



# **MINUTES**

## **Ordinary Council Meeting**

**17 June 2025**

**MINUTES OF WAIMATE DISTRICT COUNCIL ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBER, WAIMATE DISTRICT COUNCIL, 125 QUEEN STREET,  
WAIMATE ON TUESDAY 17 JUNE 2025, COMMENCING AT 9:30AM**

**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), Michelle Jones (Executive Support Manager), Dan Mitchell (Asset Group Manager), Dylan Murray (Regulatory and Compliance Group Manager), Tina Stevenson (Corporate Services Group Manager), Nicole Timney (Community and Strategy Group Manager), Karalyn Reid (Committee Secretary)

## **OPENING**

### **1 MEETING OPENING**

Deputy Mayor Sharyn Cain opened the Council Meeting with a quote on democracy.

### **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 20 MAY 2025**

##### **RESOLUTION 2025/61**

Moved: Cr Lisa Small

Seconded: Cr Tom O'Connor

That the Minutes of the Council Meeting held on 20 May 2025 be adopted as a true and correct record.

**CARRIED**

**7.2 MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 27 MAY 2025****RESOLUTION 2025/62**

Moved: Mayor Craig Rowley

Seconded: Cr Rick Stevens

That the Minutes of the Extraordinary Council Meeting held on 27 May 2025 be adopted as a true and correct record, with the below amendment to the reason on Decision Item 7 (page 23):

7	<b>Let's talk policy</b> Question: Do you agree with the proposed changes to the Rates Remission and Postponement Policy?	All	Council agrees with the proposed changes to the Rates Remission and Postponement Policy.	<b>A statement regarding rates remission on Maori freehold land is a legislative requirement. This was the most preferred option. The removal of the rates remission on the community housing is in line with Council's direction in having community housing moving towards being self-sustaining.</b>
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**CARRIED**

**Note:**

5: Conflicts of Interest: Cr John Begg's spouse is a member of Waimate2gether, not the Chair.

**8 RECEIPT OF MINUTES****8.1 MINUTES OF THE LOWER WAITAKI SOUTH COASTAL CANTERBURY ZONE COMMITTEE MEETING HELD ON 14 MAY 2025****RESOLUTION 2025/63**

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr Rick Stevens

That the unconfirmed minutes of the Lower Waitaki South Coastal Canterbury Zone Committee Meeting held on 14 May 2025 be received.

**CARRIED**

**Note:**

Deputy Mayor Sharyn Cain noted it is disappointing there is little detail provided on the new 'Local Leadership Groups', following the review of the Zone Committees.

**8.2 MINUTES OF THE ORARI-TEMUKA-OPIHI-PAREORA ZONE COMMITTEE MEETING HELD ON 9 JUNE 2025****RESOLUTION 2025/64**

Moved: Deputy Mayor Sharyn Cain

Seconded: Mayor Craig Rowley

That the unconfirmed Minutes of the Orari-Temuka-Opihi-Pareora Zone Committee Meeting held on 9 June 2025 be received.

**CARRIED****8.3 MINUTES OF THE WAIMATE COMMUNITY ANZAC GROUP MEETING HELD ON 21 MAY 2025****RESOLUTION 2025/65**

Moved: Mayor Craig Rowley

Seconded: Cr Lisa Small

That the unconfirmed Minutes of the Waimate Community ANZAC Group Meeting held on 21 May 2025 be received.

**CARRIED****8.4 MINUTES OF THE WDC COMMUNITY AND SPORTS GRANTS COMMITTEE MEETING HELD ON 30 MAY 2025****RESOLUTION 2025/66**

Moved: Mayor Craig Rowley

Seconded: Deputy Mayor Sharyn Cain

That the unconfirmed Minutes of the WDC Community and Sports Grants Committee Meeting held on 30 May 2025 be received.

**CARRIED****REPORTS****9 MAYOR'S REPORT****9.1 MAYOR'S REPORT****RESOLUTION 2025/67**

Moved: Mayor Craig Rowley

Seconded: Cr John Begg

That the Mayor's Report is accepted.

**CARRIED**

**Note:**

Council noted the disappointing turnout at the Local Water Done Well Community Chats around the district, however the Council stand at the Waimate Market and outside the New World supermarket were better attended.

Council discussed the draft unconfirmed minutes provided from the Canterbury Mayoral Forum, particularly the cost to councils on developing any future Regional Deals, and the opportunities for Council to review and provide feedback on the 2026-2028 Triennial Agreement.

