



# **Mackenzie**

**DISTRICT COUNCIL**

**Notice is given of a Twizel Community Board Meeting to be held on:**

**Date: Monday, 22 August 2022**

**Time: 3.00pm**

**Location: Twizel Events Centre Lounge**

**Twizel**

## **AGENDA**

**Twizel Community Board Meeting**

**22 August 2022**

Note: This meeting will be digitally recorded by the minute-taker .

**Twizel Community Board Membership:**

Jacqui de Buyzer (Chair)

Tracey Gunn

Renee Rowland

Amanda Sargeant

Emily Bradbury

**Order Of Business**

<b>1</b>	<b>Opening .....</b>	<b>5</b>
<b>2</b>	<b>Apologies .....</b>	<b>5</b>
<b>3</b>	<b>Public Forum .....</b>	<b>5</b>
<b>4</b>	<b>Declarations Of Interest.....</b>	<b>5</b>
<b>5</b>	<b>Reports .....</b>	<b>6</b>
5.1	Minutes of Twizel Community Board Meeting - 11 July 2022 .....	6
5.2	Community Board Financial Report .....	15
5.3	Engineer's Report .....	18
5.4	Parks, Facilities and Places Update .....	19
5.5	Correspondence .....	21
5.6	General Business and Councillor Update .....	22
5.7	Community Board Action List.....	23



- 1      OPENING**
- 2      APOLOGIES**
- 3      PUBLIC FORUM**
- 4      DECLARATIONS OF INTEREST**

## **5 REPORTS**

### **5.1 MINUTES OF TWIZEL COMMUNITY BOARD MEETING - 11 JULY 2022**

**Author:** Arlene Goss, Governance Advisor

**Authoriser:**

**Attachments:** 1. Minutes of Twizel Community Board Meeting - 11 July 2022

#### **RECOMMENDATION**

1. That the Minutes of the Twizel Community Board Meeting held on Monday 11 July 2022 be received and confirmed as an accurate record of the meeting.



**Mackenzie**

DISTRICT COUNCIL

**Unconfirmed MINUTES**

**Twizel Community Board Meeting**

**11 July 2022**

**MINUTES OF MACKENZIE DISTRICT COUNCIL  
TWIZEL COMMUNITY BOARD MEETING  
HELD AT THE TWIZEL EVENTS CENTRE  
ON MONDAY, 11 JULY 2022 AT 3.00PM**

**PRESENT:** Chairperson Jacqui de Buyzer, Tracey Gunn, Cr Emily Bradbury

**IN ATTENDANCE:** Mayor Graham Smith, Cr James Leslie, David Adamson (Operations Manager – Acting), Scott McKenzie (Roading Manager), Brian Milne (Community Services Officer), Tom O’Neil (Community Services Officer), Arlene Goss (Governance Advisor), Joni Johnson (Engineering Manager), Karen Morgan (TPDA), Matt Gunn (public), Pat Shuker (public), plus four other members of the public.

**1 OPENING**

The chairperson opened the meeting.

**2 APOLOGIES**

Apologies were received from Renee Rowland, Amanda Sargeant, Angie Taylor and Angela Oosthuizen.

**3 PUBLIC FORUM**

**Pat Shuker** said the agenda and minutes for the meeting were not available on request from the Twizel council office. Printed minutes at the Twizel library were no longer available. The governance advisor said she would fix this.

Pat Shuker thanked Roading Manager Scott McKenzie for coming out personally to sort out a roading issue at Manuka Terrace. She also thanked Brian Milne for help with cutting down trees and returning the wood to the community. She also wanted to thank Barbara McGartland and the staff in the Twizel office “who have been wonderful lately”. Her thanks will be passed to the staff involved.

**Karen Morgan from TPDA** spoke about the street art projects she was organising. Three walls were targeted for art work. One is completed. The second one is the wall behind the shops, beside the Razza Bar on Tasman Road. This location is the gathering point for the Anzac Day service. Art needed to reflect this. She has sought a concept drawing from an artist who did the paintings on the silos at Waimate, named Billy Scott. A concept has been drawn up. She passed copies of the concept around the room. This funding has been approved and this would be painted in spring. (A copy of the concept is available as an attachment to these minutes).

The Mayor asked how long the art work would last. It has a UV coating over it and would last 10-15 years.

Tom O’Neil thanked Karen Morgan for her work on the mural that is already finished. Some tree trimming in this area was scheduled for next week.

**4 DECLARATIONS OF INTEREST**

There were no declarations of interest.

## 5 REPORTS

### 5.1 MINUTES OF TWIZEL COMMUNITY BOARD MEETING - 11 APRIL 2022

#### COMMITTEE RESOLUTION TWCB/2022/246

Moved: Member Tracey Gunn

Seconded: Chairperson Jacqui de Buyzer

1. That the Minutes of the Twizel Community Board Meeting held on Monday 11 April 2022 be received and confirmed as an accurate record of the meeting.

**CARRIED**

### 5.2 CORRESPONDENCE

A letter and petition regarding the Twizel Library was received from Elizabeth Higgins. A response from chief executive Angela Oosthuizen was also attached to the agenda.

The chairperson said there was a meeting held with concerned members of the public regarding the library. The council was committed to running a community library in Twizel. The current library would run out the current building for as long as possible and would be replaced. A member of the public asked for a guarantee and the Mayor said he would not leave Twizel without a library.

An email asking for permission to run market days in Market Place was received from Jacqueline Palmer. Cr Bradbury said this market would replace the upcycle market that TPDA usually runs. It would also tie in with work being done by the Mistletoe Committee. A new Christmas tree will arrive in November. They were working to plan something fun happening in the Market Place every Saturday leading up to Christmas, and this market would be part of that. The community board approved the use of Market Place in principle. Brian Milne was asked to work through the details with Jacqueline Palmer.

### 5.3 TWIZEL COMMUNITY BOARD GENERAL UPDATE

The purpose of this report was to provide the Twizel Community Board with a general update on several projects and actions related to the Twizel area in general and community board specifically.

