



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

Date: Wednesday, 13 March 2019

Time: 4.00pm

**Location: Tekapo Community Hall Lounge
Lake Tekapo**

AGENDA

Tekapo Community Board Meeting

13 March 2019

**Suzette van Aswegen
Chief Executive Officer**

Tekapo Community Board Membership:

Lyn Martin

Stella Sweney (Chairperson)

Steve Howes

Caroll Simcox

Russell Armstrong

Order Of Business

1	Opening	5
2	Apologies	5
3	Public Forum	5
4	Declarations Of Interest.....	5
5	Reports	6
5.1	Minutes of Tekapo Community Board Meeting - 30 January 2019	6
5.2	Tekapo Community Board Financial Report	13
5.3	Tekapo Community Board Matters Under Action	20
5.4	General Business and Information Updates	22
5.5	Ward Members Report/ Report from Members of the Board	23
5.6	Minutes from Other Community Boards	24

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

5 REPORTS

5.1 MINUTES OF TEKAPO COMMUNITY BOARD MEETING - 30 JANUARY 2019

File Reference: PAD

Author: Charlotte Borrell, Committee Administrator

Authoriser: Toni Morrison, Group Manager Projects and Administration

Attachments: 1. Minutes of Tekapo Community Board Meeting - 30 January 2019

RECOMMENDATION

1. That the Minutes of the Tekapo Community Board Meeting held on Wednesday 30 January 2019 be received and adopted as a true and accurate record of the meeting.



MINUTES

Tekapo Community Board Meeting

30 January 2019

**MINUTES OF MACKENZIE DISTRICT COUNCIL
TEKAPO COMMUNITY BOARD MEETING
HELD AT THE TEKAPO COMMUNITY HALL LOUNGE, LAKE TEKAPO
ON WEDNESDAY, 30 JANUARY 2019 AT 4.08PM**

PRESENT: Mrs Lyn Martin (Acting Chairperson), Mr Steve Howes, Ms Carroll Simcox, Cr Russell Armstrong

IN ATTENDANCE: Mayor Graham Smith, Suzette van Aswegen (Chief executive), Garth Nixon (Group Manager Community Facilities), Karina Morrow (Group Manager Regulatory), Arlene Goss (Committee Administrator), Charlotte Borrell (Committee Administrator), three members of the public

1 OPENING

The acting chairperson welcomed everyone to the meeting.

2 APOLOGIES

COMMITTEE RESOLUTION TKCB/2019/131

Moved: Mrs Lyn Martin

Seconded: Ms Carroll Simcox

That the apologies received from Cr James Leslie and Chairperson Stella Sweney be accepted and leave of absence granted.

CARRIED

3 PUBLIC FORUM

Jainik Shah from the Hungry Birds Food Trailer said he suffers trade loss due to the surface of the area the mobile traders are parked on. When it is dusty or windy they cannot trade. The site is also low profile and needs more awareness. There is also a need for rubbish bins and toilets.

The acting chairperson said the current site for mobile traders was a trial site and was chosen after much debate.

Karina Morrow said one of the conditions on the permit was that rubbish was taken away from the site. Mr Shah said they had a health and safety issue with cross contamination from rubbish affecting food. Mrs Morrow said the conflict with the food licencing requirements needed to be resolved.

The trial period ends in April and then the bylaw is up for review.

Cr Armstrong suggested offering full services and charging a square meter rate on the land.

The acting chairperson thanked Mr Shah for attending the meeting. A letter from Mr Shah is attached to these minutes.

Wilma Vanderbosch asked the council to consider establishing mini golf on the old YHA site. The Mayor said there were not currently any plans for that land and it would form part of the development of the second stage of the lakefront area. Public consultation would take place.

She asked about pedestrian access to Simpson Lane from the Four Square. The Mayor said progress was being made on this. He could not give a date but discussions are happening. Add this to the action list.

Cr Armstrong left the meeting at 4.33pm.

Discussion moved to a request from Wilma Vanderbosch to establish a small business courtyard in the Simpson Lane area. She asked for permission to go ahead with this quickly without restrictions.

Karina Morrow asked to work with her to ensure requirements were met. It might be possible to for this to go ahead if it did not include the sale of food.

Cr Armstrong returned to the meeting at 4.37pm.

The acting chairperson then farewelled and thanked the committee administrator, Arlene Goss, and welcomed Charlotte Borrell to the role.

Attachments

- 1 Letter from Jainik Shah to Tekapo Community Board

3 DECLARATIONS OF INTEREST

There were no declarations of interest.

4 REPORTS

5.1 MINUTES OF TEKAPO COMMUNITY BOARD MEETING - 5 DECEMBER 2018

The following corrections to the minutes of the last meeting were requested:

- Under 5.2 Matters Under Action, boat ramp access was from Neil Anderson Way, not Lakeside Drive.
- In the Matters Under Action table, the first date reads 2017 instead of 2018.
- Under 5.4, the words “approve access to Simpson Lane” should read “improve access to Simpson Lane”.
- Simon Weymouth should be spelt Simon Waymouth.

COMMITTEE RESOLUTION TKCB/2019/132

Moved: Mr Steve Howes

Seconded: Cr Russell Armstrong

1. That the Minutes of the Tekapo Community Board Meeting held on Wednesday 5 December 2018 be received and adopted as a true and accurate record of the meeting with the changes noted above.

