

MINUTES

Ordinary Council Meeting

21 October 2025

**MINUTES OF THE ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS
ON TUESDAY, 21 OCTOBER 2025 AT 2PM**

1 OPENING OF MEETING

The Mayor declared the meeting opened at **2pm** and welcomed Councillors, Council Officers, media, and those following via livestreaming. Advice was provided of Council's Work, Health and Safety (WHS) Evacuation Plan and locations of amenities.

Present

Mayor Cr Neville Kschenka, Deputy Mayor Cr Sue Ruffles, Cr Bob Manning, Cr Jenny Clarke OAM, Cr Cameron Rouse, Cr Peter Dawson, Cr Cameron Lander, Cr Braden Lyons, Cr Tracey Lewis

Also in Attendance

Acting General Manager Shane Wilson, Acting Deputy General Manager Corporate & Community Edwina Kenna, Executive Assistant Vicki Maher (Minute Taker)

2 ACKNOWLEDGEMENT OF COUNTRY

The Mayor read the following Acknowledgement of Country.

I would like to acknowledge the Wiradjuri people who are the Traditional Custodians of the Land. I would also like to pay respect to their people both past and present and extend that respect to other Aboriginal Australians who are present.

3 APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE

Nil

4 APPLICATIONS FOR ATTENDANCE BY AUDIO-VISUAL LINK

Nil

5 DISCLOSURES OF INTEREST

The Mayor reminded Councillors and Council Officers of their obligation under Council's Code of Conduct to disclose and manage any conflicts of interest they may have in matters being considered at the meeting, and invited Councillors and Council Officers to disclose any such interests:

Nil

6 CONFIRMATION OF MINUTES**RESOLUTION 25/192**

Moved: Deputy Mayor Cr Sue Ruffles

Seconded: Cr Jenny Clarke OAM

That the minutes of the Ordinary Council Meeting held on 16 September 2025 be confirmed.

CARRIED

AT THIS POINT, AND IN RELATION TO ITEM 11.3 OF THE 16 SEPTEMBER 2025 MINUTES, CR RUFFLES OFFERED SHANE WILSON CONGRATULATIONS FOR THE OPPORTUNITY TO ACT IN THE GENERAL MANAGER ROLE AND THANK YOU FOR HIS DEDICATION AND HELP TO COUNCILLORS AND THE SHIRE OVER THE PAST WEEKS IN THE INTERIM BEFORE THE NEW GENERAL MANAGER COMMENCES ON MONDAY 27 OCTOBER 2025.

7 MAYORAL MINUTES

7.1 MAYOR REPORT - SEPTEMBER AND OCTOBER 2025

RESOLUTION 25/193

Moved: Mayor Cr Neville Kschenka

Seconded: Cr Cameron Rouse

That Council:

1. Receives and notes the Mayor Report for September and October 2025

CARRIED

8 NOTICES OF MOTION AND QUESTIONS WITH NOTICE

Nil

9 REPORTS OF COUNCILLORS

9.1 CR CLARKE - 2025 ANNUAL ALWGA CONFERENCE

RESOLUTION 25/194

Moved: Cr Jenny Clarke OAM

Seconded: Cr Cameron Lander

That Council:

1. Receives and notes information provided in the report ALWGA Conference held 4–6 September 2025.

CARRIED

10 REPORTS OF COMMITTEES

10.1 MINUTES - NARRANDERA ARTS AND CULTURE ADVISORY COMMITTEE

RESOLUTION 25/195

Moved: Cr Tracey Lewis

Seconded: Cr Jenny Clarke OAM

That Council:

1. Receives and notes the Minutes of the Arts and Culture Advisory Committee held on 28 August 2025.

CARRIED

10.2 AUDIT, RISK AND IMPROVEMENT COMMITTEE - MINUTES - 26 SEPTEMBER 2025

RESOLUTION 25/196

Moved: Cr Bob Manning

Seconded: Cr Cameron Lander

That Council:

1. Receives and notes the Minutes of the Extraordinary Audit, Risk and Improvement Committee held on Friday 26 September 2025.

