MINUTES OF THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD HELD IN MEETING ROOM 1 (UPSTAIRS), RUATANIWA KAIAPOI CIVIC CENTRE, 176 WILLIAMS STREET, KAIAPOI ON MONDAY 20 FEBRUARY 2017 AT 4PM.

PRESENT
J Watson (Chair), C Greengrass (Deputy Chair), R Blair, P Redmond, M Pinkham and S Stewart.

IN ATTENDANCE
Councillors A Blackie and J Meyer.
J Palmer (Chief Executive, arrived at 4.36pm during item 5.2), K Stevenson (Roading Manager), C Brown (Community Green Space Manager), M McIlraith (Communications and Engagement Manager), K Graham (Journey Planner/Road Safety Coordinator), S Morrow (Rates Officer Land Information), K Ward (Community Board Advocate) and L Courtney (Governance Secretary).

1 APOLOGIES
Moved J Watson seconded P Redmond
An apology was received and sustained from N Atkinson for absence.
CARRIED

2 CONFLICTS OF INTEREST
Item 8.3(b) - R Blair, current Justice of the Peace.
Item 8.3(c) - M Pinkham, involved with Reflections Community Trust.

3 ACKNOWLEDGEMENTS
The Board noted its acknowledgment of Karen Eastwood’s passing at its December 2016 meeting.

New Year’s Honours List
Dr John Hyndman, Clarkville, Member of the New Zealand Order of Merit (MNZM) recognised for his services to health and innovation in the development of a low-cost portable anaesthetic machine.
J Watson advised that she had contacted Dr. Hyndman personally and had offered him the Board congratulations. D Hyndman expressed satisfaction at the completion of his project.

4 CONFIRMATION OF MINUTES
4.1 Minutes of the Kaiapoi-Tuahiwi Community Board – 19 December 2016
P Redmond advised a correction to the spelling of Neill Price in item 4.1.

Moved J Watson seconded C Greengrass
THAT the Kaiapoi-Tuahiwi Community Board:
(a) Amends the minutes with a correction of Neil to Neill in item 4.1.
(b) **Confirms** the circulated minutes of the Kaiapoi-Tuahiwi Community Board meeting, held 19 December 2016, as a true and accurate record.

CARRIED

5 **MATTERS ARISING FROM THE MINUTES**

Nil.

6 **DEPUTATIONS AND PRESENTATIONS**

6.1 Shannon Boorer, John Yin, Claire Nicholls (Environment Canterbury (ECan)) and Kathy Graham (Waimakariri District Council) provided an update on planned improvements for Waimakariri Metro bus services, and outlined benefits for local residents.

S Boorer spoke to a PowerPoint presentation (Trim No. 170214013535) outlining the services currently available in the Waimakariri district. The Northern Access Package (Package) involves improvements agreed to between ECan, the New Zealand Transport Authority, Christchurch City Council and Waimakariri District Council. Improvements would be rolled out over time and would be dependent on each authority putting into action its part of the Package. Revisions were required due to the proposed sealing of Kaiapoi Pa Road having been found to be unfeasible.

S Boorer outlined upcoming changes to the Blue Line and Route 95, and advised that next steps included discussions with community boards and groups to advise of upcoming and proposed changes. The proposed start date for the changes was 24 April 2017.

M Pinkham asked whether thought had been given to the Blue Line going through Sovereign Palms. S Boorer replied it would require consultation with residents. Similar situations in the past had seen residents split between those supporting a service coming through a subdivision and those against. A review of the Blue Line in 2018 would be an opportunity to discuss new bus routes.

R Blair queried whether a review of the success of bus services had been carried out. S Boorer replied it would be part of the full service review in 2018 but initial discussions would begin at the end of 2017.

6.2 Lee Burbury (Senior Groundwater Scientist, Institute of Environmental Science and Research Limited (ESR)) outlined the research proposed at Silverstream and sought guidance or an indication of support from the Board for the project.

The project, which has received government funding, is part of ongoing research into groundwater and the ability of groundwater to assimilate nitrate. It was discovered that aquifers cannot remove nitrate so research is now focussed on developing practical solutions for mitigating nitrate in the soil.

L Burbury explained that although gravel cannot mitigate nitrates, soil can. Consequently ESR are exploring methods of denitrification by introducing ‘walls’ with structured gravel levels in the ground, to intercept nitrate before it enters waterways.

A field site is being sought with shallow ground water, in a gravel aquifer where nitrates are present. The site needs to be close to, but not directly next to, a river or creek. If an issue arose this would permit other mitigation methods to be carried out without affecting the river or creek. A site close to
the Christchurch based office was also a requirement, to avoid high travel costs and time. The Silverstream Reserve meets the above criteria. Two sites in the reserve are being considered but because the resource consent is so specific a backup site is required.

