



WEIPA
TOWN AUTHORITY

WTA Members General Meeting

DRAFT MINUTES

Held at the Council Chambers, WTA Office
On Wednesday 28 January 2026
at 9:00 am

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Appendix 2 – Correspondence

2.1 – Member for Traeger – Cattle Numbers in Cape York

2.2 – Member for Traeger – Weeds and Biosecurity

Appendix 3 – Monthly Financial Report – December 2025

Appendix 4 – Audit Documents

4.1 – End of Year Financial Statements 2024/25

4.2 – Audit Completion Report

Appendix 5 – Walking Network Plan Presentation

GENERAL MEETING Draft Minutes

Wednesday 28 January 2026

ATTENDANCE

Present and History

- Members**

Jaime Gane

Malcolm Slack

Trent Gordon

Tacita De Tournouer

Nick Preece

- History**

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

- Guests**

Jerryn and Xanthia – Zwart Transport Planning – Via Teams

- WTA Staff**

Tobias Rissman – Superintendent Weipa Township

Matt Turnbull – Supervisor Public Works

Nicky Perriman – Supervisor Corporate Services

Renee Williams – Supervisor Community Services

Kai-ishya Thompson – Governance Officer

Not Present

- Absent**

NIL

- Apology**

Jackie Malacoola

Tim Ryan

- Approved absence**

NIL

OPEN MEETING

The General Meeting opened at 9:03 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. DECLARATION OF OFFICE

All elected Members must undertake a Declaration of office when they commence their positions.

Malcolm Slack to take his Declaration of Office.

I, Malcolm Slack, having been elected as a Member of Weipa Town Authority, declare I will faithfully and impartially fulfil the duties of the office, in accordance with the Local Government Principles (Local government Act 2009) and Code of Conduct to the best of my judgment and ability.

2. MINUTES

2.1. General Meeting – December

The December Members General Meeting took place on Wednesday 10 December 2025 at 10:30 am. The minutes were attached as Appendix 1.

Moved:	Tacita de Tournouer
Seconded:	Trent Gordon

Resolution 2601-1

Affirmative: 5

Negative: 0

The WTA Members adopt the minutes of the General Meeting on 10 December 2025 as a true and accurate record.

CARRIED

3. ITEMS FOR CONSIDERATION

3.1. 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 members of the community and for the Bondi terror attack.

3.2. 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.

3.3. 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).

No travel requests were received.

3.4. Acknowledgement of Absence - Applications

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

No absence noticed were received.

3.5. Community Engagement

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

i) Reflection – Australia Day Awards Dinner – 21 January 2026

WTA hosted the Australia Day Awards Dinner on 21 January 2026. WTA Members attended this event.

Jaime Gane attended the Australia Day Awards Dinner. Jaime noted the smaller numbers of attendees created a nice, inclusive and welcoming atmosphere matching the intention of the awards dinner.

4. CORRESPONDENCES

4.1. Correspondence

i) IN – Member for Traeger – Cattle Numbers in Cape York – READ

A letter from Member for Traeger regarding the questions and responses on the number of cattle in Cape York during an Estimates Hearing was attached as Appendix 2.1.

The Members noted the letter with no comments.

ii) IN – Member for Traeger – Weeds and Biosecurity in Cape York – READ

A letter from Member for Traeger regarding the questions and responses on weeds and biosecurity in Cape York during an Estimates Hearing was attached as Appendix 2.1.

The Members noted the letter with no comments.

4.2. Petitions and joint letters

NIL

4.3. Deputations and delegations

NIL

5. CHAIR REPORT

Jaime Gane presented the Chair's report.

The Members noted the report with no comments.

6. WTA REPORTS

6.1. Superintendent's Report

Tobias Rissman presented the Superintendent's Report.

The Members noted the report with minimal comments.

6.2. Other

NIL

7. NOTICE OF MOTIONS

7.1. Corporate Services

i) Monthly Financial Report – December

A financial report was prepared capturing the financial performance of WTA for the month of December. This report was attached as Appendix 3.

Moved:	Nick Preece
Seconded:	Malcolm Slack

Tobias Rissman presented the December WTA Financial Report.

Resolution 2601-2

Affirmative: 5

Negative: 0

The WTA Members accept the monthly financial report for December 2025.

