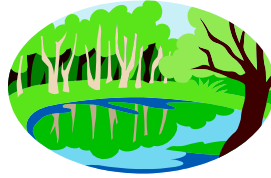


HERBERT RIVER IMPROVEMENT TRUST

GENERAL MEETING MINUTES

***Thursday 6th November 2025
at 9.00 am***



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

B. APOLOGIES – No apologies.

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

RESOLVED – That the Minutes be approved.

(Mr RA Bosworth and Cr AD Carr - carried)

Mr Merrick Lalor (DLGWV) joined the meeting at 9.20 am and left when the meeting concluded.

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

1. 2025 Flood Damage

- QRA REPA submission - additional information, was provided to QRA. Langtrees has been verbally approved by QRA and the final submission is currently being uploaded to the MARS Portal by Mr James Chan;
- Langtrees have requested a copy of the Department's Procurement Policy and is awaiting this information; and
- 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 were completed and lodged through the Smarty Grants Portal. Langtrees have been advised that the outcome (successful/unsuccessful) will not be notified until at least January 2026.

2. Hinchinbrook Drainage Advisory Group

- Awaiting Scope of Works Template to be provided.

3. Lower Herbert Water Management Authority (LHWMA) - Memorandum of Understanding (MOU)

- Awaiting Trust's review of the draft MOU; and
- Lagoon Creek debris removal works.

4. Reprofiling of Castorina Island

- Langtrees have engaged Milford Planning to liaise with Council and SARA to resolve the issue with the aim of providing QRA an update by 14 November 2025.
- 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 provided QRA with the monthly report on 1 October 2025.

5. Lyons and Exelbys - Pile Fields Clean-up

- Langtrees have requested a quote from Keita Services Pty Ltd to undertake required cleanup works before the coming wet season.
- Quote to remove timber piles from Exelby site - \$8 140.00 (including GST).

6. Mr Michael Carey site inspection

- Langtrees to inspect the site on 6 November 2025.

7. Mr Ray Marbelli (for Mr Ciano Mammarella), Waterview Creek

- Langtrees to inspect the site on 6 November 2025.

8. Mr Laurie Spina, Lagoon Creek slump

- Langtrees to inspect the site on 6 November 2025.

9. Mr Glen Cristaudo, Herbert River sedimentation

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

10. Mr Wolfie Williamson (Mr Mario Porta), 192 Capras Road, Abergowrie (QRIDA)

- Langtrees issued an updated QRIDA letter to Mr Williamson on 24 October 2025.

11. RA & RM Bosworth, 223 Moores Road, Abergowrie (QRIDA)

- Langtrees issued an updated QRIDA letter to Mr Sam Spina (QRIDA) on 13 October 2025.

12. Mr R Boscato, Stone River (QRIDA)

- Langtrees issued a QRIDA letter to the Secretary on 1 October 2025.

Regards



Mr Brett Langtree

Director/Principal Civil Engineer

RESOLVED – That the quote to complete remedial works be accepted (Exelby site - S-005).
LHWMA MOU – that the draft MOU be accepted.
(Cr AD Carr and Mr RA Bosworth - carried)

Mr Stewart Christie (CEO, Terrain NRM) and Mr Max Brownlow (Project Coordinator – Waterway Health, Terrain NRM) joined the meeting at 10.00 am and made a presentation to the Trust, leaving the meeting at 12.00 pm.

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 DLGWV provide a fact sheet to the Trust, which is to then be provided to Ms Stevens.
(Ms TL Olsen and Cr KS Milton - carried)

2. MR SANTO LAMARI, 185 SUTHERS ROAD, COOLBIE (QRIDA)

Consideration of email received 4 November 2025 regarding flood damage works on Insulator and Mosquito Creeks on Mr Lamari's property in Coolbie. Mr Lamari is requesting the Trust to inspect the works he has completed.

RESOLVED – That the Trust Engineer inspect the site and assess the completed works against the required standards.
(Mr RA Bosworth and Cr AD Carr - carried)

F. BUSINESS –

1. LHWMA (MR CAMERON BARBER) – LAGOON CREEK WORKS

RESOLVED – That the Secretary advise Mr Barber to proceed with the works. Re-establishment of the riparian zone would be favourable.
(Cr KS Milton and Ms TL Olsen - carried)

2. OLD WHARF ROAD AND LEVEE BANK REPAIRS

Consideration of letter (dated 5 November 2025) received from Karen Harragon and Sandra Griffiths, on behalf of the residents of Old Wharf Road, Ingham District, regarding urgent repairs required to both the road and levee, which suffered significant damage during the February 2025 floods.

