



MINUTES

Ordinary Council Meeting

21 April 2026

**MINUTES OF WAIMATE DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, WAIMATE DISTRICT COUNCIL, 125 QUEEN STREET,
WAIMATE
ON TUESDAY 21 APRIL 2026 10:15AM**

- 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), Dylan Murray (Regulatory and Compliance Group Manager), Tina Stevenson (Corporate Services Group Manager), Nicole Timney (Community and Strategy Group Manager), Aleisha Macpherson (Corporate Services Assistant), Sitari Jayasundara (Governance Support and PA to the Mayor)
- PARTIAL ATTENDANCE:** Grace Aikman (Human Resources Manager), Shey Taylor (Strategic Planner/Policy Advisor)

OPENING

1 MEETING OPENING

Cr John Begg opened the meeting with a prayer for the town to move forward with wisdom and thanked the staff, town, Councillors and Community for working together.

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: Cr Peter Paterson and Cr John Begg declared they had a conflict of interest in Item: 16:9 Waimate2gether Te Ara Waimatemate Sculpture Trail Starting Point Proposal, as Cr Peter Paterson being a member of the Committee and Cr John Begg having a perceived interest. Cr Rick Stevens declared he had a conflict of interest in Item: 16.1 Approval to extend Contract period for Road Network Operations and Maintenance Contract 20-11 as he had a perceived interest with the roading contractor, and they would not partake in the discussion or decision making.

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 MARCH 2026

RESOLUTION 2026/32

Moved: Cr Peter Paterson

Seconded: Cr Lisa Small

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

CARRIED

Note: A decision was made to bring item 18.3 from the public excluded minutes into the public minutes.

8 RECEIPT OF MINUTES

Nil

REPORTS

9 MAYOR'S REPORT

9.1 MAYOR'S REPORT

RESOLUTION 2026/33

Moved: Mayor Craig Rowley

Seconded: Cr Rick Stevens

That the Mayor's Report is accepted.

CARRIED

10 DEPUTY MAYOR'S REPORT

Nil

11 COUNCILLORS' REPORT

11.1 COUNCILLORS' REPORT

RESOLUTION 2026/34

Moved: Cr Lisa Small

Seconded: Deputy Mayor Sandy McAlwee

That the Councillors' Report is accepted.

CARRIED

12 CHIEF EXECUTIVE'S REPORT**12.1 CHIEF EXECUTIVE'S ACTIVITY REPORT****RESOLUTION 2026/35**

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 2026/36**

Moved: Cr John Begg

Seconded: Cr Peter Paterson

That the Outstanding Council Actions Report – Public is accepted.

CARRIED

Note: FENZ meeting has been confirmed for Friday the 8th of May.

14 HUMAN RESOURCES REPORT**14.1 HUMAN RESOURCES REPORT****RESOLUTION 2026/37**

Moved: Cr Lisa Small

Seconded: Cr Jakki Guilford

That the Human Resources Manager's Report is accepted.

CARRIED**15 AUDIT AND RISK COMMITTEE REPORT**

Nil

16 GENERAL REPORTS**16.1 APPROVAL TO EXTEND CONTRACT PERIOD FOR ROAD NETWORK OPERATIONS AND MAINTENANCE CONTRACT 20-11****RESOLUTION 2026/38**

Moved: Mayor Craig Rowley

Seconded: Cr Jakki Guilford

1. That the Approval to extend contract period for road network operations and maintenance contract 20-1 report is received; and
2. That Contract 20-1 Road Network Operations and Maintenance with Rooney Earthmoving Ltd be extended for two years from 1 July 2026 to 30 June 2028.

CARRIED**16.2 DANGEROUS, AFFECTED, AND INSANITARY BUILDINGS POLICY REVIEW****RESOLUTION 2026/39**

Moved: Cr Rick Stevens

Seconded: Cr Jakki Guilford

1. That the Dangerous, Affected, and Insanitary Buildings Policy report is accepted; and
2. That Council approves the draft Dangerous, Affected, and Insanitary Buildings Policy and Consultation Document for public consultation.

