



BERRIGAN SHIRE

BAROOGA • BERRIGAN • FINLEY • TOCUMWAL



## ORDINARY COUNCIL MEETING

Held on Wednesday 22 January, 2025

at 4:30pm

Council Chambers, 56 Chanter Street, Berrigan



# Minutes



Ordinary Council Meeting  
Wednesday 22 January, 2025

**MINUTES**

The Ordinary Council Meeting of the Shire of Berrigan held in the Council Chambers, 56 Chanter Street, Berrigan, on Wednesday 22 January, 2025 when the following business was considered:-

**ITEMS OF BUSINESS**

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## Present:

Councillors:

Matthew Hannan, Julia Cornwell McKean, Renee Paine, Catherine Healy, Katie Ngatoko, John Stringer, Renee Brooker and Sharon Dennis

The following staff were also in attendance:

Karina Ewer (Chief Executive Officer), Matthew Hansen (Deputy CEO) Andrew Fletcher (Director Community and Development) Gary George (Director Infrastructure) Keelan McDonald (Executive Assistant) Chanalee Nicosia (Compliance Information Management Officer) Anne Nevins (Justice of the Peace)

## 1 OPENING OF MEETING

Gary and Helen Lehre (Berrigan Caravan Park) attended Question Time to speak to *item 10.3 Berrigan Caravan Park Lease*.

The Council opened its meeting at 4:45pm.

Mayor Julia Cornwell McKean read the following statement:

In the spirit of open, accessible and transparent government, Berrigan Shire Council's meetings are audio recorded. By speaking at a Council Meeting, members of the public agree to being recorded. Berrigan Shire Council accepts no liability for any defamatory, discriminatory or offensive remarks or gestures that are made during the course of the Council Meeting. Opinions expressed or statements made by individuals are the opinions or statements of those individuals and do not imply any form of endorsement by Berrigan Shire Council.

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An audio recording of the Council Meeting will be taken for administrative and minute preparation purposes only and is provided to the public for listening purposes to support Council's statutory obligations.



## 2 ACKNOWLEDGEMENT OF COUNTRY

Mayor Julia Cornwell McKean made an Acknowledgement of Country with the following statement:

“Berrigan Shire Council acknowledges the Traditional Custodians of the lands on which we live and thrive. We pay our respects to their elders; past, present and emerging. The peoples of these great Nations, their spirits and ancestors will always remain with our waterways and lands.”

## 3 APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE OR ATTENDANCE VIA AUDIO-VISUAL LINK BY COUNCILLORS

### 3.1 Apologies/Leave of Absence

Nil

### 3.2 Applications for Leave of Absence

### 3.3 Attendance Via Audio-Visual Link

Nil

## 4 CONFIRMATION OF PREVIOUS MINUTES

Resolved OCM 001/25

Moved: Cr Katie Ngatoko

Seconded: Cr Renee Brooker

That the minutes of the Ordinary Council Meeting held in the Council Chambers Wednesday 04 December, 2024 be confirmed.

CARRIED

## 5 DISCLOSURES OF INTERESTS

Mayor, Julia Cornwell McKean declared the following conflict of interest to Item 8.22 *Albury Wodonga Health Advocacy*

Cr Cornwell McKean has applied for a position on the board of Albury Wodonga Health Board and is a member of Goulburn Valley Health board. She will manage the conflict by removing herself from the discussion and all deliberation. She will vacate the chair to Cr Paine while the item is under discussion.

## 6 MAYORAL MINUTE(S)

Nil



## 6.1 Suspension of Standing orders

Resolved OCM 002/25

Moved: Cr John Stringer

Seconded: Cr Renee Paine

That Council suspend standing orders to allow for Cr Sharon Dennis to undertake Oath – Affirmation.

CARRIED

## 7 REPORTS OF COMMITTEES

### 7.1 Audit risk and improvement committee minutes - 3 December 2024

Resolved OCM 003/25

Moved: Cr Renee Paine

Seconded: Cr Katie Ngatokoa

That the council receive and note the minutes of the audit, risk and improvement committee held on 3 December 2024.

CARRIED

## 8 REPORTS TO COUNCIL

Justice of the Peace Mrs Anne Nevins attended the meeting to witness the Oath and Affirmation of Office.

