

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE TEKAPO COMMUNITY BOARD HELD AT TEKAPO COMMUNITY HALL, LAKE TEKAPO, ON MONDAY 26 AUGUST 2013 AT 7:00PM

PRESENT:

Murray Cox (Chairman)
Alan Hayman
Peter Munro
Ian Radford

IN ATTENDANCE:

Wayne Barnett (Chief Executive Officer)
Claire Barlow (Mayor)
Garth Nixon (Community Facilities Manager)
Keri-Ann Little (Committee Clerk)
James Lesley (Twizel Community Member)

I APOLOGIES:

Resolved: That apology is received from Cr Peter Maxwell.

Ian Radford/Alan Hayman

III DECLARATIONS OF INTEREST:

There were no Declarations of Interest.

IV LATE ITEM:

The Chairman tabled an email he had received on Tuesday 20 August from Lake Tekapo School regarding Community Hall hire during Labour weekend for the 12th Annual Jumble Sale.

Resolved: that late item Lake Tekapo School is accepted.

Alan Hayman/ Ian Radford

V REMOVAL OF AGENDA ITEM:

Mr Nixon informed the board that he had received an email from Canoe Slalom NZ (CSNZ) requesting to withdraw their application for a grant, which is an agenda item for tonight's meeting. CSNZ stated that there was no water in the Tekapo Whitewater Course making it impossible for them to use as a training course for their up and coming South Island National Performance and Development Squad.

VI MINUTES:

Resolved that the minutes of the meeting of the Tekapo Community Board held on 22 July 2013 be confirmed and adopted as the correct record of the meeting.

Alan Hayman/Ian Radford

MATTERS UNDER ACTION:

1. **Civil Defence:**

The Asset Manager will speak with the Civil Defence Officer regarding a civil defence plan for Tekapo; the Civil Defence Officer will liaise with The Chairman. *The Civil Defence Officer (CDO) is required to organise a meeting with controllers. Mr Hole to gather information onto a BSD stick. Mr Haar will follow up on Mr Gardner's (CDO) return. Chairman has spoken to Mr Hole and will speak with Mr Gardner*

2. **Review of Freedom Camping Bylaw and its Alignment with the Freedom Camping Act:**

This is an item on tonight's agenda.

3. **Community Hall:**

The Caretaker role has been handed over to Tekapo Weddings; Sharon Bins and Jane Staley in a form of a contract agreement and is awaiting response – Garth. Heating in the toilets; The Chairman will complete this and extra power points when he is up next.

Car parking for Lake Tekapo Community Hall:

It was noted that this issue was on-going and will be included in the Hall upgrade. Discussion about concept plan for the grounds later in the meeting.

The Mound by the Tennis Courts – to be grassed:

Tennis Court upgrade as part of the Community Hall upgrade and landscaping of the grounds. This will also be discussed later in the meeting.

4. **Landscaping and Walkway – Church of the Good Shepherd:**

The Asset Manager advised that the Manager –Roading had received a price of \$8,000 for the sealing of footpaths, and further prices were expected from Fulton Hogan. Mr Nixon, the Community Facilities Manager informed the Board at this stage other pricings had not been provided yet; therefore this was on-going.

5. **Lighting Ordinances:**

On-going progress made;

- Brochure was distributed with rates.
- Waiting for cartoon and graphics to return.
- Changes to Asset Manager re the lights.
- Lights downtown has now a cover on it that was a problem, Montheiths Bar and the light at the camp.

6. **Lochinvar Subdivision:**

Town maintenance – maintenance of Lochinvar subdivision, work has been carried out to bring the subdivision back up to standard. Mr Nixon is proposing a programme sign off when work has been completed. Mr Nixon will compile a programme for the Board to sight. *Mr Nixon sent the Chairman more information in terms of what maintenance should be carried out and requires more time to work with Mr Nixon coming back with a schedule – Agenda Item for next meeting.*

7. Elections:

Requires more work to make sure that the brochure looks better and in a better format so as many non-residents receive information and vote at the next elections.

