



431ST MEETING OF THE
MACKENZIE DISTRICT COUNCIL

TO THE MAYOR AND COUNCILLORS OF THE MACKENZIE DISTRICT COUNCIL

Membership of the Council:

Claire Barlow (Mayor)
Cr Russell Armstrong
Cr Murray Cox
Cr Noel Jackson
Cr James Leslie
Cr Graham Smith
Cr Evan Williams

*Notice is given of a meeting of the Mackenzie District Council to
be held on Tuesday 18 February, 2014, at 9.30am.*

VENUE: Council Chambers, Fairlie.

BUSINESS: As per agenda attached

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER



MACKENZIE DISTRICT COUNCIL

Agenda for Tuesday February 18, 2014

OPENING

APOLOGIES

DECLARATIONS OF INTEREST

BEREAVEMENTS

MAYOR'S REPORT 4

REPORTS REQUIRING COUNCIL DECISIONS:

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| B) GENERAL VALUATION DATE CHANGE | 9 |
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COMMUNITY BOARD RECOMMENDATIONS AND MINUTES: 40

The Twizel Community Board held January 27, the Tekapo Community Board held January 28, and the Fairlie Community Board held February 3, 2014.

- | | |
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| A) TEKAPO COMMUNITY BOARD MINUTES | 44 |
| B) TWIZEL COMMUNITY BOARD MINUTES | 54 |
| C) FAIRLIE COMMUNITY BOARD MINUTES | 64 |

COMMITTEE MINUTES: 72

Receive the minutes of the Finance Committee, Asset and Services Committee, Planning and Regulation Committee, and Strategy and Policy Committee meetings held on February 4, 2014, including such parts as were taken with the public excluded.

CONFIRMATION OF COUNCIL MINUTES: 93

Confirm and adopt the minutes of the Mackenzie District Council meeting held on December 10, 2013, including such parts as were taken with the public excluded, as the correct record of the meeting.

PUBLIC EXCLUDED:

That the public be excluded from the following part of the proceedings of this meeting namely:

A) PREVIOUS COUNCIL MINUTES, DECEMBER 10, 2013	
B) PREVIOUS MINUTES TEKAPO COMMUNITY BOARD, JAN 27, 2014	
C) PREVIOUS MINUTES TWIZEL COMMUNITY BOARD, JAN 28, 2014	
D) PREVIOUS MINUTES FINANCE COMMITTEE, FEB 4, 2014	
E) PREVIOUS MINUTES ASSET AND SERVICES, FEB 4, 2014	
F) AGREEMENT FOR SALE OF TEKAPO LAND TO YHA	120
G) LAND SALE TO EARTH AND SKY LTD	126

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Previous council minutes	Commercial sensitivity	48(1)(a)(i)
Previous minutes Tekapo Community Board	Commercial sensitivity Information subject to an obligation of confidence	48(1)(a)(i)
Previous minutes Twizel Community Board	Commercial sensitivity	48(1)(a)(i)
Previous minutes Finance Committee	Commercial sensitivity Disadvantage commercial negotiations	48(1)(a)(i)
Previous minutes Asset and Services Committee	Commercial sensitivity	48(1)(a)(i)
Agreement for sale and purchase of Tekapo Land to YHA	Commercial sensitivity	48(1)(a)(i)
Land sale to Earth and Sky Ltd	Commercial sensitivity	48(1)(a)(i)

This resolution is made in reliance on Section 48(1)(a)(i) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows: *Council Minutes December 10, 2013, Tekapo Community Board 27 January, 2014, Twizel Community Board 28 January, 2014, Agreement for sale and purchase of Tekapo Land to YHA, Land sale to Earth and Sky, under sections 7(2)(b)(ii) and 7(2)(c)(i). Finance committee under sections 7(2)(i) and section 7(2)(b)(ii). Asset and Services Committee under section 7(2)(b)(ii).*

VISITORS:

11:30am Derek Kirke and members of the Pukaki Airport Board
1.00pm Rosemary Moran and Helen Beattie from the Archive Society.

ADJOURNMENTS:

10:20am Morning Tea
12:00pm Lunch
3:00pm Afternoon Tea

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL

SUBJECT: GENERAL ACTIVITIES REPORT

MEETING DATE: 18 FEBRUARY 2014

REF: PAD 2/3

FROM: MAYOR

ACTIVITY REPORT

COUNCIL, COMMITTEE AND BOARD MEETINGS

10 December	Council Meeting at Twizel
12 December	Planning Workshop in Tekapo
19 December	Planning Workshop in Fairlie.
21 January	Tekapo Property Group meeting.
28 January	Twizel Community Board.
4 February	Committee Meeting day.
18 February	Council Meeting in Fairlie.

OTHER MEETINGS AND ACTIVITIES

12 December	Attended Twizel Are School final assembly and presented the Mackenzie County Scholarship.
13 December	Met with James Campbell regarding roadside planting of trees.
19 December	After Planning Workshop met with Toni Morrison. Travelled to Christchurch to attend Chinese Ambassador's Cocktail Party in evening.
7 January	Met with Graeme Murray.
10 January	Met with Councillor Jackson.
15 January	Travelled to Tekapo and attended Tekapo Development Project public meeting.
16 January	Met with Ecan and DOC regarding wilding pine plan.
17 January	Travelled with CEO to Twizel to attend meeting regarding Twizel Youth Centre.
20 January	In evening travelled to Tekapo to meet with Genesis Energy representatives and Cr Murray Cox and Twizel Community Board chairman.
24 January	Met with Dave Gaskin from Timaru Police and Sgt Van Der Hayden from Waimate Police. Travelled to Twizel and met with Mr Arts, this was followed by attending the launch of the High Country Medical Trust's fundraising project for Twizel Medical Centre.
25 January	Travelled to Tekapo and participated in Tekapo Development Project second public meeting. Attended Salmon & Wine Festival in Twizel.
28 January	Attended workshop with Anne Pattilo on Strategic Planning.
10 February	Travelled to Christchurch to attend Chinese Consulate's Spring Festival Cocktail Party.

11 February	Participated in workshop on Biodiversity/ecological values.
12 February	Attended Land and Water Regional Plan briefing with Commissioner Peter Skelton and other attendees from Mackenzie, Timaru and Waimate District Councils. In afternoon met with Horizons representatives in Council Chambers, followed by a briefing on broadband internet options for the Mackenzie District.
18 February	Council Meeting.

RECOMMENDATION:

1. That the report be received.

CLAIRE BARLOW
MAYOR

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL

SUBJECT: SOUTH CANTERBURY SPORTS AWARDS SPONSORSHIP

MEETING DATE: 18 FEBRUARY 2014

REF: PAD 7/2/17

FROM: WAYNE BARNETT, CHIEF EXECUTIVE OFFICER

PURPOSE OF REPORT:

To consider Sport Canterbury's invitation to sponsor the 2014 South Canterbury Sports Awards to the value of \$525 plus GST.

STAFF RECOMMENDATIONS:

1. That the report be received.
2. That Council consider Sport Canterbury's invitation to sponsor the 2014 South Canterbury Sports Awards to the value of \$525 plus GST.

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER

ATTACHMENTS:

- Sponsorship Proposal from Sport Canterbury.

BACKGROUND:

Council has sponsored the South Canterbury Sports Awards in recent years, and once again is being invited to sponsor this event on 23 May 2014 by way of a Silver Sponsorship worth \$525 plus GST.

Councils policy has been to not allow for any discretionary spend for donations and grants at the district level. Allocations in the past have been not budgeted for and are met where granted from the General Reserve as unbudgeted expenditure.

POLICY STATUS:

Not applicable.

SIGNIFICANCE OF DECISION:

This decision is not significant in terms of Council's policy on significance.

CONCLUSION:

Councillors need to decide whether they wish to accept this sponsorship offer.

Sponsorship Proposal 2014 South Canterbury Sports Awards Friday 23 May

Background

The South Canterbury Sports Awards function is acclaimed by sporting codes, the media and many South Canterbury businesses, as one of the top sports celebration events in South Canterbury.

Several outstanding achievements on all fronts of sport involvement are honoured at each event amidst an atmosphere of fun, entertainment and celebration of the green and black.

Sponsorship Investment

2014 South Canterbury Sports Awards Silver Sponsorship of \$ 525 plus GST.

Sponsorship Benefits

- Recognition given as a key supporter of South Canterbury's premier sporting event on the Sport Canterbury website.
- An opportunity to present a selected category of the sports association awards.
- Corporate table for four at the Sports Awards dinner.
- Prominent sign display space at the Sports Awards.
- Branding exposure on advertising and promotional material including programmes, tickets and audio visual presentation.
- Exposure to key sports representatives, sponsors and the wider community at the event.

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL

SUBJECT: GENERAL VALUATION DATE CHANGE

MEETING DATE: 18 FEBRUARY 2014

REF: FIN 4/5

FROM: MANAGER FINANCE & ADMINISTRATION

ENDORSED BY: CHIEF EXECUTIVE OFFICER

PURPOSE OF REPORT:

To gain a decision from Council around changing the property revaluation dates undertaken by Councils current valuation provider Quotable Valuation.

STAFF RECOMMENDATIONS:

1. That the report be received.
2. That Council notify the Valuer-General of its intention to change its next revaluation date to occur in 2014 for effect in the 2015 rating year and then three yearly after that.

PAUL MORRIS

MANAGER FINANCE & ADMINISTRATION

WAYNE BARNETT

CHIEF EXECUTIVE OFFICER

BACKGROUND:

Council is part of a three yearly district wide property revaluation exercise undertaken by Quotable Value (QV) on behalf of the Valuer-General. Council uses this information to form the basis of its Rating Information Database.

Council's current revaluation cycle is August with the next revaluation due in August 2015 for effect in the 2016/17 rating year. Council will have undertaken a Long-Term Plan (LTP cycle) in 2015 with a financial strategy and projected rates based on old information.

It is therefore proposed to align Councils revaluation cycle with its LTP cycle. This means that the proposed revaluation cycle will be for two years initially then revert back to three yearly after that.

SIGNIFICANCE OF DECISION:

The decision required is not significant and does not trigger Councils Significance Policy.

CONSIDERATIONS & OPTIONS:

Council has two options available to it:

1. It could choose not to request a change in its revaluation cycle.
2. It could choose to request a change in its revaluation cycle to match the revaluation cycle to its LTP cycle.

If Council chose the first option then it would see no change in its valuation process.

The major drawback with not changing the valuation cycle is that Council faces potentially two rates increases one of which it had not planned for. The first rates increase will be due to Councils own LTP process. These rating decisions are within Councils control.

The second rates increase may arise due to potential changes in valuation which may adjust the mix of rural and urban capital value and also between the urban centres capital values. Council has no control over these movements and has in the past tried to compensate large industry specific valuation movements through the rating system.

When Council undertake its LTP process it is required, as part of that process, to produce a 10 year financial strategy incorporating limits to rates increases etc. Rates and rates increases are calculated prior to year 1 commencing but have a revaluation in year 2 which may push the rates increases over the limits for a large portion of the district and rates may differ significantly from those determined by Council prior to revaluation cycle. It could therefore be technically in breach of its rates increase targets due to circumstances beyond its control.

If Council chooses to adjust its revaluation date to coincide with Councils LTP cycle, the above problem is eliminated as it occurs in year 1 of the LTP cycle and for subsequent years (to the next revaluation) the valuation will remain constant.

Other issues may arise with resourcing from the Valuer-General for audit purposes and QV to provide the service. We have raised these issues on a preliminary basis with those bodies, the Valuer-General can fit an audit around December and QV's valuation team can handle a December timeframe.

The only caveat would be in relation to the objection period would be open over an extended period to incorporate Christmas. This will not affect Council as revaluations are undertaken

by an independent body for the Government as such we should have no say in the objection process or its length.

It appears from discussion with other local authorities in Canterbury, greater collaboration may be achievable in the long run if valuation timelines are aligned. This is more likely to be around LTP timeframes for the reasons stated above. By aligning our valuation timing with our LTP we will be in a position to participate when this opportunity arises.

CONCLUSION:

There appears to be little downside in Council applying for a change in revaluation cycle. It will eliminate any issues in relation to Councils financial strategy and rates increases as it will provide more stable data over the three year cycle and eliminate rates changes due to revaluation movement.

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL

SUBJECT: Grant for Mackenzie District Archive

MEETING DATE: 18 February 2014

REF:

FROM: Garth Nixon

PURPOSE OF REPORT:

For Council to consider this request for a grant

STAFF RECOMMENDATIONS:

1. That the report be received.
2. That Council consider this request for a grant to undertake the painting of their new archive building.

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER

ATTACHMENTS:

Request from the Archive Society
 Completed Application form
 Grants Policy
 Grant Criteria

BACKGROUND:

The Purpose of the archive is to develop, preserve and make available a local resource of historical material relating to the whole district. The Archive Society have out grown their existing building and is building new following a substantial donation. The grant, if successful with fund the painting and decorating of the new building.

POLICY STATUS:

The policy is simple and clear as attached

SIGNIFICANCE OF DECISION:

Not considered to be significant under the Councils significance policy

ISSUES & OPTIONS:

Options for Council could include

1. Decline this request
2. Part fund this request
3. Fully fund this request

CONSIDERATIONS:

From the information supplied the request appears to fit some aspects of the criteria. It is up to Council to determine if it warrants councils support against those specified criteria.

Council does have \$ 5,000 heritage grant however this project appears to be ineligible for this as it does not meet the specific criteria.

The Archive Society has completed the appropriate application for Grant for which is attached

Legal**Financial**

Council does not have an allocated budget for one off grants. Each request being considered on its own merits

Other

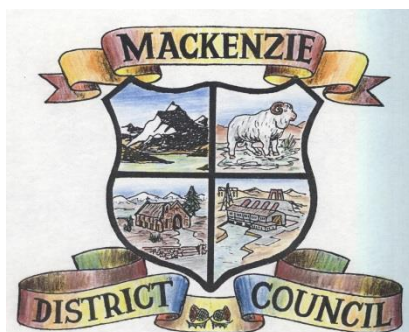
ASSESSMENT OF OPTIONS:

The Archive has gained substantial funding for this project and are looking to Council to assist by allowing the sufficient funding to complete the project.

- Option 1 Declining the request project is likely to proceed but delayed in its completion. As funds would need to be sourced elsewhere
- Option 2 Part funding or full funding this request - I would expect the project to have strong community support and to be considered a worthy project by the community

CONCLUSION:

That Council consider this request against the Criteria and make a Grant at an appropriate level.



MACKENZIE DISTRICT COUNCIL GRANT EVALUATION CRITERIA

1. Does the application assist the Council to achieve its strategic direction (applicant must make specific reference to the Strategic Plan and support that reference with reasoned arguments).
2. Will the grant *directly* benefit ratepayers/residents in the Mackenzie District? If so, how many?
3. Are there any other bodies which are specifically designed to cater for these requests e.g. Creative New Zealand, Mid-South Canterbury Trust, and Lottery Grants Commission?
4. Has the organisation received, or have they applied for funds from other organisations for the same project? If so, how much?
5. How much of their own funds does the organisation have to put toward this request/project?
6. Is the organisation/individual a non-profit body and able to accurately account for any funds granted?
7. Has the organisation supplied all information on the application form including a set of accounts?
8. What is the effect on the individual/organisation if the Council does not support the application?

MACKENZIE DISTRICT COUNCIL

GRANTS

RATIONALE

From time to time Council and community boards provide grants budgets from which financial support for general purposes can be funded, eg for a donation to a worthy cause such as flood relief. Council also has budgets for specific purposes, eg the Heritage Protection Fund.

When Council is requested to provide financial support by remitting rates, fees or charges, transparency can be preserved if the request is approved, by making a grant funded from the affected cost centre. For example, if a request by the Fairlie Ice Skating Club for remission of excess water charges is approved, a grant funded from the Fairlie Water Supply Account will ensure that the cost of the remission actually falls where it should lie.

GUIDELINES:

1. All requests for financial assistance are to be submitted on an “Application for Donation” form to the Council.
2. All requests for financial support are to be dealt with as requests for grants.
3. Requests for grants from clubs, groups or organisations are to be accompanied by full financial information.
4. Applications for grants are to be evaluated in terms of
 - the direct benefit of the grant to ratepayers/residents of the District
 - the availability of funds from other sources for the project
 - the level of contribution to the project made by the applicant
5. Recipients are to be required to account accurately for grants.

(See Grant Evaluation Criteria)



APPLICATION FOR GRANT

1. Name of Organisation/Individual:

Mackenzie District Archive Society Inc

2. Address:

c/- 16 Gall St
Fairlie 7925

Telephone: 03 685 8289

Fax: —

Email: mandr.moran@xtra.co.nz

3. Contact Person: Rosemary Moran

Position: Secretary / Treasurer

Phone: Business: —

Phone: Home: 03 685 8289

4. Please specify the legal status of your organization – trust/Incorporate Society/other.

Incorporated Society.