CARRIED

11 REPORTS OF THE GENERAL MANAGER

11.1 REGIONAL DROUGHT RESILIENCE PLAN - WESTERN RIVERINA STORMWATER AND WASTEWATER MANAGEMENT STRATEGY

RESOLUTION 25/197

Moved: Cr Bob Manning

Seconded: Cr Tracey Lewis

That Council:

1. Endorses the Western Riverina Stormwater and Wastewater Management Strategy as presented for the purpose of public exhibition seeking community feedback for a period of 28 days.
2. Deems the Western Riverina Stormwater and Wastewater Management Strategy as adopted should no submissions be received from the community at the conclusion of the exhibition period.

CARRIED

11.2 DOCTOR ATTRACTION AND RETENTION - REQUEST FOR ASSISTANCE

RESOLUTION 25/198

Moved: Cr Tracey Lewis

Seconded: Cr Bob Manning

That Council:

1. Endorses the action of the Mayor and Acting General Manager in offering assistance

agreements to two doctors in accordance with the Doctor Attraction and Retention Incentives Policy 2025.

2. Allocates \$35,000 to be placed in the 2026-27 financial year budget to fund the second phase of the assistance.

CARRIED

11.3 CROWN LAND PLANS OF MANAGEMENT

RESOLUTION 25/199

Moved: Deputy Mayor Cr Sue Ruffles

Seconded: Cr Cameron Lander

That Council:

1. Adopts the four Plans of Management (as below) for Crown Land under clause 70B of the Crown Land Management Regulation 2018.
 - a. Draft Plan of Management – Lake Talbot and Environs
 - b. Draft Plan of Management – Lake Talbot Tourist Park Narrandera
 - c. Draft Plan of Management – Historical Cemetery Site
 - d. Draft Plan of Management – Recreational Space and Community Use.

CARRIED

11.4 POLICY REVIEW - POL031 ADVERTISING POLICY

RESOLUTION 25/200

Moved: Cr Tracey Lewis

Seconded: Cr Bob Manning

That Council:

1. Endorses the amendments to policy POL031 Advertising as presented for 21 days public exhibition seeking community feedback.
2. Deems the policy as adopted should no submissions be received at the conclusion of the exhibition period.

CARRIED

11.5 REQUEST TO WAIVE SPORTSGROUND FEE - GOLDEN BOOT

RESOLUTION 25/201

Moved: Cr Cameron Lander

Seconded: Cr Braden Lyons

That Council:

1. Approves the request from the NSW Police Force to waive the Narrandera Sportsground hire charge of \$1,250 for the 2025 Police Charity Golden Boot Touch Football Carnival to be funded from the Mayor and General Manager donations funds.

CARRIED

11.6 POLICY REVIEW - POL042 AUSTRALIA DAY POLICY

RESOLUTION 25/202

Moved: Cr Braden Lyons

Seconded: Deputy Mayor Cr Sue Ruffles

That Council:

1. Endorses the revised POL042 Australia Day Policy to incorporate an additional provision as received during the public exhibition.
2. Amend 4.2 point 3 to - Award nominees can be Narrandera Shire residents and not necessarily an Australian citizen.

CARRIED

12 REPORTS OF THE DEPUTY GENERAL MANAGER CORPORATE AND COMMUNITY SERVICES

12.1 2025 MODEL CODE OF MEETING PRACTICE

RESOLUTION 25/203

Moved: Cr Cameron Lander

Seconded: Cr Cameron Rouse

That Council:

1. Resolves to adopt the 2025 Model Code of Meeting Practice as presented for the purpose of public exhibition.

CARRIED

12.2 ANNUAL DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS RETURN 2024-25**RESOLUTION 25/204**

Moved: Cr Cameron Lander

Seconded: Cr Bob Manning

That Council:

1. Acknowledges the attached annual Disclosure by Councillors and Designated Persons Returns lodged by both Councillors and designated staff within Narrandera Shire Council for the reporting period 30 June 2024 to 30 June 2025; and
2. Publishes the documents to the community via Council's website.

