



# **MINUTES**

## **Extraordinary Council Meeting**

**21 January 2025**

**MINUTES OF WAIMATE DISTRICT COUNCIL  
EXTRAORDINARY COUNCIL MEETING  
HELD AT THE FUNCTION ROOM, WAIMATE EVENT CENTRE, PAUL STREET, WAIMATE  
ON TUESDAY, 21 JANUARY 2025, COMMENCING AT 9:30AM**

- PRESENT:** Deputy Mayor Sharyn Cain (Acting Chair), Cr John Begg, Cr Peter Collins, Cr Sandy McAlwee, Cr Tom O'Connor, Cr Colin Pankhurst, Cr Lisa Small, Cr Rick Stevens
- APOLOGY:** Mayor Craig Rowley
- 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), Shey Taylor (Strategic Planner/Policy Analyst), Melissa Thomson (Accountant), Karalyn Reid (Committee Secretary)

## **OPENING**

### **1 OPENING MEETING**

There was no formal opening at this extraordinary meeting of Council.

### **2 PUBLIC FORUM**

There was no public forum offered at this extraordinary meeting of Council.

### **3 APOLOGIES**

#### **RESOLUTION 2025/1**

Moved: Cr Rick Stevens

Seconded: Cr Peter Collins

That apologies from Mayor Craig Rowley be received and accepted.

**CARRIED**

### **4 VISITORS**

Nil

### **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 at this meeting.

## **REPORTS**

### **7 GENERAL REPORTS**

**7.1 DRAFT LONG TERM PLAN 2025-34 FINANCIAL OVERVIEW**

Council's Corporate Services Group Manager and Accountant led Council through the Financial Overview.

**RESOLUTION 2025/2**

Moved: Cr John Begg  
Seconded: Cr Rick Stevens

That Council accepts the Draft Long Term Plan 2025-34 Financial Overview, to be incorporated into the draft Consultation Document.

**CARRIED**

**Note:**

Council requested staff provide relevant communications to assist members of the public to understand the explanation for deficits and surpluses.

Council discussed the assumption of no financial return from the Alpine Energy shares and signalled a desire for a future discussion to review the investment.

Council noted the need for a full and frank conversation with the community over expectations of level of service to mitigate the ongoing expected rate rises.

The Chief Executive spoke on employment benefit expenses, outlining a recent management review of staff positions and the outcome from the recent independent report received on staffing, and noted a potential impact to the community of the recent notification of a reduction in Mayor's Taskforce for Jobs funding.

*The meeting was adjourned at 10.31am for morning tea.*

*The meeting was convened at 10.45am.*

Council discussed the capital programme, and agreed it is important to retain the approach to be flexible enough to take advantage of better options for the community if and when they arise.

**7.2 PROPOSED FEES AND CHARGES 2025/26**

Council were presented with the proposed Fees and Charges 2025/26 for consideration.

**RESOLUTION 2025/3**

Moved: Cr John Begg  
Seconded: Cr Lisa Small

1. That the Proposed Fees and Charges 2025/26 report is accepted, and
2. Council approves the proposed Fees and Charges relating to the Resource Management & Food Act sections, with minor amendments, for consultation in the Long Term Plan, and
3. Council approves all proposed Fees and Charges for consultation in the Long Term Plan, with additional notes as required.

**CARRIED**

**Note:**

Council asked staff to add commentary around any fees and charges that are still being reviewed by staff.

Urban Water, Sewage and Stormwater: Council agreed at the earliest opportunity to engage a third party to look into establishing a fair way to recover costs but not curb development for new

connections, and in light of this review, agreed to roll the increment back to the previous year as this is expected to have a negligible impact on income.

Waste Management: 'Will need reassessed when TDC confirm 2025/26 Fees and Charges' Council asked staff to provide commentary to reflect these may be subject to further change.

Roading/footpaths: Council asked for staff to provide commentary of the reasons behind 'to cover the cost increase.'

Environmental Services 'Food Act': *Note: Cr Rick Stevens declared a conflict of interest due to his employment at The Waimate.* Council discussed the fixed travel charge noting the original intention that users should not be penalised for shared services with Timaru and noted this is going out to consultation and agreed with a show of hands (For 4: Against 3) to retain the fixed travel charge increase to \$50, and noted this was going out to consultation.

Domestic Food Business Levy: *Cr Rick Stevens declared a conflict of interest due to his employment at The Waimate.* Council noted the expectation of Council's resources and costs to implement this levy, and potential impact on local businesses and noted this was going out to consultation.

