

# MACKENZIE DISTRICT COUNCIL

## MINUTES OF A MEETING OF THE MACKENZIE DISTRICT COUNCIL, HELD IN THE COUNCIL CHAMBERS, FAIRLIE ON TUESDAY 8 OCTOBER 2013 AT 9:31AM

### **PRESENT:**

Claire Barlow (Mayor)  
Crs Peter Maxwell  
Annette Money  
Graeme Page  
Evan Williams  
Graham Smith

### **IN ATTENDANCE:**

Wayne Barnett (Chief Executive Officer)  
Paul Morris (Manager – Finance and Administration)  
Bernie Haar (Asset Manager) short time  
Angie Taylor (Solid Waste Manager) short time  
Toni Morrison (Senior Policy Planner) short time  
Murray Petrie (Opus International Consultants) short time  
Garth Nixon (Community Facilities Manager) short time  
Keri-Ann Little (Committee Clerk)

### **I OPENING:**

The Mayor opened the meeting and welcomed all present to the last meeting for the term.

### **II APOLOGY**

Resolved: that an apology be received from Cr John Bishop.

**Graham Smith/ Annette Money**

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

There were no declarations of interest.

### **IV BEREAVEMENTS:**

The Mayor referred to the recent deaths of Ella (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.

**V MAYORAL REPORT:**

This was the report of The Mayoral activities to 8 October 2013.

**Graham Smith/ Graeme Page**

**VI REPORTS REQUIRING COUNCIL DECISION:**

1. SOLID WASTE BYLAW:

This report from the Solid Waste Manager was for Council to consider submissions on the Mackenzie District Solid Waste Bylaw 2013 and seek the Council's adoption of the bylaw.

The Asset Manager updated Council assisted by an updated report, *Appendix A* of this record and added there had been no submissions received.

Resolved:

1. That the report be received

**Peter Maxwell/ Annette Money**

Resolved:

2. That the Mackenzie District Solid Waste Bylaw 2013 be adopted.

**Annette Money/ Graham Smith**

2. THE MACKENZIE AGREEMENT:

The CEO sought to update Council on the progress of the Upper Waitaki Shared Vision Forum and to seek Council's support for staff to work with stakeholders and central government to establish the Mackenzie Country Trust and associated legislation. The report was accompanied by the Upper Waitaki Shared Vision Forum Report.

The CEO spoke to the report with the assistance of Toni Morrison.

Ms Morrison added any changes to the RMA would have to be carefully worked through and does not recognise any significant changes to our district plan or the RMA at this stage.

The Mayor said there was nothing but staff time required at this stage.

Resolved:

1. That the report be received.

**Evan Williams/ Annette Money**

Resolved:

2. To receive the Upper Waitaki Shared Vision Forum report of the Waitaki Shared Vision Forum and notes that it represents a vision and strategy agreed between local community and national organisations with a strong stake in the Mackenzie Country
3. To make provision for staff to work with stakeholders and with central government to investigate the establishment of the Mackenzie Country Trust and associated legislation as recommended in the Upper Waitaki Shared Vision Forum report.

**Graeme Page/ Evan Williams**

3. CONTINUITY OF CERTAIN COMMITTEES FOLLOWING ELECTION:

Ms Morrison spoke to Council regarding Council approving recommendations that the Alps 2 Ocean Joint Committee, the Upper Waitaki Zone Committee, the Orari Opihi-Pareora Zone Committee (OPPS) and their members continue to operate from the period between 12 October 2013 and local body elections ,until such time as the new Council meets and resolves to establish its new governance structure and make any new appointments.

Ms Morrison updated the elected members that Timaru District Council has informed Mackenzie District Council that they not be invoking clause 30 (7) of Schedule 7 of the Local Government Act in relation to the OOP zone committee. This means that the Committee will be discharged. Ms Morrison withdrew the recommendation in the meeting paper relating to this committee.

Ms Morrison said no harm will accrue from this as the OPP committee have no immediate works in this period.

Ms Morrison stated she had not as yet received a decision from Waitaki District Council regarding the Upper Waitaki Zone and Alps 2 Ocean, and recommended these committees not be discharged as per her recommendation.

Resolved:

1. That the report be received.

**Evan Williams/ Graeme Page**

2. That the Council resolve, as provided for by Clause 30(7) of Schedule 7 of the Local Government Act 2002, that the Upper Waitaki Zone Committee shall not be deemed to be discharged on the coming into office of the

members of the local authority elected or appointed at, or following, the next triennial general election, and that the individuals currently appointed to the Committee continue until the date the new Council resolves to make any new appointments.

3. That the Council resolve, as provided for by Clause 30(7) of Schedule 7 of the Local Government Act 2002, that the Alps 2 Ocean Joint Committee shall not be deemed to be discharged on the coming into office of the members of the local authority elected or appointed at, or following, the next triennial general election, and that the individuals currently appointed to the Committee continue until the date the new Council resolves to make any new appointments.

