



# **MINUTES**

**Tekapo Community Board Meeting**

**14 November 2016**

**MINUTES OF MACKENZIE DISTRICT COUNCIL  
TEKAPO COMMUNITY BOARD MEETING  
HELD AT THE TEKAPO COMMUNITY HALL LOUNGE, LAKE TEKAPO  
ON MONDAY, 14 NOVEMBER 2016 AT 7:00PM**

**PRESENT:** Steve Howes (Community Board Member), Lyn Martin (Community Board Deputy Chair), Caroll Simcox (Community Board Member), Stella Sweney (Community Board Chair), Cr Russell Armstrong (Councillor)

**IN ATTENDANCE:** Wayne Barnett (Chief Executive Officer), Garth Nixon (Community Facilities Manager), Nathan Hole (Planning and Regulation Manager), Toni Morrison (Projects and Administration Manager), Bernie Haar (Asset Manager), Keri-Ann Little (Committee Administrator)

**1 OPENING**

The Chief Executive Officer welcomed all to the meeting.

**2 APOLOGIES**

Nil

**7.3 METHOD OF VOTING FOR CHAIR AND DEPUTY CHAIR OF THE COMMUNITY BOARD**

**COMMUNITY RESOLUTION TKCB/2016/1**

Moved: Steve Howes

Seconded: Lyn Martin

1. That the report be received.
2. That the Community Board adopt System B (the first past the post system) for the election of the Chairperson and Deputy Chairperson, pursuant to Clause 25 of Schedule 7 of the Local Government Act 2002.

**CARRIED**

**7.4 ELECTION OF CHAIRPERSON AND DEPUTY CHAIRPERSON OF THE COMMUNITY BOARD****COMMUNITY RESOLUTION TKCB/2016/2**

Moved: Russell Armstrong

Seconded: Stella Sweney

1. That the Tekapo Community Board elect a Chairperson and Deputy Chairperson.

**CARRIED**

**MOTION****COMMITTEE RESOLUTION TKCB/2016/3**

Moved: Lyn Martin

Seconded: Caroll Simcox

That Stella Sweney to be appointed as Chair of the Tekapo Community Board..

**CARRIED**

There were no further nominations. The motion was put and carried and the Chief Executive Officer declared Stella Sweney the Chair of the Tekapo Community Board.

**MOTION****COMMUNITY RESOLUTION TKCB/2016/4**

Moved: Caroll Simcox

Seconded: Steve Howes

That Lyn Martin to be appointed as Deputy Chair of the Tekapo Community Board.

**CARRIED**

There were no further nominations. The motion was put and carried and the Chief Executive Officer declare Lyn Martin the Deputy Chair of the Tekapo Community Board.

**3 PUBLIC FORUM***Squash Club:*

Mr Cox, Hayden and Steve from the Squash Club addressed the Board regarding the relocation of the Squash Courts facility. Mr Cox said he had submitted a report to Council and was disappointed this paper was not on the agenda tonight. He added the Community Board needs to start talking to the Squash club and Community to find a solution and suitable location.

Hayden suggested the Squash Courts incorporate a Sports Centre in the vicinity of the Tekapo Community Hall.

Mr Nixon confirmed he will bring a paper to the next Community Board meeting outlining options and a way forward.

*Tekapo Forest:*

Mr Cox reported of broom at the Tekapo Forest.

Mr Nixon said a contractor had been engaged to spray the broom.

*Spraying of the Willows on the Lake:*

Mr Cox reported he had spoken to Environment Canterbury (ECan) regarding the chainsawing of Willowtrees on Lake Tekapo and the trees not being removed. He said ECan would not be taking any enforcement, however ECan had given permission for the trees and trucks to be sprayed to prevent wildings.

The Chief Executive said he would contact the concerned party and state if the area was not tidied up in a timely manner Council would take action and seek costs.

#### **4 VISITORS**

There were no visitors.

#### **5 DECLARATIONS OF INTEREST**

There were no declarations of interest.

#### **6 CONFIRM MINUTES**

#### **COMMUNITY RESOLUTION TKCB/2016/5**

Moved: Lyn Martin

Seconded: Steve Howes

That the minutes of the Ordinary Meeting held on 19 September 2016 be confirmed.

**CARRIED**

#### **7 REPORTS**

##### **7.2 TEKAPO COMMUNITY BOARD MATTERS UNDER ACTION**

#### **STAFF RECOMMENDATIONS**

That the information be noted.

