



**WEIPA**  
TOWN AUTHORITY

# WTA Members General Meeting

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## **MINUTES**

Held at the Council Chambers, WTA Office  
On Wednesday 19 June 2024  
at 9 am



# GENERAL MEETING Minutes

Wednesday 19 June 2024

## ATTENDANCE

### Present and History

- Present**

Geoff Robins	Aaron Schleich
Jaime Gane	Trent Gordon – Via Teams
Lisa Scharf	Tim Ryan

- History**

	March		April		May		June		July		August	
		27										
	W	M	W	M	W	M	W	M	W	M	W	M
Jaime Gane	X	P	P	P	P	P	P					
Geoff Robins	X	P	P	P	P	P	P					
Trent Gordon	X	P	P	A	P	P	P					
Lisa Scharf	X	P	P	P	P	P	P					
Jacqueline Malacoola	X	P	P	P	P	A	P					
Tim Ryan	X	P	P	P	P	P	P					
Aaron Schleich	X	P	P	P	P	P	P					

- Guests**

Amanda O’Day – WTA Accountant  
 John Perry – Mead Perry Group – Rates consultant

### Not Present

- Absent**

Jackie Malacoola

- Apology**

NIL

- Leave**

NIL

## OPEN MEETING

The General Meeting opened at 9:02 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 – May

The minutes from the General Meeting on 22 May 2024 are attached as Appendix 1.

#### Resolution #

Moved: Aaron Schleich

Seconded: Geoff Robins

Affirmative: 6

Negative: 0

The WTA Members adopt the minutes of the General Meeting on 22 May 2024 as a true and accurate record.

**CARRIED**

## 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.

Adam Hoyes - Vehicle accident

### 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.

#### i) Geoff Robins

Geoff Robins declared a potential conflict of interest regard Section 7 item 12 – Weipa Running Festival due to a connection with the event. Geoff will not take part in any discussion regarding this item and will abstain from voting in the respective resolution.

### 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) TCICA Meeting – Jaime Gane

Jaime Gane would like to attend the Torres Cape Indigenous Council Alliance Inc in Cairns on the 18<sup>th</sup> of July.

Resolution #	
Moved:	Lisa Scharf
Seconded:	Geoff Robins
Affirmative:	6
Negative:	0
The WTA Members approve travel expenses for Jaime Gane to attend the TCICA Meeting at Cairns on the 18th of July 2024.	
<b>CARRIED</b>	

### 2.4. Leave Applications

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

#### i) NIL

### 2.5. Community Engagement

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

#### i) Western Cape College Careers Expo - Reflection

Jaime, Melanie and Richelle attended the Western Cape College Careers Expo representing WTA. There were a lot of kids interested in their stall. There was a lot of interest in lifeguard training.

#### ii) Sunset Markets – Preparation

The next markets are on the 13<sup>th</sup> of July. The WTA Members will have a stall.

The stall is going to potentially include dog registration opportunities.

## 3. QUESTIONS

### 3.1. Public questions

#### i) NIL

### 3.2. Member questions

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#### i) Glass in public spaces

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During Jaime's 'open door day' someone spoke about potentially putting a ban on glass alcohol bottles (stubbies) to eliminate some of the glass around public places, like parks and boat ramps.

Geoff Robins attends the liquor accord meetings and will raise this issue and potential solution at the next meeting.

#### ii) Fires in Circular Way

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Recently there has been quite a few fires lit in people back yards around town, specifically Circular Way. Some of these fires has included more than greenwaste and has had a significantly impact on the peace and enjoyment of some properties and ease of breathing.

WTA will release communications around the fire ban that is currently in place and notify residents about when it is appropriate to have a fire and what is appropriate to be placed in a fire.

### 3.3. Answers to previous questions

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#### i) NIL

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## 4. CORRESPONDENCES

### 4.1. Correspondence

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#### i) IN – Department of Education – Introduction – READ

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Please see Appendix 2 for the letter from the Department of Education regarding an overview of the department for new councillors.

