

**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 MARCH 2026, AT 5PM.**

**PRESENT**

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

**IN ATTENDANCE**

B Cairns, S Powell (Kaiapoi-Woodend Ward Councillors) and B McLaren (Rangiora-Ashley Ward Councillor).

C Brown (General Manager Community and Recreation), K Rabe (Governance Advisor) and A Connor (Governance Support Officer).

There were no members of the public present.

**1 APOLOGIES**

Moved: J Watson

Seconded: T Bartle

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

- (a) **Receives and sustains** apologies for absence from A Campbell and P Redmond.

**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 – 16 February 2026**

Moved: J Watson

Seconded: H Carroll

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

- (a) **Confirms** the circulated Minutes of the Kaiapoi-Tuahwi Community Board meeting, held 16 February 2026, as a true and accurate record.

**CARRIED**

**3.2 Matters Arising (From Minutes)**

There were no matters arising from the minutes.

**3.3 Workshop Notes of the Kaiapoi-Tuahwi Community Board – 16 February 2026**

Moved: J Watson

Seconded: R Keetley

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

- (a) **Receives** the circulated Notes of the Kaiapoi-Tuahwi Community Board workshop, held 16 February 2026.

**CARRIED**

#### 4 DEPUTATIONS AND PRESENTATIONS

Nil.

#### 5 ADJOURNED BUSINESS

Nil.

#### 6 REPORTS

##### 6.1 Applications to the Kaiapoi-Tuahiwi Community Board's 2025/26 Discretionary Grant Fund – K Rabe (Governance Advisor)

K Rabe advised the Board that the Kaiapoi Toy Library had applied for funding to support the purchase of two LeapPad Academy Educational Tablets and one LeapFrog LeapMove. The application partially met the Board's Discretionary Grant Fund criteria, noting that grants are generally capped at \$750 per application, with a maximum of \$1,000 per organisation per financial year. However, the applicant had requested funding of \$810.

T Bartle queried the life expectancy of the LeapFrog products. K Rabe was unsure of the life expectancy however they were designed for young children and made to be robust.

H Carroll questioned if Toy Libraries received any funding from the Ministry of Education. C Brown confirmed they did not receive funding from the Ministry of Education. They operated a membership model where members could either pay the full membership or pay a lesser cost with volunteer duties required.

Moved: J Watson

Seconded: R Keetley

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

- (a) **Receives** report No. 2609021755.
- (b) **Approves** a grant of \$500 to the Kaiapoi Community Toy Library Incorporated to purchase two LeapPad Academy Educational Tablets and a LeapFrog LeapMove.

**CARRIED**

J Watson observed that although the items were not traditional toys, they aligned with current play preferences and would provide access for families who might not otherwise afford them.

R Keetley agreed, noting the benefit to less advantaged families.

B Cairns added that the Toy Library was well used and well organised, with plans for further growth.

K Rabe highlighted the Rangiora Boxing Club had been selected to host the South Island Golden Gloves Tournament. The two-day event would take place at the Kaiapoi Club. The Club had applied for \$500 from all Community Boards to contribute to cover the cost of medical care for athletes throughout the event. The Rangiora-Ashley Community Board had granted \$500 towards the tournament while the Woodend-Sefton Community Board had declined the application. The Oxford-Ohoka Community Board was yet to consider the application.

With the Chairperson's discretion, B Cairns advised the Board that the Club had applied to the Enterprise North Canterbury Funding Board, stating it had secured \$5,000 in sponsorship for the event and would charge a \$20 entry fee per attendee.

Moved: H Carroll

Seconded: R Keetley

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

- (a) **Approves** a grant of \$500 to the Rangiora Boxing Club towards the cost of medical care for athletes during the South Island Golden Glove tournament.

**CARRIED**

H Carroll supported the application as medical care was a necessity of the sport. The event was also being held in Kaiapoi which would provide a benefit to the wider community.

R Keetley supported the motion as the event was being held locally and he felt contributing to medical care was a worthwhile cause.

S Stewart noted she would not support the motion due to the nature of the sport.

6.2 **Approval of the Kaiapoi-Tuahiwi Community Board Plan 2025-28 – K Rabe (Governance Advisor)**

K Rabe thanked the members who contributed to the Board's Plan for 2025/28. She highlighted that some minor amendments had been requested by members and asked that any further amendments be emailed to the Governance Team.

Moved: J Watson

Seconded: R Keetley

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

- (a) **Receives** report No. 260303067796.
- (b) **Approves** the Kaiapoi-Tuahiwi Community Board Plan 2025-28 (Trim: 260112003765).
- (c) **Authorises** the Chairperson to approve the final version of the updated Kaiapoi-Tuahiwi Community Plan 2025-28 if any further minor editorial corrections are required.

**CARRIED**

**7 CORRESPONDENCE**

Nil.

**8 CHAIRPERSON'S REPORT**

8.1 **Chairperson's Report for February 2026**

J Watson reported that:

- The Kaiapoi River Carnival was incredible and amazingly attended.
- The Waimakariri Public Arts Trust was currently seeking more Trustees.

