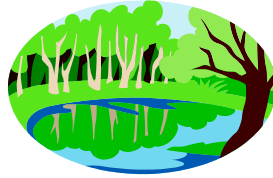


HERBERT RIVER IMPROVEMENT TRUST

GENERAL MEETING MINUTES

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



- A. IN ATTENDANCE** – Mr RA Bosworth (Member), Mr WG Skinner (Member), Ms TL Olsen (Member), Cr AD Carr (Member), Ms LF Carr (Secretary), Mr Tim Smith (Civil Engineer) and Mr Brett Langtree (Trust Engineer).
- B. APOLOGIES** – Cr KS Milton (Member).
- C. MINUTES** - Confirmation of Minutes of the General Meeting held on 20 February 2025.

RESOLVED – That the Minutes be approved.
(Ms TL Olsen and Mr RA Bosworth - carried)

Mr Daniel Heggie from Hinchinbrook Life Newspaper joined the meeting at 10.00 am and left the meeting at 10.45 am.

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

Langtree Consulting have undertaken the following tasks this month:

1. 2025 Flood Damage
 - Spreadsheet has been prepared that includes the complete asset register, the new damage locations, scope of works and estimated costings to date;
 - A GIS platform has been created that visually displays where the damage has occurred based on the Solocator GPS co-ordinates; and
 - Spreadsheet to be updated with the remaining sites to be recorded, photo'd, costed and added to the GIS mapping platform.
2. Marine Cove Mooring, Dungeness: Rock Wall Damage
 - Ms Tania Olsen investigated obtaining a third-party consultant to determine if the current rock wall design is still fit for purpose and or had exceeded its original design function.
3. Reprofiling of Castorina Island
 - Requires a general ledger to be lodged by 14th March 2025;
 - Monthly report to be submitted on 14th March 2025;
 - Awaiting request for survey quotes once the waters recede to finalise the Flood Modelling; and
 - SARA advice received by Ms Tania Olsen advises that sand reprofiling works are not to occur.

4. Conversation with QRA
 - DRF Round 3 has opened. Ms Olsen to assist in reviewing the current funding applications.
5. Catherina Flood Gates
 - Works progressing with the automation of the flood gates.
6. Cattle and Frances Creek Sand Extraction Options
 - No further updates.
7. Assist with the completion of the Annual Reports.
 - Langtrees working with Trust Secretary to complete these.

Regards



Mr Brett Langtree
Director/Principal Civil Engineer

RESOLVED – That the Secretary advise Mr Adrian Chinotti in writing to advise that the levee is not a Trust asset and that the Hinchinbrook Shire Council (HSC) regulate levees and would be best to contact for advice. That damage due to the 2025 flooding event will continue to be assessed.
(Cr AD Carr and Ms TL Olsen - carried)

E. CORRESPONDENCE – No correspondence.

F. BUSINESS –

1. UPDATE CURRENT STRATEGIC PLAN

RESOLVED – That the Trust is awaiting advice from Sarah Gibson, Senior Project Officer, Department of Regional Development, Manufacturing and Water.
(Mr RA Bosworth and Cr AD Carr - carried)

2. ENVFRRG NQ FLOODS ENVIRONMENTAL RECOVERY STAKEHOLDER UPDATE (28/02/25)

RESOLVED – That the update be received and noted.
(Ms TL Olsen and Mr RA Bosworth – carried)

3. TRUST RECORDS

RESOLVED – That Ms Olsen contact Mr Paul Cohen (HSC) to enquire about the feasibility of the Trust to obtain the records. That the Trust then obtains a quote to digitize.
(Ms TL Olsen and Cr AD Carr – carried)

4. REGULATORY REQUIREMENTS

RESOLVED – That the Trust Secretary will forward the 2022/2023 audit papers to QAO and is in the process of completing the 2023/2024 Annual Report.
(Mr RA Bosworth and Ms TL Olsen – carried)

G. FINANCIAL BUSINESS –

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

Payee	Amount (\$)	Details
Mr RA Bosworth	344.40	Meeting 20/2
Mr WG Skinner	403.32	Meeting 20/2
Cr AD Carr	322.20	Meeting 20/2
Ms TL Olsen	451.85	Meeting 20/2
Cr KS Milton	357.72	Meeting 20/2
Ms LF Carr	660.00	January and February – administration and accounting
Ms LF Carr	75.90	Super guarantee
Langtree Consulting Engineers	4 843.19	Advice and services February
Lorenzo Rosadi	675.00	Mowing Halifax levee February
Mr WG Skinner	25.00	Reimburse SIM (Telstra) – floodgates February
Australia Post	164.00	PO Box renewal
HSC	334.50	Levies
Majestic Cafe	173.00	HRIT function Pd 20/2

RESOLVED – That the accounts be passed for payment and that the Trust undertake an EOI for suppliers in Hinchinbrook Life Newspaper.

(Ms TL Olsen and Mr RA Bosworth - carried)

H. CONCLUSION – The meeting concluded at 12.45 pm with the next meeting scheduled for Thursday, 3 April 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)	Members	3 April
Advise Mr Adrian Chinotti in writing to advise that the levee is not a Trust asset	Leigh	3 April
Contact Mr Paul Cohen (HSC) to enquire about the feasibility of the Trust to obtain the records	Tania	3 April
Undertake an EOI for suppliers in Hinchinbrook Life Newspaper	Members	3 April

Mr Wallis G Skinner
Trust Chair