



MINUTES

Ordinary Council Meeting

11 February 2020

**MINUTES OF MACKENZIE DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS, FAIRLIE
ON TUESDAY, 11 FEBRUARY 2020 AT 9.30AM**

PRESENT: Mayor Graham Smith, Deputy Mayor James Leslie, Cr Anne Munro, Cr Stuart Barwood, Cr Murray Cox, Cr Emily Bradbury, Cr Matt Murphy

IN ATTENDANCE: Suzette Van Aswegen (Chief Executive), Paul Numan (GM Corporate Services), Simon Mackenzie (GM Operations), Jo Hurst (Management Accountant), Connie Giquel (Executive Advisor to the Mayor and Chief Executive), Arlene Goss (Governance Advisor Temp) and one member of the media.

1 OPENING

The Mayor opened the meeting and welcomed everyone.

2 APOLOGIES

There were no apologies.

3 VISITORS

There were no visitors to the Council meeting.

4 DECLARATIONS OF INTEREST

There were no declarations of interest.

5 BEREAVEMENTS

The Mayor read out the following bereavements and a minute's silence was observed:

MACDONALD, Donella of Fairlie – Died in Scotland on December 17, 2019.

Born in Fairlie on February 10, 1933. Student and teach in the South Island in the 1950s, daughter of the late Donal and Connie Grant, sister of Ishbel Fraser and the late Nan Grace Anne Bray, wife of the late Patrick MacDonald, mother of Connie, Donald, Colin and Ruaraidh. Dearly loved by her Scottish and NZ families.

INCH, Lorna Mary Symes of Lake Tekapo – Died January 18, 2020.

Stewart would like to express heartfelt thanks to family, friends and neighbours for their kindness, support, flowers, cards and expressions of sympathy after Lorna's passing. Special thanks to members of the Lake Tekapo Lions Club and their partners for their support.

SIMPSON, Guy of Lake Tekapo– Died on Monday January 27, 2020 at home surrounded by his close family. He lost his courageous battle with cancer. Dearly loved husband and soulmate of Jackie and much loved and adored father to Maisy.

MASSAM, Mary Patricia of Twizel – Died peacefully in Dunedin Hospital surrounded by loved ones on January 14, 2020 aged 76 years. Adored wife of the late Dave. Loved mum of Peter

and Jackie, Robyn and Shem and Annemarie. Dearest grandma of Mary, Trinity, Xavier and Sefton. Loved friend to many.

THORN, Patricia May of Twizel – Passed away suddenly and unexpectedly at home in Twizel on Sunday January 12, 2020 aged 67. Much loved and cherished wife of Allan, mum of Debbie. Sarah, Aaron, Kelly and Jon. Adored and much loved Nannie to Anika, Max, Xavier, Lexi, Oliva and Harper.

GLASS, Ben of Albury – Passed away February 10. Loved husband of the late Isobel and father of Graham and Elizabeth.

KENTON, Billy – Long term resident of Tekapo.

6 MAYOR'S REPORT

6.1 MAYORAL ACTIVITIES REPORT

RESOLUTION 2020/1

Moved: Cr Anne Munro

Seconded: Cr Stuart Barwood

That the report be received.

CARRIED

The Mayor spoke about the Mayoral Forum Food and Fibre Innovation Programme. There was a concern expressed that young people were not entering the agricultural sector. \$200,000 would be put into encouraging young people to enter farming, done in partnership with Lincoln University.

The Mayor updated councillors on the current status of the Pukaki Airport Board. He and the chief executive met with members on 17th January. The chairman has tendered his resignation and the board has been disestablished. They have agreed to hand over all information to Property and Commercial Manager Mark Samways.

The Mayor recognised the good work the board has done. The chief executive would like to invite them to the next council meeting to celebrate the work they have done.

Yesterday the Mayor met with Arowhenua and Waihao runanga and it went well. He was happy to have a way forward with runanga. Discussions took place on the relationships runanga have with DOC and with council staff. The Mayor was congratulated on his achievements in working with runanga. He said it was a council-wide effort. Council respects runanga and “holds them with integrity”.

