

# MACKENZIE DISTRICT COUNCIL

## MINUTES OF A MEETING OF THE MACKENZIE DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBERS, FAIRLIE, ON WEDNESDAY 30 OCTOBER AT 9:30 AM

### **PRESENT:**

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

### **IN ATTENDANCE:**

Wayne Barnett (Chief Executive Officer)  
Nathan Hole (Manager – Planning and Regulations)  
Paul Morris (Manager – Finance and Administration) short time  
Keri-Ann Little (Committee Clerk)  
Tania Hoefsloot (Accountant) short time

### **I APLOGIES:**

Resolved that an apology be received from Cr Williams.

**Graham Smith/ Murray Cox**

### **II OPENING:**

The Mayor welcomed all to the first ordinary meeting of the triennium, nice to have you here, please do not be nervous. She informed elected members that in future all reports will be taken as having been read in the agenda, Managers won't be talking through their reports but will be present at meetings to answer any questions, however if you require clarification beforehand please contact the relevant Manager first.

Standing committees will not be appointed until 26 November and the committee structure is currently being reviewed, there will be changes, once they are established and if you are appointed a chair of a committee you will be emailed a draft copy of the agenda to look over 24 hours before the agenda is distributed, if the agenda requires changing please discuss these changes with the CEO. The annual report and all related documents will be sent by post or courier in hard copy. iPads will be distributed shortly assisted with a training session; you will receive a printer with paper to print reports or agenda's etc. New members participating in the elected members training will find this very valuable including the networking relationships you will form, enjoy the next couple of days.

The Mayor stated agenda item - adoption of annual report, will be moved to the end of the meeting to accommodate Cr Williams's prior engagement allowing his input into the final adoption.

### III **DECLARATIONS OF INTEREST:**

There were no declarations of interest.

### IV **MAYORAL REPORT:**

This was the report of Mayoral activities since her election on the 9<sup>th</sup> of October 2013

Resolved that the report be received.

**Murray Cox/ James Leslie**

### V **BEREAVEMENTS:**

The Mayor referred to the recent deaths of Ella Adair (Adair) Irving, Rosemary Helen Crawford and Patrick (Paddy) Michael O'Neill.

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

### VI **REPORTS REQUIRING COUNCIL DECISIONS:**

#### 1. **MEETINGS SCHEDULE:**

This report from the Chief Executive Officer sought to confirm a schedule of Council, Committees and Community Board meetings for the balance 2013.

Resolved that the report be received.

**Noel Jackson/ Graham Smith**

Resolved;

1. That the following Council and Committee meeting dates for the balance of 2013 be confirmed:

- **Mackenzie District Council Ordinary Meeting**

To be held in the Council Chambers Fairlie on Tuesday 26 November 2013 starting at 9.30 am.

Reserve Day – Thursday 28 November 2013.

To be held in the Twizel Council Office, Twizel on Tuesday 10 December 2013 at 9:30am.

- **Community Boards**

Twizel – Monday 18 November 2013 at 4pm, Twizel Service Centre

Tekapo – Monday 18 November 2013 at 7:30pm, Tekapo Community Hall

Fairlie – TBC (November 2013) at 7pm, Council Chambers, Fairlie

**Graham Smith/ Murray Cox**

## 2. ROLES OF COMMUNITY BOARDS

This report from the Chief Executive Officer was accompanied by a discussion paper detailing how Council and community boards would fulfil their respective roles.

Resolved that the report be received.

**Murray Cox/ Noel Jackson**

The Mayor noted the need to ensure that the flow of communication between the community boards and Council was maintained.

There was some discussion as to how the community boards could ensure that consultation with their communities could be undertaken in the most effective manner. The Council noted the expectation that the community boards would consult their communities to ensure that their advocacy to Council was soundly based, in particular the need to take care to canvas the views of non-resident ratepayers, especially when they comprised a sizeable proportion of the community.

Resolved:

1. That the Council endorses the discussion document detailing how Council and community boards would fulfil their respective roles and recommends it to the Community Boards for adoption.
2. That the Council endorses the previous delegation to Community Boards as follows: *That the Fairlie, Tekapo and Twizel Community Boards be delegated the following responsibilities:*
  - *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.*
  - *The ability to appoint local representatives to organisations within the community board area and other organizations where local representation is requested.*
  - *The ability to authorise, 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.*

**Murray Cox/ Russell Armstrong**

## 3. STANDING ORDERS:

This report referred to the requirement to adopt a set of standing orders to apply to Council, committees and community boards.

Resolved that the report be received.