Community Facilities Officer Brian Milne said the **Market Place upgrade** was ready to go, pending good weather. Contract has been let.

He then presented the plan for **the Ruataniwha reserve**, as attached to the agenda. This plan needed to go to the Engineering and Services Committee and would then go out to the community for consultation.

The chairperson said she found the plan difficult to read. There were two documents – the concept plan and the reserve management plan. Mr Milne explained the reason for both.

Mr Milne then spoke about the Ruataniwha reserve as a place to put sports grounds. He was looking for feedback on this. Some people thought this was too far out of town. The chairperson said it was a mind shift for people to get used to things not being so central as the town expanded.

Cr Bradbury asked to consider Mackenzie Park as a steppingstone location for a sports field in the short term, until three playing fields were needed. The Ruataniwha plan doesn't exclude doing this.

Mr Milne said the Ruataniwha plan included managing parking and access to the picnic area on the water's edge. The chairperson agreed that this was a good idea - along with cutting down trees on the edge of the water to make more room.

A large dog exercise area was also suggested, and potential for a bike jump park.

**Ohau Road Reserve** – This draft has gone out for consultation. Most feedback was positive. People asked for more of a focus on native planting. However, there was a need for shade trees and exotics were faster to grow for this purpose. Was some concern expressed about a basketball half court in the reserve. On reflection this would be better in the centre of town. There would still be a playground in the reserve.

Would parking be needed? This was more of a local reserve. Following feedback Mr Milne had decided to make the link path to Totara Drive in concrete instead of gravel.

**Twizel Events Centre** – David Adamson said all the structural work under the seats in the theatre had been completed. Fire protection work had also been done. New glass doors into the meeting room will be partly frosted for privacy.

Hope to re-open the theatre within the next 2-3 weeks. Tidying up the drainage outside on one side of the building. Roof been waterproofed with new ceiling tiles. Pat Shuker asked if railing would be installed from the top to the bottom of the steps inside the theatre. The chairperson asked Mr Adamson to speak to Angie Taylor regarding this, as she had investigated this previously. There have been accidents on these steps due to a mix of wide and narrow steps causing confusion.

The Events centre would be shut on the 27<sup>th</sup> of July for 24 hours, for work on the transformer and electrical system that services the swimming pool.

A projector and screen would be installed soon to make the meeting room more functional.

**TIF funded public toilets project** – Two new public toilets were due to go in at Lake Ruataniwha by the end of October. One in the lagoon area and the other at the eastern boat ramp.

**Pool heating project** – Power infrastructure upgrade underway.

**Wilding pines** – Hoping to do the removal sometime this winter.

**Singlemen's Hut and Twizel house buildings** – Council has approved a location next to the large machinery display for the house. The Singlemen's hut is going near the path at the entrance to Manmade Hill.

Will be putting new **dog bins** around the town. The community board was asked to consider the photos of different dog bins in the agenda and state a preference. They preferred the orange rust-coloured bins on the left of the page. The Mayor asked who was going to clean out these bins and was told it was on his job description. One dog bin would go at Northwest Arch, one at the river, also one at Ruataniwha.

**Tree planting** – Replacement tree planting was needed in a few places where trees had been removed. The community board said to go ahead, without consultation in the interests of getting things done.

**Compactor bins in Twizel** – The lease for the Twizel bin has come to an end so Mr Milne suggested returning the bin and extending the hours at the refuse station with the money saved.

The chairperson thought adding extra opening hours on Thursday to Monday was a good compromise. Need to consider the loss of income from the compactor bin and additional fees/income at the transfer station. The community board wanted the weekend to be included in the days open. David Adamson said he would ask Angie Taylor to come back to the community board with outcome of this matter.

**Manmade Hill** – Working on plans for planting and a potential mountain bike trail on Manmade Hill. Brian Milne talked about his plans for this area including the need for temporary water tanks on top of the hill to hold irrigation water, and a rabbit proof fence. Potentially talking a six-figure sum, but would be quite a feature when it's done.

Mr Milne said he had been meeting with the local mountain bike fraternity to talk about their work on tracks. They were planning more work on the track by the river.

#### **COMMITTEE RESOLUTION TWCB/2022/247**

Moved: Member Tracey Gunn

Seconded: Cr Emily Bradbury

1. That the Public Facilities, Parks and Places update report be received.
2. That the Ohau Rd Reserve development plan be approved.

**CARRIED**

#### **COMMITTEE RESOLUTION TWCB/2022/248**

Moved: Cr Emily Bradbury

Seconded: Member Tracey Gunn

3. That the draft Lake Ruataniwha Reserve Management Plan and Concept development plan be recommended to Council for approval, for the formal consultation phase.
4. That the removal of the Compactor bin be approved, subject to approval by the Engineering and Services Committee services for an increase in the opening hours of the Twizel Transfer Station by two hours per day for 5 days per week.

**CARRIED**

### **5.4 ENGINEERING MANAGER'S UPDATE**

Engineering manager Joni Johnson introduced herself and went through the first part of her report.

**Three Waters** – Our water quality standards are being met. We have been trying for a long time to get water meters to Twizel. They have been difficult to source.

Council will be putting a bulk water supply station in each town for people who use or sell bulk water. This would be located at the water treatment plant. It will stop people taking water from hydrants.

Work has finished at the Mackenzie Park wastewater substation. Also putting in a second screen to stop material entering ponds. Sewage ponds were dredged.

Stormwater was not an issue in Twizel because the ground was so porous. Ecan have asked us to do sampling of stormwater to test for contaminants.

**Roading** – Roding manager Scott McKenzie spoke about the first snow storm of the year, recently experienced in Twizel. The roading contractors were caught out with key staff out of town and snow clearing was slower than it should have been. We have talked to them about this. The chairperson asked about clearing footpaths of snow, as well as roads, so people could still walk on the path.