Moved: J Watson

Seconded: T Bartle

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

- (a) **Receives** the report from the Kaiapoi-Tuahiwi Community Board Chairperson (Trim: 260309072050).

**CARRIED**

## 9 **MATTERS REFERRED FOR INFORMATION**

- 9.1 Oxford-Ohoka Community Board Meeting Minutes 4 February 2026.
- 9.2 Woodend-Sefton Community Board Meeting Minutes 9 February 2026.
- 9.3 Rangiora-Ashley Community Board Meeting Minutes 11 February 2026.
- 9.4 Proposed Parking and Traffic Bylaw 2026 – Draft for Formal Public Consultation Request – Report to Council Meeting 3 February 2026 – Circulates to all Boards.
- 9.5 Minor Amendment to the Alcohol Control Bylaw 2025 – Report to Council Meeting 3 February 2026 – Circulates to the Kaiapoi-Tuahiwi Community Board.
- 9.6 Bylaw Programme Update February 2026 – Report to Council Meeting 3 February 2026 – Circulates to all Boards.
- 9.7 Health, Safety and Wellbeing Report October 2025 to Current – Report to Council Meeting 3 February 2026 – Circulates to all Boards.
- 9.8 Approval to Consult on the Draft Youth Action Plan 2026-2029 – Report to Audit and Risk Committee Meeting 17 February 2026 – Circulates to all Boards
- 9.9 Aquatics December Update – Report to Community and Recreation Committee Meeting 17 February 2026 – Circulates to all Boards
- 9.10 Libraries Update to December 2025 – Report to Community and Recreation Committee Meeting 17 February 2026 – 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 9.10.

**CARRIED**

## 10 **MEMBERS' INFORMATION EXCHANGE**

### **R Keetley**

- The Kaiapoi Menzshed car boot sale was well attended.
- Attended the Waimakariri Biodiversity Trust meeting.
- Attended Kaiapoi District Historical Society meeting.
- Attended Kaiapoi RSA Executive meeting – ANZAC Day planning was underway.
- The Kaiapoi River Carnival was successful with a good crowd in attendance.

### **S Powell**

- Observed several people in attendance at the Kaiapoi River Carnival try to enter the Kaiapoi Library however it was closed.
- Attended the opening of the Mel Eaton mural at the Chris Ruth Centre. They had raised concerns relating to the bus stop on Smith Street which had since been resolved.
- Waimakariri Access Group training for staff and elected members on Thursday, 12 March from 9 am to noon at John Knox Church in Rangiora. The aim was to raise awareness of the issues disabled people faced so that people could make good decisions around accessibility.
- Draft Youth Action Plan out for public consultation – closes 18th March 2026.

- Woodend Pegasus Area Strategy survey was seeking community input through the 'Have Your Say' page on the Council website. One of the questions was whether anyone had any ideas for a name for the new Plan (the current Strategy under review was called the Woodend Pegasus Area Strategy).
- Attended Hui with Ngai Tūāhuriri at Tuahiwi Marae along with the Mayor, Councillors and Senior Management.
- Went along to the pop-up library in Pegasus. This was a three-month trial and was going to areas around the Waimakariri District without a library. In the Boards area that included Waikuku Beach, Sefton, Woodend, Ravenswood and Pegasus. This provided an opportunity for locals to learn more about the available services, get books, and get a library card if they did not have one. Well attended, with many parents and young children enjoying story time, and a group from one of the childcare centres.
- Ashley Rakahuri Rivercare Group were holding the official opening of the Annie Currie Viewing Platform at the estuary at Waikuku Beach on 27 March at 4 pm. All were welcome to attend.
- Drop-ins for draft Annual Plan consultation confirmed. This was a good opportunity to hear locals' thoughts. In the Boards area – Woodend Community Centre on 8 April from 5 to 7pm and Pegasus Community Centre on 15 April from 10am to noon.
- Variety of 'Snap Send Solve' requests sent in and also followed up on a few for residents

### **B Cairns**

- Attended the Kaiapoi Toy Library Community Open Day.
- Visited several businesses in Kaiapoi after the River Carnival who all had very successful days. Some shops could not close because of so many customers visiting.
- Food Secure North Canterbury had organised two weeks of tours to visit edible/food forest gardens. Tickets were available on their website, along with videos of Jo Seagar demonstrating how to cook.
- The Allin Drive Reserve consultation was completed, and Council staff were working on design ideas based on feedback and budget.
- Woodend Beach Reserve – Council staff were working on finalising the detailed design and tender documents before putting out a public tender for the civil works. This tender was planned to go out in April 2026, with on-site work starting in the new financial year and the play space opening to the public in Spring/Summer 2026. Some work would be undertaken on-site in preparation for the main contract, such as tree maintenance, and staff would update the Board and the Te Kōhaka Trust once they had clearer timeframes for the work. Staff were also working directly with a cultural artist on the project's artistic elements, including the cladding of the toilet building.
- Owen Stalker Park Toilet Mural – in the final stages of an agreement with the school and local artist to commence this Board-approved work. Subject to weather completion date is estimated as August 2026.
- Waikuku - Pollinator patches and bird signs were installed in the Waikuku Beach Pond area. There had been discussions about the extent of Japanese honeysuckle along the roadside leading to the pond. Works were undertaken in 2022 by the Council's Roding Team (including smoothing the plants' roots). Council staff were looking into ways to maintain this area to find a long-term solution.
- Waikuku Beach Volleyball Nets – awaiting response from the community lead for this project and continue to follow up on this. There had been no progress by the community group since the Board's approval in 2025.