8. Council Owned Units:

Mr Nixon updated the community board on behalf of Mr Morris saying that rental of the old post office building units for workers accommodation in Tekapo did not provide a good enough return. The Community Board feel disappointed with not having received information and would like a response as soon as possible

9. Walkways and Cycleway:

No reply as yet only just contacted them in the last few days, Mr Munro will develop a map on the track and see how much maintenance and work is required.

VII REPORTS:

1. FINANCIAL REPORT – JUNE 2013:

This report from the Finance and Administration Manager was spoken to by the Chief Executive Officer with the purpose to update the Board for the period to June 2013 on the financial performance of the Tekapo Community as a whole for that period.

Resolved that the report be received.

Ian Radford/ Alan Hayman

The Chairman asked if there is anything from Council that has occurred or carry overs that the Community Board need to be aware of.

The CEO said not that he is aware of.

Mr Radford asked total of CAPEX is negative \$117,000 for water supply.

The CEO said a lot of the capital is unbudgeted for the upgrade of the water supply and the effect on that is if it is just timing there will be nothing otherwise it will just be repayments.

Final cost of the Hall upgrade is estimated just under \$500,000 at the moment said Mr Nixon, which was where we thought it would be.

Town maintenance asked the Chairman.

Mr Nixon said it is favourable but is a little hairy with other contactors coming in and tidying up loose ends.

The Chairman asked if Tekapo Projects will be carried over.

Yes said Mr Nixon.

2. FREEDOM CAMPING BYLAW:

Resolved that the report be received.

Ian Radford/ Alan Hayman

NZMCA has advised that a template has been drafted but it is not yet ready to be made public as they are still waiting on final acceptance of their draft by Local Government NZ (LGNZ) and Department of Conservation (DoC), however, they hope to be able to send out the document out to all local authorities before the end of the month.

It is recommended that once the document is provided by NZMCA that is able to be made public and has been approved by LGNZ and DoC, that this is put before the Community Board for further discussion.

3. LAKE TEKAPO SCHOOL:

This late item tabled by the Chairman is regarding the 12th Annual Jumble sale which is held as a fundraiser for Tekapo School on Labour weekend at the Tekapo Community Hall. Tekapo School is asking if the community board can subsidise or reduce the hall fee.

This email is *Appendix A* of this record.

Resolved: that the Community Board grants the Tekapo School \$200 to contribute towards the cost of hiring the Community Hall for the Labour Weekend Jumble Sale. The normal Hall hire being \$400.

Ian Radford/ Alan Hayman

4. TEKAPO HALL USAGE POLICY:

This report from The Community Facilities Manager regarding definitions for appropriate usage.

Ian Radford/ Alan Hayman

Mr Nixon spoke to his report.

Mr Radford asked Mr Nixon regarding the account Mr Crowe received from the Council for hire of the Kitchen adding Mr Crowe will no longer be using the Kitchen. We need to discuss whether we revisit the cost set for hiring the Kitchen.

Mr Nixon spoke to the background of the account rate. Explaining to Mr Crowe the cost of use of an hourly basis as \$50 an hour was decided and agreed to. Mr Nixon was concerned about the usage and “takeover of the kitchen” they stored their food and equipment in the kitchen and heavily used the kitchen and dishwashing liquid as well as the refrigerators were constantly in use and running.

The CEO said is it better putting a limit of \$50 an hour with the maximum of \$500 a day.

The Chairman said this is what we don't want a commercial set up and using the Kitchen as their base.

Mr Munro said lights were left on in and out of the building while Mr Crowe was hiring the facility.

Mr Munro said it is about refining the definitions as outlined in Mr Nixon's report.

Mr Munro said we have agreed to the fees and charges for the Hall for a year.

