

# Minutes of the Ordinary Council meeting of the Waimate District Council held at 125 Queen Street, Waimate on Tuesday 20 February 2018, beginning at 9.30am, following Public Forum.

**Opening Prayer** Rev Phil Bettany of Knox Presbyterian Parish opened the Council meeting with a prayer and lit the Ministers' Association candle.

**Public Forum** There was 1 member of the public at the Public Forum:  
Janelle Bilcliffe asked Council to address a hazard she highlighted at the Public Forum of 30 January 2018 asking Council reconsider their decision made in December 2017 to put the development of a dog park on hold in order to develop a comprehensive Reserve Management Plan for Knottingley Park due to the need for a safe place to walk dogs.

**Present** Chair: Mayor C Rowley  
Councillors: D. Anderson, P Collins, M Morton, D Owen, S Paul

**In Attendance** Chief Executive: S Duncan  
Managers: M Jones (partial attendance), S Kelly (partial attendance), D Mitchell (partial attendance), A Hilton  
Committee Secretary: K Reid

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**Apologies** An apology was received from Cr S Cain, Cr J Guilford and Cr T O'Connor.

**Resolved:**

That the apologies are accepted.

Moved Cr Anderson  
Seconded Cr Morton  
MOTION CARRIED

**Conflicts of Interest** The Chair called for Conflicts of Interests. There were no Conflicts of Interest identified.

**Identification of Major (Urgent Business) or Minor Items not on the Agenda** The Chair called for Major or Minor Items not on the Agenda. There were no major (urgent business) or minor items identified.

**Confirmation of Minutes – Resolved:  
Ordinary Council Meeting**

That the minutes of the Ordinary Council meeting held on Tuesday 19 December 2017, excluding the public excluded items, are confirmed as a true and correct record.

Moved Cr Collins  
Seconded Cr Paul  
MOTION CARRIED

**Confirmation of Minutes – Resolved:  
Extraordinary Council  
Meeting**

That the minutes of the Extraordinary Council meeting held on Tuesday 30 January 2018 are confirmed as a true and correct record.

Moved Cr Owen  
Seconded Cr Morton  
MOTION CARRIED

**Council Resolutions  
Report**

The Chief Executive presented Council with the current status of resolutions from prior meetings.

**Resolved:**

That the Council Resolutions Report is accepted.

Moved Cr Paul  
Seconded Cr Morton  
MOTION CARRIED

**Note:**

Correction: Waimate District Council Proposed Dog Park Revised Location Report – date of resolution should be 19 December 2017 not 20 February 2018.

**Affixing the Common  
Seal Report**

The Chief Executive presented the Affixing of the Common Seal, as below:

- Deed of Licence between Waimate District Council and the Morven Recreation Reserves Committee; and
- Warrant of Appointment – Linda Shefford (Animal Control Officer)

**Resolved:**

That the Affixing the Common Seal Report is noted and approved.

Moved Mayor Rowley  
Seconded Cr Collins  
MOTION CARRIED

**Management Report –  
Human Resources and  
Health and Safety**

The Human Resources Manager's Report is submitted for the information of Council.

**Resolved:**

That the Human Resources Manager's Report is accepted.

Moved Cr Paul  
Seconded Cr Anderson  
MOTION CARRIED

## Mayor's Report

The Mayor reported on the following:

- External Meetings and Functions Attended

### **Resolved:**

That the Mayor's Report is accepted.

Moved Mayor Rowley  
Seconded Cr Paul  
MOTION CARRIED

## Councillors' Report

### **Resolved:**

That the Councillors' Report is accepted.

Moved Cr Collins  
Seconded Cr Morton  
MOTION CARRIED

### **Note:**

Correction to Cr Collins – Waimate Historical Society meeting 31 December 2017 should have been 31 January 2018.

**Agenda Item 12 was taken at this point.**

## **Community Services and Development Committee Recommendation: Whitehorse Big Easy Event Support**

Council considered a recommendation of the Community Services and Development Committee from its meeting of Tuesday 30 January 2018.

The Committee recommends as follows:

That Council do not provide financial support for the Whitehorse Big Easy event, with support in kind only, aligning to Council's fees and charges.

Council recognised that the Whitehorse Big Easy 2017 event was very well run, successful and made considerable profit, and the profit was returned to the community through donations to local charities.

Council was of the view that the event committee should retain sufficient earnings from the prior year to cover the expenses to run the 2018 event.

