



MINUTES

Ordinary Council Meeting

19 November 2024

**MINUTES OF WAIMATE DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE FUNCTION ROOM, WAIMATE EVENT CENTRE, PAUL STREET, WAIMATE
ON TUESDAY 19 NOVEMBER 2024, COMMENCING AT 9:30AM**

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

APOLOGIES: Cr Tom O'Connor

IN ATTENDANCE: Stuart Duncan (Chief Executive), Carolyn Johns (Community and Strategy Group Manager), Dan Mitchell (Asset Group Manager), Dylan Murray (Regulatory and Compliance Group Manager), Tina Stevenson (Corporate Services Group Manager), Di Lowry (Administration Officer)

PARTIAL ATTENDANCE: Grace Aikman (Human Resources Advisor), Shey Taylor (Strategic Planning/Policy Advisor), Liz Rose (Administration Support Officer)

OPENING

1 OPENING

Cr Rick Stevens opened the Council Meeting with an inspirational reading.

INTRODUCTION OF NEW STAFF:

- a. Dave Inwood (Three Waters Manager)
- b. Esteniley Daminar (Rates Officer)
- c. Liz Rose (Administration Support Officer)

2 PUBLIC FORUM

There were three speakers at the Public Forum, all speaking in opposition to the proposed Waste to Energy Plant. *Notes that were tabled are attached to the minutes.*

- A. JOHN GUTHRIE PRESENTED A PETITION ON A USB STICK TO THE CHAIR, MAYOR ROWLEY
- B. KAYLA MCCULLOCH
- C. ROSIE STAITE

3 APOLOGIES

APOLOGY

RESOLUTION 2024/168

Moved: Cr John Begg

Seconded: Cr Sandy McAlwee

That the apology received from Cr Tom O'Connor be accepted.

CARRIED

4 VISITORS

16.3 Reconsideration Waimate2gether Funding Allocation: Waimate Trail, Jo Sutherland Project Manager will be in attendance.

5 CONFLICTS OF INTEREST

The Chair called for any conflicts of interests.

- A. CR PETER COLLINS DECLARED AN INTEREST IN RELATION TO 16.3 RECONSIDERATION WAIMATE2GETHER FUNDING ALLOCATION: WAIMATE TRAIL, BEING CHAIR OF WAIMATE2GETHER AND WOULD STEP AWAY FROM THE COUNCIL TABLE FOR THIS ITEM.
- B. CR JOHN BEGG DECLARED AN INTEREST IN RELATION TO 16.3 RECONSIDERATION WAIMATE2GETHER FUNDING ALLOCATION: WAIMATE TRAIL, AS HIS SPOUSE IS ON THE COMMITTEE OF WAIMATE2GETHER AND COULD HAVE A PERCEIVED INTEREST AND WOULD STEP AWAY FROM THE COUNCIL TABLE FOR THIS ITEM.

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 15 OCTOBER 2024

RESOLUTION 2024/169

Moved: Cr Sandy McAlwee

Seconded: Cr Lisa Small

That the Minutes of the Council Meeting held on 15 October 2024 be adopted as a true and correct record.

CARRIED

7.2 MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 31 OCTOBER 2024

RESOLUTION 2024/170

Moved: Cr Rick Stevens

Seconded: Cr Peter Collins

That the Minutes of the Extraordinary Council Meeting held on 31 October 2024 be adopted as a true and correct record.

CARRIED

8 RECEIPT OF MINUTES**8.1 UNCONFIRMED MINUTES OF THE CREATIVE COMMUNITIES SCHEME COMMITTEE MEETING HELD ON 3 OCTOBER 2024****RESOLUTION 2024/171**

Moved: Cr Lisa Small
Seconded: Cr Rick Stevens

That the unconfirmed minutes of the Creative Communities Scheme Committee Meeting held on 3 October 2024 be received.

CARRIED**8.2 UNCONFIRMED MINUTES OF THE LOWER WAITAKI SOUTH COASTAL CANTERBURY ZONE COMMITTEE MEETING HELD ON 9 OCTOBER 2024****RESOLUTION 2024/172**

Moved: Deputy Mayor Sharyn Cain
Seconded: Mayor Craig Rowley

That the unconfirmed (and unedited) minutes of the Lower Waitaki South Coastal Canterbury Zone Committee Meeting held on 9 October 2024 be received.

CARRIED**Note:**

The Deputy Mayor noted these were unedited minutes, and there were minor corrections which would be addressed by the committee.

