



MINUTES

**Ordinary Council Meeting
Tuesday, 21 October 2025**

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**MINUTES OF BALRANALD SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS, MARKET STREET BALRANALD
ON TUESDAY, 21 OCTOBER 2025 AT 5PM**

1 OPENING OF MEETING

The Mayor opened the meeting at 5.05pm

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 Iain Lindsay-Field, Cr Alison Linnett, Cr Tracy O'Halloran, Cr Phillip Pippin and Cr German Ugarte

Cr Leigh Byron via zoom.

IN ATTENDANCE:

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

3 APOLOGIES

Nil

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4 CONFIRMATION OF MINUTES

4.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON TUESDAY, 16 SEPTEMBER 2025

RESOLUTION 2025/180

Moved: Cr German Ugarte

Seconded: Deputy Mayor Dwaine Scott

That Council confirms the Minutes of the Ordinary Council Meeting held on Tuesday 16 September as a true and accurate recording of that meeting.

CARRIED

5 DISCLOSURE OF INTEREST There were no Disclosures of Interest submitted to this meeting.

6 MAYORAL/COUNCILLOR REPORT

6.1 MAYORAL REPORT - UPDATE OCTOBER 2025

RESOLUTION 2025/181

Moved: Deputy Mayor Dwaine Scott

Seconded: Cr Phillip Pippin

That The Mayoral Update for October be received and noted.

CARRIED

7 COMMITTEE REPORTS

7.1 TOURISM & ECONOMIC DEVELOPMENT ADVISORY COMMITTEE HELD ON WEDNESDAY 20 AUGUST 2025

RESOLUTION 2025/182

Moved: Cr Tracy O'Halloran

Seconded: Cr Alison Linnett

That Council

1. notes the Minutes of the Tourism & Economic Development Advisory Committee meeting held on Wednesday 20 August 2025;
2. explore options for the burnt building at Theatre Royal; and
3. send letters to all retiring Advisory Committee members acknowledging their services of their respective committees.

CARRIED

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7.2 EUSTON PROGRESSIVE ADVISORY COMMITTEE - MONDAY 25 AUGUST 2025

RESOLUTION 2025/183

Moved: Cr Iain Lindsay-Field

Seconded: Cr Tracy O'Halloran

That Council note the Minutes of the Euston Progressive Advisory Committee meeting held on Monday 28 July 2025.

CARRIED

7.3 STRENGTHENING COMMUNITY ACCESS INCLUSION & WELLBEING ADVISORY COMMITTEE MEETING HELD ON THURSDAY 25 SEPTEMBER 2025

RESOLUTION 2025/184

Moved: Cr German Ugarte

Seconded: Cr Alison Linnett

That Council

1. **Notes the Minutes of the Strengthening Community Access Inclusion & Wellbeing Advisory Committee (SWCAIWAC) meeting held on Thursday 25 September 2025; and**
2. **SCAIWAC draft a letter to transport NSW in support of LiveBetter services be extended and managed in Balranald and the Mayor to endorse and sign.**

CARRIED

8 NOTICE OF MOTION

8.1 NOTICE OF MOTION - SELWYN STREET, EUSTON

I, Councillor Louie Zaffina, give notice that at the next Ordinary Meeting of Council to be held on 21 October 2025, I intend to move the following motion:

MOTION

Moved: Cr Iain Lindsay-Field

Seconded: Cr German Ugarte

That the remainder of Selwyn Street Euston, to Broughton Street, be sealed.

AMENDMENT

Moved: Cr Tracy O'Halloran

That grant funding be explored to seal the remainder of Selwyn Street to Broughton Street, Euston.

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MOTION

RESOLUTION 2025/185

Moved: Cr Iain Lindsay-Field

Seconded: Cr German Ugarte

That Council seek grant funding for the sealing of Selwyn Street to Broughton St, Euston, if unsuccessful in this financial year, an allocation be reserved in the 2026/ funding allocation be 2027 budget.

CARRIED

9 NOTICE OF RESCISSION Nil

CHIEF EXECUTIVE OFFICERS REPORTS (INCORPORATING ALL STAFF REPORTS)

PART A – ITEMS REQUIRING DECISION

10 CHIEF EXECUTIVE OFFICER'S REPORTS

10.1 RESTRICTED FUNDS 2025

RESOLUTION 2025/186

Moved: Cr Tracy O'Halloran

Seconded: Cr Alison Linnett

That Council:

1. Receives the report and notes the balances for Restricted Funds (Reserves).
2. Endorses the Internal Restrictions (Funds) balances as at 30 June 2025.

CARRIED

10.2 REVISED CODE OF MEETING PRACTICE

RESOLUTION 2025/187

Moved: Cr Tracy O'Halloran

Seconded: Cr Iain Lindsay-Field

That Council

1. Adopts, for the purposes of public exhibition, the Draft Code of Meeting Practice attached to this report
2. Considers any submissions at its December 2025 meeting with a view to adopting the Code of Meeting Practice with any modifications arising from community submissions.