**Graham Smith/ Murray Cox**

Resolved: that New Zealand Standard Model Standing Orders NZS 9202:2003 be adopted with the following amendment:

Clause 2.5.1 and clause 3.14.2 are deleted and replaced with the following:

*That the Mayor or Chairperson or other person presiding at the meeting*

- a) has a deliberative vote; and*
- b) in the case of an equality of votes has a casting vote.*

**Graham Smith/ James Leslie**

**4. REQUEST FOR FUNDING TOWARDS DEVELOPMENT OF CANTERBURY DIGITAL STRATEGY AND ACTION PLAN:**

This report from the Chief Executive Officer is to seek Council's decision on Mackenzie District Contribution towards a Digital Strategy and Action Plan assisted by the attached report 2013 to 2016 Otago Digital Strategy.

The CEO provided background information stating the strategy was based on a study into the use of technology within the Otago Region. The study aimed to understand how communities use digital technology and examine the challenges they face. The cost of the Otago work was approximately \$120,000.

Aoraki Development and Business Trust (ADBT) have requested assistance from Mackenzie District Council to contribute to a similar study in Canterbury.

Resolved that the report be received.

**Russell Armstrong/ Murray Cox**

Resolved:

1. That Council support the request to contribute up to \$3,000 towards a Canterbury Digital Strategy and Action Plan.

**Murray Cox/James Leslie**

Cr Jackson and Cr Smith voted against this motion.

**VII PUBLIC EXCLUDED:**

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

1. Christchurch and Canterbury Tourism

<b>Reason for passing General subject of each matter to be considered</b>	<b>Ground(s) under this resolution in relation to each matter</b>	<b>Section 48(1) for the passing of this resolution</b>
Christchurch and Canterbury Tourism	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: *Christchurch and Canterbury Tourism* 7(2)(b)(ii)

**Murray Cox/ Noel Jackson**

Resolved: that the meeting continue in open meeting.

**Murray Cox/ James Leslie**

**V REPORTS REQUIRING COUNCIL DECISIONS CONTINUED:**5. REMUNERATION OF ELECTED MEMBERS:

This report from the Chief Executive Officer advised the elected members to adopt a policy for reimbursement of expenses by elected members. The policy for the reimbursement of expenses by elected members is *appendix A* of this record.

Resolved:

1. That the report be received.

**Murray Cox/ Graham Smith**

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

**Murray Cox/ James Leslie**

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

The Mayor said David Caldwell, Lane Neave Lawyers was unable to attend today's Council meeting due to being called to appear at a court hearing at short notice. This report is to be used for your information and Mr Caldwell will be attend the next Council meeting on 26 November 2013 to discuss and answer any questions you may have.

**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 9 October to 28 October 2013.

Resolved that the report be received.

**Claire Barlow/ Murray Cox**

**IX ADJOURNMENT:**

The meeting was adjourned at 11:15am and was reconvened at 11:55am.

**X REPORTS REQUIRING COUNCIL DECISIONS CONTINUED:****7. COMMITTEES AND APPOINTMENTS:**

This report from the Mayor to establish or reconstitute a number of Council Committees and to make appointments to various committees and organisations.

Resolved:

1. That the report be received.

**Murray Cox/ Graham Smith**

2. That the following Committees be reconstituted , and Chairs be appointed as follows:

a) **Mackenzie Forestry Board**

Crs Graham Smith, Evan Williams, Noel Jackson, Murray Cox

**Claire Barlow/ Graham Smith**

Chairman – Crs Graham Smith

**Claire Barlow/ Noel Jackson**

b) **Pukaki Airport Board**

Crs James Leslie

**Claire Barlow/ Russell Armstrong**

Three non-Councillors – Derek Kirke, Rick Ramsay and Bruce Anderson

**Claire Barlow/ Graham Smith**

c) **Mackenzie Scholarship Trust**

Cr Evan Williams

**Claire Barlow/ Graham Smith**

d) **Aoraki Foundation**

Cr Graham Smith

**Claire Barlow/ Noel Jackson**

e) **South Canterbury Road Safety Trust and South Canterbury Road Safety Coordinating Committee**