8.3 UNCONFIRMED MINUTES OF THE WAITAKI LAKES SHORELINES AUTHORITIES COMMITTEE MEETING HELD ON 10 OCTOBER 2024**RESOLUTION 2024/173**

Moved: Mayor Craig Rowley
Seconded: Cr Peter Collins

That the unconfirmed minutes of the Waitaki Lakes Shorelines Authorities Committee Meeting held on 10 October 2024 be received.

CARRIED**Note:**

Council noted it was disappointing that Lagarosiphon control funding is being relinquished.

REPORTS

9 MAYOR'S REPORT

9.1 MAYOR'S REPORT

RESOLUTION 2024/174

Moved: Mayor Craig Rowley

Seconded: Cr John Begg

That the Mayor's Report is accepted.

CARRIED

Note:

Council commented the lack of public involvement in the Climate Change sessions was disappointing.

10 DEPUTY MAYOR'S REPORT

10.1 DEPUTY MAYOR'S REPORT

RESOLUTION 2024/175

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 2024/176

Moved: Cr Lisa Small

Seconded: Cr Rick Stevens

That the Councillors' Report is accepted.

CARRIED

12 CHIEF EXECUTIVE'S REPORT

Nil

13 COUNCIL ACTIONS REPORT**13.1 OUTSTANDING COUNCIL ACTIONS REPORT - PUBLIC****RESOLUTION 2024/177**

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr John Begg

That the Outstanding Council Actions Report – Public is accepted.

CARRIED

Note:

Council agreed that the Mayor would write to FENZ requesting urgent action over the transfer of responsibility and ownership (including debt) of the two response assets.

14 HUMAN RESOURCES REPORT**14.1 HUMAN RESOURCES REPORT****RESOLUTION 2024/178**

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr John Begg

That the Human Resources Manager's report is accepted.

CARRIED

15 AUDIT AND RISK COMMITTEE REPORT

Nil

16 GENERAL REPORTS**16.1 LOCAL GOVERNMENT NEW ZEALAND FOUR MONTHLY REPORT - JULY TO OCTOBER 2024****RESOLUTION 2024/179**

Moved: Mayor Craig Rowley

Seconded: Deputy Mayor Sharyn Cain

That the Local Government New Zealand Four Monthly Report is received.

CARRIED

16.2 CIVIC FINANCIAL SERVICES LTD - HALF YEARLY ACCOUNTS TO 30 JUNE 2024**RESOLUTION 2024/180**

Moved: Mayor Craig Rowley

Seconded: Cr John Begg

That the Civic Financial Services Limited – Half Yearly Accounts to 30 June 2024 report is received.

CARRIED

16.3 RECONSIDERATION WAIMATE2GETHER FUNDING ALLOCATION: WAIMATE TRAIL

Council reconsidered the resolution of Waimate2gether Funding Allocation of \$100,000 from the Waimate District Council (WDC) Subdivision Contribution Reserve Fund.

Waimate2gether are now requesting the \$100,000 funding that has been approved by Council from the Subdivision Contribution Reserve Fund be released before the total amount of funds for Stage 1 is completed, due to a modification of their development plan for the Waimate Trail, splitting Stage 1 into four sections.

Cr Peter Collins declared an interest, being Chair of Waimate2gether and stepped away from the Council table.

Cr John Begg stated his spouse is on the Committee of Waimate2gether and could have a perceived interest and removed himself from the Council table.

Waimate2gether Project Manager Jo Sutherland was in attendance for this item.

RESOLUTION 2024/181

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr Rick Stevens

1. That the Reconsideration Waimate2gether Funding Allocation: Waimate Trail report be received, and
2. That Council rescinds Resolution 2024/1 from the 23 July 2024 Council Meeting (as below).

RESOLUTION 2024/2

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr Rick Stevens

1. That the Waimate to Waihao Forks Cycle Trail - Funding Request report be received; and
2. That Council considered the funding request from Waimate2gether for \$500,000; and
 - a) Agrees to a funding commitment from the Subdivision Contribution Reserve Fund of \$100,000 subject to Waimate2gether securing the total estimated budget, to be reviewed after a 24 month period if required; and
 - b) Proposes to further funding of \$150,000 from the Subdivision Contribution Reserve Fund, subject to the outcome of the Long Term Plan consultation; and

- c) That the Mayor, on behalf of Council, provide letters of support to Waimate2gether for any other funding applications as requested.

CARRIED

CARRIED

**NEW MOTION: RECONSIDERATION WAIMATE2GETHER FUNDING ALLOCATION:
WAIMATE TRAIL**

RESOLUTION 2024/182

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr Rick Stevens

1. That Council agrees to a funding commitment of \$100,000 towards Stage 1A and 1B from the Subdivision Contribution Reserve Fund; with the funds released when Waimate2gether secures full funding for both these stages, to be reviewed after a 24 month period, and
2. Proposes to further fund \$150,000 towards Stage 1C and 1D from the Subdivision Reserve Fund, subject to Waimate2gether securing full funding for both these stages; to be reviewed after a 24 month period and after community consultation within the Long Term Plan 2025/2034 process; and
3. That Council releases the funds, subject to the approval of the Chief Executive

CARRIED

16.4 411 SENSITIVE EXPENDITURE POLICY

Council considered adopting the Sensitive Expenditure Policy.