L Burbery advised that a similar test site is currently in operation in Burnham, Christchurch and is currently the most monitored site in New Zealand. However, once the Silverstream site is operational, L Burbery believed it would replace Burnham as the most monitored site; ESR would like to install as many monitoring wells as viably possible. He added that staff would continue communicating progress of the project with the community.

J Watson queried whether the proposed ‘wall’ in the ground would be permanent. L Burbery replied it would, and would also aid in the development of future gravel aquifers.

J Watson sought clarification that apart from the installation, the project would not affect users of the reserve. L Burbery responded it would have a limited impact on users, adding staff would require access to monitor the wells.

S Stewart queried how long the ‘wall’ would work at peak efficiency. L Burbery replied efficiency would drop by 50% in its first year of operation.

S Stewart asked whether the scale of the test site would be one that a farmer could install on their land. L Burbery replied it would be dependent on the land and its surrounds.

S Stewart noted one of the proposed site’s proximity to the Silverstream salmon hatchery. L Burbery stated the project would be downstream from the hatchery and would not affect the hatchery operation.

P Redmond queried whether any possible contamination would be localised to the site area. L Burbery advised laboratory tests had revealed that possible contamination should be negligible by the time it reached nearby waterways.

L Burbery sought clarification on the Board’s support. He was advised the proposal would go before the Council’s Community and Recreation Committee for a decision.

7 ADJOURNED BUSINESS

Nil.

8 REPORTS

8.1 Proposal that the Rangiora-Kaiapoi cycle/walkway be made a centennial memorial to the Battle of Passchendaele – K Stevenson (Roading Manager)

K Stevenson took the report as read.

M Pinkham asked whether the whole cycle network would have a similar theme. K Stevenson replied it had not been considered. The other tracks would be named in due course.

Moved P Redmond seconded C Greengrass

THAT the Kaiapoi-Tuahiwi Community Board recommends:

THAT the Council:

(a) Receives report No 170125006380.
(b) **Approves** the Rangiora - Kaiapoi cycle/walkway being made a centennial memorial to the Battle of Passchendaele.

(c) **Approves** the Rangiora - Kaiapoi cycle/walkway being formally named the “Passchendaele Memorial Cycle/Walkway”.

(d) **Notes** that Paisley Road will remain a legal road with no name change.

(e) **Circulates** this report to the Utilities and Roading Committee.

CARRIED

P Redmond believed it was an excellent way to commemorate the Battle of Passchendaele and would become a great asset to the community.

C Greengrass reiterated P Redmond’s comments.

8.2 **Road Naming – Silverstream, Kaiapoi – S Morrow (Land Information Officer)**

S Morrow took the report as read.

P Redmond queried whether consultation had been carried out with the local residents. S Morrow replied residents would be advised if the Board approved the corrections.

J Watson asked how many residents would be affected by altering the road names. S Morrow replied nine on Montagu Place and one on Durells Crescent.

Moved J Watson  seconded C Greengrass

**THAT** the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No 170208011386.

(b) **Approves** the alteration to the following existing road names which are part of the Silverstream subdivision in Kaiapoi:

1. Montagu Place
2. Durells Crescent

CARRIED

P Redmond against

J Watson believed it was appropriate the name was spelt correctly.

C Greengrass commented that similar requests had been dealt with by the previous Kaiapoi Community Board. She suggested in future that staff contact families whose names were being used for the naming of roads or reserves, to make sure names were correctly spelt.

P Redmond commented that some streets in the district have been incorrectly spelt and raised concerns of the impact on residents. He would prefer residents were consulted on proposed changes.

8.3 **Applications to the Kaiapoi-Tuahiwi Community Board Discretionary Grants 2016-2017 – K Ward (Community Board Advocate)**

Having declared an interest R Blair and M Pinkham sat back from the table and took no part in discussions.

K Ward spoke to the report.
A Blackie commented there was already a pull up banner for JPs in the Kaiapoi Library and queried whether the one applied for was for use outside the library. K Ward surmised from the application details that the banner was for use inside the library.

S Stewart queried the amount of information provided in the reports. R Blair responded the information provided aided with decision making.

Moved J Watson seconded P Redmond

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No.170118003876.
(b) Lies the application from Canterbury Justices of the Peace Association Inc. on the table until the Kaiapoi-Tuahiwi Community Board’s March 2017 meeting.
(c) Approves a grant of $327.40 to Community Wellbeing North Canterbury Trust / Kaiapoi Community Support towards the cost of purchasing a commercial chest freezer.
(d) Approves a grant of $75 to Reflections Community Trust towards the cost for Kaiapoi Photographic Club to take photos at the Kaiapoi Children’s Day for future promotional purposes and archival records.

