

MINUTES OF THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD HELD IN THE KAIKANUI ROOM, RUATANIWHA KAIAPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIAPOI, ON MONDAY, 16 SEPTEMBER 2024, AT 4PM.

PRESENT

J Watson (Chairperson), S Stewart (Deputy Chairperson), T Bartle, T Blair and R Keetley.

IN ATTENDANCE

B Cairns and P Redmond (Kaiapoi-Woodend Ward Councillors).

C Brown (General Manager Community and Recreation), K Straw (Civil Projects Team Leader), D Roxborough (Implementation Project Manager – District Regeneration), S Srinivasan (Graduate Engineer), R Deo (Environmental Health Officer), B Charlton (Environmental Services Manager), S Docherty (Policy and Corporate Planning Team Leader), N Thenuwara (Policy Analyst) and A Connor (Governance Support Officer).

There was one member of the public present.

1 APOLOGIES

Moved: J Watson

Seconded: T Bartle

THAT an apology for absence be received and sustained from N Atkinson and A Blackie.

CARRIED

2 CONFLICTS OF INTEREST

There were no conflicts of interest declared.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Kaiapoi-Tuahwi Community Board – 19 August 2024

Moved: J Watson

Seconded: R Keetley

THAT the Kaiapoi-Tuahwi Community Board:

- (a) **Confirms** the circulated Minutes of the Kaiapoi-Tuahwi Community Board meeting, held on 19 August 2024, as a true and accurate record.

CARRIED

3.2 Matters Arising (From Minutes)

T Bartle asked if there had been any further progress on the Paris for the Weekend Café lease. C Brown informed the Board that staff were still working to resolve issues with the lessee.

4 DEPUTATIONS AND PRESENTATIONS

4.1 Environment Canterbury Courtenay Floodgate Structure – Fred Brooks

F Brooks was not in attendance.

4.2 **Youth Development and Opportunities Trust (YDOT) Funding – Annie Fechny**

A Fechny noted that YDOT had been invited to join the Kaiapoi Community Hub. They were very excited to offer training courses and a free gym to Kaiapoi youth. YDOT had planned a Fun Day to celebrate the opening of their new building; unfortunately, with the current building industry climate, they were yet to begin building. However, YDOT had decided to still host the Fun Day. The Fun Day would include events and activities for families with a focus on the youth and to promote YDOT, and what it had to offer Kaiapoi youth. An adventure race for fundraising would also be held at the same time. YDOT was being creative and trying to save costs where they could; however, receiving funding from the Board would assist in covering the costs associated with the event.

J Watson questioned what the building would consist of and if they had sufficient funding to cover the build. A Fechny noted the building would be warehouse style with workshops for welding, automotive, building and an area for hospitality. The next objective was to achieve funding.

T Bartle queried what the current funds in their account were set aside for. A Fechny replied the current funds were for the Trust's new building in Rangiora.

S Stewart asked how many young people attended YDOT per year. A Fechny informed the Board they kept numbers low so as to cater to needs of the youth. There were six people per course and each course ran for one semester. The Trust were hoping to duplicate its numbers with the Kaiapoi site. They also had 15-20 people in the gym each night. They would be open to expanding the courses if there was a need.

Following a question from B Cairns, A Fechny confirmed the adventure race would be entirely off-road and would use local tracks and trials.

P Redmond asked how far through the process for the Kaiapoi building the Trust was. A Fechny commented they were in the final stages of consent approvals and needed to source funding. C Brown noted one issue with Geotech had arisen during the consent process due to confusion with wording in the report from the company that completed the Geotechnical surveys. Council's Planning Team had confirmed what the wording in the report meant and requested clarification on if the engineer could show they had considered the advice given in the report.

5 **ADJOURNED BUSINESS**

Nil.

6 **REPORTS**

6.1 **License to Occupy, Alwin G Heritage Trust – G MacLeod (Greenspace Manager) and C Brown (General Manager Community and Recreation)**

C Brown noted the scow had been located along the river for a year on a temporary arrangement until further community consultation was completed. One response from the consultation identified car parking as an issue however staff did not believe there would be any issue in the next five years as the boat trailer parking funding had been pushed out. The largest risk was if the boat was not water ready after five years. The Trust Deed had specific objectives that had to be met which separated them from someone else also requesting to store a boat along the river. There was a condition in the licence to occupy that the Trust must report to the Board annually on progress. Staff had noted Ngai Tūāhuriri may have interest once boat was ready to be put in the water.

