



WEIPA
TOWN AUTHORITY

WTA Members General Meeting

AGENDA

Held at the Council Chambers, WTA Office
On Wednesday 11 December 2024
at 9 am

GENERAL MEETING Draft Minutes

Wednesday 11 December 2024

ATTENDANCE

Present and History

- Members**

Jaime Gaine

Trent Gordon

Tim Ryan

Lisa Scharf – dialled in via teams

- History**

	March		April		May		June		July		August		September		October		November		December	
	27th	17th	24th	8th	22nd	12th	19th	10th	24th	14th	21st	11th	9th	23rd	27th	11th				
Jaime Gaine	X	P	P	P	P	P	P	P	P	P	P	X	P	P	P	X	P	X		
Geoff Robins	X	P	P	P	P	P	P	P	P	P	P	X	L	P	P	X	P	X		
Trent Gordon	X	P	P	A	P	P	P	P	P	P	P	X	P	P	P	X	P	X		
Lisa Scharf	X	P	P	P	P	P	P	P	P	L	P	X	P	P	P	X	P	X		
Jacqueline Malacoola	X	P	P	P	A	P	A	P	A	A	P	X	A	A	A	X	P	X		
Tim Ryan	X	P	P	P	P	P	P	P	P	P	A	X	P	P	Ap	X	Ap	X		
Aaron Schleich	X	P	P	P	P	P	P	P	P	P	P	X	P	P	Ap					
Nick Preece																				

- Guests**

NIL

- WTA Staff**

Tobias Rissman – Superintendent Weipa Township

Renee Williams – Supervisor Communities

Amanda O’Day – Acting Supervisor Corporate Services

Jolene Ravula – Accountant and Rates Officer

Kai-ishya Thompson – Governance Officer

Not Present

- Absent**

Nick Preece

Jackie

Malacoola

- Apology**

Geoff Robins

- Leave**

NIL

OPEN MEETING

The General Meeting opened at 10:30 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 – November

Moved:	Trent Gordon
Seconded:	Lisa Scharf

The minutes from the General Meeting on 27 November 2024 were attached as Appendix 1.

Resolution

Affirmative: 4

Negative: 0

The WTA Members adopt the minutes of the General Meeting on 27 November 2024 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 minute of silence was held for a community member who has passed away.

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.

Tim Ryan noted he will be Acting as the Rio Tinto Manager, Strategy and Town Services (WTA's direct Manager). Tim noted this position may cause conflicts, which he will manage if/when they arise.

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).

i) Lisa Scharf – Extended Period

Moved:	Jaime Gane
Seconded:	Trent Gordon

An absence form was submitted on the 27th of November by Lisa Scharf, requesting an extended period of absence.

Resolution #	
Affirmative: 4	Negative: 0
The WTA Members note Lisa Scharf's absence from regular Member duties from 15 November 2024 to 10 February 2025.	
CARRIED	

The Members carried the resolution with some discussion. The Superintendent raised concerns about the Local Government Act 2009 (Qld) not being complied with regarding Lisa's absence. The WTA Members were firm in supporting this resolution. The Members altered the resolution from the recommendation, acknowledging Lisa's absence until the 10th of February (rather than the 14th of January). Lisa Scharf must be permanently residing in Weipa by the 10th of February 2025 to remain a WTA Member.

2.5. Community Engagement

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

i) Completed – Reflection

The Members briefly reflected on their engagement at the Christmas Markets and Christmas Tree lighting.

Christmas Markets:

The Members claimed the markets were a 'raging success'. They specifically noted how great the separate sensory Santa greeting event was. It is nice for vulnerable members of the community to be catered. This separate Santa event was well appreciated by the members of the community who attended.

Christmas Tree lighting:

The Members noted a 'great attendance' at the lighting of the Christmas tree. It was also noted, the islander dancers performed a dance in front of the tree a few days after the tree was lit.

ii) Upcoming – Planning

The WTA Members briefly noted their upcoming Christmas Lights Competition and Australia Day Awards Dinner engagements.

Action – Members are to vote on Christmas Light displays on the nights of Wednesday 11th or Thursday 12th of December.

Action – Members are to be present, where possible, at the Australia Day Awards Dinner on the 22nd of January 2025.