**Claire Barlow/ Annette Money**

#### 4. DELEGATIONS TO COVER EMERGENCY SITUATIONS :

This report from the CEO was to establish an appropriate delegation to enable any urgent political matters to be dealt with in the period from 9 October 2013 until Council goes out of office.

Resolved:

1. That the report be received.

**Evan Williams/ Peter Maxwell**

2. That the Council delegate to the Mayor and Deputy Mayor, or in the absence of the Deputy Mayor, and another Councillor, the power to deal with any urgent non-contentious matter that may arise from 9 October 2013 until the Council goes out of office.

**Annette Money/ Graham Smith**

## VII INFORMATION REPORTS:

### 1. CHIEF EXECUTIVE OFFICERS GENERAL ACTIVITIES REPORT:

This report from the Chief Executive Officer referred to Committee, Community Board Meetings, and Other Meetings and Activities until 8 October 2013.

Resolved that the report be received.

**Evan Williams/ Graeme Page**

2. COMMON SEAL:

This information from the Committee Clerk is to advise Council of the documents signed under the Common Seal from 21 June 2013 until 30 September 2013.

Resolved:

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

**Annette Money/ Peter Maxwell**

**VIII COMMUNITY BOARDS:**

This report from the Chief Executive Officer was accompanied by the Minutes of the meetings of the Fairlie Community Board held on 26 August 2013 and the Twizel and Tekapo Community Boards held on 28 August 2013.

Resolved: that the report be received.

**Annette Money / Evan Williams**

TEKAPO COMMUNITY BOARD:

**2. Tekapo Plantation:**

That the Council notes the Community Board's resolution regarding Lake Tekapo Plantation.

Resolved:

1. That Stage 1 of Section A to establish the water line from the cemetery and to establish a new track and to notify the public of the work we are doing and the possible planting to gain feedback.

**Ian Radford/ Alan Hayman**

**3. Workers Accommodation in Tekapo:**

That the Council notes and considers the Community Board's resolution regarding the Boards wishes for the CEO to undertake investigations with Council to their desire to provide worker accommodation for Tekapo.

Resolved:

1. That the community board feels that the old post office buildings should be investigated for the possibility to be used as workers accommodation.

**Ian Radford/ Alan Hayman**

**4. Discharge Permit Application – Tekapo Village Centre:**

That the Council notes the Community Board's resolution regarding a discharge permit application for a storm water discharge easement for commercial subdivision on the Tekapo Village foreshore.

Resolved:

1. That the Tekapo Community Board approve the discharge permit for the Tekapo Village Centre with the Chairman to write an accompanying letter regarding tidy up of the domain area.

**Alan Hayman/ Peter Munro**

TWIZEL COMMUNITY BOARD:

**5. Application for Road Signage from Twizel SADD Team:**

That the Council notes and/or considers the Community Boards resolution regarding a proposed sign being erected.

Resolved:

1. That the Twizel Community grants permission to the Twizel Area School SADD Students to erect a signboard as per design shown to the board. Twizel Area School SADD Students are now required to apply to the Council for resource consent to erect the signboard.

**John Bishop/ Peter Bell**

**IX ADJOURNMENT:**

The meeting was adjourned at 10:30am for a Citizenship Ceremony followed by morning tea. The meeting was reconvened at 11:10am.

**VII INFORMATION REPORTS CONTINUED:**

3. WORKER ACCOMMODATION IN TEKAPO:

A verbal report from the CEO following up Tekapo Community Board's request regarding Council owed properties made available for worker accommodation in Tekapo. Mr Morris and the CEO thought it appropriate to bring this to Council for discussion first and seek feedback as to whether Council have an appetite for staff to investigate this, to what avenue of investigation is required and what direction Council asks staff to investigate. Keeping in mind staff time available and possible expenditure to investigate the provision of worker accommodation with assessment to where the market is and to have a look at whether we can become involved directly as owners, joint venture or assisting in a particular way. This may result in a possible change to the long term plan as this is not an activity we signal we do currently.

The CEO concluded by saying he has asked Stephen Gubb to look at the possibility and will compile a report for Council.

The Mayor said Council are supportive of initiating discussion with local business owners as to how best bring the concerned parties together, providing outcomes to Council for consideration.

**VI REPORTS REQUIRING COUNCIL DECISION CONTINUED:**

5. TWIZEL WATER SUPPLY:

The Mayor welcomed Murray Petrie from Opus International Consultants to the meeting and thanked him for coming along today to update elected members on the Twizel Water Supply.

Murray spoke to his report accompanied by a PowerPoint presentation.

