

**MINUTES FOR THE MEETING OF THE KAIAPOI-TUAHIWI COMMUNITY BOARD  
HELD IN THE KAIKANUI ROOM, RUATANIWHA KAIAPOI CIVIC CENTRE,  
176 WILLIAMS STREET, KAIAPOI ON MONDAY, 19 JUNE 2023 AT 4PM.**

**PRESENT**

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

**IN ATTENDANCE**

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

C Brown (Community and Recreation Manager), V Thompson (Senior Advisor Business and Centres), J McBride (Roading and Transport Manager), K Rabe (Governance Advisor), and A Connor (Governance Support Officer).

There were two members of the public present.

**1 APOLOGIES**

Moved: J Watson

Seconded: T Bartle

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

**CARRIED**

**2 CONFLICTS OF INTEREST**

J Watson noted a conflict of interest for item 6.5. Funding application for All Together Kaiapoi as she is a member of the organisation.

**3 CONFIRMATION OF MINUTES**

**3.1 Minutes of the Kaiapoi-Tuahiwi Community Board – 15 May 2023**

Moved: J Watson

Seconded: R Keetley

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

- (a) **Confirms** the circulated Minutes of the Kaiapoi-Tuahiwi Community Board meeting, held 15 May 2023, as a true and accurate record.

**CARRIED**

**3.2 Matters Arising (From Minutes)**

Nil.

**3.3 Notes of the Kaiapoi-Tuahiwi Community Board Workshop – 15 May 2023**

Moved: J Watson

Seconded: T Blair

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

- (a) **Receives** the notes of the Kaiapoi-Tuahiwi Community Board Workshop, held on 15 May 2023.

**CARRIED**

#### 4 DEPUTATIONS AND PRESENTATIONS

Nil.

#### 5 ADJOURNED BUSINESS

##### 5.1 Updated Application to the Kaiapoi-Tuahiwi Community Board's Discretionary Grant Fund 2022/23 from It Takes A Village Hub – K Rabe (Governance Adviser)

K Rabe noted the Board requested further information on the number of bundles being distributed within the ward. It was estimated that 30% of the families the hub assisted were from the Boards area and 45% of the bundles were distributed through their Kaiapoi collection point for North Canterbury. The organisation noted that addresses were not used due to the fast-changing nature of the recipients who were from emergency or temporary housing.

Moved: J Watson

Seconded: T Blair

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

- (a) **Receives** Report No. 230426057825.
- (b) **Approves** a grant of \$500 to It Takes A Village Hub towards the cost of materials to host a sewing bee.

**CARRIED**

J Watson stated she was happy to support this motion as she believed it was good local community project.

T Blair noted that at this time of rising prices and inflation families needed all the support they could get in keeping their families fed and clothed.

#### 6 REPORTS

##### 6.1 Compulsory Acquisition of Part Lots 20 & 21 DP 139 within the 70 Hilton Street carpark at the Ruataniwha Kaiapoi Civic Centre – V Thompson (Senior Advisor Business and Centres)

V Thompson spoke to the report noting the Council was already using the parking spaces and had been for the last 30 years. It was only recently discovered that the area was not owned by the Council when the EV chargers were being installed. Staff would be investigating to establish if there are any descendants of the original title holder as the documentation was signed 110 years ago.

S Stewart questioned who would be paid if a descendant was not located. V Thompson noted staff were working through options with lawyers and if no descendants were located the Council may be able to acquire the lots through the Public Works Act.

P Redmond asked if these were the same lots discussed during the previous term. V Thompson confirmed they were. The property group dealing with the matter had staffing issues so unfortunately timeline had been out of Councils control. P Redmond noted there was an act under which stated that if someone had occupied land for more than 15 years it could be considered as belonging to you. He suggested staff may like to investigate this option.

Moved: T Bartle

Seconded: R Keetley

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

(a) **Receives** Report No. 230606082602.

*AND*

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

**THAT** the Council:

- (b) **Notes** that the acquisition sought to resolve the underlying land status of Part Lots 20 and 21 DP 139 and bring them under Council ownership in recognition of its current and proposed future use.
- (c) **Notes** the Property Group's preliminary desktop estimate for the combined lots (165 m<sup>2</sup>) sat within a range from \$45,000 to \$82,000.
- (d) **Notes** that the three private landowners were first registered on the titles 110 years ago and were deceased. The Council would follow statutory requirements in an attempt to locate any descendants of the deceased.
- (e) **Recommends** that Council acquire Part Lots 20 & 21 DP 139 within the 70 Hilton Street carpark at the Ruataniwha Kaiapoi Civic Centre in accordance with the statutory requirements of the Public Works Act 1981.
- (f) **Recommends** that the land acquisition be funded from the 2023/24 South Mixed Use Business Area budgets (101.781.000.5135 and 101.783.000.5133).
- (g) **Notes** that staff were currently investigating the full costs associated with the acquisitions and would provide this information to the Council in a future report.