### 4.2. Petitions and joint letters

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#### i) NIL

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### 4.3. Deputations and delegations

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#### i) NIL

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## 5. CHAIR REPORT

Jaime Gane to provide the Chair's report.

## 6. WTA REPORTS

### 6.1. Superintendent

#### i) Superintendent's Report

Matthew Turnbull to present the Superintendent's Report.

### 6.2. Corporate Services

#### i) NIL

### 6.3. Planning and Works

#### i) NIL

### 6.4. Community and Social

#### i) NIL

### 6.5. Sports and Recreation

#### i) NIL

### 6.6. Other

#### i) NIL

## 7. NOTICE OF MOTIONS

### 7.1. Corporate Services

#### i) Monthly Financial Report

Nicky Perriman to present the May WTA Financial Report. See Appendix 3.

**Resolution #**

Moved: Geoff Robins

Seconded: Lisa Scharf

Affirmative: 6

Negative: 0

The WTA Members accept the monthly financial report for May 2024.

**CARRIED**

**ii) Proposed 2024/25 Capital Projects Plan**

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See Appendix 4.

Resolution #	
Moved:	Jaime Gane
Seconded:	Lisa Scharf
Affirmative:	6
Negative:	0
The WTA Members approve the proposed Capital Projects Plan for 2024/25.	
<b>CARRIED</b>	

**iii) Proposed Operating Plan 2024/25**

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See Appendix 5.

Resolution #	
Moved:	Trent Gordon
Seconded:	Geoff Robins
Affirmative:	6
Negative:	0
The WTA Members approve the WTA Operating Plan 2024/25 as presented.	
<b>CARRIED</b>	

**iv) Proposed Operating Budget 2024/25**

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See Appendix 6.

Resolution #	
Moved:	Jaime Gane
Seconded:	Lisa Scharf
Affirmative:	6
Negative:	0
The WTA Members approve the WTA Operating Budget 2024/25 as presented.	
<b>CARRIED</b>	

**v) Proposed Fees and Charges Schedule**

See Appendix 7.

<b>Resolution #</b>	
Moved:	Trent Gordon
Seconded:	Aaron Schleich
Affirmative:	6
Negative:	0
<p>The WTA Members adopt the POL-009 WTA Fees and Charges Schedule for 2024/25 as presented, effective 1 July 2024.</p>	
<b>CARRIED</b>	

**vi) Rates and Utilities Review 2024/25**

See Appendix 8.

<b>Resolution #</b>	
Moved:	Aaron Schleich
Seconded:	Geoff Robins
Affirmative:	6
Negative:	0
<p>The WTA Members accept the findings of the Weipa Rates and Utilities Review conducted by Mead Perry Group 2024 and approve:</p> <ul style="list-style-type: none"> <li>- Option 5 for Rates                             <ul style="list-style-type: none"> <li>o Increase of \$170,000 or 3.8%, with a 2.0% increase for the Residential PPR and 4% for NPPR, Commercial and Sporting/NFP and slightly higher increases up to 5.0% for other categories.</li> </ul> </li> <li>- Option 2 for Utilities                             <ul style="list-style-type: none"> <li>o Increase of \$222,115 or 6% for Sewerage and Garbage, and 7% for Water.</li> </ul> </li> </ul>	
<b>CARRIED</b>	

**vii) Revenue Policy**

See Appendix 9.

<b>Resolution #</b>	
Moved:	Geoff Robins
Seconded:	Trent Gordon
Affirmative:	6
Negative:	0
<p>The WTA Members adopt the revised POL-012 Revenue Policy 2024/25, effective 1 July 2024.</p>	
<b>CARRIED</b>	



**viii) Revenue Statement**

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See Appendix 10.

Resolution #	
Moved:	Trent Gordon
Seconded:	Lisa Scharf
Affirmative:	6
Negative:	0
The WTA Members adopt the revised POL-011 Revenue Statement 2024/25, effective 1 July 2024.	
<b>CARRIED</b>	

**ix) Rates Recovery Policy**

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See Appendix 11.