5. Is your organisation recognised as a non profit body by the Inland Revenue Department?

Yes/No Charities Commission Reg No CC40900

6. Name of principal officers:

Chairperson/President: Helen Seathie

Secretary: Rosemary Moran

Treasurer: " "

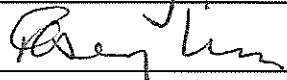
7. State your organisation's purpose and objectives: To develop, preserve and make available a local resource of historical material relating to the Mackenzie District.
8. How long has your organisation existed? The Society was incorporated on 6 Nov 2000.
9. Is your organisation responsible to or controlled by any other organisation/authority?
Please specify: no
10. What level of funding does your organisation request from the Mackenzie District Council? \$9,600
11. State the purpose for which the grant is requested:
For painting the new Mackenzie District Local History archive, the building of which is about to commence.
12. State the number whom you expect will benefit from the grant you are requesting:
Members: The people of the Mackenzie District Others:
13. Has your organization received a donation during the past five years?
Yes/No

If yes, please detail how your most recent donation was used	Received from	Year	Amount of Donation
Stationery + Packaging	Buy-a-Block + J V Russell	2009	\$75.00
Supplies + advertising	The Genealogy Co	2010	\$125.00
Invested for new building	B. Beattie Customer (2011)	2011	\$100,020.00
To buy moveable shelving	D. Reynolds	2013	\$9,000
		TOTAL	100,220

14. If your organisation is registered for GST, please supply your GST number:

N/A.

15. Please supply a copy of your latest audited financial statements.

DECLARATION	
I hereby declare that the information supplied here on behalf of my organisation is correct:	
Name:	Rosemary Moran
Position:	Secretary / Treasurer
Signature:	
Date:	10 February 2014

Mackenzie District Archive Society Inc
c/- 16 Gall Street
FAIRLIE

The Manager - Finance and Administration
Mackenzie District Council
P O Box 52.
FAIRLIE

9 February 2014

Dear Paul

This is an application to the Council for a grant for the new Mackenzie District Local History Archive. Resource consent was gained late last year and building at the Fairlie Museum site on Mt Cook Road is about to commence.

At our meeting in January 2014 we accepted a quotation of \$114,104.15 (GST inclusive) from L & L Construction Co Ltd. The quotation does not include the costs of painting or floor coverings. We have the sum of \$105,630 which is earmarked for the project.

The grant we are seeking is for \$9,600 for painting the new building.

The purpose of the Archive is to develop, preserve and make available a local resource of historical material relating to the Mackenzie District. Since it was established in 2001 we have been entrusted with a vast quantity of material including more than sixty collections from clubs, organisations, families and individuals. We have outgrown the original facility in the Museum (our workroom/office and strong room). A generous donation in 2011 enabled planning to begin for the new building.

Attached are:

- a copy of the Financial Statement for the year ended 30 June 2013,
- a quote for the painting (I have confirmed with Les Blacklock that it remains valid), and
- a copy of a presentation to a recent Film Archive evening prepared by Archive Committee Chairman, Helen Beattie, which outlines efforts made to date to protect and preserve the history of our communities.

Please do not hesitate to get in touch if you would like any further information.

I look forward to hearing when the Council can consider the application. Some of our members would be available to speak to it if required.

Thank you and kind regards

Rosemary Moran
Secretary



FINANCIAL STATEMENT FOR THE YEAR ENDED 30 JUNE 2013

Society Name: *Mackenzie District Archive Society Inc*

Society Number *1101085*

Charities Commission Reg No *CC40900*

TOTAL FUNDS AT 30 JUNE 2012 **\$557.75 od**

INCOME:

Subs (*J Gill, R Moran, A Thomson, J Sutherland*) \$60.00

Grants

Donations (*D G Reynolds*) \$2,000.00

Buy-a Block Scheme

Raffles

Interest

General (*from Term Deposit & loans*) \$3,500.00

TOTAL **\$5,560.00**

EXPENSES

Promotion & Advertising \$14.00

Training

Stationery and Supplies (*shelving*) \$3,615.00

Furniture

Buy-a-Block Plaques

Transport

Computer (*black ink*) \$24.95

Photocopying

General (*Interest, Overdraft, RC, Website Update*) 694.91

TOTAL **\$4,348.86**

TOTAL FUNDS:

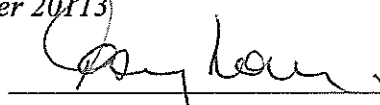
Cheque Account at 30.6.13 **\$653.39**

Term Deposit at 18.6.12 **\$104,004.04**

FINANCIAL STATEMENTS FOR THE YEAR ENDING 30 JUNE 2013

I certify that this financial statement has been submitted to and approved by the members at a meeting held on 7 October 2013

Signed:



Name and Designation: *Rosemary Moran, Secretary/Treasurer*

DATE: 4/10/13	VALID TILL: 4/1/14	448762
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FROM: 20

LES BLACKLOCK
7 BUCHANAN ST
FAIRLIE
PH 03 6856115

L + L CONSTRUCTION
FAIRLIE

[illegible]

SEND

20860000

SUB TOTAL 2690

403-56

TOTAL INCLUSIVE OF GST 3093.50

QUOTATION

DATE:

4/10/13

VALID TILL:

4/1/14

QUOTATION NO:

448761

448761

FROM:

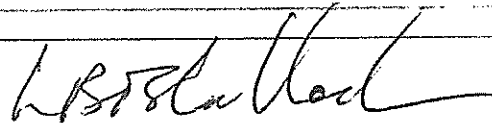
LES BLACKLOCK
7 BUCHANAN ST
FAIRLIE
PH 03 6856115

L+L CONSTRUCTION
FAIRLIE

It gives us pleasure to submit the following Quotation

QTY	DESCRIPTION	FAIRLIE MUSEUM
	Interior painting to new archive + meeting room = Fairlie museum. Windows reveals + doors finished in acrylic enamel. Ceilings 1 sealer + 2 coats ceiling paint. Walls 1 sealer + 2 coats wall paint finish for the sum of.	
		5650
		+ G.S.T.

SIGNED:



SUB TOTAL

5650-

GST

847.50

TOTAL INCLUSIVE
OF GST

6497.50

Film Archive Evening school Hall Friday 20th Sept 2013 @ 7:30 pm.

Introduction.

My name is Helen Beattie, part time archivist, historian, genealogist and museum volunteer. It could be said that my interests mostly involve history of one kind or another either local or family.

I welcome you here tonight to enjoy a glimpse of the past, as seen in films depicting life in Canterbury 1910 to 2011, kindly brought to Fairlie by the Film Archive, and the N Z Historic Places Trust. I would like to thank these organisations most sincerely for the opportunity to view these films.

So what is the importance of preservation.? Understanding of the past can influence the way the future unfolds, can prevent bad policies and decisions being repeated throughout time and so on.

In our Local Mackenzie District preservation of photographs, documents objects and places; in other words things that are now found in museums, galleries and Archives were gathered into collections preserved and then displayed where possible for peoples enjoyment.

In September 1954 a public meeting was held in the Parish Hall to form the Mackenzie County Historical Society. Mr S P Bray was elected chairman and A Pinkerton as secretary. The object of forming a committee was for the saving and collection of any photographs, or anything connected with the history of Fairlie and the district of the days gone by which would then be catalogued, indexed and hopefully displayed in the future.

The first display space was the brick pump house by the domain which made a tiny museum. Miss Mabel Binney who was a foundation member of the Society, bequeathed her historic cottage to the society, on her death, which then became the Mabel Binney Cottage Museum. This was run and opened by volunteers of the society until 1986, when the Historical Society And the Horse Drawn museum united as one group, to form the Fairlie Museum - still run entirely by volunteers.!!

In 1969 a society was formed to promote the Mackenzie County and run a Carnival over Xmas / New year with a country and western theme.

E.g. cow boys and cow girls, lots of horses, a sheriff, horse drawn wagons and machinery. The Carnival headquarters was the old railway station area and buildings. And New Years Eve was the big evening with some well known celebrity performing there. New Years Day was another big day with a Parade down the Main Street of the cowboys etc. sheriff, floats Restored machinery and vehicles, all viewed by the many visitors to the area. There were things for children and adults, not only in Fairlie, but in kimbell, and Burkes Pass as well.

Eventually the carnival society had a collection of machinery and vehicles which required storage and display space.

The Carnival Society bought the Jones Motors boat building factory including the Joseph Binney blacksmiths as a site for storage and display. In 1975 the old railway station building was moved onto this site as well, forming the basis of what is now the Fairlie Heritage Museum.

In 1999 a group of interested people met together with the aim of finding a suitable space to collect and record the local history, including that which had already been collected by previous groups.

Many ideas were discussed before the decision was made to occupy part of the Museum, with a storage facility and a work space area. Now, 12 years later we have filled the storage area, with various collections of photos, maps, documents and records of district clubs and organisations.

With the support of the museum, and the generosity of a benefactor, the Archives Society now has plans approved for a brand new, purpose built archives building, to take us into the future.

Thank you. Enjoy your evening !!

PUKAKI AIRPORT BOARD

CHAIRMAN'S REPORT – 10th February 2014

Overview

Since the last report we have received 3 firm enquiries about sections, (that is 6 in twelve months), but no sales have been generated.

The business has performed reasonably well for the year ending June 30th 2014. The Board is acutely conscious of the need for tight control of expenditure, but also of the need to maintain the Council's assets at the airport.

The total capital reserves held by the business at 31st December 2013 were \$85,000.

The new hanger space is fully rented.

Sales

One deposit paid sale has not yet been completed, I am in regular contact with this buyer and am expecting another \$40,000 before the end of March and the balance to be paid this time next year.

Sewage

All connection fees have now been paid

Crosswind Runway

The grass runway for easterly conditions is receiving regular use and the grass is holding up well.

Signage

New signs have been erected at the entrance and North and South of the airfield. All operators seem to be happy with this.

Landing Fee Monitoring

We have established a landing fee monitoring system run by Aimm, and although we have not seen any major lift in revenue, it is comforting to know that all landing fees are being monitored and are being paid.

Finance

REVISED FINANCIAL FORECAST PROJECTIONS – 5th
February 2014

	<u>Expected</u> <u>30th June</u> <u>14</u>
Opening Balance June 30th 2013	+\$85,000
<u>Revenue Statement</u>	
<i>Revenue:</i>	
Capital Revenue-land sales (stages1-4)	\$40,000
Hanger Rental	\$14,000
Other Rental	\$9,000
Landing Fees	\$6,000
Interest	\$3,000
Total Cash Received	+\$72,000
<i>Less Expenses:</i>	
Running Expenses	\$30,000
Rates	\$12,000
R & M	\$2,000
Runways rolling and spraying	\$2,000
Signage (Net)	
Total Expenses	-\$46,000
<i>Net Surplus/(Deficit)</i>	+\$26,000
<u>Airport Reserve Balances</u>	+\$111,000
<i>Closing Balance</i>	+\$111,000

Future

The financial performance of the airport in the near term will be dependent on future real estate sales, airport revenue from landing fees and rents, and interest rates received. We are pleased that in spite of the real estate section sale market being very subdued, the Board will continue with a capital account in credit, and a public Airport which at this point in time has no rate payer money invested. We have future sales opportunity of approximately \$2.5 million.

Board

I record our special thanks to Rick Ramsay who deals with much day to day activity and has regularly filled in for me during what has been a difficult year for me from a personal standpoint.

Derek Kirke

Chairman Pukaki Airport Board

5th February 2014

DRAFT FOR COUNCIL CONSIDERATION

Pukaki Airport Board

Statement of Intent

**For the Three Years Ended
30 June 2017**

1. INTRODUCTION:

The Pukaki Airport Board is a committee of the Mackenzie District Council, set up to manage Pukaki Airport assets and achieve the goals as set out in this document.

The Statement of Intent sets out the overall intentions and objects for the Company and Board for the trading year 1 July 2014 to 30 June 2015 and the succeeding two years.

2. MISSION:

The Pukaki Airport Board and will seek to maximise the commercial value and returns from the Pukaki Airport and implement the Council's aviation strategy.

3. GOVERNANCE:

The Directors/Board (Committee) members are responsible for the overall governance of the organisation. They are responsible to the owner, the Mackenzie District Council, for the performance of the Board.

The organisations will operate within the legal framework governing all companies and local body organisations. They will work within the legal framework of the Local Government Act 2002, Act 1986, Resource Management, Airport Authorities Act 1966, and Civil Aviation Act 1992. They will also operate taking account of other aviation and real estate specific legislation, regulations, and codes of practice.

4. NATURE AND SCOPE OF ACTIVITIES:

- 4.1 The objective of the Pukaki Airport Board will be the efficient operation of aviation activity at Pukaki Airport in line with Council's Aviation Strategy.

In the short to medium term this will be achieved by the subdivision of land and sale of real estate, while preserving the Airport's integrity now and in the future, as the region's public airfield.

The major long term business of the Pukaki Airport Board will be the efficient and profitable management and operation of aviation activity at Pukaki Airport.

The Board will seek growth through the development of Pukaki Airport as a public airfield, as base for airport related activities such as tourist flights, aircraft storage and aircraft maintenance and through the leasing or sale of land for the benefit of the Airport and the aviation industry in the Mackenzie.

4.1 Consistent with its objectives the Board has invested in capital equipment and infrastructure that further enhances its role to efficiently manage, grow, and develop, the commercial assets of the Council at Pukaki Airport.

4.2 While recognising the goals set out in the Council's aviation strategy to provide a public airport facility, the Board will seek to maximise returns to the Airport and work within the guidelines of the Terms of Reference outlined by Council.

5. FINANCIAL PERFORMANCE PROJECTIONS: REVISED FINANCIAL FORECAST PROJECTIONS - 10th February 2014

	2014/2015	2012/2013	2013/2014
Opening Balance	+\$111,000	+\$179,000	+\$169,000
<u>Revenue Statement</u>			
<i>Revenue:</i>			
Capital Revenue-land sales (stages1-4)	\$80,000		
Other Capital Land Sales			\$130,000
Aviation & Rental Revenue	\$29,000	\$29,000	\$29,000
Interest	\$3,000	\$5,000	\$5,000
Total Land Sales and Revenue	+\$112,000	+\$34,000	+\$164,000
<i>Less Expenses:</i>			
Running Expenses	\$30,000	\$30,000	\$30,000
Capital Hanger			
Taxi way seal			\$105,000
Rates	\$12,000	\$12,000	\$12,000
Crosswind Runway			
Aircraft Park			
Repairs and Maintenance	\$2000	\$2000	\$2000
Incidentals	\$2000	\$2000	\$2000
Interest			
Total Expenses	-\$44,000	-\$44,000	-\$151,000
<i>Net Surplus/(Deficit)</i>	+\$68,000	-\$10,000	+\$13,000
<u>Airport Reserve Balances</u>	+\$179,000	+\$169,000	+\$182,000
<i>Closing Balance</i>	+\$179,000	+\$169,000	+\$182,000

6. OPERATING PERFORMANCE PROJECTIONS:

Assumptions made in producing the financial forecast table

1. We expect to receive final payment on an outstanding contract no later than June 30th 2015
2. One further sale is forecast during the financial year 2017.

The targets set out in the forecast are based on the Board's view of the economic conditions existing in February 2014.

Specific Projections

- a) One further sales is made.
- b) No further development work will be undertaken during this period but during the 2017 financial year the Board forecast an additional coating of seal on the taxiways as recommended by Council staff. (The timing of this will depend on the further land sale forecast in this SOI).
- c) The Board have no residual financial obligations to other parties including Mackenzie District Council except for normal land owner annual charges.
- d) The Board undertook preliminary work on noise boundaries and decided to leave these on file to be activated at some time in the future. Based on current airport noise protection zones gleaned from public documents we expect only one nearby landowner would be affected by noise zones. It will be important for the airport to review this issue regularly, and make decisions relative to future subdivision activity near the airport.
- e) The airport has lease contracts with The Helicopter Line, Metservice NZ, and BP Red Cat Adventures, and James Leslie.
- f) The Airport has available for sale, a further \$2,500,000 of Lots to sell as economic conditions improve. In spite of working through a number of enquiries there have been no further sales during the last 12 months.
- h) Fuel. The Fuel facility will continue to be vital to the future success of the airport.
- i) The Board completed a hanger in 2012. It is fully leased. If further section sales are made the Board may approach Council to build a second hanger.

7. DIVIDEND DISTRIBUTION POLICY:

The Board has completed investment in capital infrastructure required for the subdivision and the running of the airport. The Board does not expect to pay dividends to Council until such time as substantial annual surpluses occur. This will be dependent on more land sales.

8. REPORTING SCHEDULE:

- 8.1 The Board shall deliver to the Council within 60 days of the end of December Each year a report on the state of the Board's operations which shall include:
 - Report from the Chairman
 - ✳ Financial report showing the year to date position against budget and the year-end forecast against budget.
 - ✳ Financial commentary explaining variances
- 8.2 Annually, prior to the end of February each year, the Board shall deliver to the Council:

8.3 Prior to the 30th of June each year the Board shall deliver the completed Statement of Intent.

8.4 Annually, within 60 days of the end of June each year, the Board shall deliver to the Council:

- ✧ Report from the Chairman
- ✧ Statement of achievements relative to the goals and objectives of the Aviation Strategy
- ✧ Financial report showing the year to date position against budget.
- ✧ Financial commentary explaining variances

8.5 The Board recognises that it is obliged under the Local Government Act 2002 to make its completed Statement of Intent available to the public.

9. AVIATION STRATEGY:

In conjunction with the Council, the Board shall be responsible to facilitate a review of the Aviation Strategy every three years to coincide with the review of the Council's long-term council community plan.

10. THE BOARD:

The Board will exercise due diligence and care in carrying out its role. Board members must act in good faith and in what the member believes to be in the best interest of the Board, the Airport, and the Council.