**CARRIED**

T Bartle stated it was common sense to rectify this anomaly.

R Keetley concurred with T Bartle.

## 6.2 Proposed Roothing Capital Works Programme for 2023/24 – J McBride (Roothing and Transport Manager)

J McBride stated this report followed on from the March 2023 Board workshop. After feedback from the Board two streets had been added to the programme and were included in year five of the work programme.

B Cairns questioned if the Central Business District was included in this work programme as he had concerns on the condition of the footpaths on Charles Street near the carpark where the Saturday morning Market was located. J McBride replied that this section would be repaired under the maintenance programme. However, the intention was that staff would work with the Developers of the Paris for the Weekend Café upgrade to repair the whole area alongside the building site.

J Watson enquired if the cycle count data for Peraki Street requested at the workshop had been completed. J McBride agreed that she would circulate the data to the Board once it was received.

Moved: J Watson

Seconded: A Blackie

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

(a) **Receives** Report No. 230608084132.

*AND*

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

**THAT** the Utilities and Roading Committee:

(b) **Approves** the 2023/24 Proposed Roading Capital Works Programme (TRIM No. 230306030136).

(c) **Authorises** the Roading and Transport Manager to make minor changes to the programme as a result of consultation or technical issues that may arise during the detailed planning phase, provided the approved budgets and levels of service were met, and the changes included in Quarterly Financial reporting.

(d) **Endorses** the indicative Roading Programme for the 2024/25, 2025/26 and 2026/27 years.

**CARRIED**

J Watson believed that this matter had been discussed by the Board previously and reflected the feedback given by the Board.

6.3 **Amendments to Standing Orders for the Kaiapoi-Tuahiwi Community Board – T Kunkel (Governance Team Leader)**

K Rabe took the report as read.

T Bartle sought clarity on item 6.4 of the standing orders regarding decisions made under delegated authority being rescinded or amended. K Rabe clarified that only the body that made the decision could rescind a decision unless the body had been disestablished.

P Redmond stated these standing orders aligned with the stand orders approved by the Council.

Moved: J Watson

Seconded: R Keetley

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

(a) **Receives** report No. 230606082724.

(b) **Adopts** the updated Community Boards Standing Orders June 2023 (Trim 230524076131), effective from 20 June 2023.

**CARRIED**

6.4 **Appointment of a New Board Representative to the Waimakariri Access Group – K Rabe (Governance Adviser)**

K Rabe spoke to the report noting it was difficult for T Blair to attend meetings during the day that due to her work commitments.

B Cairns stated he was already appointed to the Waimakariri Access Group by the Council and would be able to report back a the Board's behalf. K Rabe noted the Chair of the Access Group was concerned the Kaiapoi-Tuahiwi Ward area was not being represented and due to B Cairns being a Councillor for the Kaiapoi-Woodend Ward this would solve the issue.

Moved: J Watson

Seconded: A Blackie

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

- (a) **Receives** report No. 230606082973.
- (b) **Acknowledges** the resignation of Tracey Blair as the Board's representative to the Waimakariri Access Group from 20 June 2023.
- (c) **Approves** the appointment of Board Member B Cairns as the Board's new representative and liaison person to the Waimakariri Access Group, to take immediate effect from 20 June 2023 until the end of the 2022/25 triennial term.
- (d) **Acknowledges** Tracey Blair's service during her time as Board's representative to the Waimakariri Access Group.

**CARRIED**

*J Watson sat back from the table due to a conflict of interest and S Stewart took the Chair.*

6.5 **Applications to the Kaiapoi-Tuahiwi Community Board's Discretionary Grant Fund 2022/23 – K Rabe (Governance Adviser)**

Moved: S Stewart

Seconded: A Blackie

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

- (a) **Receives** Report No. 230517071119.
- (b) **Approves** a grant of \$500 to All Together Kaiapoi for the purchase of corflute signs to promote the 'Celebrate Matariki in Kaiapoi' event.

**CARRIED**

Moved: A Blackie

Seconded: R Keetley

- (c) **Approves** a grant of \$500 to the Allstars Marching Teams towards the cost of hosting a training camp.