**Glen Lyon Ford** - Signs showing “ford closed” were stolen. Have ordered new signs and a guardrail for there. Have also had complaints about people cycling and walking in the low point. The community board suggested installing depth signs showing how deep the water was in the ford.

**Temple Drive shared use path** -The chairperson said she was very glad to have that path put in. Scott McKenzie said there was enough funding to install a path from Ostler to Temple Drive. Will get to approx. Harris Place at this stage, but ideally need to take the path right around in the future.

**Christmas Tree** – Because of the dark sky requirements a lighted tree would be against that policy. A study was underway to see what type of lights were needed on the tree.

**Bike Stands** – have been ordered. Hope to see them in a month or so.

**Liquor ban signs** – A stencil is ready to use. Just waiting for the new compliance manager who was starting soon and would be based in Twizel.

## 5.5 COMMUNITY BOARD FINANCIAL REPORT

### COMMITTEE RESOLUTION TWCB/2022/249

Moved: Chairperson Jacqui de Buyzer

Seconded: Member Tracey Gunn

1. That the community board financial report be received.
2. That the \$5,000 donation from Whitestone Contracting be added to the project budget for the Manmade Hill Development Plan.

**CARRIED**

## 5.6 GRANT APPLICATION

### COMMITTEE RESOLUTION TWCB/2022/250

Moved: Chairperson Jacqui de Buyzer

Seconded: Member Tracey Gunn

1. That a grant of \$120 be approved for Twizel Snow Club towards the costs of holding their annual ski sale.

**CARRIED**

### 1.1 LATE GRANT APPLICATIONS

#### **COMMITTEE RESOLUTION TWCB/2022/251**

Moved: Chairperson Jacqui de Buyzer

Seconded: Member Tracey Gunn

1. That a grant of \$500 be approved for Twizel Trap Library towards the costs of pest traps and pest trap materials.

**CARRIED**

#### **COMMITTEE RESOLUTION TWCB/2022/252**

Moved: Cr Emily Bradbury

Seconded: Chairperson Jacqui de Buyzer

2. That a grant of \$500 be approved for Twizel Promotions and Development Association towards the cost of a website for the Wine and Salmon Festival.

**CARRIED**

### 5.7 GENERAL BUSINESS AND COUNCILLOR UPDATE

**Information Kiosk update** – The governance advisor will ask Chris Clarke to update the community board by email.

**Swimming pool wall upgrade** – Karen from TPDA said they viewed the swimming pool wall as a youth hub and wanted something fresh and bright on that wall. There was an artist in Christchurch who has been asked to provide a concept. She explained the symbols he had used in the concept plan.

**Electric bike** – Council was recently given five electric bikes. One would go to each community board to use as they wish. These are still in their box, not made up. The community board asked for more time to think about this and come up with a plan. Add this to the action list.

Cr Bradbury said she was encouraged to see how much work and progress had been made to get improvements lined up for Spring. Keen to see this work carried out and progress continue.

The Mayor said Council was busy working through the district plan review and further discussion took place on other decisions recently made by Council. “Better off Funding” potential projects were outlined.

**5.8 COMMUNITY BOARD ACTION LIST**

**Large Machinery** – Tom O’Neil has received a quote for a small fence to go around the large machinery display, but may need to get a second quote.

**Manmade Hill** – Discussion took place on whether this should be removed from the action list now that a plan had been adopted. Agreed to leave it in place until after the election.

**Christmas Tree** – remove from list as Mistletoe Committee is managing this.

Remove mural from list. Completed.

**Broken glass** – Tom O’Neil said there was more broken glass picked up by Whitestone last weekend.

**Golf club rubbish** – Angie Taylor forwarded information to the golf club about a grant that goes to people wanting to reduce glass going to landfill. The club submitted an application and grant was approved. Golf club now has nearly \$5,000 to implement new bins. Remove from list.

**Swimming pool heating** – Heating equipment to be on site by end of August.

**Wilding pines near holiday park** – Waiting for the forestry contractor to do this work.

**Request for footpaths** – Footpath has started at Tussock Bend. The Drive is included on a prioritised list so will be addressed in the future. Remove from list.

Cr Bradbury announced the Twizel Mistletoe Committee has raised \$25,000 for the Christmas tree. This came from donations from local families, businesses and community groups. The committee was congratulated.

**The Meeting closed at 4.54pm.**

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

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**CHAIRPERSON**

## 5.2 COMMUNITY BOARD FINANCIAL REPORT

**Author:** Jo Hurst, Management Accountant

**Authoriser:** ,

**Attachments:**

1. Twizel Community Board report - June 2022  
2. Twizel CB - July 2022  

### STAFF RECOMMENDATIONS

That the community board financial report be received.

### BACKGROUND

Attached is the latest community board financial report for your information.

Financial accountant Jo Hurst says: Please find attached the Twizel Community Board report for June, and then I have drafted an initial report for July, please note the July report does not include any carry forwards from the previous year.



**Twizel Community Board  
Township Projects  
For The Period Ended 30 June 2022**

Date	Organisation	Amount
1/07/2021	New financial year 2021/22	\$ 25,000.00
	Carry forward from 2020/21 year	\$ 32,347.00
	Whitestone Contracting Donation (Received 30/6/21)	\$ 5,000.00
	<b>Total</b>	<b>\$ 62,347.00</b>
	Split into Projects:	
	<b>Man-made Hill</b>	
	Allocated Budget	\$ 15,000.00
27/01/2022	Planting of Man-made Hill	\$ (3,515.42)
27/06/2022	Plants	\$ (2,006.25)
30/06/2022	Design Services and Project Management	\$ (3,163.56)
	Balance remaining	\$ 6,314.77
	<b>Heritage House</b>	
	Allocated Budget	\$ 10,000.00
31/05/2022	Asbestos removal	\$ (900.00)
	Balance remaining	\$ 9,100.00
	<b>Township Projects</b>	
	Allocated Budget	\$ 37,347.00
4/10/2021	Reshape and surface pump track	\$ (5,630.00)
22/04/2022	Twizel Bike Racks - 40% Deposit	\$ (6,648.40)
	Balance remaining	\$ 25,068.60

