



MINUTES

Ordinary Council Meeting

30 March 2021

**MINUTES OF WAIMATE DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE CLUBROOMS, WAIMATE EVENT CENTRE, PAUL STREET, WAIMATE
ON TUESDAY 30 MARCH 2021 COMMENCING AT 9.30AM**

PRESENT: Chair Craig Rowley, Deputy Mayor Sharyn Cain, Cr Fabia Fox, Cr Sandy McAlwee, Cr Miriam Morton, Cr Tom O'Connor, Cr David Owen, Cr Colin Pankhurst, Cr Sheila Paul

APOLOGIES: Nil

IN ATTENDANCE: Stuart Duncan (Chief Executive), Paul Cooper (Regulatory and Compliance Group Manager), Carolyn Johns (Community and Strategy Group Manager), Michelle Jones (Executive Support Manager), Tina Stevenson (Corporate Services Group Manager), Karalyn Reid (Committee Secretary)

PARTIAL ATTENDANCE: Melissa Thomson (Accountant), Helen Strachan (Corporate Services Assistant)

OPENING

1 COUNCIL PRAYER

Pastor Paul Kuriger of Connect Church opened the meeting with a prayer and lit the Ministers' Association candle.

2 PUBLIC FORUM

There were no speakers at the Public Forum.

3 APOLOGIES

There were no apologies.

4 VISITORS

11.30am – Alpine Energy Joint Council Representative

5 CONFLICTS OF INTEREST

The Chair called for Conflicts of Interests. There were no Conflicts of Interest identified.

6 IDENTIFICATION OF MAJOR (URGENT) OR MINOR ITEMS NOT ON THE AGENDA

There were no major/minor items identified.

MINUTES

7 CONFIRMATION OF MINUTES

7.1 MINUTES OF THE COUNCIL MEETING HELD ON 16 FEBRUARY 2021**RESOLUTION 2021/33**

Moved: Cr Miriam Morton
Seconded: Cr Sheila Paul

That the Minutes of the Council Meeting held on 16 February 2021 be adopted as a true and correct record.

CARRIED**7.2 MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 2 MARCH 2021****RESOLUTION 2021/34**

Moved: Deputy Mayor Sharyn Cain
Seconded: Cr Colin Pankhurst

That the Minutes of the Extraordinary Council Meeting held on 2 March 2021 be adopted as a true and correct record.

CARRIED**8 RECEIPT OF MINUTES**

Nil

REPORTS**9 MAYOR'S REPORT****9.1 MAYOR'S REPORT****RESOLUTION 2021/35**

Moved: Chair Craig Rowley
Seconded: Cr Tom O'Connor

That the Mayor's Report is accepted.

CARRIED**10 DEPUTY MAYOR'S REPORT**

The Deputy Mayor gave a verbal update. She attended the Water Loss Seminar on 25 February 2021, has been meeting regularly with Council's Mayor's Taskforce for Jobs (MTFJ) Employment Coordinator, and highlighted the good economic benefit to the district from large conferences and events which have been held recently in Waimate.

11 COUNCILLORS' REPORTS**11.1 COUNCILLORS' REPORT****RESOLUTION 2021/36**

Moved: Cr Miriam Morton

Seconded: Cr David Owen

That the Councillors' Report is accepted.

CARRIED

Note:

Cr Morton also attended a CentreCare Meeting on 17 February. She commented the Mayor's letter of support to the Minister of Health seeking urgent funding support is having positive results.

12 CHIEF EXECUTIVE'S REPORT

Nil

13 COUNCIL ACTIONS REPORT**13.1 OUTSTANDING COUNCIL ACTIONS REPORT - PUBLIC****RESOLUTION 2021/37**

Moved: Cr Fabia Fox

Seconded: Cr Tom O'Connor

That the Outstanding Council Actions Report – Public is accepted.

CARRIED

14 HUMAN RESOURCES REPORT**14.1 HUMAN RESOURCES REPORT****RESOLUTION 2021/38**

Moved: Cr Colin Pankhurst

Seconded: Cr David Owen

That the Human Resources Manager's report is accepted.

