



WEIPA
TOWN AUTHORITY

WTA Members General Meeting

DRAFT MINUTES

Held at the Council Chambers, WTA Office
On Wednesday 26 August 2026
at 9:00 am

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APPENDIX CONTENTS

Appendix 1 – General Meeting Minutes – July 2026

Appendix 2 – Correspondence

2.1. Department of Education – Western Cape College Master Plan Information

2.1.1. Letter

2.1.2. Information Pack

2.2. WTA – Cessation of TCICA Membership

2.3. Department of Development – 2027 Land Valuation Information

2.4. Department of State Development – WTA’s Local Government Infrastructure Plan

Appendix 3 – Monthly Financial Report – July 2026

GENERAL MEETING

Draft Minutes

Wednesday 26 August 2026

ATTENDANCE

Present and History

• Members

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

• History

	July		August		September		October		November		December	
	W	M	W	M	W	M	W	M	W	M	W	M
	22	22	13	26	10	16	14	28	11	18	09	09
Jaime Gane	P	P										
Trent Gordon	P	P										
Tacita de Tournouer	P	P										
Malcolm Slack	P	P										
Jackie Malacoola	A	A										
Tim Ryan	P	P										
Nick Preece	AA	AA										

• Guests

NIL

• WTA Staff

Tobias Rissman – Superintendent Weipa Township
 Nicky Perriman – Supervisor Corporate Services
 Renee Williams – Supervisor Community Services
 Kai-ishya Thompson – Governance and Grants Officer

Not Present

• Absent

Jackie Malacoola*

• Apology

NIL

• Approved absence

NIL

OPEN MEETING

The General Meeting opened at 8:58 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 – July

The July WTA Members General Meeting took place on 22 July 2026 at 9:05 am.

The minutes were attached as Appendix 1.

Moved:	Jaime Gane
Seconded:	Tim Ryan

Resolution 2608-1

Affirmative: 5

Negative: 0

The WTA Members adopt the minutes of the General Meeting on 22 July 2026 as a true and accurate record.

CARRIED

The Members carried the motion 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.

A moment of silence was held for the passing of a member a surrounding community.

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 requests were received.

2.3. Travel Applications

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).

i) 2026/27 Member Conference Attendance

The 26/27 operational budget includes a \$40,000 allocation for WTA Member expenses and travel. Members anticipate attendance at:

- Developing Northern Australia Conference
- LGAQ Annual Conference
- LGAQ Disaster Management Conference
- Other State or Regional Government Forum

Moved:	Jaime Gane
Seconded:	Trent Gordon

Resolution 2608-2

Affirmative: 5

Negative: 0

The WTA Members note the limited 2026/27 Member Expenses and Travel budget and approve for a WTA Member/s to attend:

- Developing Northern Australia (DNA) Conference (x 2 Members)
- Local Government Association of Queensland (LGAQ) Annual Conference (x2 Members)
- Local Government Association of Queensland (LGAQ) Disaster Management Conference (x1 Member)
- Other State or Regional Government Forums

CARRIED

The Members carried the motion with minimal comments.

2.4. Acknowledgement of Absence - Applications

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

No absence requests were received.

2.5. Community Engagement

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

i) Reflection – WTA Sunset Markets – 1 August 2026

WTA hosted the Sunset Markets on 1 August 2026. WTA Members attended this event.

Jaime Gane and Tim Ryan attended. The noted the event started off slow but was a good turn out by the end of the event.

The Members noted the absence of some stalls and attempted to brainstorm ways to ensure stalls do not pull out of the event.

ii) Planning – WTA Sunset Markets - 5 September 2026

WTA is intending to host Sunset Markets on 5 September 2026. WTA Members are expected to attend this event.

Action: Jaime Gane, Tacita de Tournouer and Tim Ryan to attend.

~ Nick Preece entered the room at 9:11. ~

3. CORRESPONDENCES

3.1. Correspondence

i) In – Department of Education – Western Cape College Masterplan – REVIEW

A letter from Assistant Director-General Services and Infrastructure regarding an update on the feedback on the education master plan for Western Cape was attached as Appendix 2.1.

The Members noted the letter with no comments.

ii) OUT – WTA – Cessation of Membership with TCICA – READ

A letter from WTA regarding the cessation of membership with TCICA was attached as Appendix 2.2.

The Members noted the letter with no comments.

