

**MINUTES OF THE MEETING OF THE WAIMAKARIRI DISTRICT COUNCIL HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA, ON TUESDAY, 3 FEBRUARY 2026, COMMENCING AT 9AM.**

**PRESENT**

Mayor D Gordon (Virtually), Deputy Mayor P Redmond (Chairperson), Councillors T Bartle, B Cairns, W Doody, T Fulton, J Goldsworthy, B McLaren, N Mealings, S Powell, and J Ward.

**IN ATTENDANCE**

J Millward (Chief Executive), S Hart (General Manager, Strategy Engagement and Economic Development), G Cleary (General Manager Utilities and Roading), K LaValley (General Manager Planning, Regulation and Environment), M Bacon (Development Planning Manager), A Gray (Communications and Engagement Manager), B Charlton (Environmental Services Manager), S Binder (Senior Transportation Engineer), N Sheerin (Senior Planner), N Thenuwara (Policy Analyst) and C Fowler-Jenkins (Governance Support Officer).

There were three members of the public present.

**1. APOLOGIES**

Nil.

**2. CONFLICTS OF INTEREST**

Item 7.3 – Deputy Mayor Redmond and Councillors Bartle, Doody, Goldsworthy and Mealings declared a conflict as they serve as members of the District Licensing Committee.

**3. ACKNOWLEDGEMENTS**

The Council acknowledged Ian Poulter on his receipt of a New Year's Honour for services to education and his appointment as a Member of the New Zealand Order of Merit.

Mayor Gordon also acknowledged the passing of Arch Murray, a longtime staff member at the Council's Water Unit.

In addition, Mayor Gordon noted the passing of the former Mayor of Dunedin, Jules Radich, as well as Sir Tim Shadbolt, the longest-serving Mayor in New Zealand.

The Council stood and observed a moment of silence.

**4. CONFIRMATION OF MINUTES**

**4.1 Minutes of a meeting of the Waimakariri District Council held on Tuesday, 2 December 2025**

Moved: Councillor Mealings

Seconded: Councillor Ward

**THAT** the Council:

- (a) **Confirms**, as a true and correct record, the circulated Minutes of the Waimakariri District Council meeting held on Tuesday, 2 December 2025.

**CARRIED**

**Matters Arising from Minutes**

Nil.

## 5. DEPUTATIONS AND PRESENTATIONS

Nil.

## 6. ADJOURNED BUSINESS

Nil.

## 7. REPORTS

*Report 7.3 "Minor Amendment to the Alcohol Control Bylaw 2025" was taken at this time. The agenda order was retained in the Minutes to mitigate confusion.*

### 7.1 Declaring Designations Part of the Partially Operative District Plan Operative

– M Bacon (Development Planning Manager) and N Sheerin (Senior Planner)

N Sheerin spoke to the report, noting increased interest among authorities holding designations under the Waimakariri Partially Operative District Plan in exercising them. All submissions relating to the designations had been resolved, and no appeals were before the Environment Court. As a result, the designations were now beyond challenge. However, due to a technical requirement under the Resource Management Act, 1991, the designations could not be used until the District Plan became fully operative.

Councillor Fulton asked whether the Council was at risk of acting out of order in a way that could expose it to challenge. N Sheerin advised that the proposed approach represented the most legally robust option. Designations were straightforward to manage within the Partially Operative District Plan because they were a standalone component.

Councillor Bartle queried whether approving this change could affect the outstanding appeals. N Sheerin confirmed that it would not, as the designations were standalone provisions and did not affect the District Plan's rules.

Moved: Councillor Mealings

Seconded: Councillor McLaren

**THAT** the Council:

- (a) **Receives** Report No. 260107002020.
- (b) **Approves** the Designations part of the Partially Operative District Plan in accordance with clause 17(2) of Schedule 1 of the Resource Management Act 1991.
- (c) **Publicly notifies** the date on which the Designations part of the Partially Operative District Plan will be operative in accordance with clause 20(2) of Schedule 1 of the Resource Management Act 1991.

