



MINUTES

ATTACHMENTS UNDER SEPARATE COVER

Ordinary Council Meeting

9 February 2021

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Unconfirmed MINUTES

Twizel Community Board Meeting

7 December 2020

**MINUTES OF MACKENZIE DISTRICT COUNCIL
TWIZEL COMMUNITY BOARD MEETING
HELD AT THE MEETING ROOM, MACKENZIE COUNTRY INN, TWIZEL
ON MONDAY, 7 DECEMBER 2020 AT 3.05PM**

PRESENT: Chairperson Jacqui de Buyzer, Tracey Gunn, Renee Rowland, Amanda Sargeant, Cr Emily Bradbury

IN ATTENDANCE: Mayor Graham Smith, General Manager Operations Tim Harty, Twizel Township Supervisor Angie Taylor, Asset Manager Bernie Haar, Compliance Officer Mark Offen, Planner Rachel Willox, Governance Advisor Arlene Goss, and six members of the public.

1 OPENING

The chairperson opened the meeting.

2 APOLOGIES

An apology was received from chief executive Suzette van Aswegen.

3 PUBLIC FORUM

Community board member **Renee Rowland** announced a new initiative called the Mackenzie Book and Art Festival, being planned for 2021. A group in Twizel is organising this event and has approached authors and publishers who might be able to attend. They are currently forming an incorporated society.

Shaun Norman asked about installing a sign on Glen Lyon Road to lead people to a viewing point to see Aorangi Mount Cook. He said the roading manager was in favour of this idea. The chairperson said she would like to see more information, including costings, before committing to support this.

He asked about the heating of the swimming pool this season. Angie Taylor said the learn to swim pool and the splash pool would be heated to 26 degrees. The solar heating system for the large pool failed over winter and staff were looking at options to replace it. The upcoming cavalcade would be raising money towards this.

Pat Shuker asked about the pensioner flats. She said one of the flats had a steam hood over the cooker and the other didn't. She also said there fire breaks at North West Arch had young pines and long grass growing. Angie Taylor offered to raise a service request for these items.

4 DECLARATIONS OF INTEREST

There were no declarations of interest.

5 REPORTS

5.1 MINUTES OF TWIZEL COMMUNITY BOARD MEETING - 12 OCTOBER 2020

COMMITTEE RESOLUTION TWCB/2020/221

Moved: Member Renee Rowland

Seconded: Member Tracey Gunn

That the Minutes of the Twizel Community Board Meeting held on Monday 12 October 2020 be received and confirmed as an accurate record of the meeting.

CARRIED

5.2 COMMUNITY BOARD FINANCIAL REPORT

It was noted that both revenue and expenditure were below budget due to the impact of Covid-19.

COMMITTEE RESOLUTION TWCB/2020/222

Moved: Chairperson Jacqui de Buyzer

Seconded: Cr Emily Bradbury

That the community board financial report be received.

CARRIED

5.3 CORRESPONDENCE

The community board considered a letter from Alan Grant requesting assistance to dispose of wilding tree slash, and also a letter of support from Rangitaiki Community Board.

Discussion took place on a recent initiative to offer residents free dumping of green waste at the resource recovery park and the community board agreed that this was the best way to assist.

The Asset Manager said the approximate cost of holding this would be \$3,000 to \$4,000 and the board agreed to fund this. The governance advisor would respond to Mr Grant.

A letter of thanks would also go to the Rangitaiki Community Board.

COMMITTEE RESOLUTION TWCB/2020/223

Moved: Chairperson Jacqui de Buyzer

Seconded: Member Amanda Sargeant

That the Twizel Community Board funds a day of free entry to the resource recovery park for green waste to the value of \$4,000.

CARRIED

5.4 MOBILE SHOPS AND TRADERS - TWIZEL

The purpose of this report was for the Twizel Community Board to identify two possible areas for mobile trading within the Twizel Township. Rachel Willox spoke to the report and the community board members commented on which options they preferred.

Option 7, the Ostler Road carpark, was liked because it was away from business and residential areas and there was space to park safely. Option 5, the corner of Nuns Veil Road and Mackenzie Drive, was also preferred.

The current location for mobile traders, next to the golf course, was not considered to be a good location because the land was leased to the golf club and this created problems for the club.

COMMITTEE RESOLUTION TWCB/2020/224

Moved: Member Renee Rowland

Seconded: Cr Emily Bradbury

1. That the report be received.

CARRIED**COMMITTEE RESOLUTION TWCB/2020/225**

Moved: Chairperson Jacqui de Buyzer

Seconded: Member Amanda Sargeant

2. That the following two locations are identified as suitable locations for mobile trading within the Twizel Township: Ostler Road car park, and the corner of Nuns Veil Road and Mackenzie Drive.

CARRIED**5.5 GRANT APPLICATIONS****COMMITTEE RESOLUTION TWCB/2020/226**

Moved: Chairperson Jacqui de Buyzer

Seconded: Member Renee Rowland

That the Twizel Community Board approves the grant application from Twizel Area School for \$100 towards student prize giving.

CARRIED**COMMITTEE RESOLUTION TWCB/2020/227**

Moved: Member Amanda Sargeant

Seconded: Member Tracey Gunn

That the Twizel Community Board approves the grant application from Lisa Geary for \$166.05 to pay for Events Centre hire for the Twizel Community Christmas Lunch.

CARRIED**5.6 GENERAL BUSINESS AND COUNCILLOR UPDATE**

Bus Park – The community board said it was interested in moving the bus park to the long bay car park and passed a resolution to recommend this to Council (below).

Mobile Traders – The community board noted it would like to workshop the Mobile Traders Bylaw as a group when it becomes available.

Tree felled areas – The chairperson was concerned that there were a lot of small saplings in the Man Made Hill area. Ecan was planning to clear these.

Broom and lupins – Ecan has sent maps to Council of the areas where council control is needed and contractors have been tasked to do this work.

COMMITTEE RESOLUTION TWCB/2020/228

Moved: Member Tracey Gunn

Seconded: Cr Emily Bradbury

That the Twizel Community Board recommends to Council that the bus pick up and drop off is moved to the Long Vehicle Parking Area.

CARRIED

5.7 COMMUNITY BOARD ACTION LIST

Market Place – Market Place work planned for early March/April.

Barriers at Lake Ruataniwha – Completed, remove from list.

Twizel Swimming Pool – Pool is open, good feedback so far. Kids love the penguin and the inflatable. Will not be able to do any significant work this season. Estimate received for the cost of the assisted lift. Important to sort out the heating.

Sealing of Long Parking Bay carpark – Has been delayed. Planning for early in the new year.

Signage audit – A district-wide way-finding signage audit has been put out for tender to get consistency in branding and look. The roading manager is also working on a road map sign to put in front of the Meridian building.

Viewing corridors – A consultant has looked at different trees that need work, some in the viewing corridors. Waiting for a report and prices to come back.

Fence around the playground – A play area strategy is planned. Putting up a fence would limit work on the playground. Will include fence idea in the consultation to see what people think. Junior roadway to be included.

Public consultation on wilding pine – Completed. Remove from list,

Man-made Hill – Wilding work is almost tidied up. Needs a planting plan.

Disposal of Woodchipper – Sold for \$11,500. This money will go into the Twizel Community Board account. Remove from list.

Nest Swing – To include in the playground strategy and consultation.

Youth centre – Have done an initial review and will get a formal report on whether it is unsafe and unsanitary. Report to come back to community board.

Events Centre kitchen – Quote for a commercial kitchen upgrade received. \$190,000 for total upgrade. Priority was to get a commercial oven.

Pathway to Playground Seats – no update.

The Meeting closed at 4.12pm.

The minutes of this meeting were confirmed at the Twizel Community Board Meeting held on .