RESOLVED – That Ms Harragon be advised that QRA requires one (1) month to finalise approval of the levee as an Essential Public Asset (EPA). The Trust will then require one (1) month to finalise the procurement process for the repairs. Please note that this is the Trust's priority with regards to the repair of EPAs.
(Cr AD Carr and Ms TL Olsen – carried)

3. EMERGENT WORKS – PALM/LOG BLOCKAGES; HUMPTY BACK CREEK; RIPPLE CREEK

RESOLVED – That the Trust engage W and T Garden Bails and Tree Lopping, up to the amount budgeted, for the works.
(Mr RA Bosworth and Cr KS Milton – carried)

4. BLUE BUTTERFLY WORKS

RESOLVED – That Cr Carr obtain a quote for the works.
(Ms TL Olsen and Mr RA Bosworth – carried)

5. S-049 SITE WORKS – CHAPMAN, 387 LANNERCOST EXTENSION

RESOLVED – That the landowner obtain a revised scope of works and costings for the proposed works and provide it to the Trust for consideration of the 50/50 cost share.
(Ms KS Milton and Cr AD Carr – carried)

6. REGULATORY REQUIREMENTS

RESOLVED – That the Trust Secretary is in the process of completing the Audit Financial Statements 24/25.
(Mr RA Bosworth and Ms TL Olsen - carried)

G. FINANCIAL BUSINESS –

1. Seeking approval for payment of the following accounts as of 6 November 2025:

Payee	Amount (\$)	Details
Mr RA Bosworth	194.40	Meeting 2/10
Mr WG Skinner	208.32	Meeting 2/10
Cr AD Carr	172.20	Meeting 2/10
Ms TL Olsen	301.85	Meeting 2/10
Cr KS Milton	172.20	Meeting 2/10
Ms LF Carr	770.00	Administration and accounting October
Ms LF Carr	92.40	Super guarantee October
Mr WG Skinner	60.00	Reimburse SIM (Telstra) floodgates September and October
SCRT Qld Inc.	2 090.00	Membership fees
Langtree Consulting Engineers	7 564.81	Services October
JT Smith and Associates P/L	1 232.00	Write off assets
L Rosadi	375.00	Mowing levee October
JK's Deli	116.63	HRIT function Pd 2/10
Ergon	137.39	Electricity floodgates Pd 15/10
SCRT Qld Inc.	1 078.00	Registrations AGM/conference Pd 6/10
Courtyard by Marriott	1 731.12	Accommodation/meals AGM/conference Pd 12/10
Courtyard by Marriott	357.33	Accommodation/meals AGM/conference Pd 15/10
Julius Pizzeria	216.39	Meals AGM/conference Pd 12/10
Spotto Qld	95.12	Taxi Pd 12/10
Uber	9.44	To AGM/conference Pd 13/10 (to be reimbursed to Mr RA Bosworth)
Uber	58.18	To airport Pd 15/10 (to be reimbursed to Mr RA Bosworth)

RESOLVED – That the accounts be passed for payment.
(Cr AD Carr and Cr KS Milton - carried)

H. CONCLUSION – The meeting concluded at 1.30 pm with the next meeting scheduled for Thursday, 4 December 2025 at 9.00 am, Council Chambers.

Action Item	Assigned to	Deadline
Draft a letter to Mr Giles regarding the removal of the tree (carried over 2/10)	Leigh and Tania	4 December
Complete the Attachment B: 2025-26 RIT project reporting (Project Plans) (carried over 2/10)	Brett and Tania	4 December
Inspect the site and assess the completed works against the required standards (Mr Santo Lamari)	Brett	4 December
Advise Mr Barber to proceed with the works (Lagoon Creek)	Leigh	4 December
Ms Harragon to be advised (re: Old Wharf Road and levee bank repairs)	Leigh	4 December
Obtain a quote for the works (Blue Butterfly)	Andrew	4 December

Mr Wallis G Skinner
Trust Chair