



# **UNCONFIRMED MINUTES**

**Ordinary Council Meeting**

**13 August 2019**

**MINUTES OF MACKENZIE DISTRICT COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBERS, FAIRLIE  
ON TUESDAY, 13 AUGUST 2019 AT 9.30AM**

**PRESENT:** Mayor Graham Smith, Deputy Mayor James Leslie, Cr Russell Armstrong, Cr Anne Munro, Cr Stuart Barwood, Cr Chris Clarke, Cr Paul Hannagan

**INATTENDANCE:** Stuart Grant (Acting Chief Executive Officer), Simon Mackenzie (General Manager Operations), Paul Numan (General Manager Corporate Services), Gisela Craig (Acting Governance Advisor), Connie Giquel (Acting Executive Advisor), Tim Mulcock (Transition Manager)

**1 OPENING**

The Mayor opened the meeting and welcomed the Acting Executive Advisor and Acting Governance Advisor.

**2 APOLOGIES**

There were no apologies.

**3 VISITORS**

There were no visitors.

**4 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**5 BEREAVEMENTS**

The Mayor noted the following bereavements and a minutes' silence was observed.

- Ian Graves, formerly from Tekapo
- Daniel Trotter of Fairlie, son of Dale and Andrew
- Pamela Russell, wife of John, mother of Alice
- Gladys May Baldwin of Twizel, wife of Bruce
- Annie Frances Johnston, partner and companion of Jack
- Luca Falcon Midgley, of Fairlie, son of Michael and Wilma, brother of David, Amber and late Meret

**6 MAYOR'S REPORT****6.1 MAYORAL ACTIVITIES REPORT****RESOLUTION 2019/72**

Moved: Cr Stuart Barwood

Seconded: Cr Anne Munro

The report was received.

**CARRIED**

**7 PUBLIC EXCLUDED REPORTS****8 REPORTS****8.1 CHIEF EXECUTIVE OFFICER'S ACTIVITIES REPORT**

The Acting Chief Executive listed the attendees at the recently held candidate meetings for local elections, no uptake by the public, only councillors and staff attended.

The Acting Chief Executive spoke about the recent successful team building afternoon in Tekapo. The Mayor thanked the organisers of the event.

The Acting Chief Executive informed the Council of the upcoming "Destination Mackenzie" meeting in Christchurch. The Mayor stated that Councillors are invited to attend, however involvement of Councillors is not intended.

The Mayor thanked Stuart Grant for his role as Acting Chief Executive Officer.

**RESOLUTION 2019/73**

Moved: Cr Paul Hannagan

Seconded: Deputy Mayor James Leslie

The report was received.

**CARRIED**

## 8.2 MACKENZIE DISTRICT ENTRY BRANDING SIGNS

### PURPOSE OF REPORT

ChristchurchNZ have been scoping implementation of the Mackenzie Region star branding in addition to the existing Mackenzie District Council Crest, and have presented a model of this and manufacturing pricing at the Council workshops in June and July. They have now obtained installation pricing & recommend proceeding. Staff have included an estimate for tree removal at Cave.

The Mayor agreed with what has been discussed at the workshop, despite not necessarily being in favour of the logo. Since it would be an unbudgeted expenditure, spending would need to be well considered.

The Councillors discussed different options in regards to aesthetics, installation, use of logo, using alternative budgets etc., with some in support of bringing the signs in sooner rather than in the next budget.

It was agreed on that more work needs to be done, potential specialist and public advice sought.

#### **RESOLUTION 2019/74**

Moved: Cr Anne Munro

Seconded: Cr Paul Hannagan

1. The report was received.

**CARRIED**

#### **RESOLUTION 2019/75**

Moved: Cr Chris Clarke

Seconded: Deputy Mayor James Leslie

2. That the project will be deferred until the next Council meeting as it seeks further information.

**CARRIED**

### 8.3 UPDATED POLICIES FOR APPROVAL

#### PURPOSE OF REPORT

As part of implementing recommendations in the Audit New Zealand Interim Audit Report several policies have been updated and created. These are presented to Council for approval.

The Acting Chief Executive Officer referred to the policies as living documents, which are workable in the meantime.

The Transition Manager explained the extensions that had been added to some policies. Key change: Council staff also need to disclose conflicts of interest. The procurement policy had a major overhaul in regards to vendors and transparency, purchase orders, asset sales and debt recovery. Audits will be in place to follow up on procedures.