- The Kaiapoi River Carnival event would be held on Saturday, 14 March 2026.
- North Canterbury Neighbourhood Support Inc., after consultation with members, had changed to an incorporated charitable trust. This may mean that they would ask members from Community Boards to join the committee as they have in the past.
- Welcome to Woodend Sign was being manufactured by Larsen Signs.
- Pegasus Residents Group Fun Day was well attended and well organised.
- Concern about truck movements to build the new Woodend Bypass.
- Enterprise North Canterbury would be hosting a Business Summit – a new flagship event – early bird tickets were on sale.
- Council Website Improvements / Neighbourhood Reserve Mapping – With the assistance of a student intern, the Council had begun a project to map reserve assets and to promote these more effectively for use by community members and visitors. This first stage of the project included site visits to district neighbourhood reserves to photograph the reserves, amenities, and play-space equipment, and to gather data on reserve features, including accessibility provisions. Once this visual and technical data was gathered, it would be included on a refreshed Greenspace area on the Council's website. Future stages of the project will extend to sports parks and other reserve categories.

### **S Stewart**

- Attended the Ashley River Rating Advisory Group meeting. Several people raised concerns about the state of the river, ecology, flooding and what was happening with the braided river revival programme. These would likely be topics for the Waimakariri Biodiversity Trust winter lectures.
- Attended the All Boards Annual Plan session.
- Attended the Play. Active Recreation and Sport Strategy Working Group.
- The Waimakariri Biodiversity Trust was advertising for a Coordinator as well as what services they offered to the district.
- Residents had raised concerns regarding the Woodend Bypass and working commencing without the conditions in the designation being met.
- Ohoka Stream loop track been paused due to concern of riparian planting effecting the capacity of the stream.
- Keep Rangiora Beautiful had decided to disband.
- Greypower had concerns about the proliferation of children on scooters. They had been encouraged to submit on the Councils Annual Plan.
- Attended the Central Rural Drainage Advisory Group meeting. There was disappointment with the framework for assessing conditions of waterways.

### **H Carroll**

- The Darnley Club had revamped its constitution. They needed a new larger fridge to meet the needs of their users. They also needed a wheelable whiteboard. She had suggested they apply to the Boards Discretionary Grant Fund. There were also concerns raised regarding the small garden at the entrance and the lack of maintenance.
- Attended the Waimakariri Access Group Training Day. One of the largest facing those with mobility aids was e-scooters blocking footpaths.

## **T Bartle**

- The Waimakariri Health Advisory Group had finalised what prescriptions pharmacies could supply to people without a prescription from a doctor.
- The Lilybrook Hotel had been converted into emergency housing.
- Visited the Courtenay Drive elderly housing units which had been delivered under budget.
- Attended the Sterling Retirement Village opening.
- Attended the Mayor's Task Force for Jobs business breakfast.
- Attended a site tour at Kate Valley.
- A community meeting was being organised Between NZTA and the shingle contractor to try and find a solution to the concern regarding the deterioration of roads.

## **11 CONSULTATION PROJECTS**

### **11.1 Draft Youth Action Plan 2026-2029**

<https://letstalk.waimakariri.govt.nz/youth-action-plan>

Consultation closes Wednesday 18 March 2026.

### **11.2 Woodend/Pegasus Area Strategy Review**

<https://letstalk.waimakariri.govt.nz/woodend-pegasus-area-strategy-review>

## **12 BOARD FUNDING UPDATE**

### **12.1 Board Discretionary Grant**

Balance as at 28 February 2026: \$5,279.

### **12.2 General Landscaping Budget**

Balance as at 28 February 2026: \$46,580.

## **13 MEDIA ITEMS**

Nil.

## **14 QUESTIONS UNDER STANDING ORDERS**

Nil.

## **15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS**

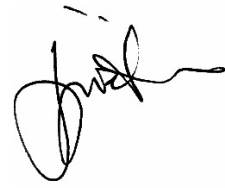
Nil.

## **NEXT MEETING**

The next meeting of the Kaiapoi-Tuahiwi Community Board is scheduled for 5pm, Monday 20 April 2026 in the Kaikanui Room, Ruataniwha Kaiapoi Civic Centre, 176 Williams Street, Kaiapoi.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 5.55PM.

CONFIRMED



\_\_\_\_\_  
Chairperson

20 April 2026

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Date

**Workshop (5.55pm to 6.14pm)**

(Trim: 260316076551)

- *Norman Kirk Park Power Supply Options – Chris Brown (General Manager Community and Recreation) 15mins*
- *Members Forum*