



WEIPA
TOWN AUTHORITY

WTA Members General Meeting

MINUTES

Held at the Council Chambers, WTA Office
On Wednesday 25 October 2023
at 1pm



GENERAL MEETING Minutes

Wednesday 25 October 2023

ATTENDANCE

Present and History

- Present**

- Michael Rowland
- Dave Donald
- Jaime Gane
- Aaron Schleich
- Tim Ryan

- History**

	January		February		March		April		May		June		July			August		September		October	
	25th	8th	22nd	8th	22nd	12th	19th	17th	24th	14th	21st	12th	26th	28th	9th	23rd	13th	11th	25th		
	W	M	W	M	W	M	W	M	W	M	W	M	W	M	SM	W	M	W	M		
Michael Rowland	X	P	P	L	L	P	P	P	P	P	P	P	P	P	P	L	P	X	P	P	
Richard Noonan	X	P	P	P	P	L	P	P	P	P	P	P	P	P	P	P	P	X	P	P	
David Donald	X	P	L	P	P	P	P	P	P	P	P	P	P	L	P	P	P	X	P	P	
Jaime Gane	X	P	P	P	Ap	P	P	P	P	P	P	P	P	L	P	P	P	X	P	P	
Jackie Malacoola	X	A	A	A	A	A	P	A	A	A	A							X			
Tim Ryan	X	Ap	P	P	AP	P	L	P	P	P	Ap	P	P	P	P	P	P	X	Ap	P	
Aaron Schleich	X	Ap	P	P	P	P	L	P	P	P	P	A	P	P	P	P	P	X	P	P	
Jacqueline Malacoola																		X	A	A	

- Guests**

Katrina O'Malley-Jones – Principle Engineer Coastal Management, Reel Planning

Not Present

- Absent**

Jacqueline Malacoola

- Apology**

NIL

- Leave**

Stretch Noonan – Extended Leave – Returns 16 November 2023

OPEN MEETING

The General Meeting opened at 1:18 pm.

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

The minutes from the previous meeting on 13 September 2023 are attached as Appendix 1.

Resolution

Moved: Jaime Gane

Seconded: Dave Donald

Affirmative: 5

Negative: 0

The WTA Members adopt the minutes of the General Meeting on 13 September 2023 as true and accurate records.

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.

NIL

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.

NIL

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. Leave Applications

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

i) Michael Rowland – Short Period

Leave form submitted on the 12th of October requesting a short period of leave to attend the TCICA meeting. The leave has been submitted in the prescribed form.

Resolution #	
Moved:	Aaron Schleich
Seconded:	Jaime Gane
Affirmative:	5
Negative:	0
The WTA Members approve for Michael Rowland to be absent from 7 November to 10 November 2023 due to leave for a short period.	
CARRIED	

2.5. Community Engagement

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

i) Summary of community engagement

NIL

ii) Christmas Markets – 18 November 2023

Members stall – [The Members will have a stall at the Christmas Markets. They will talk about projects. It is still to be decided what project they will talk about.](#)

Reel Planning stall – Weipa Coastal Hazard Adaption Strategy public consultation

Reel Planning to engage with the public regarding this.

iii) Christmas Light Competition

Would the Members like to hold the Weipa Christmas light competition again this year?

[Mitre 10 will be contacted to see if they will provide the prizes as they done in previous years. If they agree then WTA will hold the Christmas lights competition.](#)

3. QUESTIONS

3.1. Public questions

i) NIL

3.2. Member questions

- i) NIL
-

3.3. Answers to previous questions

- i) NIL
-

4. CORRESPONDENCES

4.1. Correspondence

- i) **IN – Department of Resources – Queensland Resources Industry Development Plan - READ**
-

Please see Appendix 2.1 for the letter from the Director-General of the Department of Resources regarding reforms under the Queensland Resources Industry Development Plan.

- ii) **IN – Department of Transport and Main Roads – Freight Funding Package - READ**
-

Please see Appendix 2.2 for the letter from the Minister for the Department of Transport and Main Roads regarding an update on the \$64 million freight assistance package.

- iii) **IN – North Queensland Bulk Ports – Message from CEO - READ**
-

Please see Appendix 2.3 for the letter from the CEO of North Queensland Bulk Ports.

- iv) **IN – Department of Treaty, Aboriginal and Torres Strait Islander Partnerships, Communities and the Art – Annual Community Recovery Information Pack - READ**
-

Please see Appendix 2.4 for the letter and information pack from the Minister for the Department of Treaty, Aboriginal and Torres Strait Islander Partnerships, Communities and the Art regarding the Annual Community Recovery Assistance from Natural Disasters.

- v) **IN – Department of Transport and Main Roads – Cycle Network Local Government Grants - READ**
-

Please see Appendix 2.5 for the letter for the Minister for the Department of Transport and Main Roads regarding an update to the funding of the Cycle Network Local Government Grant.

4.2. Petitions and joint letters

- i) NIL
-

4.3. Deputations and delegations

- i) NIL
-

5. CHAIR REPORT

Michael Rowland to present the Chair’s Report.

6. WTA REPORTS

6.1. Superintendent

i) Superintendent’s Report

Nicky Perriman, Matt Turnbull and Renee Williams to present the Superintendent’s Report.

ii) Quarter 1 Report

Nicky Perriman to present the Quarter 1 Operational Report.