CARRIED

5.2 TEKAPO COMMUNITY BOARD MATTERS UNDER ACTION

Boat ramp from Neil Anderson Way: Genesis is open to working with a working party to find a better solution. Mr Nixon asked for a council officer to be involved and suggested the roading manager Scott McKenzie.

Eastern Western Carparks: Work is about to start in February.

Church of the Good Shepherd: Stone work to be completed by the end of this week. Other work progressing. Mr Nixon was thanked for his work on this.

Speed restriction: The Mayor has been talking to NZTA again about this. It is being raised with senior management at NZTA.

Signage for Cowans Hill walkway: Waiting to be erected. Currently with Tekapo Trails. Lyn Martin to progress this.

Naming of Tekapo Footbridge to MacLaren Bridge: Iwi have approved. Next step is to work out how to acknowledge this.

Landscaping the walkway between Andrew Don Drive and Bill Apes Lane: On project list. Mr Nixon has inspected this area and discussed whether it should be mowed with a gravel path as an interim measure prior to any possible planting. The community board agreed with this approach.

Problems with commercial parking: Karina Morrow said she can act on problems with signs on trailers and would like to hear about them.

Spraying of broom: Mr Nixon said there were a number of sites with broom that did not belong to Council. He would like feedback on particular sites and will take action if the site belongs to Council. Discussion took place on the difference between a fix-a-gram and a service request. This needs clarification and communication to the board.

Establishing trees on the reserve opposite Tekapo Hall: Mr Nixon asked if a set plan was required. The acting chairperson asked for perimeter planting of this reserve.

Walkway sealing of priority areas from Allan Street to Hamilton Diver and Aorangi Cres along State Highway 8: Staff have approached NZTA with this request.

Technology at Tekapo Hall Meeting Room: The information has been passed on to council staff. Mr Nixon has a price for the projector. He will work with the hall manager on this.

Lions Corner: Mr Nixon to speak to Whitestone about this.

5.3 TEKAPO COMMUNITY BOARD FINANCIAL REPORT

The purpose of this report was to update the Tekapo Community Board regarding the financial performance of the Tekapo Community as a whole.

Rubbish bin costs were noted. Problems with the large rubbish bin have continued. Awaiting parts to fix it. Whitestone have done a good job of cleaning up the rubbish.

The acting chairperson asked for Church of the Good Shepherd expenses to be listed separately on the accounts.

Mr Nixon provided figures on infringement notices for freedom camping. These fines are often not being paid. Discussion took place on freedom camping on Ecan, LINZ and private land, and

enforcement issues. This is a national problem. The chief executive encouraged the board to make a submission to the tourism strategy currently out for consultation at MBIE.govt.nz.

The freedom camping bylaw is up for review this year.

5.4 CORRESPONDENCE - EMAIL FROM VALENTINA ALVAREZ

The acting chairperson noted that the local user rate for hall hire was only \$20, as opposed to the full rate of \$40 an hour. Ms Alvarez lived in Tekapo and was therefore eligible for the local rate.

Mr Nixon questioned whether the classes were being run as a community service or a commercial operation. He reminded the board of the need to be consistent. Discussion took place on the need to bring in money to meet the costs of the hall.

COMMITTEE RESOLUTION TKCB/2019/133

Moved: Mr Steve Howes

Seconded: Ms Carol Simcox

That Valentina Alvarez be offered the hall hire local rate of \$20 per hour.

CARRIED

5.5 GENERAL BUSINESS AND INFORMATION UPDATES

Dog Park: Mr Nixon suggested talking to the Friends of the Regional Park about this.

Stile: Mr Nixon has spoken to DOC about a proposed stile positioned at the back fence-line of the walkway/easement between Lot 95 & Lot 96 Mistake Drive. They were not keen on developing a formal track but happy to consider some signage at the track intersection on Cowans Hill directing people to a short cut down the hill. Signage for the unmarked walkways in the Lochinver subdivision was requested. Discussion took place on whether a stile would be needed and the community board agreed to erect one. They passed a resolution noted below.

Childrens Playground Surface: The acting chairperson circulated photos showing an alternative choice of surface. These are attached to these minutes. She said the current surface of shingle was not suitable and complaints had been received. Mr Nixon said a rubber surface would be appropriate in a permanent setting, but the playground may be changed in the future to make way for a road. He also noted the cost would be about \$200,000 and there was only \$90,000 left to spend.

The chief executive explained the process to increase the level of service on playground materials and how this would impact all playgrounds in the district and the rates. The community board agreed to wait until the area and the road were fully planned before addressing the playground surface.

Lakeside Drive sign: There is a no camping sign that has been covered with stickers. Mr Nixon to investigate this.

Old tables on the village green: These need a new home.

Suggestion of painted walking signs on the ground to help people find the walkways.

COMMITTEE RESOLUTION TKCB/2019/134

Moved: Mrs Lyn Martin

Seconded: Ms Carroll Simcox

That the Tekapo Community Board erects a simple stile for safety at the back fence-line of the walkway/easement between Lot 95 and Lot 96 Mistake Drive, and cleans up the walkway so its fully accessible.

