



**WEIPA**  
TOWN AUTHORITY

# WTA Members General Meeting

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## **MINUTES**

Held at the Council Chambers, WTA Office  
On Wednesday 11 March 2026  
at 11:30 am

## AGENDA CONTENTS

AGENDA Contents .....	i
Appendix Contents.....	ii
Attendance.....	1
Present and History.....	1
Not Present.....	1
Open Meeting .....	2
1. Minutes .....	2
1.1. General Meeting – February.....	2
2. Items for consideration.....	2
2.1. Bereavement and condolences .....	2
2.2. Conflict of interest.....	2
2.3. Travel Applications .....	3
2.4. Acknowledgement of Absence - Applications.....	3
2.5. Community Engagement .....	3
3. Correspondences.....	3
3.1. Correspondence.....	3
3.2. Petitions and joint letters .....	<b>Error! Bookmark not defined.</b>
3.3. Deputations and delegations .....	<b>Error! Bookmark not defined.</b>
4. Chair Report .....	<b>Error! Bookmark not defined.</b>
5. WTA Reports .....	3
5.1. Superintendent.....	3
5.2. Other.....	<b>Error! Bookmark not defined.</b>
6. Notice of Motions .....	4
6.1. Corporate Services.....	4
6.2. Planning and Works .....	4
6.3. Community Services .....	5
6.4. Sports and Recreation.....	5
6.5. Other.....	5
7. Urgent Matters .....	5
7.1. Motions .....	5
7.2. Notices.....	6
8. Meeting Schedule and Training.....	6
8.1. Training and Conferences .....	6
8.2. Workshops.....	6
8.3. General Meetings.....	6
8.4. Date Claimer .....	7
Meeting Close.....	7
Endorsement .....	7

## APPENDIX CONTENTS

Appendix 1 – General Meeting Minutes – February 2026

Appendix 2 – Monthly Financial Report – February 2026

Appendix 3 – Caravan Park Prescribed Activity Fee Business paper



# GENERAL MEETING Minutes

Wednesday 11 March 2026

## ATTENDANCE

### Present and History

- Members**

Jaime Gane	Malcolm Slack
Trent Gordon	Nick Preece
Tacita de Tournouer	Tim Ryan

- History**

	July		August			September		October		November		December		January		February	
	W	M	W	*	M	W	M	W	M	W	M	W	M	W	M	W	M
	16	30	13	19	27		17	08	29	26	26		10		28	11	25
Jaime Gane	P	AA	AA	P	P	X	P	P	P	P	P	X	P	X	P	P	P
Trent Gordon	P	P	P	P	P	X	P	P	P	P	A	X	P	X	P	P	P
Tacita De Tournouer				P	P	X	P	P	P	P	P	X	P	X	P	P	P
Malcolm Slack						X						X		X	P	P	A
Jackie Malacoola	A	A	P	A	A	X	P	P	A	A	A	X	A	X	Ap	Ap	A
Tim Ryan	Ap	P	Ap	P	Ap	X	P	P	Ap	P	P	X	P	X	Ap	P	P
Nick Preece	P	P	P	P	Ap	X	Ap	A	Ap	Ap	Ap	X	P	X	P	Ap	Ap

- Guests**

NIL

- WTA Staff**

Tobias Rissman – Superintendent Weipa Township  
 Nicky Perriman – Supervisor Corporate Services  
 Matthew Turnbull – Supervisor Public Works  
 Renee Williams – Supervisor Communities  
 Kai-ishya Thompson – Governance and Grants Officer

### Not Present

- Absent**

Jackie Malacoola

- Apology**

NIL

- Approved absence**

NIL

## OPEN MEETING

The General Meeting opened at 11:27 am.

### Traditional Owners Acknowledgment

*We begin today by acknowledging the Alngith people, Traditional Custodians of the land on which we meet today and pay our respects to Elders both past and present. We thank the First Australians for generations of careful custodianship of the land on which we live, work and play.*

## 1. MINUTES

### 1.1. General Meeting – February

The February WTA Members General Meeting took place on 25<sup>th</sup> of February at 9:05 am. The minutes are attached as Appendix 1.

<b>Moved:</b>	Jaime Gane
<b>Seconded:</b>	Tacita de Tournouer

#### Resolution 2603-1

Affirmative: 6

Negative: 0

The WTA Members adopt the minutes of the General Meeting on 25 February 2026 as a true and accurate record.

**CARRIED**

*The Members carried the resolution with no comments.*

## 2. ITEMS FOR CONSIDERATION

### 2.1. Bereavement and condolences

A minute of silence may be observed out of respect for community members who have recently passed away.

*No passings were noted from within or surrounding communities.*

### 2.2. Conflict of interest

WTA Members are asked to consider any Material Personal Interest (MPI) or Conflict of Interest (COI) issues that may arise due to items listed on the agenda.

*No conflicts of interest were noted.*

### **2.3. Travel Applications**

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WTA Members are asked to consider any travel plans so that all travel and reimbursements can be pre-approved by WTA (Pol-014 Member Expenses Reimbursement Policy).

*No travel applications were noted.*

### **2.4. Acknowledgement of Absence - Applications**

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WTA Members are required to have all absences pre-approved by WTA resolution (POL-010 Member Remuneration Policy).

*No absence approvals were noted.*

### **2.5. Community Engagement**

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WTA Members are asked to consider what community engagement activities are needed or what has occurred.

#### **i) Planning – WTA Community Conversation – 31 March 2026**

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WTA will be hosting a Community Conversation event on the 31<sup>st</sup> of March 2026. WTA Members attended this event.

