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, 19 OCTOBER 2026, AT 5PM.

PRESENT

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

IN ATTENDANCE

B Cairns and S Powell (Kaiapoi-Woodend Ward Councillors).

K LaValley (General Manager Planning, Regulation and Environment), J Mason (Landscape Architect), and A Connor (Governance Support Officer).

1 APOLOGIES

Nil.

2 CONFLICTS OF INTEREST

Nil.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Kaiapoi-Tuahiwi Community Board – 21 September 2026

Moved: R Keetley Seconded: S Stewart

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Confirms** the circulated Minutes of the Kaiapoi-Tuahiwi Community Board meeting, held 21 September 2026, as a true and accurate record.

CARRIED

3.2 Matters Arising (From Minutes)

J Watson noted that confusion seemed to have arisen from Item 6.7 *"Appointment of a Board representative to the Silverstream Residents Volunteer Group"*, which referred to the appointment of a representative to the Silverstream Residents Volunteer Group. She clarified that the appointment should have referred to the Silverstream Reserve Advisory Group.

A Connor advised that staff were reviewing the Group's Terms of Reference, which were approximately 12 years old. It was noted that, once the Community and Recreation Committee approved the revised Terms of Reference, a report would be presented to the Board seeking the appointment of a Board representative to the Silverstream Reserve Advisory Group.

4 DEPUTATIONS AND PRESENTATIONS

Nil.

5 ADJOURNED BUSINESS

Nil.

Unconfirmed

6 REPORTS

6.1 **Request for Approval of Concept Plan and Allocation of Funds towards Installation Costs of Commemorative Seat in the Kaiapoi Community Hub** – J Mason (Landscape Architect)

J Mason took the report as read and welcomed any questions.

J Watson sought clarification regarding the proposed location of the seat. In response, J Mason advised that the seat would be located adjacent to the new MenzShed facility, alongside the pathway connecting to the road, and would overlook the former NCF park area. She noted that staff had inspected the site and considered it to be an appropriate location for both the seat and the associated camellia planting.

In response to a question from A Campbell, J Mason advised that the seat would be positioned alongside the existing footpath and angled to provide an improved outlook.

B Cairns advised that he had been informed that the Kaiapoi Garden Club and a representative of the Kaiapoi River Market wished to donate seats for the reserve. He asked whether, if a group donated a seat, the Board's Landscaping Budget would need to cover the installation costs or whether the group could arrange and fund the installation independently. J Mason explained that seat installations were required to be managed by the Council to ensure compliance with Council standards and ongoing maintenance requirements. She noted that, in this instance, the groups had requested that the Council meet the installation costs. However, should a group wish to obtain its own quote and fund the installation, the Council would work with the group to support the process and ensure the installation met the required standards.

In response to a concern raised by P Redmond, J Mason advised that discussions were underway regarding fencing and the appearance of the MenzShed site. She understood that requirements were in place to ensure the area was maintained in a tidy condition and undertook to follow up on the matter.

B Cairns further noted that he and C Brown had met with MenzShed representatives, who advised they were committed to tidying the site over the coming weeks through volunteer effort.

Moved: J Watson Seconded: T Bartle

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** Report No. 260924290550.

(b) **Approves** the Concept Plan (Trim: 260917283188) and installation of a commemorative bench and associated Camellia planting within the Kaiapoi Community Hub adjacent to the Kaiapoi MenzShed.

(c) **Approves** the allocation of $1,300.00 from the Board's General Landscaping Budget for the installation of the concrete pad and mounted bench seat.

(d) **Notes** this is a community-led initiative from Volunteering Canterbury with support of Kaiapoi MenzShed.

(e) **Notes** with appreciation the donation of the Camelias, bench and plaque from Volunteering Canterbury with support of Kaiapoi Menz Shed, who are constructing the seat.

(f) **Notes** that, should the recommendations in this report be approved, the plaque will also acknowledge the support of the Kaiapoi-Tuahiwi Community Board.