**CARRIED**

*J Watson resumed the Chair.*

**7 CORRESPONDENCE**

Nil.

**8 CHAIRPERSON'S REPORT**

8.1 **Chairperson's Report for June 2023**

Moved: J Watson

Seconded: T Bartle

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

- (a) **Receives** the report (Trim: 230613086674) from the Kaiapoi-Tuahiwi Community Board Chairperson.

**CARRIED**

## 9 **MATTERS REFERRED FOR INFORMATION**

- 9.1 Oxford-Ohoka Community Board Meeting Minutes 3 May 2023.
- 9.2 Rangiora-Ashley Community Board Meeting Minutes 8 May 2023.
- 9.3 Woodend-Sefton Community Board Meeting Minutes 10 May 2023.
- 9.4 Spraying and Chemical Usage - Waterways and Roding Spraying Information – Report to Water Zone Committee meeting 6 March 2023 – Circulates to all Boards.
- 9.5 Waimakariri District Council Bylaw and Policy Review Programme– Report to Council meeting 2 May 2023 – Circulates to all Boards.
- 9.6 Three Waters Transition: Scope of Property Transfer– Report to Council meeting 2 May 2023 – Circulates to all Boards.
- 9.7 Voting Method and Representation Review for 2025 Election – Report to Council meeting 2 May 2023 – Circulates to all Boards.
- 9.8 Health, Safety and Wellbeing Report April 2023 – Report to Council meeting 2 May 2023 Circulates to all Boards.
- 9.9 Update of Standing Orders for Council, Cttees, Sub-Cttees Joint Cttees and Hearings– Report to Council Extraordinary meeting 16 May 2023 – Circulates to all Boards.
- 9.10 Aquatics May Update – Report to Community and Recreation Committee meeting 23 May 2023 – Circulates to all Boards.
- 9.11 Libraries update to May 11, 2023– Report to Community and Recreation Committee meeting 23 May 2023 – Circulates to all Boards.
- 9.12 Water Quality and Compliance Annual Report 2021-22 – Report to Utilities and Roding Committee meeting 23 May 2023 – Circulates to all Boards.
- 9.13 On-Demand UV Disinfection headworks site configurations – Report to Utilities and Roding Committee meeting 23 May 2023 – Circulates to all Boards.
- 9.14 Health, Safety and Wellbeing Report – May 2023 – Report to Council meeting 6 June 2023 – Circulates to all Boards.
- 9.15 Submission: Electric Vehicle Charging Infrastructure Strategy– Report to Council meeting 6 June 2023 – Circulates to all Boards.
- 9.16 Customer Satisfaction Survey 2022– Report to Council meeting 6 June 2023 – Circulates to all Boards.
- 9.17 Establishment of a Promotions Associations Review Working Group – Report to Council meeting 6 June 2023 – Circulates to all Boards.
- 9.18 Draft Road Reserve Management Policy – Report to Council meeting 6 June 2023 – Circulates to all Boards.

Moved: J Watson

Seconded: R Keetley

**THAT** the Kaiapoi-Tuahiwi Community Board

(a) **Receives** the information in Items 9.1 to 9.18.

**CARRIED**

## 10 **MEMBERS' INFORMATION EXCHANGE**

### **T Bartle**

- Attended North Canterbury Neighbourhood Support meeting.
- Attended On Track Training hosted by the Council's Community Team which assisted small local groups and non-profits with governance management. It was very educational.
- Attended the Central and Clarkville Drainage Advisory Board meetings. They had growing concerns with later frosts resulting in greater vegetation growth in the drains.

### **A Blackie**

- Spoke on Radio New Zealand National panel regarding boats on the Kaiapoi River. Deputy Harbour Master was going to put three five knot buoys in the river which hopefully would prevent vandalism which was occurring on the signs on the bank. He was also prepared to start fining for safety violations and excessive speeding. Environment Canterbury had been funding a local resident to monitor the boat ramps for many years which the Council was unaware of until recently.
- Te Kohaka o Tuhaitara Trust had appointed a new General Manager who would start in late July 2023. The sections for rent in Kairaki had been put on hold for several reasons. This would continue to progress once the new General Manager was in place. Mahinga Kai stage two was almost complete.
- Attended Silverstream planting day where 1,000 trees were planted.
- Kaiapoi Regeneration Plan won another award for Council/Community Relations.

### **T Blair**

- Attended Sovereign Palms CCTV meeting which was well supported by residents.
- Attended Good Street opening.
- Attended the Craft Market at the Working Mens Club which was very well attended and had amazing stalls.
- The Darnley Club had one friend turn 100 years old.
- The food caravan in Kaiapoi was going to start selling dinner on Monday to Wednesday nights.