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CHAIRPERSON



Unconfirmed MINUTES

Tekapo Community Board Meeting

9 December 2020

**MINUTES OF MACKENZIE DISTRICT COUNCIL
TEKAPO COMMUNITY BOARD MEETING
HELD AT THE TEKAPO COMMUNITY HALL LOUNGE, LAKE TEKAPO
ON WEDNESDAY, 9 DECEMBER 2020 AT 3.00PM**

PRESENT: Chairperson Steve Howes, Chris Scrase, Caroll Simcox, Cr Matt Murphy

IN ATTENDANCE: Mayor Graham Smith, Cr Murray Cox, Suzette van Aswegen (Chief Executive), Tim Harty (General Manager Operations), Rachel Willox (Planner), Mark Offen (Compliance Officer), Arlene Goss (Governance Advisor), and three members of the public.

1 OPENING

The chairperson opened the meeting, notified the public that it was being recorded, and asked people to switch their mobile phones to silent.

2 APOLOGIES

COMMITTEE RESOLUTION TKCB/2020/169

Moved: Caroll Simcox

Seconded: Chris Scrase

That the apology received from member Sharron Binns be accepted and leave of absence granted.

CARRIED

3 PUBLIC FORUM

Wilma Vanderbosch notified the community board about the Mackenzie Book and Arts Festival that was planned for 17th Sept to 3rd October, 2021.

Angie Taylor updated the community board on her plans to stock the community hall kitchen. She has spent \$2969.44 on cutlery and presented a list of other items the kitchen needed, totalling \$3417.50 She has monitored the fridge and freezer and the fridge needs replacing. She suggested a new fridge for \$1,999. The bottom line was a cost of \$7,610.94 for everything.

The list was given to General Manager Operations, Tim Harty, to follow up.

Jarrold Simcox, the new business manager at Dark Sky Reserve, introduced himself to the community board.

He said Dark Sky Reserve was a significant part of the community and he wanted to share what was happening. From next week they will return to 7 day a week night operations. They were employing additional staff for this. Pending some permits they will reopen the Dark Sky diner as a café before Christmas, and the astro café at about the same time. Currently have 12 staff. End of January will employ more.

He was aware of concerns from the community regarding the parking location of the buses. These had been moved.

Tekapo Community Board Meeting Minutes

9 December 2020

Cr Murphy asked about cleaning up the grass area on the left of the building, looking towards the lake. He would like to see an outcome this summer. Tim Harty asked Mr Simcox to contact him regarding this.

Mark Offen, council compliance and monitoring officer, introduced himself and outlined his role with the council.

There are also three freedom camping ambassadors in the district.

Mr Offen said there were no major problems with freedom campers so far but the season is picking up now. Mr Offen was working on a process to follow up people who did not pay the infringement.

Chris Scrase raised the issue of campers lighting fires at Patterson Ponds. Fires are discouraged but there is no fire ban at the moment.

MBIE had given Council about \$270,000 to put towards freedom camping issues such as extra rubbish collection or toilet emptying.

Mr Offen raised the issue of rubbish from building sites, which was a problem for Tekapo. He had gone around the building sites before strong winds and asked builders to pack down their rubbish. He answered questions regarding the fencing of building sites.

The tavern site was discussed. This was being monitored and the Mayor and staff have been in touch with the site owner. The Mayor said they were still working through the process.

Chris Scrase raised two issues with the current fence around the tavern site - the feet were a tripping risk and children could get through the fence and gain access to the site.

The chairman asked about plans to address issues with Air BnB properties in Tekapo. This was on the radar.

People needed to log a service request when issues were discovered. The community board agreed to remind people how to log a service request, and the purpose of doing this, in the next community board newsletter.

4 DECLARATIONS OF INTEREST

Cr Murphy declared an interest in the grant application from Bright Stars Trust as he was on the board of trustees.

5 REPORTS

5.1 MINUTES OF TEKAPO COMMUNITY BOARD MEETING - 14 OCTOBER 2020

COMMITTEE RESOLUTION TKCB/2020/170

Moved: Member Caroll Simcox

Seconded: Member Chris Scrase

That the Minutes of the Tekapo Community Board Meeting held on Wednesday 14 October 2020, including those parts taken in public excluded, be received and confirmed as an accurate record of the meeting.

CARRIED

5.2 MINUTES OF TEKAPO COMMUNITY BOARD MEETING - 14 OCTOBER 2020**COMMITTEE RESOLUTION TKCB/2020/171**

Moved: Member Chris Scrase

Seconded: Member Caroll Simcox

That the Minutes of the Extraordinary Tekapo Community Board Meeting held on Wednesday 14 October 2020 be received and confirmed as an accurate record of the meeting.

CARRIED

5.3 COMMUNITY BOARD FINANCIAL REPORT**COMMITTEE RESOLUTION TKCB/2020/172**

Moved: Member Chris Scrase

Seconded: Member Caroll Simcox

That the community board financial report be received.

CARRIED

5.4 MOBILE SHOPS AND TRADERS - TEKAPO

The purpose of this report was for the Tekapo Community Board to identify two possible areas for mobile trading within the Tekapo Township.

Planner Rachel Willox was at the meeting. She outlined the process including the need for public consultation on the bylaw.

Caroll Simcox said she had driven around the sites and assessed them. She provided feedback on the pros and cons of each site. The site opposite the fire station was busy and there might be access issues from the main road. It was also close to other businesses. It was noted that the only sites that were not within 200m of the shops were Lakeside Drive and Hamilton Drive.

The community board agreed that Lakeside Drive would be a good site, subject to work needed to improve the area. This would mean a commitment from the board to design a suitable site for mobile traders at Lakeside Drive.

Both Simpson Lane and Hamilton Drive were favoured as a second option, so all three were put forward as possible areas for public consultation.

COMMITTEE RESOLUTION TKCB/2020/173

Moved: Member Chris Scrase

Seconded: Member Caroll Simcox

1. That the report be received.

2. That the three locations identified as suitable locations for mobile trading within the Tekapo township are Hamilton Drive, Simpson Lane and a Lakeside Drive site to be determined, with the intention of developing an appropriate amenity.

CARRIED

5.5 GRANT APPLICATION

Cr Murphy declared an interest in the Bright Stars application and said he would not vote, but he spoke in support of the application and asked if there were any questions.

Chris Scrase said she was concerned about setting a precedent in granting money towards maintenance issues rather than towards projects or events.

It was suggested that the Tekapo Community Board deny the grant application for the gravel, as this was deemed to be maintenance.

Discussion occurred on whether installing a swing set was a project and whether meeting this cost could contribute to that project. The community board agreed that funding the swing set fell within the requirements of the grants process.

COMMITTEE RESOLUTION TKCB/2020/174

Moved: Member Chris Scrase

Seconded: Member Carol Simcox

That the Tekapo Community Board approves a grant of \$1,000 towards the swing upgrade project carried out by the Bright Stars Trust, by way of soft fall to maintain compliance.

CARRIED

Chairman Steve Howes and Cr Matt Murphy did not vote.

5.6 TEKAPO COMMUNITY BOARD REVISED MEETING SCHEDULE 2021

The purpose of this report was to consider and adopt the revised community board meeting schedule for 2021.

COMMITTEE RESOLUTION TKCB/2020/175

Moved: Member Chris Scrase

Seconded: Member Carol Simcox

1. That the revised community board meeting schedule for 2021 be adopted.

CARRIED

5.7 GENERAL BUSINESS AND COUNCILLOR UPDATE

Tavern Site - The Mayor updated the community board on discussions with the owner of the tavern. They planned to start re-building in the new year. The community board expressed concern regarding the fencing around the site. Discussion took place on options for the community board to take action and whether the community could fence the site as a community project. General manager operations Tim Harty said he would speak to planning about options for fencing the site and whether sponsorship signs could be included on the fence to help pay the costs.

Barbara Hay Reserve – Concept plans have been circulated to the community board.

D'Archiac Reserve – Plans have been drafted.

Simpson Lane Upgrade – Pot holes and dust were a continuing problem. Community board members were asked to lodge a service request.

Councillor Update - Cr Murphy said staff were busy working on the Annual Report and Long-Term Plan, and spatial planning work. There was a good spatial planning workshop on Tuesday.