CARRIED

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10.3 ADDITIONAL OFFICE ACCOMMODATION**RESOLUTION 2025/188**

Moved: Cr German Ugarte

Seconded: Deputy Mayor Dwaine Scott

That Council

1. Reiterates its preference for a permanent solution that maximises the opportunities for staff interaction and the attraction of staff from nearby larger towns and cities
2. Endorses the use of the Theatre Royal building to meet immediate office needs and allocate \$77,000 from the Infrastructure Reserve.

CARRIED**10.4 CONSTRUCTION OF GARAGE****RESOLUTION 2025/189**

Moved: Cr Tracy O'Halloran

Seconded: Cr Iain Lindsay-Field

That Council

1. Accept the Red Ross Rural Balranald as preferred supplier for the procurement and construction of a new lockable two-car garage at 83 Court Street and
2. Allocate \$35,000 (GST Incl.) plus 10% contingency from the Infrastructure Reserve for the procurement and installation of a new lockable two-car garage at 83 Court Street Balranald.

CARRIED**10.5 DONATION REQUEST - SPORTING PARTICIPANT****RESOLUTION 2025/190**

Moved: Cr Iain Lindsay-Field

Seconded: Deputy Mayor Dwaine Scott

That Council donates \$150.00 to Ashlea Bodinnar as Leslie Noah Bodinnar meets the guidelines of the Donations, Subsidies & Financial Assistance Policy for his participation in this event.

CARRIED

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10.6 PROPOSED CHRISTMAS AND NEW YEAR CLOSURE**RESOLUTION 2025/191**

Moved: Cr German Ugarte

Seconded: Cr Iain Lindsay-Field

That Council:

- i) Approves the closure of all of its office and Depot over the Christmas and New Year period, commencing at 12 noon on Wednesday, 24 December 2025 until 9.00am Monday, 5 January 2026;
- ii) Approves the closure of the library from 5.30pm Friday 19 December until Monday 12 January; and
- iii) Maintains staffing for essential services and emergency call outs over the Christmas and New Year period.

CARRIED**10.7 BALRANALD LIBRARY PEDESTRIAN CONNECTIVITY IMPROVEMENT PROPOSAL****RESOLUTION 2025/192**

Moved: Cr German Ugarte

Seconded: Cr Tracy O'Halloran

That Council authorises an application for funding from the NSW Government to construct a raised pedestrian crossing on We Street, Balranald directly in front of the Balranald Library.

CARRIED**10.8 ACQUISITION OF LAND FOR HOUSING****MOTION**

Moved: Cr Tracy O'Halloran

Seconded: Cr Alison Linnett

That Council:

1. acquire land identified in the confidential attachment for the purpose of construction of a mix of suitable housing to assist in the attraction of staff; and
2. that land so acquired be classified as operational.

AMENDMENT

Moved: Cr Tracy O'Halloran

Seconded: Cr Alison Linnett

That Council defer this item to the Confidential Section for further discussions.

The amendment was put to Council and became the motion and was carried.

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NOTE: This item was discussed in the confidential session but no resolution was made.

10.9 TEMPORARY REDUCTION IN OPERATIONAL HOURS - DISCOVERY CENTRE CAFE

RESOLUTION 2025/193

Moved: Cr Iain Lindsay-Field

Seconded: Cr Leigh Byron

That Council approve the Discovery Centre Café to reduce its operational hours to 7am-2:30pm for two weeks following the birth of the operators' second child.

CARRIED

10.10 DISCOVERY CENTRE CAFE LEASE AGREEMENT

RESOLUTION 2025/194

Moved: Cr Iain Lindsay-Field

Seconded: Cr German Ugarte

That Council:

- note the tenants are exercising their option on the Discovery Centre Café lease and
- authorise the Interim CEO to vary the operating hours of the lease to 6am-3pm.

CARRIED

10.11 ENTERPRISE RISK MANAGEMENT POLICY, FRAMEWORK AND STRATEGIC RISK REGISTER

RESOLUTION 2025/195

Moved: Cr Tracy O'Halloran

Seconded: Cr Iain Lindsay-Field

That Council:

- approve the new Enterprise Risk Management Policy, Framework, Strategic Risk Register and Work Health and Safety Policy to be publicly exhibited for a period of 28 days to seek public comment and
- approve the policies, framework and register without significant public submissions to be adopted immediately by Council following the exhibition period and
- note that any policies with significant public submissions will be reported back to the December 2025 Ordinary Council meeting.