CARRIED

15 HEALTH AND SAFETY REPORT

Nil

16 AUDIT AND RISK COMMITTEE REPORT**16.1 AUDIT AND RISK COMMITTEE CHAIR'S REPORT****RESOLUTION 2021/39**

Moved: Chair Craig Rowley

Seconded: Cr Sheila Paul

That the Audit and Risk Committee Chair's Report is accepted.

CARRIED**17 GENERAL REPORTS****17.1 FINANCE REPORT - FOR THE 7 MONTHS ENDED 31 JANUARY 2021****RESOLUTION 2021/40**

Moved: Cr Tom O'Connor

Seconded: Cr Colin Pankhurst

That the Finance Report for the 7 months ended 31 January 2021 be accepted.

CARRIED**17.2 EXPENDITURE VARIATION REPORT FOR THE 6 MONTHS ENDED 31 DECEMBER 2020****RESOLUTION 2021/41**

Moved: Cr Tom O'Connor

Seconded: Cr Miriam Morton

That the Expenditure Variation Report for the 6 months ended 31 December 2020 is accepted.

CARRIED**Note:**

5: Monitoring closed landfills - Council discussed the status of known and unknown closed landfills close to the coast and waterways, and asked staff to look at mitigation funding when the opportunity arises.

17.3 FEES AND CHARGES 2021/22

To adopt the Waimate District Council's Fees and Charges for 2021/22.

RESOLUTION 2021/42

Moved: Cr Tom O'Connor

Seconded: Cr David Owen

1. That the Fees and Charges 2021/22 report is accepted; and
2. That Council adopts the Fees and Charges 2021/22 with amendments, effective 1 July 2021.

CARRIED

Note:

Page 39: Discretion: Vehicle mileage: At current IRD rates, add 'or where variation is identified'.

Page 39: Urban Water, Sewage and Stormwater: Network Application Fees - Supply of water, sewer and stormwater until annual targeted rate: the words 'part year' be included for clarification.

Page 55: Liquor Licensing – Note: Applicants can apply to the secretary of the Liquor Licensing Committee for a reduction of one fee category for Low Risk events – the words 'only for special licenses' be included.

Page 59: Camping: Victoria Park Motor Camp – Non-power sites: Adult per night be amended to \$16 to be consistent with other camping areas.

Page 62: Victoria and Knottingley Park and Reserves, Seddon Square/Boland Park – Commercial Hire \$250 that 'Commercial' is defined 'as any event that has exclusive use of the space and charges an entry fee for access to the site'

17.4 APPOINTMENT OF COUNCILLOR OBSERVER FOR ROAD NETWORK CONTRACT EVALUATION

Council considered appointing a Councillor Observer for the Tender Evaluation of Road Network Operation and Maintenance Contract 20-1.

RESOLUTION 2021/43

Moved: Chair Craig Rowley

Seconded: Deputy Mayor Sharyn Cain

1. That Council accepts the Appointment of Councillor Observer for Road Network Contract Evaluation report; and
2. That Council appoints Cr Miriam Morton as Councillor Observer for the Procurement of Road Network Operation and Maintenance Contract 20-1.

CARRIED

The meeting was adjourned at 10.34am for morning tea.

The meeting reconvened at 10.54am.

17.6 REVENUE AND FINANCING POLICY 401

Council were presented with the reviewed draft of the Revenue and Financing Policy 401, for the purpose of inclusion in the Waimate District Council (WDC) Long Term Plan 2021-2031 supporting information for consultation.

RESOLUTION 2021/44

Moved: Chair Craig Rowley

Seconded: Deputy Mayor Sharyn Cain

1. That the Revenue and Financing Policy 401 report is accepted, and
2. That Council approves the reviewed Revenue and Financing Policy 401 for the Long Term Plan 2021-2031 consultation, with minor amendments.

CARRIED

17.5 MEET AND GREET: ALPINE ENERGY JOINT COUNCIL REPRESENTATIVE LINDA ROBERTSON - 11.30AM

Waimate and Mackenzie District Councils' Joint Representative on the Alpine Energy Board, Linda Robertson gave a high-level overview of Alpine Energy and the electricity sector, and the role of governance and management of the organisation.