~ Jackie Malacoola presumably dialled in to the meeting at 9:15 am.*~

iii) IN – Department of Natural Resources and Mines, Manufacturing and Regional and Rural Development – 2027 Land Valuation Program – READ

A letter from Valuer-General regarding the announcement of the 2027 Land Valuation Program was attached as Appendix 2.3.

The Members noted the letter with no comments.

iv) In – Department of State Development, Infrastructure and Planning – WTA Local Government Infrastructure Plan Amendment – READ

A letter from Acting Director-General of Department of State Development, Infrastructure and Planning regarding a response to WTA's notification of amendment to the Local Government Infrastructure Plan was attached as Appendix 2.4.

The Members noted the letter with no comments.

4. WTA REPORTS

4.1. Chair

Jaime Gane presented the Chair's report.

4.2. Superintendent

Tobias Rissman presented the Superintendent's Report.

5. NOTICE OF MOTIONS

5.1. Corporate Services

i) Monthly Financial Report – July

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

This report was attached as Appendix 3.

Moved:	Jaime Gane
Seconded:	Trent Gordon

Superintendent to present the July WTA Financial Report.

Resolution 2608-3	
Affirmative: 6	Negative: 0
The WTA Members accept the monthly financial report for July 2026.	
CARRIED	

The Members carried the motion with minimal comments.

ii) Member Discretionary Donation – Bauxite Sisters Junior Rugby League Club

An application from Bauxite Sisters Rugby League Club (not incorporated) was referred for a Member Discretionary Donation.

Moved:	Trent Gordon
Seconded:	Tacita de Tournouer

Bauxite Sisters Jnr Rugby League submitted a team application for a Youth Achievement Donation to compete in the Queensland Murri Carnival in Brisbane in September. 11 of the girls reside within Weipa. However, they were ineligible under this program as the group was not competitively selected to participate in the competition (they signed up for the competition).

There is enough budget within this program to support this request. \$2,000 currently remains within the budget.

Governance and Grants Officer to field any questions.

Resolution 2608-4	
Affirmative: 6	Negative: 0
The WTA Members support Bauxite Sisters Junior Rugby League Club with a Members Discretionary Donation of \$1,000 to compete in the Queensland Murri Carnival 2026.	
CARRIED	

The Members carried the motion after some discussion around the budget of the grant program.

iii) Member Discretionary Donation – Cape Animal Protection Shelter (CAPS)

An application by Cape Animal Protection Shelter (CAPS) was made for a Member Discretionary Donation.

Moved:	Malcolm Slack
Seconded:	Trent Gordon

CAPS submitted a request for a Member Discretionary Donation to commence the 'Community Crate Hire Program'. This donation would purchase crates of various sizes which would then be hired out to community groups for short-term use.

There is enough budget within this program to support this request. \$2,000 currently remains within the budget.

Governance and Grants Officer to field any questions.

Resolution 2608-5

Affirmative: 6

Negative: 0

The WTA Members support Cape Animal Protection Shelter with a Members Discretionary Donation of \$1,000 to commence the 'Community Crate Hire Program'.

CARRIED

The Members carried the motion after some discussion around the budget of the grant program.

6. MEETING SCHEDULE AND TRAINING

6.1. Training and Conferences

- Joint Standing Committee on Northern Australia inquiry on Emerging Industries in Northern Australia (Weipa) – September
- Local Government Association of Queensland (LGAQ) Annual Conference (Cairns) – 19-21 October 2026

6.2. Workshops

- 10 September 2026 – 9:00 am
- 14 October 2026 – 10:30 am
- 11 November 2026 – 10:30 am
- 9 December 2026 – After General Meeting

6.3. General Meetings

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

6.4. Date Claimer

- 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 10:00 am.

ENDORSEMENT

These Minutes were confirmed on the <dd> day of <mmmm, yyyy>.

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

* Someone dialled in to the meeting. Jackie Malacoola called Tobias Rissman asking for the Teams meeting link prior to this person dialling in to the meeting. It is presumed the person who dialled in was Jackie Malacoola; however, the username was a series of numbers, and the camera and microphone did not turn on for the duration of the meeting. No affirmation or negation were made for motions. The Superintendent and Chairperson, exercising their discretion, do not classify this as 'full attendance or active participation in' the meeting. Therefore, Jackie Malacoola was classified as 'absent' for this meeting and not eligible for the meeting fee.

Weipa Town Authority Chairperson

Superintendent Weipa Township