#### RESOLUTION 2019/76

Moved: Cr Russell Armstrong

Seconded: Deputy Mayor James Leslie

1. The report was received.

**CARRIED**

#### RESOLUTION 2019/77

Moved: Cr Anne Munro

Seconded: Cr Russell Armstrong

2. The following policies were approved:

1. Fraud Policy 20190726
2. Protected Disclosure Policy 20190725
3. Conflict of Interest Policy 20190724
4. Mackenzie District Council Elected Members Interest Register 20190722
5. Mackenzie District Council Staff Interest Register 20190729
6. Procurement Policy 20190801

**CARRIED**

#### 8.4 CANTERBURY WATER MANAGEMENT STRATEGY - FIT FOR THE FUTURE PROJECT

The Mayor mentioned that ECan's plan change No. 7 will have an influence on these decisions, along with the upcoming workshop. The Council discussed ECan vs. Council responsibilities. Water committees have developed and the question arises: "Who takes on the management/leadership in the region". Financial concerns were also raised in regards to time/effort/staffing at meetings.

Council voiced concern around the resource implications on the Mackenzie District going forward. Councillors request further information on Water Management in our district.

#### STAFF RECOMMENDATIONS

Council noted the recommendations of Canterbury Mayoral Forum resolved on 24 May 2019 on the Canterbury Water Management Strategy - Fit for Future Project, in particular to:

1. Note that the Canterbury Mayoral Forum has approved CWMS goals for 2025 and 2030.
2. Note that the Canterbury Mayoral Forum has asked Environment Canterbury to work with territorial authorities, Ngāi Tahu, industry and community partners to develop a regional work programme, with an implementation plan and monitoring framework to deliver the goals.
3. Note that implementation to deliver the goals will have resource implications that councils will need to consider in adopting annual plans for 2020/21 and long-term plans for 2021–31.

#### 8.5 ANNUAL SATISFACTION SURVEY REPORTS

James Leslie congratulated staff on the excellent outcome of the survey. The Mayor elaborated in regards to staff/councillors communication and work efforts. Cr Clarke suggested a follow up process to be in place where shortfalls/deficits can be reflected on.

The survey to be published on the Mackenzie District Council website, as suggested by General Manager Corporate Services.

#### RESOLUTION 2019/78

Moved: Deputy Mayor James Leslie

Seconded: Cr Paul Hannagan

1. The information was noted.

**CARRIED**

#### RESOLUTION 2019/79

Moved: Cr Chris Clarke

Seconded: Cr Russell Armstrong

2. That Council staff are involved in the review process and will report and act on the deficits accordingly. I

**CARRIED**

### 8.6 SPORT CANTERBURY 2019 ANNUAL REPORT

#### RESOLUTION 2019/80

Moved: Deputy Mayor James Leslie

Seconded: Cr Paul Hannagan

The information was noted.

**CARRIED**

The Mayor recently attended an inaugural Sports Award night run by Sport Twizel (which is under the umbrella of South Canterbury Sports). This could potentially become a Mackenzie District wide event, held in Twizel.

### 8.7 COMMON SEAL AND AUTHORISED SIGNATURES

#### PURPOSE OF REPORT

To advise of the documents signed under the Common Seal from 7 June to 5 August 2019.

#### RESOLUTION 2019/81

Moved: Cr Russell Armstrong

Seconded: Cr Stuart Barwood

The following documents were executed under the Common Seal of the Council:

**CARRIED**

Date Sealed		Details	
11/06/19	Subdivision Certifications - RM 180032. Andrew Don Drive	Mackenzie District Council and Lake Tekapo Enterprises Limited, Andrew William Simpson and Karen Frances Simpson.	<a href="#">899</a>
24/06/19	ANZ Master mandate - Signing Authority	The Mackenzie District Council and ANZ Bank	<a href="#">900</a>
28/6/19	Deed of Assignment of Lease, Lake Alexandrina Huts.	Between MDC and Helen Patricia McKirdy, Peter Alander McKirdy and Anthony Shaw (departing leasee) and Helen Patricia McKirdy and Kerry Vivienne Kettle (new leasee).	<a href="#">901</a>
17/7/19	Deed of renewal of lease	MDC and Skyrim Investment Limited	<a href="#">902</a>

5/08/19	Contract for Township Reserves Maintenance	MDC and Whitestone Contracting Ltd Contract 1214	903
---------	--	---	-----

**9 COMMUNITY BOARD RECOMMENDATIONS**

**9.1 MINUTES OF TWIZEL COMMUNITY BOARD MEETING - 10 JUNE 2019**

The recommendations were noted.