Liquor Licensing: Council asked staff to provide communications to not-for-profit groups around the ability of apply for a reduction of one fee level for events.

Camping – Victoria Park Motor Camp: Council asked staff to investigate if the revenue stream from the Victoria Park laundry services covers the costs, noting that non-camping users are also using the services.

Camping – Victoria Park Motor Camp Approved Long Term: Council noted a reduction in long term campers this season and discussed the rules around freedom camping in rivers, public areas and reserves, and asked staff to look at installing a sign at the Waihao Box Reserve area on how campers that wish to make a donation can do so.

Camping – Waimate Lakes: Staff highlighted an error 'Season Pass' should be \$525 for the 2025/26 year, as there was a proposed increase by \$25.

Camping – Waimate Lakes: Council noted this season has seen changes with less uptake of season tickets. Staff will review the camping activity along with any increase in income at Fisherman's Bend owing to the implemented new payment system.

Swimming Pool – Gold Card Concessions (20 swims): Council agreed the 2025/26 fee be amended down to \$50, giving users a \$10 discount.

Waimate Event Centre: Council noted the mezzanine office is not available for hire and asked for this line to be removed.

*The meeting was adjourned at 12.23pm for lunch.*

*The meeting was reconvened at 12.45pm.*

**7.3 FINANCIAL STRATEGY 2025-34**

Council considered the reviewed draft of the Financial Strategy for the purpose of inclusion in the Waimate District Council Long Term Plan 2025-2034. Council's Corporate Services Group Manager and Accountant presented the report.

**RESOLUTION 2025/4**

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr Rick Stevens

1. That the Financial Strategy 2025-34 report is accepted, and
2. That Council approves the reviewed Financial Strategy as supporting information for the Long Term Plan 2025-2034 consultation, with minor amendments.

**CARRIED**

**Note:**

Changing Land Use: Council asked for the potential impacts due to carbon farming (forestry) noted in the commentary.

**7.4 401 REVENUE AND FINANCING POLICY**

Council considered the reviewed draft of the 401 Revenue and Financing Policy, for the purpose of inclusion in the Waimate District Council (WDC) Long Term Plan 2025-2034.

**RESOLUTION 2025/5**

Moved: Cr John Begg

Seconded: Cr Sandy McAlwee

1. That the 401 Revenue and Financing Policy report is accepted, and
2. That Council approves the reviewed 401 Revenue and Financing Policy for the Long Term Plan 2025-2034 consultation as presented.

**CARRIED**

**7.5 404 FINANCIAL CONTRIBUTIONS POLICY**

Council considered the reviewed draft of the 404 Financial Contributions Policy, for the purpose of inclusion in the Waimate District Council Long Term Plan 2025-2034 supporting information for consultation.

**RESOLUTION 2025/6**

Moved: Cr Colin Pankhurst

Seconded: Cr Rick Stevens

1. That the 404 Financial Contributions Policy report is accepted, and
2. That Council approves the reviewed 404 Financial Contributions Policy for the Long Term Plan 2025-2034 consultation as presented.

**CARRIED**

**Note:**

Council asked that staff clarify the wording in 6:0 Capital Expenditure for Growth Funded by Financial Contributions in 6.2 to reflect there may be exceptions.

**7.6 SUPPORTING INFORMATION FOR LONG TERM PLAN 2025-2034  
CONSULTATION DOCUMENT**

Council were presented with the Long Term Plan (LTP) 2025-2034 Supporting Information to approve as supporting information to the Long Term Plan 2025-2034 Consultation Document.

**RESOLUTION 2025/7**

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr Tom O'Connor

1. That the Supporting Information for Long Term Plan 2025-2034 Consultation Document report is accepted; and
2. That Council approves the following documents for inclusion as supporting information for the Long Term Plan 2025-2034 Consultation Document:
  - a. Significant Assumptions,
  - b. Performance Measures and Targets, and
  - c. Wellbeing Indicators; and
3. That Council authorises the Chief Executive to make any minor and non-material corrections to the Long Term Plan 2025-2034 supporting information, if necessary, prior to publication.

**CARRIED**

**Note:**

Assumption - New Zealand Water Service Delivery: Council asked for an additional risk be added being that 'expectations are to deliver a Water Service Delivery Plan in September 2025'.

**MEETING CLOSURE**

There being no further business, the Chair declared the meeting closed at 1.17pm.

The minutes of this meeting are to be confirmed at the Ordinary Council Meeting to be held on 28 January 2025.

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**CHAIRPERSON**