17.7 LIABILITY MANAGEMENT POLICY 402

Council were presented with the reviewed draft of the Liability Management Policy 402, for the purpose of inclusion in the Waimate District Council (WDC) Long Term Plan 2021-2031.

RESOLUTION 2021/45

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr Sandy McAlwee

1. That the Liability Management Policy 402 report is accepted, and
2. That Council approves the reviewed Liability Management Policy 402 as supporting information for the Long Term Plan 2021-2031, with minor amendments.

CARRIED

Note:

Page 87: 3 Responsibility - that the words Chief Executive be removed from the bullet points.

Page 94: Specific Borrowing Limits – bullet point 'Debt to be no more than 5% of property, plant and equipment' – that the reference of 5% of property, plant and equipment be improved on to clarify this is a reported value, i.e., annual report, annual plan etc.

Item - 17.5 Meet and Greet: Alpine Energy Joint Council Representative Linda Robertson - has been moved to another part of the document.

Item - 17.6 Revenue and Financing Policy 401 - has been moved to another part of the document.

Item - 17.7 Liability Management Policy 402 - has been moved to another part of the document.

17.8 INVESTMENT POLICY 403

Council were presented with the reviewed draft of the Investment Policy 403, for the purpose of inclusion in the Waimate District Council (WDC) Long Term Plan 2021-2031.

RESOLUTION 2021/46

Moved: Chair Craig Rowley

Seconded: Cr Fabia Fox

1. That the Investment Policy 403 report is accepted, and
2. That Council approves the reviewed Investment Policy 403 as supporting information for the Long Term Plan 2021-2031, with minor amendments.

CARRIED

Note:

Page 104: Financial Investments - Incorporate carbon credits

Page 105: Objectives for Management of Financial Investments - Reference to who makes up that team.

17.9 FINANCIAL CONTRIBUTIONS POLICY 404

Council were presented with the reviewed draft of the Financial Contributions Policy 404, for the purpose of inclusion in the Waimate District Council (WDC) Long Term Plan 2021-2031 supporting information for consultation.

RESOLUTION 2021/47

Moved: Cr Fabia Fox

Seconded: Chair Craig Rowley

1. That the Financial Contributions Policy 404 report is accepted, and
2. That Council approves the reviewed Financial Contributions Policy 404 for the Long Term Plan 2021-2031 consultation, subject to the inclusion of 'capital expenditure for growth' information.

CARRIED

17.10 FRIENDS OF KNOTTINGLEY PARK THANK YOU BARBEQUE AND UNVEILING - 12.30PM

Due to the predicted unsuitable weather forecasted, the call was made at 2pm on Monday 29 March to cancel the planned thank you event. The Friends of Knottingley Park have instead been invited to a thank you afternoon tea function planned for Wednesday 14 April 2021, at 3pm in the Waimate Event Centre function room.

18 CONSIDERATION OF MAJOR (URGENT) OR MINOR ITEMS NOT ON THE AGENDA

Nil

PUBLIC EXCLUDED**19 EXCLUSION OF THE PUBLIC REPORT****RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION 2021/48**

Moved: Deputy Mayor Sharyn Cain
 Seconded: Cr Fabia Fox

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
19.1 - Public Excluded Minutes of the Council Meeting held on 16 February 2021	s6(a) - the making available of the information would be likely to prejudice the maintenance of the law, including the prevention, investigation, and detection of offences, and the right to a fair trial	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
19.3 - Alpine Energy Shareholders Report - January 2021	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

CARRIED**20 RE-ADMITTANCE OF THE PUBLIC REPORT****RESOLUTION 2021/49**

Moved: Deputy Mayor Sharyn Cain
 Seconded: Cr Sheila Paul

That Council moves out of Closed Council into Open Council.

CARRIED

MEETING CLOSURE

There being no further business, the Chair declared the meeting closed at 12.58pm.

The Minutes of this meeting are to be confirmed at the Ordinary Council Meeting scheduled on 27 April 2021.

.....
CHAIRPERSON