Unconfirmed

(g) **Notes** that the Board received an annual allocation of $29,290, none of which has been currently allocated to projects. If approved, this would leave $27,990 remaining for further allocation.

(h) **Notes** that staff will bring a report to the Board for allocation of it Landscaping Budget in December 2026 however, as the opening for the facility is planned for 3 December 2026, this project has been brought as a standalone request.

(i) **Notes** should the Board not approve the initiative, there is a risk that the seat will not be installed prior to the opening or until further funds are identified.

CARRIED

T Bartle thanked staff for the detailed report and supported the motion.

J Watson also supported the motion, noting that she did not have any concerns about the Board meeting the installation costs for seats that had been donated by community organisations. She considered it positive that groups were contributing to the reserve and welcomed the community involvement.

6.2 **Application to the Kaiapoi-Tuahiwi Community Board's 2026/27 Discretionary Grant Fund** – A Connor (Governance Support Officer)

A Connor advised that a funding application had been received from ComCol North Canterbury towards its Art Connect 2026/27 project. They sought $700 in funding; however, the application did not meet the Board Discretionary Grant Criteria, as only about 20% of the anticipated beneficiaries lived in the Kaiapoi-Tuahiwi area. She noted that the Board should take that into consideration when assessing the application.

R Keetley sought the location of the murals and A Connor reported they would be located at the ComCol facility in Rangiora.

T Bartle sought clarification regarding the inclusion of labour and wage costs within the project budget and asked whether the Board could fund wages. A Connor explained that discretionary grant funding could be used for wage costs, as the funding criteria were guidelines rather than strict rules. However, there was generally a distinction between ongoing employment costs and one-off project-related costs. A Connor noted that some expenditure categories could be less clear-cut, as labour costs could form part of the delivery of a specific project or activity. The Board therefore had discretion to determine whether the proposed wage costs were an appropriate use of grant funding.

S Stewart queried whether programmes of this nature were already funded through the organisation's education funding streams and noted similarities to previous discussions regarding funding requests associated with educational institutes. T Bartle noted the application indicated the project would proceed if funding was not obtained, suggesting alternative funding sources were available.

In response to a question from P Redmond, A Connor stated the Board could determine the purpose for which any funding was granted and could stipulate that funding be used solely for materials.

Moved: J Watson Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** report No. 261006302793.

(b) **Approves** a grant of $250 to Comcol North Canterbury towards the Art Connect 2026/27 project.

CARRIED

Unconfirmed

R Keetley expressed concern regarding the application, noting that only five of the 25 participants were expected to be from the Kaiapoi-Tuahiwi area. Given the limited direct benefit to the local community, he indicated that he would be comfortable supporting a grant of $250 rather than the full amount requested.

J Watson concurred with R Keetley's comments and further noted that the proposed mural would not be located within the Board's area.

6.3 **Kaiapoi-Tuahiwi Community Board Meeting Dates from February 2027 to December 2027** – A Connor (Governance Support Officer)

A Connor presented the report and there were no questions from elected members.

Moved: J Watson Seconded: H Carroll

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** Report No. 261007303901.

(b) **Resolves** to hold Board meetings at the Ruataniwha Kaiapoi Civic Centre, Williams Street, Kaiapoi, commencing at 5pm, on the following dates:

- 15 February 2027.
- 15 March 2027.
- 19 April 2027.
- 17 May 2027.
- 21 June 2027.
- 19 July 2027.
- 16 August 2027.
- 20 September 2027.
- 18 October 2027.
- 15 November 2027.
- 13 December 2027.

CARRIED

7 CORRESPONDENCE

Nil.

8 CHAIRPERSON'S REPORT

8.1 Chairperson's Report for September 2026

J Watson reported that an exhibition relating to the history of the Kaiapoi Bridge was on display at the Art on the Quay Gallery in Kaiapoi. She advised that the exhibition was arranged to fill a gap in the gallery schedule, coinciding with the opening of the upgraded Kaiapoi Bridge balustrades, and featured historical photographs selected from the Kaiapoi Museum collection. J Watson noted that the exhibition included historic scenes from earlier eras, including river regattas featuring Victorian-era participants and other significant community events. The exhibition also included the upgraded bridge design concepts provided by Mel Eaton.

