



MINUTES

Ordinary Council Meeting

15 October 2024

**MINUTES OF WAIMATE DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE FUNCTION ROOM, WAIMATE EVENTS CENTRE, PAUL STREET, WAIMATE
ON TUESDAY 15 OCTOBER 2024, COMMENCING AT 11:00AM**

PRESENT: Mayor Craig Rowley (Chair), Deputy Mayor Sharyn Cain, Cr John Begg, Cr Peter Collins, Cr Sandy McAlwee, Cr Tom O'Connor, Cr Colin Pankhurst, Cr Lisa Small, Cr Rick Stevens

IN ATTENDANCE: Stuart Duncan (Chief Executive), Rachel Holley-Dellow (Human Resources Manager), Carolyn Johns (Community and Strategy Group Manager), Michelle Jones (Executive Support Manager), Dan Mitchell (Asset Group Manager), Dylan Murray (Regulatory and Compliance Group Manager), Tina Stevenson (Corporate Services Group Manager), Karalyn Reid (Committee Secretary)

PARTIAL ATTENDANCE: Melissa Thomson (Accountant), Alison Banks (Parks & Reserves Manager) via Microsoft teams, Rob Moffat (Roading Manager)

OPENING

1 OPENING

Cr Lisa Small opened the Council Meeting with a personal reflection.

2 PUBLIC FORUM

There were no speakers at the Public Forum.

3 APOLOGIES

Nil

4 VISITORS

Nil

5 CONFLICTS OF INTEREST

The Chair called for Conflicts of Interests.

Cr Colin Pankhurst declared a perceived interest on Item 16.4: Dog and Agility Park Funding Request Reconsideration, being a member of the Southern Canterbury Agricultural and Pastoral Committee.

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 17 SEPTEMBER 2024****RESOLUTION 2024/164**

Moved: Cr John Begg

Seconded: Deputy Mayor Sharyn Cain

That the Minutes of the Council Meeting held on 17 September 2024 be adopted as a true and correct record.

CARRIED**8 RECEIPT OF MINUTES****8.1 MINUTES OF THE ORARI-TEMUKA-OPIHI-PAREORA ZONE COMMITTEE MEETING HELD ON 2 SEPTEMBER 2024****RESOLUTION 2024/165**

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr Rick Stevens

That the unconfirmed minutes of the Orari-Temuka-Opihi-Pareora Zone Committee Meeting held on 2 September 2024 be received.

CARRIED**REPORTS****9 MAYOR'S REPORT****9.1 MAYOR'S REPORT****RESOLUTION 2024/166**

Moved: Mayor Craig Rowley

Seconded: Cr Peter Collins

That the Mayor's Report is accepted.

CARRIED

10 DEPUTY MAYOR'S REPORT

10.1 DEPUTY MAYOR'S REPORT

RESOLUTION 2024/167

Moved: Deputy Mayor Sharyn Cain

Seconded: Mayor Craig Rowley

That the Deputy Mayor's Report is accepted.

CARRIED

11 COUNCILLORS' REPORT

11.1 COUNCILLORS' REPORT

RESOLUTION 2024/168

Moved: Cr Rick Stevens

Seconded: Cr John Begg

That the Councillors' Report is accepted.

CARRIED

Cr Begg updated Council on wilding pines and wallaby control discussions at the Biosecurity Advisory Group meeting. Council discussed reducing funding streams would quickly undo previous work done with wilding pine control programmes, and agreed pressure needs to be put on Environment Canterbury for wallaby control within as well as outside of the containment area. The Mayor agreed to lobby for continued government funding for wilding pine control through the Canterbury Mayoral Forum.

12 CHIEF EXECUTIVE'S REPORT

12.1 CHIEF EXECUTIVE'S ACTIVITY REPORT

RESOLUTION 2024/169

Moved: Mayor Craig Rowley

Seconded: Cr John Begg

That the Chief Executive's Activity Report is accepted.