**CARRIED**

Councillor Mealings noted that by declaring the Designations part of the Waimakariri Partially Operative District Plan operative, the Council would be effectively resolving a technicality, as the time to challenge these designations had passed. Because a designation was not a rule, it was not partially operative.

Councillor McLaren noted this appeared to be the most elegant solution to a legal anomaly.

*Report 7.4 "Bylaw Programme Update February 2026" was taken at this time. However, the agenda order was retained in the Minutes to mitigate confusion.*

7.2 **Proposed Parking and Traffic Bylaw 2026 – Draft for Formal Public Consultation Request** – B Charlton (Environmental Services Manager), S Binder (Senior Transportation Engineer) and G Maxwell (Business and Project Advisor)

S Binder provided a brief overview of the report seeking Council approval to undertake formal public consultation on the Proposed Parking and Traffic Bylaw 2026, which was recommended to replace the Parking Bylaw 2019.

Councillor Mealings observed that the number of service requests appeared comparable to the number of breaches and asked whether this indicated that most citations originated from members of the public. B Charlton explained that staff typically received a service request for an issue, and in many cases, there was a one-to-one relationship between the request and the breach. However, some situations involved multiple issues, which accounted for the variation in numbers.

Councillor McLaren enquired how the public was informed about restrictions on parking on berms or grass verges. S Binder noted that Coldstream Road was a complex situation, as one side of the road was zoned rural and the other urban. Parking on the berm on the rural (showgrounds) side was permitted, whereas parking on a verge on the urban side was not. He advised that location-specific treatments would involve further discussion with the Council.

Councillor Powell questioned whether parking that obstructed a footpath was covered by the proposed Bylaw. B Charlton confirmed that if the Council received a complaint about a vehicle parked on a driveway with a towbar protruding into the footpath, it would technically constitute a breach. However, staff would take a practical approach, beginning with a discussion with the vehicle owner rather than issuing an infringement immediately. Continued non-compliance would require further consideration.

Councillor Powell also enquired about caravans and their classification. B Charlton advised that caravans were addressed within the definitions section of the Bylaw.

Councillor Mealings asked whether staff had considered incorporating nuance into the proposed Bylaw to reflect levels of urbanisation and usage, rather than relying solely on zoning when determining parking rules on berms. S Binder responded that staff had retained zoning as the determining factor because it was clear, consistent, and straightforward to apply.

Mayor Gordon enquired whether part of the Communications Strategy would be to ensure business owners were aware of the parking provisions in the proposed Bylaw. S Binder noted that it was the intent.

Mayor Gordon noted that the Council had received a number of complaints, including along South Belt, regarding caravans and vehicles being parked for sale. He asked whether the proposed Bylaw contained any provisions that strengthened the Council's ability to address such matters. B Charlton confirmed that the updated definitions provided clearer guidance than the previous Bylaw.

Councillor McLaren referred to the definition of mobile trading, which stated that the location was vacated at the end of the day. He questioned whether this wording could create a loophole that would allow stands to remain for extended periods. S Binder explained that the proposed Bylaw was intended as the first step in a broader approach to mobile trading. Because the proposed Bylaw was based on motor-vehicle-related activity and the legislation governing it, there was limited scope to extend its reach to non-vehicle-related aspects.

Deputy Mayor Redmond enquired whether the proposed Bylaw was intended to regulate itinerant salespeople. S Binder stated that the proposed Bylaw served as an initial framework, with the expectation that the forthcoming Public Places and Spaces work would address these matters more comprehensively.

*The Council adjourned at 10.06am for a workshop to discuss the public consultation on the Proposed Parking and Traffic Bylaw 2026 and reconvened at 10.07am.*

Moved: Mayor Gordon

Seconded: Councillor Mealings

**THAT** the Council:

- (a) **Receives** Report No. 260115006009.
- (b) **Approves** the Statement of Proposal and Draft Parking and Traffic Bylaw 2026 (Trim 250220027899 and 250317044593) for public consultation.
- (c) **Appoints** a Hearing Panel for the Parking and Traffic Bylaw 2026, consisting of Councillors T Bartle, B Cairns, W Doody, J Goldsworthy and B McLaren to consider submissions and make recommendations to the Council meeting on 7 July 2026.
- (d) **Notes** the consultation timeline (6 February – 6 March 2026) and proposed adoption date 7 July 2026.
- (e) **Delegates** authority to the General Manager, Strategy, Engagement, and Economic Development to approve minor edits prior to consultation.
- (f) **Circulates** the report to the Community Boards for information.