RESOLUTION 2024/183

Moved: Mayor Craig Rowley

Seconded: Cr Colin Pankhurst

1. That the Draft 411 Sensitive Expenditure Policy report is accepted, and,
2. That Council adopts the 411 Sensitive Expenditure Policy with minor amendments.

CARRIED

16.5 2025 LOCAL BODY ELECTIONS – CANDIDATE ORDER OF NAMES

Council considered candidate order of names on voting papers for the 2025 local authority elections.

RESOLUTION 2024/184

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr John Begg

1. That the 2025 Local Body Elections – Candidate Order of Names report is accepted; and
2. That Council approves for the next three years including the 2025 Local Body Election and any By-elections within that time if required, the names of the candidates be arranged in random order of surname.

CARRIED

16.6 WAIMATE ART SOCIETY REQUEST FOR ANNUAL GRANT

Council considered a request from Waimate Art Society to provide an annual grant of \$2,000.

RESOLUTION 2024/185

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr Rick Stevens

1. The Waimate Art Society request for annual grant report is accepted; and
2. That Council declines the request from Waimate Art Society for an annual grant.

CARRIED

Note:

Council agreed that the Waimate Arts Society be advised they can apply for the following contestable grants: Heritage, Creative Communities Scheme and WDC Community Grants

Council requested as a future project for staff to look at ways of determining the true cost of funding for organisations promoting arts and culture.

16.7 2025-2055 DRAFT INFRASTRUCTURE STRATEGY

Council considered approving the 2025-2055 Draft Infrastructure Strategy for inclusion as part of the 2025-2034 Long Term Plan consultation.

RESOLUTION 2024/186

Moved: Mayor Craig Rowley

Seconded: Deputy Mayor Sharyn Cain

1. That the 2025-2055 Draft Infrastructure Strategy report is accepted; and
2. That Council approves the 2025-2055 Draft Infrastructure Strategy with minor wording amendments, for inclusion as part of the 2025-2034 Long Term Plan..

CARRIED

Note:

Cr Lisa Small voted against the motion.

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 2024/187

Moved: Cr John Begg

Seconded: Cr Rick Stevens

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 15 October 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 s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities 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)	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
18.3 - Contract 24/1 Resealing 2024-26 Tender Acceptance	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 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)	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

18.4 - Mt Victoria Road Proposed Stopping and Land Exchange	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons 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)	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		

19 RE-ADMITTANCE OF THE PUBLIC REPORT

RESOLUTION 2024/188
Moved: Cr Lisa Small Seconded: Cr John Begg
That Council moves out of Closed Council into Open Council.
CARRIED

PUBLIC EXCLUDED RESOLUTIONS BROUGHT INTO OPEN MEETING

18.3 CONTRACT 24/1 RESEALING 2024-26 TENDER ACCEPTANCE
Council considered tenders received for Contract 24/1 Resealing 2024-26.
RESOLUTION 2024/189
Moved: Mayor Craig Rowley Seconded: Cr John Begg
<ol style="list-style-type: none"> 1. That the tender submitted by Fulton Hogan Limited for Contract 24/1 Resealing 2024-26 for the sum of \$2,438,406.36, excluding GST, be accepted; and 2. That the Chief Executive be authorised to approve invoices up to the annual value of the contract; and 3. That the decision be brought into Open Meeting.
CARRIED

18.4 MT VICTORIA ROAD PROPOSED STOPPING AND LAND EXCHANGE

Council considered giving approval for land exchange to legalise the altered formation of Mt Victoria Road, off McHenry's Road near Wrights Crossing, Hakataramea Valley.

RESOLUTION 2024/190

Moved: Mayor Craig Rowley

Seconded: Cr Colin Pankhurst

1. That the Mt Victoria Road Proposed Stopping and Land Exchange Report is accepted, and
2. That Council delegates the Chief Executive to execute the agreement to acquire land under the Public Works Act 1981 to legalise the new Mt Victoria Road; and
3. That Council release the decision into Open Meeting.

CARRIED

MEETING CLOSURE

There being no further business, the Chair declared the meeting closed at 12.31pm.

The Minutes of this meeting are to be confirmed at the Ordinary Council Meeting scheduled on 17 December 2024.

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CHAIRPERSON