



MINUTES

Ordinary Council Meeting

24 March 2026

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

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

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

PARTIAL ATTENDANCE: Shey Taylor (Strategic Planner/Policy Advisor), Grace Aikman (Human Resources Manager), Dylan Murray (Regulatory and Compliance Group Manager)

OPENING

1 MEETING OPENING

Cr Jakki Guilford opened the meeting with a Whakataukī – Māori proverb.

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 24 FEBRUARY 2026

RESOLUTION 2026/27

Moved: Cr Lisa Small

Seconded: Cr Peter Paterson

That the Minutes of the Council Meeting held on 24 February 2026 be adopted as a true and correct record.

CARRIED

8 RECEIPT OF MINUTES

8.1 MINUTES OF THE WAIMATE DISTRICT CIVIC AWARDS COMMITTEE MEETING HELD ON 29 JANUARY 2026

RESOLUTION 2026/28

Moved: Mayor Craig Rowley

Seconded: Cr Jakki Guilford

That the unconfirmed minutes of the Waimate District Civic Awards Committee Meeting held on 29 January 2026 be received.

CARRIED

REPORTS

9 MAYOR'S REPORT

9.1 MAYOR'S REPORT

RESOLUTION 2026/29

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 2026/30

Moved: Cr John Begg

Seconded: Cr Rick Stevens

That the Councillors' Report is accepted.

CARRIED

Note: Cr Guilford also attended the Aoraki Foundation launch of the Waimate Fund.

12 CHIEF EXECUTIVE'S REPORT

12.1 CHIEF EXECUTIVE'S ACTIVITY REPORT

RESOLUTION 2026/31

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 2026/32

Moved: Cr Lisa Small

Seconded: Cr Jakki Guilford

That the Outstanding Council Actions Report – Public is accepted.

CARRIED

Note: There has still been no response from FENZ. A follow up email will be sent.

14 HUMAN RESOURCES REPORT**14.1 HUMAN RESOURCES REPORT****RESOLUTION 2026/33**

Moved: Cr John Begg

Seconded: Cr Peter Paterson

That the Human Resources Manager's report is accepted.

CARRIED**15 AUDIT AND RISK COMMITTEE REPORT****15.1 AUDIT AND RISK COMMITTEE CHAIR'S REPORT****RESOLUTION 2026/34**

Moved: Cr Paul Harrison

Seconded: Deputy Mayor Sandy McAlwee

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

CARRIED**16 GENERAL REPORTS****16.1 DELEGATIONS POLICY REVIEW****RESOLUTION 2026/35**

Moved: Cr Rick Stevens

Seconded: Cr Jakki Guilford

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

CARRIED**16.2 FEES AND CHARGES 2026/27****RESOLUTION 2026/36**

Moved: Cr Rick Stevens

Seconded: Cr Stacey Swale

1. That the Fees and Charges 2026/27 report is accepted; and
2. That Council adopts the Waimate District Council Fees and Charges for 2026/27, effective 1 July 2026, as presented.

CARRIED

16.3 HERITAGE GRANT APPLICATIONS - FEBRUARY 2026**RESOLUTION 2026/37**

Moved: Cr Lisa Small

Seconded: Deputy Mayor Sandy McAlwee

1. That the Heritage Grant Applications – February 2026 report is accepted; and
2. That Council approves the funding application of \$1000.00 inclusive of GST from Waimate Edwardian Heritage Group; and
3. That Council approves the funding application of \$1000.00 excluding GST from Rebecca Murray (Bec's Murray Photography Ltd).

CARRIED

Note: The Regulatory & Compliance Group Manager left the room due to a conflict of interest.

16.4 RECREATIONAL TRACK GRANT APPLICATION - WHITEHORSE MTB RIDERS INC.**RESOLUTION 2026/38**

Moved: Cr John Begg

Seconded: Cr Rick Stevens

1. That the Recreational Track Grant Application - Whitehorse MTB Riders Inc. report is accepted; and
2. That Council approves the funding application of \$8695.64 excluding GST from Whitehorse MTB Riders Inc.