CARRIED

Note:

The Chief Executive confirmed the nitrate level in the Lower Waihao Water Supply had increased with the recent rain event. Council are mindful of potential community feedback and are keen to advance the denitrification plant consent, realising the potential for increased nitrate levels in any heavy rain event.

Council praised staff on the positive comments received for the opening of the Waimate Lakes camping season.

13 COUNCIL ACTIONS REPORT

13.1 OUTSTANDING COUNCIL ACTIONS REPORT - PUBLIC

RESOLUTION 2024/170

Moved: Cr Tom O'Connor

Seconded: Cr Lisa Small

That the Outstanding Council Actions Report – Public is accepted.

CARRIED

14 HUMAN RESOURCES REPORT

14.1 HUMAN RESOURCES REPORT

RESOLUTION 2024/171

Moved: Deputy Mayor Sharyn Cain

Seconded: Mayor Craig Rowley

1. That the Human Resources Manager's report is accepted; and
2. That the Chief Executive Recruitment and Performance Review Procedure is accepted, with minor amendments noted below

CARRIED

Note:

- Page 35 point 4: Shortlist interviews with the CEPRC and consultant, **if required**;
- Page 35 point 9: Remove '**and the other candidates are notified by the consultant of the identity of the successful candidate**';
- Page 36, first paragraph: The **Council** may decide to revisit other candidates on the shortlist for further consideration;
- Page 36, The Chief Executive Performance Review Process, point 2: **if required**;
- Page 37, point 1: Move up to first in timeline;
- Page 37, point 14: The CEPRC chairperson **books the meeting date and sets the agenda**.

15 AUDIT AND RISK COMMITTEE REPORT

Nil

16 GENERAL REPORTS**16.1 INTERIM FINANCE REPORT FOR THE 12 MONTHS ENDED 30 JUNE 2024****RESOLUTION 2024/172**

Moved: Cr Peter Collins

Seconded: Cr John Begg

That the Interim Finance Report for the 12 months ended 30 June 2024 is accepted.

CARRIED

Note:

Council discussed the public perception of 'favourable to budget' and 'surplus' and asked staff to provide adequate communications to ensure an understanding of Council's timing processes of expenditure and reasons for the delays.

16.2 QUARTERLY TREASURY DASHBOARD REPORT 30 SEPTEMBER 2024

Council received the Quarterly Treasury Dashboard for the period ended 30 September 2024.

RESOLUTION 2024/173

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr Rick Stevens

That the Quarterly Treasury Dashboard Report for the period ended 30 September 2024 is received.

CARRIED

16.3 ADOPTION OF ASSET MANAGEMENT PLANS

Council considered the following Asset Management Plans (AMPs) as supporting documents for the 2025-2034 Long Term Plan:

RESOLUTION 2024/174

Moved: Deputy Mayor Sharyn Cain

Seconded: Mayor Craig Rowley

1. That the Adoption of Asset Management Plans report is accepted; and
2. That Council adopt the below documents with minor grammatical, formatting and spelling amendments:
 - a. Roading Activity Management Plan
 - b. Parks & Reserves Asset Management Plan
 - c. Wastewater Asset Management Plan
 - d. Stormwater Asset Management Plan
 - e. Water Asset Management Plan

CARRIED

Note:**Roading Asset Management Plan**

Footpaths: Council agreed the focus should be on maintaining current assets, while seeking public appetite for future possible unsubsidised spending for new footpaths/footpath renewals.

The meeting was adjourned at 12.46pm for lunch.

The meeting was reconvened at 1.15pm.

Parks & Reserves Asset Management Plan

Again Council agreed the focus should be on maintaining and building on current facilities.

Council discussed the need to capture and record locations and data of cemeteries, monuments and any other historical artefacts located in halls or around the district in public or private ownership.

Three Waters Asset Management Plans (Stormwater, Wastewater, Water)

The Asset Group Manager indicated the size of the AMPs will be reduced at the next review, to make them more manageable.

Council noted the climate change commentary in the AMPs is very generic and high level, however more locally specific outcomes are to be included once the climate change strategic meetings are completed.