CARRIED

Attachments

1 Playground photos

5.6 WARD MEMBERS REPORT/ REPORT FROM MEMBERS OF THE BOARD

Cr Armstrong noted the Tekapo walk-around of councillors was well received and probably should be done annually. Councillors noticed how many things had not been completed. One of the goals this year was to get things flowing.

The chief executive updated the community board on the organisation review process.

Steve Howes said the school was looking for funding for a swimming pool and would come to a future meeting.

Lyn Martin updated the board on Bright Stars and Tekapo Promotions.

5.7 MINUTES FROM OTHER COMMUNITY BOARDS

The minutes from other community boards were noted.

The Meeting closed at 5.56pm.

The minutes of this meeting were confirmed at the Tekapo Community Board Meeting held on 13 March 2019.

.....
CHAIRPERSON

5.2 TEKAPO COMMUNITY BOARD FINANCIAL REPORT**File Reference:** FIN**Author:** Paul Morris, Group Manager Finance**Authoriser:** Suzette van Aswegen, Chief Executive Officer**Attachments:** 1. Tekapo Community Board Report Period Ended January 2019 [↓](#) **PURPOSE OF REPORT**

That the Tekapo Community Board are updated regarding the financial performance of the Tekapo Community as a whole.

STAFF RECOMMENDATIONS

1. That the report be received.

BACKGROUND

The financial report for the community board for the period to January, 2019 the purpose of which is to update board members on the financial performance of the Tekapo Community as a whole for that period.

SUZETTE VAN ASWEGEN

CHIEF EXECUTIVE OFFICER

MACKENZIE DISTRICT COUNCIL
TEKAPO COMMUNITY BOARD REPORT
Activity Statement
For the period ended January 2019

	LYTD Actual 2018	YTD Actual January 2019	YTD Budget January 2019	Variance	Variance %	Full Year Budget 30/06/2018	Full Year Budget 30/06/2019
Council - General Tekapo							
Income							
Targeted Rates	5,537	5,656	5,656	-	0%	9,500	9,700
Total Income	5,537	5,656	5,656	-		9,500	9,700
Expenses							
Members Expenses	5,549	5,669	5,656	(13)	0%	9,500	9,700
Total Expenses	5,549	5,669	5,656	(13)		9,500	9,700
Total Council - General Tekapo	(12)	(13)	-	(13)		-	-

MACKENZIE DISTRICT COUNCIL
TEKAPO COMMUNITY BOARD REPORT
Activity Statement
For the period ended January 2019

	LYTD Actual 2018	YTD		YTD Budget January 2019	Variance	Variance %		Full Year	
		Actual January 2019	Budget January 2019					Budget 30/06/2018	Budget 30/06/2019
Tekapo Community Hall									
Income									
Targeted Rates	9,625	15,001	15,001	-	0%	✓		16,503	25,714
Other Income	5,897	4,552	9,331	(4,779)	-51%	✗	1	16,000	16,000
Total Income	15,522	19,553	24,332	(4,779)		✗		32,503	41,714
Expenses									
Administration Expenses	2,936	3,324	3,019	(305)	-10%	✗	2	3,990	4,590
Operational and Maintenance	9,837	13,551	17,213	3,662	21%	✓		20,425	29,502
Internal interest Expense	697	695	1,295	600	46%	✓		2,231	2,223
Depreciation	6,832	6,300	6,300	-	0%	✓		11,714	10,797
Total Expenses	20,302	23,870	27,827	3,957		✓		38,360	47,112
Total Tekapo Community Hall	(4,780)	(4,317)	(3,495)	(822)		✗		(5,857)	(5,398)

Variance Analysis:

1. Other income is lower than budget as hall hireage has been less than anticipated.
2. Insurance and rate costs have been slightly higher than budgeted for.

MACKENZIE DISTRICT COUNCIL
 TEKAPO COMMUNITY BOARD REPORT
 Activity Statement
 For the period ended January 2019

	LYTD Actual 2018	YTD Actual January 2019	YTD Budget January 2019	Variance	Variance %	Full Year Budget 30/06/2018	Full Year Budget 30/06/2019
Tekapo Domain							
Expenses							
Depreciation	63	63	63	-	0%	105	105
Total Expenses	63	63	63	-		105	105
Total Tekapo Domain	(63)	(63)	(63)	-		(105)	(105)

MACKENZIE DISTRICT COUNCIL
TEKAPO COMMUNITY BOARD REPORT
Activity Statement
For the period ended January 2019

	LYTD Actual 2018	YTD Actual January 2019	YTD Budget January 2019	Variance	Variance %	Full Year Budget 30/06/2018	Full Year Budget 30/06/2019
Tekapo Investment Income							
Income							
Targeted Rates	(2,429)	(4,851)	(4,851)	-	0%	(4,160)	(8,320)
Other Income	2,429	4,851	4,851	-	0%	4,160	8,320
Total Income	-	-	-	-	×	-	-
Total Tekapo Investment Income	-	-	-	-	×	-	-

MACKENZIE DISTRICT COUNCIL
TEKAPO COMMUNITY BOARD REPORT
Activity Statement
For the period ended January 2019