Proposed Sports Facility - The community board asked for an update on the proposed sports facility for Tekapo and the Mayor read out a text from Property Manager Mark Samways. The board asked if Mr Samways could return to the community board with an update. Discussion took place on the history of the discussions between Council and the squash club, and the need to put the project into the Long-Term Plan and allocate a budget.

Land opposite Tekapo Hall – The chairman said he had written to Council requesting that it buy the land opposite the hall and earmark it for community use. This request was on the agenda for the council meeting on December 15.

5.8 COMMUNITY BOARD ACTION LIST

Western Carpark – Appropriate signage to be installed.

Bus shelter – The eastern carpark is the dedicated place for bus parking.

D'Archaic Reserve – The governance advisor offered to follow up on talking to Runanga regarding a new name for this reserve. Plans for the reserve were discussed and the community board passed a resolution approving the plans with the addition of a fixed roof structure for shade (as below).

NZTA requests – Carroll Simcox said NZTA would be consulting with the community possibly in February. The Mayor has spoken to Jim Harland and work is progressing slowly.

Tekapo Lakefront Improvements – A Boffa Miskell report from 2014 with a plan for the lakefront is being re-considered. The community board heard there was about \$400,000 available to implement the lakefront development plan. Cr Cox gave a history of the plan. The chairman asked how to drive it forward. Did it need a project manager? Mr Harty suggested the community board list its priorities and then run it as a project, in the same way that Barbara Hay and D'Archaic reserve updates were managed. This was agreed and a resolution was passed (below).

The Mayor left the meeting at 5.52pm.

Street lights – Contract has been let and new lights are rolling out.

Landscape Planting at Church of the Good Shepherd – This will happen in January and will need watering until March/April.

CCTV – The cost of this is likely to be more than \$60,000 and therefore requires more than one quote. The chairman has organised a second quote and this amount will need to be included in the Long Term Plan.

The community board asked how to include projects in the Long-Term Plan. Mr Harty suggested they write down a list and send it to him.

Lakeside Drive construction works and playground – Plans for this area will be part of the upcoming playground strategy.

Meeting schedule – Completed, remove from list.

COMMITTEE RESOLUTION TKCB/2020/176

Moved: Chairperson Steve Howes

Seconded: Cr Matt Murphy

That the Tekapo Community Board supports the engagement of a project manager to scope the implementation of works on the Tekapo lakefront.

CARRIED

COMMITTEE RESOLUTION TKCB/2020/177

Moved: Chairperson Steve Howes

Seconded: Member Caroll Simcox

That the Tekapo Community Board approves the plans for D'Archaic Drive with the addition of a fixed roof structure rather than a shade sail for the barbeque area.

CARRIED

The Meeting closed at 6.06pm.

The minutes of this meeting were confirmed at the Tekapo Community Board Meeting held on .

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CHAIRPERSON



MINUTES

Fairlie Community Board Meeting

10 December 2020

**MINUTES OF MACKENZIE DISTRICT COUNCIL
FAIRLIE COMMUNITY BOARD MEETING
HELD AT THE COUNCIL CHAMBERS, FAIRLIE
ON THURSDAY, 10 DECEMBER 2020 AT 4.30PM**

PRESENT: Les Blacklock (Chairperson), Damon Smith, Angela Habraken, Cr Murray Cox
IN ATTENDANCE: Mayor Graham Smith, Suzette van Aswegen (Chief Executive), Tim Harty (General Manager Operations), Rachel Willox (Planner), Arlene Goss (Governance Advisor).

1 OPENING

The chairman welcomed everyone to the last meeting of the year.

2 APOLOGIES

There were no apologies.

3 PUBLIC FORUM

There was no public forum.

4 DECLARATIONS OF INTEREST

There were no declarations of interest.

5 REPORTS

5.1 MINUTES OF FAIRLIE COMMUNITY BOARD MEETING - 15 OCTOBER 2020

COMMITTEE RESOLUTION FCB/2020/129

Moved: Mr Les Blacklock

Seconded: Mr Damon Smith

That the Minutes of the Fairlie Community Board Meeting held on Thursday 15 October 2020 be received and confirmed as an accurate record of the meeting.

CARRIED

5.2 COMMUNITY BOARD FINANCIAL REPORT

The board considered the financial report. This report did not include the carry forward figures.

Member Leaine Rush asked if the \$10,000 skate park money, for landscaping and surrounds, was coming from the township project budget. Mr Harty said yes, that was his understanding.

5.3 MOBILE SHOPS AND TRADERS - FAIRLIE

The purpose of this report was for the Fairlie Community Board to identify two possible areas for mobile trading within the Fairlie Township.

Planner Rachel Willox introduced herself and the report. She asked the community board to help identify the best sites for mobile trading in Fairlie. The Denmark Street site and the village green were suggested.

Leaine Rush asked if now was the best time to discuss the 200m limit that was currently in the bylaw. She suggested removing this requirement and instead introducing a limit on the number of traders.

A trader has suggested parking on the main highway near the bakery, after hours, but was unable to do so because of this limit.

Debate took place on how this would affect fast food outlets who pay rates. At this stage mobile trading was mainly food and beverages.

It was suggested that the 200m restriction remained, but if the trader was able to get permission from the shop owners in the immediate vicinity they could park closer to the shops.

The community board identified the Village Green and Denmark Street as two suitable options, and also asked to change the bylaw to say that mobile traders could be closer to the town centre if they got written approval from the shops.

COMMITTEE RESOLUTION FCB/2020/130

Moved: Cr Murray Cox

Seconded: Mr Damon Smith

1. That the report be received.
2. That the Village Green and Denmark Street are identified as suitable locations for mobile trading within the Fairlie Township, and that mobile trading be allowed within the 200m limit with written permission from competing shops.

CARRIED

5.4 CORRESPONDENCE

A letter from Viv Blair about introducing frisbee golf at MacLeans Park was considered by the community board. General Manager Operations Tim Harty outlined his intention to draft reserve management plans for the parks and reserves, including MacLeans Park. He said the community board could wait for that wider discussion to take place, or could go ahead with something now.

Discussion took place on whether MacLeans Park was suitable as a frisbee park. It was a small area of land. Cr Cox said the frisbee golf courses at Tekapo were well-used but covered about 100 acres.

Discussion moved to the old skating rink and building in the domain, and use of the domain as a potential dog park. The chairman suggested he speak to Jim Allen about the ice skating facility and this was agreed.

The community board agreed to reply to the letter to say it had been received and the option of frisbee golf would be discussed with Council as part of future planning for all the recreational spaces in the township.

5.5 GRANT APPLICATIONS

Cameron Bennison requested \$250 towards a community Christmas dinner in Fairlie

The community board said young farmers had already made a significant contribution towards the dinner. This had been talked about on Facebook and with Heartlands. It was a good community event in a tough year. The grant was approved.

Mackenzie Library requested \$250 towards "Books for Babies".

The community board noted there were many new babies due in Fairlie and supported anything that would encourage reading. This was approved.

Fairlie Heritage Museum requested \$250 towards advertising for the New Year's Day parade. This was approved.

The Mackenzie Enhancement Board submitted two applications for \$250, one for the Fairlie Kids Christmas Event, and one for the Southern Man event on New Year's Eve. These were both approved.

COMMITTEE RESOLUTION FCB/2020/131

Moved: Les Blacklock

Seconded: Angela Habraken

That the Fairlie Community Board **approves** a grant of \$250 to Cameron Bennison towards a community Christmas dinner in Fairlie.

CARRIED

COMMITTEE RESOLUTION FCB/2020/132

Moved: Leaine Rush

Seconded: Les Blacklock

That the Fairlie Community Board **approves** a grant of \$250 to Mackenzie Library towards the Books for Babies project.

CARRIED

COMMITTEE RESOLUTION FCB/2020/133

Moved: Angela Habraken

Seconded: Damon Smith

That the Fairlie Community Board **approves** a grant of \$250 to the Fairlie Heritage Museum towards the New Year's Day Parade.