CARRIED**16.3 GAMBLING AND TAB VENUES POLICY****RESOLUTION 2026/40**

Moved: Cr Stacey Swale

Seconded: Cr Lisa Small

1. That the Gambling and TAB Venues Policy report be accepted, and
2. Council approves the Gambling and TAB Venues Policy and Consultation Document for public consultation.

CARRIED

16.4 ELECTED MEMBER REMUNERATION, ALLOWANCES, AND EXPENSES POLICY**RESOLUTION 2026/41**

Moved: Cr Lisa Small

Seconded: Deputy Mayor Sandy McAlwee

1. That the Elected Member Remuneration, Allowances, and Expenses Policy report is received; and
2. That Council accepts the proposed changes to the Elected Member Remuneration, Allowances, and Expenses Policy as presented.

CARRIED**16.5 SOLID WASTE ANALYSIS PROTOCOL (SWAP) AUDIT 2025****RESOLUTION 2026/42**

Moved: Mayor Craig Rowley

Seconded: Cr John Begg

That the Solid Waste Analysis Protocol (SWAP) Audit 2025 report is accepted.

Note: Communications are to be released on what can go in which bins. There is currently signage at the rural collection sites.

CARRIED**16.6 WASTE MANAGEMENT REPORT****RESOLUTION 2026/43**

Moved: Cr Jakki Guilford

Seconded: Cr Rick Stevens

That the Waste Management Report is accepted.

CARRIED**16.7 KNOTTINGLEY PARK MEMORIAL TREE AREA PROPOSAL****RESOLUTION 2026/44**

Moved: Mayor Craig Rowley

Seconded: Cr Rick Stevens

1. That the Knottingley Park and Arboretum Memorial Tree Area Proposal Report is accepted; and
2. That Council accepts the Red Cross Knottingley Park and Arboretum Memorial Tree Area Proposal.

CARRIED

16.8 KNOTTINGLEY PARK PONY CLUB JUMPS COLOUR SCHEME PROPOSAL**RESOLUTION 2026/45**

Moved: Cr Rick Stevens

Seconded: Cr Lisa Small

1. That the Knottingley Park and Arboretum Pony Club Jumps Colour Scheme Proposal Report is accepted; and
2. That Council agrees to work with the Waimate Pony Club to identify a suitable colour scheme for the 18 Pony Club jumps situated at Knottingley Park and Arboretum and delegates use of discretion to the Parks and Reserves Manager.

CARRIED

Note: Parks and Reserves manager to go back to the Pony Club for examples of proposed colours.

16.9 WAIMATE2GETHER TE ARA WAIMATEMATE SCULPTURE TRAIL STARTING POINT PROPOSAL**RESOLUTION 2026/46**

Moved: Cr Jakki Guilford

Seconded: Cr Paul Harrison

1. That the Waimate2gether Te Ara Waimatemate Sculpture Trail Starting Point Proposal report is accepted; and
2. That Council accepts the Waimate2gether Te Ara Waimatemate Sculpture Trail Starting Point Proposal for the inclusion of a sculpture in the Salvation Army grounds, signage and potential sculpture in Boland Park and mural on the Norman Kirk Memorial Pool fencing facing Queen Street.

CARRIED

Note: Cr John Begg & Peter Paterson left the table due to a conflict of interest. A report is to come back to Council with full costings, what is Council expected to cover and life of the existing fence in due course. Council would like to see the plans of the mural when Waimate2gether are at that stage.

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 2026/47

Moved: Cr Jakki Guilford

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
<p>18.1 - Public Excluded Minutes of the Council Meeting held on 24 March 2026</p>	<p>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</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>
<p>18.2 - Outstanding Council Actions Report - Public Excluded</p>	<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)(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>

CARRIED

19 RE-ADMITTANCE OF THE PUBLIC REPORT

RESOLUTION 2026/48

Moved: Cr Jakki Guilford

Seconded: Cr Paul Harrison

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 11.33am.

The Minutes of this meeting are to be confirmed at the Ordinary Council Meeting scheduled on 19 May 2026.

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CHAIRPERSON