



# **MINUTES**

**Ordinary Council Meeting**

**24 February 2026**

**MINUTES OF WAIMATE DISTRICT COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBER, WAIMATE DISTRICT COUNCIL, 125 QUEEN STREET,  
WAIMATE  
ON TUESDAY 24 FEBRUARY 2026 10:15 AM**

**PRESENT:** Mayor Craig Rowley, Deputy Mayor Sandy McAlwee, Cr John Begg, Cr Stacey Swale, Cr Paul Harrison, Cr Peter Paterson, Cr Lisa Small, Cr Rick Stevens

**APOLOGIES:** Cr Jakki Guilford

**IN ATTENDANCE:** Stuart Duncan (Chief Executive), Michelle Jones (Executive Support Manager), Dan Mitchell (Asset Group Manager), Tina Stevenson (Corporate Services Group Manager), Nicole Timney (Community and Strategy Group Manager), Aleisha Macpherson (Corporate Services Assistant),

**PARTIAL ATTENDANCE:** Dylan Murray (Regulatory and Compliance Group Manager), Grace Aikman (Human Resources Manager).

## OPENING

### 1 MEETING OPENING

Cr Harrison opened the meeting with a selection of quotes and humorous anecdotes. The Mayor acknowledged the passing of former Mackenzie District Council Mayor Anne Munroe, and invited those in attendance to observe a minutes silence.

### 2 PUBLIC FORUM

John Foley came to speak on the current state of the Waimate Museum/Courthouse. The ownership of the building is a issue under contention. Weather tightness measures have been undertaken by Council and further consideration is continuing.

### 3 APOLOGIES

#### APOLOGY

#### RESOLUTION 2026/14

Moved: Cr Rick Stevens

Seconded: Cr Lisa Small

That the apology received from Cr Guilford be accepted.

**CARRIED**

**4 VISITORS**

Nil

**5 CONFLICTS OF INTEREST**

Nil

**6 IDENTIFICATION OF MAJOR (URGENT) OR MINOR ITEMS NOT ON THE AGENDA**

Nil

**MINUTES****7 CONFIRMATION OF MINUTES****7.1 MINUTES OF THE COUNCIL MEETING HELD ON 27 JANUARY 2026****RESOLUTION 2026/15**

Moved: Cr John Begg

Seconded: Cr Lisa Small

That the Minutes of the Council Meeting held on 27 January 2026 be adopted as a true and correct record.

**CARRIED****8 RECEIPT OF MINUTES**

Nil

**REPORTS****9 MAYOR'S REPORT****9.1 MAYOR'S REPORT****RESOLUTION 2026/16**

Moved: Mayor Craig Rowley

Seconded: Cr John Begg

That the Mayor's Report is accepted.

**CARRIED****10 DEPUTY MAYOR'S REPORT**

Nil

## 11 COUNCILLORS' REPORT

### 11.1 COUNCILLORS' REPORT

#### RESOLUTION 2026/17

Moved: Cr Rick Stevens

Seconded: Cr Lisa Small

That the Councillors' Report is accepted.

**CARRIED**

## 12 CHIEF EXECUTIVE'S REPORT

### 12.1 CHIEF EXECUTIVE'S ACTIVITY REPORT

#### RESOLUTION 2026/18

Moved: Deputy Mayor Sandy McAlwee

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 2026/19

Moved: Cr Lisa Small

Seconded: Cr Stacey Swale

That the Outstanding Council Actions Report – Public is accepted..

**CARRIED**

## 14 HUMAN RESOURCES REPORT

### 14.1 HUMAN RESOURCES REPORT

#### RESOLUTION 2026/20

Moved: Mayor Craig Rowley

Seconded: Cr John Begg

**CARRIED**

## 15 AUDIT AND RISK COMMITTEE REPORT

Nil

**16 GENERAL REPORTS****16.1 FINANCE REPORT FOR THE 6 MONTHS ENDED 31 DECEMBER 2025****RESOLUTION 2026/21**

Moved: Cr John Begg  
Seconded: Cr Rick Stevens

That the Finance Report for the 6 months ended 31 December 2025 is accepted.

**CARRIED****16.2 EXPENDITURE VARIATION REPORT FOR THE 6 MONTHS ENDED 31 DECEMBER 2025****RESOLUTION 2026/22**

Moved: Cr Rick Stevens  
Seconded: Cr Peter Paterson

That the Expenditure Variation Report for the 6 months ended 31 December 2025 is accepted.

**CARRIED****16.3 QUARTERLY TREASURY DASHBOARD REPORT 31 DECEMBER 2025**

For Council to receive the Quarterly Treasury Dashboard for the period ended 31 December 2025.

**RESOLUTION 2026/23**

Moved: Cr Rick Stevens  
Seconded: Deputy Mayor Sandy McAlwee

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

**CARRIED****16.4 SECTION 44A AMENDMENT TO THE WAIMATE DISTRICT PLAN - NATIONAL ENVIRONMENTAL STANDARDS FOR DETACHED MINOR RESIDENTIAL UNITS**

The purpose of this report is to seek Council approval for amendments to the Waimate District Plan which are required by section 44A of the Resource Management Act (RMA).

**RESOLUTION 2026/24**

Moved: Mayor Craig Rowley  
Seconded: Deputy Mayor Sandy McAlwee

1. That the Section 44A Amendment to the Waimate District Plan – National Environmental Standards for Detached Minor Residential Units (NES-DMRU) report is received; and
2. That Council authorises the amendments to the District Plan (detailed under separate cover), required under section 44A of the Resource Management Act to remove any duplication and conflict with the NES-DMRU; and
3. That Council notes staff will complete the amendment process, including updating the District Plan and maintaining the record of amendments.

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

#### MOTION

Moved: Cr John Begg  
 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
<b>18.1 - Public Excluded Minutes of the Council Meeting held on 27 January 2026</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)(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

<p><b>18.3 - Late Item: Lower Waihao Water Treatment Plant Upgrade</b></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> <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>	<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</p>
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**19 RE-ADMITTANCE OF THE PUBLIC REPORT**

**RESOLUTION 2026/25**  
 Moved: Cr Lisa Small  
 Seconded: Deputy Mayor Sandy McAlwee  
 That Council moves out of Closed Council into Open Council.

**CARRIED**

**18.3 LATE ITEM: LOWER WAIHAO WATER TREATMENT PLANT UPGRADE**

For Council to consider options available for the upgrade of the Lower Waihao Water Treatment Plant and the potential combination with the Waikakahi Mixed-Use Rural Water Supply.

**RESOLUTION 2026/26**  
 Moved: Mayor Craig Rowley  
 Seconded: Cr Rick Stevens

1. That the Lower Waihao Water Treatment Plant Upgrade report is accepted; and
2. That Council approves the construction of the 30l/s Lower Waihao Water Treatment Plant for \$3,130,367.31 and notes the estimated unbudgeted expenditure to be \$3,428,742.64 to complete the project; and
3. That Council approves continuation with the current procurement process for the Waikakahi Mixed-Use Rural Water Supply; and
4. That Council brings its decision into the public section of the meeting.

**CARRIED**

**Note:** The additional investment allows for a significant amount of growth within the scheme and presents opportunities for self-suppliers to connect in the future, and improvements to levels of service for areas like Glenavy.

**MEETING CLOSURE**

There being no further business, the Chair declared the meeting closed at 12.07pm.

The Minutes of this meeting are to be confirmed at the Ordinary Council Meeting scheduled on 24 March 2026.

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**CHAIRPERSON**