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) **IN – Queensland Premier – Response to congratulations**

The letter from the Queensland Premier regarding acknowledgement of the congratulations letter sent by Jaime Gane was attached as Appendix 2.

The Members noted this correspondence.

4.2. Petitions and joint letters

i) **NIL**

4.3. Deputations and delegations

i) **NIL**

5. CHAIR REPORT

Jaime Gane presented the Chair's report.

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 – November

Moved:	Jaime Gane
Seconded:	Trent Gordon

Tobias Rissman presented the November WTA Financial Report. The Report was attached as Appendix 3.

Resolution #	
Affirmative: 4	Negative: 0
The WTA Members accept the monthly financial report for November 2024.	
CARRIED	

The Members carried the resolution with minimal comments.

ii) Community Facility Hire Discount Applications

Moved:	Jaime Gane
Seconded:	Lisa Scharf

WTA offers community groups a 50% discount on facility hires under the Waiver and Discounts of Fees and Charges policy. WTA has received two (2) facility hire discount applications.

- Cape York Aquatics – Aquatics Centre (lane hire) - \$2,310 (\$1,155 after discount)
- Weipa CapeAbility Inc. – WSSS (Small meeting room) - \$3,000 (\$1,500 after discount)
 - o Weipa CapeAbility submitted a discount application in August. WTA Members denied the application due to insufficient information regarding the entity’s financial situation and intended use of the facility.
 - o Weipa CapeAbility has become incorporated (becoming Weipa CapeAbility Inc). They have provided a new application and a letter outlining their objectives and activities.
 - Operational aspects of the letter have been redacted

These applications were attached as Appendix 4.

Resolution #	
Affirmative: 4	Negative: 0
<p>The WTA Members approve the 50% discount on fees and charges for the facility hire to the following groups in accordance with the policy (POL-003):</p> <ul style="list-style-type: none"> • <i>Weipa CapeAbility Inc.</i> 	
CARRIED	

The Members carried the resolution after extensive discussion. The WTA Members were confident Weipa CapeAbility Inc. was eligible and the application aligned with the policy. The WTA Members were not confident Cape York Aquatics was eligible based on the lack of information provided by the entity. WTA Members requested more information from the entity to show a profit is not made and the facility hire discount directly correlates to reduced lesson costs for participants.

7.2. Planning and Works

NIL

7.3. Community Services

i) Australia Day Awards Recipients

Moved:	Jaime Gane
Seconded:	Trent Gordon

Every year, WTA hosts an Australia Day Dinner where certain members of the community are recognised for their achievements and contributions. There are 3 award categories:

- **Citizen of the Year** – Citizens aged 19 yrs and above who have made a significant contribution to the (1) social and wellbeing, (2) sports and recreation, or (3) culture and arts of the community.
- **Youth Citizen of the Year** – Citizens aged 18 yrs and under who have made a significant contribution to the (1) social and wellbeing, (2) sports and recreation, or (3) culture and arts of the community.

- **Community Spirit Award** – Either individual citizens or local organisations whose selfless efforts have helped improve the lives of others and/or those who have helped build community spirit, resilience, and identity.

The Meeting was closed to the public to discuss the Australia Day Awards Nominations and choose the award recipients.

Resolution #	
Moved:	Lisa Scharf
Seconded:	Tim Ryan
Affirmative:	4
Negative:	0
WTA Members resolve to close the meeting to the public for the purpose of discussing the Australia Day Awards recipients.	
CARRIED	

Resolution #	
Moved:	Jaime Gane
Seconded:	Trent Gordon
Affirmative:	4
Negative:	0
WTA Members resolve to re-open the meeting to the public.	
CARRIED	

The Members re-opened the meeting to the public to pass the Australia Day Awards recipients resolution and complete the December General Meeting.

Resolution #	
Affirmative:	4
Negative:	0
The WTA Members support for the Australia Day Awards to be awarded to the recipients as discussed.	
CARRIED	

The Members carried the resolution with no comments (in the open meeting).

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

NIL

1.1. Workshops

- 15 January 2025 – 10:30 am
- 12 February 2025 – 10:30 am
- 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

- 29 January 2025 – 9:00 am
- 26 February 2025 – 9:00 am
- 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

- Christmas Lights Competition – 14 December 2024

MEETING CLOSE

The General Meeting closed at 12:07 pm.

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