### 8.1 Oath - Affirmation of Office

#### Recommendation

That the Chief Executive Officer take the Oath / Affirmation of Office for Councillors.

The following Councillors here took the Oath of office:

Sharon Dennis

The following Councillors here took the Affirmation of office:

Sharon Dennis



## 8.2 Consultation draft - amendments to the Code of Meeting Practice

Resolved OCM 004/25

Moved: Cr Matthew Hannan

Seconded: Cr Katie Ngatoko

That Council direct the Acting Chief Executive Officer to prepare a submission regarding the proposed amendments to the Model Code of Meeting Practice for presentation at the ordinary council meeting to be held on 19 February 2025.

CARRIED

## 8.3 Correspondence - November 2024 to January 2025

This report was for information only.

## 8.4 Councillor requests - November and December 2024

This report was for information only.

## 8.5 Integrated Planning and Reporting and Budget Timelines

Resolved OCM 005/25

Moved: Cr Renee Paine

Seconded: Cr Catherine Healy

That Council receive and note this report.

CARRIED



8.6 November 2024 By Election Matters

Resolved OCM 006/25

Moved: Cr Renee Brooker

Seconded: Cr Renee Paine

That Council write to the Chairperson of the NSW Electoral Commission and the NSW Electoral Commissioner expressing their concerns regarding the cost to, and imposition on, Council relating to the November 2024 by-election.

CARRIED

8.7 Southern Riverina Drought Resilience Plan - Next Steps

Resolved OCM 007/25

Moved: Cr Katie Ngatoko

Seconded: Cr Renee Brooker

That Council receive and note this report.

CARRIED

8.8 ClubGRANTS - Sporties Barooga

Resolved OCM 008/25

Moved: Cr Katie Ngatoko

Seconded: Cr Renee Brooker

That Council receive and note this report.

CARRIED

8.9 Designated Persons Returns of Interest - 2024-2025

Resolved OCM 009/25

Moved: Cr Katie Ngatoko

Seconded: Cr Renee Brooker

That Council receive and note the tabling of Pecuniary Interest Returns received from Councillors and designated officers for the period 1 July 2024 to 30 June 2025

CARRIED





8.10 Development Determinations for Month of Dec 2024

Resolved OCM 010/25

Moved: Cr Katie Ngatoko

Seconded: Cr Renee Brooker

That Council receive and note this report.

CARRIED

8.11 Actions from previous meetings

Resolved OCM 011/25

Moved: Cr Katie Ngatoko

Seconded: Cr Renee Brooker

That Council receive and note this report.

CARRIED

8.12 Finance - Accounts November

Resolved OCM 012/25

Moved: Cr Katie Ngatoko

Seconded: Cr Renee Brooker

That Council:

- a) receive the Financial Statement, Bank Reconciliation Certificate and Petty Cash Book made up to 30 November 2024,
- b) confirm the accounts paid as per Warrant No. 11/24 totaling \$4,523,504.89 and note the report on investments attached.

CARRIED



8.13 Finance - Accounts December

Resolved OCM 013/25

Moved: Cr Catherine Healy

Seconded: Cr Katie Ngatokoa

That Council:

- a) receive the Financial Statement, Bank Reconciliation Certificate and Petty Cash Book made up to 31 December 2024,
- b) confirm the accounts paid as per Warrant No. 12/24 totaling \$4,761,956.19 and note the report on investments attached.