**Grant Allocations  
For The Period Ended 30 June 2022**

Date	Organisation	Amount
1/07/2021	New financial year 2021/22	\$ 2,700.00
	Carry forward from 2021/21 year	\$ 2,573.72
30/11/2020	Funds received from sale of chipper	\$ 9,782.61
	Expenditure to date:	
12/07/2021	Twizel Snow Club (Hall hire)	\$ 120.00
12/07/2021	Mackenzie Book and Arts Festival (Visiting Author A Fifield)	\$ 500.00
12/11/2021	Twizel Area School (School Prize-giving)	\$ 86.96
6/12/2021	Twizel Promotions (Information Stands)	\$ 434.78
31/01/2022	Twizel Wood Gatherers	\$ 434.78
11/04/2022	Twizel Little Movers Playgroup	\$ 172.50
	Balance remaining	<b>\$ 13,307.31</b>

\* Maximum of \$500 can be allocated per grant application



**Twizel Community Board  
Township Projects  
For The Period Ended 31 July 2022**

Date	Organisation	Amount
1/07/2022	New financial year 2022/23	\$ 35,000.00
	Split into Projects:	
	<b>Man-made Hill</b>	
	Allocated Budget	
	Balance remaining	\$ -
	<b>Heritage House</b>	
	Balance remaining	\$ -
	<b>Township Projects</b>	
	Allocated Budget	\$ 35,000.00
	Balance remaining	\$ 35,000.00

**Grant Allocations  
For The Period Ended 31 July 2022**

Date	Organisation	Amount
1/07/2022	New financial year 2022/23	\$ 2,700.00
	Expenditure to date:	
11/07/2022	Twizel Snow Club (holding annual ski sale)	\$ 120.00
11/07/2022	Twizel Trap Library (pest traps and materials)	\$ 500.00
11/07/2022	TPDA - Website Wine and Salmon Festival	\$ 500.00
	Balance remaining	\$ 1,580.00

\* Maximum of \$500 can be allocated per grant application

### 5.3 ENGINEER'S REPORT

**Author:** Joni Johnson, Engineering Manager

**Authoriser:** David Adamson, General Manager Operations - Acting

**Attachments:** Nil

#### STAFF RECOMMENDATIONS

That the information be noted.

#### THREE WATERS

##### Water Supply

All water quality standards are being met.

Design of a Twizel Ring Main is underway. The additional water mains will provide reliability of water supply to Twizel residents.

##### Wastewater Treatment

We need a new generator at the Mackenzie Park pump station in Twizel. We will be asking Council for a dispensation to the procurement process as we tried to obtain three bids for the generator but only received one response. We believe the price is fair and we don't want to wait to resolicit to three bidders.

Staff are looking at issues of groundwater infiltration into the sewer system at the Pukaki airport. When a solution is decided work will not be able to be undertaken until the groundwater levels drop.

##### Stormwater Collection

High groundwater is causing stormwater issues at the Pukaki airport. Staff are looking at the system installed and will look at what improvements may be practicable.

#### ROADING

Temple Drive shared use path has been delayed and held up due to the bad weather. The contractor continues to work on this as weather allows. We don't want to compromise on quality, therefore we are continuing with the works over a longer duration.

The district has been hit by back-to-back storm events, over the past 5 weeks. This has tested the resilience of the network and has left significant damage in its wake. In the Twizel area this has resulted in slips and surface flooding. Surface flooding due to land runoff still exists on Manuka Terrace and Lyford/Hocken Lane area. Council is working with and getting advice from ECAN around these matters.

## 5.4 PARKS, FACILITIES AND PLACES UPDATE

**Author:** Tom O'Neill, Community Services & Facilities  
Brian Milne, Community Facilities and Services Officer - Contractor

**Authoriser:** David Adamson, General Manager Operations - Acting

**Attachments:** Nil

### PURPOSE OF REPORT

The purpose of this report is to provide the Twizel Community Board with a general update on projects and actions related to parks, facilities, and places in the Twizel area.

### STAFF RECOMMENDATIONS

1. That the Public Facilities, Parks and Places update report be received.

### ACTION AND PROJECTS UPDATE

#### Market Place/Service Centre Access Upgrade

Currently finalising documents and plans for building consent application. The scope of works has been expanded to include replacement of the gable roof section between the Council walkway verandah and Hydro café, so it is no longer connected to or reliant on the Hydro café verandah.

On receipt of the building consent the contractor will be requested to update their price to include the new scope of works. This is likely to increase the value of works above the currently allocated budget and it is proposed that the budget allocated for "Implementation of Development Plan" be utilised to meet this shortfall. Subject to carry forward approval of this budget, its balance is approximately \$435,000.

Completion of the project is expected to be October/November.

#### Lake Ruataniwha Reserve Management Plan

The draft reserve management plan and concept development plan has now been approved for its formal two-month consultation period.

#### Twizel Event Centre

Work is continuing on the compliance improvements to the Twizel Events Centre. A CPU has been issued that now allows the auditorium to be used. A verbal update will be provided at the meeting.

#### TIF Funded Public Toilets Project

The Lake Ruataniwha toilets are programmed to be installed and be operational by the end of October 2022.

#### Pool Heating Project

The power infrastructure upgrade was completed in early August.

Coombes has ordered the heating system for the Twizel and Fairlie pools which will be arriving shortly. We expected this to be fully installed by early spring.

### **Wilding Pines Removal – Glen Lyon Rd and State Highway Block**

The work is planned to be done in the coming months by ECAN's Forestry Contractor PF Olsen. We are waiting on advice from ECAN regarding their financial contribution which will determine the affordability of the project for Council.

It is planned to replant these areas with amenity trees as soon as possible after the pines removal and site clean-up.

### **Single Mans Hut and Workers Buildings**

Planning consent of the House to be located by the machinery display has been approved and the Heritage Group are working through the building consent process.