Resolution #	
Moved:	Geoff Robins
Seconded:	Tim Ryan
Affirmative:	6
Negative:	0
The WTA Members adopt the revised POL-028 Rates Recovery policy, effective 1 July 2024.	
<b>CARRIED</b>	

**x) Local Government Remuneration Commission Report 2024**

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See Appendix 12.

Resolution #	
Moved:	Tim Ryan
Seconded:	Aaron Schleich
Affirmative:	6
Negative:	0
The WTA Members note the determination in the report regarding increased maximum remuneration levels from 1 July 2024.	
<b>CARRIED</b>	

**xi) WTA Member Remuneration Policy**

See Appendix 13.

Resolution #	
Moved:	Tim Ryan
Seconded:	Aaron Schleich
Affirmative:	6
Negative:	0
The WTA Members adopt POL-010 WTA Member Remuneration policy for 2024/25, effective 1 July 2024.	
<b>CARRIED</b>	

**xii) Event Sponsorship – Weipa Running Festival**

WTA offers Event Sponsorships to community groups holding events that foster economic growth and positively contribute to the quality of life of residents. Weipa Running Festival have applied for an Event Sponsorship. The application has been approved by the Superintendent. See Appendix 14.

[Geoff Robins remove himself from the discussion and abstained from voting.](#)

Resolution #	
Moved:	Jaime Gane
Seconded:	Tim Ryan
Affirmative:	5
Negative:	0
The WTA Members approve the Event Sponsorship for the Weipa Running Festival, conditional on the provision of insurance before the event.	
<b>CARRIED</b>	

**7.2. Planning and Works**

**i) Development Assessment and Compliance Fees 2024/25**

See Appendix 15.

Resolution #	
Moved:	Lisa Scharf
Seconded:	Jaime Gane
Affirmative:	6
Negative:	0
The WTA Members adopt the Development Assessment and Compliance Fees for 2024/25 as presented, effective 1 July 2024.	
<b>CARRIED</b>	

**7.3. Community Services**

NIL

**7.4. Sports and Recreation**

NIL

**7.5. Other**

**i) Weipa Fishing Classic Show Public Holiday 2025**

WTA must determine and specify the Show Public Holiday date for 2025.

Resolution #	
Moved:	Trent Gordon
Seconded:	Tim Ryan
Affirmative:	6
Negative:	0
The WTA Members approve for the Weipa Fishing Classic Public Holiday (Nominated Show Holiday) to be Monday 9 June 2025.	
<b>CARRIED</b>	

**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

- Disaster Management Training - Chairperson and Deputy – 12 – 13 August
- **LGAQ Elected Member Update (EMU) – 8 July 2024 9 am to 3 pm**
- TCICA Meeting – 18 July 2024
- DNA Conference – 28 - 30 August 2024
- TCICA Meeting – 3 - 4 September 2024
- TCICA Meeting – 5 - 6 November 2024

### 1.2. Workshops

- 10 July 2024
- 14 August 2024
- 9 October 2024
- 13 November 2024

### 11.2. General Meetings

- 24 July 2024
- 21 August 2024
- 11 September 2024
- 23 October 2024
- 27 November 2024
- 11 December 2024

### 11.3. Date Claimer

- **ALL INVOICES MUST BE PROVIDED BY 20<sup>TH</sup> OF JUNE**
- Kumrumja Sunset Markets – 13 July 2024
- Kumrumja Sunset Markets – 31 August 2024
- Weipa Christmas Tree Lighting – 29 November 2024
- Weipa Community Christmas Morning Markets – 30 November 2024
- Christmas Lights Competition – 14 December 2024

## MEETING CLOSE

The General Meeting closed at 10:44 am.

## ENDORSEMENT

These Minutes were confirmed the 24 day of July 2024.

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

Jaime Gene

Chair

Matthew Turnbull

Superintendent Weipa Township