CARRIED



## 8.14 National General Assembly

Resolved OCM 014/25

Moved: Cr Katie Ngatokoa

Seconded: Cr Renee Brooker

That Council

1. approve the Mayor, Cr Paine and the Chief Executive Officer to attend the Australian Local Government Association National General Assembly from 25 to 27 June 2025 in Canberra, and
2. adopt each of the motions outlined below:
  - a. The National General Assembly calls upon the Australian Government to formalize structured and ongoing engagement with local government through the inclusion of an Australian Local Government Association (ALGA) representative as a permanent participant in National Cabinet meetings and associated subcommittees. Additionally, the Assembly urges the establishment of a Local Government Advisory Council as a dedicated forum to strengthen co-operation on shared national priorities.
  - b. The National General Assembly calls upon the Australian Government to increase Financial Assistance Grants (FAGs) to local governments to at least 1% of Commonwealth taxation revenue, establish a dedicated Local Government Sustainability Fund to support councils facing acute financial challenges and implement reforms to ensure equitable and transparent distribution of federal funding. Additionally, the Assembly urges the adoption of a formal partnership agreement between federal, state and local governments to address cost shifting and enhance financial sustainability.
  - c. The National General Assembly calls upon the Australian Government to establish a Sustainable Roads and Community Infrastructure Fund, providing long term, indexed funding to address local road maintenance and infrastructure gaps. The fund should include specific allocations for capacity building programs to enhance councils' infrastructure management and integrate long term financial planning. The Assembly further urges the Australian Government to develop a Local Infrastructure Partnership to align council projects with national priorities such as decarbonisation, disaster resilience and regional development.

CARRIED



## 8.15 USA Delegation and ICMA Conference

### LAPSED

Moved: Cr Katie Ngatoko  
Seconded: Cr Renee Paine

That Council support the CEO to attend the USA Delegation and ICMA Conference by allowing the time of the trip to be seen as work time (i.e. not require the CEO to take leave from the period 20 October to 30 October 2025).

### LAPSED

During debate Mayor Julia Cornwell McKean foreshadowed the following motion.

*That council direct the Acting CEO to prepare a draft CEO Study Leave Policy for consideration by the council at its ordinary meeting to be held on 19 February 2025.*

The original motion lapsed and the foreshadowed motion became the motion.

### RESOLVED OCM 015/25

Moved: Mayor Julia Cornwell McKean  
Seconded: Cr Renee Brooker

That council direct the Acting CEO to prepare a draft CEO and Staff Study Leave Policy for consideration by the council at its ordinary meeting to be held on 19 February 2025.

### CARRIED

## 8.16 Sustainability Report - Update

### Resolved OCM 016/25

Moved: Cr Renee Paine  
Seconded: Cr Katie Ngatoko

1. approve the period of 23 December 2024 to 19 February 2025 inclusive for the CEO to work exclusively on the Sustainability Report and
2. Matthew Hansen (Deputy CEO) to act as CEO for the period of 23 December 2024 to 19 February 2025.

CARRIED



8.17 Small Business Grants Pilot project

Resolved OCM 017/25

Moved: Cr John Stringer

Seconded: Cr Matthew Hannan

That Council implement a pilot program for small business grants to replace the Berrigan Shire 2025 Business Awards.

CARRIED

8.18 2025 - 2029 Economic Development Strategy

Resolved OCM 018/25

Moved: Cr Katie Ngatoko

Seconded: Cr Catherine Healy

That Council endorse the draft 2025 – 2029 Economic Development Strategy

CARRIED

8.19 Councillors Expenses and Facilities Policy

Resolved OCM 019/25

Moved: Cr Catherine Healy

Seconded: Cr Renee Paine

That Council

1. revoke the Councillor Expenses and Facilities Policy adopted 15 June 2022, and
2. adopt the Councillor Expenses and Facilities Policy attached as an appendix to this report.

CARRIED



## 8.20 Code of Meeting Practice

Resolved OCM 020/25

Moved: Cr Renee Paine

Seconded: Cr Catherine Healy

That Council

1. Revoke the Berrigan Shire Council Code of Meeting Practice adopted 16 February 2022,
2. Adopt the Code of Meeting Practice attached with this report

CARRIED

## 8.21 National WAAAF Memorial Creek Walk

Resolved OCM 021/25

Moved: Cr John Stringer

Seconded: Cr Katie Ngatokoa

That council:

- a) formally name the WAAAF Creek Walk in Tocumwal, the National Memorial WAAAF Memorial Creek Walk, and
- b) update all relevant registers and database with the new name

CARRIED

At 5:37 pm, Mayor Julia Cornwell McKean left the meeting due to declared interest in *Item 8.22 Albury Wodonga Hospital Advocacy*.

Deputy Mayor, Cr Renee Paine assumed the chair.

## 8.22 Albury Wodonga Hospital Advocacy

The council took no action on this matter

At 5:44 pm, Mayor Julia Cornwell McKean returned to the meeting and assumed the chair.