### **Lease of land to Twizel Holiday Park**

The Twizel Holiday Parks have expressed interest in leasing the block of land between their property and Glen Lyon Road, following the removal of the wilding pines in this block. Given the large amount of existing park land in this area, staff are potentially supportive of leasing this land.

The main issue of concern is the option for the location of an off-road pathway down this side of the Glen Lyon Road. This would serve both the A2O route and township shared path.

At this stage, preliminary staff discussion and advice from the A2O planning consultant, is that the north side of Glen Lyon Road would be the better option for the A2O trail, meaning that leasing of the land next to the holiday park would not be detrimental.

A short term (five years) lease could be entered into initially to keep options open.

### **Man-Made Hill Development**

Planning for the planting of Man-Made Hill is continuing, with pricing of various components being requested from contractors.

Plants have been ordered in preparation for planting of stage 1 area (extension of trial planting area). We are investigating options for an irrigation system, however this is unlikely to be in place ready for a spring planting this year, so our preference is to plan for an autumn 2023 planting rather than spring 2022.

It is expected the final plan and project budget will be reported to the September meeting.

**5.5 CORRESPONDENCE**

**Author:** Arlene Goss, Governance Advisor

**Authoriser:**

**Attachments:** Nil

**STAFF RECOMMENDATIONS**

That the email from Ivan Stratford be received and that the Twizel Community Board writes a letter of support for the Meridian Twizel Hard Labour Weekend lake closure on October 22.

Hi Jacqui

We would like to make a application to ECan again this year to close the lake to help our support crew and kayak competitors with safety from powered craft.

I have spoken today with the Harbourmaster and he is still requesting a letter of support from Twizel Community Board and South Island Rowing.

Could this please be discussed at next Board meeting on 22nd August.

The Meridian Twizel Hard Labour Weekend 22nd October Lake Closure 7.00am - 9.30am.

Kind Regards

Ivan Stratford

( Meridian Twizel Hard Labour Committee Member)

**5.6 GENERAL BUSINESS AND COUNCILLOR UPDATE**

**Author:** Arlene Goss, Governance Advisor

**Authoriser:**

**Attachments:** Nil

**STAFF RECOMMENDATIONS**

That the information be noted.

**GENERAL BUSINESS**

1. Council's representative on the community board, Cr Emily Bradbury, is invited to update the community board on Council activities.

## 5.7 COMMUNITY BOARD ACTION LIST

**Author:** Arlene Goss, Governance Advisor

**Authoriser:**

**Attachments:** 1. Twizel action list [↓](#) 

### STAFF RECOMMENDATIONS

That the information be noted.

### BACKGROUND

Attached is the latest version of the community board action list. These actions are updated by staff regularly.

Outstanding	Division: Committee: Officer:	Date From: Date To:
Action Sheets Report		Printed: Tuesday, 16 August 2022 11:25:21 AM

Twizel Youth Centre Condition Assessment				
Officer and Meeting Date	Target Date	Resolution	Status	
Oosthuizen, Angela  Twizel Community Board 25/01/2021	8/02/2021	<a href="#">TWCB/2021/232, TWCB/2021/233</a>  <b>COMMITTEE RESOLUTION TWCB/2021/233</b>  <b>Moved: Member Amanda Sargeant</b> <b>Seconded: Member Tracey Gunn</b>  2. That the Twizel Community Board supports a community engagement process to determine the future of the Twizel Youth Centre.  <p style="text-align: right;"><b>CARRIED</b></p>	14 Feb 2022 - 4:39 PM - Arlene Goss This will be fenced off until staff can address this property. 20 Apr 2022 - 12:25 PM - Arlene Goss The chief executive has set up a meeting with key stakeholders in Twizel to begin the discussion on what is required. 20 Apr 2022 - 12:26 PM - Arlene Goss Action reassigned to Oosthuizen, Angela by: Goss, Arlene for the reason:	

Twizel Large Machinery Display Update				
Officer and Meeting Date	Target Date	Resolution	Status	
Milne, Brian  Twizel Community Board 25/01/2021	8/02/2021	<a href="#">TWCB/2021/234</a>  <b>COMMITTEE RESOLUTION TWCB/2021/234</b>  <b>Moved: Chairperson Jacqui de Buyzer</b>	14 Jul 2022 - 8:47 AM - Arlene Goss Tom O'Neil has received a quote for a small fence to go around the large machinery display, but may need to get a second quote.	

Outstanding	Division: Committee: Officer:	Date From: Date To:
Action Sheets Report		Printed: Tuesday, 16 August 2022 11:25:21 AM

		<p><b>Seconded: Member Renee Rowland</b></p> <p>That the Twizel Community Board supports "Option 3.3- Display Only" in the Xyst report, with a small, purpose-built fence and signage.</p> <p style="text-align: right;"><b>CARRIED</b></p>	
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<b>Twizel Manmade Hill</b>				
Officer and Meeting Date	Target Date	Resolution	Status	
Milne, Brian	28/07/2021	<p>20 Apr 2022 - 12:26 PM - Arlene Goss</p> <p>COMMITTEE RESOLUTION TWCB/2021/235</p> <p>Moved: Cr Emily Bradbury</p> <p>Seconded: Member Tracey Gunn</p> <p>2. That a budget of \$10,000 from the Twizel Township Budget; "Implementation of Development Plan" be allocated for the preparation of a development, maintenance plan and budget for the development Man-Made Hill.</p> <p>CARRIED</p>	<p>13 May 2022 - 10:17 AM - Arlene Goss</p> <p>A plan for the future development and planting of the hill needs to be prepared.</p> <p>It is proposed that planting be staged over 3-4 years, which will enable more focused maintenance management (weed control, watering, and replacement planting)</p> <p>Other ideas include:</p> <ul style="list-style-type: none"> <li>• Community involvement with the planting</li> <li>• Construction of a purpose-built mountain bike track.</li> </ul> <p>The terrain is not ideal, but a lower track around the base is technically feasible and offers a good "hill" option for which options are otherwise limited in the township area. The cost of construction is estimated at a total of \$40,000 for a good quality track. (See below for informal advice on this option).</p> <ul style="list-style-type: none"> <li>• Viewing platform with interpretive map of surrounding mountain peaks/ranges</li> </ul> <p>To progress this, a concept development design for the hill</p>	