CARRIED

The Members carried the motion with minimal comments.

ii) End of Financial Year Statements 2024/25 and Audit's Opinion Report

Each year WTA completes an independent financial audit. The 2024/25 financial audit was completed by BDO. BDO has prepared an audit completion report.

The End of Financial Year Statements 2024/25, and Audit Completion Report were attached as Appendix 4.

Moved:	Nick Preece
Seconded:	Trent Gordon

Nicky Perriman presented the End of Financial Year Statements for 2024/25 and the Auditor's Completion Report for year ending 30 June 2025.

Resolution 2601-3

Affirmative: 5

Negative: 0

The WTA Members accept the End of Financial Year Statements 2024/25, and the Audit Findings outlined in the Auditor's Annual Completion Report as of 30 June 2025.

CARRIED

The Members carried the motion with minimal comments.

7.2. Planning and Works

i) Walking Network Plan

In October, Zwart Transport Planning attended the WTA Members Workshop to run an information gathering session to assist in the development and direction the Walking Network Plan. Zwart Transport Planning have developed a Walking Network Plan for Weipa.

Moved:	Tacita de Tourouer
Seconded:	Nick Preece

Jerryn and Xanthia presented the Walking Network Plan. The presentation is attached as Appendix 5.

Resolution 2601-4

Affirmative: 5

Negative: 0

The WTA Members endorse the Walking Network Plan as presented.

CARRIED

The Members carried the motion with minimal discussion.

7.3. Community Services

NIL

7.4. Sports and Recreation

NIL

7.5. Other

i) Move of the April General Meeting

Currently, the April General Meeting is scheduled for the 22nd of April 2026. This clashes with the QPS Doctrine and Guidelines Workshop, involving the Superintendent, Chairperson and Deputy Chairperson. Therefore, the date of the General Meeting must be changed.

Moved:	Trent Gordon
Seconded:	Tacita de Tournouer

The proposed new date of the April General Meeting is one week after the current date – being the 29th of April 2026. This is not impacted by the April Queensland school holidays.

Resolution 2601-5

Affirmative: 5

Negative: 0

The WTA Members approve the change of date of the April General Meeting from 22 April to 29 April 2026.

CARRIED

The Members carried the motion with minimal discussion.

ii) Deputy Chairperson Appointment

The WTA Members must appoint a Deputy Chairperson of Weipa Town Authority.

Moved:	Nick Preece
Seconded:	Tacita de Tournouer

Resolution 2601-6

Affirmative: 5

Negative: 0

The WTA Members appoint Trent Gordon as the WTA Deputy Chairperson.

CARRIED

The Members carried the motion after some discussion.

iii) Weipa Local Disaster Management Group Chair and Deputy Chair Appointment

The WTA Members must declare the Chair or Deputy Chairperson to be the Chair of the Weipa Local Disaster Management Group.

Moved:	Tacita de Tournouer
Seconded:	Trent Gordon

Resolution 2601-7

Affirmative: 5

Negative: 0

The WTA Members appoint Jaime Gane to remain as the Chair of the Weipa Local Disaster Management Group and appoint Trent Gordon as the Deputy Chair of the Weipa Local Disaster Management Group.

CARRIED

The Members carried the motion with minimal discussion.

8. URGENT MATTERS

8.1. Motions

NIL

8.2. Notices

NIL

9. MEETING SCHEDULE AND TRAINING

9.1. Training and Conferences

- Headquarters Joint Operations Command and Headquarters 2nd (Australian) Division – 3 February 2026 10:30 am (Weipa)
- Joint Standing Committee on Northern Australia inquiry on Emerging Industries in Northern Australia – Sometime in May to June (Weipa)
- Developing Northern Australia (DNA) Conference – 17-19 August 2026 (Alice Springs)
- Local Government Association of Queensland (LGAQ) Annual Conference – 19-21 October 2026 (Cairns)

9.2. Workshops

- 11 February 2026 – 10:30 am
- 11 March 2026 – 10:30 am
- 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

9.3. General Meetings

- 25 February 2026 – 9:00 am
- 25 March 2026 – 9:00 am
- 29 April 2026 – 9:00 am
- 27 May 2026 – 9:00 am
- 24 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
- 25 November 2026 – 9:00 am
- 9 December 2026 – 10:30 am

9.4. Date Claimer

- WTA Easter Markets and Community Showcase – 28 March 2026
- WTA Sunset Markets – 2 May 2026
- 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 10:47 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.

Weipa Town Authority Chairperson

Superintendent Weipa Township