CARRIED

COMMITTEE RESOLUTION FCB/2020/134

Moved: Mr Les Blacklock

Seconded: Member Angela Habraken

That the Fairlie Community Board **approves** a grant of \$250 to the Mackenzie Enhancement Board towards the Southern Man concert on New Years Eve.

CARRIED

COMMITTEE RESOLUTION FCB/2020/135

Moved: Member Angela Habraken

Seconded: Member Leaine Rush

That the Fairlie Community Board **approves** a grant of \$250 to the Mackenzie Enhancement Board towards the Fairlie Kids Christmas Event.

CARRIED

5.6 GENERAL BUSINESS AND COUNCILLOR UPDATE

Cr Murray Cox updated the community board on current council initiatives and encouraged members to use the new service request system to log and keep track of requests from the public.

The chairman reported back to the community board about his visit to Audrey Mitchell, who previously asked to cut down a council tree (letter attached to the last agenda). He noticed there was a wooden deck with steps and no handrail at her house. He talked to her about trees that had been trimmed in the past at her request, and Mrs Mitchell had contributed money towards this at that time. Mr Blacklock preferred installing a handrail, which he believed would be cheaper than cutting down the tree.

Mr Harty said Council was planning to remove some trees at the domain and the tree shading Mrs Mitchell's house might be one of them. Mr Harty was also dealing with a request from Owen Hunter to trim trees in the domain.

Member Leaine Rush updated the community board on feedback received on the Let's Talk platform, from the community, on ideas they had for improvements to the Fairlie township.

These ideas would contribute to discussions on the Long Term Plan. Cr Cox suggested developing a list of community improvements for this purpose.

5.7 COMMUNITY BOARD ACTION LIST

Dog problems – signs up. Remove from list.

Parking by the playground – on hold.

Dog park – Need to decide on the best area for this. Across the bridge or the back of the domain?

Discussion took place on funding ideas and whether the project would be community driven or community-board driven. This would make a difference to the costs and health and safety/procurement processes.

The Mayor suggested raising the dog registration fee for town dogs to help pay for it.

The chairman said he wanted to get this going. Mr Harty said he would put it in the strategy and provision money towards it, and then it would become a community discussion. The community board passed a resolution to this effect (below).

Area around playground – This work is currently underway.

Litter bins at public toilets – the chairman has received an email about the litter bins. He questioned whether the signage needs to be put back up, rather than new litter bins provided. The community board agreed that putting the signs up would save the cost of replacing the bins and solve the problems.

Community lounge update – This work was on hold until the community facilities officer role was filled.

The community board agreed that former community facilities officer Charlotte Borrell did a great job and asked for flowers to be sent in appreciation.

COMMITTEE RESOLUTION FCB/2020/136

Moved: Mr Les Blacklock

Seconded: Cr Murray Cox

That flowers be sent to Charlotte Borrell from the Fairlie Community Board and the money come from the community board's grants budget.

CARRIED

COMMITTEE RESOLUTION FCB/2020/137

Moved: Mr Les Blacklock

Seconded: Mr Damon Smith

That provision for a dog park on the south east site, across the Allandale bridge, gets added to the parks strategy for consideration.

CARRIED

The Meeting closed at 5.57pm.

The minutes of this meeting were confirmed at the Fairlie Community Board Meeting held on .

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CHAIRPERSON



Unconfirmed MINUTES

Ordinary Council Meeting

15 December 2020

**MINUTES OF MACKENZIE DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS, FAIRLIE
ON TUESDAY, 15 DECEMBER 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), Tim Harty (GM Operations), Tim Mulcock (Transition Manager), Arlene Goss (Governance Advisor), Sam Molyneux (Executive Assistant to the Mayor and Chief Executive), Adrian Hodgett (Finance Manager), Scott McKenzie (Roading Manager), Aaron Hakkaart (Planning and Regulation Manager), Charlie O'Mannin (Reporter from Stuff).

1 PUBLIC FORUM

The Mayor opened the public forum and invited Luke Paardekooper to speak. He spoke about the need for Council to work with more urgency in the time of Covid19 and gave his views on issues that have been discussed at district plan review public forums recently in Twizel. He also asked Council to waive the tourist operating fee in Twizel to assist tourism operators, and suggested ways for Council to increase revenue.

The Mayor thanked Mr Paardekooper for attending.

2 OPENING AND APOLOGIES

The Mayor opened the meeting at 9.30am with a karakia. There were no apologies.

3 VISITORS

At 10.30am the winners of council scholarships and their families attended for a presentation ceremony followed by morning tea.

4 DECLARATIONS OF INTEREST

There were no declarations of interest.

5 BEREAVEMENTS

The Mayor noted the following bereavements, and a moment of silence was observed:

- Neil Campbell of Fairlie, died on December 9, 2020, a prominent farmer and former chairman of the Allandale water scheme. Husband of Lyn.
- Helen Harris of Fairlie, Mother of Gary, Mary and Tony. Wife of Bill Harris.
- Greg Sullivan, former policeman at Twizel and Tekapo.

6 MAYOR'S REPORT

6.1 MAYORAL ACTIVITIES REPORT

The Mayor spoke to his report. He said he was encouraged by the news of a trans-Tasman bubble next year and its impact on tourism.

The Mayor's taskforce for jobs had met and the Mayor updated the councillors on the need to find 50 jobs in the district. The unemployment rate in Mackenzie was extremely low despite a recent rise. It was difficult to fill positions. The Mayor was advocating for changes to allow visa holders to take jobs. Cr Bradbury noted difficulties finding staff to run businesses in Twizel over the summer period. The Mayor said something needed to be done to alleviate the skills shortage in the Mackenzie.

Discussion took place on the need to attract unemployed people to the region to fill positions and getting school leavers into meaningful employment.

Cr Barwood asked for an update on the 3Waters discussion at the mayoral forum. Central government hasn't yet addressed the issue of small community water schemes.

Regarding council funding, it was not only small councils with issues, but big councils also had funding problems. The Mayors have called for a re-look at how councils are funded. The chief executive said the current funding model was not working, particularly with the high cost of infrastructure. Some big councils were in serious trouble. Mackenzie was a growth council, and the signs were that it would not be long before the capital reserves were depleted with the costs of infrastructure. Cr Barwood said this should be on the agenda for discussion and front footed.

Cr Murphy asked if there had been a recent rise in rates deferments and penalties and Mr Numan said no.

The Te Manahuna Ki Uta/Destination Mackenzie study was underway. The Mayor was impressed with Beca staff. The chief executive updated Council on progress. Community engagement would take place in March next year. This process would also include Waitaki District Council because of its role in the area.

RESOLUTION 2020/58

Moved: Cr Stuart Barwood

Seconded: Cr Matt Murphy

That the report be received.

CARRIED

7 REPORTS

7.1 CHIEF EXECUTIVE OFFICER'S ACTIVITIES REPORT

The chief executive took her report as read and asked for questions.

The Mayor asked what Council was doing to mitigate the effects of climate change. Each business unit was assessing how climate change would affect their unit. They were also looking at reducing

the carbon footprint and how to update the car fleet. Innovation was important in this area of work.

The Long-Term Plan and infrastructure strategy would also look at this issue and needed to take account of carbon reduction and climate change. There was a need for a sustainability policy. Changes were coming to forestry management. Discussion took place on innovations already happening at other councils and the need to build a strong platform over the next three years to enable innovation to occur.

The transition manager's update was received, and the transition manager was congratulated on his work to date. It was noted that the transition work was being done alongside regular business with the lowest staff FTE to population rate in the country.

Cr Murphy questioned the number of initiatives with Paul Numan's name next to them and wondered if extra resourcing was required. Mr Mulcock said the number of initiatives did not reflect the workload. Mr Numan went through his list and said they were achievable.

It was noted that the Christmas/New Year office closing hours had been extended by a week this year to allow staff extra time off, with the office re-opening on January 11. Staff would still be available to address urgent service requests.