10.1 Appointment

The number of Board members shall be no more than five. The Mackenzie District Council will appoint all members, and appointments will be reviewed as outlined in the Terms of Reference document. The Council will appoint one sitting Councillor to the Board.

10.2 Quorum

The quorum shall be three members, and a simple majority shall make decisions. Board meetings will be conducted in accordance with Mackenzie District Council standing orders.

10.3 Meeting Frequency

The Board shall generally meet 4 times each year, either by meeting in person or by conference call meeting.

10.4 Resignation

A Board member will cease to hold office immediately the Mackenzie District Council's Chief Executive Officer receives a written resignation.

10.5 Remuneration

The remuneration for participation of the appointed Councillor to the Board shall be as part of her or his total remuneration received as Councillor. Remuneration for other Board members will be determined at the time of appointment.

10.6 Retirement

Board members appointed by the Council will retire from office every three years at the Council's election date. Council may decide to appoint Directors for further terms.

10.7 Disqualification

A Board member will automatically be disqualified from holding office if he or she:

- ✱ Dies
- ✱ Is adjudged bankrupt
- ✱ Would be prohibited to act as a director of a company under the Companies Act 1993
- ✱ Is removed by the Council

10.8 Chairperson

Board members may elect one of their number as chairperson of the Board.

10.9 Personal Interest

A Board member must, forthwith after becoming aware of the fact that he or she is interested in a transaction or proposed transaction with the Board, disclose their interest to the Board, quantifying the nature and monetary value of the interest. The members shall then remove themselves from the meeting and not take part in discussion or voting. Such interest must also be registered with the Chief Executive Officer of the Mackenzie District Council, and be recorded in the Board's minutes.

10.10 Indemnities and Insurance

The Council shall maintain and keep current such public liability insurance cover that will cover the Board as part of Council's committee structure.

10.11 Delegated Authority

The Council's Delegation Manual (effective) provides full-delegated authority to the Pukaki Airport Board. Any changes to the planned operational programmes outlined in this Statement of Intent that will result in a financial impact of greater than \$25,000 when compared with budgeted outcomes will be reported to the Mackenzie District Council prior to implementation for their consideration.

This will ensure that the Council can have regard to the financial and cash flow implications on the balance of its operations.

11 Risks

11.1 Real Estate

Assumptions are made based on the Board's knowledge of the current world and New Zealand economic situation, and our own experiences at Pukaki Airport. Enquiries continue but sales are very difficult.

The Pukaki Airport subdivision is no longer a cash risk to Council as the Board no longer has debt owing to Council and has cash reserves for future real estate selling, Airport governance, and asset maintenance.

12 Pukaki Airport Capital Reserves

The Board acknowledge and agreed with the Council policy that after the Board had transferred funds to the value of the Council's cost of purchase for the Airport, all surplus funds are to be held in a secure Pukaki Airport Capital Reserve Account. Funds held in this account will attract interest at a rate in line with Council internal funding policy, and funds from this account will be protected and used only for pursuing outcomes documented in the Council's Airport Strategy as outlined in the Council Terms of Reference produced for the Pukaki Airport Board.

13 Asset values and Rateable Value

The Board expect the ultimate rateable value of the Airport, including the privately owned lots, to be approximately \$7,500,000, - this figure is based on current values.

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL

SUBJECT: CHIEF EXECUTIVE OFFICER'S GENERAL ACTIVITIES REPORT

MEETING DATE: 18 FEBRUARY 2014

REF: PAD 2/3

FROM: CHIEF EXECUTIVE OFFICER

ACTIVITY REPORT

COUNCIL, COMMITTEE AND BOARD MEETINGS

10 December	Council Meeting at Twizel
12 December	Planning Workshop in Tekapo
19 December	Planning Workshop in Fairlie.
21 January	Tekapo Property Group meeting.
28 January	Twizel Community Board.
4 February	Committee Meeting day.
18 February	Council Meeting in Fairlie.

OTHER MEETINGS AND ACTIVITIES

11 December	Met with Cr Cox and Community Facilities Manager in Tekapo regarding scheduling of work, followed by a meeting with Jim Murray, Cr Cox and Community Facilities Manager.
13 December	Met with Trish Willis, Raewyn Bell, Claire Hector-Taylor and Caroline Blanchfield. In afternoon attending a briefing on asset management roading issues.
16 December	Participated in a Webinar on the Local Government Act 2002 amendment bill number 3.
17 December	Met with Glenn Campbell from Whitestone.
19 December	Met with Charles Anderson.
23 December	Met with Mel Schauer and Cr Cox about the Tekapo Development public sessions.
8 January	Met with Mel Schauer and Cr Cox about the Tekapo Development public sessions.
15 January	Attended public meeting for the Tekapo Development Plan in evening.
17 January	Travelled with Mayor to Twizel to attend meeting regarding Twizel Youth Centre.
25 January	Travelled to Tekapo and participated in Tekapo Development Project second public meeting.
28 January	Attended workshop with Anne Pattillo on Strategic Planning.
31 January	Attended CEO Forum in Christchurch with the Finance Manager.
3 February	Met with Mark Raffills from Dry Crust, and then Wendy Smith and Raewyn Bell.
4 February	Met with Barry Van Beurten from The Research Broker. In afternoon

	met with Mel Schauer and Cr Crox to have a debrief on the Tekapo public meetings.
5 February	Met with Murray Weakley and Gerald Cleary, followed by a meeting in the afternoon with Brett King, Deputy Regional Manager for Canterbury Region from Fulton Hogan.
11 February	Participated in workshop on Biodiversity/ecological values.
12 February	Attended Land and Water Regional Plan briefing with Commissioner Peter Skelton and other attendees from Mackenzie, Timaru and Waimate District Councils. In afternoon met with Horizons representatives in Council Chambers, followed by a briefing on broadband internet options for the Mackenzie District.
13 February	Participated in a Council website meeting.
18 February	Council Meeting.

RECOMMENDATION:

1. That the report be received.

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL

SUBJECT: COMMON SEAL AND AUTHORISED SIGNATURES

MEETING DATE: 18 FEBRUARY 2014

REF: PAD 15/7

FROM: COMMITTEE CLERK

ENDORSED BY: CHIEF EXECUTIVE OFFICER

PURPOSE OF REPORT:

To advise of the documents signed under the Common Seal from 25 July 2013 until 31 October 2013.

STAFF RECOMMENDATIONS:

1. That the report be received.
2. That the affixing of the Common Seal to document numbers 773, 774, 775, 776, 777, 778, 779 and 780 be endorsed.

ARLENE GOSS
COMMITTEE CLERK

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER

Number	Detail of Document	Date Signed & Sealed
773	Alpine Energy Limited Proxy Form	25 July 2013
774	Utilities Services Contract 2013-2016 Contract Number 1213, Between Whitestone Contracting LTD and Mackenzie District Council.	9 August 2013
775	Electronic Transaction Authority between Anthony Harper Lawyers and Mackenzie District Council. 41 Jollie Road, Twizel.	15 August 2013
776	Licence to provide reticulated gas to the Lochinver Subdivision in Tekapo. Between Mackenzie District Council and On Gas Limited.	18 August 2013
777	Alps to Ocean Cycle Trail Lake Ohau - purpose of easement for right of way, pedestrian bicycle. Between Hope and Associates Legal and Mackenzie District Council.	19 August 2013
778	Licence to Occupy Pursuant to Section 74 of the Reserves Act 1977 Between Mackenzie District Council and Peter Roland Johnson.	5 September 2013
779	Deed of Renewal and Rent Review Tekapo Network Site No. 54008. Between Mackenzie District Council and Telecom Mobile Limited.	30 September 2013
780	Deed of Assignment of Lease – Hut 41 Lake Alexandrina Between Mackenzie District Council and Garry Linton, Hamish Mckenzie and Jeffrey George Bluett	31 October 2013

MACKENZIE DISTRICT COUNCIL

REPORT TO: MACKENZIE DISTRICT COUNCIL
FROM: CHIEF EXECUTIVE OFFICER
SUBJECT: COMMUNITY BOARD RECOMMENDATIONS
MEETING DATE: 18 FEBRUARY 2014
REF: PAD 5

PURPOSE OF REPORT:

To consider the recommendations made by Community Boards.

RECOMMENDATIONS:

1. That the report be received.

TEKAPO COMMUNITY BOARD:

2. That council **notes** the Tekapo Community Board's support of the Enhancement Society's plans for replanting trees:

Resolved that the Tekapo Community Board support the Enhancement Society's proposal to do amenity planting on the peripheral sections of section B, specifically the resource recovery road and alongside the cemetery.

Stella Sweney/ Alan Hayman

3. That council **notes** a decision by the Tekapo Community Board to decline a request for an additional rate in Tekapo to allow for the maintenance of landscaping:

Resolved that the request to consider an additional levy for landscape maintenance in Tekapo be declined.

Alan Hayman/Lynette Martin

4. That council **notes** the following resolutions made by the Tekapo Community Board in public excluded session, and later reported in open meeting, regarding the Tekapo Lakefront Development:

Resolved that the following resolutions taken with the public excluded be confirmed in open meeting:

1. That the viewing shaft through Lot 11 is of crucial importance and the board recommends that council retain ownership and control of this shaft. For the viewing shafts between Lot 8 and 4, and to the east of Lot 5, that these be regarded as important with council maintaining a high level of control, though not necessarily requiring ownership, and that no parking should be allowed; and for the viewing shaft on the western side of Lot 1, next to Foodstuffs, that this is suitable for car parking.

2. That the Tekapo Community Board supports council staff calling for proposals from suitable parties to provide a landscape design for the Village Green, the Domain and viewing corridors at Tekapo.
3. That the Tekapo Community Board supports council staff to commission a parking study for the Tekapo township area and the community centre area.

Stella Sweney/Alan Hayman

TWIZEL COMMUNITY BOARD:

5. That council **notes** a decision from the Twizel Community Board regarding rain damage to the Youth Centre building in Twizel:

Resolved: That council goes ahead with assessing the building with regards to the total cost, in conjunction with the insurance company.

Russell Armstrong/Bruce White

6. That council **notes** the following decisions from the Twizel Community Board regarding grants to community groups:

1. That the Twizel Community Board approves the request from the Ohau Golf Club and grants a \$100 donation to their tournament.

Pat Shuker/Russell Armstrong

2. That the Twizel Community Board declines the request from the Students Against Drunk Driving.

John Bishop/ Pat Shuker

This motion was passed with three in favour and one against.

3. That the Twizel Community Board approves the request from High Country Medical trust to meet the Hall hire cost of \$132.50 for their event.

Pat Shuker/Russell Armstrong

7. That council **notes** the following decision from the Twizel Community Board regarding the plaque that marks the planting of the first tree in Twizel:

1. That first tree plaque be returned and installed in a prominent position as close as possible to its original location.
2. That the Twizel Community Board advises the Wakefields of this decision.

Russell Armstrong/ Pat Shuker

8. That council **notes** the Twizel Community Board has responded to a letter regarding rubbish collection in Twizel:

Resolved: That the community board agrees to send out the draft letter in response to Mr McCormick.

Bruce White/Russell Armstrong

9. That council **notes** the decision by the Twizel Community Board to approach the TPDA regarding their rental of space in the events centre:

Resolved: That the community facilities manager approaches the TPDA with a view to having a discussion regarding their rental of the events centre.

John Bishop/Pat Shuker

10. That council **notes** the following areas of responsibility have been allocated to Twizel Community Board members:

Resolved:

1. That Phil Rive take responsibility for the Ruataniwha area.
2. That Bruce White takes responsibility for the Green-Ways area.
3. That Pat Shuker takes responsibility for the Northwest Arch.
4. That Peter Bell takes responsibility for the River Group (to be confirmed).
5. That John Bishop takes responsibility for the Town Square and Trees.

Russell Armstrong/Bruce White

FAIRLIE COMMUNITY BOARD

11. That council **considers** a request from the Fairlie Community Board to fund the addition of soldier's missing names to be added to the district-wide war memorial at Fairlie.

Resolved that the community board recommends that council fund a plaque with the missing names of soldiers killed in WWI and WWII to be placed on the district war memorial at Fairlie.

Owen Hunter/Les Blacklock

12. That council **notes** the Fairlie Community Board decision to spend its roading reserve budget on footpaths:

Resolved: That the Fairlie Community Board approve the spending of the roading reserve budget on resurfacing the list of footpaths as presented by the Roding Manager.

Noel Jackson/Trish Willis

ATTACHMENTS:

The minutes of the meetings of the Tekapo Community Board on January 27, the Twizel Community Board on January 28, and the Fairlie Community Board on February 3, 2014.

BACKGROUND:

The Community Boards have made a number of decisions for council to note and/or consider.

POLICY STATUS:

N/A

SIGNIFICANCE OF DECISIONS REQUESTED:

No significant decisions are required.

CONSIDERATIONS:

The Council delegated a range of authorities to staff and other organisations on 14 June 2005 when it also confirmed that it did not need to make any specific delegations to Community Boards to have them better perform their role.

This policy was amended on 29 January 2008 when the Council resolved to delegate to the Fairlie, Tekapo and Twizel Community Boards, the following responsibilities:

- The ability to consider requests from local organizations for financial assistance in the form of grants, where budget exists for such matters and subject to no one grant exceeding \$1,000.
- The ability to appoint local representatives to organizations within the community board area and other organizations where local representation is requested.
- The ability to authorize, within approved budgets, board members' attendance at relevant conferences and/or training courses.
- The ability to provide or withhold affected persons approval for planning applications on land adjoining Council owned land within the community board area.
- The ability to approve routine changes in policy affecting locally funded facilities within the community board area.

In the absence of delegated authority to the Community Boards on other matters, the Council has the opportunity to note and consider the issues raised and matters promoted on behalf of the Townships by their Boards and to endorse them where appropriate.

WAYNE BARNETT
CHIEF EXECUTIVE OFFICER

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE TEKAPO COMMUNITY BOARD HELD IN THE LAKE TEKAPO COMMUNITY HALL, TEKAPO, ON MONDAY 27 JANUARY 2014 AT 7.30PM

PRESENT:

Peter Munro (Chairman)
Alan Hayman
Stella Sweney
Lynette Martin
Cr Murray Cox

IN ATTENDANCE:

Claire Barlow (Mayor)
Wayne Barnett (Chief Executive)
Bernie Haar (Asset Manager)
Suzy Ratahi (Roading Manager)
Garth Nixon (Community Facilities Manager)
Arlene Goss (Committee Clerk)
Visitor Colin MacLaren
7 members of the public

APOLOGIES:

Resolved: that an apology be received from Paul Morris, Manager Finance and Administration.

Alan Hayman/Stella Sweney

DECLARATIONS OF INTEREST:

There were no declarations of interest.

SWEARING IN OF NEW MEMBER:

Mayor Claire Barlow took the declaration from new member Lynette Martin. Mrs Martin then joined the meeting as a member of the community board.

VISITOR:

Colin MacLaren presented to the community board regarding using money from the Genesis community fund to establish trees along the road to the resource recovery park.

Mr MacLaren handed out a copy of the proposal he had put to the Genesis Community Fund. He has made an application under the auspices of the Enhancement Society for money to plant trees, and has been granted \$2,000 on the condition that the work is done by volunteers and done within six months, which ends in March. He was seeking guidance from the community board regarding planting.

The chief executive said he did not expect the Forestry Board to have any objections to this taking place. The only issue would be that planting would need to take place away from the sewer.

The board agreed it would be good to work with the Enhancement Society on this and also on replanting section A near Murray Place. Cr Cox has already met with residents on Murray Place. The meeting agreed that further information to residents regarding planting would be needed.

Resolved that the Tekapo Community Board support the Enhancement Society's proposal to do amenity planting on the peripheral sections of section B, specifically the resource recovery road and alongside the cemetery.

Stella Sweney/ Alan Hayman

There was also a request that Mr MacLaren seek advice from Bernie Haar, Asset Manager, regarding the location of the sewer.

MINUTES:

Resolved that the minutes of the meeting of the Tekapo Community Board held on November 18, 2013, be confirmed and adopted as the correct record of the meeting.

Alan Hayman/Murray Cox

MATTERS UNDER ACTION:

1. Civil Defence:

Cr Cox has had informal conversations and plans a meeting with the wardens.

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

A draft from Motor Caravan Association is out and council can now put that out for consultation and adoption as a new bylaw. The community board were asked to consider if there is anywhere in the town or near the town that is appropriate for freedom camping for motor homes. He will provide the existing schedule to the community board. Cr Cox said we can only deal with council and regional council land. The chairman said this topic has been important to the community board and they would like to look at it. The chief executive said staff will produce a report for the next meeting. The Mayor asked the board to also consider how freedom camping would be policed.

3. Community Hall:

Staff will come back to the community board with concept plans for car parking and these will be put out to the community. The veranda needs a plastic cover. Garth Nixon has approached four companies and got one price back. He will follow up to try to get more prices. There was discussion on closing in the southern wall permanently.

4. Lighting Ordinances:

Cartoons have been produced and sent back for changes. There are some positive moves from the community on lighting. Monteith lights are worse than before and the chairman will talk to Alan before the next meeting. The meeting agreed to attach the lighting brochure to rates emails as an attachment. International Dark Sky has meeting in February and town lighting is on the agenda for that meeting.

