



WEIPA
TOWN AUTHORITY

WTA Members General Meeting

DRAFT MINUTES

Held at the Council Chambers, WTA Office
On Wednesday 26 February 2025
at 9 am

Wednesday 26 February 2025

ATTENDANCE

Present and History

- Members**

Geoff Robins
 Lisa Scharf
 Nick Preece

Tim Ryan
 Jackie Malacoola – dialled in via Teams

- History**

	January		February	
	15	29	19	26
	W	M	W	M
Jaime Gane	P	P	P	
Geoff Robins	P	P	P	
Trent Gordon	P	P	P	
Lisa Scharf	P	P	P	
Jacqueline Malacoola	P	A	A	
Tim Ryan	P	P	Ap	
Nick Preece	P	P	P	

- Guests**

NIL

- WTA Staff**

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

Not Present

- Absent**

Trent Gordon

- Apology**

Jaime Gane

- 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. MINUTES

1.1. General Meeting – January

Moved:	Lisa Scharf
Seconded:	Nick Preece

The minutes from the General Meeting on 29 January 2025 were attached as Appendix 1.

Resolution 2502-1

Affirmative: 5

Negative: 0

The WTA Members adopt the minutes of the General Meeting on 29 January 2025 as a true and accurate record.

CARRIED

The WTA 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 the passing of a member of 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 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).

NIL

2.4. Acknowledgement of Absence - Applications

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

NIL

2.5. Community Engagement

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

No community engagement was noted.

3. QUESTIONS

3.1. Public attendance

i) NIL

3.2. Member questions

i) NIL

3.3. Answers to previous questions

i) NIL

4. CORRESPONDENCES

4.1. Correspondence

i) NIL

4.2. Petitions and joint letters

i) NIL

4.3. Deputations and delegations

i) NIL

5. CHAIR REPORT

Jaime Gane was not present at the meeting. Geoff Robins, who chaired the meeting, did not have a report to present.

6. WTA REPORTS

6.1. Superintendent

i) Superintendent's Report

Tobias Rissman presented the Superintendent's Report.

6.2. Other

NIL

7. NOTICE OF MOTIONS

7.1. Corporate Services

i) Monthly Financial Report – January and Capital Budget Review

Moved:	Lisa Scharf
Seconded:	Geoff Robins

Tobias Rissman presented the January WTA Financial Report. The Financial Report was attached as Appendix 2.

POL-019 Budget Policy requires WTA to review the Capital Budget quarterly. Tobias Rissman presented the quarter 2 review of the capital budget.

Resolution 2502-2

Affirmative: 5

Negative: 0

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

CARRIED

The Members carried the resolution with minimal comments.

Resolution 2502-3

Affirmative: 5

Negative: 0

The WTA Members approve the Capital Budget 2024/25 quarter 2 review as presented.

CARRIED

The Members carried the resolution with minimal comments.

ii) Annual Report 2023/24

Moved:	Nick Preece
Seconded:	Lisa Scharf

WTA creates an annual report each year. The 2023/24 annual report has been attached as Appendix 3.

Resolution 2502-4

Affirmative: 5

Negative: 0

The WTA Members accept and endorse the Annual Report for 2023/24 as true and correct.

CARRIED

The WTA Members carried the resolution with no comments.

7.2. Planning and Works

NIL

7.3. Community Services

i) Cape York Collection

Moved:	Lisa Scharf
Seconded:	Geoff Robins

In November 2024, Geoff Warton – Historian and curator of the Cape York Collection – presented to the WTA Members about the Cape York Collection, indicating the history, current capacity and future of the collection.

Resolution 2502-5

Affirmative: 5

Negative: 0

The WTA Members note the current status and forward strategy of the Cape York Collection, as presented on the 27th of November 2024. The WTA Members support the ongoing curatorial and digitisation work for the Cape York Collection.

CARRIED

The Members carried the resolution with minimal comments.

7.4. Sports and Recreation

NIL

7.5. Other

NIL

8. URGENT MATTERS

8.1. Motions

i) NIL

8.2. Notices

i) NIL

9. CONTINUATION OF ITEMS

9.1. Adjourned items

i) NIL

9.2. Debates

i) NIL

10. CONFIDENTIAL MATTERS

i) NIL

11. MEETING SCHEDULE AND TRAINING

11.1. Training and Conferences

- Board Induction (Weipa) – 27 February 2025
- Western Cape Futures Symposium (Weipa) – 7-8 May 2025
- Torres Cape Indigenous Council Alliance (TCICA) Meeting – 7 May 2025
- Torres Cape Indigenous Council Alliance (TCICA) Meeting – 9 July 2025
- Developing Northern Australia Conference (DNA) (Cairns) – 22-23 July 2025
- Torres Cape Indigenous Council Alliance (TCICA) Meeting – 10 September 2025
- LGAQ Conference (Gold Coast) – 20-22 October 2025
- Torres Cape Indigenous Council Alliance (TCICA) AGM Meeting – 12 November 2025

1.1. Workshops

- 12 March 2025 – 10:30 am
- 23 April 2025 – After General Meeting
- 14 May 2025 – 9:00 am

- 11 June 2025 – 9:00 am
- 16 July 2025 – 9:00 am
- 13 August 2025 – 9:00 am
- 17 September 2025 – After General Meeting
- 8 October 2025 – 9:00 am
- 12 November 2025 – 10:30 am
- 10 December 2025 – After General Meeting

11.2. General Meetings

- 26 March 2025 – 9:00 am
- 23 April 2025 – 9:00 am
- 28 May 2025 – 9:00 am
- 25 June 2025 – 9:00 am
- 30 July 2025 – 9:00 am
- 27 August 2025 – 9:00 am
- 17 September 2025 – 9:00 am
- 22 October 2025 – 9:00 am
- 26 November 2025 – 9:00 am
- 10 December 2025 – 10:30 am

11.3. Date Claimer

- Easter Market Community Showcase Event – 29th March 2025
- Sunset Markets – 10th May 2025
- Western Cape College Careers Expo Event – 5th June 2025
- Sunset Markets – 2nd August 2025
- Sunset Markets – 6th September 2025
- Western Cape GET READY Disaster Expo – 11th October 2025
- WTA Community Christmas Markets – 29th November 2025
- WTA Community Christmas Tree Lighting – 1st December 2025
- WTA Christmas Lights Competition – TBC

MEETING CLOSE

The General Meeting closed at 9:33 am.

ENDORSEMENT

These Minutes were confirmed this ...day no... day of ...month... ...year....

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

Chair

Superintendent Weipa Township