### **Philip Redmond**

- Attended Chief Executive interviews.
- Attended Property Portfolio Working Group
- Attended Extraordinary Council meeting.
- Attended workshop regarding the United Nations 2030 agenda. Sustainable Development Goals were non-binding however some saw this as supporting Local Government New Zealand (LGNZ), World Health Organisation (WHO) climate change, globalisation, World Economic Forum (WEF), One World Government, 15-minute cities and loss of individual freedoms.
- Attended North Canterbury Sport and Recreation Trust (NCSRT) meeting.
- Attended Solar Power meeting for effected residents. No applications had been received currently and residents were advised on the process.
- Attended Kaiapoi Historical Society Annual General Meeting. The Kaiapoi blanket had been stolen. Was caught on CCTV and number plate was provided to the police.
- Attended Citizenship Ceremony.
- Attended Utilities and Roading and Community and Recreation Committees meetings.
- Attended LGNZ Sectors Together meeting in Wellington.

- Attended Good Street re-launch.
- Attended District Licensing Committee training.
- Attended Annual Plan Deliberations.
- Attended All Boards briefing.
- Attended Stalkers Road drainage meeting.
- Attended Cones Road drainage meeting.
- Attended Clarkville Rural drainage meeting.
- Attended Kaiapoi Promotions Association Fundraiser Quiz. 450 people in attendance along with Shaun Wallace, the Dark Destroyer, from the Chase.
- Attended Ship Nails and Tail Feathers opening at Christchurch Art Gallery.
- Unsealed roads were being audited. Transport choices programme consultation was on hold. All bridges had signage checked. Were preparing for frosts and the Butchers Road culvert was opened.

### **B Cairns**

- Creative Market was held for the first time at the Kaiapoi Club. Had 60-70 stalls with a further 10-20 stall holders on the waiting list.
- 120 residents attended the Sovereign Palms CCTV community meeting. From this another two meetings were being organised for Silverstream and Pegasus.
- Kaiapoi Promotions Association Chase quiz event was well run and attended.
- All together Kaiapoi was holding a Matariki event in Norman Kirk Park. Was a first for this location that included accessibility parking, many stall holders and expected numbers attending were to be high.
- Aotearoa Food Rescue alliance members visited the Kaiapoi Food Forest.
- North Canterbury Neighbourhood Support was growing quickly and had 120 new sign ups.
- Attended Civil Defence event at Kaiapoi High School. Was well run and several residents came and got involved.
- North Canterbury Inclusive Sports Festival was on 29 September 2023 at MainPower Stadium.

### **S Stewart**

- Alongside Dr Bex Dollery visited Kaiapoi East Residents Association to look at their planting. Had 1,500 plants growing well.
- Kaiapoi Croquet Club had concerns and were wanting funding support from the Council. Recommended they put in a submission to the Annual Plan however they missed the deadline and were looking at applying to the Long Term Plan.
- Attended Biodiversity Working Group meeting. Were considering starting an annual Waimakariri Environmental Awards. Draft version of Keeping Your Lifestyle Block in Tip Top Condition flyer.
- Received letter from Environment Canterbury stating the Cam River Stopbank had not been funded by the Government. It was unclear what would happen moving forward but the result has meant the Arohata Te Awa planting was on hold.
- Patchina's Walkway way under way.

### **R Keetley**

- Attended Patchina's Walkway Sub-committee meeting which had been successful.
- Attend Historical Society Annual General Meeting. Was very well attended.

## **11 CONSULTATION PROJECTS**

There are currently no consultations.



**12 REGENERATION PROJECTS**

**12.1 Town Centre, Kaiapoi**

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

<http://www.waimakariri.govt.nz/your-council/district-development/kaiapoi-town-centre>.

**13 BOARD FUNDING UPDATE**

**13.1 Board Discretionary Grant**

Balance as at 31 May 2023: \$3,132.

**13.2 General Landscaping Budget**

Balance as at 31 May 2023: \$49,490.

**14 MEDIA ITEMS**

**15 QUESTIONS UNDER STANDING ORDERS**

**16 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 17 July 2023 at 4pm.

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 4.41PM.

**CONFIRMED**

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date

**Workshop**

- *Discretionary Grant Review – Kay Rabe (Governance Advisor)- 30mins*
- *Members Forum*

A Discussion with J Caygill from Waka Kotahi will follow directly after the Board meeting.