Council noted the AMPs are all living documents and will be updated and amended as required.

16.4 DOG AND AGILITY PARK FUNDING REQUEST RECONSIDERATION

Council were presented with a letter of acceptance from Southern Canterbury Agricultural & Pastoral Association Inc (SCAAPA Inc) and information relevant to the agreement; in order to reconsider a resolution from the 24 June 2024 Council Meeting.

RESOLUTION 2024/175

Moved: Mayor Craig Rowley

Seconded: Cr Tom O'Connor

1. That the Dog and Agility Park Funding Request Reconsideration report is accepted; and
2. Council agrees to rescind the resolution from 25 June 2024 Council Meeting, being:

RESOLUTION 2024/2

Moved: Mayor Craig Rowley

Seconded: Cr Tom O'Connor

1. That the Request for Funding - Dog and Agility Park report is accepted, and
2. Council considers the request from the Southern Canterbury Agricultural & Pastoral Association Inc, and agrees to provide funding towards the Dog and Agility Park from the Subdivision Recreation Contributions Reserve of \$2,500 plus GST for another 12 months, provided the Agricultural & Pastoral Association Limited agree to an extension of the lease.

CARRIED

and,

2. Council agrees to the letter of acceptance, as presented, in that Council provides \$2000 (+ GST) per annum from the Subdivision Recreation Contributions Reserve to Southern Canterbury Agricultural & Pastoral Association Inc for as long as the Dog & Agility Park remains sufficiently and actively used for the principal purpose of dog exercise, training, and agility; and
3. Council requires an annual meeting with the Southern Canterbury Agricultural & Pastoral Association to address any potential issues that may arise along with the opportunity to reconsider the agreement of the Dog and Agility Park.

Cr Peter Collins voted **against** the motion.

CARRIED

Note:

Council discussed the setting of a precedence of financially supporting the Dog Owners Group when there were no formal members or status or numbers using the park.

Council's legislative obligations in regards to providing specific areas for the use of training and exercising dogs was highlighted.

16.5 WAIMATE DISTRICT COUNCIL SCHEDULE OF MEETINGS 2025

Council reviewed the current meeting and workshop format, frequency and timing to ensure it is still fit for purpose; and considered the Waimate District Council 2025 Schedule of Meetings.

RESOLUTION 2024/176

Moved: Cr Rick Stevens
 Seconded: Cr Lisa Small

1. That the Waimate District Council 2025 Schedule of Meetings report be accepted; and
2. The new Council to be elected in October 2025 would consider and decide on the structure beyond 2025 in due course, with the timing (day of the week and time of the day) and other related aspects to be taken into account in relation to the needs and preferences of the new Council; and
3. That the Waimate District Council 2025 Schedule of Meetings be adopted, as presented.

CARRIED

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

Nil

PUBLIC EXCLUDED

18 EXCLUSION OF THE PUBLIC REPORT

RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION 2024/177

Moved: Cr Rick Stevens
 Seconded: Cr Colin Pankhurst

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 |
|--|--|--|
| 18.1 - Public Excluded Minutes of the Council Meeting held on 17 September 2024 | 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 |
| 18.2 - Outstanding Council Actions Report - Public Excluded | s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons | 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 |

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| | <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p> | <p>of information for which good reason for withholding would exist under section 6 or section 7</p> |
| <p>18.3 - Alpine Energy Limited Director Appointment Process</p> | <p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> | <p>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</p> |
| <p>CARRIED</p> | | |

19 RE-ADMITTANCE OF THE PUBLIC REPORT

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| <p>RESOLUTION 2024/178</p> <p>Moved: Cr Tom O'Connor Seconded: Cr Sandy McAlwee</p> <p>That Council moves out of Closed Council into Open Council.</p> <p style="text-align: right;">CARRIED</p> |
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MEETING CLOSURE

There being no further business, the Chair declared the meeting closed at 2.15pm.

The Minutes of this meeting are to be confirmed at the Ordinary Council Meeting scheduled on 19 November 2024.

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CHAIRPERSON