



MINUTES

Ordinary Council Meeting

18 November 2025

**MINUTES OF WAIMATE DISTRICT COUNCIL ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, WAIMATE DISTRICT COUNCIL, 125 QUEEN STREET,
WAIMATE ON TUESDAY 18 NOVEMBER 2025, COMMENCING AT 10:15AM**

PRESENT: Mayor Craig Rowley (Chair), Deputy Mayor Sandy McAlwee, Cr John Begg, Cr Jakki Guilford, Cr Stacey Hall, Cr Paul Harrison, Cr Lisa Small, Cr Rick Stevens

IN ATTENDANCE: Stuart Duncan (Chief Executive), 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 Advisor), Nicole Timney (Community and Strategy Group Manager)

Karalyn Reid (Committee Secretary) via Microsoft teams, Aleisha Macpherson (Corporate Services Assistant)

PARTIAL ATTENDANCE: Grace Aikman (Acting Human Resources Manager)

OPENING

1 MEETING OPENING

Mayor Craig Rowley opened the Council Meeting expressing his appreciation to the Chief Executive and staff involved for the outstanding result in the Department of Internal Affairs approving Council's plan for keeping water services local and in-house in the Waimate District.

He noted there would be a lot of challenges ahead, but he was sure Council would be able to plan, fund and manage water services affordably, as was promised to ratepayers.

The Chair welcomed those present to the meeting, and announced the meeting was being livestreamed.

2 PUBLIC FORUM

There was one speaker at the Public Forum:

Mr Ian McIlraith addressed Council, requesting a trial of an earlier opening time at the Norman Kirk Swimming Pool on a Saturday morning. Mr McIlraith's email had been circulated for the information of Council prior to the meeting. The Mayor thanked Mr McIlraith for his attendance at the Public Forum and offered to meet with Mr McIlraith to further discuss his request.

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), MINOR OR PUBLIC FORUM ITEMS NOT ON THE AGENDA

There were no Major, Minor or Public Forum items identified.

MINUTES

7 CONFIRMATION OF MINUTES

7.1 MINUTES OF THE COUNCIL MEETING HELD ON 28 OCTOBER 2025

RESOLUTION 2025/105

Moved: Cr Jakki Guilford

Seconded: Cr John Begg

That the Minutes of the Council Meeting held on 28 October 2025 be adopted as a true and correct record.

CARRIED

8 RECEIPT OF MINUTES

Nil

REPORTS

9 MAYOR'S REPORT

9.1 MAYOR'S REPORT

MOTION

Moved: Mayor Craig Rowley

Seconded: Cr Lisa Small

That the Mayor's Report is accepted.

Note:

5 November: Meeting with Fire & Emergency NZ (FENZ) – FENZ have confirmed they have no budget, however Council will prepare and offer payment options to transfer the assets over.

6 November: Waitaki MP Miles Anderson did not attend the Rotary meeting.

10 DEPUTY MAYOR'S REPORT

Nil

11 COUNCILLORS' REPORT

11.1 COUNCILLORS' REPORT

RESOLUTION 2025/106

Moved: Cr Rick Stevens

Seconded: Cr Lisa Small

That the Councillors' Report is accepted.

CARRIED

Note:

Cr Paul Harrison noted that the LGNZ Dunedin training for New Councillors was good, however he has also appreciated the local in-house training.

Cr Jakki Guilford highlighted she had concerns around the future of Local Government following South Island Minister James Meager's meeting with South Island Councils. The Mayor suggested that both the Rangitata and Waitaki MP be invited to come and present to Council early in the New Year.

12 CHIEF EXECUTIVE'S REPORT

12.1 CHIEF EXECUTIVE'S ACTIVITY REPORT

RESOLUTION 2025/107

Moved: Mayor Craig Rowley

Seconded: Cr Peter Paterson

That the Chief Executive's Activity Report is accepted.