7.2 COUNCIL FINANCIAL REPORT

Discussion of the financial report included the following matters:

- There were many green indicators in this report, mostly good but capital was underspent.
- External support for the building team was showing in the regulatory services budget.
- November results would be available to councillors hopefully prior to Christmas.
- Capital expenditure was increasing with work starting on major infrastructure projects.

7.3 CAPITAL CARRY FORWARDS 2019/20 TO 2020/21

The purpose of this report was for Council to confirm capital carry forwards from 2019/20 into 2020/21 financial year.

RESOLUTION 2020/59

Moved: Cr Anne Munro

Seconded: Cr Emily Bradbury

1. That the report be received.

CARRIED

RESOLUTION 2020/60

Moved: Deputy Mayor James Leslie

Seconded: Cr Anne Munro

2. That Council confirms the carry forward of the following budgets from 2019/20 into 2020/21:
 - (a) Resource Planning – Tekapo Planning: \$59,400
 - (b) Resource Planning – Other Consultancy: \$52,012
 - (c) Resource Planning – District Plan Review: \$2,506
 - (d) Resource Planning – Rural Development: \$7,310
 - (e) Roading – Professional Services: \$3,000
 - (f) Civil Defence – Plant and Equipment: \$40,945
 - (g) Information Technology – Network Infrastructure: \$222,314
 - (h) Information Technology – Software: \$56,371
 - (i) Information Technology – Plant & Equipment: \$5,000
 - (j) Fairlie Township – Playground Upgrade: \$13,672
 - (k) Tekapo Township – Implementation of Development Plan: \$211,998
 - (l) Twizel Township – Implementation of Development Plan: \$129,728
 - (m) Twizel Township – Community Assets – Public Amenities: \$109,158
 - (n) Mackenzie Community Centre – Furniture and Fittings – Other: \$67,550
 - (o) Twizel Community Hall – Community Assets – Buildings: \$41,080
 - (p) Twizel Community Hall – Furniture and Fittings: \$39,154
 - (q) Tourism & Economic Development – A2O Cycleway - \$542,016
 - (r) Allandale Water Supply – Community assets water Supply - \$54,660
 - (s) Ashwick/Opuha Water Supply – Comm Assets water supply -\$1,350
 - (t) Urban water Supply – Treatment new - \$878,535
 - (u) Waste Management – Resource Consent - \$22,085
 - (v) Waste Management – Waste levy spend - \$10,620
 - (w) Fairlie Township – Projects code - \$9,718
 - (x) Fairlie Community Board – Grants - \$950
 - (y) Tekapo Community Board - Grants - \$2000
 - (z) Twizel Township – Projects code - \$16,127
 - (aa) Twizel Community Board – Grants - \$266.05
 - (bb) Destination Mackenzie – Consultancy Fees - \$670,501

CARRIED

7.4 REQUEST FOR FUNDING FROM THE LAND SUBDIVISION RESERVE FOR GRASS SOWING AT LAKE RUATANIWHA

Council considered a request for funding to be sourced from the Land Subdivision Reserve to sow grass at a recreational area by Lake Ruataniwha, following the removal of wilding trees.

Cr Leslie was reassured that the area would be watered to ensure the grass did not die.

Cr Cox asked about the source of the money. Was it possible to get this money from Environment Canterbury? Council heard that the Twizel town supervisor was holding this conversation with Ecan but it was urgent to get the work done quickly. Any funding from Ecan would be put towards the balance after the job was completed.

RESOLUTION 2020/61

Moved: Deputy Mayor James Leslie

Seconded: Cr Stuart Barwood

1. That the report be received.

CARRIED**RESOLUTION 2020/62**

Moved: Deputy Mayor James Leslie

Seconded: Cr Emily Bradbury

2. That Council approves the request for \$9,975 excluding GST, to sow grass at the recreation area by Lake Ruataniwha following the removal of wilding trees.

CARRIED**7.5 DOG CONTROL ACT SECTION 10A REPORT**

This report constituted the annual report that Council must prepare in administering its obligations under the Dog Control Act. The Mayor noted that there were few complaints regarding dogs. Mr Mulcock said this was consistent with last year and did not indicate any significant issues. Dog owners were generally being responsible.

Cr Murphy asked about guidelines in the Act around what constitutes a dangerous dog. This included things like the breed of dog and any previous issues with the dog.

RESOLUTION 2020/63

Moved: Cr Anne Munro

Seconded: Cr Matt Murphy

1. That the Dog Control Act Section 10A Report be received and adopted.

CARRIED**RESOLUTION 2020/64**

Moved: Cr Murray Cox

Seconded: Cr Emily Bradbury

2. That the adopted Section 10A Report be forwarded to the Secretary of Internal Affairs.
3. That the adopted Section 10A Report be made publicly available.

CARRIED

7.6 REPRESENTATION REVIEW OPTIONS

The purpose of this report was to review the current representation arrangements in the Mackenzie District and instruct staff on preferred options to address three issues that have arisen as part of the review process.

The Governance Advisor took the report as read and noted some changes to the situation that had occurred since the councillor workshop,

Cr Leslie said none of the options on the paper meet the requirements for fair representation other than electing all councillors at large.

Discussion followed on whether allocating councillor roles to townships would set up internal competition for resources. The towns had different issues and having councillors from across the district gave a wide representation. Discussion took place on the value of the ward system.

Cr Leslie said all councillors should understand all the issues facing the district. They were there to represent the ratepayer, rather than the township.

Others noted the difficulties involved in a councillor from one part of the district representing the other end of the district.

Regarding the number of councillors, Cr Munro said compared with the neighbouring districts Mackenzie had good representation numbers. Adding another councillor may mean the district was over-represented.

Cr Cox said there were significant differences between the eastern side of Mackenzie and the basin. Ratepayers needed good representation across the district. He thought the ward system did work.

Cr Barwood believed the ward system encouraged active participation in elections.

Cr Bradbury said the townships wanted representation from their own community.

Cr Murphy believed rural communities had to have a say in community boards.

RESOLUTION 2020/65

Moved: Cr Stuart Barwood

Seconded: Deputy Mayor James Leslie

1. That the report be received.

CARRIED

RESOLUTION 2020/66

Moved: Cr Stuart Barwood

Seconded: Cr Matt Murphy

2. That Council instructs staff to further investigate Options 3,4, and 5 to resolve the statutory issue of a population imbalance between the Pukaki and Opuha Wards.
These options are as follows:
Option 3: Add one extra councillor to the Pukaki Ward and keep the current boundaries.
Option 4: Re-draw the ward boundaries and introduce a third ward cantered on the Tekapo township, with an additional councillor representing Tekapo.
Option 5: Have no wards and elect all councillors at large.
3. That Council instructs staff to further investigate Option 2 and 3 to improve rural representation for community boards.
These options are as follows:
Option 2: Extend community board boundaries to include rural properties within a set number of kilometres from the township.
Option 3: If Council decides to introduce a third ward it could use the same boundaries for both the three wards and the three community board areas.
4. That Council instructs staff to further investigate adding an extra community board member to address the population increase in Twizel and the workload imbalance across the community boards.

CARRIED

The Mayor adjourned the meeting at 10.35am for morning tea and to present the scholarships. The meeting reconvened at 11.05am.

7.7 GRANTS UPDATE

The purpose of this report was to update Council on the grants allocated by council committees and community boards in 2020.

RESOLUTION 2020/67

Moved: Cr Anne Munro

Seconded: Cr Stuart Barwood

That the report be received and information noted.

CARRIED

7.8 STOPPING OF LEGAL ROAD AND DISPOSAL OF STOPPED ROAD TO THE NEW ZEALAND DEFENCE FORCE

The purpose of this report was to seek Mackenzie District Council's approval to enter into an agreement with the Chief of the New Zealand Defence Force (on behalf of Her Majesty the Queen), to transfer Section 1 SO Plan 518865 (closed road) to the New Zealand Defence Force to

be held with Sections 11, 12 and 13 SO 448942, which is already held by the New Zealand Defence Force. This transfer of land will be pursuant to Section 20 and Section 50 of the Public Works Act 1981.