Resolved:

1. That the report be received.

**Graeme Page/ Graham Smith**

Resolved:

1. That council proceed with upgrade design of the existing source based on information provided in the Opus Consultants Report.

**Graham Smith/ Evan Williams**

The CEO thanked and commended Mr Petrie on the quality of the report.

**X COMMITTEES:**

Resolved that Minutes of the extraordinary meetings of the Finance and Planning Committees be confirmed and adopted as the correct record of the meeting.

**Annette Money/ Evan Williams**

**XI CONFIRMATION OF MINUTES:**

Resolved that the minutes of the meeting of the Mackenzie District Council held on Tuesday 17 September 2013, including such parts as were taken with the Public Excluded, be confirmed and adopted as the correct record of the meeting.

**Graham Smith/ Graeme Page**

**XII LATE ITEMS:**

*Section 46A(7)(a)(b)(i)(ii) of the Local Government Official Information and Meetings Act 1987:*

The Mayor informed the elected members of three late items for today's Council meeting requiring Council's decision:

1. A2O Cycle Trail
2. Lake Tekapo Footbridge Society Funding
3. Application to Heritage Protection Fund

**VI REPORTS REQUIRING COUNCIL DECISION CONTINUED:**

6. APPLICATION TO HERITAGE PROTECTION FUND:

This late report from the Manager Planning and Regulation for Council to consider an application to the Council's Heritage Protection Fund from Fairlie Mackenzie Heritage Society Incorporated for repainting the exterior of Mabel Binney Cottage.

Resolved: that the report be received

**Graeme Page/ Evan Williams**

Resolved: that the Council allocates Fairlie Mackenzie Heritage Society Incorporated \$2,500.00 in accordance with the Heritage Protection Fund Policy to contribute to maintenance work proposed for Mabel Binney Cottage in Fairlie.

**Graeme Smith/ Annette Money**

7. LAKE TEKAPO FOOTBRIDGE SOCIETY FUNDING:

This late item was a request for Council to rescind the underwriting of the Tekapo Footbridge Society's footbridge projects for \$250,000 and change this to a loan for \$250,000.

The CEO apologised for the item being late and explained he was waiting for the letter form the Footbridge Society prior to writing the report but received the letter later than he expected, thus missing the report time requirement.

The CEO spoke to his report.

Resolved:

1. That the report be received.

**Peter Maxwell/ Annette Money**



2. That the Council rescind their offer to underwrite the Tekapo Footbridge project and instead agree to provide a loan facility to the Tekapo Footbridge Society for the amount of \$250,000.

**Annette Money/ Evan Williams**

3. That the loan facility is provided with terms and conditions to be agreed prior to drawing of the loan with the Chairman of the Finance Committee.

**Graham Smith/ Peter Maxwell**

8. A2O CYCLE TRAIL:

This late item from the CEO is to seek Council approval for the Contrast for Service Agreement for the implementation of A2O business plan.

The CEO spoke to his report.

Resolved:

1. That the report be received.

**Annette Money/ Peter Maxwell**

Cr Page enquired the \$50,000 for trail maintenance, when it was agreed prior, that Mackenzie would only look after their maintenance on their side and Waitaki the same. Councillor Page expressed concern over no spreadsheet being supplied for the business unit and a contract being agreed on in good faith

The CEO said he will look into the \$50,000 for trail maintenance but said the trail maintenance will be completed by Mackenzie and will only be on our side.

Resolved:

2. That Council approves the Contract for Service Agreement for Alps 2 Ocean Business and Marketing Services with subject to a review from the Chief Executive Officer.

**Annette Money/ Claire Barlow**

9. OLD LIBRARY CAFÉ UPDATE:

The CEO informed the Board that Architect, Graham McDermid, is completing the detailed design and specifications of framing and repair work which he hopes to have available before the 11<sup>th</sup> of October, providing the design to three local builders, ask for an estimate cost, available within 4 weeks (8 November) this having been received would be an appropriated time to have a public meeting at the end of November moving forward.

**IX ADJOURNMENT:**

The meeting was adjourned at 1pm and reconvened at 1:39pm.

**VI REPORTS REQUIRING COUNCIL DECISION CONTINUED:**

10. TWIZEL TOILETS:

A verbal report was provided from the Community Facilities Manager updating Council on the Twizel Toilets project.

Mr Nixon said alternative plans outlining a unisex toilet plan had been sourced and both proposals would be submitted to tender, the original and unisex plan so the best price is available.

Cr Page and Cr Smith voiced concerns over putting both plans out to tender. Cr Smith feels it is slowing the building work down.

Resolved:

1. That the report be received
2. That Council put both proposals out to tender.

**Annette Money/ Evan Williams**

Cr Smith said it was a good idea and congratulated Mr Nixon on his work of supplying a cheaper option in regards to the unisex plans option.