**10 DEPUTY MAYOR'S REPORT****10.1 DEPUTY MAYOR'S REPORT****RESOLUTION 2025/68**

Moved: Deputy Mayor Sharyn Cain

Seconded: Mayor Craig Rowley

That the Deputy Mayor's Report is accepted.

**CARRIED****Note:**

The Deputy Mayor noted she had received a number of positive comments on the Council stand at the Waimate Market, and suggested it would be good to have a regular presence at the market on important topics.

**11 COUNCILLORS' REPORT****11.1 COUNCILLORS' REPORT****RESOLUTION 2025/69**

Moved: Cr Sandy McAlwee

Seconded: Cr Peter Collins

That the Councillors' Report is accepted.

**CARRIED****12 CHIEF EXECUTIVE'S REPORT****12.1 COMMON SEAL REPORT****RESOLUTION 2025/70**

Moved: Mayor Craig Rowley

Seconded: Cr Rick Stevens

That the following documents are executed under the Common Seal of the Council:

- a. Deed of Grant for Stock Underpass on Fitzmaurice Road – February 2025

**CARRIED**

**Note:**

Council noted the entire document is not required in future agendas.

**12.2 CHIEF EXECUTIVE'S ACTIVITY REPORT****RESOLUTION 2025/71**

Moved: Deputy Mayor Sharyn Cain

Seconded: Mayor Craig Rowley

That the Chief Executive's Activity Report is accepted.

**CARRIED****13 COUNCIL ACTIONS REPORT****13.1 OUTSTANDING COUNCIL ACTIONS REPORT - PUBLIC****RESOLUTION 2025/72**

Moved: Mayor Craig Rowley

Seconded: Cr Lisa Small

That the Outstanding Council Actions Report – Public is accepted.

**CARRIED****14 HUMAN RESOURCES REPORT**

Nil

**15 AUDIT AND RISK COMMITTEE REPORT****15.1 AUDIT AND RISK COMMITTEE CHAIR'S REPORT****RESOLUTION 2025/73**

Moved: Cr Rick Stevens

Seconded: Cr Tom O'Connor

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

**CARRIED****Note:**

The Mayor will send a letter to Damian Hogue and thank him for his work for the past few years as Chair of the Audit and Risk Committee.

**16 GENERAL REPORTS****16.1 FINANCE REPORT FOR THE 10 MONTHS ENDED 30 APRIL 2025****RESOLUTION 2025/74**

Moved: Mayor Craig Rowley

Seconded: Cr Rick Stevens

That the Finance Report for the 10 months ended 30 April 2025 is accepted.

**CARRIED****Note:**

A minor correction to Public Toilets – Waimate Town (New Toilets) also includes expenditure in the previous financial year.

Council discussed Promotions – Storage for Community Xmas Tree of \$21,000 and noted this may come in under budget.

**16.2 RISKPOOL: UPDATE AND PROPOSED MEMBER CONSULTATION**

Council received an update regarding the winding up of Riskpool and proposed member consultation.

**RESOLUTION 2025/75**

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr John Begg

That the Riskpool: Update and Proposed Member Consultation report is received.

**CARRIED****Note:**

Council noted the Deputy Mayor attended the recent Civic Services Annual General Meeting remotely.

**16.3 LOCAL GOVERNMENT NEW ZEALAND (ANNUAL GENERAL MEETING) REMITS****RESOLUTION 2025/76**

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr Rick Stevens

That Council considers the remits and gives guidance to their presiding delegate, Mayor Craig Rowley.

**CARRIED****Note:**

Council noted the five remits are not substantial.

1. Security system payments: Opposed
2. Improving joint management agreements: Opposed
3. Alcohol licensing fees: Supported
4. Aligning public and school bus services: Opposed
5. Review of Local Government arrangements to achieve better balance: Opposed.

## 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 2025/77

Moved: Deputy Mayor Sharyn Cain

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
<b>18.1 - Public Excluded Minutes of the Council Meeting held on 20 May 2025</b>	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
<b>18.2 - Outstanding Council Actions Report - Public Excluded</b>	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
<b>18.3 - Alpine Energy Limited Draft Statement of Corporate Intent 2026-2028 Shareholders Group Feedback</b>	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**



**19 RE-ADMITTANCE OF THE PUBLIC REPORT****RESOLUTION 2025/78**

Moved: Cr Rick Stevens

Seconded: Cr Lisa Small

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 10.51am.

The Minutes of this meeting are to be confirmed at the Ordinary Council Meeting scheduled on 22 July 2025.

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**CHAIRPERSON**