Cr Evan Williams

**Claire Barlow/ Graham Smith**

- f) **Canterbury Waste Joint Standing Committee**  
Cr James Leslie  
**Claire Barlow/ Noel Jackson**
- g) **Downlands Water Supply Committee**  
Cr Graham Smith  
**Claire Barlow/ James Leslie**
- h) **South Canterbury Irrigation Trust**  
Cr Evan Williams  
**Claire Barlow/ Noel Jackson**
- i) **Opihi Catchment Committee**  
Cr Evan Williams  
**Claire Barlow/ Noel Jackson**
- j) **Upper Waitaki Zone Committee**  
Mayor Claire Barlow  
**Graham Smith/ James Leslie**
- k) **Orari/Opihi/Pareora Water Management Zone Committee**  
Cr Evan Williams  
**Claire Barlow/ Russell Armstrong**
- l) **South Canterbury Rural Fire Authority**  
Alister Munro  
**Claire Barlow/ Murray Cox**
- m) **Alps 2 Ocean Joint Committee**  
Russell Armstrong  
**Claire Barlow/ James Leslie**
- n) **Canterbury Regional Transport Committee**  
James Leslie  
**Claire Barlow/ Graham Smith**
- o) **Canterbury Civil Defence Emergency Management Committee**  
Mayor Claire Barlow  
**Graham Smith/ James Leslie**
3. Resolved: that Councillor Smith be appointed to the Mackenzie District Licensing Committee under the Sale and Supply of Liquor Act 2012.  
**Claire Barlow/ James Leslie**
3. That the following Rural Water Supply Committees be confirmed:
- a) **Allandale Water Supply Committee**  
N Campbell (Chairman), Stephen Whittaker, Tony Habraken, Simon Geary,  
Evan Williams, David Morgan and Stephen Adams.  
**Claire Barlow/ Graham Smith**
- b) **The Ashwick/Opuha Water Races Ratepayers Committee**

C McCarthy (Chairman), Stephen Whittaker, Quentin Mitchell, Paul Gallagher, Brian Tiffen, Stephen Gallagher, Chris Bennett, Ron Smith and Ross Jones, Evan Williams, Graeme Page, Chad Steetskamp, Ralph Moffatt, Tim Guerin, Hamish Lane and Dan Davies.

**Claire Barlow/ Noel Jackson**

c) **The Kimbell Rural Water Supply**

Richard Davis (Chairman) plus all consumers.

**Claire Barlow/ Murray Cox**

d) **School Road Water Race Ratepayers Committee**

Keith Stanley (Chairman) plus all ratepayers.

**Claire Barlow/ Graham Smith**

4. That the Mayor (or, in her absence, the Deputy Mayor) represent the Council at:

- The Canterbury Mayoral Forum
- Zone 5 of Local Government New Zealand
- Regional Civil Defence and Emergency Management Group
- Meetings of Alpine Energy Shareholders

**Claire Barlow /Russell Armstrong**

**XI CONFIRMATION OF MINUTES:**

Resolved: the Minutes of the meeting of the District Council held on 8 October 2013 be confirmed as the correct record of the meeting.

**Graham Smith/ Claire Barlow**

Resolved that the Minutes of the Mackenzie District Council meeting held on 21 October 2013 be confirmed and adopted as the correct record of the meeting.

**James Leslie/ Murray Cox**

**IX ADJOURNMENT:**

The meeting was adjourned at 12.12 pm and reconvened at 1:30pm

**VII PUBLIC EXCLUDED:**

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

2. CAI Shared Services Group For Aerial Fly

<b>Reason for passing General subject of each matter to be considered</b>	<b>Ground(s) under this resolution in relation to each matter</b>	<b>Section 48(1) for the passing of this resolution</b>
CAI Shared Services Group For Aerial Fly	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: *CAI Shared Services Group for Aerial Fly* 7(2)(b)(ii)

**Graeme Smith/ Noel Jackson**

The Council continued in open meeting.

**XII REPORTS REQUIRING COUNCIL DECISIONS:**

8. ANNUAL REPORT 30 JUNE 2013:

This report from the Manager Finance and Administration for Council to approve and adopt the Annual Report 2013.

Mr Morris spoke to the report.

The Mayor said what a fantastic job you have both done and is very proud to put her name to this report she thanked Mr Morris and Ms Hoefsloot for all their hard work.

Cr Smith reiterated the Mayor's comments. Well done.

Mr Morris congratulated and publically acknowledged his team specifically to mention Tania, Pauline who helped with the rates audit and Julie who helped with putting the report together as well as the financial part in regards to Creditors.

Mr Morris said he is proud and happy to produce these reports to Council for approval and adoption if they see fit.

The Mayor stated the former council, before going out of office, did approve the draft. The Mayor asked if anything has changed between the draft produced to the previous council and the report tabled today.

Mr Morris said there are small changes in regards to movement in profit upwards regarding technical changes.

Resolved:

1. That the report be received.

**Graham Smith/ Russell Armstrong**

Resolved:

2. That the Annual Report 30 June 2013 be approved.

**Graham Smith/ Claire Barlow**

3. That the Mayor and Chief Executive officer be given approval to sign the letter of representation for the Annual Report for the Year Ended 30 June 2013.

**Russell Armstrong/ James Leslie**

4. That the Annual Report for 30 June 2013 be adopted.

**Graham Smith/ Murray Cox**

5. That Council delegate the authority to sign off the approval of the Annual Report Summary to The Mayor, Cr Smith and Cr Williams

**Russell Armstrong/ Noel Jackson**

**THERE BEING NO FURTHER BUSINESS THE  
MAYOR DECLARED THE MEETING CLOSED AT 3:02PM.**

**MAYOR:** \_\_\_\_\_

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