	LYTD Actual 2018	YTD Actual January 2019	YTD Budget January 2019	Variance	Variance %	Full Year Budget 30/06/2018	Full Year Budget 30/06/2019
Tekapo Township							
Income							
Targeted Rates	154,810	137,585	137,585	-	0%	265,609	235,854
Other Income	51,349	682	6,419	(5,737)	-89%	9,005	11,000
Total Income	206,159	138,267	144,004	(5,737)		274,614	246,854
Expenses							
Administration Expenses	16,521	6,508	15,490	8,982	58%	22,818	20,902
Operational and Maintenance	439,422	318,202	120,827	(197,375)	-163%	251,796	207,120
Internal Interest Expense	-	-	5,852	5,852	100%		10,032
Depreciation	12,607	9,478	9,478	-	0%	21,631	16,252
Total Expenses	468,550	334,188	151,647	(182,541)		296,245	254,306
Total Tekapo Township	(262,390)	(195,921)	(7,643)	(188,278)		(21,631)	(7,452)
Implement Development Plan	-	-	128,331	128,331		157,800	220,000
Total Capital Expenditure	-	-	128,331	128,331		157,800	220,000

Variance Analysis:

1. Other income is less than anticipated as the contributions budgeted for have yet to be received.
2. Operational and maintenance costs are significantly above budget as tree maintenance is over the years budget by \$1,414 as an arborist and Whitestone contracting removed trees. Litterbin collections are also over the years budget by \$9,514, due to the hire of solar bins and an increase in the number of bins after the 2019 budget had been set. The total years budget has been spent for township projects as noted in the November reports. \$127,515 has been spent to date on the Church of the Good Shepherd and dog statue projects. These projects are to be funded from MBIE, COGS, China Airlines and the Tekapo community. Gardening, maintenance of irrigation equipment, lawnmowing and walkway spends are currently over budget due to timing. Repairs and maintenance costs are currently over the years budget by \$8,964 partly due to repairs to the rubbish compactor (which will be reimbursed by the supplier) and the effluent dump.

MACKENZIE DISTRICT COUNCIL
TEKAPO COMMUNITY BOARD
Detailed Expenses Report
For the period ended January 2019

	LYTD January 2018	YTD Actual January 2019	YTD Budget January 2019	Variance	Variance %	Full Year Budget 30/06/18	Full Year Budget 30/06/19
Tekapo Township							
Administration Expenses							
0544485. Donations & Grants	10,316	-	1,169	1,169	100%	2,000	2,000
05444851. Promotions Ass ex Meridian	-	-	6,419	6,419	100%	8,492	11,000
05444851. Promotions Ass ex Comm Bd	-	-	-	-		6,312	-
0544615. Rates	6,205	6,508	7,902	1,394	18%	6,014	7,902
Total Administration Expenses	16,521	6,508	15,490	8,982		22,818	20,902
Operational and Maintenance							
0545019. Electricity	225	266	-	(266)		-	-
0545020. Gardening	24,513	34,171	26,250	(7,921)	-30%	40,000	45,000
0545021. Contractors	750	952	945	(7)	-1%	1,578	1,620
0545022. Mtce of Irrigation Equipment	1,144	1,616	1,260	(356)	-28%	2,104	2,160
0545023. Water Meter	235	-	-	-		-	-
0545025. Lawn Mowing	22,811	24,698	20,419	(4,279)	-21%	32,160	35,000
0545027. Repairs & Maint Unplanned	5,895	11,965	1,750	(10,215)	-584%	2,630	3,000
0545028. Pest Control	641	-	3,150	3,150	100%	5,260	5,400
0545029. Tree Maintenance & Pruning	1,600	5,414	2,331	(3,083)	-132%	2,104	4,000
0545035. Playground Maintenance	2,480	2,475	2,919	444	15%	5,000	5,000
0545042. Litter Bin Collection	43,636	54,514	26,250	(28,264)	-108%	45,000	45,000
0545078. Spraying	1,861	-	2,919	2,919	100%	5,000	5,000
0545303. Walkways	153	3,962	3,150	(812)	-26%	5,260	5,400
0545351. Tekapo School Pool	-	-	315	315	100%	500	540
0545604. Tekapo Township Projects	333,476	50,653	29,169	(21,484)	-74%	105,200	50,000
05456041. Church of Good Shepherd & Dog Statue	-	127,515	-	(127,515)		-	-
Total Operational and Maintenance	439,422	318,202	120,827	(197,375)		251,796	207,120

5.3 TEKAPO COMMUNITY BOARD MATTERS UNDER ACTION**File Reference:** PAD**Author:** Charlotte Borrell, Committee Administrator**Authoriser:** Toni Morrison, Group Manager Projects and Administration**Attachments:** Nil**STAFF RECOMMENDATIONS**

That the information be noted.