8.23            Advocacy Plan

Resolved            OCM 022/25

Moved:            Cr Renee Paine

Seconded:        Cr Katie Ngatoko

That Council adopt the words provided for the Advocacy Strategy and direct staff to develop a branded document for presentation to council at a future meeting.

CARRIED

9                    NOTICES OF MOTION/QUESTIONS WITH NOTICE

Nil



## 10 CONFIDENTIAL MATTERS

Resolved OCM 023/25

Moved: Cr Katie Ngatokoa

Seconded: Cr Renee Paine

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:

### 10.1 CHANTER ST UNDERGROUND POWER PROJECT UPDATE

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.

### 10.2 TOCUMWAL AVIATION MUSEUM - LAND AND BUILDING

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.

### 10.3 BERRIGAN CARAVAN PARK LEASE

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





### 10.1 Chanter St Underground Power Project Update

Resolved OCM 024/25

Moved: Cr Matthew Hannan

Seconded: Cr John Stringer

That council direct the acting Chief Executive Officer to:

1. discuss with Essential Energy what options are available to mandate all properties in the project area to connect to the underground supply directly, rather than overhead via a pole, and
2. report to the ordinary meeting of council to be hold on 19 February 2025 on options available to council to fully fund the private connections to affected properties.

CARRIED

### 10.2 Tocumwal Aviation Museum - land and building

Resolved OCM 025/25

Moved: Cr Renee Paine

Seconded: Cr Katie Ngatokoa

That Council direct the CEO to prepare a probity report regarding the process of possible sale of the Tocumwal Aviation Museum. The report, including independent valuation and community engagement plan, are to be presented to council at as soon as possible.

CARRIED

### 10.3 Berrigan Caravan Park Lease

Resolved OCM 026/25

Moved: Cr John Stringer

Seconded: Cr Katie Ngatokoa

That Council:

1. delegate the Acting Chief Executive Officer to negotiate a new lease for the current operators for the Berrigan Caravan Park. This delegation is limited to lease terms of:
  - a) a lease term of 10 years, and two subsequent 5 year options.
  - b) Initial rent of no less than \$6,000 per annum.
2. direct the acting Chief Executive Officer to report to council on options for the closure of Barooga St adjacent to the Berrigan Caravan Park, with this report to be received by council no later than the ordinary meeting to be held on 19 March 2025

CARRIED



Resolved           OCM 027/25

Moved:           Cr Katie Ngatoko

Seconded:       Cr Renee Paine

That Council re-open the meeting to the public at 6:45pm.

CARRIED

## 11           MOTIONS WITHOUT NOTICE/QUESTIONS WITHOUT NOTICE

Cr Sharon Dennis – Mobile Communication Services Tocumwal

### MOTION

Resolved           OCM 028/25

Moved:           Cr John Stringer

Seconded:       Cr Sharon Dennis

That the council direct the acting Chief Executive Officer to prepare a report on mobile telephone service availability in Tocumwal for consideration by council no later than its ordinary meeting to be held on 19 March 2025.

CARRIED

## 12           COUNCILLOR REPORTS

### 12.1       Mayor's Report

Resolved           OCM 029/25

Moved:           Cr Renee Paine

Seconded:       Cr Katie Ngatoko

That the Mayor's Report be received.

- Interview with WIN News and Cobram Courier in relation to the development application that went to December Council Meeting.
- Barooga Carols by Candlelight
- Public hearing from the select committee of Regional Health
- Attended a meeting with Moira Shire Women who are developing a group called Women of Moira

• CARRIED



## 12.2 Verbal Reports from Delegates

### Cr Paine

- Berrigan Street Party

### Cr Ngatoko

- Finley Primary School Presentation
- Finley St Joseph's Primary School Presentation
- Cobram High School Presentation

### Cr Hannan

- Christmas Extravaganza

### Cr Stringer

- Tocumwal Carols

### Cr Healy

- Berrigan Street Party
- Berrigan Public School Presentation
- Finley Extravaganza

### Cr Brooker

- Barooga Carols
- Barooga Public School Presentation

## 13 CONCLUSION OF MEETING

The next Ordinary Council Meeting will be held on 19 February 2025 from 9:00am in the Council Chambers, 56 Chanter Street, Berrigan.

There being no further business the Mayor, Julia Cornwell McKean closed the meeting at 6:50pm.