The Mayor thanked councillors for going with him to Queenstown to meet with Queenstown Mayor Jim Boulton and Queenstown Lakes District Council executives.

7 REPORTS

8.1 CHIEF EXECUTIVE'S ACTIVITY REPORT

The chief executive took the report as read. She thanked staff who worked all weekend operating the emergency operations centre during the recent fire at Burkes Pass.

She notified the councillors that Council's audit director, John Mackey from Audit New Zealand, has been moved away from the Mackenzie and a new audit director has been appointed.

The Mayor asked for an update on vacant staff positions. The chief executive noted a list of applications for the position of General Manager Operations has been compiled. The position of planning team leader is currently being advertised. Other positions were also updated.

There are difficulties attracting staff to some positions, such as building control officers.

The recent meetings in Fairlie and Twizel between council staff and local builders were productive and the builders thanked council for organising the meetings. Concerns were expressed around continuity of service, timing of inspections, fees and charges and consistency in how the inspectors do their work. It was important to build a team in-house to ensure consistency.

Councillors were concerned that council was receiving more building consent applications than could be processed within the timeframe.

Upcoming consultations from central government were noted. Simon Mackenzie was asked for an update on the Three Waters Bill. This has been delayed but is expected to go through Parliament by May or June, followed by changes that staff were already working on.

RESOLUTION 2020/2

Moved: Deputy Mayor James Leslie

Seconded: Cr Emily Bradbury

1. That the report be received.

CARRIED

8.2 CANTERBURY LOCAL AUTHORITIES TRIENNIAL AGREEMENT

This report invites Council to ratify the draft Canterbury Local Authorities' Triennial Agreement 2020–22.

The Mayor said this agreement had provided real value in the past, and it would be a shame if Mackenzie was not part of the Mayoral forum. The forum has identified that it wants more senior government ministers at meetings to deliver on issues affecting local government. That would be the thrust this year. MP Dr Megan Woods, Minister of Energy and Resources, would be speaking at the next Mayoral Forum in early March.

RESOLUTION 2020/3

Moved: Cr Anne Munro

Seconded: Cr Stuart Barwood

1. That the report be received.

CARRIED**RESOLUTION 2020/4**

Moved: Deputy Mayor James Leslie

Seconded: Cr Anne Munro

2. That Mackenzie District Council ratifies the Canterbury Local Authorities' Triennial Agreement 2020-22.

CARRIED**8.3 COUNCIL FINANCIAL REPORT****RESOLUTION 2020/5**

Moved: Cr Matt Murphy

Seconded: Cr Murray Cox

That the information be noted.

CARRIED

Management Accountant Jo Hurst joined the meeting to speak to this report. Matters discussed included the following:

Grants have been received from tourism funds. Council's finances were in good shape.

The Mayor asked for a review of insurance. Paul Numan said staff were regularly looking at insurance and making sure it was fit for purpose, and Council had been updated at a recent meeting. He believed council's insurances were well positioned. The Mayor asked if notifications were received of any changes in insurance terms or increased prices. Yes.

Capital expenditure has a gap between budget and money spent to date. A delay in the water treatment plant in Fairlie was part of the reason. Simon Mackenzie said he did not believe this would be delivered by 30 June. He therefore expects spend to be 25% under at the end of the financial year.

The chief executive said most of the spend is from the reserves so could be carried over to next year, but when the money came from rates you cannot carry it over without placing it into a reserve account. Council needed to get better at project managing big projects.

Discussion took place on the use of consultants. The chief executive suggested a workshop to show councillors where and when consultants were normally used. In the regulatory area consultant costs were recovered from users.

Cr Cox asked if there was any risk of losing subsidies in roading. No.

The Mayor asked about subsidies for street lighting from NZTA. The replacement of street lights was still a work in progress. The deadline to do this work is June 30 and staff are waiting for lights to arrive.

Jo Hurst was thanked for the financial report and for attending the meeting.