CARRIED

12.3 MONTHLY STATEMENT OF INVESTMENTS - SEPTEMBER 2025**RESOLUTION 25/205**

Moved: Cr Tracey Lewis

Seconded: Cr Peter Dawson

That Council:

1. Receives and notes the Statement of Investments as at 30 September 2025.

CARRIED

12.4 MONTHLY FINANCIAL PERFORMANCE REPORT - SEPTEMBER 2025**RESOLUTION 25/206**

Moved: Cr Tracey Lewis

Seconded: Cr Cameron Rouse

That Council:

1. Receives and notes the Monthly Financial Performance Report for the month of September 2025, as detailed in this report.

CARRIED

13 REPORTS OF THE DEPUTY GENERAL MANAGER INFRASTRUCTURE SERVICES**13.1 POLICY REVIEW - POL128 ACCESS TO COMMUNICATION FACILITIES****RESOLUTION 25/207**

Moved: Cr Tracey Lewis

Seconded: Deputy Mayor Cr Sue Ruffles

That Council:

1. Endorses and adopts the revised POL128 Access to Communication Facilities policy without exhibition due to only minor changes.

CARRIED

13.2 POLICY REVIEW - POL108 DRONE USAGE POLICY 2025

RESOLUTION 25/208

Moved: Cr Tracey Lewis

Seconded: Deputy Mayor Cr Sue Ruffles

That Council:

1. Endorses the draft POL108 Drone Usage Policy as presented for the purpose of public exhibition seeking community comment for a period of 28 days.
2. Deems POL108 Drone Usage Policy as adopted should no submissions be received from the community at the conclusion of the exhibition period.

CARRIED

13.3 DEVELOPMENT & ENVIRONMENT SERVICES ACTIVITIES - SEPTEMBER 2025

RESOLUTION 25/209

Moved: Cr Cameron Lander

Seconded: Cr Cameron Rouse

That Council:

1. Receives and notes the Development Services Activities Report for September 2025.

CARRIED

14 CONFIDENTIAL MATTERS

RESOLUTION 25/210

Moved: Cr Cameron Lander

Seconded: Cr Braden Lyons

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*:

14.2 Narrandera Leeton Airport - Hangar Lease

This matter is considered to be confidential under Section 10A(2) - di 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 commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

CARRIED

14.1 ELECTRICAL CONNECTION - BHULLAR GROUP

RESOLUTION 25/211

Moved: Cr Tracey Lewis

Seconded: Cr Cameron Lander

That Council:

1. Resolves to contribute \$53,990.94 (ex GST) to Bhullar Group towards the construction of the overhead electrical lines along Drover Place in the Red Hill Industrial Estate.
2. Resolves to fund the contribution from the Property Development internal reserve.

CARRIED

14.2 NARRANDERA LEETON AIRPORT - HANGAR LEASE

RESOLUTION 25/212

Moved: Cr Cameron Lander

Seconded: Cr Cameron Rouse

That Council:

1. Enters into a lease agreement with Douglas Aerospace of the unused areas within the aeroplane hangar owned by Narrandera Shire Council at the Narrandera-Leeton Airport detailed within the report, for a period of twelve (12) months plus twelve (12) months option; and
2. Allocates \$104,000 to undertake infrastructure works as required to allow the building to be leased from the Organisational Service Assets and Projects internal reserve.
3. Provides delegated authority for the Mayor and General Manager to execute the lease agreement and place the Seal of Council on the document if required.

CARRIED

14.3 OPEN COUNCIL

RESOLUTION 25/213

Moved: Cr Cameron Lander

Seconded: Cr Tracey Lewis

That Council moves out of Closed Council into Open Council and the Mayor advise of the resolutions endorsed in Closed Session.

CARRIED

15 REPORT OF CONFIDENTIAL RESOLUTIONS

In accordance with clauses 14.22 and 14.23 of Council's Code of Meeting Practice, resolutions passed during a meeting, or a part of a meeting that is closed to the public must be made public by the Chairperson as soon as practicable. Such resolutions must be recorded in the publicly available minutes of the meeting.

16 CONCLUSION OF MEETING

The Meeting closed at 3.20pm.

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

13



GENERAL MANAGER



CHAIRPERSON