**9.2 MINUTES OF TEKAPO COMMUNITY BOARD MEETING - 5 JUNE 2019**

The recommendations were noted.

**9.3 MINUTES OF FAIRLIE COMMUNITY BOARD MEETING - 6 JUNE 2019**

The recommendations were noted.

**10 RECEIVE COMMITTEE MINUTES**

**10.1 MINUTES OF ASSETS AND SERVICES COMMITTEE MEETING - 2 JULY 2019**

**RESOLUTION 2019/82**

Moved: Cr Anne Munro

Seconded: Deputy Mayor James Leslie

The minutes of the assets and services committee meeting held on Tuesday 2 July 2019 were received.

**CARRIED**

**10.2 MINUTES OF FINANCE COMMITTEE MEETING - 2 JULY 2019**

**RESOLUTION 2019/83**

Moved: Cr Anne Munro

Seconded: Deputy Mayor James Leslie

The Minutes of the open and public excluded Finance Committee Meeting held on Tuesday 2 July 2019 were received.

**CARRIED**



**10.3 MINUTES OF AUDIT AND RISK COMMITTEE MEETING - 2 JULY 2019****RESOLUTION 2019/84**

Moved: Cr Anne Munro

Seconded: Deputy Mayor James Leslie

The Minutes of the Audit and Risk Committee Meeting held on Tuesday 2 July 2019 were received.

**CARRIED**

**10.4 MINUTES OF PLANNING AND REGULATIONS COMMITTEE MEETING - 2 JULY 2019****RESOLUTION 2019/85**

Moved: Cr Anne Munro

Seconded: Deputy Mayor James Leslie

The Minutes of the Planning and Regulations Committee Meeting held on Tuesday 2 July 2019 were received.

**CARRIED**

All confirmed, and unconfirmed minutes are available at the Twizel Community Library and the Mackenzie Community Library, Fairlie or at [www.mackenzie.govt.nz](http://www.mackenzie.govt.nz).

**11 CONFIRM COUNCIL MINUTES****11.1 MINUTES OF COUNCIL MEETING - 18 JUNE 2019****RESOLUTION 2019/86**

Moved: Cr Anne Munro

Seconded: Deputy Mayor James Leslie

1. The Minutes of the Council Meeting held on Tuesday 18 June 2019 were received and confirmed as an accurate record of the meeting.

**CARRIED**

**11.2 MINUTES OF EXTRAORDINARY COUNCIL MEETING - 25 JUNE 2019****RESOLUTION 2019/87**

Moved: Cr Anne Munro

Seconded: Deputy Mayor James Leslie

1. The Minutes of the Extraordinary Council Meeting held on Tuesday 25 June 2019 were received and confirmed as an accurate record of the meeting.

**CARRIED**

**11.3 MINUTES OF EXTRAORDINARY COUNCIL MEETING - 2 JULY 2019**

**RESOLUTION 2019/88**

Moved: Cr Anne Munro  
 Seconded: Deputy Mayor James Leslie

1. The Minutes of the Extraordinary Council Meeting held on Tuesday 2 July 2019 were received and confirmed as an accurate record of the meeting.

**CARRIED**

**11.4 MINUTES OF EXTRAORDINARY COUNCIL MEETING - 26 JULY 2019**

The public excluded Minutes of the Extraordinary Council Meeting held on Friday 26 July 2019 will be received and confirmed as an accurate record at the Council Meeting 24 September 2019.

**12 ADJOURNMENTS**

11.13am – 11.30am for Morning Tea Break

**13 PUBLIC EXCLUDED**

**RESOLUTION TO EXCLUDE THE PUBLIC**

**RESOLUTION 2019/89**

Moved: Cr Anne Munro  
 Seconded: Cr Russell Armstrong

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><b>13.1 - Memorandum of Understanding - South Canterbury Chamber of Commerce</b></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>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><b>13.2 - ChristchurchNZ Extension of Memorandum of Understanding</b></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)(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>
<p><b>CARRIED</b></p>		

**RESOLUTION 2019/90**  
 Moved: Cr Anne Munro  
 Seconded: Deputy Mayor James Leslie  
 That Council moves out of Closed Council into Open Council.

**CARRIED**

**The Meeting closed at 11.50am.**

**The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 24 September 2019.**

.....  
**CHAIRPERSON**

UNCONFIRMED