6.2. Corporate Services

i) Management Protocol

Nicky Periman to discuss what the Management Protocol is and the intended changes.

6.3. Planning and Works

i) NIL

6.4. Community and Social

i) NIL

6.5. Sports and Recreation

i) NIL

7. NOTICE OF MOTIONS

7.1. Corporate Services

i) Monthly Financial Report

Nicky Periman to present the monthly WTA Financial Report. Appendix 3

Resolution #	
Moved:	Jaime Gane
Seconded:	Aaron Schleich
Affirmative:	5
Negative:	0
The WTA Members accept the monthly financial report for September 2023.	
CARRIED	

ii) Procurement Policy

See Appendix 4.

Resolution #	
Moved:	Michael Rowland
Seconded:	Tim Ryan
Affirmative:	5
Negative:	0
The WTA Members adopt the revised POL-018 Procurement Policy, effective 1 November 2023.	
CARRIED	

iii) Residential Excess Water Charge – BUSINESS PAPER

WTA is responsible for regulating the community consumption of water and providing public guidance on the sensible use of water, according to POL-007 Water Policy. Charges for Residential and commercial water are outlined in POL-011 Revenue Statement. For the 2022/23 period, there are 54 potential invoices ranging from \$20 to over \$2,000. The total expected revenue for the 2022/23 period is \$29,573. This business paper discusses recommendations for reviewing the residential excess water charge and waiving the charges for the 2022/23 period. Please see Appendix 5.

Resolution #	
Moved:	Jaime Gane
Seconded:	Tim Ryan
Affirmative:	5
Negative:	0
The WTA Members endorse the following actions relating to residential water:	
1. Maintain the manual residential water meter reading process,	
2. Waive residential excess water charges for the 2022/23 period, and	
3. Release public notices and letters to high water users regarding responsible usage and tips to improve their consumption of water.	
CARRIED	

iv) Facility Hire Fee Waiver Applications – 4 Applications

To ensure good governance and reliability in decision making, the Members should consider if they have any connection to these clubs before engaging in decision making (conflict of interest).

Weipa Soccer Academy – Potentially eligible if you consider it to demonstrate a considerable community benefit.

Weipa Soccer Academy is hiring indoor sports area at the WASP on Tuesdays, Thursdays and Fridays for 24 weeks to provide soccer sessions for kids. The hire amounts to \$4,320. A 50% waiver would waive \$2,160.

See Appendix 6.

Resolution #

Moved: Aaron Schleich
Seconded: Dave Donald
Affirmative: 5

Negative: 0

The WTA Members approve the 50% discount on fees and charges for the facility hire to Weipa Soccer Academy in accordance with the policy (POL-003).

CARRIED

7.2. Planning and Works

i) NIL

7.3. Community Services

i) NIL

7.1. Sports and Recreation

i) NIL

7.2. Other

i) **December General Meeting date change**

Due to the holiday season, the December General Meeting should be changed to the 13th of December.

Resolution #

Moved: Jaime Gane
Seconded: Dave Donald
Affirmative: 5

Negative: 0

The WTA Members approve for the December General Meeting to be changed to the 13th of December.

CARRIED

ii) **Weipa Coastal Hazard Adaption Strategy**

WTA is developing a Coastal Hazard Adaption Strategy to better understand emerging coastal hazard risks and propose adaption measures to proactively manage the impacts of those risks on the Weipa community, environment, cultural values, infrastructure, liveability and essential services. See Appendix 7.

Resolution #

Moved: Dave Donald
 Seconded: Jaime Gane
 Affirmative: 5

Negative: 0

The WTA Members adopt the draft Weipa Coastal Hazard Adaptation Strategy for public consultation.

CARRIED

8. URGENT MATTERS

8.1. Motions

i) Facility Hire Fee Waiver Application – Weipa Running Festival Inc

Due to Judey being a part of the Weipa Running Festival Inc., she has abstained from making a decision about this fee waiver due to a conflict of interest.

Weipa Running Festival Inc – Eligible

Weipa Running Festival Inc. is hiring Kumrumja Centre on 29 October 2023 from 3 pm to 7 pm for a breakup party/volunteer support. The hire amounts to \$305. A 50% waiver would waive \$152.50.

Resolution #

Moved: Aaron Schleich
 Seconded: Michael Rowland
 Affirmative: 5

Negative: 0

The WTA Members approve the 50% discount on fees and charges for the facility hire to Weipa Running Festival Inc in accordance with the policy (POL-003).

CARRIED

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

Please complete 'so you want to be a councillor' training if you would like to run for a WTA Member position again.

11.2. Workshops

- 8 November 2023
- 13 December 2023

11.3. General Meetings

- 22 November 2023
- 13 December 2023

11.4. Date Claimer

- Christmas Market – 18 November 2023
- Local Election – Notice of Election / Caretakership commences – 29 January 2024
- Local Election – Close of nominations – 13 February 2024
- Local Election – Early voting commences – 4 March 2024
- Local Election – Election Day – 16 March 2024

MEETING CLOSE

The General Meeting closed at 2:44 pm.


ENDORSEMENT

These Minutes were confirmed this 20th day of November 2023.

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

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Chair

_____

Superintendent Weipa Township