**CARRIED**

Mayor Gordon expressed his support for releasing the proposed Bylaw for public consultation, noting that he was keen to hear the community's feedback. He acknowledged that he held some reservations about certain aspects of the proposed Bylaw and anticipated that the Hearing Panel would give these matters careful consideration. Mayor Gordon emphasised the importance of having appropriate rules in place and noted that staff required effective enforcement tools to respond to complaints. He expressed confidence in the Hearing Panel and wished its members well in their work.

Councillor Mealings commented that parking and traffic matters were of strong interest to many residents and could be contentious. She noted that the Council had spent considerable time discussing and workshopping the proposed Parking and Traffic Bylaw 2026. Councillor Mealings expressed confidence in the Hearing Panel's skill set and local knowledge and looked forward to receiving public feedback on the draft.

Councillor Powell also supported releasing the proposed Bylaw for consultation, noting the significance of the issue. She considered the Hearing Panel's composition appropriate, particularly given the value of local knowledge. Councillor Powell observed that public consultation was important, as many people were not aware of the reasons behind the Council's rules or the consequences of non-compliance, and it was essential that the community understood the purpose of the Bylaw.

Deputy Mayor Redmond supported the motion, noting that circumstances had changed over time and it was timely to review and update the Bylaw to reflect conditions in 2026. He agreed that consulting with the public was prudent and emphasised that the Council was not making any predetermination about the final outcome.

7.3 **Minor Amendment to the Alcohol Control Bylaw 2025** – N Thenuwara (Policy Analyst)

*Having declared conflicts of interest, Councillors Bartle, Doody, Goldsworthy, and Mealings withdrew from the table. Deputy Mayor Redmond vacated the Chair and withdrew from the table in favour of Mayor Gordon who chaired this item.*

N Thenuwara presented the report, noting that it sought Council approval for minor amendments to the Alcohol Control Bylaw. At Trousselot Park in Kaiapoi, only part of the park was currently subject to an alcohol ban. Having both a controlled area and an uncontrolled area within the same park created enforcement challenges.

Councillor Fulton asked whether there would be a consistent approach to alcohol consumption in and around the Kaiapoi Riverbank. B Charlton advised that, when complaints were received, the matter would fall under the New Zealand Police's jurisdiction.

Moved: Councillor Cairns

Seconded: Councillor Fulton

**THAT** the Council:

- (a) **Receives** Report No. 251125223754.
- (b) **Approves** the minor amendment to the Alcohol Control Bylaw 2025 (Trim 250723134962), which extends the alcohol ban at Trousselot Park and Scott Rose Garden Reserve to include the adjacent hydro parcel in Kaiapoi.
- (c) **Approves** the updated Kaiapoi Alcohol Ban Area map in Schedule 1 (Trim 260127013402).
- (d) **Notes** that Trousselot Park and Scott Rose Garden Reserve have alcohol bans in parts of the parks without a visible boundary between the banned and ban-free areas, creating practical challenges for enforcing the Alcohol Control Bylaw.
- (e) **Notes** that the alcohol ban area within the parks is owned by the Council, while the adjacent area without an alcohol ban is a Crown hydro parcel (ID 3592609) managed by Land Information New Zealand (Trim 250515086256).
- (f) **Notes** that, in response to a formal request from staff, Land Information New Zealand approved the extension of the Waimakariri District Council alcohol ban over the hydro parcel (ID 3592609), which is administered by them, in October 2025 (Trim 251216239644).
- (g) **Notes** that staff conducted a workshop with the Kaiapoi-Tuahiwi Community Board in September 2024 to discuss this matter, and no objections were raised to the proposal to extend the alcohol ban over the hydro parcel (ID 3592609).
- (h) **Notes** that New Zealand Police, who have the authority to enforce the bylaw on behalf of the Council, support the extension of the alcohol ban over the hydro parcel (ID 3592609).
- (i) **Circulate** this report to Kaiapoi-Tuahiwi Community Board for their information.