Unconfirmed

J Watson further reported that she had attended the opening of the Pegasus Community Centre and described the facility as an outstanding community asset. She noted that the centre's attractive location overlooking the lake would be a significant addition to the Pegasus community. J Watson further commented that the facility demonstrated the value of dedicated community gathering spaces and suggested that the provision of a similar space in Kaiapoi may warrant future consideration.

Moved: J Watson Seconded: R Keetley

THAT the Kaiapoi-Tuahiwi Community Board:

(a) **Receives** the report from the Kaiapoi-Tuahiwi Community Board Chairperson (Trim: 261014330487).

CARRIED

9 MATTERS REFERRED FOR INFORMATION

9.1 Oxford-Ohoka Community Board Meeting Minutes 2 September 2026.

9.2 Woodend-Sefton Community Board Meeting Minutes 14 September 2026.

9.3 Rangiora-Ashley Community Board Meeting Minutes 9 September 2026.

9.4 Approval of Draft North East Waimakariri Urban Plan: Shaping the Future of Woodend, Pegasus and Ravenswood as One Connected Community for Public Consultation – Report to Council Meeting 1 September 2026 – Circulates to all Boards.

9.5 Adoption of CCTV and Other Recording Devices Policy – Report to Council Meeting 1 September 2026 – Circulates to all Boards.

9.6 Annual Report to the Alcohol Regulatory and Council Meeting 1 September 2026 – Circulates to all Boards.

9.7 Method of Voting to be Used for 14 October 2028 Local Authority Elections – Report to Council Meeting 1 September 2026 – Circulates to all Boards.

9.8 Health, Safety and Wellbeing Report July 13 2026 to August 17 2026 – Report to Council Meeting 1 September 2026 – Circulates to all Boards.

9.9 Northern Pegasus Bay Bylaw update, Implementation Plan progress and results of the Beach User Survey 2026 – Report to Community and Recreation Committee Meeting 15 September 2026 – Circulates to all Boards.

9.10 Aquatics August Update – Report to Community and Recreation Committee Meeting 15 September 2026 - Circulates to all Boards.

9.11 Libraries Update to September 2026 – Report to Community and Recreation Committee Meeting 15 September 2026 – Circulates to all Boards.

Moved: J Watson Seconded: P Redmond

THAT the Kaiapoi-Tuahiwi Community Board

(a) Receives the information in Items 9.1 to 9.11.

CARRIED

10 MEMBERS' INFORMATION EXCHANGE

R Keetley:

- Attended the monthly Kaiapoi Museum and Historical Society meeting.
- Attended Waimakariri Biodiversity Trust workshop and meeting.
- Attended the Passchendaele Memorial Service. Long-standing citizen Bill Hopkinson was presented with a long-lost medal.

Unconfirmed

- Attended the Kaiapoi RSA Executive Meeting.
- The NCF Freezing Works had a reunion at the Kaiapoi Club to commemorate the 35 years since the closure of the freezing works.

A Campbell:

- Attended the Teams meeting regarding the update on the Headstart proposal.

S Powell:

- S Powell's information exchange was included in the agenda.
- The Give a Little Page for the Liberty Swing had been launched.
- Attended the Pegasus Community Centre opening and public open day. Feedback on the setting, workmanship, and layout was positive.
- Attended the blessing at Rangiora Health Hub.

B Cairns:

- B Cairns' Information Exchange report had been included in the agenda.
- Reported that the Silverstream and the Sterling had organised a community clean-up day.
- Attended the Special General Meeting of the Kaiapoi Club. He noted that the Club operated as a Friendly Society and therefore could not borrow funds. He further advised that members had resolved to change this arrangement to enable the Club to borrow funds in the future.
- The Shine Tribe, a group supporting people with disabilities through a range of creative, social, and community-based activities, had been involved in the development of the mini food forest opposite the Pines Beach Hall.