Council agreed while they fully supported this event, they would provide in-kind support only aligning to Council's fees and charges.

### **Resolved:**

That Council approves the Committee's recommendation without modification, being that Council does not provide financial support for the Whitehorse Big Easy event, with support in kind only, aligning to Council's fees and charges.

Moved Cr Morton  
Seconded Cr Owen  
MOTION CARRIED

**Environmental Services and Finance Committee Recommendation: Register of Pecuniary and other Specified Interests of the Mayor and Councillors of the Waimate District Council Summary of Annual Returns**

Council considered a recommendation of the Environmental Services and Finance Committee from its meeting of Tuesday 30 January 2018.

The Committee recommends as follows:

That Council adopts the Register of Pecuniary and other Specified Interests of the Mayor and Councillors document, as provided in Appendix 2 of the report.

**Resolved:**

That Council approves the Committee's recommendation without modification, being that Council adopts the Register of Pecuniary and other Specified Interests of the Mayor and Councillors document, as provided in Appendix 2 of the report.

Moved Mayor Rowley  
Seconded Cr Morton  
MOTION CARRIED

**Environmental Services and Finance Committee Recommendation: Order of Meetings on Council Committee Meeting Day**

Council considered a recommendation of the Environmental Services and Finance Committee from its meeting of Tuesday 30 January 2018.

The Committee recommends as follows:

That staff in communication with the Chair have the flexibility to bespoke the order of the Committee meetings when necessary to cater for specific circumstances or requirements, otherwise be set as Community Services & Development, District Infrastructure, and followed by Environmental Services & Finance.

**Resolved:**

That Council approves the Committee's recommendation without modification, being that staff in communication with the Chairs have the flexibility to bespoke the order of the Committee meetings when necessary to cater for specific circumstances or requirements, otherwise be set as Community Services & Development, District Infrastructure, and followed by Environmental Services & Finance.

Moved Cr Morton  
Seconded Cr Owen  
MOTION CARRIED

**Environmental Services and Finance Committee Recommendation: Audit New Zealand Management Report for the year ended 30 June 2017**

Council considered a recommendation of the Environmental Services and Finance Committee from its meeting of Tuesday 30 January 2018.

The Committee recommends as follows:

That Council refer the report to the next Audit and Risk Committee meeting for review and action.

**Resolved:**

That Council approves the Committee’s recommendation without modification, being that Council refer the report to the next Audit and Risk Committee meeting for review and action.

Moved Cr Paul  
 Seconded Cr Anderson  
 MOTION CARRIED

**Economic Development Special Grant Fund – Terms of Reference**

Council considered Terms of Reference to which Council will govern the use of its Alpine Energy dividend income.

**Resolved:**

- 1 That the Economic Development Special Grant Fund – Terms of Reference report is accepted; and
- 2 That Council approve the Terms of Reference with two minor modifications as noted.

Moved Mayor Rowley  
 Seconded Cr Anderson  
 MOTION CARRIED

**Consideration of Major (Urgent Business) or Minor Items not on the Agenda**

There were no major (urgent business) or minor items identified.

**Exclusion of the Public**

Council considered moving into public excluded to take the below items:

- i Confirmation of Public Excluded Minutes: Council Meeting – Tuesday 19 December 2017
- ii Council Public Excluded Resolutions Report
- iii Chief Executive’s Report on Employment Costs

General Subject of each matter to be considered	Reason for passing this resolution	Ground(s) under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution
Confirmation of Minutes – Public Excluded Ordinary Council Meeting	Good reason to withhold exists under Section 7	7(2)(c)(i)(ii) The withholding of the information is necessary to protect information which is subject to an obligation of confidence
Council Resolutions Report – Public Excluded	Good reason to withhold exists under Section 7	7(2)(c)(i)(ii) The withholding of the information is necessary to protect information which is subject to an obligation of confidence
Chief Executive’s Report on Employment Costs	Good reason to withhold exists under Section 7	7(2)(b)(ii) 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

**Resolved:**

That Council resolves to exclude the public from the following parts of the meeting on the grounds contained in section 48(1) of the Local Government Official Information and Meetings Act, or section 6 or section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public.

Moved Cr Collins  
Seconded Cr Morton  
MOTION CARRIED

There being no further business, the Chair declared the meeting closed at 12.20pm. These minutes to be confirmed at the Ordinary Council Meeting to be held on Tuesday 10 April 2018.

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Mayor C Rowley  
Chair