Date	Target Date	Subject	Actioned Required By
Feb 2019		Walkway from Simpson Lane to main car park:	
28 Apr 2018		Boat Ramp access from Neil Anderson Way: Carol Simcox has written to Genesis and will continue to work on this issue.	Mrs Simcox
26 Apr 2018		Playground: Big slide under construction.	Mrs Simcox
26 Apr 2018		Eastern and Western Carparks: Work on Eastern carpark is underway.	Mrs Simcox
29 Dec 2017		Church of the Good Shepherd: This is progressing well.	
26 Apr 2017	Urgent	60km Speed Limit Extension: Mayor and community board continuing to advocate on this issue.	Mayor
		Signage for the Cowan's Hill walkway: Underway.	
		McLaren Footbridge plaque: Approved. Board to progress this.	Chair
6 June		Mobile trading sites in Tekapo: The board would like to introduce land lease charges for mobile traders. The trial will be reviewed in April.	Mrs Morrow
24 Oct		Landscaping of the walkway between Andrew Don Drive and Bill Apes Lane: On project list for 2018/19.	Mr Nixon
5 Dec		Establishing trees on reserve opposite Tekapo Hall: Issue raised by Don McConchie and request to be added to the projects list.	
5 Dec		Walkway sealing: Resolution passed that the board asks council staff to approach NZTA on its behalf with a request to seal some walkways/cycleways in Tekapo. The two priority areas are from Allan Street to Hamilton Drive, and Aorangi Cres along State Highway 8.	Mr Haar
5 Dec		Technology at Tekapo Hall Meeting Room: The board would like to introduce technology to the meeting room to make it more attractive for meetings.	

5 Dec		Lions Corner: Resolution passed that the board asks that Lions Corner in Tekapo be handed over to Council for future care and maintenance.	
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SUZETTE VAN ASWEGEN
CHIEF EXECUTIVE OFFICER

5.4 GENERAL BUSINESS AND INFORMATION UPDATES**File Reference:** NIL**Author:** Charlotte Borrell, Committee Administrator**Authoriser:** Toni Morrison, Group Manager Projects and Administration**Attachments:** Nil**STAFF RECOMMENDATIONS**

That the information be noted.

GENERAL BUSINESS:

The following matters were requested by the Chair and members of the board:

- Lochinver subdivision walkways (signage and keeping these tidy).
- Rubbish bin provision in the main car park (businesses using town litter bins).
- Mackenzie Development Group - identifying priorities for the district and for Tekapo township.
- Budget setting for 2020.
- The Mackenzie District Council Business Strategy.
- Report from Paul Morris/Finance Department re the utilisation of the annual grant from Genesis for the promotion of Tekapo.

SUZETTE VAN ASWEGEN

CHIEF EXECUTIVE OFFICER

5.5 WARD MEMBERS REPORT/ REPORT FROM MEMBERS OF THE BOARD**File Reference:** PAD**Author:** Charlotte Borrell, Committee Administrator**Authoriser:** Toni Morrison, Group Manager Projects and Administration**Attachments:** Nil**STAFF RECOMMENDATIONS**

That the information be noted.

BACKGROUND

1. Cr Armstrong will provide a verbal report regarding recent council business that has occurred since the last community board meeting, for members' information.
2. Reports from members who represent the board on other committees.

SUZETTE VAN ASWEGEN

CHIEF EXECUTIVE OFFICER

5.6 MINUTES FROM OTHER COMMUNITY BOARDS**File Reference:** PAD**Author:** Charlotte Borrell, Committee Administrator**Authoriser:** Toni Morrison, Group Manager Projects and Administration**Attachments:**
1. Minutes of Twizel CB Jan 28 [!\[\]\(fa6f3af6bfa46c5d4a2d362681095beb_img.jpg\)](#) 
2. Minutes of Fairlie CB Jan 31 [!\[\]\(855eb27d3d242e620031eb19ab2e732f_img.jpg\)](#) **STAFF RECOMMENDATIONS**

1. That the minutes be noted.

Attached are the minutes of the most recent meetings of the other two community boards in the Mackenzie District. They are attached for your information. Please note that these minutes have not yet been confirmed as accurate at the next meeting of the board.

SUZETTE VAN ASWEGEN
CHIEF EXECUTIVE OFFICER



MINUTES

Twizel Community Board Meeting

28 January 2019

**MINUTES OF MACKENZIE DISTRICT COUNCIL
TWIZEL COMMUNITY BOARD MEETING
HELD AT THE EVENTS CENTRE, TWIZEL
ON MONDAY, 28 JANUARY 2019 AT 3.00PM**

PRESENT: Ms Jacqui de Buyzer (Chairperson), Mr Norman Geary, Mrs Pat Shuker, Cr Paul Hannagan, Nancy Collins

IN ATTENDANCE: Mayor Graham Smith, Suzette van Aswegen (Chief Executive), Garth Nixon (Group Manager Community Facilities), Phill Mackay (Emergency Management Officer), Bernie Haar (Group Manager Assets), Arlene Goss (Committee Administrator), Charlotte Borrell (Committee Administrator), six members of the public.

1 OPENING

The chairperson welcomed everyone to the meeting and welcomed Charlotte Borrell, the new committee administrator.

2 APOLOGIES

Apologies were received from Jordan Langley and an apology for lateness was received from Cr Hannagan.

3 PUBLIC FORUM

Judy Norman reminded the meeting that the Twizel Cancer Society paid for two chairs to be installed in the shade at the playground. They would like input on the chairs and where they go. This was noted by the chairperson.

Cr Paul Hannagan arrived at 3.03pm.

Simon Fox, the chief fire officer in Twizel, asked to speak regarding the recent lowering of the water reservoir in Twizel. He did not receive any notice of this from Council. He wants to raise awareness about fire risk reduction. He is worried that grass growth has been phenomenal and this creates the risk of a major incident this summer. Some properties in North West Arch are a real risk because they are not being managed. Managing fire risk has been passed to the fire service, and is no longer a responsibility of council.