**CARRIED**

Councillor Cairns supported the motion, believing it was a sensible approach to extend the alcohol ban at Trousselot Park and Scott Rose Garden Reserve to include the adjacent hydro parcel.

Councillor Fulton also supported the motion, noting that extending the alcohol ban at Trousselot Park and Scott Rose Garden Reserve to include the adjacent hydro parcel seemed a practical solution.

*Deputy Mayor P Redmond and Councillors T Bartle, W Doody, J Goldsworthy and N Mealings returned to the table, and Deputy Mayor Redmond reassumed the Chair.*

7.4 **Bylaw Programme Update February 2026** – S Docherty (Strategy and Business Manager)

D Caird took the report as read and highlighted some aspects of the proposed Bylaw Programme.

Mayor Gordon asked about staff capacity regarding the Bylaw Programme. S Hart advised that this programme sat alongside a wider schedule of work, including policy reviews, Section 17A reviews, the Government Reform Programme, and corporate planning activities. The Policy Team was involved across all these areas and had some flexibility regarding the timing of individual workstreams. If a new Bylaw were requested, staff would review the programme and report back to the Council with an indicative timeframe.

Moved: Deputy Mayor Redmond      Seconded: Councillor Doody

**THAT** the Council:

- (a) **Receives** Report No. 260108002452.
- (b) **Notes** work on the Bylaw Programme currently includes the following Bylaws:
  - (i) New Traffic and Parking Bylaw – report to Council 3 February 2026.
  - (ii) Updated Stock Movement Bylaw – report to Council 3 March 2026.
  - (iii) New Commercial Wastewater Bylaw – expected mid-2026.
  - (iv) New Residential Wastewater Bylaw – expected mid-2026.
  - (v) Review of Property Maintenance Bylaw – workshop with District Planning and Regulations Committee 10 February 2026.
  - (vi) Minor amendment to the Alcohol Control Bylaw 2025 – report to Council 3 February 2026.
- (c) **Notes** that feasibility studies are underway for possible Bylaws related to animal control, freedom camping and public spaces.
- (d) **Notes** staff will report to Council on the progress or feasibility of each Bylaw separately.
- (e) **Circulates** this report to Community Boards for information.

**CARRIED**

Deputy Mayor Redmond supported the motion and thanked staff for setting out the proposed Bylaw programme.

**8. HEALTH, SAFETY AND WELLBEING**

8.1 **Health, Safety and Wellbeing Report December 2025 to Current** - J Millward (Chief Executive)

J Millward took the report as read.

Moved: Councillor McLaren      Seconded: Councillor Doody

**THAT** the Council:

- (a) **Receives** Report No 260120009124.

- (b) **Notes** that there were no notifiable incidents this month. The organisation is, so far as is reasonably practicable, compliant with the duties of a person conducting a business or undertaking (PCBU) under the Health and Safety at Work Act 2015.
- (c) **Circulates** this report to the Community Boards for their information.

**CARRIED**

## **9. CORRESPONDENCE**

### 9.1 Local Government New Zealand Quarterly Report July to December 2025

Moved: Deputy Mayor Redmond      Seconded: Councillor Goldsworthy

- (a) **THAT** Item 9.1 be received for information.

**CARRIED**

## **10. COMMITTEE MINUTES FOR INFORMATION**

### 10.1 Minutes of the Utilities and Roading Committee meeting 25 November 2025

Moved: Councillor Fulton      Seconded: Councillor Doody

**THAT** the Council:

- (a) **Receives** Item 10.1 for information.

**CARRIED**

## **11. COMMUNITY BOARD MINUTES FOR INFORMATION**

### 11.1 Minutes of the Oxford-Ohoka Community Board inaugural meeting 5 November 2025

### 11.2 Minutes of the Oxford-Ohoka Community Board meeting 5 November 2025

### 11.3 Minutes of the Woodend-Sefton Community Board meeting of 10 November 2025

### 11.4 Minutes of the Rangiora-Ashley Community Board meeting 12 November 2025

### 11.5 Minutes of the Kaiapoi-Tuahiwi Community Board meeting 17 November 2025

Moved: Councillor Bartle      Seconded: Councillor Cairns

**THAT** the Council:

- (a) **Receives** Items 11.1 to 11.5 for information.

