

MACKENZIE DISTRICT COUNCIL

MINUTES OF A MEETING OF THE TWIZEL COMMUNITY BOARD HELD IN THE SERVICE CENTRE, TWIZEL ON MONDAY 18 NOVEMBER 2013 AT 4:00PM

PRESENT:

John Bishop
Bruce White
Phil Rive
Pat Shuker
Cr Russell Armstrong

IN ATTENDANCE:

Bernie Haar (Asset Manager)
Paul Morris (Manager Finance and Administration)
Garth Nixon (Community Facilities Manager)
Keri-Ann Little (Committee Clerk)

I WELCOME:

The Manager Finance and Administration on behalf of the Chief Executive Officer welcomed all present to the first regular meeting of the Twizel Community Board for the new triennium.

II APOLOGIES:

Resolved: that an apology be received from the Chief Executive Officer.

John Bishop/ Phil Rive

III DECLARATIONS OF INTEREST:

There were no declarations of interest.

IV MINUTES:

Resolved that the minutes of the meeting of the Twizel Community Board held on 21 October and 24 September 2013 be confirmed and adopted as the correct record of the meeting.

John Bishop/ Pat Shuker

V ELECTION OF CHAIRPERSON:

The Manager Finance and Administration called for nominations for the position of Chairperson.

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.

Mr Bishop thanked the Community Board for their nomination and said over the last 6 years the board has been very active and worked well collectively together, he would like the same level to continue. Mr Bishop said if a board member is approached from a member of the public in regards to a complaint please ask them to put their concern/complaint in writing and state you will bring their letter to the next board meeting for discussion, don't promise them an outcome as this will be discussed and the person then notified of the outcome.

Mr Bishop said in regards to late items these are not favoured but in some instances are unavoidable.

Mr Bishop concluded by thanking the board again for their support.

MATTERS UNDER ACTION:

1. **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.

2. **Town Projects:**

1. Walkways:

Tekapo Drive from Mackenzie to Glen Lyon -

Front of Town from Ruataniwha to Ostler Road – *frontage is looking good.*

2. Tekapo Drive:

Levelling and resowing completed - rolled again in the spring. Tekapo Drive track has been sprayed. Garth asked as to what level of spraying regarding other tracks. Several different levels of spraying required which needs to be identified.

Improve irrigation

Mulch trees

Supplement planting – *tree planting underway.*

3. 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

4. Frontage Planting:

New planting on Glen Lyon Road – *Planting list*

Extent Doc plantings. Plants delivered 20 November 2013.

5. Greenway fencing – *Garth to commission next two green ways which are in the pipeline.*

Paths off Mackenzie Drive filled in with the other walkway materials out the front. High standard to continue as was set at Maryburn. Reconstruct edging will be undertaken with a peg of steel driven down through the edging assisting with keeping the edging in place and secure.

6. Cemetery:

Tree removal and improvements:

Gates at entrance/fenced off from Pony Club/Pedestrian gate into cemetery

7. Stump grinding – *A list has been made of 56 stumps. Garth awaiting an estimated cost from Dave.*

3. **Market Place Signs:**

Awaiting an information sign to be added below the Mackenzie District Council sign.

4. **Public Toilets:**

The situation is will be spoken later in the meeting.

VI ELECTION OF DEPUTY CHAIRPERSON:

The Chairman called for nominations for the position of Deputy Chairperson.

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.

VII REPORTS:

1. STANDING ORDERS:

The Local Government Act 2002 requires each council to adopt a set of standing orders. These apply to full council meetings, committee and community board meetings and provide the basis for orderly conduct of meetings and in particular certain rules defining the rights of Chairs and members to address meetings. Many councils adopt *Model Standing Orders for Meetings of Local Authorities and Community Boards – NZS9202:2003*.

Resolved:

1. That the report be received.

Russell Armstrong/ Pat Shuker

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

a) has a deliberate vote; and

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

Russell Armstrong/ Phil Rive

2. MEETING SCHEDULE FOR 2014:

This report from the Chief Executive Officer spoken to by the Manager Finance and Administration is to advise the Community Board of the schedule of meetings for Twizel Community Board 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

3. ROLES OF COMMUNITY BOARDS:

This report outlined roles of community boards and for the board to adopt the attached 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.

Bruce White/ Phil Rive

4. REMUNERATION OF ELECTED MEMBERS:

This report is for members to adopt a policy for reimbursement of expenses by elected members.

Resolved:

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

Russell Armstrong/ Phil Rive

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

The purpose of this report from the Manager Finance and Administration was to provide information about the *Local Authorities (Members' Interests) Act 1968* and in particular about good practice regarding compliance with the Act.