Bernie Haar, Group Manager Assets, arrived at 3.07pm.

Mr Fox said there was not enough water pressure to have two fire trucks running at the Glen Lyon Road subdivision. He also said people with water tanks did not have the right couplings. Plumbers are not doing this work and he would like Council to look into enforcement.

He was worried that the reservoir was low earlier in the month and if there was a big event there would not be enough water for firefighting.

The Mayor said councillors were concerned about this and would make sure the reservoir would never drop below 50%. The SCADA system did not notify staff that there was an issue. Mr Haar said the failure may have been caused by a storm event. New systems have been put in place as a back up to prevent this happening again.

Twizel Community Board Meeting Minutes

28 January 2019

Mr Fox asked for a red flashing light to be put on the side of the building to inform residents. This would be considered.

Mr Fox would like to be notified, as chief fire officer, of any future disruptions to the water supply.

Mr Fox was thanked for attending and he left the meeting.

Shaun Norman then came forward and showed some signs that had been funded by the community board. These were to put on tracks that go around the town. He was thanked for his work on this.

4 DECLARATIONS OF INTEREST

There were no declarations of interest.

5 REPORTS

5.1 MINUTES OF TWIZEL COMMUNITY BOARD MEETING - 3 DECEMBER 2018

COMMITTEE RESOLUTION TWCB/2019/180

Moved: Cr Paul Hannagan

Seconded: Ms Jacqui de Buyzer (Chairperson)

1. That the Minutes of the Twizel Community Board Meeting held on Monday 3 December 2018 be received and the recommendations therein be adopted.

CARRIED

5.2 MATTERS UNDER ACTION - TWIZEL

Market Place completion: The board needs to meet to determine where it will go on this. Priority is to improve the steps going up to the Information Centre, wheelchair access, and disabled car parking. Mr Nixon was asked to cost this work.

Replacement theatre seats: Seats are installed. Four seats have cut marks in them and this will be resolved. Looking at hazard marking or tape at the end of the rows. There is also room for more seats that what was planned.

The community board asked for handrails. Mr Nixon can explore this.

Wifi: no update.

Events centre building compliance: Final things on the list are marking the carpark for disability access and fixing the guttering. Contractors are engaged to do this work.

Walkway 35 Simon Street: remove from action list.

Broken yellow lines: remove from list.

Broom spraying: This has been done below Ruataniwha, and fences are in. Remove from list.

Long vehicle car parking: Community board asked for a completion date to be communicated. Committee secretary to look into this.

Pool improvements: Work underway and continuing. Good feedback has been received and these were communicated at the meeting.

Twizel Community Board Meeting Minutes

28 January 2019

River track: Council area has been sprayed. DOC area not sprayed. Residents are worried about the long grass and fire risk. Mr Nixon will organise to have this cut and bailed. Mr Geary asked if rubbish bins could be put on the rubbish track. Discussion took place on whether bins would make the rubbish worse. Mr Nixon suggested signage asking people to take away their rubbish.

Cr Armstrong joined the meeting at 3.40pm.

The chief executive reminded the members about the operational costs of litter bins and the risks of blowing out the budget. The community board agreed that a sign would be helpful.

The chairperson asked for information about a media report that said 95% of freedom camping fines were not paid. The Mayor and Mr Nixon provided background information on this issue.

Local government is working to put better systems in place to capture fines from tourists before they leave the country. The chief executive suggested that people make a submission to the tourism strategy on MBIE.govt.nz.

BMX track: This has had a lot of use over the holidays. People have thanked the community board for putting it in. The chairperson thanked Pat Shuker for her work co-ordinating this.

Memorial to men that died on the power scheme: Mr Geary said Meridian would like to present the plaque to the community board for council to install on the fountain in Market Place. The chairperson asked for the water fountain to be maintained before the plaque goes on. Mr Nixon offered to do this as early as possible.

Sports Hall Floor: to be organised.

Man-made Hill improvements: Mr Geary said he needs to verify a couple of things with the golf club regarding liability for when they have a working bee. Discussion took place on the need for Council to work through issues with ownership of the land.

Sealed path on the main highway: Mr Haar said the roading manager has had a discussion with NZTA on this.

5.3 TWIZEL COMMUNITY BOARD FINANCIAL REPORT

The purpose of the report was to inform Twizel Community Board members on the financial performance of the Twizel Community as a whole.

The chairperson would like to send a letter to the TPDA thanking them for their financial contribution towards the new theatre seats.

The old theatre seats have been dismantled and the steel parts will be recycled.

The chairperson asked about money spent on fencing (page 20 of the agenda) and Mr Nixon explained this was within budget and was a timing issue.

On page 23 the cost of the footpath in Simons Street (nearly \$15,000) was questioned. This was an accurate price.

COMMITTEE RESOLUTION TWCB/2019/181

Moved: Ms Jacqui de Buyzer (Chairperson)

Seconded: Cr Paul Hannagan

1. That the report be received.

CARRIED

5.4 TWIZEL COMMUNITY RESILIENCE PLAN

Emergency Management Officer Phill Mackay handed out printed copies of the draft community resilience plan. He plans to finish the document, print it and get it delivered throughout the Twizel community. The community board provided feedback on the document and thanked him for his work.