CARRIED

13 COUNCIL ACTIONS REPORT

13.1 OUTSTANDING COUNCIL ACTIONS REPORT - PUBLIC

RESOLUTION 2025/108

Moved: Cr Jakki Guilford

Seconded: Cr Rick Stevens

That the Outstanding Council Actions Report – Public is accepted.

CARRIED

Note:

Council were given the background to the outstanding item 'Licence to use Response Assets - Fire and Emergency NZ (FENZ)'. The Chief Executive together with the Corporate Services Group Manager will work towards providing more palatable payment options for the two Council purchased fire trucks in a letter to FENZ.

14 HUMAN RESOURCES REPORT**14.1 HUMAN RESOURCES REPORT****RESOLUTION 2025/109**

Moved: Cr John Begg

Seconded: Deputy Mayor Sandy McAlwee

That the Human Resources Manager's report is accepted.

CARRIED**15 AUDIT AND RISK COMMITTEE REPORT**

Nil

16 GENERAL REPORTS**16.1 FINANCE REPORT FOR THE 2 MONTHS ENDED 31 AUGUST 2025****RESOLUTION 2025/110**

Moved: Cr John Begg

Seconded: Cr Stacey Hall

That the Finance Report for the 2 months ended 31 August 2025 is accepted.

CARRIED**16.2 EXPENDITURE VARIATION REPORT FOR THE 3 MONTHS ENDED 30 SEPTEMBER 2025****RESOLUTION 2025/111**

Moved: Cr Lisa Small

Seconded: Cr Rick Stevens

That the Expenditure Variation Report for the 3 months ended 30 September 2025 is accepted.

CARRIED**Note:**

Council discussed consultancy costs around Three Waters, and heard there will be more to come as staff work with assistance from external consultants to set up, fund and manage water services in-house, along with Annual Plan and Long Term Plan process budget support.

16.3 QUARTERLY TREASURY DASHBOARD REPORT 30 SEPTEMBER 2025**RESOLUTION 2025/112**

Moved: Cr Jakki Guilford

Seconded: Cr Paul Harrison

That the Quarterly Treasury Dashboard Report for the period ended 30 September 2025 is received.

CARRIED

Note:

Council noted a Bancorp representative has been scheduled to present to Council at the December Open Workshop.

16.4 RISKPOOL - TRUST DEED PROPOSED AMENDMENTS

Council considered supporting proposed amendments to the Riskpool Trust Deed, as circulated by Local Government Mutual Funds Trustee Ltd (LGMFT), the trustee for the New Zealand Mutual Liability Riskpool Scheme (Riskpool).

RESOLUTION 2025/113

Moved: Cr Jakki Guilford

Seconded: Cr John Begg

1. That the Riskpool – Trust Deed Proposed Amendments report is accepted; and
2. That Council notes the purpose and effect of the proposed amendments as outlined in this report and the attached papers; and
3. That Council approves Waimate District Council consenting to the amendments to the Riskpool Trust Deed, as set out in the attached letter dated 21 August 2025; and
4. That Council authorises the Corporate Services Group Manager to sign and return the attached consent form on behalf of Council.

CARRIED

16.5 ENFORCEMENT POLICY REVIEW

Council considered the reviewed Enforcement Policy.

RESOLUTION 2025/114

Moved: Cr John Begg

Seconded: Cr Rick Stevens

1. That the Enforcement Policy report is accepted; and
2. That Council adopts the Enforcement Policy as presented.

CARRIED

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

Nil

PUBLIC EXCLUDED

18 EXCLUSION OF THE PUBLIC REPORT

RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION 2025/115

Moved: Cr Rick Stevens

Seconded: Cr Paul Harrison

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 - Outstanding Council Actions Report - Public Excluded | <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>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> | 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 - Alpine Energy Limited Shareholder Dashboard - Quarter 2 of the 2026 Financial Year | <p>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</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> | 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 2025/116**

Moved: Deputy Mayor Sandy McAlwee

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 11.40am.

The Minutes of this meeting are to be confirmed at the Ordinary Council Meeting scheduled on 16 December 2025.

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CHAIRPERSON