6 Lochinvar Subdivision:

Haven't done any rabbit control in last couple of months but a recent inspection does not indicate a lot of rabbits. Will need to do some replanting in autumn. More night shooting of rabbits is not a bad option. Whitestone have been doing work in the subdivision. Irrigation has been serviced but there is still more work to be done.

7. Council Owned Units:

Council has instructed staff to investigate worker accommodation and staff will be reporting back to council on this. This topic was also brought up in workshops so will be included in the recommendations that come from the public workshops.

8. Walkways and Cycle ways:

The group asked if there was going to be any provision for bike racks. There has been a request for a horse hitching post and there is already one on the village green. The board needs to consider upgrading the walkway along the Tekapo River. The chairman has made informal approaches to Genesis and DOC. They are interested in meeting with the community board to discuss this. The track to Air Safaris has been sprayed.

9. Tekapo Plantation:

An irrigation line has been purchased and is ready to go. There is a need to meet with the members of the enhancement group and the residents of Murray Place to go over planting. A member of the public asked if the board was still committed to producing a re-vegetation plan for section A. Cr Cox said this was underway. Weeding is needed in that area.

REPORTS:

FINANCIAL REPORT:

The Chief Executive spoke to a financial report for the period to December, 2013, the purpose of which was to update board members on the financial performance of the Tekapo Community as a whole for that period.

A pencil comment on the report refers to a major leak in a water drain that was straightforward to fix, so was not as much of a financial burden as expected.

The Tekapo Community Hall budget is for the hall to produce \$10,000 income for the year and at six months is almost at that point, so hall income is likely to be double by the end of the year. This shows the hall is well used.

There was a question on road sweeping. Sweeping is generally done twice yearly, but often there is a need to do an extra sweep to pick up ice gritting or respond to adverse weather.

Resolved:

1. That the report be received.

Murray Cox/ Alan Hayman

VERBAL REPORT FROM THE PUBLIC WORKSHOPS ON THE TEKAPO LAKEFRONT DEVELOPMENT HELD ON JANUARY 15 AND JANUARY 25:

Cr Cox reported from the workshops. They were called to advise the community on progress and put some concept plans in front of the community to get feedback. 120 people in total attended the workshops. Feedback was positive. There was general support for the development going ahead and for council being involved. Matters raised at workshops are being drawn up now and will go on the website in the format of question and answers. This will also be sent out with rates. Some people who weren't at the meetings will be targeted for their views. There have been

conversations with some owners of land and buildings in the town since the meetings.

There were general comments around reviewing parking, roading and traffic flows. The new development will put strain on traffic flow, including road ways and service lanes. There was also feedback on tying the new development into the existing one, making sure the town has a cohesive look, and feedback on landscaping. There was concern about the YHA and where it is located. The meeting was unsure if the concerns were about the YHA building or the clients the YHA might attract.

The workshop process worked well and gave all people a chance to have an input. Need to sit down and work out how to approach the YHA and talk to them about what they are proposing and what their needs are. Need to come back to the community in a public forum regarding that issue.

Stella Sweney tabled a list of her concerns regarding the YHA. She said she is a lifetime member of the YHA. She said feedback from the community was that it's not a good fit for Lot 5.

The meeting discussed Stella Sweney's concerns. The YHA is a valued business in the community. It brings a lot of people into Tekapo. Considering how much they are looking to pay for the site it is unlikely that a great deal of low cost accommodation will be provided. Council will look at the concept plans provided by the YHA before the building goes ahead. Whatever is built there will affect the views of the building behind, no matter who goes there. Council needs to be careful it doesn't discourage people who want to develop in Tekapo. The YHA is an existing business and will bring more people into the centre of Tekapo to support existing businesses.

The Mayor said an YHA representative was at the public workshop and heard the concerns of the community. His feedback at the workshop was that the YHA is attracting family accommodation rather than backpackers.

A member of public asked why the YHA was going from the lakefront to centre of the township and why they were not allowed to stay where they are.

The chairman said if it was a major luxury hotel chain rather than the YHA we would still be facing a lot of these issues. He said there are serious questions about the YHA. If the community were trying to encourage people to eat in the Tekapo township it didn't want an accommodation provider who provides a kitchen for their guests. The chairman said too many people are used to 180 degree views and you can't have development with 180 degree views. The council will have to be smart in how it uses the view corridors to make sure everyone has their piece of view.

Stella Sweney said ideally she would prefer a one storey restaurant in that position.

Stella Sweney put the motion:

That the Tekapo Community Board request the Mackenzie District Council to negotiate with the YHA for the planned sale and development of a site other than Lot 5.

The chief executive said the motion had not been included in the agenda that went out before the meeting, and therefore did not comply with legislation that states all agenda items must be publically notified in advance of the meeting to give the public

advance notice and the opportunity to attend. It was not possible to formally pass the resolution, but still possible to send the message to council. A formal resolution could then be put at the next meeting of the community board.

The meeting heard that the council and the property group have a clear indication of the community's views, and will raise this at the council meeting.

A member of the public commented regarding the planning of two-storey buildings on the lakefront and suggested having two-storey buildings at the back of the development where the current businesses are located.

Cr Cox answered that the design parameters were agreed in the Tekapo Vision document, which went to the public for consultation, and council has no jurisdiction over the older private buildings currently in Tekapo.

A member of the public asked why land was not put out to public tender, and would council be in breach of contract if it asked the YHA to move.

The chairman said the council did not go and offer the land to the YHA. All land was open to interested parties and the YHA approached council. The chief executive said council and the YHA had signed a conditional contract which does not include a condition in favour of council that says council can withdraw "if we change our mind". He said if council were to construe other reasons to get out of the contract people would question the ethical nature of doing that. However council had the option to negotiate a commercial agreement with the YHA.

A decision was made to negotiate with people who showed an interest in the land rather than go through an open tender process because of the greater flexibility this provided to council. The chief executive offered to talk this through with anyone who contacted him.

The community board accepted that a formal resolution could not be made, but was asked to support taking Stella Sweney's motion to the full council, with this resolution held over until the next meeting to allow legal process to be followed. The group indicated they supported doing this, with the exception of Cr Cox who said he did not give support because he was not sure if it was correct process.

WARD MEMBERS REPORT:

Councillor Cox reported involvement in the Tekapo Development workshops and he has also been appointed chairman of the Tekapo Property Group. He attended the Upper Waitaki Water Zone committee and is now the council representative on that group. He has also attended a number of workshops for counsellors which have been helpful.

Stella Sweney asked if the Tekapo Property Group membership was open. Cr Cox said meetings were open with some information discussed in public excluded if it was commercially sensitive. The group is planning to invite more representation from the public with the addition of new members. There was discussion on membership of group, and the need for someone with commercial experience and skills.

REPORTS FROM MEMBERS WHO REPRESENT THE BOARD ON OTHER COMMITTEES:

Cr Cox reported on regional park activity. They are busy upgrading tracks and still awaiting feedback from the New Zealand Motor Caravan Association on the parking area.

The chairman reported good progress with the Tekapo footbridge. Construction has been challenged by the rising water levels but was making good progress. Stonework has been done by a local is looking great.

LATE ITEM: LOCHINVAR SUBDIVISION

Resolved that pursuant to the Local Government Official Information and Meetings Act 1987, the email from Mr Jim Murray regarding Lochinvar landscape maintenance be considered by the Tekapo Community Board.

Lynette Martin/Stella Sweney

The chief executive spoke about the process required to add this request to the rates.

If this happened it would apply to all properties in Tekapo with absent owners who do not mow their berms, not just Lochinvar. The community board questioned who would benefit from this and concerns were expressed about the whole community paying for a service that only benefits some properties.

Resolved that the request to consider an additional levy for landscape maintenance in Tekapo be declined.

Alan Hayman/Lynette Martin.

LATE ITEM: UNSUBSIDISED ROADING FUND RESERVE

The board agreed (in general) to consider late item from roading manager Suzy Ratahi. No formal resolution to accept the late item was moved, seconded or passed.

The chief executive noted that this report did not meet the legislative timeframes for public notification so no formal decision could be made. However it would be helpful for the roading manager to get an indication from the community board of member's views on this issue and a formal motion would be taken to the Asset and Services Committee for a decision.

Suzy Ratahi spoke to her report and the three options for spending the roading fund reserve.

Lynette Martin indicated support for Lakeside Drive as her priority. Alan Hayman asked about tree roots affecting the path in Option A and Suzy Ratahi said there is a product available to stop roots. Cr Cox said if the community board did not decide to maintain the walkway in Option A they would eventually need to close it because it will become a danger to the public due to trees and poor lighting. The chairman had looked at all three locations and favoured Options B or C because of the number of people using those walkways, but could see that Option A would still need to be done at some point in the future.

Following discussion the board agreed to favour Option C because it was a major attraction and would encourage people to stop walking along the road. Action would also need to be taken on the trees in Option A.

The chairman read a letter from a member of the community requesting public consultation on the future of Moturiki Island. Cr Cox suggested inviting the Department of Conservation to the next community board meeting to discuss this issue.

PUBLIC EXCLUDED:

Resolved that the public, be excluded from the following part of the proceedings of this meeting namely:

1. Previous Minutes, Tekapo Community Board, November 18, 2013.
2. Resource Consent and Construction Contract Tender.
3. Genesis Canal Roding Plan (verbal report from Cr Cox).

Murray Cox/Alan Hayman

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Previous Minutes, Tekapo Community Board, November 18, 2013.	Commercial sensitivity	48(1)(a)(i)
Resource Consent and Construction Contract Tender	Commercial sensitivity	48(1)(a)(i)
Genesis Canal Roding Plan (verbal report from Cr Cox).	Commercial sensitivity Information subject to an obligation of confidence	48(1)(a)(i)

This resolution is made in reliance on Section 48(1)(a)(i) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows: *Tekapo Community Board, 18 November, 2013, and Resource Consent and Construction Contract Tender, section 7(2)(b)(ii). Genesis Canal Roding Plan sections 7(2)(b)(ii) and 7(2)(c)(i).*

The Tekapo Community Board continued in open meeting.

CONFIRMATION OF RESOLUTIONS TAKEN WITH THE PUBLIC EXCLUDED:

Resolved that the following resolutions taken with the public excluded be confirmed in open meeting:

1. That the viewing shaft through Lot 11 is of crucial importance and the board recommends that council retain ownership and control of this shaft. For the viewing shafts between Lot 8 and 4, and to the east of Lot 5, that these be regarded as important with council maintaining a high level of control, though not necessarily

requiring ownership, and that no parking should be allowed; and for the viewing shaft on the western side of Lot 1, next to Foodstuffs, that this is suitable for car parking.

2. That the Tekapo Community Board supports council staff calling for proposals from suitable parties to provide a landscape design for the Village Green, the Domain and viewing corridors at Tekapo.
3. That the Tekapo Community Board supports council staff to commission a parking study for the Tekapo township area and the community centre area.

Stella Sweney/Alan Hayman

**THERE BEING NO FURTHER BUSINESS
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 10.20PM**

CHAIRMAN: _____

DATE: _____

Unconfirmed

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE TWIZEL COMMUNITY BOARD HELD IN THE COUNCIL SERVICE CENTRE, TWIZEL ON TUESDAY, JANUARY 28, 2014 AT 5:05PM

PRESENT:

John Bishop (Chairman)
Bruce White
Pat Shuker
Cr Russell Armstrong

IN ATTENDANCE:

Claire Barlow (Mayor)
Wayne Barnett (Chief Executive)
Bernie Haar (Asset Manager)
Suzy Ratahi (Roading Manager)
Paul Morris (Manager Finance and Administration)
Garth Nixon (Community Facilities Manager)
Arlene Goss (Committee Clerk)

Liz Bloomfield (Twizel Youth Centre)
Christine Lavery (Twizel Youth Centre)

APOLOGIES:

Resolved: that an apology be received from Phil Rive.

John Bishop/Bruce White

DECLARATIONS OF INTEREST:

There were no declarations of interest.

MINUTES:

Resolved that the minutes of the meeting of the Twizel Community Board held on November 18, 2013, be confirmed and adopted as the correct record of the meeting.

Pat Shuker/Bruce White

The chairman commented that regarding the issue of cars parking on footpaths he had put letters to the editor in local media and spoken to police, who informed him they could not issue tickets because there were no white lines or curbs in most areas.

Cr Armstrong joined the meeting at 5.11pm.

MATTERS UNDER ACTION:

Alleyways:

Fencing will be completed before spring. Sufficient timber left over to carry out two more alleyways perhaps opposite Rhoboro Road and Mt Cook Street. This has been initiated by Garth.

Town Projects:

- a) Walkways:
Tekapo Drive from Mackenzie to Glen Lyon.
Front of Town from Ruataniwha to Ostler Road.
- b) Tekapo Drive:
Levelling and re-sowing completed – rolled again in the spring. Tekapo Drive track has been sprayed. Improve irrigation. Mulch trees
Supplement planting – tree planting underway.
- c) Lake Ruataniwha:
Bollard fencing – Estimates previously and processing through these with assistance from Town Manager in regards to speaking with contractors. The bottom section by the start and the road way section will be undertaken first. Budget review will follow.
Tree felling
New road way
- d) Frontage Planting: This item is completed and can be removed from the list.
- e) Greenway fencing – Still awaiting the fencing of the last two greenways.
- f) Cemetery:
Tree removal and improvements. The cemetery is not quite complete. Contractors missed some areas.
- g) Stump grinding: Stump grinding is complete and this can be removed from the list.

Market Place Signs:

This item can be removed from the list.

Public Toilets:

Tender process start in New Year with both original and alternative options being advertised for tender.

Bike Lockup:

Agenda item for later in the meeting.

Market Place Car park Upgrade:

The chairman said the car park upgrade looks fantastic and he has heard many good comments. This item can be removed from the list.

TWIZEL YOUTH CENTRE

Liz Bloomfield from the Twizel Youth Centre spoke to the community board about the damage to the youth centre building during heavy rain and her concerns about roof safety.

There was some discussion about the maintenance of the building and the need to keep the guttering clear of leaves. Under the terms of the current lease the Youth Centre is required to maintain the building.

Garth Nixon has climbed onto the roof, taken photos and has instructed Whitestone to clean the gutters. During the heavy rain water had been stopped from entering the downpipe by the build-up of leaves and had poured into the ceiling, resulting in the ceiling collapse and the damage to carpet and building contents. The building is insured by council and he is waiting to hear back from the assessors. The insurers have indicated they are happy to fix the ceiling tiles and lay new carpet.

The community board supports having a youth centre in Twizel. The chairman asked if the youth centre was interested in taking over ownership of the building, while the land would belong to the council.

Liz Bloomfield and Christine Lavery supported this idea. There was some discussion around the need to pay a \$5,000 insurance excess to repair the current damage. Liz Bloomfield suggested the youth centre pay half at \$2,500. The chairman suggested selling the building to the youth centre for \$2,500, but he would not want to do this without getting an expert to assess the building first.

The chief executive questioned whether selling the building to the youth centre would over burden the youth centre in years to come if there was another rain storm and flooding resulted in the youth centre needing to pay for the insurance excess. He said it might be cheaper for the youth centre if council owned and insured the building under the current arrangement. He suggested that formalising the current agreement might be better in the long term for both parties.

Liz Bloomfield and Christine Lavery said they would go away and consider the options. The community board agreed to have the building assessed as soon as possible to enable further discussion.

Resolved:

1. That the report be received.
2. That council goes ahead with assessing the building with regards to the total cost, in conjunction with the insurance company.

Russell Armstrong/Bruce White

REPORTS:

FINANCIAL REPORT:

The chief executive went through the financial report with the community board.

The report prompted discussion about public space in the Twizel town centre being used by a local business to seat customers.

Bruce White asked what the cost was of mowing sections to prevent fire danger. The chief executive said notifications were sent out before Christmas to owners with problems and they were given over Christmas to mow. These properties were to be checked after Christmas, so he would not expect that any mowing done by council would be recorded in the financials at this stage.

The chairman questioned the timing of the notices and said he was concerned that nothing happens after a notice is issued. The chief executive said he would follow this up with Nathan Hole.

Resolved:

That the report be received.

John Bishop/Russell Armstrong

REQUESTS FOR GRANTS:

The board considered three requests for grants from the High Country Medical Trust, SADD Twizel and the Ben Ohau Golf Club.

The community board discussed a previous meeting where SADD were informed there would be a cost for building consent that they would be required to meet. There was some concern expressed that SADD had instead come back to the community board for funding to pay this amount. Bruce White argued the board could pay at least half because SADD do not have the money, and do a lot of good work.

The board felt the other two applications were worth supporting. The Ben Ohau event attracts people into the community and the High Country Medical Trust project was one that would benefit the whole community.

Resolved:

1. That the report be received.

Pat Shuker/Russell Armstrong

2. That the Twizel Community Board approves the request from the Ohau Golf Club and grants a \$100 donation to their tournament.

Pat Shuker/Russell Armstrong

3. That the Twizel Community Board declines the request from the Students Against Drunk Driving.

John Bishop/ Pat Shuker

This motion was passed with three in favour and one against.

4. That the Twizel Community Board approves the request from High Country Medical trust to meet the Hall hire cost of \$132.50 for their event.

Pat Shuker/Russell Armstrong

FIRST TREE PLANTING TWIZEL PLAQUE.

Garth Nixon spoke to his report on the First Tree Planting Twizel Plaque and the board considered a letter from Len and Angela Wakefield. Mr Nixon does not see any problem with reinstating the plaque on the site even though the tree is gone. He suggested it be restored. The community board agreed.