8.4 ADOPTION OF COMMITTEE TERMS OF REFERENCE

The purpose of this report was for Council to adopt the terms of reference for the following standing committees: Engineering and Services Committee; Commercial and Economic Development Committee; Planning and Regulatory Committee; Strategy Committee; and Audit and Risk Committee.

Paul Numan outlined some changes to the documents that were suggested at a councillor workshop. He said the following changes would be made in response to councillor feedback:

1. **Strategy Committee** – remove the wording at 4.3.4.1 “to initiate and progress any change to or review of the District Plan under the Resource Management Act”
2. **Planning and Regulatory Committee** – include the wording at 4.3.3.1 “to initiate and progress any change to or review of the District Plan under the Resource Management Act” and amend the **meetings** frequency to six weekly basis or as required (from quarterly).

The Mayor said it was important that the meeting frequency for all committees would have “or as required” added.

Regarding the responsibilities of the Commercial and Economic Development Committee, the Mayor questioned whether the Alps2Ocean cycleway was a commercial operation. After some discussion the councillors agreed this would fit better under asset management and should move to the Engineering and Services Committee.

The Mayor read out the chairs and deputy chairs of each committee. Cr Leslie asked if Bruce Mincham, who is the independent chairman of the Audit and Risk Committee, had seen the terms of reference for Audit and Risk. The chief executive said Mr Mincham had seen them and wrote to her that he did not feel comfortable being in control of the performance review of the chief executive. This could be delegated to the deputy of Audit and Risk, or to a sub-committee. This discussion could take place at the Audit and Risk Committee meeting.

RESOLUTION 2020/6

Moved: Cr Emily Bradbury

Seconded: Deputy Mayor James Leslie

1. That the report be received.

CARRIED

RESOLUTION 2020/7

Moved: Cr Anne Munro

Seconded: Cr Murray Cox

2. That Council adopt the attached terms and references of the Engineering and Services Committee, Commercial and Economic Development Committee, Planning and Regulatory Committee, Strategy Committee, and Audit and Risk Committee with the changes noted in the minutes of the Council Meeting on February 11, 2020.

CARRIED

8.5 ADOPTION OF STREET NAMES FOR MACKENZIE PARK SUBDIVISION

The purpose of this report was for Council to adopt proposed street names for Stage 3 of Mackenzie Park Subdivision in Twizel.

Cr Leslie expressed concern about the potential for vandalism of signs saying Canal Place. He said there were already several signs around Twizel that had been vandalised in that way. Councillors discussed whether an alternative name should be used but decided not to take that path.

RESOLUTION 2020/8

Moved: Cr Stuart Barwood

Seconded: Cr Matt Murphy

1. That the report be received.
2. That the street names, Hydro Avenue and Canal Place, as proposed by the developers for the Mackenzie Park Subdivision – Stage 3, be approved noting they have written approval from Te Rūnanga o Arowhenua.

CARRIED

8.6 COMMON SEAL AND AUTHORISED SIGNATURES

The following documents have been prepared in accordance with previous resolutions of the Council and/or the provisions of the Local Government Act, 1993, and other relevant statutes.

This is a regular report to inform councillors of documents executed under the Common Seal of Council by the Mayor and Chief Executive.

RESOLUTION 2020/9

Moved: Deputy Mayor James Leslie

Seconded: Mayor Graham Smith

That Council notes the following documents have been executed under the Common Seal of the Council:

Date Sealed		Details	
20/12/2019	Deed of Assignment of Lease	Anne Marie Hughes Assignor (Departing Lessee) and Anne Marie Hughes and David John Hughes Assignee (New Lessees) and Mackenzie District Council	907
20/12/2019	Deed of Assignment of Lease	John Burton Hunt and Lesley Margaret Hunt Assignor (Departing Lessees) and Robert William Hunt Assignee (New Lessee) and Mackenzie District Council (Lessor)	908

CARRIED

8 COMMUNITY BOARD RECOMMENDATIONS

9.1 MINUTES OF TWIZEL COMMUNITY BOARD MEETING - 2 DECEMBER 2019

The Mayor read out the resolutions from the community board meetings and asked for background information on some matters.