CARRIED

8.4 Summary of Discretionary Grant accountability to 31 December 2016

The report was taken as read.

Moved J Watson seconded P Redmond

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No. 170112002111.
(b) Circulates a copy of this report to all of the Community Boards.

CARRIED

8.5 Property Lease/Licence Renewals 01 January 2017 to 31 December 2017 – M Ball (Property Officer)

The report was taken as read.

M Pinkham, to J Palmer, queried how the value of the leases was determined. J Palmer replied there were varied uses for land which required each lease to be considered on a case by case basis. A tender process was undertaken for commercial activities and required a valuation.

Moved J Watson seconded S Stewart

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives attached report number 170106000677.
(b) Notes the upcoming renewals, status and nature of the lease/licence agreements.

CARRIED
9 REFERRED FROM COUNCIL

9.1 Northern Pegasus Bay Bylaw 2016 Implementation – V Spittal (Senior Policy Analyst)

(refer to attached copy of report no. 16116117879 to the Council meeting of 6 December 2016)

The report was taken as read.

Moved P Redmond seconded S Stewart

THAT the Kaiapoi-Tuahiwi Community Board:

(e) Appoints Board member J Watson as its representative to the Northern Pegasus Bay Bylaw 2016 Implementation Working Party.

CARRIED

10 CORRESPONDENCE

10.1 Letter requesting representation from the Board on the Northern Pegasus Bay Bylaw Implementation Working Party. (See item 9.1)

The Board received the correspondence.

11 CHAIRPERSON’S REPORT

11.1 Chair’s Diary for December 2016 - January 2017

S Stewart queried the meeting with Tuahiwi Upoko, Rawiri Te Maire Tau, and what next steps were envisaged from that meeting. J Watson outlined what was discussed, emphasising it was an informal gathering as a means of getting to know one another.

Moved J Watson seconded P Redmond

THAT the Kaiapoi-Tuahiwi Community Board:

(a) Receives report No. 170214013355.

CARRIED

12 MATTERS REFERRED FOR INFORMATION

12.1 Promotion of Waimakariri District – 2015/16 Annual Report (S Markham, Manager Strategy and Engagement) – Report to Audit and Risk Committee – 13 December 2016 (Trim No. 161201124351)

12.2 Annual Report of Te Kōhaka o Tuhaitara Trust for the year ended 30 June 2016 (J Millward, Manager Finance and Business Support) – Report to Audit and Risk Committee – 13 December 2016 (Trim No. 161125121596)

12.3 Annual Report for Enterprise North Canterbury for the year ended 30 June 2016 (J Millward, Manager Finance and Business Support) – Report to Audit and Risk Committee – 13 December 2016 (Trim No. 161125121846)
12.4 **Capital Projects Report for the period ended 30 September 2016**
(P Christensen, Finance Manager) – Report to Audit and Risk Committee – 13 December 2016 (Trim No. 161114116589)

12.5 **Oxford-Ohoka Community Board meeting minutes – 8 December 2016**
(Trim No. 161215129634)

12.6 **Woodend-Setton Community Board meeting minutes – 12 December 2016**
(Trim No. 161212127949)

12.7 **Rangiora-Ashley Community Board meeting minutes – 14 December 2016**
(Trim No. 161214129383)

12.8 **Draft submission to the Health Select Committee on the Health (Fluoridation of Drinking Water) Amendment Bill** (G Meadows, Policy Manager) – Report to Council – 7 February 2017 (Trim No. 161220131266)

12.9 **Aquatic Facilities Update Report** (T Brough, Dudley Park Aquatic Centre Manager) – Report to Community and Recreation Committee – 14 February 2017

12.10 **Library Update** (P Ashbey, Libraries Manager) - Report to Community and Recreation Committee – 14 February 2017

12.11 **Capital Projects Report for the period ended 31 December 2016**
(P Christensen, Finance Manager) – Report to Audit and Risk Committee – 14 February 2017

Moved J Watson  seconded C Greengrass

THAT the Kaiapoi-Tuahiwi Community Board receives the information in items 12.1-12.11.

CARRIED

13 **MEMBERS’ INFORMATION EXCHANGE**

13.1 **R Blair**

- Roading staff advised repainting of the Smith Street Bridge would be tendered and asked what colours were favoured. There was discussion regarding the use of one colour, possibly similar to the Kaiapoi Community Centre. Staff would email possible colours to the Board for consideration.

