – That the secretary advise Mr and Mrs Mastrippolito, that the trust is happy to provide a Letter of Completion, however the Trust Engineer will have to inspect the site, with a fee of \$1 650 (including GST). (Ms TL Olsen and Mr RA Bosworth - carried)

6. EMAIL FROM GRAZIELLA AND RINO ZATTA (S-023)

Consideration of email received 3 December 2025 regarding their concern that a fallen mango tree in the slump at Waterview Creek adjacent to their property at 87 Barbero's Road, Yuruga/Bambaroo might cause further stream damage if not corrected before the wet.

It is expected that the works will not exceed \$10 000 and request that the trust consider sharing the cost 50/50.

RESOLVED – That the Trust Chairman will contact Mr Zatta, to advise that the trust is prepared to contribute 50% of the estimated cost of \$10 000, on receipt of a Tax Invoice.

That the secretary is authorised to pay the amount.

(Cr AD Carr and Ms TL Olsen - carried)

7. EMAIL FROM MS NADINE GIORDANI

Consideration of email received 19 November 2025 regarding the lack of response from Water Services North regarding funding erosion problems at her property located at 156 Yuruga Road, Yuruga.

RESOLVED – That the email be forwarded to Mr Merrick Lalor (DLGWV) and that Ms Giordani is copied into the email.

(Ms TL Olsen and Cr AD Carr – carried)

F. BUSINESS –

1. REMUNERATION PAID TO COUNCILLORS

RESOLVED – That a response be prepared by the trust and that the Trust Chair forward the response to DLGWV.

(Mr RA Bosworth and Ms TL Olsen - carried)

2. MR TONY HARDY (113 EXELBYS ROAD); MR SHAUN BONA (1670 STONE RIVER ROAD)

RESOLVED – That the Trust Secretary advise that until grant funding is available, a 50:50 cost sharing arrangement is available upon request.

(Ms TL Olsen and Cr AD Carr – carried)

3. REGULATORY REQUIREMENTS

RESOLVED – That the Trust Secretary is in the process of completing the Audit Financial Statements 24/25.

(Cr AD Carr and Mr RA Bosworth - carried)

G. FINANCIAL BUSINESS –

1. Seeking approval for payment of the following accounts as of 4 December 2025:

Payee	Amount (\$)	Details
Mr RA Bosworth	344.40	Meeting 6/11
Mr WG Skinner	403.32	Meeting 6/11
Cr AD Carr	322.20	Meeting 6/11
Ms TL Olsen	451.85	Meeting 6/11
Cr KS Milton	322.20	Meeting 6/11
Ms LF Carr	1 345.00	Administration and accounting November
Ms LF Carr	161.40	Super guarantee November
Mr WG Skinner	30.00	Reimburse SIM (Telstra) floodgates November
Langtree Consulting Engineers	7 927.81	Services November
L Rosadi	450.00	Mowing levee November
Timrith Transport	8 901.75	Excavator Hire – Blue Butterfly Creek
JK's Deli	114.97	HRIT function Pd 6/11
Ergon	220.59	Electricity floodgates Pd 12/11
Bakehouse on Central	156.54	HRIT meeting Pd 19/11
Core Publishing	660.00	Advertising - vacancies
W and T Garden Bails	19 800.00	Creek clearing – Trebonne and Ripple Creeks

RESOLVED – That the accounts be passed for payment.

(Ms TL Olsen and Mr RA Bosworth - carried)

H. CONCLUSION – The meeting concluded at 1.40 pm with the next meeting scheduled for Thursday, 5 February 2026 at 9.00 am, Council Chambers.

Action Item	Assigned to	Deadline
Make a co-contribution towards the development application fee (DPI via SARA) re the Mangrove Interface Works	Members	5 February
Attend LHWMA's December meeting to discuss the MOU (re Ripple and Lagoon Creeks' works)	Members	10 December
Prepare the Project Plans Provide "before" photos for the plans	Brett and Members	5 February
Continue discussions re the Frances Creek levee and await deliberations from the DTMR	Wallis	5 February
Inspect the site (Mr S Lamari) and issue Letter of Completion Issue a Tax Invoice for \$1 650 (including GST)	Brett and Leigh	5 February
Edit flow chart and circulate draft to members If accepted, forward the final version to Ms Stevens	Tania and Members	ASAP
Prepare Tax Invoice and make the payment (Mr M Porta property)	Leigh	5 February
Re-draft the letter regarding the issue (Marine Cove Moorings Rock Wall) and forward to Mr Griffiths	Leigh	5 February
Site to be inspected (Mr Mazzoni)	Brett and Members	5 February
Advise Mr and Mrs Mastrippolito	Leigh	5 February
Contact Mr Zatta to advise that the trust is prepared to contribute 50% of the estimated cost on receipt of Tax Invoice Pay the amount	Wallis and Leigh	5 February
Forward email to Mr Merrick Lalor (DLGWV), copying in Ms Giordani	Leigh	5 February
Response be prepared and forwarded to DLGWV (re trust remuneration to councillors)	Wallis and Members	ASAP
Advise that until grant funding is available, a 50:50 cost sharing arrangement is available upon request (Mr Hardy and Mr Bona)	Leigh	5 February

Mr Wallis G Skinner
Trust Chairman