*Action: All Members to attend.*

## **3. CORRESPONDENCES**

### **3.1. Correspondence**

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*No correspondences were received or sent.*

## **4. REPORTS**

### **4.1. Chair Report**

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Jaime Gane presented the Chair's report.

*The Members noted the report with no comments.*

### **4.2. Superintendent Report**

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Tobias Rissman presented the Superintendent's Report.

*The Members noted the report with minimal comments.*

## 5. NOTICE OF MOTIONS

### 5.1. Corporate Services

#### i) Monthly Financial Report – February

A financial report was prepared capturing the financial performance of WTA for the month of February.

This report was attached as Appendix 2.

<b>Moved:</b>	Jaime Gane
<b>Seconded:</b>	Trent Gordon

Tobias Rissman presented the February WTA Financial Report.

<b>Resolution 2603-2</b>	
Affirmative: 6	Negative: 0
The WTA Members accept the monthly financial report for February 2026.	
<b>CARRIED</b>	

*The Members carried the motion with minimal comments.*

#### ii) Annual Report 2025/26

Each year, WTA creates and publishes an Annual Report. This report recounts the financial performance and operational achievements during the 12 months to foster transparency and accountability.

<b>Moved:</b>	Nick Preece
<b>Seconded:</b>	Tacita de Tournouer

The 2025/26 Annual Report was presented.

<b>Resolution 2603-3</b>	
Affirmative: 6	Negative: 0
The WTA Members accept and endorse the Annual Report for 2024/25 as true and correct.	
<b>CARRIED</b>	

*The Members carried the motion with minimal comments.*

### 5.2. Planning and Works

NIL

### 5.3. Community Services

#### i) Caravan Park Prescribed Activity Fee

On the 10<sup>th</sup> of December, at the Workshop, a business paper on the proposal of a Caravan Park Prescription Activity Fee was discussed.

The business paper was attached as Appendix 3.

<b>Moved:</b>	Tacita de Tournouer
<b>Seconded:</b>	Nick Preece

The fee would achieve the same regulatory controls over caravan parks as are currently applied to other licensing/permitting programs.

This would result in caravan park operators (existing and future) being required to lodge an application for approval, obtaining a permit approval with operating conditions which are renewed annually and being subject to annual site inspections

#### Resolution 2603-4

Affirmative: 6

Negative: 0

The WTA Members adopt the Caravan Park Prescribed Activity Fee, effective 1 September 2026.

**CARRIED**

*The Members carried the motion with minimal comments.*

### 5.4. Sports and Recreation

NIL

### 5.5. Other

NIL

## 6. URGENT MATTERS

### 6.1. Motions

#### i) POL-020 Delegation of Financial Authority – Review

Rio Tinto amended their Delegation of Authority. WTA directly follows this authority regarding financial delegations, resulting in the review of POL-020 Delegation of Financial Authority.

<b>Moved:</b>	Nick Preece
<b>Seconded:</b>	Jaime Gane

**Resolution 2603-5**

Affirmative: 6

Negative: 0

The WTA Members adopt the revised POL-020 Delegation of Financial Authority, effective 16 March 2026.

**CARRIED**

*The Members carried the motion with minimal comments.*

**6.2. Notices**

NIL

**7. MEETING SCHEDULE AND TRAINING**

**7.1. Training and Conferences**

- Ex Austral Shield - Headquarters of Joint Operations Command and Headquarters 2<sup>nd</sup> (Australian) Division – update on information – Early March 2026
- Local Government Association of Queensland (LGAQ) Civic Leaders Summit – 25-26 March 2026 (Brisbane)
- Joint Standing Committee on Northern Australia inquiry on Emerging Industries in Northern Australia – Sometime in May to June
- Local Government Association of Queensland (LGAQ) Elected Members Update (EMU) – 1 June 2026 - PENDING
- Developing Northern Australia (DNA) Conference – 17-19 August 2026
- Local Government Association of Queensland (LGAQ) Annual Conference – 19-21 October 2026

**7.2. Workshops**

- 1 April 2026 – 9:00 am
- 13 May 2026 – 9:00 am
- 10 June 2026 – 9:00 am
- 15 July 2026 – 9:00 am
- 12 August 2026 – 9:00 am
- 9 September 2026 – 9:00 am
- 14 October 2026 – 10:30 am
- 11 November 2026 – 10:30 am
- 9 December 2026 – After General Meeting

**7.3. General Meetings**

- 29 April 2026 – 9:00 am
- 27 May 2026 – 9:00 am
- 17 June 2026 – 9:00 am
- 22 July 2026 – 9:00 am
- 26 August 2026 – 9:00 am

- 16 September 2026 – 9:00 am
- 28 October 2026 – 9:00 am
- 18 November 2026 – 9:00 am
- 9 December 2026 – 10:30 am

#### 7.4. Date Claimer

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- WTA Community Conversation – 31 March 2026
- WTA Sunset Markets – 2 May 2026
- Weipa Clean Up Australia Day – 8 May 2026 – 3:30-6:00 pm
- Weipa Fishing Classic – 5-7 June 2026
- WTA Sunset Markets – 1 August 2026
- Weipa Rodeo – August 2026
- WTA Sunset Markets – 5 September 2026
- WTA Disaster EXPO – 10 October 2026
- WTA Christmas Markets – 19 November 2026
- WTA Christmas Tree Lighting – 1 December 2026

## MEETING CLOSE

The General Meeting closed at 12:08 pm.

## ENDORSEMENT

These Minutes were confirmed on the 29<sup>th</sup> day of April, 2026.

The Members listed as present in these Minutes for March are considered eligible for the Meeting Fee.

*Jaime Gore*

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Weipa Town Authority Chairperson

*[Signature]*

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Superintendent Weipa Township