S Stewart:

- S Stewart's information exchange was included in the agenda.
- Attended the Coastal Drainage Advisory Group meeting. The Chairperson raised concerns about options for the Ashley/Rakahuri Stopbank.
- Nominations were open for the Waimakariri Environmental Awards.
- The Biodiversity Trust were looking for a new Trustee/Treasurer.

H Carroll:

- Attended a Darnley Club meeting. They were preparing for year-end.

T Bartle:

- Encouraged members to view the recent Local Government New Zealand (LGNZ) briefings, noting that they had featured politicians and government representatives discussing proposed changes affecting local government. He advised that the briefings provided useful insight into the potential impacts of these changes on councils and their communities.
- Attended an Environment Canterbury (ECan) session titled "A Sector in Flux", which included presentations from consultants and discussion on the challenges facing local government. It was noted that councils were currently facing multiple concurrent pressures, including:
    - Financial sustainability challenges;
    - Reform of the planning system;
    - Proposed rates caps;
    - Head Start local government reorganisation proposals;
    - Bird flu and El Niño,
    - The implications of the upcoming general election.

Unconfirmed

Many of these issues were interconnected, with decisions in one area influencing outcomes in others and creating a complex operating environment for local government.

- The Ashley/Rakahuri River was deemed one of the higher-risk rivers in the country should a failure occur.

P Redmond:

- P Redmond's information exchange was included in the agenda.
- Kaiapoi Promotions Association had free membership for the first year.
- Local Government New Zealand Conference in Rotorua:
  - The conference included a number of keynote speakers and panel discussions, including sessions on climate risk, insurance, council liability, and local government reform.
  - One presenter noted that New Zealand invested heavily in infrastructure compared with other OECD countries but achieved comparatively poor outcomes, highlighting concerns regarding the efficiency of infrastructure investment.
  - The Minister of Local Government Simon Watts attended the conference and was questioned regarding the Head Start proposal process and the timing provided for councils to prepare submissions. The Government remained committed to local government reform aligned with the proposed planning and environmental management system reforms.
  - A conference speaker also commented that local government reorganisation could still occur under existing legislative provisions without requiring an accelerated process.
  - The results of a recent LGNZ survey, which indicated:
    - respondents generally believed decisions regarding the number and size of councils should be made by local communities and local government rather than central government;
    - there was strong support for central government funding costs imposed on councils and ratepayers;
    - support for rates caps declined when respondents were presented with the potential consequences, such as reduced services, reduced infrastructure investment, or increased user charges;
    - the majority of respondents considered local government performance to be average to very good; and
    - respondents expressed greater trust in local councils to make decisions for their communities than in central government.
- Attended former Councillor and current Rangiora-Ashley Community Board member Robbie Brines funeral service.

11 CONSULTATION PROJECTS

11.1 2026 Environmental Awards

https://letstalk.waimakariri.govt.nz/2026-environmental-awards

Consultation would close on Friday 30 October 2026.

The Board noted the consultation project.

12 BOARD FUNDING UPDATE

12.1 Board Discretionary Grant

Balance as at 30 September 2026: $10,276.

Unconfirmed

12.2 **General Landscaping Budget**
Balance as at 30 September 2026: $32,250.

The Board noted the Funding Updates.

13 MEDIA ITEMS

Nil.

14 QUESTIONS UNDER STANDING ORDERS

Nil.

15 URGENT GENERAL BUSINESS UNDER STANDING ORDERS

Nil.

16 NEXT MEETING

The next meeting of the Kaiapoi-Tuahiwi Community Board was scheduled for 5pm, Monday 16 November 2026 in the Kaikanui Room, Ruataniwha Kaiapoi Civic Centre, 176 Williams Street, Kaiapoi.

THERE BEING NO FURTHER BUSINESS, THE MEETING WAS CLOSED AT 5.38PM.

CONFIRMED

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Chairperson

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Date

Unconfirmed