Outstanding	Division: Committee: Officer:	Date From: Date To:	
Action Sheets Report		Printed: Tuesday, 16 August 2022 11:25:21 AM	

			<p>needs to be prepared along with a community engagement process. This needs to be followed by a detailed MTB trail and planting plan incorporating maintenance and cost estimates.</p> <p>A budget allocation of \$10,000 from the Twizel Township Budget; "Implementation of Development Plan" is proposed to progress this.</p> <p><i>13 May 2022 - 10:17 AM - Arlene Goss</i> Action reassigned to Milne, Brian by: Goss, Arlene for the reason: Requested</p> <p><i>14 Jul 2022 - 8:41 AM - Arlene Goss</i> Working on plans for planting and a potential mountain bike trail on Manmade Hill.</p>
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<b>Twizel Market Place Upgrade</b>				
Officer and Meeting Date	Target Date	Resolution	Status	
Adamson, David	3/01/2022		<p><i>20 Apr 2022 - 12:14 PM - Arlene Goss</i> – Project delayed until August/September to ensure concrete laying is not undertaken during winter months. Also complications in moving staff office.</p> <p><i>14 Jul 2022 - 8:33 AM - Arlene Goss</i> Community Facilities Officer Brian Milne said the Market Place upgrade was ready to go, pending good weather. Contract has been let.</p>	

<b>Twizel: Working Man's Hut</b>	
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Outstanding	<b>Division:</b> <b>Committee:</b> <b>Officer:</b>	<b>Date From:</b> <b>Date To:</b>
<b>Action Sheets Report</b>		<b>Printed: Tuesday, 16 August 2022 11:25:21 AM</b>

Officer and Meeting Date	Target Date	Resolution	Status
Adamson, David	2/02/2022	<p>19 Jan 2022 - 1:17 PM - Arlene Goss COMMITTEE RESOLUTION TWCB/2021/229 Moved: Chairperson Jacqui de Buyzer Seconded: Member Tracey Gunn That the Twizel Community Board approves the proposed location of the working man's hut in principal, and asks staff to investigate the location and report back to the board. CARRIED</p>	<p>17 Mar 2022 - 1:49 PM - Arlene Goss There was still a need to investigate the status of the land. This was not urgent for the Heritage Committee because the hut still needed to be restored. 14 Jul 2022 - 8:39 AM - Arlene Goss Council has approved a location next to the large machinery display for the house. The Singlemen's hut is going near the path at the entrance to Manmade Hill.</p>

Twizel: Ohau Road Reserve Development			
Officer and Meeting Date	Target Date	Resolution	
Milne, Brian	28/02/2022	<p>14 Feb 2022 - 4:33 PM - Arlene Goss COMMITTEE RESOLUTION TWCB/2022/239 Moved: Member Renee Rowland Seconded: Cr Emily Bradbury That the Draft Ohau Road Reserve Development Plan (attached to the agenda) be approved for release for community feedback. CARRIED 14 Jul 2022 - 8:41 AM - Arlene Goss COMMITTEE RESOLUTION TWCB/2022/247 Moved: Member Tracey Gunn Seconded: Cr Emily Bradbury</p>	<p>17 Mar 2022 - 1:44 PM - Arlene Goss Consultation on the Ohau Road Reserve plan would begin soon on Let's Talk. The results of this would come to a future meeting. 20 Apr 2022 - 12:14 PM - Arlene Goss Consultation will go on Let's Talk soon. 14 Jul 2022 - 8:36 AM - Arlene Goss Following feedback Mr Milne had decided to make the link path to Totara Drive in concrete instead of gravel.</p>

Outstanding	Division: Committee: Officer:	Date From: Date To:
Action Sheets Report		Printed: Tuesday, 16 August 2022 11:25:21 AM

		1. That the Public Facilities, Parks and Places update report be received. 2. That the Ohau Rd Reserve development plan be approved. CARRIED	
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<b>Twizel: Compactor bin and rubbish service on Sunday morning</b>				
Officer and Meeting Date	Target Date	Resolution	Status	
Taylor, Angie	28/02/2022	14 Jul 2022 - 8:42 AM - Arlene Goss COMMITTEE RESOLUTION TWCB/2022/248 Moved: Cr Emily Bradbury Seconded: Member Tracey Gunn 3. That the removal of the Compactor bin be approved, subject to approval by the Engineering and Services Committee services for an increase in the opening hours of the Twizel Transfer Station by two hours per day for 5 days per week. CARRIED	14 Jul 2022 - 8:40 AM - Arlene Goss The lease for the Twizel bin has come to an end so Mr Milne suggested returning the bin and extending the hours at the refuse station with the money saved. The chairperson thought adding extra opening hours on Thursday to Monday was a good compromise. Need to consider the loss of income from the compactor bin and additional fees/income at the transfer station. The community board wanted the weekend to be included in the days open. David Adamson said he would ask Angie Taylor to come back to the community board with outcome of this matter.	