Planning manager Aaron Hakkaart took the report as read. Roading manager Scott McKenzie explained where the road was located. The New Zealand Defence Force has requested closure because the road ran through their exercise area. It was currently an unformed road and not used by the public. The next step was to publicly declare the road closed and then transfer the road to the NZDF under the Public Works Act. There was no value to the road, other than to the defence force.

RESOLUTION 2020/68

Moved: Cr Matt Murphy

Seconded: Cr Stuart Barwood

1. That the report be received.

CARRIED**RESOLUTION 2020/69**

Moved: Cr Anne Munro

Seconded: Cr Stuart Barwood

2. That pursuant to Clause 4 of Schedule 10 of the Local Government Act 1974, Council by public notice declare that the road (Section 1 SO Plan 518865) is closed.
3. That Council resolve to dispose of Section 1 SO Plan 518865 to the New Zealand Defence Force Pursuant to Section 20 and Section 50 of the Public Works Act 1981.

CARRIED**7.9 ADOPTION OF REVISED DELEGATIONS MANUAL**

The purpose of this report was for Council to consider the adoption of a revised Delegations Manual.

Mr Mulcock amended the resolution below to include the planning team leader, to enable the team leader to make decisions until the role of planning manager was filled, and to allow the building administrator to issue the building consents once they have been signed off.

RESOLUTION 2020/70

Moved: Deputy Mayor James Leslie

Seconded: Cr Matt Murphy

1. That the report be received.

CARRIED**RESOLUTION 2020/71**

Moved: Cr Emily Bradbury

Seconded: Cr Matt Murphy

2. That Council adopt the revised Delegations Manual dated November 2020 subject to the following amendments:

2.a. That delegations for Manager Planning are changed to Manager Planning and Team Leader Planning.

2b. Add into section 51: Power to issue a building consent: Add Building Administrator

CARRIED

Cr Leslie asked about the delegation of the Mayor's powers to the chief executive over the holiday period. Both the Mayor and chief executive said they would not be leaving town and would be available in an emergency, so it was not an issue.

8 COMMUNITY BOARD RECOMMENDATIONS

8.1 MINUTES OF TWIZEL COMMUNITY BOARD MEETING - 12 OCTOBER 2020

RESOLUTION 2020/72

Moved: Cr Stuart Barwood

Seconded: Cr Emily Bradbury

That the Minutes of the Twizel Community Board Meeting held on Monday 12 October 2020 be received.

That Council notes the following resolutions passed by the Twizel Community Board:

1. That the Twizel Community Board supports the installation of a nest swing (suitable for children with disabilities) in the Twizel playground.
2. That the Twizel Community Board supports the Twizel Hard Labour Committee application to close Lake Ruataniwha on 24 October from 7.00am until 9.30am to offer kayak competitors safety from powered craft, and approves the writing of a letter of approval to Ecan.
3. That the Twizel Community Board approves a request for permission from the Heritage Machinery Group to install a Champion Grader and P and H Dragline at the Twizel Machinery Display.

CARRIED

8.2 MINUTES OF TEKAPO COMMUNITY BOARD MEETING - 14 OCTOBER 2020

RESOLUTION 2020/73

Moved: Cr Stuart Barwood

Seconded: Cr Emily Bradbury

That the Minutes of the Tekapo Community Board Meeting held on Wednesday 14 October 2020 be received.

That Council notes the following resolutions passed by the Tekapo Community Board:

1. That the Tekapo Community Board approves a grant to the Tekapo Trails Society for \$900 towards trail marker posts.
2. That the Tekapo Community Board approves a grant to the Mackenzie Community Enhancement Board, on behalf of the Lake Tekapo Community Development Project, for \$876.96 towards tools and equipment to develop and cultivate the Tekapo community garden.

CARRIED

8.3 MINUTES OF FAIRLIE COMMUNITY BOARD MEETING - 15 OCTOBER 2020

RESOLUTION 2020/74

Moved: Cr Stuart Barwood

Seconded: Cr Emily Bradbury

That the Minutes of the Fairlie Community Board Meeting held on Thursday 15 October 2020 be received.

That Council notes the following resolutions passed by the Fairlie Community Board:

1. That the Fairlie Community Board funds the Village Green improvements around the playground area to a value of \$10,000.
2. That the Fairlie Community Board approves a grant of \$250 to South Canterbury Neighbourhood Support to purchase signs for rural areas that deter hunters from illegal poaching.
3. That the Fairlie Community Board declines a grant application from Fairlie Fit requesting \$250 to offer an exercise class to residents aged 35 plus.
4. That the Fairlie Community Board approves a grant of \$250 to Stronger for Longer – Erin Thomson to offer an exercise class to residents aged 65 plus.
5. That the Fairlie Community Board approves a grant of \$250 to Team Tumble Cheer – Erin Thomson to put towards community centre rental for the performance group of boys and girls aged 5 to 15.
6. That the Fairlie Community Board approves a grant of \$200 to the Mackenzie Community Centre User Group to support badminton and pickleball at the community centre.
7. That the Fairlie Community Board approves a grant of \$250 to the Mackenzie Community Centre User Group to support the Arts on Tour show "Say it With Flowers" at the community centre.
8. That the Fairlie Community Board approves a grant of \$145 to the Mackenzie Community Centre User Group to support the Fairlie in Focus Photography display at the community centre.

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9. That the Fairlie Community Board declines a grant application from the Mackenzie Community Centre User Group to engage Brett Walker to perform in the courtyard of the community centre.
10. That the Fairlie Community Board supports the replacement of the litter bins near the public toilets in the Fairlie township.

CARRIED**9 CONFIRM COUNCIL MINUTES****9.1 MINUTES OF COUNCIL MEETING - 3 NOVEMBER 2020****RESOLUTION 2020/75**

Moved: Cr Stuart Barwood

Seconded: Cr Emily Bradbury

That the Minutes of the Council Meeting held on Tuesday 3 November 2020 be received and confirmed as an accurate record of the meeting.

CARRIED**10 PUBLIC EXCLUDED****RESOLUTION TO EXCLUDE THE PUBLIC****RESOLUTION 2020/76**

Moved: Cr Anne Munro

Seconded: Deputy Mayor James Leslie

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
10.1 - Minutes of Public Excluded Council Meeting - 3 November 2020	<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)(b)(ii) - the withholding of the information is necessary to protect information where the</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

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	<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>	
10.2 - Investment Report	<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>
10.3 - Andrew Stream Bridge Replacement	<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>
10.4 - Connors Road - Application for Road Stopping	<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)(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)(f)(ii) - the withholding of the information is necessary to maintain the effective conduct of public affairs through the protection of Council members, officers, employees, and persons from improper pressure or harassment</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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10.5 - Council Building Condition Update and Works Program	s7(2)(f)(i) - the withholding of the information is necessary to allow free and frank expression of opinions by or between or to members or officers or employees of any local authority	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
10.6 - Increase in Contract Sum: Contract 1257 Support to Deliver Capital Works	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
10.7 - Procurement of a Program Manager for Three Waters Projects	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) s7(2)(f)(i) - the withholding of the information is necessary to allow free and frank expression of opinions by or between or to members or officers or employees of any local authority	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
10.8 - Procurement of Land for Fairlie Water Treatment Plant	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)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities 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
10.9 - Tekapo Sky Hotel Limited - Land Swap Proposal	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on,	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting

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	without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	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 2020/77

Moved: Deputy Mayor James Leslie

Seconded: Cr Anne Munro

That Council moves out of closed meeting into open meeting.

CARRIED

The Meeting closed at 1.31pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 25 December 2020.

