



WEIPA
TOWN AUTHORITY

WTA Members General Meeting

MINUTES

Held at the Council Chambers, WTA Office
On Wednesday 22 May 2024
at 9 am

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APPENDIX

- Appendix 1 – General Meeting Minutes – April 2024
- Appendix 2 – Monthly Financial Report – April 2024
- Appendix 3 – Event Sponsorship – Weipa Fishing Classic
- Appendix 4 – Development Application
 - 4.1 – Decision Report
 - 4.2 – Attachment A – Site Plan
- Appendix 5 – Development Application
 - 5.1 – Decision Report
 - 5.2 – Attachment A – proposed Plans of development
 - 5.3 – Attachment B – Infrastructure Charges Calculations



GENERAL MEETING Draft Minutes

Wednesday 22 May 2024

ATTENDANCE

Present and History

- Present**

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

- History**

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

- Guests**

NIL

Not Present

- Absent**

Jackie Malacoola

- Apology**

NIL

- Leave**

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 – April

The minutes from the General meeting on 24 April 2024 are attached as Appendix 1.

Resolution

Moved: Trent Gordon

Seconded: Lisa Scharf

Affirmative: 6

Negative: 0

The WTA Members adopt the minutes of the General Meeting on 24 April 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.

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) Event Sponsorship

Geoff Robins has declared he has a conflict of interest regarding the Event Sponsorship of Weipa Fishing Classic due to his past position and continued connection to the Club. Geoff will abstain from voting and speaking during the item discussion.

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) NIL

2.4. Leave Applications

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

i) Lisa Scharf – Short Period

Leave form submitted on the 14th of May requesting a short period of leave for holidays in June/July. The leave has been submitted in the prescribed form.

Resolution #	
Moved:	Tim Ryan
Seconded:	Jaime Gane
Affirmative:	6
Negative:	0
The WTA Members approve Lisa Scharf to be absent from 21 June to 8 July due to leave for a short period.	
CARRIED	

ii) Lisa Scharf – Short Period

Leave form submitted on the 14th of May requesting a short period of leave for personal reasons in June. The leave has been submitted in the prescribed form.

Resolution #	
Moved:	Trent Gordon
Seconded:	Aaron Schleich
Affirmative:	6
Negative:	0
The WTA Members approve Lisa Scharf to be absent from 2 nd to 7 th June 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) Sunset Markets and East Weipa | The Last Ore event

The Last Ore event was 'pretty epic'. – Jaime Gane

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) NIL

4.2. Petitions and joint letters

i) NIL

4.3. Deputations and delegations

i) NIL

5. CHAIR REPORT

Jaime Gane to provide a Chair's report.

6. WTA REPORTS

6.1. Superintendent

i) Superintendent's Report

Matt 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 April WTA Financial Report. See Appendix 2.

Resolution

Moved: Aaron Schleich

Seconded: Lisa Scharf

Affirmative: 6

Negative: 0

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

CARRIED

ii) Residential Excess Water Charges

WTA is responsible for regulating the community consumption of water and for to provide 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.

There are various issues with the quality of data received from residential water tests. Due to this, WTA does not feel confident billing for excess residential water charges.

In October 2023, the WTA Members passed a resolution to waive residential excess water charges for the 2022/23 period. WTA would like to continue the same process for 2023/24 and 24/25.

WTA intends to look into acquiring and installing smart water meters to increase the reliability and ease of acquiring residential water usage data. This will be a future capital project.

Nicky Perriman to discuss.

Resolution #

Moved: Trent Gordon
Seconded: Lisa Scharf
Affirmative: 6

Negative: 0

The WTA Members

- Maintain manual meter reading process;
- Waive residential excess water charges for 23/24; and
- Issue public notices about responsible water use, and correspond with high water users regarding usage and tips to improve.

DEFERRED

iii) Event Sponsorship – Weipa Fishing Classic

WTA offers Event Sponsorships to community groups holding events that foster economic growth and positively contribute to the quality of life of residents. The Event Sponsorship is a payment of up to \$5,000. Weipa Fishing Classic has made an Event Sponsorship application. The Event Sponsorship has been approved by the Superintendent and is up to approval by the Members.

Due to the level of in-kind support requested over the past few years, we are proposing a change to the consideration of in-kind support in respect to the Event Sponsorship.

See Appendix 3.

[Geoff and Aaron has declared a conflict of interest and abstained from voting. Aaron paritipated in the discussion.](#)

Resolution #

Moved: Trent Gordon
Seconded: Lisa Scharf
Affirmative: 4

Negative: 0

The WTA Members approve the Event Sponsorship for the Weipa Fishing Classic.

CARRIED

7.2. Planning and Works

i) Development Application – Material Change of Use for Home-Based Business – Tyre Replacement Service

A Development Application has been received for a Material Change of Use for a Home-Based Business at 6 Arcacia Court. Reel Planning has developed a decision report. See Appendix 4.

Resolution

Moved: Aaron Schleich
 Seconded: Geoff Robins
 Affirmative: 6 Negative: 0

The WTA Members approve the development application for a Development Permit for Material Change of Use for a Home-Based Business (tyre replacement service) to be located on land at 6 Acacia Court, Rocky Point, formally described as Lot 306 on MPH36387, subject to the conditions described in the decision report.

CARRIED

ii) Development Application – Material Change of Use for Short-term Accommodation

A Development Application has been received for a Material Change of Use for a Short-Term Accommodation at 38 & 40 Kerr Point Drive. Reel Planning has developed a decision report. See Appendix 5.

Resolution

Moved: Geoff Robins
 Seconded: Trent Robins
 Affirmative: 6 Negative: 0

The WTA Members approve:

1. the development application for a Development Permit for a Material Change of Use for Short-term accommodation to be located on land at 38 & 40 Kerr Point Drive, Weipa formally described as Lot 201 MPH41093 and Lot 640 MP37585, subject to the conditions described in the decision report; and
2. an Infrastructure Charges Notice for the amount of \$145,409.13 in relation to the development application for a Development Permit for Short-term Accommodation on land located at the 38 & 40 Kerr Point Drive, Nanum, formally described as Lot 201 on MPH41093 and Lot 640 MP37585 to be issued.

CARRIED

7.3. Community Services

NIL

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

- Disaster Management Training - Chairperson and Deputy – TBD
- LGAQ Elected Member Update (EMU) – 8 July 2024 9 am to 3 pm
- TCICA Meeting – 2 - 3 July 2024
- DNA Conference – 28 - 30 August 2024
- TCICA Meeting – 3 - 4 September 2024
- TCICA Meeting – 5 - 6 November 2024

1.1. Workshops

- 12 June 2024
- 10 July 2024
- 14 August 2024

- 9 October 2024
- 13 November 2024

11.2. General Meetings

- 19 June 2024
- 24 July 2024
- 28 August 2024
- 11 September 2024
- 23 October 2024
- 27 November 2024
- 11 December 2024

11.3. Date Claimer

- Western Cape College – Western Cape Careers Exhibitors Meet and Greet – 5 June 2024 – 4:30-5:30 Albatross Bay Resort Deck
- Western Cape College – Western Cape Careers Expo – 6 June 2024
- 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 10:57 pm.

ENDORSEMENT

These Minutes were confirmed this 19 day of June 2024.

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

Jaine Gore

Chair

Matthew Turnbull

Superintendent Weipa Township