**CARRIED**

## **12. COUNCIL PORTFOLIO UPDATES**

### 12.1 **Iwi Relationships** – Mayor D Gordon

Mayor Gordon reported that the relationship with iwi remained strong, with a hui scheduled in the coming weeks. He acknowledged J Millward's work in this area. Several meetings had been held with Ngāi Tahu, and relationships across Canterbury remained positive. Mayor Gordon noted that he would be attending Waitangi Day Celebrations at Waitangi, where several meetings with Iwi Chairs were planned, providing further opportunities for engagement.

### 12.2 **Greater Christchurch Partnership Update** – Mayor D Gordon

Mayor Gordon advised that there was no update to report. He noted that the New Zealand Transport Agency's Director of Regional Relationships for the South Island, James Caygill, had been appointed as the interim Chairperson.

12.3 **Government Reforms** – Mayor D Gordon

Mayor Gordon acknowledged the significant efforts of staff in preparing numerous submissions. He noted that the Council was actively engaging with colleagues across Canterbury to understand the implications of the reforms and ensure they remained well informed.

12.4 **Climate Change and Sustainability** – Councillor N Mealings

Councillor Mealings opted not to provide an update at this time.

12.5 **International Relationships** – Deputy Mayor P Redmond

Deputy Mayor Redmond reported that the Council had received an invitation to join a delegation to Hubei Province, China, under its Sister City relationship with Enshi. The matter had been discussed, and a response was being prepared.

13. **QUESTIONS**

Nil.

14. **URGENT GENERAL BUSINESS**

Nil.

15. **MATTERS TO BE CONSIDERED WITH THE PUBLIC EXCLUDED**

*Section 48, Local Government Official Information and Meetings Act 1987.*

Moved: Deputy Mayor Redmond

Seconded: Councillor Doody

In accordance with section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act (or sections 6, 7 or 9 of the Official Information Act 1982, as the case may be), it was moved that the public be excluded from the following parts of the proceedings of this meeting:

- 15.1 Confirmation of Public Excluded Minutes of Council Meeting 2 December 2025
- 15.2 25/66 Kaiapoi Bridge Balustrade Replacement Tender Approval Report to Council
- 15.3 Enterprise North Canterbury Trustee Appointment

The general subject of each matter to be considered while the public was excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution were as follows:

Item No	Subject	Reason for excluding the public	Grounds for excluding the public.
<b>MINUTES</b>			
15.1	Confirmation of Public Excluded Minutes of Council Meeting 2 December 2025	Good reason to withhold exists under Section 7	To protect the privacy of natural persons and enable the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial), and maintain legal professional privilege <b>LGOIMA Section 7 (2)(a), (g) and (i).</b>

<b>REPORT</b>			
15.2	25/66 Kaiapoi Bridge Balustrade Replacement Tender Approval Report to Council	Good reason to withhold exists under Section 7	To protect the privacy of natural persons and enabling the local authority to carry on without prejudice or disadvantage, negotiations (including commercial and industrial) negotiations and maintain legal professional privilege. <b>LGOIMA Section 7 (2)(a), (g) and (i).</b>
15.3	Enterprise North Canterbury Trustee Appointment	Good reason to withhold exists under Section 7	To protect the privacy of natural persons, including that of deceased natural persons. <b>LGOIMA Section 7 (2)(a).</b>

**CARRIED**

**CLOSED MEETING**

*The public excluded portion went from 10:51am to 11:51am.*

**OPEN MEETING**

**16. NEXT MEETING**

The next ordinary meeting of the Council was scheduled for Tuesday, 3 March 2026, commencing at 9am, and would be held in the Council Chamber at the Rangiora Service Centre, 215 High Street, Rangiora.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 11:51am.

CONFIRMED

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Chairperson  
Mayor Dan Gordon

3 March 2026

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Date