



WEIPA
TOWN AUTHORITY

WTA Members General Meeting

MINUTES

Held at the Council Chambers, WTA Office
On Wednesday 25 February 2026
at 9:00 am



GENERAL MEETING Minutes

Wednesday 25 February 2026

ATTENDANCE

Present and History

- Members**

Trent Gordon

Tacita de Tournouer

Jaime Gane

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	
Trent Gordon	P	P	P	P	P	X	P	P	P	P	A	X	P	X	P	P	
Tacita De Tournouer				P	P	X	P	P	P	P	P	X	P	X	P	P	
Malcolm Slack						X						X		X	P	P	
Jackie Malacoola	A	A	P	A	A	X	P	P	A	A	A	X	A	X	Ap	Ap	
Tim Ryan	Ap	P	Ap	P	Ap	X	P	P	Ap	P	P	X	P	X	Ap	P	
Nick Preece	P	P	P	P	Ap	X	Ap	A	Ap	Ap	Ap	X	P	X	P	Ap	

- Guests**

NIL

- WTA Staff**

Tobias Rissman – Superintendent Weipa Township

Nicky Perriman – Supervisor Corporate Services

Renee Williams – Supervisor Community Services

Kai-ishya Thompson – Governance Officer

Not Present

- Absent**

Malcolm Slack

Jackie Malacoola

- Apology**

Nick Preece

- Approved absence**

NIL

OPEN MEETING

The General Meeting opened at 9:05 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 – January

The January WTA Members General Meeting took place on 28th of January 2026 at 9:03am. The minutes were attached as Appendix 1.

Moved:	Tacita de Tournouer
Seconded:	Trent Gordon

Resolution 2602-1

Affirmative: 4

Negative: 0

The WTA Members adopt the minutes of the General Meeting on 28 January 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.

A moment of silence was held for the passing of members of the 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 of interest were noted.

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) URGENT – LGAQ Civic leaders Summit

Each year, LGAQ hosts a Civic leaders Summit for local government mayors, councillors, CEOs and senior officers. The 2026 summit will occur on the 25 – 26 of March in Brisbane. WTA Members intend to attend this event.

Moved:	Tacita
Seconded:	Trent

Resolution 2602-2

Affirmative: 4

Negative: 0

The WTA Members approve the travel request for Jaime Gane to attend the LGAQ Civic Leaders Summit on 25 - 26 March 2026. The cost will be addressed in the next budget review.

CARRIED

The Members carried the motion with some discussion.

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 approvals were noted.

2.5. Community Engagement

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

i) Planning – Easter Markets - 28 March 2026

WTA will be hosting the Easter Markets on the Saturday the 28th of March. WTA Members are expected to attend this event.

Action: *Jaime Gane, Tacita de Tournouer and Tim Ryan will be attending the event. WTA Members will be calling for topics for the upcoming community forum hosted by WTA and generally discussing key WTA topics.*

3. CORRESPONDENCES

3.1. Correspondence

i) OUT – WTA Member Gane – Letter of Support – READ

A letter from WTA Member Gane regarding a letter of support for a mobile community laundry service in Weipa and the Western Cape is attached as Appendix 2.

The Members noted the letter with no comments.

4. CHAIR REPORT

Jaime Gane presented the Chair's report.

The Members noted the report with no comments.

5. WTA REPORTS

5.1. Superintendent

i) Superintendent's Report

Tobias Rissman presented the Superintendent's Report.

The Members noted the report with minimal comments.

5.2. Other

NIL

6. NOTICE OF MOTIONS

6.1. Corporate Services

i) Monthly Financial Report – January

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

This report was attached as Appendix 3.

Moved:	Trent Gordon
Seconded:	Tacita de Tournouer

Tobias Rissman presented the January WTA Financial Report.

Resolution 2602-3

Affirmative: 4

Negative: 0

The WTA Members accept the monthly financial report for January 2026.

CARRIED

The Members carried the motion with minimal comments.

ii) Operational Plan 2025/26 – Quarter 2 Report

WTA has completed a Quarter 2 review of the Operational Plan.

Moved: Tim Ryan

Seconded: Tacita de Tournouer

Tobias Rissman presented the Quarter 2 report for the Operational Plan 2025/26.

Resolution 2602-4

Affirmative: 4

Negative: 0

The WTA Members accept the WTA Operational Plan 2025/26 Quarter 2 Report.

CARRIED

The Members carried the motion with minimal comments.

iii) POSTPONED - POL-020 Delegation of Financial Authority – Review

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

The policy was attached as Appendix 4.

This motion was removed from the agenda due to several issues raised before its presentation. This motion will return at a future meeting.

Moved:

Seconded:

Recommendation

It is recommended the WTA Members adopt the revised POL-020 Delegation of Financial Authority, effective 1 March 2026.