S Stewart questioned if the Trust would be speaking to the Board in the coming months about progress made as they had been on the site for one year. C Brown noted that this was not a requirement in the temporary lease however he believed the Trust would be happy to update the Board.

T Bartle asked if the report had to be considered now or if it could be delayed by a month and if that would have any effect on the timeline. C Brown stated it was the Board's prerogative to delay any decision however the Trust currently had funds available to continue with work on the scow and needed to wait for the lease to be approved before commencing.

C Brown further informed the Board a bond had been considered however it would mean that a large amount of their current funds would be used which would delay any progress on restoring the boat.

Moved: T Bartle

Seconded: S Stewart

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** Report No. 240903148824.
- (b) **Approves** a license to occupy being negotiated with the Kaipuke Kaiapoi Heritage Trust on Corcoran Reserve in accordance with the following conditions and location plan:
 - The license to occupy is for a period of no longer than a five year term. A renewal at this time would need to be sought with a new license to occupy from the Kaiapoi Tuahiwi Community Board.
 - That the Kaipuke Kaiapoi Heritage Trust approaches Council in year four of its license to outline either a remediation plan for the land or to apply for a new license to occupy.
 - That the Kaipuke Kaiapoi Heritage Trust will be required to update the Kaiapoi Tuahiwi Community Board annually, including fundraising, updates on its objectives, the restoration to the scow and any other works associated with the Trust.
 - Storage enclosure - two temporary containers and temporary roof structure over the scow can be installed however the restoration must be visible to the public.
 - The Kaipuke Kaiapoi Heritage Trust shall be responsible for ensuring that noise generated shall fall within the noise limits provided for in the Waimakariri District Plan.
 - The Kaipuke Kaiapoi Heritage Trust will ensure that the land is presented in a clean, tidy and respectable state at all times with any materials or hoardings stored in a safe manner.
 - The Kaipuke Kaiapoi Heritage Trust are not permitted to use poisons, baits or traps on the land.
 - The area remains fenced at all times with clear signage to the public.
 - Ensure that the use of the land does not impede others' use and enjoyment of the wider area.
 - Require the licensee to maintain adequate insurance coverage for the duration of the project, including liability and property damage insurance.
 - Include provisions for maintaining health and safety standards on the site, such as compliance with local regulations and the use of personal protective equipment.
 - Health and safety plan to be provided to the Council and signed off prior to restoration taking place.
 - Ensure that the restoration work complies with environmental protection laws and regulations and include measures to prevent pollution or damage to the surrounding area.

- Any damage incurred to the reserve in any way associated with the temporary storage of the scow is the responsibility of the Kaipuke Kaiapoi Heritage Trust and will be rectified at the Trust's expense.
- Notes that the license to occupy shall have standard terms and conditions in line with Council license to occupy documents, including termination clauses.



Revision: 05
 Drawn: 04/09/24
 Note: Check and confirm all dimensions on site

Proposed Location for Alwyn G Trust

- Approves** the Manager of Community and Recreation to negotiate the final license to occupy with the Kaipuke Kaiapoi Heritage Trust based on the above conditions.
- Notes** that the Kaipuke Kaiapoi Heritage Trust is actively seeking fundraising opportunities to undertake the works to get the scow back into the water. This being no cost to Council.
- Notes** that all costs associated with improvements onsite are the responsibility of the Kaipuke Kaiapoi Heritage Trust.
- Notes** that the License to Occupy is provided at no cost to the Kaipuke Kaiapoi Heritage Trust as a peppercorn rental. This being consistent with how Council provides License to Occupy documents to not for profit groups.
- Notes** Council is not responsible for ensuring any assets or any damage caused to or by the Scow whilst it is located on Corcoran reserve.
- Notes** that the Board request staff to arrange an annual update from the Kaipuke Kaiapoi Heritage Trust on the works list to the Scow and how they are tracking.
- Notes** that the Board request staff to arrange for the Kaipuke Kaiapoi Heritage Trust to keep Te Ngāi Tūāhuriri hapū informed of when the scow is ready to go back into the water.

- (j) **Requests** the Alwin G Heritage Trust update the Board on any progress made and provide a timeline of the work to be completed.

CARRIED

6.2 **Applications to the Kaiapoi-Tuahiwi Community Board's 2023/24 Discretionary Grant Fund – K Rabe (Governance Advisor)**

C Brown presented the report. It was noted both grants did not comply with the funds criteria however any decision was at the Board's discretion.