Resolved:

1. That the report be received.
2. That first tree plaque be returned and installed in a prominent position as close as possible to its original location.
3. That the Twizel Community Board advises the Wakefields of this decision.

Russell Armstrong/ Pat Shuker

WARD MEMBER'S REPORT:

Cr Armstrong said the council is employing an additional building inspector.

Peter Munro was appointed chairperson of the Tekapo Community Board and Stella Sweney deputy chairperson. The council has supported the Fairlie Community Board in the repair of the Old Library Café building and have instructed the chief executive to implement a tender process. The building was insured and the council hopes this will meet the cost of repair.

Owen Hunter was appointed chairperson, and Trish Willis deputy chairperson of the Fairlie Community Board.

The Tekapo Property Group held two public workshops in Tekapo over the last two weeks. The combined attendance was over 100 people. The reason for these workshops was to inform the public of what stage they are at in the sale of land and to receive feedback on the overall concept design. From the feel of these workshops the Tekapo Property Group have a lot to consider before making further decisions.

Bruce White asked where the additional building inspector would be based. The chief executive said the decision had not yet been made. Prime area of catch-up is in the processing of inspections, so this would be a focus for the new person.

REPORTS FROM MEMBERS WHO REPRESENT THE BOARD ON OTHER COMMITTEES:

There was no business reported from other board members.
Garth Nixon will be checking whether a community board member needs to be nominated to represent the board on the Community Care Trust.

GENERAL BUSINESS:

RUBBISH DISPOSAL:

A letter from Bruce McCormick was considered by the board.

Bernie Haar said the issue raised by Mr McCormick was expected when council moved to wheelie bins, but at that time it was a policy decision of council not to make

an allowance for holiday home owners. He tabled a letter drafted in response to Mr McCormick for the board to consider. The letter is attached as an appendix to these minutes.

Resolved:

That the community board agrees to send out the draft letter in response to Mr McCormick.

Bruce White/Russell Armstrong

TPDA EVENTS CENTRE:

A verbal report was supplied by Garth Nixon. He said the TPDA currently rents space in the events centre where the Twizel Update is produced. The TPDA pays \$5,000 for this space, which it receives from the community board as a grant. It also receives a further \$2,000 a year to provide services.

There was some discussion around whether the TPDA would be able to provide a more cost effective service to the community in a smaller location. Moving the information centre from the events centre to the council office means there is not as much value in the community board spending \$5,000.

The Twizel Update is of huge value to the town and would need to be produced somewhere. There needs to be a discussion between the community board and the TPDA regarding the space.

The board also discussed issues around access to the events centre, including the gym and toilets in the building. Public access is an issue that needs to be resolved.

Resolved:

That the community facilities manager approaches the TPDA with a view to having a discussion regarding their rental of the events centre.

John Bishop/Pat Shuker

A2O CAR PARKING, CYCLE STORAGE, LUGGAGE STORE:

An email from Phil Rive was discussed. Garth Nixon reported that the issue of parking has been solved as Tony Ritchie has offered to store vehicles for people who are using the Alps2Ocean trail.

Regarding the luggage store, the community board agreed that the business community could be involved in supplying something that is self-funding. They saw it as an opportunity for a local business rather than a community board project.

Regarding cycle storage, there was a discussion on the position of the current bike stand in the Twizel town centre. It has recently been moved to allow travellers to keep an eye on their bikes while shopping, and was then moved back to its old position. More secure space for bikes would be created when the old toilets and building were removed.

OVERNIGHT CAMPING:

The board discussed the issue of overnight camping. There are currently two freedom camping areas near Twizel but they are not close to the town centre. There is a possibility that overnight campervan parking might be provided in the area set aside for bus parking behind the events centre, or in an area on Wairopo Road. The number of spaces could be restricted but it does involve policing.

Council is working on a freedom camping policy which will go out for public consultation so people can comment on the locations chosen.

RULES AND CHARGES FOR MULCHER/CHIPPER:

Garth Nixon recommended that the community board continue to hold onto the mulcher for community projects and council use as per the original resolution from 2009.

The chairman said he always gets people asking for it. The chairman recently used the mulcher in the community and was given a hundred dollars cash. The chairman handed this money to Garth Nixon to process.

The chairman suggested setting a hire rate to use the mulcher of \$40 an hour, \$100 per half day, or \$150 per full day. This rate would be charged when it was used for commercial use, but not for community projects.

Garth Nixon said he was not comfortable in setting hire rates as it put obligations on council and created expectations. Bernie Haar said he agreed with charging for hire because then there would be no perception of underhand deals.

After some discussion the community board agreed to continue with the current situation and allow the chairman to negotiate costs with individual operators if he felt it was appropriate. No formal resolution was put.

AREAS OF RESPONSIBILITY:

The chairman suggested members take responsibility for reporting at community board meetings on the following areas of responsibility:

Resolved:

1. That Phil Rive take responsibility for the Ruataniwha area.
2. That Bruce White takes responsibility for the Green-Ways area.
3. That Pat Shuker takes responsibility for the Northwest Arch.
4. That Peter Bell takes responsibility for the River Group (to be confirmed).
5. That John Bishop takes responsibility for the Town Square and Trees.

Russell Armstrong/Bruce White

LATE ITEM**TOWNSHIP ROADING FUND RESERVE**Resolved:

That pursuant to the Local Government Official Information and Meetings Act 1987, the report Unsubsidised Roding Fund Reserve be considered by the Twizel Community Board.

John Bishop/Russell Armstrong

Roading Manager Suzy Ratahi spoke to her late report on the roading budget. As this was a late item the community board were not able to make a formal decision on this matter, however they unanimously agreed that the footpaths were their priority and agreed that the roading manager could put this as a motion to the next Asset and Services committee meeting.

PUBLIC EXCLUDED:Resolved:

That the public, be excluded from the following part of the proceedings of this meeting namely:

1. Genesis Canal Roding Plan (verbal report from the Chairman).

Russel Armstrong/Pat Shuker

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Genesis Canal Roding Plan	Commercial sensitivity	48(1)(a)(i)

This resolution is made in reliance on Section 48(1)(a)(i) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows: *Genesis Canal Roding Plan section 7(2)(b)(ii)*.

**THERE BEING NO FURTHER BUSINESS
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 7.18PM**

CHAIRMAN: _____

DATE: _____

Ref: WAS 18/10

28 January 2014

Bruce McCormick
36A Woodville Street
Leeston

Dear Bruce,

Thank you for your letter regarding rubbish disposal in the Mackenzie District. The wheelie bin service for rubbish and recycling extends through the towns within the district and to limited rural areas, this of course includes holiday homes throughout the district.

The current solid waste charge that is included within property rates is \$250 per year. The wheelie bin service is partly funded by the general rate in addition to the targeted solid waste rate. Therefore, the amount you pay for the solid waste collection is not the total cost of this service, this is to ensure the solid waste charge is kept at an affordable level.

The Council has set a policy where any waste taken to one of our Resource Recovery Parks is to be charged for. It would be difficult to allow waste from wheelie bins to be disposed of to the Resource Recovery Parks at no charge. To avoid the situation of property owners bringing bins into the Recovery Parks and also putting them out for the kerbside collection in the same week, we would need a system that monitored the addresses of all bins collected at the kerbside each week, any bins brought directly into the park, whether the bin was brought in before or after the street collection and whether it was rubbish or recycling week. There would be significant costs in terms of time and resources involved with such a system.

There is a local contractor who provides a service in Twizel to take out and bring back in your wheelie bins. For this service, you can contact Jimmy Dagg on 027 228 1767. I also know a number of holiday home owners who have their neighbours do this for them.

With regard to the wind, we do get some bins blown over during strong winds, this is mainly when the bins are empty. There are also times when members of the public knock bins over. It is our contractor's responsibility to clean up any rubbish or recycling that has come out of the wheelie bins.

I am not aware of any systems that other Councils have to address this issue, other than the solid waste charge being considered a standard property cost regardless of whether the property is for holiday home use or as a permanent residence. If you have any ideas for how we could readdress this situation, please let me know.

Yours sincerely

Angie Taylor
SOLID WASTE MANAGER

For
Bernie Haar
ASSET MANAGER

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE FAIRLIE COMMUNITY BOARD HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON MONDAY FEBRUARY 3, 2014, AT 7:00PM

PRESENT:

Owen Hunter (Chairman)
Trish Willis
Les Blacklock
Cr Noel Jackson

IN ATTENDANCE:

Paul Morris (Manager Finance and Administration)
Wayne Barnett (Chief Executive Officer)
Garth Nixon (Community Facilities Manager)
Bernie Haar (Asset Manager)
Arlene Goss (Committee Clerk)

Pauline Jackson (observing)
Anne Thompson (Fairlie Heartlands Resource Centre)
Jennifer Cordes
Maria Prince (Fairlie District Promotions Association)
A second person from the Fairlie District Promotions Association

APOLOGIES:

Resolved that apologies be received from Mayor Claire Barlow and Suzy Ratahi, Roding Manager.

Les Blacklock/Trish Willis

LATE ITEM AND VISITOR:

WELCOME TO FAIRLIE SIGN

The chairman noted that the author of the letter to the community board, Maria Prince, was at the meeting and informed her that the sign structure was ready to erect and Whitestone have been tasked to do this.

Maria Prince asked for the process to finalise the imagery. Ownership of the photos has been confirmed as no problem.

Garth Nixon said Whitestone have the posts and are waiting for the picture. There was some discussion over the materials used and it was noted the sign would have an aluminium backing. Printers would press-roll the vinyl onto the backing and there would be two sets so one could be taken away and updated. Copyfast are printing the sign.

The location has been approved by Transit. They need to approve the wording and lettering on the sign. The Promotions Association will liaise with Transit on this.

The Promotions Association will come back to Garth with the printed sign. Garth is to get a date from Whitestone as to when they are going to put the poles and foundation in.

The Promotions Association has spoken with Canterbury tourism regarding the sign.

The meeting agreed to aim to have the sign up by the end of February, but this was dependent on Transit approval of the lettering and the printer.

The chairman said this has dragged on but is an excellent idea and he hopes to see it completed soon.

VISITOR:

ADDING NAMES TO THE FAIRLIE DISTRICT MEMORIAL

Jennifer Cordes addressed the board regarding her proposal to seek approval and funding to add the missing names of soldiers who were killed in WWI and WWII to the district war memorial at Fairlie.

This is a project she has been working on for a while, to find the men's names and their links to the Fairlie District. The memorial was unveiled on Anzac Day, 1929. It was paid for from a government grant.

She said three soldiers who died before 1925 and were classed as war dead, and are buried in the Fairlie cemetery, did not have their names on the memorial.

One man who died and gave his birthplace as Fairlie Creek is missing. Some soldiers who were enrolled at schools in the district had their names missing. One of these was Jim Lovelock, brother of Jack, who went to Fairlie School and was killed in WWII. In total there are 24 names missing from WWI and about 12 from WWII.

A quote from Aorangi Memorials has two options, one a granite plaque or white marble at \$4000 plus GST, or black granite at \$3000 plus GST.

Jennifer Cordes was asked if any organisations are interested in funding this. Not that she knows of. She said similar work is being done in other areas with Geraldine adding 50 names to its memorial and Timaru adding 50. The Chairman thanked Jennifer Cordes for her presentation.

Resolved that the community board recommends that council fund a plaque with the missing names of soldiers killed in WWI and WWII to be placed on the district war memorial at Fairlie.

Owen Hunter/Les Blacklock

LATE ITEM AND VISITOR:

VERBAL REPORT FROM THE FAIRLIE ENHANCEMENT BOARD

Anne Thompson gave a verbal report from the Enhancement Board.

The board has had quotes for building the Mackenzie District Archive in the museum grounds. After two years everything has gone up in price. They currently have \$100,000 and will seek external funding to make up the difference.

There is a meet the candidates meeting tomorrow night. Members of the community board are welcome to be there.

They have gained funding for a community development worker in a combined effort between Twizel and Fairlie. This position has been advertised and a person will be starting in the next six to eight weeks. This has external funding from the Department of Internal affairs through COGS and grants.

The Fairlie Summer Festival was a wash out. They couldn't have the fossil hunting because of weather. New Year on the village green was wonderful. Planning to also have a winter festival on the village green.

A sound system has moved from council office to the resource centre. They would like a bank account so money from hiring the sound system can go towards having it repaired.

A new statue on the village green is planned to commemorate the 100 year anniversary of WWI. A statue of a young man similar to those who belonged to the South Canterbury mounted rifles is planned. A number of these men from Fairlie were killed at Gallipoli. Most who left for war from the district left from the railway station opposite the Gladstone Hotel, so it is a suitable place to put the statue. There is an application for funding from Lotteries and this will be known on April 23. Fundraising is also planned.

The covering of tables on the village green has been great and they are looking forward to the Lions covering the stage area. The Chairman said covering the stage is getting close. They just need some funding approved.

Concerns were raised about buses parking near the public toilets.

The Chairman thanked Anne Thompson for her report.

MINUTES:

Resolved that the minutes of the meeting of the Fairlie Community Board held on November 25, 2013, be confirmed and adopted as the correct record.

Les Blacklock/Trish Willis

MATTERS UNDER ACTION – FAIRLIE COMMUNITY BOARD

Fairlie Western Catchments Project:

Bernie Haar and Wayne Barnett have talked to Environment Canterbury. Ecan staff are doing some work and have some ideas about consultation with the public so are coming back to us. Not sure when, but hopefully by the end of next month with strategies on consultation. The issue is sitting with them at the moment.

Allandale Bridge – Walkway:

Mayor Barlow has had phone call with Lee Wright from NZTA and has given her a list of things that we would like looked at. Lee Wright will come to Fairlie at some time in the next couple of months and will go over this list.

SH 79 Approach to Fairlie – Signage:

This matter was discussed earlier in the meeting. Garth will liaise with Whitestone regarding installing the foundation and poles and the Fairlie Promotions Association will check with Transit and get the sign printed.

Planter Boxes:

Museum:

The Chairman has received a thank you card from the museum for the planter boxes.

Green Sign in front of Old Library Building:

Lee Wright from NZTA agreed this was a bad spot and this sign is likely to move down nearer the campervan park. Agreed to wait for Lee Wright to visit Fairlie and will discuss this with her at the same time as the Allandale Bridge.

REPORTS:

1. FINANCIAL REPORT TO DECEMBER 2013:

This report from the Finance and Administration manager was accompanied by the financial report for the Fairlie Community Board for the period to December 2013.

Paul Morris explained the variances in the report.

There was some discussion regarding the valuation of council infrastructure and whether there needs to be a different way to cover replacement costs in the long term.

There was also some clarification on the costs of the planter boxes and shelters. The chairman asked if there was some funding available from the village green fund. Paul Morris offered to find out and let him know.

Resolved that the report be received.

Trish Willis/Les Blacklock

2. TOWNSHIP ROADING FUND RESERVE:

Bernie Haar spoke to this report prepared by Roading Manager Suzy Ratahi. He circulated a map of Fairlie at the meeting with the footpaths highlighted.

He recommended that Fairlie's money be spent on the backlog of footpaths as listed in the report. The high priority 'red areas' will be replaced, not patched. The timeframe for this work is this financial year, so Mr Haar is hoping to have it done by May.

Resolved:

1. That the report be received.
2. That the Fairlie Community Board approve the spending of the roading reserve budget on resurfacing the list of footpaths as presented by the Roading Manager.

Noel Jackson/Trish Willis

3. STRATHCONAN POOL REPORT:

Garth Nixon spoke to this report from the pool manager. He noted a decision on when to close the pool for winter has not yet been made and this will depend on usage.

4. WARD MEMBERS REPORT:

Cr Noel Jackson has been on holiday and has nothing to report at this meeting.

5. REPORTS FROM MEMBERS WHO REPRESENT THE BOARD ON OTHER COMMITTEES:

There were no reports from members who represent the board on other committees.

GENERAL BUSINESS:

1. OLD LIBRARY CAFÉ UPDATE:

The chief executive provided a verbal update on the Old Library Café building. He said council was hoping to get tender documents out very soon with a six-week tender period closing in mid-March. There was an expectation that the building would be closed in before mid-winter.

Trish Willis asked if the community board could see the tender document to help manage the risk of an over spend. The chairman said it needs to be in the form of a quote so they are certain of the costs.

There was a question about who was likely to be tendering and the chief executive said the four local building companies were all capable of doing the job and have been invited to tender.

The chairman said there was a chance that all the tenders would come in and all would be more than the budget allowed. If this happened the only option would be to demolish the building. He said time would tell if this was the case.

2. TIMETABLE FOR BUDGET ROUND/PUBLIC CONSULTATION MEETINGS/WORKSHOP DATE FOR COMMUNITY BOARD MEMBERS:

The above items were discussed together. Manager of Finance and Administration Paul Morris said the timeframe depends on whether our consultants can deliver the valuations on time. As long as he gets that within timeframe, the budget meeting for Fairlie will be on the 17th of March, which is the date of the next meeting.

He is looking at the draft annual plan being adopted on April 15th, public consultation starting on April 24th and closing on May 27th.

A submission hearing will be held on June 10th, with adoption of the annual plan on June 24th.

Trish Willis asked how to get projects under consideration for budgets. Mr Morris said once the community board has its new member it would be worth work-shopping what projects the board wanted to be involved in so these could be put forward. A workshop date would be held within a week or two of the new person being elected.

