



MINUTES

**Ordinary Council Meeting
Tuesday, 16 September 2025**

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**MINUTES OF BALRANALD SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS, MARKET STREET BALRANALD
ON TUESDAY, 16 SEPTEMBER 2025 AT 5PM**

1 OPENING OF MEETING

The Mayor opened the meeting at 5pm.

2 PRAYER & ACKNOWLEDGMENT OF COUNTRY**Prayer**

Almighty and eternal God, give us the grace to faithfully fulfil the duties of our office.

Shed the light of your wisdom and counsel upon us so that, strengthened by these gifts, we will, in the administration of the affairs of the council, always do what is right and just.

We ask that our deliberations will be both fruitful and wise.

Amen

Acknowledgement of Country

We pay our respect to the Traditional Custodians of the Lands where we hold this meeting to Elders past, present and emerging.

PRESENT:

Mayor Louie Zaffina, Deputy Mayor Dwaine Scott, Cr Alison Linnett, Cr Tracy O'Halloran, Cr German Ugarte

IN ATTENDANCE:

Peter Bascomb (Interim Chief Executive Officer), David McKinley (Director of Infrastructure and Planning Services), Hodi Beauliv (Executive Manager - Community & Governance) and Carol Holmes (Senior Executive Officer) and Edna Mendes (Chief Financial Officer) via zoom

3 APOLOGIES

RESOLUTION 2025/153

Moved: Cr Tracy O'Halloran

Seconded: Cr Alison Linnett

That apologies from Cr Leigh Byron, Cr Iain Lindsay-Field and Cr Phillip Pippin be accepted and leave of absence granted.

CARRIED

4 CONFIRMATION OF MINUTES**4.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON TUESDAY, 19 AUGUST 2025**

RESOLUTION 2025/154

Moved: Cr German Ugarte

Seconded: Deputy Mayor Dwaine Scott

That Council confirms the Minutes of the Ordinary Council Meeting held on Tuesday 19 August 2025 as a true and accurate recording of that meeting.

CARRIED

5 DISCLOSURE OF INTEREST

There were no Disclosure of Interests submitted to this Council Meeting.

6 MAYORAL/COUNCILLOR REPORT**6.1 MAYORAL MINUTE - SUPPORT TO BALRANALD EARLY LEARNING CENTRE**

RESOLUTION 2025/155

Moved: Mayor Louie Zaffina

Seconded: Cr Tracy O'Halloran

That Council approve the short-term provision of Council staff, to provide the role of a nominated supervisor up to 10 hours per week for a period of 2 months, so the Balranald Early Learning Centre can continue to operate with the contribution to be considered a donation.

CARRIED

7 COMMITTEE REPORTS**7.1 STRENGTHENING COMMUNITY ACCESS INCLUSION & WELLBEING ADVISORY COMMITTEE MEETING HELD ON THURSDAY 28 AUGUST 2025**

RESOLUTION 2025/156

Moved: Cr German Ugarte

Seconded: Cr Alison Linnett

That:

1. Council notes the Minutes of the Strengthening Community Access Inclusion & Wellbeing Advisory Committee Meeting held on Thursday 28 August 2025; and
2. in conjunction with the Services Expo, Councillors and SCAIWAC facilitate an official evening function to raise awareness of Balranald Service needs with key decision makers from local and visiting agencies.

CARRIED

8 NOTICE OF MOTION**9 NOTICE OF RESCISSION****CHIEF EXECUTIVE OFFICERS REPORTS (INCORPORATING ALL STAFF REPORTS)****PART A – ITEMS REQUIRING DECISION****10 CHIEF EXECUTIVE OFFICER'S REPORTS****10.1 REFERRAL OF DRAFT FINANCIAL STATEMENTS TO AUDIT - YEAR ENDING 30 JUNE 2025****RESOLUTION 2025/157**

Moved: Cr German Ugarte

Seconded: Deputy Mayor Dwaine Scott

That Council:

- 1. Notes the completion of the Draft Financial Statements for the year ended 30 June 2025;**
- 2. Refers the Draft Financial Statements, incorporating the General Purpose and Special Purpose Financial Statements and Special Schedules, to Audit in accordance with section 413 of the Local Government Act 1993; and**
- 3. Authorise the Mayor and Deputy Mayor to sign the Management Certificate.**

