



MINUTES

Ordinary Council Meeting

20 May 2025

**MINUTES OF WAIMATE DISTRICT COUNCIL ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, WAIMATE DISTRICT COUNCIL, 125 QUEEN STREET,
WAIMATE ON TUESDAY 20 MAY 2025, COMMENCING AT 9:30AM**

PRESENT: Mayor Craig Rowley (Chair), Deputy Mayor Sharyn Cain (via Microsoft teams), 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), Dan Mitchell (Asset Group Manager), Gareth Oudemans (Acting Regulatory and Compliance Manager), Tina Stevenson (Corporate Services Group Manager), Nicole Timney (Community and Strategy Group Manager), Riddhish Parekh (Communications Officer, via Microsoft teams), Karalyn Reid (Committee Secretary)

PARTIAL ATTENDANCE: Liz Rose, Administration Support Officer

OPENING

1 OPEN MEETING

Mayor Craig Rowley opened the meeting with a short quote.

The Chief Executive introduced the new Community and Strategy Group Manager, Nicole Timney to Council.

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. 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 15 APRIL 2025

RESOLUTION 2025/53

Moved: Cr Peter Collins
Seconded: Cr Tom O'Connor

That the Minutes of the Council Meeting held on 15 April 2025 be adopted as a true and correct record.

CARRIED

7.2 MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 29 APRIL 2025

RESOLUTION 2025/54

Moved: Cr John Begg
Seconded: Cr Colin Pankhurst

That the Minutes of the Extraordinary Council Meeting held on 29 April 2025 be adopted as a true and correct record.

CARRIED

7.3 MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 13 MAY 2025

RESOLUTION 2025/55

Moved: Cr Lisa Small
Seconded: Cr Tom O'Connor

That the Minutes of the Extraordinary Council Meeting held on 13 May 2025 be adopted as a true and correct record.

CARRIED

8 RECEIPT OF MINUTES

8.1 MINUTES OF THE ORARI-TEMUKA-OPIHI-PAREORA (OTOP) ZONE COMMITTEE MEETING HELD ON 7 APRIL 2025

RESOLUTION 2025/56

Moved: Cr Rick Stevens
Seconded: Cr John Begg

That the unconfirmed Minutes of the Orari-Temuka-Opihi-Pareora Zone Committee Meeting held on 7 April 2025 be received.

CARRIED

Note:

The Deputy Mayor noted both the Orari-Temuka-Opihi-Pareora and Lower Waitaki Zone Committees are winding down and expressed thanks to all involved over the years, both Councillors and community members. She expressed disappointment in the review process, with indications of 'Local Leadership Groups', but no firm replacement plans yet formalised.

8.2 MINUTES OF THE WAITAKI LAKES SHORELINES AUTHORITIES COMMITTEE MEETING HELD ON 8 MAY 2025**RESOLUTION 2025/57**

Moved: Mayor Craig Rowley

Seconded: Cr Colin Pankhurst

That the unconfirmed Minutes of the Waitaki Lakes Shorelines Authorities Committee Meeting held on 8 May 2025 be received.

CARRIED**REPORTS****9 MAYOR'S REPORT****9.1 MAYOR'S REPORT****RESOLUTION 2025/58**

Moved: Mayor Craig Rowley

Seconded: Cr Tom O'Connor

That the Mayor's Report is accepted.

CARRIED**10 DEPUTY MAYOR'S REPORT****10.1 DEPUTY MAYOR'S REPORT****RESOLUTION 2025/59**

Moved: Deputy Mayor Sharyn Cain

Seconded: Mayor Craig Rowley

That the Deputy Mayor's Report is accepted.

CARRIED**Note:**

Council discussed the disappointing decision of New Zealand Transport Agency following public consultation to increase the speed limit at Glenavy back to 100 km/hr and stressed the importance to continue to take every opportunity until 1 July to lobby for this to be overturned.

The Deputy Mayor congratulated Year 12 Waimate High School student Enya O'Donnell as being selected as Youth MP for Waitaki.

11 COUNCILLORS' REPORT

11.1 COUNCILLORS' REPORT

RESOLUTION 2025/60

Moved: Cr Peter Collins

Seconded: Cr John Begg

That the Councillors' Report is accepted.

CARRIED

12 CHIEF EXECUTIVE'S REPORT

12.1 CHIEF EXECUTIVE'S ACTIVITY REPORT

RESOLUTION 2025/61

Moved: Mayor Craig Rowley

Seconded: Cr Rick Stevens

That the Chief Executive's Activity Report is accepted.

CARRIED

13 COUNCIL ACTIONS REPORT

13.1 OUTSTANDING COUNCIL ACTIONS REPORT - PUBLIC

RESOLUTION 2025/62

Moved: Cr Colin Pankhurst

Seconded: Cr Sandy McAlwee

That the Outstanding Council Actions Report – Public is accepted.

CARRIED

Note:

Outstanding Action - Reconsideration of Submission of Remits: The Mayor confirmed a letter has been forwarded to the Ministers of Transport and Veteran Affairs, and National, Canterbury and Waimate RSA relating to the cost of road closures for Anzac Parades.