3. COMMUNITY BOARD PLANNING AND FUNDING MODEL:

Trish Willis spoke to the diagram she provided for the community board.

She described it as providing a starting point to speed up the process when holding discussions and planning. It will be helpful for a new person coming onto the community board.

The Chairman said the chart helps when focusing on funding.

Trish Willis asked for a list of assets. Garth Nixon replied that council has a database of some assets which is currently being reviewed.

Trish Willis said she would like to move that the community board receives a list of community assets such as street furniture. The Chairman agreed that a list should be provided to the community board.

No resolution was passed on this matter.

4. TOWN SIGNAGE FOLLOWING MEETING WITH NZTA:

This matter was discussed earlier in the meeting under Matters Under Action.

5. COMMUNITY BOARD EXPECTATIONS FOR TOWNSHIP PRESENTATION/WHITESTONE CONTRACT:

These two issues were discussed together.

The question of water blasting by Whitestone was raised. This was supposed to happen before Christmas but hasn't. Garth Nixon to follow up.

Cr Noel Jackson has been working on the removal, repair and reinstallation of public seats and will see Garth Nixon about this.

There was some discussion regarding the maintenance of township street furniture, which is not currently included in the Whitestone contract. Garth Nixon said the township maintenance contract concentrates on the gardens, trees and mowing. It does not include furniture but could do so. It was felt at the time of signing the contract that the furniture was in a reasonable state of repair but this has changed.

The Chairman would like to keep street furniture separate to the maintenance contract and make it a project.

Whitestone haven't been contracted to do furniture maintenance so they aren't doing it. The state of the furniture is no fault on them but something needs to be done.

The community board needs to look at putting money aside for the maintenance of furniture in the next budget round, but needs costings first.

No resolution was passed on this matter.

6. COMMUNITY BOARD COMMUNICATION:

This agenda item was not discussed.

CLOSING COMMENTS:

The chairman gave apologies for the March meeting and asked Trish Willis to chair this meeting.

The chairman tabled a photo of what the Lions Club plans to do to the wagon in the village green. They are looking for materials at present for the work. Lions will get some costings together and come back to the community board at a later date.

**THERE BEING NO FURTHER BUSINESS
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 8.57PM**

CHAIRMAN: _____

DATE: _____

Unconfirmed

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE FINANCE COMMITTEE HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON TUESDAY 4 FEBRUARY, 2014, AT 9.30AM

PRESENT:

Cr Graham Smith (Chairman)
Claire Barlow (Mayor)
Cr Murray Cox
Cr Noel Jackson
Cr James Leslie
Cr Evan Williams

IN ATTENDANCE:

Wayne Barnett (Chief Executive Officer)
Paul Morris (Manager – Finance and Administration)
Arlene Goss (Committee Clerk)
Jason Gaskill (General Manager – Tourism Waitaki) – left at 10.20am.
Garth Nixon (General Manager – Community Facilities) – left at 10.20am.
Al Williams (Timaru Herald) – joined the public session at 10.45am.

APOLOGIES:

Resolved that an apology be accepted from Cr Russell Armstrong.

Claire Barlow/Murray Cox

PUBLIC EXCLUDED:

Resolved that the public, be excluded from the following part of the proceedings of this meeting namely:

1. Public excluded minutes of the Finance Committee meeting held on Tuesday September 3, 2013, taken in public excluded session.
2. Public excluded minutes of the Tekapo Property Group meeting held on January 21, 2014, taken in public excluded session.
3. Alps2Ocean monthly financial report. Jason Gaskill, the general manager of Tourism Waitaki, will arrive at 9.30am to speak to his report.
4. Resource Consent and Construction Tender.

Claire Barlow/Murray Cox

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Previous minutes of the Finance Committee, September 3, 2013	Commercial sensitivity	48(1)(a)(i)
Previous minutes of the Tekapo Property Group, January 21, 2014	Commercial sensitivity	48(1)(a)(i)
Alps2Ocean monthly financial report	Disadvantage commercial negotiations and commercial sensitivity	48(1)(a)(i)
Resource Consent and Construction Tender	Commercial sensitivity	48(1)(a)(i)
This resolution is made in reliance on Section 48(1)(a)(i) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows: <i>Previous minutes of the Finance Committee and Tekapo Property Group and Resource consent and Construction Tender under section 7(2)(b)(ii). Alps2Ocean monthly financial report under section 7(2)(i) and section 7(2)(b)(ii).</i>		

The Finance Committee continued in open meeting.

MINUTES:

Resolved that the minutes of the meeting of the Finance Committee held on 25 November 2013, including such parts as were taken with the public excluded, be confirmed and adopted as the correct record of the meeting.

Claire Barlow/Murray Cox

COMMITTEE MINUTES:

Resolved that the minutes of the meeting of the Tekapo Property Group held on January 21, 2014, including such parts as were taken with the public excluded, be received.

Claire Barlow/Murray Cox

REPORTS:

FINANCIAL REPORT TO DECEMBER, 2013

The Finance and Administration Manager spoke to his report and explained significant variances. A significant variance depends on the number of activities included in the cost, and the percentage of change compared to

budget. He answered questions about the use of the land subdivision reserve. Plan change 13 consultation expenses will go up now that it has gone back to the High Court. Solid waste has more waste coming through and costs are higher than expected. The amount that is being recycled is going up but not by the same proportion as the increase in waste coming in. This has caused us additional costs. The Chairman said he is concerned about the spike in waste costs. Employment expenses are below budget.

Resolved that the report be received.

Claire Barlow/Murray Cox

BANCORP QUARTERLY REPORT:

The Finance and Administration manager, Paul Morris, tabled this report and said council is trying to maximise return and minimise the amount of time the money is locked up. The interest earned by investment is used to offset rates. In times of low interest we are not getting as much money for the amount invested. Council has decided to invest in term deposits to avoid locking itself into long terms at a low rate. Mr Morris is looking at using leverage to ensure a good return on investments, which might include going to a different bank if necessary.

Resolved that the report be received.

Evan Williams/James Leslie

GENERAL BUSINESS:

APPOINTMENT OF NEW MEMBERS TO TEKAPO PROPERTY GROUP:

The Mayor nominated Stella Sweney and Richie Smith as new members of the Tekapo Property Group. There were no further nominations.

Resolved that Stella Sweney and Richie Smith be appointed members of the Tekapo Property Group.

Claire Barlow/Graham Smith

The chief executive was asked to notify them of their appointment.

LATE ITEM: SPONSORSHIP REQUEST – NZ SECONDARY SCHOOLS MAADI 2014.

Resolved that pursuant to the Local Government Official Information and Meetings Act 1987, the letter “Sponsorship Request – New Zealand Secondary Schools Maadi 2014” be considered by the Finance Committee.

James Leslie/Evan Williams

Last year the council sponsored a race at \$200. The committee wanted to do this again this year. It was agreed to take a resolution to the next Finance Committee meeting and the chief executive can allocate the money in the meantime using his delegated authority.

THE CHAIRMAN DECLARED THE MEETING CLOSED AT 11.45am

CHAIRMAN: _____

DATE: _____

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE ASSET AND SERVICES COMMITTEE HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON TUESDAY 4 FEBRUARY, 2014, AT 11.55am

PRESENT:

James Leslie (Chairman)
Claire Barlow (Mayor)
Cr Graham Smith
Cr Evan Williams
Cr Murray Cox

IN ATTENDANCE:

Wayne Barnett (Chief Executive Officer)
Bernie Haar (Asset Manager)
Geoff Horler (Utilities Engineer)
Angie Taylor (Solid Waste Manager) – from 12.04pm
Arlene Goss (Committee Clerk)

Kevin Edgar (Envirowaste) – from 12.04pm

APOLOGIES:

An apology was tabled from Cr Russell Armstrong and Roading Manager Suzy Ratahi. There was no formal resolution.

DECLARATIONS OF INTEREST:

There were no declarations of interest.

MINUTES:

Resolved that the minutes of the meeting of the Projects and Strategies Committee held on September 3, 2013, including such parts as were taken in public excluded, be confirmed as an accurate record.

Claire Barlow/Murray Cox

Angie Taylor and Kevin Edgar joined the meeting.

REPORTS:

ASSET MANAGERS MONTHLY REPORT – FEBRUARY 2014:

The Asset Manager spoke to his report. Cr Smith asked what steps council staff were taking to lower the repair costs of the Fairlie water system. Mr Haar replied the leaks cannot be predicted. Cr Williams asked if the pumps from Twizel could be used at the Allandale scheme. Mr Haar said no because they were built to purpose.

Roading projects: All three community boards have decided to spend their money catching up on footpath work.

There was discussion on some individual roads mentioned in the report. Regarding the Financial Assistance Rate review, we have combined with TDC to prepare a submission. Mr Haar offered to keep councillors informed on this issue and was asked to do so.

Geoff Horler spoke on the utilities section of the report. He is hopeful the Fairlie water repairs will settle down. Installing Ecan flow meters will not have an impact on the amount of water available. Noted the sewerage ponds will need to be cleaned out in the near future. The most urgent one to be cleaned is Fairlie.

Angie Taylor spoke to the report on solid waste. She has recently started a mobile phone recycling project. Questions were asked about the quantity of waste and how much was being recycled. Mr Haar said the price of recycled products is falling away so the return to the council is not high. Cr Smith questioned why the budgeted amount for education was not being spent. Ms Taylor said the nappy project was part of that, and there was also a plan to offer subsidised compost bins.

The Mayor asked about visitors to the district. Are we looking to educate holiday home owners or visitors on how to recycle waste? Ms Taylor said not yet but in the future.

Resolved:

1. That the report be received.

Evan Williams/Noel Jackson

2. That the preferred option to utilise the Roding Reserve for Tekapo Township be the continuation of the Lakeside Drive Safety Footpath.

Claire Barlow/Noel Jackson

3. That the preferred option to utilise the Roding Reserve for Twizel Township be the resurfacing of various footpaths in the worst condition in Twizel.

Claire Barlow/Noel Jackson

The committee adjourned for lunch at 12.40pm and reconvened at 1.15pm.

PUBLIC EXCLUDED:

Resolved that the public be excluded from the following part of the proceedings of this meeting namely:

1. Previous minutes of the Projects and Strategies Committee meeting held on Tuesday September 3, 2013, taken in public excluded session.
2. Recycling Processing. Kevin Edgar from Envirowaste to attend.

Graham Smith/Evan Williams

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Previous minutes of the Projects and Strategies Committee, September 3, 2013	Commercial sensitivity	48(1)(a)(i)
Recycling Processing	Commercial sensitivity	48(1)(a)(i)
This resolution is made in reliance on Section 48(1)(a)(i) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows: <i>Previous minutes of the Projects and Strategies Committee, and Recycling Processing under section 7(2)(b)(ii).</i>		

The Asset and Services Committee continued in open meeting.

ALKALINE ADJUSTMENT OF TWIZEL WATER:

Bernie Haar spoke to his report. The deterioration of the pipe work is such that adjusting the alkaline level in the water in Twizel will not extend the life of the pipes. Mr Haar suggested noting the information and not doing anything to adjust the level.

Cr Jackson asked if this is a Twizel community board issue. The previous council made a decision to take a close watch on drinking water issues. The chief executive said this is a subject that needs to be run past both Fairlie and Twizel community boards. Cr Smith believed water issues ultimately need to come to council.

The chief executive asked Cr Smith if these issues should routinely go to community boards first. Cr Smith believed no.

In the past most things have gone to the community board first. Historically council has gone to community boards for decisions on operational capital matters. Drinking water standards are policy that the district as a whole needs to meet. But it is still important that we take community boards along with us in making a decision.

The chairman said in this case the Asset and Services Committee will make a decision:

Resolved:

1. That the report be received.

Evan Williams/Murray Cox

2. That Council accepts the recommendation by Opus International Consultancy Ltd to not dose the Twizel water supply to raise its pH as there is no long term benefit to the expected life of the AC pipe network.

Evan Williams/Graham Smith

CLOTH NAPPY PROJECT:

Angie Taylor spoke to her report on the cloth nappy project. She is planning to fund it through the waste education budget and money from the Ministry for the Environment.

She showed the councillors a modern cloth nappy. There are about 50 births a year in our district. Ms Taylor was asked about how she intended to get the message out. She will use media and local newsletters. Can also do a leaflet to hand out to expectant mothers.

Resolved:

1. That the report be received.

Claire Barlow/Noel Jackson

2. That the Council agrees to fund the proposed cloth nappy project using the waste levy provided by the Ministry for the Environment.

Claire Barlow/Noel Jackson

**THERE BEING NO FURTHER BUSINESS THE
CHAIRMAN DECLARED THE MEETING CLOSED AT 2.02 PM**

CHAIRMAN: _____

DATE: _____

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE PLANNING AND REGULATION COMMITTEE HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON TUESDAY 4 FEBRUARY, 2014, AT 2.21pm

PRESENT:

Cr Murray Cox (Chairman)
Claire Barlow (Mayor)
Cr Graham Smith
Cr Noel Jackson
Cr Evan Williams
Cr James Leslie

IN ATTENDANCE:

Wayne Barnett (Chief Executive Officer)
Nathan Hole (Manager – Planning and Regulations)
Toni Morrison (Senior Planner)
Karina Morrow (Senior Planner)
Arlene Goss (Committee Clerk)

APOLOGIES:

Resolved that an apology be received from Cr Russell Armstrong.

DECLARATIONS OF INTEREST:

There were no declarations of interest.

MINUTES:

Resolved that the minutes of the meeting of the Planning Committee held on September 3, 2013, including such parts as were taken with public excluded, be confirmed and adopted as the correct record of the meeting.

Graham Smith/Evan Williams

REPORTS:

PLANNING AND REGULATION MANAGER'S ACTIVITY REPORT

Planning and Regulations manager Nathan Hole spoke to his report. Next month he will provide more information regarding the type of consents being issued. It has been a busy time of the year for LIM reports. A resource consent was issued regarding the H2Explore hovercraft on Lake Pukaki. The Mayor asked if this was connected with the Alps2Ocean and Nathan said it was at the northern end of the lake so there may be a connection.

Resolved that the report be received.

Claire Barlow/Evan Williams

PLAN CHANGE 13

The committee considered the 8th decision from the Environment Court. The chairman asked what happens from here and if there is any impact resulting from this decision. Nathan Hole said the 8th decision has been appealed by Federated Farmers. Appeals on the 6th, 7th and 8th decisions will be treated as one by the Court of Appeal. A judicial conference will take place on the 21st February with all parties involved. We need to give instructions to our solicitors on our position. The next step is for the court to set a date for a hearing.

The Mayor asked how many decisions we can expect to come from the environment court. Nathan Hole said he didn't know, but it would be more than one more.

Declarations on whether pivot irrigators are buildings was submitted in early January and the court has said it can determine this issue on the papers instead of having a hearing. All parties agreed. It will be a month or two to get a decision back on that.

The chairman thanked Nathan for his report.

Resolved that the report be received.

Evan Williams/James Leslie

DISTRICT PLAN REVIEW TIMETABLE

Karina Morrow spoke to this report. RMA changes have extended the timetable by another year. Cr Smith said there is a lot for council to achieve do next year including the Long Term Plan.

Resolved that the report be received.

Claire Barlow/Graham Smith

REPORT FROM UPPER WAITAKI WATER ZONE COMMITTEE

Cr Cox has sat in on one meeting of this committee and has received an induction from Ecan. There are a couple of new committee members, Jay Graybill and Lisa Anderson. The Waitaki Council representative has changed to June Slee.

There is another meeting on February 21. The water zone committee is a large piece of work and will tie into other issues like Plan Change 13. In Upper

Waitaki water quality is not that much of an issue. The trick will be keeping it good quality. The Mayor said the committee have requested more data before making decisions and there are some big decisions coming up. All the water in the Upper Waitaki goes to Lake Benmore, then into the Lower Waitaki zone, so anything the Upper Waitaki zone committee does will have downstream impact.

Cr Cox said they have a fund for assisting with fencing and planting streams and waterways which is underspent, so if committee members are talking to farmers remind them the money is there. It is called the Immediate Steps Biodiversity Fund.

REPORT FROM ORARI OPIHI PAREORA WATER ZONE COMMITTEE

Cr Evan Williams went to a zone committee meeting yesterday. They had some interesting presentations from the public including a deputation from the Geraldine/Orari area on biodiversity issues. Setting nutrient limits is a current topic. There have been presentations on nutrients, and a work programme has been set for the next 12 months.

Nathan Hole requested that a motion to elect a deputy chairperson of the Planning and Regulation Committee be added to the next agenda.

The meeting did not go into public excluded session.

**THERE BEING NO FURTHER BUSINESS THE
CHAIRMAN DECLARED THE MEETING CLOSED AT 3.00pm**

CHAIRMAN: _____

DATE: _____

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE STRATEGY AND POLICY COMMITTEE HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON TUESDAY 4 FEBRUARY, 2014, AT 2.04pm

PRESENT:

Claire Barlow (Mayor/Chair)
Cr Murray Cox
Cr Graham Smith
Cr Noel Jackson
Cr Evan Williams
Cr James Leslie

IN ATTENDANCE:

Wayne Barnett (Chief Executive Officer)
Toni Morrison (staff)
Arlene Goss (Committee Clerk)

APOLOGIES:

Resolved that an apology be received from Cr Russell Armstrong.