13.2 **C Greengrass**

- Attended Landmarks meeting.
- Provided an updated on the Pines Kairaki Beach Hall.
- Update from You,Me,We,Us:
  - Pop up cinema planned for end of March.
  - Spring Challenge in September.
  - Amazing Race in November.
  - Will try to get more trees on the Kaiapoi River for Christmas.
- Advised Red Cross were planning to install a defibrillator at one of the Kaiapoi camp grounds.

13.3 **M Pinkham**

- Kaiapoi Promotion Association: planning for the 2017 Kaiapoi Carnival underway.
• Commented on the closure of Main North Road, from Dickeys Road to Chaney’s Corner, was poorly notified by NZTA.

13.4 **P Redmond**
- Participated in bus trip to west of Waimakariri district.
- Advised Big Brothers Big Sisters North Canterbury had appointed a new coordinator.
- MV Tuhoe Trust held special AGM:
  - Name of Trust changed to Kaiapoi Maritime Heritage Trust.
  - Loan from Council repaid.
- Attended Waitangi Day celebrations in Kaiapoi.
- Participated in informal gathering with Te Maire Tau.

13.5 **S Stewart**
- Participated in bus trip to west of Waimakariri district.
- Advised the Isa Lei tug had been delivered.
- Attended Water Zone Committee meetings and workshops.
- Attended Ohoka Drainage Advisory Group meeting.
- Commended You, Me, We, Us on Waitangi Day celebrations.
- Advised Council’s Draft Annual Plan will soon go out for public consultation.

14 **CONSULTATION PROJECTS**

14.1 **Draft Annual Plan**
Submissions open between Friday 10 March to Tuesday 11 April.

The Board noted the consultation project.

15 **REGENERATION PROJECTS**

15.1 **Waimakariri Residential Red Zone Recovery Plan**
The Department of the Prime Minster and Cabinet has released its decision on the Waimakariri Residential Red Zone Recovery Plan. Further information available at: [http://www.dpmc.govt.nz/future-use](http://www.dpmc.govt.nz/future-use)

15.2 **Town Centre**
Updates on the Kaiapoi Town Centre projects are emailed regularly to Board members. These updates can be accessed using the link below:

15.3 **New Arterial Road, Kaiapoi**
Regular updates on the progress of the new Arterial Road will be posted on the Council’s website. There are also links to intersection layout plans for each of the new intersections. Updates can be located using the link below:
15.4 **Kaiapoi Regeneration Steering Group**

The first meeting of the Kaiapoi Regeneration Steering Group will be held in Meeting Room 1, Ruatanawiha Kaiapoi Civic Centre on Monday 6 March 2017 at 4pm. This meeting is open to the public.

The Board noted the regeneration projects.

16 **BOARD FUNDING UPDATE**

16.1 **Board Discretionary Grant**

Balance as at 15 February 2017: $2,934

16.2 **General Landscaping Budget**

Balance as at 15 February 2017: $73,240.99

J Watson asked members to forward ideas for use of the General Landscaping Budget to staff.

S Stewart raised the Kaiapoi sign at the Kaikanui Stream required attention. She also mentioned the inner stop bank of the Kaiapoi River from the Mafeking Bridge and Courtenay Road was not well maintained by ECan. She sought the Board’s support that a formal request be sent to ECan to improve maintenance of the stop bank which could be supplemented by the Board General Landscaping Budget. J Palmer suggested that it be part of the Board’s submission to the Council’s Annual Plan.

17 **MEDIA ITEMS**

Nil.

18 **QUESTIONS UNDER STANDING ORDERS**

There were no questions under Standing Orders.

19 **URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

There was no urgent general business under Standing Orders.

**NEXT MEETING**

The next meeting of the Kaiapoi-Tuahiwi Community Board is scheduled for 4pm, Monday 20 March 2017 at the Ruatanwihia Kaiapoi Civic Centre.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 5.46pm.

CONFIRMED

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Chairperson

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Date
Workshop

1. *Crime prevention through environmental design.* C Brown (Community Green Space Manager). 5.47pm – 6.03pm
   
   C Brown explained this philosophy and how Council staff incorporate it into design plans.

2. *Media, Communications and the Board.* M McILraith (Communications and Engagement Manager). 6.04pm – 6.16pm.
   
   A presentation outlining multiple platforms, including social media and options for the Board to consider utilising.

3. *Kaiapoi South-East Regeneration areas roading workshop.* K Stevenson (Roading Manager) and G Lake (Roading Recovery Programme Manager). 6.17pm – 7.25pm.
   
   An extensive discussion on roading remediation design for the Regeneration areas of Courtenay Place, and the residential area, future roading connection options between Meadow Street/Cass Street through to Moore Street.