5.5 CORRESPONDENCE - LETTER FROM TWIZEL AREA SCHOOL

The letter from Twizel Area School was noted.

5.6 CORRESPONDENCE - GRANT APPLICATION FROM MACKENZIE PERFORMING ARTS ACADEMY

The chairperson said since sending in the application Amy Oughton has discovered she cannot buy the original play, Seussical Kids, so she has updated her application for the meeting and would like to buy a play as yet un-named.

The chairperson suggested this application would better fit the criteria for a Creative Communities grant and Mr Nixon provided information on the details of this programme, which is funded externally by Creative Communities.

The community agreed to forward the application to the Creative Communities grant process and asked the committee administrator to write to Amy Oughton.

5.7 GENERAL BUSINESS/ INFORMATION UPDATE

River Walk Dumping of Rubbish: Pat Shuker has received complaints of rubbish left on land owned by Environment Canterbury. Mr Nixon offered to refer this to Ecan.

Domain Proposal: Pat Shuker said someone came to her with a proposal regarding the river walk. They would like the community board to take over DOC land and cut the grass in that area. Mr Nixon said the community board has already passed a resolution to cut the grass twice a year and this was due to be done. Add this to the Matters Under Action list.

Northwest Arch reserve: Pat Shuker asked for an assurance that council land would not be sold. Currently there is a moratorium on all land sales in the district. Selling land would require a public consultation.

Signage: Pat Shuker said police told her the signage on the ground noting the liquor ban in Market Place was not adequate to stand up in court. Council needs to provide better signs. The Mayor offered to talk to the Group Manager Regulatory about this. Also need to re-paint the signs on the ground regarding no dogs, no cycles.

Playground seat back and shade cloth: Judy Norman suggested some simple seats under the trees. In the playground she suggested a shade cloth over the swings. Mr Nixon said there needed

to be a clearance area around playground equipment and he would need to investigate what could be achieved. Judy said she has already gathered information from suppliers and this information could be of benefit. Mr Geary offered to get this information and share it with the community board.

Mrs Shuker asked if backs could be added to the seats currently in the Market Place. The chairperson suggested that a seat with a back be priced for the area under the trees. Mr Nixon to action this.

Cycle track to rowing, chip to course: The Mayor said this had already been decided to be done. Mr Haar said this was a long-term project and not high on the list. On his timeline it's three to five years out. The chairperson urged the councillors and Mayor to give priority to this project.

Pool temperature: Good reports on this. New covers on the pool have made a difference. Mr Nixon said there was \$30,000 in the budget next year to improve the solar heating.

Land Reserve Rata Road and Totara Drive: Council has voted money towards the final clean up and grassing of this area.

Update on sewer outages over Christmas: Cr Hannagan raised this issue. Mr Haar said he has instructed Whitestone to clean up sewage spills. The drain that blocked was the drain that drains the whole of 'old' Twizel. This was blocked with fat, wet wipes and tree roots. This has been cleaned out and contractors would put a camera up the pipes to make sure there was no break. They were flushing it on a six month cycle as a pre-emptive measure.

Mr Haar said everyone can help by not tipping fat down the drain and by throwing wet wipes and nappies into the rubbish instead of down the drain.

Water problem over Christmas: Mr Haar explained the difficulties with the pumps. He said the system is a good system. Electronic technology has more risk of failing. Mr Haar said he would talk to the utilities manager about the possibility of a faster alarm. Cr Hannagan suggested an informal peer review of the Scada system. Mr Haar agreed this would be helpful and suggested bringing in someone from another local authority. The board were frustrated by the continued failures and strongly urged a review of the SCADA system and/or its management.

5.8 WARD MEMBERS REPORT/REPORT FROM MEMBERS OF THE BOARD

Cr Hannagan reported on his activities attending council workshops and meetings.

He also mentioned an approach from a family asking to put wooden seat on the shore at Lake Ruataniwha at short notice, for a family member who was dying. He said the Council was understanding and the seat was installed quickly. A photo of the seat was handed around.

The Twizel Tekapo Community Vehicle Trust has met and would like to get the tap working at the Events Centre to wash their cars. Mr Nixon will fix this.

The chief executive updated the members on the organisation review.

5.9 MINUTES FROM OTHER COMMUNITY BOARDS

The minutes of the other community boards were noted.

The Meeting closed at 5.10pm.

The minutes of this meeting were confirmed at the Twizel Community Board Meeting held on 11 March 2019.

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CHAIRPERSON



MINUTES

Fairlie Community Board Meeting

31 January 2019

**MINUTES OF MACKENZIE DISTRICT COUNCIL
FAIRLIE COMMUNITY BOARD MEETING
HELD AT THE COUNCIL CHAMBERS, FAIRLIE
ON THURSDAY, 31 JANUARY 2019 AT 4.30PM**

PRESENT: Mr Les Blacklock (Chairperson), Ms Carolyn Coakley (Community Board Member), Mrs Pauline Jackson (Community Board Member), Mr Damon Smith (Community Board Member)

IN ATTENDANCE: Suzette van Aswegen (Chief Executive), Garth Nixon (Group manager Community Facilities), Karina Morrow (Group Manager Regulations), Charlotte Borrell (Committee Administrator), Arlene Goss (Committee Administrator), Anne Thomson (Fairlie Heartlands)

1 OPENING

The chairman welcomed everyone and opened the meeting.