.....
CHAIRPERSON



Unconfirmed MINUTES

Engineering and Services Committee Meeting

15 December 2020

**MINUTES OF MACKENZIE DISTRICT COUNCIL
ENGINEERING AND SERVICES COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS, FAIRLIE
ON TUESDAY, 15 DECEMBER 2020 AT 1.55PM**

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

IN ATTENDANCE: Suzette van Aswegen (Chief Executive), Paul Numan (GM Corporate Services), Tim Harty (GM Operations), Chris Clarke (Communications Advisor), Bernie Haar (Asset Manager), Scott McKenzie (Roading Manager), Geoff Horler (Utilities Manager), Rick Ramsay (appointed member of Commercial and Economic Development Committee), Sam Molyneaux (Executive Assistant), Kevin O'Neill (Forestry Manager), Arlene Goss (Governance Advisor).

1 OPENING

The chairman opened the meeting.

2 APOLOGIES

An apology was received from Solid Waste Manager Angie Taylor.

3 DECLARATIONS OF INTEREST

There were no declarations of interest.

4 VISITORS

There were no visitors.

5 REPORTS

5.1 MINUTES OF ENGINEERING AND SERVICES COMMITTEE MEETING - 11 AUGUST 2020

The committee asked for various updates on matters mentioned in the minutes.

Discussion took place on the need for roading shingle. The roading manager said discussions were taking place with Environment Canterbury regarding potential sources for shingle. All glass in the district is recycled and mixed with shingle for roads.

COMMITTEE RESOLUTION ENG/2020/2

Moved: Mayor Graham Smith

Seconded: Cr Matt Murphy

That the Minutes of the Engineering and Services Committee Meeting held on Tuesday 11 August 2020 be received and confirmed as an accurate record of the meeting.

CARRIED

5.2 ASSET MANAGER'S REPORT

This report was to update the Engineering and Services Committee on progress on various projects and the normal operation of the department for the past month.

The Asset Manager took the report as read and asked for questions.

Councillors asked about the 3 Waters project. The Utilities Manager updated on progress with his work answering the questions that had been requested by the 3 Waters project. He said he was confident this work would be finished on time in January. There was a need to ensure this data was sound as it might be used as a basis for allocation of shares in any new water company.

A question was asked about the water bore at Pukaki Airport. The bore has not been sealed as alleged, but the fence around it has been taken down. It does not currently have a consent. The bore can be re-activated if required. It was no longer a source of drinking water. This matter now moved to the property manager as the bore could be used for irrigation if required. It was agreed that this matter would pass to the Commercial and Economic Development Committee for any further action.

Lakeside Drive (road past the campground) was still on track to be completed by Christmas. It would be sealed either this week or early next week.

The Utilities Manager updated the committee on difficulties with chlorine in the Allandale water scheme, then the Roading Manager updated the committee on road sealing at the reserve in Fairlie.

COMMITTEE RESOLUTION ENG/2020/3

Moved: Cr Anne Munro

Seconded: Cr Matt Murphy

1. That the report be received.

CARRIED

5.3 COMMUNITY SERVICES AND WASTE

The Asset Manager updated the committee on the free green waste day being funded by the community board in Twizel.

The Waste Minimisation Services Contract has been signed by the three councils. Envirowaste has been awarded all three contracts. This means green waste from Fairlie will now go to Timaru instead of Twizel.

The Mayor asked about the spike in 'waste to landfill' showing for October. This happened as a result of the Pukaki fires.

5.4 COMMUNITY FACILITIES REPORT

The General Manager Operations spoke to this report and the attachments, which updated the committee on current activity in council's community facilities, including swimming pools. He

noted there was a lot of activity. He noted the resignation of the community facilities officer and had employed a contractor from Xyst to do the day-to-day work in community facilities until the role was filled.

Discussion took place on the removal of the hydroslide from the Twizel pool for safety reasons. Mr Harty offered to share photos of the hydroslide and the safety assessment with the councillors.

The frequency of toilet cleaning was discussed. This had increased to once or twice a day for the summer season. It was noted that any increases in service would be met by an increase in rates.

5.5 THREE WATERS AND FOOTPATH PROJECT UPDATE

This information was noted by the committee.

5.6 THREE WATERS REFORM PROGRAM AND TAUMATA AROWAI PRESENTATION

The General Manager Operations read out some of the more important requirements in the report including the need for water safety plans for anyone who supplies drinking water to other houses. He said farmers who supplied water to their house and a wool shed were classed as a supplier. This would be policed by the regional council. This would be a challenge for small rural water supplies.

The structure of the Canterbury water entity was not yet known but Mackenzie would be a small part of it.

The Mayor said the Minister of Local Government wanted this work completed before the next election.

The committee noted the contribution made by Charlotte Borrell to community services in the district and asked the governance advisor to send a letter of thanks from the committee.

The chairman asked to record in the minutes that he wished to have a discussion about the Fairlie water treatment plant and water storage at the next councillor workshop.

The Meeting closed at 3.01pm.

The minutes of this meeting were confirmed at the Engineering and Services Committee Meeting held on .

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CHAIRPERSON



Unconfirmed MINUTES

Commercial and Economic Development Committee Meeting

15 December 2020

**MINUTES OF MACKENZIE DISTRICT COUNCIL
COMMERCIAL AND ECONOMIC DEVELOPMENT COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS, FAIRLIE
ON TUESDAY, 15 DECEMBER 2020**

PRESENT: Cr Murray Cox (chairman), Cr Stuart Barwood, Cr Emily Bradbury, Cr James Leslie, Cr Anne Munro, Cr Matt Murphy, Mayor Graham Smith, Mr Rick Ramsay (appointed member)

IN ATTENDANCE: Suzette van Aswegen (Chief Executive), Paul Numan (GM Corporate Services), Tim Harty (GM Operations), Mark Samways by Zoom (Commercial Manager), Martin Homisan (Economic Development Manager), Chris Clarke (Communications Advisor), Sam Molyneaux (Executive Assistant), Kevin O'Neill (Forestry Manager), Arlene Goss (Governance Advisor).

1 OPENING

The chairman opened the meeting.

2 APOLOGIES

There were no apologies.

3 DECLARATIONS OF INTEREST

There were no declarations of interest.

4 VISITORS

There were no visitors.

5 REPORTS

5.1 MINUTES OF COMMERCIAL AND ECONOMIC DEVELOPMENT COMMITTEE MEETING - 11 AUGUST 2020

COMMITTEE RESOLUTION COM/2020/10

Moved: Cr Matt Murphy

Seconded: Cr Anne Munro

That the Minutes of the Commercial and Economic Development Committee Meeting held on Tuesday 11 August 2020 be received and confirmed as an accurate record of the meeting.

CARRIED

5.2 REPORT FROM SOUTH CANTERBURY CHAMBER OF COMMERCE

The report was noted. There were no questions.

6 PUBLIC EXCLUDED**RESOLUTION TO EXCLUDE THE PUBLIC****COMMITTEE RESOLUTION COM/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
6.1 - Commercial and Economic Development Update	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
6.2 - Minutes of Public Excluded Commercial and Economic Development Committee Meeting - 11 August 2020	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

COMMITTEE RESOLUTION COM/2020/12

Moved: Cr James Leslie

Seconded: Mayor Graham Smith

Commercial and Economic Development Committee Meeting Minutes

15 December 2020

That the committee moves out of closed meeting into open meeting.

CARRIED

The Meeting closed at 4.41pm.

The minutes of this meeting were confirmed at the Commercial and Economic Development Committee Meeting held on .

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CHAIRPERSON



Unconfirmed MINUTES

Planning and Regulations Committee Meeting

15 December 2020

**MINUTES OF MACKENZIE DISTRICT COUNCIL
PLANNING AND REGULATIONS COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS, FAIRLIE
ON TUESDAY, 15 DECEMBER 2020**

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

IN ATTENDANCE: Suzette van Aswegen (Chief Executive), Paul Numan (GM Corporate Services), Tim Harty (GM Operations), Aaron Hakkaart (Planning and Regulations Manager), Mark Offen (Compliance Officer), Katrina ? (Freedom Camping Ambassador), Chris Clarke (Communications Advisor), Sam Molyneux (Executive Assistant), Arlene Goss (Governance Advisor).