CARRIED**10.2 CEO RECRUITMENT - EXTRAORDINARY MEETING****RESOLUTION 2025/158**

Moved: Cr German Ugarte

Seconded: Cr Tracy O'Halloran

That Council schedule an Extraordinary Meeting for 9am Tuesday 23 September 2025 for the purpose of interviewing candidates for the position of Chief Executive Officer.**CARRIED**

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10.3 CEO PERFORMANCE REVIEW PANEL**RESOLUTION 2025/159**

Moved: Cr German Ugarte

Seconded: Cr Alison Linnett

That Council

1. **Establish a CEO Performance Review Panel consistent with the Guidelines for Appointment and Oversight of General Managers, the membership of which shall be:**
 - (a) The Mayor
 - (b) The Deputy Mayor
 - (c) Cr O'Halloran
 - (d) A councillor to be nominated, in writing, by the Chief Executive Officer
2. **Delegate to the CEO Performance Review Panel the following functions:**
 - (a) conducting performance reviews
 - (b) reporting the findings and recommendations of reviews to the council,
 - (c) development of the performance agreement between the Chief Executive Officer and Council.

CARRIED

10.4 NATIONAL CARP CONTROL PLAN**RESOLUTION 2025/160**

Moved: Cr Tracy O'Halloran

Seconded: Deputy Mayor Dwaine Scott

That Council:

1. **Supports, in principle, the Murray Darling Association's urgent call for the Federal Government to fund and implement the National Carp Control Plan and its recommendations.**
2. **Endorses the letter to the Minister as attached to this report.**
3. **Sends the attached letter to the Minister for Agriculture, Fisheries and Forestry, the Hon Julie Collins MP, with a copy to be sent to the MDA for their records.**

CARRIED

L-2

10.5 PERFORMANCE IMPROVEMENT ORDERS UPDATE**RESOLUTION 2025/161**

Moved: Cr Tracy O'Halloran

Seconded: Deputy Mayor Dwaine Scott

That Council endorse the Performance Improvement Orders update for submission to the Office of Local Government.

CARRIED

10.6 KYALITE RAW WATER PROJECT**RESOLUTION 2025/162**

Moved: Cr German Ugarte

Seconded: Deputy Mayor Dwaine Scott

That Council allocate \$10,000 from the Water Reserve to allow the development of necessary documentation and seek necessary approvals to enable a comprehensive grant application when a relevant funding program is announced.

CARRIED

10.7 UNION PICNIC DAY**RESOLUTION 2025/163**

Moved: Deputy Mayor Dwaine Scott

Seconded: Cr German Ugarte

That Council:

- i. **approve the use of Greenham Park Hall for Union Picnic Day**
- ii. **approve the closure of the administrative building on Monday 3 November 2025.**

CARRIED

10.8 CHRISTMAS LIGHT COMPETITION**RESOLUTION 2025/164**

Moved: Cr Alison Linnett

Seconded: Cr Tracy O'Halloran

That Council appoint the Mayor and Chief Executive Officer to judge the Christmas lights after registrations close in the week commencing 15 December 2025.

CARRIED

L-2

10.9 REVIEW OF COUNCIL POLICIES**RESOLUTION 2025/165**

Moved: Cr German Ugarte

Seconded: Deputy Mayor Dwaine Scott

That Council defer the policies to a workshop for discussion.

CARRIED

10.10 EXHIBITION DRAFT 2025-2035 WASTE MANAGEMENT STRATEGY**RESOLUTION 2025/166**

Moved: Cr German Ugarte

Seconded: Cr Tracy O'Halloran

That Council:

1. Approves the public exhibition of the draft 2025–2035 Waste Management Strategy for a period of 28 days to invite community feedback.
2. Commits to holding a Council Workshop following the exhibition period to review the draft strategy and consider any submissions received.
3. Requests a follow-up report summarising the outcomes of the Workshop and community feedback, with the intention of endorsing the final version of the strategy.