Mr Nixon said we are early on in the process and if you would like to review the fees this is a possibility.

The Chairman said another possibility is asking the new appointed Caretakers to review and provide the board with feedback on their views.

The Chairman said perhaps a better option in regard to Mr Crowe's usage problem is to return to Mr Crowe and ask what he is prepared to pay for long term use or a year's usage.

Resolved:

1. That the Tekapo Community Board adopts the following definitions in relation to the usage of the Community Board.
 - **Local User** Rates apply to Tekapo Community Ward ratepayers, not for profit organisations and rural Tekapo ratepayers.
 - **Non Local** All other user except for commercial users.
 - **Commercial Users** User who seeks to use the facility for financial gain whether local or non-local.
 - **Setting Up** Provide for usage to set up the hall the day before an event. It does not include use of the kitchen other than for storage.

Peter Munro/ Ian Radford

Mr Nixon was asked to define acceptable usage standards for the facility.

Options for a key lock in regards to casual parking out the front of the hall by the Kitchen entrance was also discussed.

5. WARD MEMBER'S REPORT:

There was no ward member's report due to Councillor Maxwell's absence from the meeting.

6. REPORTS FROM MEMBERS WHO REPRESENT THE BOARD ON OTHER COMMITTEES

Mr Munro said the footbridge had the AGM last week and launched the buy a plank campaign. Tenders have been called and appear to be over what is required. A Million dollars has been raised and we are almost there.

Whitewater Trust has been halted by Genesis Energy as the river level is so low currently as they are taking out PowerStation maintenance from November to January and then will start the Canal repairs.

The Chairman reported on the regional park. We are getting close to an agreement with ECAN and LINZ and the NZMCA are working with ECAN over next year's work plan and the money available.

Peter Munro said the Alpine Trust's new South Opuha Hut has received its code compliance certificate and official opening is on 16th of November 2013 at the Hut, if it can be organised.

VIII GENERAL BUSINESS:

1. DISCHARGE PERMIT APPLICATION – TEKAPO VILLAGE CENTRE:

The Chairman said the Community Board has been asked to sign off the discharge permit for the Tekapo Village on the foreshore and want to put one more swale in at the front of the mini golf around the domain and carry out landscape.

The Chairman will locate the permit and the signing of this will have to be undertaken at another time.

2. TEKAPO PLANTATION – SECTION A LANDSCAPING:

The Chairman spoke to this agenda item accompanied by a map which is *Appendix B* of this document.

The Chairman met with Kevin O'Neill, Forestry Manager and discussed Section B.

Discussion regarding the walkway route, the decision required whether to go ahead and make a track along the black walkway route and whether the Board want to plant as is or another option.

Mr Nixon said if the Community Board is happy with this plan do we take this back to the Community to get some buy in in terms of planting and maintenance.

The letter from Colin Maclaren was tabled by the Chairman. Mr Maclaren's letter and map are *Appendix C* of this record.

The Chairman said that Mr Maclaren has been notified of the Forestry Board's decision.

The Chief Executive Officer said he will draft a letter of response to Mr Maclaren clarifying the Forestry Board and Community Board's decisions.

The Chairman recommends returning to Anne Braun-Elwert asking her to compile a group to meet with Board members to discuss Section A replanting.

Mr Nixon will return to the board with a meeting date and time.

3. COMMUNITY HALL LANDSCAPING PLANS:

The Chairman said the landscape designs have been received from Boffa Miskell and asks the board members to review and consider the plans for the discussion for the next meeting and asked any feedback in the meantime please forward onto him.

The plans are *Appendix D* of this record.

Mr Radford said that extra parking and available land needs to be investigated regarding land opposite the Hall that is currently for sale.

The CEO stated he would look into this regarding zoning and reserve land and report back to the Chairman.

**THERE BEING NO FURTHER BUSINESS
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 9:17PM**

CHAIRMAN: _____

DATE: _____