<b>Twizel: Broken glass and liquor ban</b>				
Officer and Meeting Date	Target Date	Resolution	Status	

Outstanding	<b>Division:</b> <b>Committee:</b> <b>Officer:</b>	<b>Date From:</b> <b>Date To:</b>
<b>Action Sheets Report</b>		<b>Printed: Tuesday, 16 August 2022 11:25:21 AM</b>

O'Neill, Tom	28/02/2022		<p>20 Apr 2022 - 12:22 PM - Arlene Goss Action reassigned to O'Neill, Tom by: Goss, Arlene for the reason:</p> <p>14 Jul 2022 - 8:44 AM - Arlene Goss A stencil is ready to use. Just waiting for the new compliance manager who was starting soon and would be based in Twizel.</p>
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<b>Twizel Swimming Pool Heating</b>				
<b>Officer and Meeting Date</b>	<b>Target Date</b>	<b>Resolution</b>	<b>Status</b>	
Milne, Brian	31/03/2022		<p>17 Mar 2022 - 1:45 PM - Arlene Goss Contract is about to let and the work will be done this winter.</p> <p>4 Apr 2022 - 3:14 PM - Arlene Goss An RFQ has now advertised, and we plan to have a contract awarded prior to Christmas. A contract has been let through Alpine Energy contractor for the upgrade up the power infrastructure.</p> <p>While we are working as quickly as possible to have a new heating system operational this summer, due to the lead time for supply of the heat pump units, plus contractor availability, we do not expect this to be operational until March 2022 at the earliest.</p> <p>20 Apr 2022 - 12:18 PM - Arlene Goss Mural to go on swimming pool wall. Proposal will come to community board before it goes up.</p> <p>14 Jul 2022 - 8:38 AM - Arlene Goss Power infrastructure upgrade underway.</p>	

Outstanding	Division: Committee: Officer:	Date From: Date To:
<a href="#">Action Sheets Report</a>		Printed: Tuesday, 16 August 2022 11:25:21 AM

Twizel: Wilding pines near holiday park				 <b>Mackenzie</b> DISTRICT COUNCIL
Officer and Meeting Date	Target Date	Resolution	Status	
Milne, Brian	31/03/2022	<p>17 Mar 2022 - 1:47 PM - Arlene Goss            COMMITTEE RESOLUTION TWCB/2022/241            Moved: Chairperson Jacqui de Buyzer            Seconded: Member Tracey Gunn</p> <ol style="list-style-type: none"> <li>That the report be received.</li> <li></li> <li>That the Community Board supports the removal of the block of Wilding Pines on the Glen Lyon Road Reserve from Nuns Veil Road to Opposite the Pump Track, and further, that a landscape plan be developed for replanting this area with amenity tree species. And that trees that are not wilding pines are retained.</li> <li>That the adjoining land owners and leasee of the holiday park are consulted with before the work is carried out and if there are any problems it can come back to the community board.</li> </ol> <p>CARRIED</p>	<p>4 Apr 2022 - 3:16 PM - Arlene Goss            We have received a request from the Twizel Holiday Park to remove the first row of conifers from along their northern boundary fence on the Glen Lyon Road reserve. This has been agreed in principal, as the trees are all wilding pine species, and their removal is in keeping with our general approach to agree, on request, to the removal of large trees that have been planted close to residential boundaries as they are considered inappropriate for an urban situation and cause significant nuisance to the neighbouring properties. The Holiday Park is exploring options for the cost-effective removal of the trees with a view to a cost sharing arrangement.</p> <p>20 Apr 2022 - 12:20 PM - Arlene Goss            Residents agreed with removing wilding pines. A contractor has been selected and Ecan will assist with costs.</p> <p>14 Jul 2022 - 8:49 AM - Arlene Goss            Waiting for the forestry contractor to do this work.</p>	

Twizel Heritage House on Council Land				 <b>Mackenzie</b> DISTRICT COUNCIL
Officer and Meeting Date	Target Date	Resolution	Status	
Adamson, David	31/03/2022		17 Mar 2022 - 1:50 PM - Arlene Goss	

<a href="#">Outstanding</a>	<b>Division:</b> <b>Committee:</b> <b>Officer:</b>	<b>Date From:</b> <b>Date To:</b>
<b>Action Sheets Report</b>		<b>Printed: Tuesday, 16 August 2022 11:25:21 AM</b>

		<p>COMMITTEE RESOLUTION TWCB/2022/242                  Moved: Chairperson Jacqui de Buyzer                  Seconded: Member Amanda Sargeant                  1. That the Twizel Community Board supports in principle the proposal from the Twizel Heritage Group to site a historic house on the ex-project office site in Twizel on Wairepo Road, subject to council approval.                  2. That the Twizel Community Board allocates \$10,000 from the township fund to the Twizel Heritage Group towards the relocation of the worker’s house, subject to council approving the project.                  CARRIE</p> <p><b>RESOLUTION 2022/56</b>  <b>Moved: Deputy Mayor James Leslie</b>  <b>Seconded: Cr Stuart Barwood</b></p> <p>2. That approval be granted the Twizel Heritage House Group, subject to obtaining necessary resource and building consents, to:</p> <ul style="list-style-type: none"> <li>a) locate a historic Twizel house and garage on Wairepo Road recreation reserve, adjacent to the heritage machinery display, and set this up as a static display for viewing from the outside only, together with historic interpretation panels.</li> <li>b) locate a “single man’s” hut to the recreation reserve on Ostler road, in front of the golf course, near the existing shared path/man made hill reserve entrance. This is further subject to approval from the Golf Club as the land is part of the Golf Club</li> </ul>	<p><i>20 Apr 2022 - 12:21 PM - Arlene Goss</i>                  David Adamson gave a verbal update. Staff are currently looking at potential sites for both the hut and the heritage house, and whether these are impacted by planning regulations or infrastructure needs. Some locations would require an additional pump to handle sewerage. This information would be pulled together in the next week or so. The chairperson has joined the committee of the Heritage Group to assist with this project. This matter would probably need to go to full Council for a decision. Discussion took place on the need for engagement with the community to ensure there was public support for the location.</p> <p><i>14 Jul 2022 - 8:38 AM - Arlene Goss</i>                  Council has approved a location next to the large machinery display for the house. The Singlemen’s hut is going near the path at the entrance to Manmade Hill.</p>
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Outstanding	Division: Committee: Officer:	Date From: Date To:
Action Sheets Report		Printed: Tuesday, 16 August 2022 11:25:21 AM