CARRIED

10.11 APPLICATION FOR LOCAL JOBS LOCAL PEOPLE FUNDING**RESOLUTION 2025/167**

Moved: Cr Tracy O'Halloran

Seconded: Deputy Mayor Dwaine Scott

That Council approves the submission of an application for the Local Jobs, Local People grant program

CARRIED

L-2

PART B – ITEMS FOR INFORMATION**11 CHIEF EXECUTIVE OFFICER'S REPORTS****11.1 DISCLOSURE OF INTEREST RETURNS TO 30 JUNE 2025****RESOLUTION 2025/168**

Moved: Cr German Ugarte

Seconded: Cr Alison Linnett

That Council notes that the Mayor, Councillors and the Designated Persons have lodged their written returns with the Interim Chief Executive Officer for the year ending 30 June 2025 by the due date of 30 September 2025.

CARRIED**11.2 COUNCILLOR AND STAFF INTERACTION POLICY UPDATE****RESOLUTION 2025/169**

Moved: Deputy Mayor Dwaine Scott

Seconded: Cr Alison Linnett

That Council notes the updates to Schedule 2 of the Councillor and Staff Interaction Policy.

CARRIED**11.3 REPORT OF FINANCIAL INFORMATION****RESOLUTION 2025/170**

Moved: Cr German Ugarte

Seconded: Deputy Mayor Dwaine Scott

That Council notes the financial information contained in this report for the period ending, 31 August 2025.

CARRIED**11.4 MONTHLY INVESTMENTS REPORT****RESOLUTION 2025/171**

Moved: Cr Tracy O'Halloran

Seconded: Deputy Mayor Dwaine Scott

That Council note the information provided in this report.

CARRIED

L.2

11.5 OUTSTANDING DEBTORS AS AT 31 AUGUST 2025

RESOLUTION 2025/172

Moved: Cr German Ugarte

Seconded: Deputy Mayor Dwaine Scott

That Council note the report.

CARRIED

11.6 OUTSTANDING RATES AND USAGE CHARGES AS AT 31 AUGUST 2025

RESOLUTION 2025/173

Moved: Cr Tracy O'Halloran

Seconded: Cr Alison Linnett

That Council notes the information contained within this report.

CARRIED

11.7 GRANT FUNDED PROJECTS STATUS UPDATE

RESOLUTION 2025/174

Moved: Cr German Ugarte

Seconded: Deputy Mayor Dwaine Scott

That Council notes the report.

CARRIED

11.8 INFRASTRUCTURE UPDATE FOR AUGUST 2025

RESOLUTION 2025/175

Moved: Deputy Mayor Dwaine Scott

Seconded: Cr Tracy O'Halloran

That Council notes the report.

CARRIED

11.9 ACTIVITIES UNDERTAKEN WITHIN THE PLANNING DEPARTMENT

RESOLUTION 2025/176

Moved: Cr Tracy O'Halloran

Seconded: Deputy Mayor Dwaine Scott

That Council notes the report.

L-2

CARRIED

11.10 MEETINGS ATTENDED BY THE MAYOR, THE CHIEF EXECUTIVE OFFICER AND DIRECTORS

RESOLUTION 2025/177

Moved: Cr German Ugarte

Seconded: Deputy Mayor Dwaine Scott

That Council notes the report.

CARRIED

11.11 CIRCULARS FROM THE OFFICE OF LOCAL GOVERNMENT

RESOLUTION 2025/178

Moved: Cr Alison Linnett

Seconded: Cr German Ugarte

That Council notes the report.

CARRIED

11.12 OUTSTANDING ACTIONS SEPTEMBER 2025

RESOLUTION 2025/179

Moved: Cr German Ugarte

Seconded: Deputy Mayor Dwaine Scott

That Council notes the report.

CARRIED

L.2

12 NOTICE OF MOTION / QUESTIONS ON NOTICE**12.1 NIXON ST EUSTON DRAINAGE****OFFICER RECOMMENDATION**

THAT Council notes the response provided to the question regarding Nixon St Euston Drainage raised by Councillor Zaffina.

“Council have deployed a Surveyor to undertake a survey of Road alignments (i) Bertram Road, (ii) Nixon Street and (iii) Taylor Road as part of plans to generate Engineering designs, the Surveyor will either be onsite this week or the week of 22nd September.”

13 CONFIDENTIAL MATTERS

Nil

The Meeting closed at 6.19pm.

The minutes of this meeting were confirmed at the Council Meeting held on 21 October 2025.


MAYOR

L. Z