Murray Cox/James Leslie

DECLARATIONS OF INTEREST:

There were no declarations of interest.

MINUTES:

As this was the first meeting of a new committee there were no minutes to confirm.

REPORTS:

SUBMISSION TO THE LOCAL GOVERNMENT ACT AMENDMENT BILL 2013:

Toni Morrison asked for the committee's views regarding the need to put a submission to this bill. There was discussion regarding the level of work and staff time required to submit as an individual council.

Ms Morrison said the purpose of the Canterbury forum is to strengthen local body opinion. She was asked if she thinks a separate Mackenzie District Council submission would be useful, or a waste of staff resource. She said this was a question for council as to whether they wanted to be part of the Canterbury voice. No doubt some of the changes proposed in this bill are significant and will have an impact.

If we are going to put our name to a submission we need a high level of care to ensure it represents our views.

There is not sufficient time to bring an individual submission to the whole committee because of the deadline, so if an individual submission was made the committee would have to be happy with it being signed off by the chair.

Ms Morrison was asked what would be dropped off her priority list if she was to write a submission. She said the district plan review and cultural impact matters with runanga.

There was further discussion on the importance of her work with the district plan review.

Resolved:

1. That the report be received.

Graham Smith/James Leslie

2. That the Committee acknowledges and endorses the collaborative work of the Canterbury Regional Strategy and Policy Forum in developing a recommended position shared between Canterbury councils on the *Local Government Act 2002 Amendment Bill (No 3)*.

Graham Smith/James Leslie

3. That the Council does not lodge a submission on the *Local Government Act 2002 Amendment Bill (No 3)*.

Graham Smith/James Leslie

**THERE BEING NO FURTHER BUSINESS THE
CHAIRMAN DECLARED THE MEETING CLOSED AT 2.20pm**

CHAIRMAN: _____

DATE: _____

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE MACKENZIE DISTRICT COUNCIL HELD IN THE COUNCIL SERVICE CENTRE, TWIZEL, ON TUESDAY 10 DECEMBER AT 9:33 AM

PRESENT:

Claire Barlow (Mayor)
Crs Graham Smith
Murray Cox
James Leslie
Russell Armstrong

IN ATTENDANCE:

Wayne Barnett (Chief Executive Officer)
Nathan Hole (Manager – Planning and Regulations) short time
Paul Morris (Manager – Finance and Administration) short time
Keri-Ann Little (Committee Clerk)
Arlene Goss (Committee Clerk)
Barry Richards (New Zealand Transport Authority) short time
Caroline Blanchfield (Christchurch Canterbury Tourism) short time
Claire Hector-Taylor (Christchurch Canterbury Tourism) short time
Jason Gaskill (Tourism Waitaki) short time
Jason Menard (Alps2Ocean) short time

I OPENING:

The Mayor welcomed everyone to the meeting and offered her apologies for lateness.

II APLOGIES:

Resolved that an apology be received from Councillors Evan Williams and Noel Jackson.
Graham Smith/ Murray Cox

III AGENDA ITEMS:

The Mayor informed the meeting that agenda items will be reshuffled to accommodate Manager's availability.

IV DECLARATIONS OF INTEREST:

There were no declarations of interest.

V BEREAVEMENTS:

Cr Armstrong referred to the recent death of Sergeant Sam McLellan.

A moment of silence was observed and a motion of sympathy was passed. The Mayor directed The Chief Executive Officer to pass this on to those concerned.

VI MAYORAL REPORT:

This was the report of Mayoral activities from 27 November to 7 December 2013.

Resolved that the report be received.

Murray Cox/ Russell Armstrong

VII REPORTS REQUIRING COUNCIL DECISIONS:

1. BURKES PASS PUBLIC TOILETS:

The Mayor spoke to this report on behalf of Garth Nixon notifying Council of a request to provide public toilets at Burkes Pass. The Mayor referred to the letter received from Julie Greig and Jan Zyzalo that had been circulated with the agenda.

The Mayor said a provision of toilets in Burkes Pass is a nice to have. There is no budget available for this work or the ongoing running and maintenance required.

Resolved that the report be received.

Murray Cox/ Russell Armstrong

Resolved:

1. Council should decline this request and monitor the situation. If necessary, make provision in the Long Term Plan and consult on the matter.

Graham Smith/ Russell Armstrong

2. RECOMMENDATIONS OF JOINT SOUTH CANTERBURY LOCAL ALCOHOL POLICY COMMITTEE AFTER HEARING SUBMISSIONS:

The purpose of this report was for Council to receive recommendations from the Joint South Canterbury Local Alcohol Policy Committee after hearing submissions on the draft Local Alcohol Policy (LAP) and for Council to approve the Provisional LAP for public notification.

Cr Smith provided feedback to Council from the hearing which he attended as the Council representative. He said it was a very informative hearing and that Waimate, Timaru and Mackenzie working together is good for the issues involved.

Resolved:

1. That the report be received.

Murray Cox/ James Leslie

2. That Council accepts the recommendations of the joint South Canterbury Local Alcohol Policy Committee after hearing submissions on the draft LAP on 29 November 2013

3. That Council approves the Provisional LAP, and approves public notification of the Provisional LAP on 15 January 2014.

James Leslie/ Murray Cox

3. TRENNIAL AGREEMENT WITH CANTERBURY COUNCILS:

The CEO spoke to Council to seek endorsement for the proposed form for the Triennial Agreement between Councils within the Canterbury region.

The Mayoral Forum offers significant benefit for our Council and the initiatives within the Agreement will be positive. Council does however need to be cognisant of the resourcing requirement that is implied by the Agreement.

Cr Smith said we would be silly not to be a member but have to mindful that we have a very sought after Senior Planner.

The Mayor said by committing to this we are simply saying we are open to collaborating.

The Mayor concluded by stating all Mayors from Councils within the Canterbury region have agreed.

Resolved:

1. That the report be received.

James Leslie/ Graham Smith

2. That the Council endorse the attached Triennial Agreement between Councils within the Canterbury region.

3. That Council note the obligations within the Agreement relating to collaboration which may have resourcing implications.

James Leslie/ Russell Armstrong

VIII INFORMATION REPORTS:

1. CHIEF EXECUTIVE OFFICER'S REPORT:

This report from the Chief Executive Officer referred to the meetings he had attended and other activities from 27 November to 9 December 2013.

Cr Leslie referred to the meeting the CEO attended with Ross Vesey and Bruce Scarlett from ECan and Bernie Haar, Mackenzie District Council, Asset Manager regarding Western Catchment Flood Protection. Cr Leslie asked for clarification as to where the current responsibility lay regarding Western Catchment Flood Protection.

Cr Smith said it is something that hasn't sat well with him in regards to mitigating the flood risk.

The Mayor asked why has this dragged on and taken so long for a public meeting to be organised.

The CEO responded stating he doesn't have a reasonable reason why it has taken so long, adding he had been briefed by Mr Haar and Mr Page on the matter and his understanding was that Council was involved with something that perhaps they weren't supposed to be, hence the meeting with ECan to clarify Council's position.

Resolved that the report be received.

Murray Cox/ Graham Smith

Resolved: that the CEO be instructed to advance discussion with ECan in relation to the Western Catchment in Fairlie and report back to Council before 1 April 2014.

James Leslie/ Russell Armstrong.

IX ADJOURNMENT:

The meeting was adjourned at 10:20am and was reconvened at 10:30am.

X VISITORS:

1. TOURISM WAITAKI – ALPS2OCEAN:

The Mayor welcomed Jason Gaskill, General Manager, Tourism Waitaki and Jason Menard, Alps2Ocean to the meeting and invited Mr Gaskill to introduce himself to elected members and proceed with his PowerPoint Presentation which included highlights of the Alps2Ocean Cycleway, the focus and measurements.

On conclusion of their presentation The Mayor thanked Mr Gaskill and Mr Menard for their attendance and presentation. Mr Gaskill and Mr Menard left the meeting.

2. NEW ZEALAND TRANSPORT AUTHORITY:

The Mayor welcomed Bruce Richards from New Zealand Transport Authority (NZTA)

Mr Richards was accompanied by a PowerPoint presentation which he spoke to and answered questions throughout.

The Mayor thanked Mr Richards for his attendance and he left the meeting.

3. CHRISTCHURCH AND CANTERBURY TOURISM:

The Mayor welcomed Caroline Blanchfield from Christchurch and Canterbury Tourism and introduced Ms Blanchfield to new Elected Members. In response Ms Blanchfield introduced Claire Hector-Taylor the newly appointed Mackenzie District Marketing Co-ordinator to the Elected Members and Council Staff.

The Mayor updated Council that Tim Hunter would not be attending this meeting as specified in the agenda due to time restrictions. Mr Hunter would instead attend a Council meeting early in the New Year to allow for sufficient time for his report.

Ms Hector-Taylor spoke to the PowerPoint presentation and Marketing Activity that had been circulated with the agenda. She outlined the Key Messages which included the following:

- Regional Performance statistics – Regional Tourism Indicators “South Canterbury (Mackenzie, Ashburton, Timaru)
- Survey Results – Respondents by destination
- Industry Performance, Industry Communications

- Industry Training
- Joint Venture Campaign Activity
- Trade Activity
- Kiwi Experience coming to Lake Tekapo from 1 January 2014.
- Trade News and Media Activity
- Online Presence and Content Development

Cr Smith thanked and wished Ms Hector-Taylor all the best for her new role, adding you seem to be settling in well.

Ms Blanchfield and Ms Hector-Taylor left the meeting.

IX ADJOURNMENT:

The meeting was adjourned at 12:00pm and was reconvened at 12:30pm.

X VISTIORS CONTINUED:

The Mayor welcomed Elizabeth Scott, Toby Bell, Zoe Dobbs and Josh Nelson, family and friends to the meeting.

The council then proceeded outside to the courtyard where Elizabeth Scott presented Toby Bell and Josh Nelson with the Bruce Scott Memorial Price.

The Mayor followed presenting the Mackenzie County Scholarship to Zoe Dobbs.

VII REPORTS REQUIRING COUNCIL DECISIONS CONTINUED:

4. OLD LIBRARY BUILDING FAIRLIE:

Further to the progress with the Old Library building, the CEO asked Council for direction in relation to the preferred option for the Old Library building. The situation with the Old Library building is well known to Council and the matter has been considered at several meetings.

In essence, the Old Library building was damaged by fire in October 2011. The building was insured and the insurance company has given Council several options regarding settlement. The insured value is \$676,000 excluding GST. This can be used to either repair the existing building or to construct a replacement.

Council was also offered the chance to demolish the building and receive the indemnity value (\$272,000), but Council has not indicated support for this option.

Over the past few months staff have worked with Graham McDermid of Architects Plus to formulate a repair methodology and estimate of costs. The total expected cost for repairing the building is \$585,000.

The Mayor took the report as read.

The CEO said it is a significant decision and spoke through the report.

The Mayor referred to page nine of the report to the resolution from the Fairlie Community Board, adding Trish Willis, Deputy Chairperson, Fairlie Community Board asked The Mayor to express to Council to please consider the options and make an educated decision in regards to the long term, cost and risk.

Cr Smith expressed his concerned with rebuilding an old building, putting money in to the works which will in turn require upkeep which a new building would not require. Who is to say in 100 years' time the new building will not be a significant building and that building will not last for 100 years. Cr Smith added the rebuilt building would only be 60 percent earthquake standard where as a new building would be 100 percent. Cr Smith concluded by noting this is a historic building and the rebuild option is what the community is voting for.

Cr Cox asked if a new building with more space and the option of several tenants was considered, possibly an office block with a restaurant on top resulting in a more useable space and greater income from the building.

The CEO responded and said the insurance requirement is to instruct like with like, to build a bigger replacement building was not an option only a high quality replacement. The CEO agrees there was a lot of wasted space and there is not a huge avenue to increase the space however the roof space will be decreased. He said Council have looked at the possibility of a new building commanding a higher rental and there is no definitive answer to the level of rental, this will only be what the business can sustain. The rental will not match the \$600,000 investment.

The Mayor said if the fire had not occurred we would not be having this conversation. We believed with the new earthquake standards the option of the repair would have been declined with the cost being too high, however the CEO investigated further and with solid figures coming in below the insurance payment with a \$100,000 contingency. In the Fairlie community there are residents who would like the building demolished because it has taken so long to make a decision and has become an eyesore. The indication at the public meetings was the preference of a building repair while others referred to the benefits of a new building. The Old Library building is a District wide asset so a District wide decision. The Mayor said this building is an iconic building in Fairlie and a tourist attraction. The Mayor concluded by stating there is no ratepayer money required providing tenders come within the insurance cost, we can do it.

Cr Leslie said we asked Fairlie Community Board to review the options, they have and this is the decision they have made.

Cr Armstrong agrees stating the Old Library building is "Fairlie's Cathedral"

Cr Smith said Council should approve what the community would like and their preference is to have the building repaired, they would like it as a landmark. Cr Smith said again he is disappointed the rebuilt building will not be 100 percent earthquake resilient. Cr Smith concluded by saying there is a big roof area that is not utilised.

The CEO replied to Cr Smith stating it may yet be able to be made to 100 percent earthquake proof, this is not yet known and that the rebuild will help with the roof space.

Resolved:

1. That the report be received.

Graham Smith/ Russell Armstrong

2. That Council indicate its support for the repair of the existing Old Library building or for the construction of a new replacement building.

Claire Barlow/ Graham Smith

3. That Council instruct the CEO to implement a tender process for the reconstruction of the Old Library building.

Russell Armstrong/ Murray Cox

4. That the Mayor and Councillor Graham Smith be delegated authority to accept a suitable tender.

Russell Armstrong/ James Leslie

5. DELEGATION TO DECLARE LAND ROAD:

Nathan Hole spoke to the report that had been circulated with the agenda. To provide specific delegation to the Manager, Planning and Regulations to declare land road pursuant to section 349 Local Government Act 1974.

The normal procedure for land to vest as road occurs through the Resource Management Act 1991 (RMA) at the time a subdivision is completed. This occurs when the Council issues a section 224 certificate under that Act. The delegation to sign that certificate lies with the Manager, Planning and Regulations.

There is also another process for land to vest as road, and that is for land to be declared road pursuant to section 349 Local Government Act 1974. This is somewhat unusual process, but quite legal. The reason it is unusual is because land subdivided pursuant to the RMA (and that is the only way land can be subdivided), usually vests pursuant to the RMA.

Land cannot vest as road under the RMA if it is subject to any sort of encumbrance, but this is not the case with road dedication under the LGA 1974, land can still vest as road if it is still subject to an encumbrance such as a building restriction covenant. Obviously once the land becomes road, any covenant is no longer relevant, although it still exists.

The road dedication is only used when the normal RMA procedure is unable to be used.

Cr Smith asked Mr Hole how often does this happen, when you need this authority.

Mr Hole replied this is the first time in his career and is only when an error has occurred which is not easily fixed, Mr Hole said the legal advice he has received is that this is a useful tool that lawyers can use if they can't fix the error through normal process. Mr Hole concluded by saying this request is very rare, but legal.

Resolved:

1. That the report be received.

Graham Smith/ Murray Cox

2. That the Council delegates authority to the Manager, Planning and Regulations to authorise the declaration of land as road pursuant to section 349 Local Government Act 1974.

Noel Jackson/ James Leslie

6. TEMPORARY LIFTING OF MARKET PLACE LIQUOR BAN:

Temporarily lift the liquor ban in Market Place, Twizel to enable the Salmon and Wine Festival to take place on Saturday 25 January 2014, The Mayor said this request is an annual request to accommodate the Festival.

Resolved:

1. That the report be received.

James Leslie/ Graham Smith

2. That the Council authorises lifting the liquor ban in Market Place, Twizel between 12pm and 5pm on Saturday 25 January 2014 to enable the Salmon and Wine Festival event to occur within Market Place.

James Leslie/ Graham Smith

7. BUILDING CONTROL RESOURCING:

Nathan Hole provided this report to Council to seek support from Council to consider options for employing an additional Building Control Officer.

Cr Smith asked if the new Building Control Officer would require their own car.

The CEO replied, no if there was a car required for inspections or the likes then a pool vehicle would be used.

Cr Smith commented that there was already a high demand on pool vehicles.

Mr Hole said further detail would be worked through with the CEO added this position would not necessarily be the same as the two current Building Control positions.

The Mayor asked Mr Hole if the position would be based at the Fairlie Office.

Mr Hole replied there was not a final decision at this stage but his preference would be that the position be held at the Fairlie office as this was the main office.

Cr Smith asked if there was sufficient workload for a new employee.

Cr Smith enquired to what the salary would be for a Building Control Officer.

In reply Mr Hole said we are in open meeting and because we currently only employ two Building Inspectors that would disclose their salaries.

Mr Hole said in terms of building consents being lodged this is only one part of the position, there is continual changes to the building act and new legislation recently being introduced regarding swimming pool fences as well as an amendment to the bill in regards to earthquake buildings resulting in a greater burden and increased workload being placed on administration and policy.

The Mayor commented that while there is currently a higher activity in building what will happen if we apply a new resource and building activity drops, will we be able to continue to fund the position.

Mr Hole recommended the position would be a permanent full time position with a review on workload before the contract would be renewed. Mr Hole informed the Council that over the last three months all new building consent applications for residential dwellings have been sent to Central Otago District Council for processing. This has worked well, and is part of a memorandum of understanding (MOU) that Mackenzie has with other councils from Timaru through to Southland.