P Redmond questioned why the North Canterbury Inclusive Sports Festival had applied for more funding from the Kaiapoi-Tuahiwi and Rangiora-Ashley Community Boards. C Brown believed it was due to the two Boards having the most funds available.

Moved: J Watson

Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** report No. 240823142257.
- (b) **Approves** a grant of \$500 to North Canterbury Inclusive Sports Festival to host the Inclusive Sports Festival at the MainPower Stadium.

CARRIED

T Bartle stated it would be nice to allocate the requested amount however the Board needed to be conscious of applications that would be received during the rest of the financial year.

B Cairns noted Enterprise North Canterbury had provided YDOT with \$2,000 for promotions.

Moved: R Keetley

Seconded: S Stewart

- (a) **Approves** a grant of \$517 to the Youth Development and Opportunities Trust (YDOT) towards fencing for the Kaiapoi Funday and Adventure race.

CARRIED

R Keetley stated YDOT had applied for two aspects of its event in one application and he was more comfortable funding part of the application to ensure the Board had sufficient funds to last the rest of the financial year.

S Stewart agreed with R Keetley that it was a worthy project that deserved funds however the requested \$918 was more than the fund criteria stipulated and providing a lesser amount was appropriate.

7 CORRESPONDENCE

7.1 **Memo regarding Kaiapoi-Tuahiwi Community Boards General Landscaping Budget**

J Watson suggested the Charles Street roundabout or the area along Main North Road opposite Hellers were both viable projects.

S Stewart also noted the plantings along Smith Street at the overbridge also required beautifying. C Brown stated that portion of the road was owned by NZTA and the Board would not be able to do any work without their permission.

It was requested that a workshop be held at the Boards next meeting for members to further share any ideas.

Moved: J Watson

Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the correspondence (TRIM: 240911154846).

CARRIED

8 CHAIRPERSON'S REPORT

8.1 Chairperson's Report for August 2024

- Met with Jed Pearce and Helen Leslie regarding a heritage sign outside Paris for the Weekend. One side would give the history of the railway station building and other side would have information regarding the Waimakariri Yacht Club.
- Met with C Brown and S Stewart to discuss the community reaction to the letter in the news regarding the state of the Kaiapoi River. Environment Canterbury needed to take the lead on providing correct information to the public.
- Attended afternoon tea at The Stirling and informed them of the sculpture that would be installed in Silverstream reserve.
- Attended Creative Communities funding meeting. \$24,785 was distributed to 13 projects.
- Invitation to all Board members to attend the Springston Trophy as a thank you for providing funding for the event.

Moved: J Watson

Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

- (a) **Receives** the verbal report from the Kaiapoi-Tuahiwi Community Board Chairperson.

CARRIED

9 MATTERS REFERRED FOR INFORMATION

- 9.1 Oxford-Ohoka Community Board Meeting Minutes 7 August 2024.
- 9.2 Woodend-Sefton Community Board Meeting Minutes 12 August 2024.
- 9.3 Rangiora-Ashley Community Board Meeting Minutes 14 August 2024.
- 9.4 Kaiapoi Car and Boat Trailer Parking and Charles Street Caravan Dump Station Budget Reassignment – Report to Council Meeting 6 August 2024 – Circulates to the Kaiapoi-Tuahiwi Community Board.
- 9.5 Health, Safety and Wellbeing Report July 2024 – Report to Council Meeting 6 August 2024 – Circulates to all Boards.
- 9.6 Proposed Roding Capital Works Programme for 2024/25 and Indicative Three-Year Programme – Report to Utilities and Roding Committee 20 August 2024 – Circulates to all Boards.
- 9.7 Avian Botulism Management 2023-24 – Report to Utilities and Roding Committee 20 August 2024 – Circulates to all Boards.

Moved: J Watson

Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board

- (a) **Receives** the information in Items.9.1 to 9.7.

10 MEMBERS' INFORMATION EXCHANGE**R Keetley**

- Attended Landmarks Committee monthly meeting. Discussed listed historic buildings compared to notable buildings. They were planned to widen scope of what was considered notable and were going to look at old areas of townships within the District to see what else could be included. They had planned to install plaques on the notable buildings to provide recognition of their importance. The plaques would have limited information but would have a QR code available to scan for further information.
- Attended the Kaiapoi District Historical Society monthly meeting regarding the Kaiapoi Museum. They would be upgrading their computer system and storage and revising the current constitution. St Bartholomew's Cemetery had completed their work caused by the earthquakes however they did not have detailed records of where the headstones should be placed. They would need to do radar detection to confirm the location of the graves.