2 APOLOGY

COMMITTEE RECOMMENDATION

MOVED: MS CAROLYN COAKLEY

SECONDED: MR LES BLACKLOCK (CHAIRPERSON)

THAT THE APOLOGY RECEIVED FROM MAYOR GRAHAM SMITH BE ACCEPTED AND LEAVE OF ABSENCE GRANTED.

3 PUBLIC FORUM

Anne Thomson (from Fairlie Heartlands) brought a number of matters to the attention of the board. These included:

- The new cemetery pathway
- Rubbish/recycling bins and their signage.
- Reconsider the 2009 parking plan, especially in relation to Talbot Street
- Cigarette butt receptacles at public toilets
- Yellow crossing strip lifting off road on Main Street
- Rubbish needing to be picked up more often in the town centre
- Mackenzie Community Centre Hand rails required, removal of cigarette butt receptacle in courtyard
- Village green signage around dogs and no smoking area.

Otherwise the town is looking lovely.

Anne Thomson left the meeting 4.39pm

A copy of her letter is attached to these minutes.

Attachments

- 1 Anne Thomson Letter Fairlie Community Board Meeting 31-1-19

3 DECLARATIONS OF INTEREST

There were no declarations of interest.

4 REPORTS

5.1 MINUTES OF FAIRLIE COMMUNITY BOARD MEETING - 6 DECEMBER 2018

COMMITTEE RESOLUTION FCB/2019/99

Moved: Mrs Pauline Jackson

Seconded: Ms Carolyn Coakley

1. That the Minutes of the Fairlie Community Board Meeting held on Thursday 6 December 2018 be received and adopted as a true and accurate record of the meeting.

CARRIED

5.2 FAIRLIE COMMUNITY BOARD MATTERS UNDER ACTION

Village Green Bins - Mr Garth Nixon stated the labels on the bins in the Village Green need refreshing for rubbish, recycling. Twizel have new bins. Fairlie could look at those in future. Council needs to look at litter as a whole, how much do we do and make a plan for the future. Add to matters under action.

The Chief Executive suggested that the board make a resolution asking Council to investigate the litter problem. No resolution was passed.

Dog signs on Village Green - The Board would like dog signs up on village green as soon as possible. It is currently a leash only area but the bylaw is up for review this year, changes can be made then.

Mobile Traders - The board discussed a mobile traders workshop with Mrs Morrow. This would be held before the next board meeting.

Frisbee Golf Course - Ongoing

Walkway to Cemetery - Mr Nixon said Whitestone will be doing this at the end of February.

Footpath from public toilet along Main Street to the carpark - Mr Nixon is costing paving for the path as opposed to concrete to which oak tree roots would cause future issues. The Community Board would like this in before bad weather.

Hexagonal seat – Mr Nixon to progress this.

Extension of the Village Green playground – The Board is considering squaring it up, adding more equipment in consultation with local families. Mr Nixon to cost some items for the board, he will provide some options the board can pass on to the public. He suggested the board may be able to apply for funding up to 20K for the playground.

5.2.1 GENERAL BUSINESS

The Board discussed Anne's comments regarding necessity of the pathway to the cemetery. They are happy with that path being created.

Grey St parking. This has created a bus lane and additional car parks. The council completed what was viable at time. The board would like to revisit the plan. It was suggested paid toilets for the buses as that's all they stop in Fairlie for. Mr Nixon stated pay toilets are a council decision, but parking is something for the community board to look at. Mr Nixon will the get plan out so the board can look at it.

The board asked if Whitestone are completing the same amount of street cleaning as previously? Mr Nixon clarified the contract does not include streets, and he will investigate and inform the Board what is covered in the contract.

Yellow crossing strip lifting off road on Main Street. Mr Nixon will pass information onto NZTA.

Making the Village Green non-smoking was queried by the board. Smokefree NZ want open spaces smoke free from councils. Enforcing this would need a bylaw.

Mr Nixon stated Mackenzie Community Centre handrails will be replaced. It is being completed in the operational maintenance of the community centre.

Additional Village Green signage needed. Playground signage, smoking, rubbish, dogs must be leashed. Mr Nixon to arrange signs to be put up.

The Chief Executive thanked the community board for contributing to the organisational review. She explained the process and timeline moving forward. The board said they appreciated being involved.

5.3 FAIRLIE COMMUNITY BOARD FINANCIAL REPORT

For the Fairlie Community Board to note the financial performance of the Fairlie Community as a whole.

COMMITTEE RESOLUTION FCB/2019/100

Moved: Mr Damon Smith
Seconded: Ms Carolyn Coakley

1. That the report be received.

CARRIED

5.4 WARD MEMBERS REPORT/ REPORT FROM MEMBERS OF THE BOARD

There was no ward members report.

5.5 MINUTES FROM OTHER COMMUNITY BOARDS

The minutes were noted.

The Meeting closed at 5.20pm.

The minutes of this meeting were confirmed at the Fairlie Community Board Meeting held on 14 March 2019.

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CHAIRPERSON