Date	Logged By	Subject	Actioned By	Deadline	Status
8 June 16	Keri-Ann	<b>Tekapo Plantation: Murray Place/Section A:</b> Mr Nixon advised a contractor is engaged to spray broom.	Mr Nixon		
8 June 16	Keri-Ann	<b>Tekapo Squash Club:</b> Mr Nixon will provide a paper to the next Community Board meeting.	Mr Nixon		
8 June 16	Keri-Ann	<p><b>Town Projects:</b></p> <ol style="list-style-type: none"> <li>1. Upgrade of Hamilton Drive - dump station requires securing including bollards and stopping vehicles.</li> <li>2. Lakeside Drive: Mr Nixon will present concept drawings at the next meeting. Utilities provision is work in progress.</li> <li>3. Tekapo Development Projects List: Mr Barnett outlined a scope of projects list recently confirmed at the Finance Committee meeting: <ul style="list-style-type: none"> <li><i>Funding Effectively Confirmed For:</i> <ol style="list-style-type: none"> <li>a. Funding for domain finishing</li> <li>b. Public Green</li> <li>c. Landscaping within viewing shafts – on the agenda</li> <li>d. Surfacing of old mini golf site</li> <li>e. Boat Ramp access from Lakeside Drive</li> </ol> </li> <li><i>Recommended:</i> <ol style="list-style-type: none"> <li>f. Playground be funded by the Land Subdivision Reserve</li> </ol> </li> <li><i>Remaining Projects:</i> <ol style="list-style-type: none"> <li>g. East and Western Carparks</li> <li>h. Long Vehicle Overflow Carpark</li> </ol> </li> </ul> <p><i>A to E had been accepted by the Finance Committee as part of the development project. G will be placed on the Long Term Plan and H is not scheduled in Roading Projects and not progressing at present.</i></p> </li> </ol>	Mr Nixon/ Mr Barnett		
8 June 16	Keri-Ann	<b>Freedom Camping Bylaw:</b> Mr Nixon noted two applications had been received for the Warden position and are being worked through/ New signage will be installed this week.	Mr Nixon	1 February 2017	
8 June 16	Keri-Ann	<b>Tekapo Domain Playground:</b> Ongoing.	Mr Nixon	1 February 2017	
8 June 16	Keri-Ann	<b>Future of Motuariki Island:</b> Mr Barnett spoke with DoC, the Island is Owned by Local Iwi and from early indications the Island will not be opened to visitors.	Mr Nixon	1 February 2017	Remove from list
8 June 16	Keri-Ann	<b>60km Speed Limit Extension:</b> Mr Barnett reported the review is moving ahead slowly.	Mr Barnett		
8 June 16	Keri-Ann	<b>Civil Defence:</b> Ms Morrison reported reviewing and updating of policies and procedures is continuing. Council held a Civil Defence training exercise last week.	Ms Morrison		
8 June 16	Keri-Ann	<b>Tekapo Footbridge:</b> Mr Nixon reported bridge abutments are now completed and lights replaced.			Remove from list
					Page 5

8 June 16	Keri-Ann	<b>Solar System Project:</b> The removal of the poles at the solar system is in progress.	Mr Nixon		
4 April 16	Keri-Ann	<b>Public Toilets:</b> Mr Nixon reported Resource Consents had delayed arrival. Government funding approved.	Mr Nixon	1 February 2017	
8 June 16	Keri-Ann	<b>Hall Signage:</b> Mr Nixon follow up hall signage.	Mr Nixon	1 February 2017	
26 August 16	Keri-Ann	<b>Drone Flying:</b> Mr Barnett was asked to investigate signage for Drone users to be erected around Town.	Mr Barnett	1 February 2017	
14 November 2016	Keri-Ann	<b>Tekapo School Hall Usage:</b> Mr Nixon to follow up with Tekapo School.	Mr Nixon	1 February 2017	

#### 7.4 CORRESPONDENCE

##### COMMUNITY RESOLUTION TKCB/2016/6

Moved: Steve Howes

Seconded: Lyn Martin

That the Tekapo Community Board support in principle the Paddle Tekapo Venture with the availability of a safety craft.

**CARRIED**

Peter Munro submitted a letter of correspondence to the Tekapo Community Board requesting support for his new venture on Lake Tekapo called Paddle Tekapo.

The Community Board were all in support of the venture with the availability of a safety craft at all times.

#### 7.5 ROLES AND DELEGATIONS TO COMMUNITY BOARDS

##### PURPOSE OF REPORT

To provide the attached paper detailing how Council and Community Boards will fulfill their respective roles and recommend it to the Community Board for adoption, and to advise the Community Board of formal delegations to it by Council under Clause 32 Schedule 7 of the Local Government Act 2002.

##### COMMUNITY RESOLUTION TKCB/2016/7

Moved: Lyn Martin

Seconded: Steve Howes

1. That the report be received.

**CARRIED**

**COMMUNITY RESOLUTION TKCB/2016/8**

Moved: Russell Armstrong

Seconded: Carroll Simcox

2. That the Community Board adopts the attached document 'Roles and Delegations to Community Boards' dated 31 October 2016 detailing how Council and Community Boards will fulfill their respective roles.
3. That the Community Board notes the Council has delegated the following powers and functions to each of its Community Boards:
  - (a) The ability to consider requests from local organisations for financial assistance in the form of grants, where budget exists for such matters and subject to no one grant exceeding \$1,000.
  - (b) The ability to appoint local representatives to organisations within the community board area and other organizations where local representation is requested.
  - (c) The ability to authorise, within approved budgets, board members' attendance at relevant conferences and/or training courses.
  - (d) The ability to recommend to Council whether or not Council should provide or withhold affected persons approval for planning applications on land adjoining Council owned land within the community board area.
  - (e) The ability to approve routine changes in policy affecting locally funded facilities within the community board area.

**CARRIED**

## 7.6 COMMUNITY BOARD STANDING ORDERS

### PURPOSE OF REPORT

The Local Government Act 2002 requires that each Community Board adopts a set of standing orders. The Tekapo Community Board is asked to adopt a new set of standing orders for the conduct of its meetings.

#### **COMMUNITY RESOLUTION TKCB/2016/9**

Moved: Steve Howes

Seconded: Caroll Simcox

1. That the report be received.

**CARRIED**

#### **COMMUNITY RESOLUTION TKCB/2016/10**

Moved: Russell Armstrong

Seconded: Caroll Simcox

2. That the Tekapo Community Board adopts the Community Board Standing Orders dated 14 November 2016 pursuant to Clause 27, Schedule 7 of the Local Government Act 2002.

**CARRIED**

## 7.7 MEETING SCHEDULE 2017

### PURPOSE OF REPORT

That the Tekapo Community Board meeting schedule for 2017 be adopted.

#### **COMMUNITY RESOLUTION TKCB/2016/11**

Moved: Russell Armstrong

Seconded: Lyn Martin

1. That the report be received.

**CARRIED**

#### **COMMUNITY RESOLUTION TKCB/2016/12**

Moved: Russell Armstrong

Seconded: Lyn Martin

2. That the Tekapo Community Board adopt the meeting schedule for 2017.

**CARRIED**



The Community Board were happy to trial the new day and earlier start time. The Public Forum will be advertised as commencing at 5:30pm.

## **7.8 FINANCIAL REPORT**

### **PURPOSE OF REPORT**

The Financial report for the community board for the period to September 2016, the purpose of which is to update board members on the financial performance of the Tekapo Community as a whole for that period.

### **COMMUNITY RESOLUTION TKCB/2016/13**

Moved: Russell Armstrong

Seconded: Caroll Simcox

1. That the report be received.

**CARRIED**

Mr Nixon contributed the operational maintenance expense to fencing and new lights. He noted the overspend was in regards to litter control and added that this should be recovered with the installation of the new big litter bins.

## **7.10 WARD MEMBER'S REPORT**

### **COMMUNITY RECOMMENDATION**

Moved: Lyn Martin

Seconded: Stella Sweney

That the information be noted.

Cr Armstrong expressed his delight regarding the Public Toilet Government Funding being received. He said Genesis Energy had spoken to Council regarding the new intake structure on Lakeside Drive.

The Mayor added Council were clear that for the intake structure land sale to go ahead full Tekapo Community Board support would need to be sought while highlighting Councils responsibility to the Community to mitigate risk.

Mr Barnett said Genesis Energy would be in contact with the Community Board to discuss the proposal.

**7.11 REPORTS FROM MEMBER'S WHO REPRESENT THE BOARD ON OTHER COMMITTEES****STAFF RECOMMENDATIONS**

That the information be noted.

There was nothing to report.

**7.12 RESOURCE CONSENTS****STAFF RECOMMENDATIONS**

That the information be noted.

Mr Hole reported Sky Tekapo Hotels proposal was currently in the process of being redesigned. He said the hotel activity is a permitted activity and included in the District Plan as an accommodation zone, the overall considered affects were not significant enough to trigger public notification of the resource consent.

He added the new proposal will be processed through the same process and be assessed regarding height, transportation and parking. If the application is confirmed as a controlled activity it will not require public notification.

**7.13 SANDWICH BOARD ON PIONEER DRIVE****STAFF RECOMMENDATIONS**

That the information be noted.

Mr Hole reported the sandwich board on Pioneer Drive advertising accommodation was located on the Road Reserve and was not permitted in the current position. However, Mr Hole added the board would be permitted further back on the boundary and on private land. He said the current District Plan review would be an opportunity to assess these rules.

Mr Hole will write to the property owner in question.

**7.14 OVERVIEW MAP**

**STAFF RECOMMENDATIONS**

That the information be noted.

Mr Haar reported the development of the Tekapo Sky Resort and Bright Stars Childcare Centre were at the concept stage. He said he had discussed parking with the Tekapo Primary School and was awaiting feedback.

He added angle parking and widening the side of the road were being discussed with Bright Stars Childcare Centre keeping parking and traffic away from Aorangi Crescent.

**7.15 PAPER ROADS**

**STAFF RECOMMENDATIONS**

That the information be noted.

Mr Haar recommended an equivalent resource consent process to fully understand issues and options before considering opening the paper roads.

**7.16 PROPOSED SUBDIVISION OF SECTION 7**

**RECOMMENDATION**

For the Boards information only.

Mr Barnett tabled a map regarding a proposed subdivision plan for the Community Boards information. He said he had been approached from developers regarding purchasing a strip of land to the back of the highlighted area.

He added access way would be retained. He invited any thoughts and discussion to him and he will prepare a report for the next Community Board meeting.

**The Meeting closed at 9:02pm.**

**The minutes of this meeting were confirmed at the Tekapo Community Board Meeting held on .**

.....  
**CHAIRPERSON**