S Stewart

- Kaiapoi Promotions Association Christmas Parade would now go into Walker Street and then back into the rugby grounds. They had already sold several tickets for the evening concert.
- Attended the Ashley Rakahuri River Care Group Annual General Meeting. The Chair was re-elected. They did not see themselves as making large amounts of progress despite having hundreds of trap lines. They were investigating applying to funders for a full-time position to have someone on the ground trapping for three years.
- Was a judge for the Waimakariri Biodiversity Awards.
- Requested further information on the illegal pile at Mt Clements.
- Attended Waimakariri Water Zone meeting.
- Greypower were still waiting for the Rangiora Health Hub.
- Attended conservation planting day.
- Sefton Saltwater Creek Catchment Group Annual General Meeting and trapping workshop would be held on 17 September 2024.

B Cairns

- Attended a workshop on Welcoming Communities as part of the migrants meeting. The workshop covered ensuring everyone felt included and had a sense of belonging, which was vital for building a strong resilient community. Council wanted to hear people's views through its survey. Staff had received government funding to implement the programme which was being rolled out over three years.
- Had tried to change the google maps name for Stalker Park to Owen Stalker Park however was yet to be successful.
- Attended the Citizens Advice Bureau Annual General Meeting. Their hours had been extended Monday to Friday from 9am to 4.30pm.
- Attended Peter Langford, professional forager, book talk at Rangiora Library.
- Attended Norman Kirks 50th year death memorial. Speakers talked about his contribution to the local community and the nation. He built his home in Carew Street using bricks he had made himself.
- Had a visit from Grace a USA University Graduate that was funded by a section of IBM where she had to travel the world for a minimum of one year to visit food forests.
- Following Aidan Johnstons visit to the Woodend-Sefton Community Board and his request for a food forest on Allin Drive Reserve – he had communicated to staff that around 20-30 trees had been donated. Food Secure North Canterbury had agreed to assist with any plantings and be a holder for any funding applications regarding purchasing any plants/trees to supplement any donations.
- Attended Silverstream and Pegasus emergency hub get togethers. Silverstream was well attended. Pegasus had less numbers however they were holding another open day in October 2024.

- Food Secure North Canterbury were holding their next workshop “Food security at a time of disruption” on 24 October 2024.
- Had donated to Community Wellbeing Kaiapoi a range of vegetables growing in pots and buckets (lettuce, tomato, potato, strawberries etc) which would be given to people collecting food parcels. The idea was to have people grow their own food whether they lived in their own home or rented. The concept – give a man a fish feed him or a day, teach him how to fish and feed him for a lifetime.
- Attended Kaiapoi Museum monthly meeting – discussed the landmarks committee and mapping of St Bartholomew’s Cemetery.
- North Canterbury Neighbourhood Support monthly meeting. Getsready was being updated, this was the database software. It would be easier to manage and would automate many of the processes that were currently labour intensive. They were applying for funding to pay staff in tough times. Due to changes within the police, Police head office promised it would allocate a police liaison.
- A recent trailer theft in Sovereign Palms utilised the community funded cameras to establish the time and identity of those involved. Whereas recent vehicle theft in Allison Crescent used a police helicopter to track the culprits.
- The Kaiapoi Food Forest held a Birch/Walnut tree tapping workshop. They also celebrated their seventh birthday with a kumara grafting workshop and fruit tree grafting workshop both of which were well attended.
- The Hope Trust was providing ladle Wednesdays in Woodend.
- Down by the Rivers next event would be held at the Eyreton Hall mixing art and music.
- Was the emcee for the Kane Shield swimming event. First time being held without All Together Kaiapoi and was very successful.
- Attended Te Reo Māori events happening in the libraries.
- Maps and art display was currently in the Kaiapoi Library.
- Two new beauty businesses were opening in Kaiapoi.