		lease.  3. That Council enter into a lease agreement with Heritage Group/Twizel Promotion and Development Association for the areas of land required for the historic house and single man’s hut, for the purpose of providing buildings for heritage preservation, and maintenance and development for historic interpretation to a standard suitable for these prominent locations. Rental to be \$1 per year (if demanded).  <p style="text-align: right;">CARRIED</p>	
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<b>Twizel: Lake Ruataniwha Improvements</b>				 <b>Mackenzie</b> DISTRICT COUNCIL
Officer and Meeting Date	Target Date	Resolution	Status	
Milne, Brian	18/04/2022	RESOLUTION 2021/128 Moved: Cr Anne Munro Seconded: Deputy Mayor James Leslie 2. That Mackenzie District Council give public notice of its intention to prepare a management plan for the Lake Ruataniwha Recreation Reserve. 3. That the public notice invites written suggestions from interested parties for a period of no less than a month following publication of the notice. 4. That funding of \$30,000, for the preparation of the Reserves Management Plan be provided from the Reserves Contributions Fund.	4 Apr 2022 - 3:15 PM - Arlene Goss At Lake Ruataniwha lagoon area, to help ensure we maintain healthy water quality over the busy summer period, we will install temporary toilets in conjunction with ECAN, as was done over the 2020/21 season. A contract has been let for the preparation of the Reserve Management Plan for Lake Ruataniwha. The preparation of the plan will involve extensive community consultation as required by the Reserves Act. This project will progress through 2022 with a target completion of June 2022. 20 Apr 2022 - 12:15 PM - Arlene Goss Work continues on the development of the plan. Draft will be available at the next community board meeting. Feedback to	

Outstanding	Division: Committee: Officer:	Date From: Date To:
Action Sheets Report		Printed: Tuesday, 16 August 2022 11:25:21 AM

		<p>CARRIED</p> <p>14 Jul 2022 - 8:42 AM - Arlene Goss</p> <p>COMMITTEE RESOLUTION TWCB/2022/248</p> <p>Moved: Cr Emily Bradbury</p> <p>Seconded: Member Tracey Gunn</p> <p>3. That the draft Lake Ruataniwha Reserve Management Plan and Concept development plan be recommended to Council for approval, for the formal consultation phase.</p>	<p>date has been good. Tom O'Neill offered to send an update to the community board between now and the next meeting.</p> <p>22 Apr 2022 - 12:55 PM - Arlene Goss</p> <p>Goss</p> <p>This plan needed to go to the Engineering and Services Committee and would then go out to the community for consultation.</p> <p>14 Jul 2022 - 8:37 AM - Arlene Goss</p> <p>TIF funded public toilets project – Two new public toilets were due to go in at Lake Ruataniwha by the end of October. One in the lagoon area and the other at the eastern boat ramp.</p>
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Twizel Events Centre Work				
Officer and Meeting Date	Target Date	Resolution	Status	
Taylor, Angie	4/05/2022		<p>14 Jul 2022 - 8:36 AM - Arlene Goss</p> <p>David Adamson said all the structural work under the seats in the theatre had been completed. Fire protection work had also been done. New glass doors into the meeting room will be partly frosted for privacy.</p> <p>Hope to re-open the theatre within the next 2-3 weeks.</p> <p>Tidying up the drainage outside on one side of the building.</p> <p>Roof been waterproofed with new ceiling tiles.</p> <p>14 Jul 2022 - 8:37 AM - Arlene Goss</p> <p>Pat Shuker asked if railing would be installed from the top to the bottom of the steps inside the theatre. The chairperson asked Mr Adamson to speak to Angie Taylor regarding this, as she had investigated this previously. There have been</p>	

Outstanding	Division: Committee: Officer:	Date From: Date To:
Action Sheets Report		Printed: Tuesday, 16 August 2022 11:25:21 AM

		accidents on these steps due to a mix of wide and narrow steps causing confusion.
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Twizel Bike Stands				
Officer and Meeting Date	Target Date	Resolution	Status	
O'Neill, Tom	4/05/2022		<p>20 Apr 2022 - 12:20 PM - Arlene Goss One of the designs considered by the community board was from Italy so the time to order it wasn't suitable. Tom O'Neill came up with a couple of other options that might work and showed these to the community board. Needed to cater for wide tyres used by mountain bikers. The community board gave advice on which bike stand they preferred.</p> <p>14 Jul 2022 - 8:44 AM - Arlene Goss Bike Stands – have been ordered. Hope to see them in a month or so.</p>	

Twizel Dog Bins				
Officer and Meeting Date	Target Date	Resolution	Status	
Milne, Brian	28/07/2022		<p>14 Jul 2022 - 8:39 AM - Arlene Goss Will be putting new dog bins around the town. The community board was asked to consider the photos of different dog bins in the agenda and state a preference. They preferred the orange rust-coloured bins on the left of the page. The Mayor asked who was going to clean out these bins and was told it was on his job description. One dog bin would</p>	

Outstanding	Division: Committee: Officer:	Date From: Date To:
<a href="#">Action Sheets Report</a>		Printed: Tuesday, 16 August 2022 11:25:21 AM

		go at Northwest Arch, one at the river, also one at Ruataniwha.
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Twizel: Glen Lyon Ford			
Officer and Meeting Date	Target Date	Resolution	
McKenzie, Scott	28/07/2022		<p>14 Jul 2022 - 8:43 AM - Arlene Goss</p> <p>Glen Lyon Ford - Signs showing "ford closed" were stolen. Have ordered new signs and a guardrail for there. Have also had complaints about people cycling and walking in the low point. The community board suggested installing depth signs showing how deep the water was in the ford.</p>

Twizel Electric Bike			
Officer and Meeting Date	Target Date	Resolution	
Goss, Arlene	28/07/2022		<p>14 Jul 2022 - 8:47 AM - Arlene Goss</p> <p>Electric bike – Council was recently given five electric bikes. One would go to each community board to use as they wish. These are still in their box, not made up. The community board asked for more time to think about this and come up with a plan. Add this to the action list.</p>