Cr Munro questioned whether the resolution passed by the Twizel Community Board at number 2 below, relating to affected persons approval, set a precedent for visitor accommodation in Twizel. The chief executive said that affected person approval was only given to encroach on the boundary of a council reserve, not to supply visitor accommodation. Later in the meeting this matter was raised again with Planning Manager Ann Rodgers. Her view was that once affected person's approval had been given by the community board, planners could not consider community concerns in the consent process. At the end of this discussion it was agreed that the delegation to community boards to give affected persons approval might not be an appropriate delegation, considering the level of experience and knowledge held by board members.

Council noted the following resolutions from the Twizel Community Board:

1. That, subject to getting approval from the property owners, the Twizel Community Board requests to have removable bollards (with bike stands) installed (in Market Place).
2. That the Twizel Community Board recommends to Council (staff) that affected persons approval be provided to construct a cottage to be used for visitor accommodation for up to two guests, 17m from the boundary of Lot 9 DP 73154, (North West Arch Twizel), with Lot 14 DP 73154 that is owned by Council and zoned Recreation P (Passive).
3. That the Twizel Community Board declines the grant request for \$1075 including GST from the Mackenzie Community Development Project for holiday/Christmas decorations for the Twizel Market Place.
4. That the Twizel Community Board grants \$500 including GST to the Leadership 4 Women Symposium for hire of the Twizel Events Centre for the symposium on 9 November 2019.
5. That the Twizel Community Board grants the request for \$100 including GST to the Mackenzie Community Development Project for brochure delivery and advertising costs for the Twizel Kai and Koha Ride.
6. That the Twizel Community Board puts aside the grant request for \$135.25 including GST from the Mackenzie Community Development Project for hire of the Twizel Events Centre for the Meet the Candidates Evening.
7. That the Twizel Community Board grants \$166.05 including GST to cover hire costs of the Twizel Events Centre for the Twizel Community Dinner.
8. That the Twizel Community Board grants \$100 including GST for the Twizel Area School's annual prize giving.

9.2 MINUTES OF TEKAPO COMMUNITY BOARD MEETING - 4 DECEMBER 2019

Council noted there were no resolutions from the Tekapo Community Board requiring further action.

9.3 MINUTES OF FAIRLIE COMMUNITY BOARD MEETING - 5 DECEMBER 2019

Council noted the following resolutions from the Fairlie Community Board:

1. That the Community Board accepts the quote from the Heat Pump Shop that has been tendered (for Community Centre heating).
2. That the Fairlie Community Board grants \$250 excluding GST to Mackenzie Swimming Club towards the hire of the Strathconan Community Swimming Pool for the Swim Club season.
3. That the Fairlie Community Board declines granting \$176.96 excluding GST to South Canterbury Neighbourhood Support for a free prize draw (Emergency kit 4 person) and leaflets at the Mackenzie Highland A&P Show 2020.
4. That the Fairlie Community Board grants \$250 excluding GST to Fairlie Swimming towards the purchase of equipment.

9 RECEIVE COMMITTEE MINUTES

There were no committee minutes to receive as this was the first meeting of the triennium.

10 CONFIRM COUNCIL MINUTES**11.1 MINUTES OF COUNCIL MEETING - 17 DECEMBER 2019****RESOLUTION 2020/10**

Moved: Cr Stuart Barwood

Seconded: Cr Emily Bradbury

That the Minutes of the Council Meeting held on Tuesday 17 December 2019 be received and confirmed as an accurate record of the meeting.

CARRIED

11 PUBLIC EXCLUDED**RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION 2020/11**

Moved: Cr Anne Munro

Seconded: Cr Matt Murphy

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
13.1 - Extension of Contract 1222 Road Maintenance and Operations	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	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
13.2 - Minutes of Public Excluded Council Meeting - 17 December 2019	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	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

RESOLUTION 2020/12

Moved: Cr Emily Bradbury
 Seconded: Mayor Graham Smith

That Council moves out of Closed Council into Open Council.

CARRIED

The Meeting closed at 11.25am.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 24 March 2020.

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CHAIRPERSON