14 HUMAN RESOURCES REPORT

Nil

15 AUDIT AND RISK COMMITTEE REPORT

Nil

16 GENERAL REPORTS**16.1 FINANCE REPORT FOR THE 9 MONTHS ENDED 31 MARCH 2025****RESOLUTION 2025/63**

Moved: Cr Rick Stevens

Seconded: Mayor Craig Rowley

That the Finance Report for the 9 months ended 31 March 2025 is accepted.

CARRIED

Note:

Council agreed at the next opportunity the Mayor should emphasise to Environment Canterbury's governance the substantial costs incurred in the Lower Waihao nitrate response.

Council would like the opportunity to consider reviewing unspent capital budgets with staff advising that outside the Long Term Plan or Annual Plan process to do so via the approval of budget carry-forwards, following the consideration and recommendation of the Audit and Risk Committee. Where capital expenditure has been re-purposed or reallocated, Council asked that this be noted in the finance report description.

Council will consider the frequency for financial reporting and advise staff accordingly.

16.2 EXPENDITURE VARIATION REPORT FOR THE 9 MONTHS ENDED 31ST MARCH 2025**RESOLUTION 2025/64**

Moved: Cr John Begg

Seconded: Cr Sandy McAlwee

That the Expenditure Variation Report for the 9 months ended 31 March 2025 is accepted.

CARRIED

Note:

Council asked for a report on the outcome of Kiwi Cash facilities implemented at Fisherman's Bend Camp, including looking at wider options for implementation if this is appropriate.

16.3 QUARTERLY TREASURY DASHBOARD REPORT 31 MARCH 2025**RESOLUTION 2025/65**

Moved: Cr Rick Stevens

Seconded: Cr Peter Collins

That the Quarterly Treasury Dashboard Report for the period ended 31 March 2025 is received.

CARRIED

16.4 CIVIC FINANCIAL SERVICES - NOTICE OF ANNUAL GENERAL MEETING AND ANNUAL REPORT 2024 & RISKPOOL NOTICE OF MEMBERS' ANNUAL MEETING

Council received the Civic Financial Services Notice of Annual General Meeting (AGM) and Annual Report 2024.

RESOLUTION 2025/66

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr John Begg

1. That the Civic Financial Services - Notice of Annual General Meeting and Annual Report 2024 and Riskpool Notice of Members' Annual Meeting report be received; and
2. That Council appoints a proxy for the 2025 Civic Financial Services Annual General Meeting, to be assigned by Civic Financial Services; and
3. That Council votes in favour of the ordinary business that is on the agenda – receive apologies, approve minutes, receive the Annual Report 2024 and Appointment and Remuneration of Auditor; and
4. That Council votes for Joy Buckingham standing for Director.

CARRIED

Note:

The Deputy Mayor indicated she would attend the AGM via Microsoft teams on 13 June at 11.30am.

Council did not have any questions on the Riskpool Members Annual Meeting, but noted updates will continue to be brought to Council.

The meeting was adjourned for morning tea at 10.30am.

The meeting was reconvened at 10.46am.

16.5 LOCAL GOVERNMENT NEW ZEALAND MEMBERSHIP RENEWAL

Council considered continuing membership of Local Government New Zealand (LGNZ).

RESOLUTION 2025/67

Moved: Mayor Craig Rowley

Seconded: Cr Rick Stevens

1. That the Local Government New Zealand Membership Renewal report is accepted; and
2. That Council decides to continue with membership of Local Government New Zealand for the next twelve months, and makes payment of the invoice.

The Chair called for a show of hands: **FOR: 6, AGAINST: 3**

Cr Colin Pankhurst voted **AGAINST** the motion.

CARRIED

Note:

Council had a lengthy discussion on continuing membership, taking into account the cost and past performance against the upcoming Local Body Elections and training opportunities for elected members together with the value of support from being united with other councils, also noting the value of resources, support and advise to staff.

16.6 APPOINTMENT OF CIVIL DEFENCE EMERGENCY MANAGEMENT LOCAL CONTROLLERS

Council considered the appointment of Steven Johnston, Parks and Reserves Manager, and Shey Taylor, Strategic Planning/Policy Advisor as additional Local Controllers.

RESOLUTION 2025/68

Moved: Cr Lisa Small

Seconded: Mayor Craig Rowley

1. That the Appointment of a Civil Defence Emergency Management Local Controller report be accepted, and
2. That Council approves the appointment of Steven Johnston and Shey Taylor as Civil Defence Emergency Management Local Controllers.

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 2025/69

Moved: Cr Rick Stevens

Seconded: Cr Tom O'Connor

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 April 2025	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 - Alpine Energy Limited Shareholder Dashboard - Quarter 4 of the 2025 financial year	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
18.4 - Alpine Energy Limited Draft Statement of Corporate Intent 2026-2028	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	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

	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	
18.5 - Alpine Energy Limited Resignation of Board Chairperson	<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)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority</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
CARRIED		

19 RE-ADMITTANCE OF THE PUBLIC REPORT

<p>RESOLUTION 2025/70</p> <p>Moved: Cr Lisa Small</p> <p>Seconded: Cr Rick Stevens</p> <p>That Council moves out of Closed Council into Open Council.</p> <p>CARRIED</p>
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MEETING CLOSURE

There being no further business, the Chair declared the meeting closed at 12.10pm.

The Minutes of this meeting are to be confirmed at the Ordinary Council Meeting scheduled on 17 June 2025.

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CHAIRPERSON