Mr Hole said the issue is that all 10 councils in that group (including Central Otago) have advised that they are at capacity, and are not available in the short term to accept additional building consents. This is a real issue for Mackenzie District Council as we are reliant on overflow processing being available to maintain our accreditation as an independent Building Consent Authority (BCA).

Mr Hole said he is mindful of attracting the right person; Council would have to consider their options in regards to recruitment and training.

Resolved:

1. That the report be received.

Graham Smith/ Russell Armstrong

2. That Council supports the Chief Executive Officer considering options for employing an additional Building Control Officer and notes that this would be unbudgeted expenditure.

Russell Armstrong/ Murray Cox

XI COMMUNITY BOARDS:

This report from the Chief Executive Officer was accompanied by the Minutes of the meetings of the Twizel and Tekapo Community Boards held on 18 November 2013 and the Fairlie Community Board held on 25 November 2013.

Resolved that the report be received.

Graham Smith/ Murray Cox

TEKAPO COMMUNITY BOARD:

2. Election of Chairperson:

That the Council notes the newly appointed Chairperson of the Tekapo Community Board.

Motion:

That Peter Munro be nominated as Chairman of the Tekapo Community Board.

Alan Hayman/ Murray Cox

There were no further nominations. The motion was put and carried and the Manager Community Facilities declared Peter Munro to be the Chairman of the Tekapo Community Board.

3. Election of Deputy Chairperson:

That the Council notes the newly appointed Deputy Chairperson of the Tekapo Community Board.

Motion:

That Stella Sweney be nominated as the Deputy Chairperson of the Tekapo Community Board.

Alan Hayman/ Murray Cox

There were no further nominations. The motion was put and carried and the Chairman declared Stella Sweney to be the Deputy Chairman of the Tekapo Community Board.

4. Standing Orders:

That the Council notes the Community Board's adoption of the Standing Orders with amendment:

Resolved:

1. That New Zealand Standard Model Standing Orders NZS 9202:2003 be adopted with the following amendment:

Clause 3.14.2 is deleted and replaced with the following:

That the Chairperson or other person presiding at the meeting

a) has a deliberate vote; and

b) in the case of an equality of votes has a casting vote

Stella Sweney/ Murray Cox

5. Meeting Schedule for 2014:

That the Council notes the Tekapo Community Board schedule of meetings for 2014.

Resolved:

1. That the attached schedule of meetings be noted.

Alan Hayman/ Stella Sweney

TEKAPO COMMUNITY BOARD

(Starting at 7:30pm in the summer and 7:00pm in June and July)

Monday 27 January 2014

Monday 10 March 2014 (including consideration of budgets for 2014/2015)

Tuesday 22 April 2014 (Tuesday to allow for Easter Monday)

Tuesday 3 June 2014 (Tuesday to allow for Queens Birthday)

Monday 14 July 2014

Monday 25 August 2014

Monday 6 October 2014

Monday 17 November 2014

6. Roles of Community Boards:

That the Council notes the Tekapo Community Board's adoption of the discussion document detailing how Council and Community Boards will fulfil their respective roles.

Resolved:

1. That the discussion document detailing how Council and Community Boards will fulfil their respective roles be adopted.

Alan Hayman/ Stella Sweney

7. Remuneration of Elected Members:

That the Council notes the Tekapo Community Board's adoption of a policy for reimbursement of expenses by elected members.

Resolved:

1. That the policy of reimbursement of expenses by elected members be adopted.

Alan Hayman/ Murray Cox

8. Local Authorities (Members' Interests) Act 1968 – Register of Members' Interests:

That the Council notes the Tekapo Community Board's resolution in regards to providing their and their spouse/partner's declared business interests to be included in a register.

Resolved:

1. That the elected members provide details of their declared business interests and spouse/partner declared business interests for inclusion in a Mackenzie District Council Register of Members' Interests.

Murray Cox/ Stella Sweney

9. Blinds for Tekapo Community Centre:

That the Council notes the Tekapo Community Board's resolution to proceed with purchasing blinds for Tekapo Community Centre.

Resolution:

1. That the community board recommends we proceed subject to acceptable quotations and that the work be funded from the Hall capital reserve.

Alan Hayman/ Murray Cox

10. Lake Tekapo Commercial Lane:

That the Council considers Tekapo Community Board's request to Council to put the process in place to officially name the Lake Tekapo commercial land and allocate street numbers to premises.

Resolved:

1. That Council put the process in place to officially name the Lake Tekapo commercial lane and allocate street numbers to premises.

Murray Cox/ Alan Hayman

11. Mackenzie County Scholarship:

That the Council notes the Community Board's motion to nominate Alan Hayman as the representative for the Mackenzie County Scholarship.

Motion:

That Alan Hayman be nominated as the Representative for the Mackenzie County Scholarship.

There were no further nominations. The motion was put and carried and the Chairman declared Alan Hayman the Tekapo Community Board Representative for the Mackenzie County Scholarship.

Murray Cox/ Stella Sweney

TWIZEL COMMUNITY BOARD:

12. Election of Chairperson:

That the Council notes the newly appointed Chairperson of the Twizel Community Board.

Motion:

That John Bishop be nominated as the Chairperson of the Twizel Community Board

Phil Rive/ Bruce White

There were no further nominations. The motion was put and carried and the Manager Finance and Administration declared John Bishop to be the Chairman of the Twizel Community Board.

13. Election of Deputy Chairperson:

That the Council notes the newly appointed Deputy Chairperson of the Twizel Community Board.

Motion:

That Phil Rive be nominated as Deputy Chairman of the Twizel Community Board.

John Bishop/ Bruce White

There were no further nominations. The motion was put and carried and the Chairman declared Phil Rive to be the Deputy Chairman of the Twizel Community Board.

14. Standing Orders:

That the Council notes the Community Board's adoption of the Standing Orders with amendment:

Resolved:

2. That New Zealand Standard Model Standing Orders NZS 9202:2003 be adopted with the following amendment:

Clause 3.14.2 is deleted and replaced with the following:

That the Chairperson or other person presiding at the meeting

c) has a deliberate vote; and

d) in the case of an equality of votes has a casting vote

Russell Armstrong/ Phil Rive

15. Meeting Schedule for 2014:

That the Council notes the Twizel Community Board schedule of meetings for 2014.

TWIZEL COMMUNITY BOARD

(Starting at 4.00 pm in the summer and 3.00 pm in June and July)

Monday 27 January 2014

Monday 10 March 2014 (including consideration of budgets for 2014/2015)

Tuesday 22 April 2014 (Tuesday to allow for Easter Monday)

Tuesday 3 June 2014 (Tuesday to allow for Queens Birthday)

Monday 14 July 2014

Monday 25 August 2014

Monday 6 October 2014

Monday 17 November 2014

Resolved:

1. That the report be received.
2. That the attached schedule of meetings be noted.

John Bishop/ Russell Armstrong

16. Roles of Community Boards:

That the Council notes the Twizel Community Board's adoption of the discussion document detailing how Council and Community Boards will fulfil their respective roles.

Resolved:

2. That the discussion document detailing how Council and Community Boards will fulfil their respective roles be adopted.

Bruce White/ Phil Rive

17. Remuneration of Elected Members:

That the Council notes the Twizel Community Board's adoption of a policy for reimbursement of expenses by elected members.

Resolved:

2. That the policy of reimbursement of expenses by elected members be adopted.

Russell Armstrong/ Phil Rive

18. Local Authorities (Members' Interests) Act 1968 – Register of Members' Interests:

That the Council notes the Twizel Community Board's resolution in regards to providing their and their spouse/partner's declared business interests to be included in a register.

Resolved:

2. That the elected members provide details of their declared business interests and spouse/partner declared business interests for inclusion in a Mackenzie District Council Register of Members' Interests.

Phil Rive/Russell Armstrong

19. Grant Application:

That the Council notes the Twizel Community Board's resolution to grant the Combined Services Art Section free set up for Friday afternoon set up of the Events Centre Lounge.

Resolved:

1. That the community board grant the Combined Services Art Section to use the Events Centre Lounge free of charge during the afternoon of Friday 25 October for the purpose of set up.

Bruce White/ Russell Armstrong

20. Confirm and Adopt Greenway Strategy:

That the Council notes the Twizel Community Board's resolution to fully support the adoption of the current greenway strategy.

Resolved:

1. that the Twizel Community Board fully supports the adoption of the current greenway strategy

John Bishop/ Pat Shuker

21. Dog Incident:

That the Council notes the Twizel Community Board's resolution instructing Mr Hole to write a letter to Ms Duncan highlighting the below points.

Resolved:

1. that the community board instruct Mr Hole to write a letter to Ms Duncan stating her letter was received, discussed and this issue will be discussed in further detail with the new Dog Control Officer.

Phil Rive/ Russell Armstrong

22. Twizel Market Place Playground:

That the Council notes the Twizel Community Board's resolution regarding Ms Sheridan's request.

Resolved:

1. That the Community Board decline Ms Sheridan's request to fence the playground. And instruct the Community Facilities Manager to write a letter of response to Ms Sheridan.

Pat Shuker/ Phil Rive

23. End of Year Assembly:

That the Council notes the Twizel Community Board's resolution regarding Twizel Area School's request to donate towards a student prize at the student prize giving end of year assembly.

Resolved:

1. that the Twizel Community Board donates \$100 to the Twizel Area School for the purpose of a student prize at the 2013 End of Year Assembly.

Phil Rive/ Bruce White

FAIRLIE COMMUNITY BOARD:**24. Election of Chairperson:**

That the Council notes the newly appointed Chairperson of the Fairlie Community Board.

Motion:

That Owen Hunter be nominated as Chairman of the Fairlie Community Board.

Noel Jackson/ Les Blacklock

There were no further nominations. The motion was put and carried and the Chief Executive Officer declared Owen Hunter to be the Chairman of the Fairlie Community Board.

25. Election of Deputy Chairperson:

That the Council notes the newly appointed Deputy Chairperson of the Fairlie Community Board.

Motion:

That Trish Willis be nominated as the Deputy Chairperson of the Fairlie Community Board.

Les Blacklock/ Owen Hunter

There were no further nominations. The motion was put and carried and the Chief Executive Officer declared Trish Willis to be the Deputy Chairman of the Fairlie Community Board.

26. Standing Orders:

That the Council notes the Community Board's adoption of the Standing Orders with amendment:

Resolved:

3. That New Zealand Standard Model Standing Orders NZS 9202:2003 be adopted with the following amendment:

Clause 3.14.2 is deleted and replaced with the following:

That the Chairperson or other person presiding at the meeting

e) has a deliberate vote; and

f) in the case of an equality of votes has a casting vote

Les Blacklock/ Trish Willis

27. Meeting Schedule for 2014:

That the Council notes the Fairlie Community Board schedule of meetings for 2014.

Resolved:

1. That the attached schedule of meetings be noted.

Trish Willis/ Les Blacklock

FAIRLIE COMMUNITY BOARD

(Starting at 7:00pm)

Monday 3 February 2014

Monday 17 March 2014 (including consideration of budgets for 2014/2014)

Monday 28 April 2014

Monday 9 June 2014

Monday 21 July 2014

Monday 1 September 2014
 Monday 13 October 2014
 Monday 24 November 2014

28. Roles of Community Boards:

That the Council notes the Fairlie Community Board's adoption of the discussion document detailing how Council and Community Boards will fulfil their respective roles.

Resolved:

1. That the discussion document detailing how Council and Community Boards will fulfil their respective roles be adopted.

Trish Willis/Les Blacklock

29. Remuneration of Elected Members:

That the Council notes the Fairlie Community Board's adoption of a policy for reimbursement of expenses by elected members.

Resolved:

1. That the policy of reimbursement of expenses by elected members be adopted.

Les Blacklock/ Noel Jackson

30. Local Authorities (Members' Interests) Act 1968 – Register of Members' Interests:

That the Council notes the Fairlie Community Board's resolution in regards to providing their and their spouse/partner's declared business interests to be included in a register.

Resolved:

1. That the elected members provide details of their declared business interests and spouse/partner declared business interests for inclusion in a Mackenzie District Council Register of Members' Interests.

Noel Jackson/ Trish Willis

31. Old Library Building:

That the Council considers the Fairlie Community Board's resolution regarding the Old Library Building.

Resolved:

1. That the Fairlie Community Board supports the residence preferred option of repairing the existing Old Library Building subject a satisfactory tender price being received.

Noel Jackson/ Trish Willis

32. Swimming Pool Inflatable Grant:

That the Council notes the Fairlie Community Board's resolution supporting the grant application for an inflatable for Strathconan and Twizel Swimming Pool's.

Resolved:

1. That the Fairlie Community Board supports the grant application for an inflatable for Strathconan and Twizel Swimming Pool's.

Les Blacklock/ Trish Willis

33. Levels of Service for Fairlie Town Contracts:

That the Council notes the Fairlie Community Board's resolution supporting the level of service options for the Fairlie Community in two areas – gardens and walkways.

Resolved:

1. That the Fairlie Community Board approves \$1200 for digger work and improvements to the track.
2. That the Fairlie Community Board approves four new signs for Fairlie walkway.
3. That the Fairlie Community Board request a new gate and chicane barriers be installed at Talbot Road entrance.

Les Blacklock/ Trish Willis

34. Fairlie Water Supply:

That the Council considers the Fairlie Community Board's request to Council.

Resolved:

1. That the Community Board requests Council to consider the impact of Fairlie's Water Asset failure early and to investigate possible financial solutions to remedy the issue.

Owen Hunter/ Les Blacklock

35. Fairlie Heritage:

That the Council notes the Fairlie Community Board's grant to the Fairlie Heritage Museum.

Resolved:

1. That the Community Board grant the Fairlie Heritage Museum New Year's Day Parade \$700.

Trish Willis/ Noel Jackson

XII CONFIRMATION OF MINUTES:

Resolved: the Minutes of the meeting of the Mackenzie District Council held on 26 November 2013 including such parts as were taken with the public excluded be confirmed and adopted as the correct record of the meeting.

Murray Cox/ Russell Armstrong

XIII PUBLIC EXCLUDED:

Resolved:

That the public be excluded from the following part of the proceedings of this meeting namely:

1. Tekapo Community Board Minutes 18 November 2013
2. Council Minutes 26 November 2013
3. Sale and Purchase Agreement
4. Sale and Purchase Agreement
5. Zone Committee Appointments and Terms of Reference
6. Foodstuffs Sale of Land

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
Tekapo Community Board Minutes	Commercial Sensitivity	48(1)(a)(i)
Council Minutes 26 November 2013	Commercial Sensitivity	48(1)(a)(i)
Sale and Purchase Agreement	Commercial Sensitivity	48(1)(a)(i)
Sale and Purchase Agreement	Commercial Sensitivity	48(1)(a)(i)
Zone Committee Appointments and Terms of Reference	Protect the Privacy of Natural Persons	48(1)(a)(i)
Foodstuffs Sale of Land	Commercial Sensitivity	48(1)(a)(i)

This resolution is made in reliance on Section 48(1)(a)(i) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows: *Tekapo Community Board 18 November 2013, Council Minutes 26 November 2013, Sale and Purchase Agreement and Sale and Purchase Agreement and Foodstuffs Sale of Land 7(2)(b)(ii) Zone Committee Appointments and Terms of Reference 7(2)(a).*

Resolved that the public be excluded from the following part of the proceedings of this meeting namely:

Graham Smith/ Murray Cox

CONFIRMATION OF RESOLUTION TAKEN WITH THE PUBLIC EXCLUDED:

Resolved: that the following resolution taken with the Public Excluded be confirmed:

Canterbury Water Management Strategy Orari-Opihi-Pareora Zone Committee and Upper Waitaki Zone Water Management Committee:

Resolved:

2. That the Council:

- a) Appoints the community members of the Orari-Opihi-Pareora Water Management Zone Committee as follows:
 - a. Ad Sintenie and Tony Howey until December 2014
 - b. David Henshaw and Dermott O'Sullivan until December 2015
 - c. John Talbot, Mark Webb and Kylie Galbraith until December 2016.
- b) Confirms the appointment of Mokai Reihana and Aloma Anglem as representatives of Arowhenua Runanga on the Orari-Opihi-Pareora Water Management Zone Committee.
- c) Adopts the Terms of Reference for the Orari-Opihi-Pareora Water Management Zone Committee.

3. That the Council:

- (a) Appoints the community members of the Upper Waitaki Water Management Zone Committee as follows:
 - a. Anne Steven and Matthew Bayliss until December 2014
 - b. Barry Shepherd and Simon Cameron until December 2015
 - c. Jay Graybill and Lisa Anderson until December 2016.
- (b) Appoints Councillor Murray Cox as the Mackenzie District Council's representative on the Upper Waitaki Water Management Zone Committee.
- (c) Confirms the appointments of Wayne Tipa as the representative of Moeraki rūnanga, John Wilkie as the representative for Waihao rūnanga, and Te Wera King as the representative for Arowhenua rūnanga, to the Upper Waitaki Water Management Zone Committee.
- (d) Adopts the Terms of Reference for the Upper Waitaki Water Management Zone Committee.

Graham Smith/ Claire Barlow

**THERE BEING NO FURTHER BUSINESS THE
MAYOR DECLARED THE MEETING CLOSED AT 2:39PM.**

MAYOR:

DATE:
