

# MACKENZIE DISTRICT COUNCIL

## MINUTES OF THE MEETING OF THE TEKAPO COMMUNITY BOARD HELD IN THE LAKE TEKAPO COMMUNITY HALL ON MONDAY 22 NOVEMBER 2010 AT 7.30 PM

### PRESENT:

Murray Cox (Chairman)  
Alan Hayman  
Peter Maxwell  
Peter Munro  
Ian Radford

### IN ATTENDANCE:

Claire Barlow (Mayor)  
Glen Innes (Chief Executive Officer)  
Garth Nixon (Community Facilities Manager)  
Bernie Haar (Asset Manager)  
Nathan Hole (Manager – Planning and Regulations)  
Paul Morris (Manager – Finance and Administration)  
Rosemary Moran (Committee Clerk)

The Chairman welcomed everyone to the first meeting of the new triennium. He congratulated Peter Maxell on his election to the Council, Ian Radford as a new Community Board member and Alan Hayman and Peter Munro on their re-election to the Community Board.

## II MINUTES:

The Minutes of the meeting of the Tekapo Community Board held on 13 September 2010 were confirmed as the correct record on the recommendation of the former Chairman of the Tekapo Community Board and the Chief Executive Officer.

### **Civil Defence:**

The Asset Manager referred to a proposal to establish an emergency management committee for Lake Tekapo and suggested that the Community Board could act in that capacity in liaison with Council staff and the Lake Tekapo emergency services.

The Chairman undertook to arrange a meeting with representatives of the Police and the Fire Brigade and also to check that the emergency radio telephone had been relocated from the school to the fire station.

Resolved that the Minutes of the meeting of the Tekapo Community Board held on 21 October 2010 be confirmed and adopted as the correct record of the meeting.

**Peter Maxwell/Alan Hayman**

### ACTION POINTS:

#### **1. Removal of Willows:**

The Community Facilities Manager advised that the regrowth was to be poisoned. He sought direction from the Board on how to dispose of the slash which had been piled up on the foreshore.

It was agreed that the Fire Brigade be requested to burn the pile as soon as possible. It was also proposed that the slash from the Lions clean-up of the Bruce

Scott Walkway could be carted to the lakeside and burned at the same time. The Community Facilities Manager undertook to liaise with the Chief Fire Officer.

**2. Request to Remove Trees:**

The Community Facilities Manager advised that it appeared the action against the Council had been halted and that a negotiated settlement would be reached.

**3. Playground:**

The Community Facilities Manager advised that he attended the meetings of the Playground Committee. He suggested it would be appropriate for a Community Board member to attend as well. The Chairman undertook to go to the next meeting. It was advised that a resource consent would not be required for the playground. The Licence to Occupy had yet to be completed.

**4. Maintenance of Lochinver Verges:**

The Chairman said that some verges were being mown by the adjacent property owners and that as houses were built the Whitestone contractor stopped mowing the verges; efforts were being made to encourage the owners to mow them. The Chairman said that a local contractor had undertaken to approach non-resident property owners with an offer to mow their verges.

**5. Recycling Bins:**

Resolved:

1. That the existing recycling stations be replaced with larger recycling stations at a cost of \$4,500 per station.
2. That Board members be advised of the funding source for the new recycling stations.
3. That, as an initial measure, a glass disposal skip be located in the public car park as soon as possible, and that further discussions be held regarding a more appropriate, permanent location.

**Alan Hayman/Ian Radford**

**6. Wardens to Monitor Litter and the Camping on Roadways and Reserves Bylaw:**

The Chief Executive Officer undertook to have the warrants printed. Peter Maxwell offered to distribute information about the *Camping on Roadways and Reserves Bylaw* to the warrant holders.

**7. Outdoor Burning:**

It was noted that publication in the Accessible of the Environment Canterbury fact sheet on *Outdoor Burning* was pending.

**IV REPORTS:**

**1. FINANCIAL REPORT:**

This report from the Manager – Finance and Administration provided an update for Board members on the financial performance of the Tekapo Community for the period to September 2010.

Resolved that the report be received.

**Peter Maxwell/Ian Radford**

2. STANDING ORDERS:

This report from the Chief Executive Officer referred to the requirement for the Community Board to adopt a set of Standing Orders.

Resolved:

1. That the report be received.
2. That New Zealand Model Standing Orders NZS 9202:2003 be adopted with the following amendment:  
*That the Mayor or Chairperson or other person presiding at the meeting:*
  - *has a deliberative vote; and*
  - *in the case of an equality of votes, has a casting vote.*

**Peter Munro/Peter Maxwell**

3. MEETINGS SCHEDULE:

This report from the Chief Executive Officer was accompanied by a proposed meeting schedule for 2011.

Resolved:

1. That the report be received.
2. That the following schedule of meetings for the Tekapo Community Board for 2011 be confirmed:  
**(Starting at 7.30 pm in the summer and 7.00 pm in May, June, July and August )**
  - Monday 14 February 2011
  - Tuesday 29 March 2011 (including consideration of budgets for 2011/2012)
  - Monday 9 May 2011
  - Monday 27 June 2011
  - Monday 8 August 2011
  - Monday 12 September 2011
  - Tuesday 25 October 2011 (to avoid Labour Day)
  - Monday 12 December 2011

**Peter Maxwell/Ian Radford**

4. ROLES OF COMMUNITY BOARDS:

This report from the Chief Executive Officer was accompanied by a discussion paper detailing how Council and Community Boards will fulfil their respective roles.

Resolved:

1. That the report and attached discussion paper be received.

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

**Peter Maxwell/Ian Radford**

5 REMUNERATION OF ELECTED MEMBERS:

This report from the Chief Executive Officer advised of the new rules governing elected members' remuneration so that Council and Community Boards could jointly agree on the pool of remuneration to be divided.

Resolved:

1. That the report be received.
2. That the Community Boards note the interim determination of the Remuneration Authority that the following annual salaries be paid to elected members:
  - Mayor \$52,900
  - Councillors \$12,500
  - Community Board Members \$1,500
3. That the Community Boards endorse the Council's decision to divide the indicative pool of remuneration of \$106,699 for the period ending 30 June 2011 as follows:
  - Councillor's salary \$15,634pa
  - Community Board Chairs \$3,908pa
  - Community Board Members \$1,562pa
3. That the Community Boards note that the Council instructed the Chief Executive Officer to revise the Council's expenses rules to provide for a mileage allowance threshold of 30km per trip and a travel time allowance of \$15 per hour for work related travel.
5. That the Community Boards note that further consideration was to be given to the payment of a communications allowance.

**Ian Radford/Alan Hayman**

6. LOCAL AUTHORITIES (MEMBERS' INTERESTS) ACT 1968 – REGISTER OF MEMBERS' INTERESTS:

This report from the Chief Executive Officer provided information about the *Local Authorities (Members' Interests) Act 1968* and in particular about good practice regarding compliance with the Act.

Resolved that the report be received and any decision deferred until more information is available regarding the public availability of information in a register of members' interests.

**Peter Maxwell/Alan Hayman**

7. MAJOR ISSUES FOR LAKE TEKAPO THIS TRIENNIUM:

This report from the Chief Executive Officer advised the Community Board of the major issues for Lake Tekapo in the current Triennium.

Resolved that the report be received.

**Alan Hayman/Ian Radford**

8. BRIEFING PAPERS:

These papers from the Manager – Finance and Administration, Asset Manager, Community Facilities Manager and Manager – Planning and Regulations provided information on the projects being undertaken in the Lake Tekapo community.

The need was noted for a review of the public toilets facilities at Lake Tekapo.

Resolved that the report be received.

**Ian Radford/Peter Maxwell**

9. NOMINATION FOR NEW ZEALAND COMMUNITY BOARDS EXECUTIVE COMMITTEE:

This report was a call from Local Government New Zealand for nominations for the Elections for the New Zealand Community Boards' Executive Committee.

No Board member expressed interest in being nominated.

Resolved that the report be received.

**Peter Munro/Alan Hayman**

10 CREATIVE COMMUNITIES NEW ZEALAND SCHEME – REVIEW:

This report from the Community Facilities Manager referred to a recent review of the Creative Communities Scheme. It was accompanied by a report which had been considered by the Council at its meeting on 5 November 2010. The Council had resolved to seek the views of the Community Boards regarding the appointment of elected members to the Creative Communities Scheme Assessment Committee.

No Board member expressed interest in taking up a position on the Assessment Committee.

Resolved that the report be received.

**Ian Radford/Alan Hayman**

11. CAMPING AT LAKE TEKAPO – LETTER FROM MACKENZIE TOURISM AND DEVELOPMENT TRUST:

This letter from the Chairman of the Mackenzie Tourism and Development Trust referred to freedom camping and the demand for accommodation in the District. It asked the Community Board to consider introducing an additional camping ground at Lake Tekapo and to encourage the use of designated camping areas.

Resolved that the letter be received.

**Peter Maxwell/Alan Hayman**

12. PROPOSED ECO CAFÉ TEKAPO DOMAIN:

This report from the Manager – Planning and Regulations was accompanied by a proposal from Anthony Alderson to occupy a site within the Tekapo Domain on land zoned VC2, to operate a mobile café for a period of three months over summer.

Resolved:

1. That the report be received.
2. That the Community Board opposes Anthony Alderson's proposal to occupy land within the Tekapo Domain on land zoned VC2, to operate a mobile café for a period of three months over summer.

**Ian Radford /Alan Hayman**

13. WARD MEMBER'S REPORT:

Cr Maxwell advised that one Council meeting had been held at which a number of formalities and appointments were attended to. He said the Finance, Projects and Strategies and Planning Committees were to meet during the week. He noted that he had been appointed, along with the Mayor, to represent the Council at the Canterbury Water Management Strategy Upper Waitaki Zone selection group meeting.

14. REPORTS FROM MEMBERS WHO REPRESENT THE BOARD ON THEIR COMMITTEES:

Murray Cox reported that the car park and public toilets at the Regional Park were due to open. Signs were being produced and irrigation would be the next project.

**V GENERAL:**

1. COMMUNITY UPDATES:

The Chairman referred to the need to develop a strategy to keep ratepayers informed about Tekapo and his suggestion that a Tekapo page be included on Council's website. He also requested that draft Community Board minutes be put on the website as soon as possible following meetings.

Resolved that the Chairman liaise with Council's IT Officer regarding the development and maintenance of a Tekapo page on Council's website.

**Peter Maxwell/Peter Munro**

2. BUS STOP SIGNS – CHURCH OF THE GOOD SHEPHERD:

Cr Maxwell asked the Asset Manager for *Bus Stop 9.30 am to 3.30 pm* signs for the Church of the Good Shepherd.

3. ROCK SCULPTURE AT COMMUNITY HALL:

Cr Maxwell referred to the rock sculpture which had been located at the community hall for the Art Exhibition in July 2010. RMS Law in Timaru had commissioned a work from the same artist to be erected on the Bay Hill in Timaru. His information was that the work could be valued at \$11,000. The artist had suggested to Edward Sullivan of RSM Law that if the Tekapo Community wanted to retain the sculpture it could be made available at a discounted price. Mr Sullivan had suggested that the Community Board make an offer of \$1,500 for the work, and if the Community wanted to pay half, RMS Law would pay the balance.

The Community Board decided to defer making a decision in the meantime.

4. WALKING AND CYCLING STRATEGY FOR THE MACKENZIE:

Mr Munro reported that Tekapo Promotions had been discussing the development of a Walking and Cycling strategy for the District. He said it seemed that if funding for the activities was to be attracted a strategy needed to be in place. He undertook to prepare a draft strategy for consideration at the next meeting of the Community Board.

The Asset Manager said he and the Community Facilities Manager would be happy to work with Mr Munro, and involve the Phil Brownie (General Manger DMCM).

5. BUDGETS FOR 2011/2012:

The Chairman undertook to convene one or two informal workshops before the next Community Board meeting on 14 February 2011 to consider township issues and projects which could be included on the budget for 2011/2012.

**THERE BEING NO FURTHER BUSINESS THE  
CHAIRMAN DECLARED THE MEETING CLOSED AT 9.53 PM**

**CHAIRMAN:** \_\_\_\_\_

**DATE:** \_\_\_\_\_