11. ANNUAL REPORT:

This report from the Manager Finance and Administration was distributed under a separate cover to the agenda.

The Mayor requested that all future major documents are supplied to Councillors via Courier and in hard copy.

The Mayor invited Managers to speak to their own departments.

Mr Morris spoke to the financials first and paid tribute to accountant Tania Hoefsloot acknowledging her hard work in compiling the Annual Report to such a high standard.

The Mayor also commented on the Annual Report and that it has been completed on time and looks great.

The Solid Waste Manager spoke to her section of the report on Solid Waste. The Mayor thanked Ms Taylor for her attendance and hard work.

The Asset Manager broke down the Utilities and Roading sections and was thanked by the Mayor for his contribution to a good report.

The Manager Planning and Regulations spoke to the report.  
The Mayor thanked Mr Hole for his explanations and a good years report.

Mr Nixon spoke to all sections of the report pertaining to Community Facilities  
The Mayor thanked Mr Nixon for a great report and all his hard work throughout the year.

The Councillors wished Mr Morris well with the Auditors.

Resolved:

1. That the report be received.
2. That Council recommend to the new Council to approve the Annual Report with consideration subject to audit.

**Claire Barlow/ Annette Money**

**XIV VALEDICTORIES:**

**The Mayor** said she has enjoyed working with such fantastic Councillors and thanked them for the great advice she has received. She said Cr Maxwell we will miss you and your great sense of humour and thanked him for all his work on the Tekapo Development.

**The Mayor** thanked Cr Williams for providing good advice and reliability it has been a pleasure.

**The Mayor** thanked Cr Page for his work as Chairman on several committees including Projects and Strategies, Solid Waste and the Forestry Board, she wished him good luck and said she has enjoyed working with him.

**The Mayor** thanked Cr Money for all her hard work and standing up when it would have been difficult, always holding her ground. The Mayor wished Cr Money good luck for the elections, I hope you do well.

**The Mayor** thanked her deputy – Cr Smith, “her right hand man” she said she has appreciated his support in not an easy time and for the great debates. She thanked him for his wisdom and experience and the extra time he has taken to talk her through things, good luck for the elections.

**The Mayor** thanked Mr Morris and said she has been very impressed with his work thank you.

**The Mayor** thanked the CEO stating you have brought a whole new attitude and style to the table with leadership; it has been a pleasure working with you.

**The Mayor** thanked the Committee Clerk for stepping up to the mark which was not an easy job and a pleasure to work with. The Mayor thanked the Committee Clerk for organising morning teas and the afternoon teas and running around. The Mayor wished her the best of luck for her new role as a mother.

**Cr Evan Williams** said on behalf of The Council he would like to thank the Mayor for her 3 year service and wishes her well in the elections. He said she came to Council with an air of innocence and concluded by saying she has been a good Mayor and great ambassador for the Mackenzie District.

**Cr Evan Williams** thanked the Committee Clerk for her work and wished her well.

**Cr Evan Williams** thanked his fellow Councillors and wished them well in the elections.

**Cr Peter Maxwell** thanked the Mayor and Councillors wishing both well in the mayoral race and to who does become Mayor he hopes they lead a good positive Council. Cr Maxwell said this is a special district with unique challenges you need to stick together and wishes all the best. He thanked the staff and thanked the CEO for a new kind of leadership and an enjoyable 12 months.

**Cr Graeme Page** referred to 9 years ago when he arrived you were required to stand to speak. Cr Page said when he arrived he had black hair and now it's a race for going grey and falling out. Cr Page said he was greeted by Barry Stringer and after 3 years was told he showed potential and Barry told him he should stand again. Cr Page said he has enjoyed the battles so whatever happens on Saturday good luck to us both it is now in the lap of the gods.

**Cr Annette Money** wished both Mayoral Candidates all the best and added may the best person win. She said she has enjoyed the last 3 years and has learnt a lot and this is why she has chosen to stand for re-election. Cr Money concluded by saying all the best to everyone here.

**Cr Graham Smith** thanked the Mayor and the effort she has put in with a lot of satisfaction. Cr Smith said likewise Councillor Page with his experience, and his contribution has been invaluable. Cr Smith said he will miss them both and to his fellow Councillors, thank you, this has been a good Council to work with. Cr Smith wishes everyone well and all the very best, happiness and health and enjoy life, we live in a beautiful country.

The CEO thanked the Councillors for their support they have given him in his first year. The CEO said he has been impressed with Councillors debate, thinking and intent of decision making has been very good. The CEO said he wishes all who are standing well. The CEO concluded by saying as a staff we are very much focused on strengthening the relationship between Council staff and elected members and implementing the decisions you make. We look forward to the year ahead.

**THERE BEING NO FURTHER BUSINESS  
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 3:07PM**

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

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