1 OPENING

The chairperson opened the meeting.

2 APOLOGIES

There were no apologies.

3 DECLARATIONS OF INTEREST

There were no declarations of interest.

4 VISITORS

There were no visitors.

5 REPORTS

5.1 MINUTES OF PLANNING AND REGULATIONS COMMITTEE MEETING - 11 AUGUST 2020

COMMITTEE RESOLUTION PRC/2020/95

Moved: Deputy Mayor James Leslie

Seconded: Cr Matt Murphy

That the Minutes of the Planning and Regulations Committee Meeting held on Tuesday 11 August 2020 be received and confirmed as an accurate record of the meeting.

CARRIED

5.2 PLANNING UPDATE

Mr Hakkaart updated the committee on planning activity and noted that the Plan Change 18 hearing had been moved to next March.

5.3 FREEDOM CAMPING UPDATE

Compliance officer Mark Offen and Katrina (camping ambassador) were invited to speak. The committee was updated on new apps for the use of camping ambassadors. These would be used to capture data around the campers who visit the district.

This year has been significantly quieter than last year, but this gives the camping ambassadors more time to talk to people. A lot of freedom campers are NZMA members, or visitors from the north island.

Cr Leslie asked if it was possible to find out how many camper vehicles were rented or privately owned. This information was not collected specifically.

Camping ambassadors noted that the message about self-containment was getting through.

5.4 VERBAL UPDATES REQUESTED BY CHAIRPERSON

The following verbal updates have been requested by the chairperson:

1. **Regulations Update** – This was discussed at the council meeting earlier in the day.
2. **Aoraki International Dark Sky Reserve Update** - Two action points came out of the Dark Sky Reserve meeting pertaining to Mackenzie District Council. They were:
 - a) Expansion of the Reserve - To re-engage with Mackenzie District Council and International Dark Sky Assn. to pursue an expansion of the AMIDSR to the full Mackenzie District boundary.
 - b) Review of the Mackenzie District Plan – To re-engage with Mackenzie District Council staff and council to contribute to a lighting regulations review. Also, to work with the Compliance Officer regarding the implementation of rules.

The chairperson asked for these to be made action points. Mr Hakkaart would ask staff to get in touch with Mr Butler.

6 PUBLIC EXCLUDED

RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION PRC/2020/96

Moved: Deputy Mayor James Leslie

Seconded: Cr Stuart Barwood

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

Planning and Regulations Committee Meeting Minutes

15 December 2020

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
1.1 - Late Item - Discussion Regarding Hocken Farm Master Plan	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**COMMITTEE RESOLUTION PRC/2020/97**

Moved: Deputy Mayor James Leslie

Seconded: Cr Stuart Barwood

That the committee moves out of closed meeting into open meeting.

CARRIED

The Meeting closed at 5.26pm.

The minutes of this meeting were confirmed at the Planning and Regulations Committee Meeting held on .

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CHAIRPERSON



Unconfirmed MINUTES

Audit and Risk Committee Meeting

8 December 2020

**MINUTES OF MACKENZIE DISTRICT COUNCIL
AUDIT AND RISK COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS, FAIRLIE
ON TUESDAY, 8 DECEMBER 2020 AT 9.30AM**

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

IN ATTENDANCE: Suzette van Aswegen (Chief Executive), Paul Numan (GM Corporate Services), Tim Harty (GM Operations), Adrian Hodgett (Finance Manager), Jo Hurst (Financial Accountant), Katherine Hill (Corporate Planner), Chris Genet (Audit New Zealand), Arlene Goss (Governance Advisor).

1 OPENING

Bruce Mincham welcomed everyone to the meeting.

2 APOLOGIES

There were no apologies.

3 DECLARATIONS OF INTEREST

There were no declarations of interest.

4 VISITORS

Chris Genet from Audit New Zealand was welcomed to the meeting.

5 REPORTS

5.1 MINUTES OF AUDIT AND RISK COMMITTEE MEETING - 25 AUGUST 2020

COMMITTEE RESOLUTION AUD/2020/47

Moved: Mayor Graham Smith

Seconded: Deputy James Leslie

That the Minutes of the Audit and Risk Committee Meeting held on Tuesday 25 August 2020 be received and confirmed as an accurate record of the meeting.

CARRIED

5.2 VERBAL UPDATE ON THE ANNUAL AUDIT

Paul Numan said in summary there were some technical issues still to be resolved and once those were addressed the council would be able to adopt its annual report.

The Mayor said council staff moved heaven and earth to meet the requirements of audit and now were being held up by Audit New Zealand's process. He felt that the process was being pushed out the same as the previous year, despite having an additional two months to complete the process.

Chris Genet from Audit New Zealand said it was important to the community "to get it right" and he felt this was the priority for auditors. The chief executive said when a council did not meet the deadline it was the council that was mentioned in Parliament, not the auditor. She said Council was a smaller council and was pushed out to the end of the process and she would like an opportunity to do this work earlier in the year so there was an opportunity to push back on some of the rulings of the technical team.

Mr Genet said he was guided by the auditor general with regards to timelines.

Cr Munro read out a sentence in the draft annual report stating increased confidence from the auditors and asked Mr Genet if he was comfortable with that being in the annual report. Mr Genet asked for it to be removed because it was subjective and he wanted to remain objective.

Cr Cox said auditors were raising issues that fell outside the financial year or were immaterial. Audits were expensive and the ratepayer paid, so he asked for Audit New Zealand to be fair.

Cr Barwood suggested Council request a change to the legislation that would allow Audit New Zealand to stagger its workload.

The date of the adoption of the Annual Report was discussed. An extraordinary meeting would need to be called to do this, possibly on December 22nd.

The Mayor asked for an update on the issues.

Downlands Water – this work has been done by Timaru District Council.

Albury Water Supply – Whether this should be treated as a CCO would be resolved next year.

There were a couple of issues outstanding with the roading team regarding the revaluation of some roading assets.

Statement of Service Performance – water supply issues are resolved.

Building team accreditation – waiting for the outcome of this process.

Scale of resident's survey – Audit NZ was looking into this to understand the scale used in the survey.

5.3 VERBAL UPDATE ON LONG TERM PLAN PROGRESS

Paul Numan said the chairman has asked how the annual report extension would affect the delivery of the Long-Term Plan.

The supporting activity management plans and budgets were due by Christmas and staff were currently working on these. It will be a push because there were some deadlines in the new year so it was important to close out the audit and re-direct the resources.

Mr Numan said at this stage he was "as comfortable as I can be" with progress on the Long-Term Plan.

Discussion took place on whether an LTP amendment would be required, and the impact of the spatial plans that were due early in 2021.

6 PUBLIC EXCLUDED

RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION AUD/2020/48

Moved: Cr Emily Bradbury

Seconded: Cr Anne Munro

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
6.1 - Minutes of Public Excluded Audit and Risk Committee Meeting - 25 August 2020	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)(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
6.2 - Health and Safety Report	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	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
6.3 - Draft Annual Report to 30 June 2020 - for the Mackenzie District Council	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	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

Audit and Risk Committee Meeting Minutes

8 December 2020

	disadvantage, negotiations (including commercial and industrial negotiations)	
6.4 - Risk Management Report	s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest	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
1.1 - EQUIP Governance/Management Roles and Responsibilities Facilitated Session Notes - 17 November 2020	s6(b) - the making available of the information would be likely to endanger the safety of any person s7(2)(f)(i) - the withholding of the information is necessary to allow free and frank expression of opinions by or between or to members or officers or employees of any local authority	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		

COMMITTEE RESOLUTION AUD/2020/49

Moved: Cr Anne Munro

Seconded: Cr Matt Murphy

That the committee moves out of closed meeting into open meeting.

CARRIED**The Meeting closed at 10.43am.****The minutes of this meeting were confirmed at the Audit and Risk Committee Meeting held on**

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CHAIRPERSON