The Manager Finance and Administration spoke to the report with the aid of an example of conflict of interest's register of member's interest and frequently asked questions.

Resolved:

1. That the report be received.
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

6. FINANCIAL REPORT:

The Manager Finance and Administration's provided a financial report to the Board for the period to September 2013, the purpose of which is to update Board members on the financial performance of the Twizel Community as a whole for that period.

Mr Morris explained the format of the report to board members highlighting and discussing any variances. Mr Morris said he is happy to talk to all members individually to assist with understanding the financial reporting.

Resolved:

1. That the report be received.

John Bishop/ Pat Shuker

7. GRANT APPLICATION:

A letter from Liz Murray on behalf of the Combined Services Art Section was included in the agenda.

The Combined Services Art Section has hired the Events Centre Lounge for the upcoming Labour Weekend Art Exhibition (Saturday 26 and Sunday 27 October).

The letter from Ms Murray asked the board to allow them to utilise the Events Centre Lounge free of charge for the Friday afternoon set up.

Mr Nixon said an estimate set-up fee of \$30-\$70 would be expected.

Resolved:

1. That the report be received.
2. 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

8. TWIZEL WATER SUPPLY:

This report from the Asset Manager was to update the Community Board on the decisions taken by the Mackenzie District Council in October 2013 on the future of the Twizel water supply and the progress towards meeting the Drinking Water Standards (DWS)

Mr Haar was assisted by the Mackenzie District Council Twizel Water Supply options report supplied by Opus International Consultants.

VIII GENERAL BUSINESS:

1. CONFIRM AND ADOPT GREENWAY STRATEGY:

A verbal report was supplied by the Community Facilities Manager.

The Chairman said a preliminary meeting was held several weeks ago in regards to moving the greenway strategy forward with community board members.

Resolved: that the Twizel Community Board fully supports the adoption of the current greenway strategy

John Bishop/ Pat Shuker

2. TWIZEL TOILETS:

A progress report and update was supplied by the Community Facilities Manager in regards to the Twizel Toilets. Mr Nixon said the tender process will start in the New Year with both original and alternative options being advertised for tender. Mr Nixon said the engineering firm will start completing the engineer design works on 3-4 December 2013.

Mr Nixon apologised for the delay but explained a lot was out of his control as he had to keep the cost in check.

3. DOG INCIDENT:

The Manager Planning and Regulations was absent from today's meeting. The Chairman has spoken to Mr Hole in relation to this incident. The Chairman spoke to Ms Duncan and said it is very difficult to track the owner of the dog down which was uncontrolled, entered her property and harassed her dogs. The dog in question was not a local dog.

Resolved: 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

4. TWIZEL MARKET PLACE PLAYGROUND:

A letter of correspondence was forwarded as a late item to community board members regarding Twizel Market Place Playground.

The letter from Rachel Sheridan is in relation to fully fencing the playground at Market Place.

Mr White said he had asked community members using the park if the current fencing was adequate and the response he received was very positive.

Resolved: 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

5. END OF YEAR ASSEMBLY:

A letter tabled by the Chairman from the Deputy Principle of Twizel Area School, Neil Potter, inviting the Community Board to donate towards a student prize as they have done in previous years.

Mr Potter said in the past cash donations have been preferred as students receive book vouchers but the School would be grateful to receive any suitable contributions.

The Chairman said last year a \$100 cash donation was supplied.

Resolved: 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

6. PARKING ON FOOTPATHS:

The Chairman informed the board that he has noticed an alarming number of vehicles now being parked on the footpaths around town this is providing a nuisance and safety risk for people using scooters and pushing prams to be able to access the footpath safely instead having to venture out on to the road to pass the parked vehicles.

The Chairman said he has discussed this with the Police but they responded that this is hard to police as there are no gutters, the Chairman replied by stating that there is two different forms of seal now being used, one for the footpath and one for the road itself to try and help distinguish between the two and deter vehicle users from parking on the footpath.

The Chairman said he will undertake to draft a notice to be advertised in the Twizel Update in regards to parking etiquette. The Chairman will also ask for feedback from the Police.

7. WARD MEMBERS REPORT:

Councillor Armstrong reported:

- The Council has adopted the Annual Report
- I am the Council representative on the for Alps to Ocean Committee
- James Leslie is the Council representative on the Pukaki Airport Board, Canterbury Regional Transport Committee and the Canterbury Waste Joint Committee.

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

There was no business reported from other board members.

**THERE BEING NO FURTHER BUSINESS
THE CHAIRMAN DECLARED THE MEETING CLOSED AT 6:00PM**

CHAIRMAN: _____

DATE: _____