Resolution 2602-5

Affirmative:

Negative:

POSTPONED

6.2. Planning and Works

i) Capital Expenditure Approval (CEA) – Kumrumja Park Irrigation Upgrade

WTA Members approved the Kumrumja Park Irrigation Renewal Project as part of the 2025/26 capital budget. This project was approved at an amount of \$150,000. However, the current cost of this project estimates to \$150,000, leaving no amount as a contingency. This CEA proposes a 10% contingency of \$15,000 be added to the project, if required.

The CEA was attached as Appendix 5.

Moved: Trent Gordon
Seconded: Tacita de Tournouer

Resolution 2602-6

Affirmative: 4

Negative: 0

The WTA Members approve the CEA of \$164,998 for the renewal of the irrigation network in Kumrumja Park to be funded from WTA funds. This cost will be addressed in the next budget review.

CARRIED

The Members carried the motion with no comments.

6.3. Community Services

NIL

6.4. Sports and Recreation

NIL

6.5. Other

i) General Meeting Date Movement – June

The June General Meeting is scheduled for the 24th of June 2026. This clashes with travel back from RDA meetings, which Jaime Gane is attending. The date of the General Meeting is intended to be changed.

Moved: Trent Gordon
Seconded: Tacita de Tournouer

The proposed new date of the October General Meeting is one week after the current date – being the 17th of June 2026.

Resolution 2602-7	
Affirmative: 4	Negative: 0
The WTA Members approve the change of date of the June General Meeting from 24 June to 17 June 2026.	
CARRIED	

The Members carried the motion with no comments.

ii) General Meeting Date Movement – November

The November General Meeting is scheduled for the 25th of November 2026. This clashes with travel back from RDA meetings, which Jaime Gane is attending. The date of the General Meeting is intended to be changed.

Moved:	Trent Gordon
Seconded:	Tacita de Tournouer

The proposed new date of the November General Meeting is one week prior to the current date – being the 18th of November 2026.

Resolution 2602-8	
Affirmative:	Negative:
The WTA Members approve the change of date of the November General Meeting from 25 November to 18 November 2026.	
CARRIED	

The Members carried the motion with no comments.

iii) General Meeting Date Movement – March

The March General Meeting is scheduled for the 25th of March 2026. This clashes with LGAQ Civic Leaders Summit being held in Brisbane. The date of the March General Meeting is intended to be changed.

Moved:	Trent Gordon
Seconded:	Tacita de Tournouer

The proposed new date of the March General Meeting either one week or two weeks before the current date – being the 11th or 18th of March 2026.

Resolution 2602-9

Affirmative:

Negative:

The WTA Members approve the change of date of the March General Meeting from 25 March to 11 March 2026, commencing at 11:30 am.

CARRIED

The Members carried the motion after some discussion.

7. URGENT MATTERS

7.1. Motions

i) Active Transport Grant Program – Safe Routes to School Design Project

The Active Transport Grant Program is currently open supporting Queensland councils (including WTA) to plan, design and construct high quality and safe active transport infrastructure. The Program is administered by the Department of Transport and Main Roads. WTA intends to apply for this grant.

Moved: Jaime Gane
Seconded: Tim Ryan

WTA intend to submit an application for detailed designs for key crossings and pathways on school routes to ensure safer access for children.

WTA obtained estimates for this work. The estimates, with a 15% contingency, amount to \$299,000. WTA is required to co-contribute 25%, totalling \$74,750.

Routes and costs were highlighted in Appendix A.

Resolution 2602-10

Affirmative: 4

Negative: 0

The WTA Members authorise the submission of an application/s in the Active Transport Grant Program for the 'Safe Routes to School Design Project' and, if the application/s is successful, commit 25% co-contribution in the 2026/27 budget.

CARRIED

The Members carried the motion after some discussion. The Members enquired about the intention for the crossings and the exact location of a few of the crossings.

7.2. Notices

NIL

8. MEETING SCHEDULE AND TRAINING

8.1. Training and Conferences

- Ex Austral Shield - Headquarters of Joint Operations Command and Headquarters 2nd (Australian) Division – update on information – Early March 2026
- 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
- Developing Northern Australia (DNA) Conference – 17-19 August 2026
- Local Government Association of Queensland (LGAQ) Annual Conference – 19-21 October 2026

8.2. Workshops

- 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

8.3. General Meetings

- 11 March 2026 – 11:30 am
- 22 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

8.4. Date Claimer

- WTA Easter Markets and Community Showcase – 28 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 10:35 am.

ENDORSEMENT

These Minutes were confirmed on the 11th day of March 2026.

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



Weipa Town Authority Chairperson



Superintendent Weipa Township