CARRIED

L-2

10.12 BIDGEE HAVEN RETIREMENT HOSTEL REDEVELOPMENT

RESOLUTION 2025/196

Moved: Cr German Ugarte

Seconded: Cr Leigh Byron

That Council note the current status of the Bidgee Haven Retirement Hostel Redevelopment, and that tenders will be presented to the December 2025 meeting for approval

CARRIED

10.13 SUPPORT TO BALRANALD EARLY LEARNING CENTRE

RESOLUTION 2025/197

Moved: Cr Alison Linnett

Seconded: Cr Tracy O'Halloran

OFFICER RECOMMENDATION

That Council:

- approve the short-term extension of Council staff, to provide the role of a nominated supervisor up to 10 hours per week until 19 December 2025, so the Balranald Early Learning Centre can continue to operate until the end of the year
- note the BELC's gratitude to Council and Janaya Gaston to allow the Balranald Early Learning Centre to continue to operate

CARRIED

PART B – ITEMS FOR INFORMATION

11 CHIEF EXECUTIVE OFFICER'S REPORTS

11.1 REPORT OF FINANCIAL INFORMATION

RESOLUTION 2025/198

Moved: Cr Leigh Byron

Seconded: Deputy Mayor Dwaine Scott

That Council notes the financial information contained in this report for the period ending, 30 September 2025.

CARRIED

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11.2 MONTHLY INVESTMENTS REPORT

RESOLUTION 2025/199

Moved: Cr Iain Lindsay-Field

Seconded: Cr Tracy O'Halloran

That Council note the information provided in this report.

CARRIED

11.3 OUTSTANDING RATES AND USAGE CHARGES AS AT 30 SEPTEMBER 2025

RESOLUTION 2025/200

Moved: Cr Iain Lindsay-Field

Seconded: Deputy Mayor Dwaine Scott

That Council notes the information contained within this report.

CARRIED

11.4 OUTSTANDING DEBTORS AS AT 30 SEPTEMBER 2025

RESOLUTION 2025/201

Moved: Cr Tracy O'Halloran

Seconded: Cr Iain Lindsay-Field

That Council note the report.

CARRIED

11.5 BALRANALD SHIRE COUNCIL 2024/2025 ANNUAL REPORT

RESOLUTION 2025/202

Moved: Cr German Ugarte

Seconded: Deputy Mayor Dwaine Scott

That Council receives and notes the Annual Report.

CARRIED

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11.6 ACTIVITIES UNDERTAKEN WITHIN THE PLANNING DEPARTMENT

RESOLUTION 2025/203

Moved: Cr Leigh Byron

Seconded: Cr Tracy O'Halloran

That Council notes the report.

CARRIED

11.7 INFRASTRUCTURE UPDATE FOR SEPTEMBER 2025

RESOLUTION 2025/204

Moved: Deputy Mayor Dwaine Scott

Seconded: Cr German Ugarte

That Council notes the report.

CARRIED

11.8 GRANT FUNDED PROJECTS STATUS UPDATE

RESOLUTION 2025/205

Moved: Cr Iain Lindsay-Field

Seconded: Deputy Mayor Dwaine Scott

That Council notes the report.

CARRIED

11.9 MEETINGS ATTENDED BY THE MAYOR, THE CHIEF EXECUTIVE OFFICER AND THE EXECUTIVE TEAM

RESOLUTION 2025/206

Moved: Cr Tracy O'Halloran

Seconded: Cr Iain Lindsay-Field

That Council notes the report.

CARRIED

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11.10 CIRCULARS FROM THE OFFICE OF LOCAL GOVERNMENT**RESOLUTION 2025/207**

Moved: Deputy Mayor Dwaine Scott

Seconded: Cr Tracy O'Halloran

That Council notes the report.**CARRIED****11.11 OUTSTANDING ACTIONS OCTOBER 2025****RESOLUTION 2025/208**

Moved: Cr Iain Lindsay-Field

Seconded: Cr Alison Linnett

That Council notes the report.**CARRIED****12 NOTICE OF MOTION / QUESTIONS ON NOTICE**

Nil

13 CONFIDENTIAL MATTERS**RESOLUTION 2025/209**

Moved: Cr Iain Lindsay-Field

Seconded: Cr Leigh Byron

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993:

13.1 Balranald Shire General Practice (GP) Services

This matter is considered to be confidential under Section 10A(2) - c of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

13.2 Acquisition of Land for Balranald Airstrip Extension

This matter is considered to be confidential under Section 10A(2) - c of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

CARRIED

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RESOLUTION 2025/210

Moved: Cr Alison Linnett

Seconded: Cr Leigh Byron

That Council moves out of Closed Council into Open Council.

The Chief Executive Officer read out the resolutions from the Closed Committee.

10.8 Acquisition of Land for Housing

This item was deferred to the November 2026 Ordinary Council meeting pending further information.

13.1 Balranald Shire General Practice (GP) Services

The Council authorise financial assistance of \$45,000 this year, 50% of \$45,000 next year, 25% the following year and the doctor needs to commit for 5 years with signing of a contract.

13.2 Acquisition of Land for Balranald Airstrip Extension

1. That Council make a counter-offer as identified in the report for the approximately 50ha parcel of land identified in the attached plan to facilitate the planned extension of the Balranald Aerodrome.
2. That council check the boundary of lot 14, to ensure that the runway doesn't appear too close to the western boundary,

CARRIED

The Meeting closed at 8.01pm.

The minutes of this meeting were confirmed at the Council Meeting held on 18 November 2025.


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MAYOR

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