CARRIED

16.5 PROPOSAL FOR WINTER CAMPING AT THE LAKES CAMPGROUND**RESOLUTION 2026/39**

Moved: Cr John Begg

Seconded: Cr Lisa Small

1. That the Proposal for Winter Camping at the Lakes Campground report is accepted; and
2. That the Council accept the proposal for winter camping on a trial basis at Waitangi East Lakes campground and amend the Fees and Charges accordingly.

CARRIED

Note: Minor modification to point 9 (VI) \$10 for single or couple pass per night, with additional dependent child \$5 per night. Fees and Charges to be updated accordingly. Council requested a full breakdown of the income and costs at the end of the trial period.

16.6 CONSIDERATION FOR ACCEPTANCE OF GIFTED LAND, KEANE PARK, GLENAVY**RESOLUTION 2026/40**

Moved: Cr Lisa Small

Seconded: Cr Peter Paterson

1. That the Consideration for Acceptance of Gifted Land, Keane Park, Glenavy report is accepted; and
2. That Council accept the gift of Keane Park from the Bridging Waitaki Charitable Trust with a formal letter of acknowledgement to be sent to the Trust recognising their dedication.

CARRIED

Note: The Mayor acknowledged the work the group has undertaken for a number of years.

16.7 WATER SERVICES COMMITTEE - MEMBERSHIP**RESOLUTION 2026/41**

Moved: Cr Rick Stevens

Seconded: Cr John Begg

1. That the Water Services Committee – Membership report is accepted; and
2. That Council approves the following appointments to the Water Services Committee:
 - (i) Mayor Craig Rowley
 - (ii) Councillor Peter Paterson
 - (iii) Councillor Jakki Guilford

CARRIED

16.8 RISKPOOL: TRUST DEED AMENDMENTS - CONSULTATION OUTCOME**RESOLUTION 2026/42**

Moved: Mayor Craig Rowley

Seconded: Cr Jakki Guilford

That the Riskpool: Trust Deed Amendments – Consultation Outcome report is received.

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 2026/43

Moved: Cr Jakki Guilford

Seconded: Deputy Mayor Sandy McAlwee

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 24 February 2026	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)(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 - Approval to proceed with the construction of the Otaio-Makikihi / Hook-Waituna Water Treatment Plant	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)(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
18.4 - Alpine Energy Limited - Shareholder Dashboard - Quarter 3 of the 2026 Financial	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would

<p>Year & Asset Investment Portfolio Review Summary</p>	<p>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>	<p>be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
<p>18.5 - Alpine Energy Limited Draft Statement of Corporate Intent 2027-2029</p>	<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>	<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>

CARRIED

19 RE-ADMITTANCE OF THE PUBLIC REPORT

RESOLUTION 2026/44

Moved: Mayor Craig Rowley
 Seconded: Deputy Mayor Sandy McAlwee

That Council moves out of Closed Council into Open Council.

CARRIED

18.3 APPROVAL TO PROCEED WITH THE CONSTRUCTION OF THE OTAIO-MAKIKIHI / HOOK-WAITUNA WATER TREATMENT PLANT

RESOLUTION 2026/45

Moved: Mayor Craig Rowley

Seconded: Cr Rick Stevens

1. That the Approval to Proceed with the Construction of the Otaio-Makikihi / Hook-Waituna Water Treatment Plant report is accepted; and
2. That Council approves proceeding with the detailed design and construction of the proposed water treatment plant for \$1,634,296.28.

CARRIED

Note: Upon confirming the 24 March 2026 Council Meeting minutes at the 21 April 2026 Council Meeting, Council amended the minutes to note, that council brings this decision into the public section of the meeting.

MEETING CLOSURE

There being no further business, the Chair declared the meeting closed at 11.38am

The Minutes of this meeting are to be confirmed at the Ordinary Council Meeting scheduled on 21 April 2026.

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CHAIRPERSON