P Redmond

- District Licensing Committee Hearing for Managers certificate.
- Waimakariri Health Advisory Group – Health Hub update. Independent Chair vacancy and Terms of Reference gaps. There was a new dental surgery in Ravenswood.
- Kaiapoi Promotions Association Annual General Meeting – John Rule was the new Chair. Christmas parade was discussed.
- LGNZ Zoom regarding security concerns.
- Kaiapoi Library author book launch on insects from a cultural perspective.
- Roding Portfolio Update.
- NZTA Briefing. Discussed progress with the Woodend Bypass, there would be no cycleway adjacent included in the project.
- Mandeville Resurgence Channel bus trip. Visit to drainage upgrade areas. Two stages were proposed.
- Lighting and Decorations Working Party met to discuss 2024 Christmas decorations from operational budget.
- North Canterbury Sport and Recreation Trust – Oxford gym extensions. Plans and budgets progressing. All gyms were performing well with membership increasing. Prama room was to be repurposed.
- Royal Commonwealth Society 2024 New Year recipients’ presentations. Each recipient spoke and it was very inspiring.
- Road Safety Working Group – co-ordinators report highlighted crash facts. 2023/24 had two fatal crashes, three killed 25 serious injury crashes. Alcohol was the top factor and speed was the lowest. Drink driving 1:110 fails, higher than national average. NLTP funding decision was still being awaited.
- Parking in Rangiora drop-in session had good attendance. Issues raised included the seven-day enforcement survey, P120/60 and a lack of safe parking for retail staff.
- Social Club Quiz at the Rangiora RSA. The Governance Team won. His team led at halfway but faded. Gary Saunders was the quiz master.
- Chief Executive Review. Was Chaired by Stuart Mitchell.

- Whiterock Public Meeting at Loburn. 240 people attended.
- Hope Community Trust official opening in Woodend. Were located at 348 Rangiora-Woodend Road.
- Attended Contractors Briefing.
- Attended Norman Kirks Remembrance in Kaiapoi. Was fifty years since his death. He was Prime Minister from 1972 to 1974 and was the Mayor of Kaiapoi Borough Council.

T Blair

- Attended the Darnley Club Annual General Meeting.

T Bartle

- Pegasus Bay Bylaw Hearing Panel met to accept the final draft recommendations for the Bylaw which would now go to Council for adoption.
- Attended North Canterbury Neighbourhood Support meeting.
- Local Government New Zealand (LGNZ) Conference. Reports from other Community Board Members stated they did not have positive experiences. He questioned if Council would be reconsidering their membership to LGNZ.

P Redmond stated Council had paid the current years membership fee. He was not aware of any current proposals to reconsider the Council's membership however it would be reconsidered during the Annual Plan process.

11 CONSULTATION PROJECTS

11.1 Gladstone Dog Park

<https://letstalk.waimakariri.govt.nz/gladstone-dog-park>

Consultation closes Friday 20 September 2024.

11.2 Road Sealing – Riverside Road and Inglis Road

<https://letstalk.waimakariri.govt.nz/road-sealing-riverside-road-inglis-road>

Consultation closes Tuesday 1 October 2024.

11.3 Road Reserve Management

<https://letstalk.waimakariri.govt.nz/road-reserve-management>

11.4 Parking Management Plan – Shopper/Visitor Survey

<https://letstalk.waimakariri.govt.nz/parking-management-plan-shopper-visitor-survey>

11.5 Solutions to Waste

<https://letstalk.waimakariri.govt.nz/waste-matters>

11.6 Welcoming Communities

<https://letstalk.waimakariri.govt.nz/welcoming-communities>

12 BOARD FUNDING UPDATE

12.1 Board Discretionary Grant

Balance as at 30 August 2024: \$6,500.

12.2 General Landscaping Budget

Balance as at 30 August 2024: \$45,650.

13 MEDIA ITEMS

14 **QUESTIONS UNDER STANDING ORDERS**

15 **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

NEXT MEETING

The next meeting of the Kaiapoi-Tuahiwi Community Board will be held at the Ruataniwha Kaiapoi Civic Centre on Monday 21 October 2024 at 4pm.

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 4.55PM

CONFIRMED



Chairperson

21 October 2024

Date

Workshop (4.55-5.35pm)

- *Carboat Parking – Duncan Roxborough (Implementation Project Manager – District Regeneration) – 15 Minutes*
- *Charles Street Dump Station - Duncan Roxborough (Implementation Project Manager – District Regeneration) – 15 Minutes*
- *Members Forum*
 - *Huria Reserve Disabled Access Lake Edge Deck – Chris Brown (General Manager Community and Recreation) – 10 Minutes*

Briefing (5.35-5.57pm)

- *Review of Alcohol Control Bylaw – Trousselot Park – Billy Charlton (Environmental Services Manager) and Nadeesha Thenuwara (Policy Analyst) – 15 Minutes*