

THE WEST COAST REGIONAL COUNCIL
MINUTES OF THE ANNUAL MEETING OF THE
TARAMAKAU RATING DISTRICT
HELD AT THE STEVENSON'S RESIDENCE
ON TUESDAY 25 NOVEMBER 2014, COMMENCING AT 12.10 PM.

PRESENT

M. Stewart, A. Stewart, D. Groot, S. Langridge, R. Langridge, M. Dyke, P & A. Stevenson

IN ATTENDANCE

West Coast Regional Council

A. Birchfield (arrived 12.17 pm), A. Robb (Councillors)

M. Meehan, W. Moen, T Jellyman (Staff), J. Ellis (Quarry Manager)

APOLOGIES

Cr Ewen, J. Stewart

Moved: ***"That the apologies be accepted."***

P. Stevenson / D. Groot – Carried

BUSINESS

Cr Robb opened the meeting and welcomed those present.

He introduced himself, Council staff, and Mr J. Ellis, Quarry Consultant.

Moved: ***"That the minutes of the previous Annual Meeting held on 9 September 2013, be adopted as a true and correct record of that meeting."***

P. Stevenson / M. Dyke – Carried

MATTERS ARISING

Action Points were updated.

M. Stewart stated that he had wanted all cross section information and reports that Council has and not just the most recent ones that W. Moen had sent him. It was agreed that W. Moen would send the additional information to M. Stewart.

W. Moen was to supply a breakdown of the consultant's time plus costs and staff time to the rating district. This was not done. It was agreed that W. Moen would get this information to the rating district as soon as possible.

M. Meehan advised that the action point regarding the interest figure in the financial report has been resolved. He stated that this could have been managed better if the account had of been invoiced earlier, this would avoided the account going into a negative balance. M. Meehan advised that in future invoices will be sent out quicker to avoid interest being charged. He has arranged for alerts to be put into the system so if the account does go into negative, invoices will be sent out and interest charges will be avoided. It was agreed that if there is money in the account then that would be used to pay any invoices but if it looks like the account could go into deficit then invoices will be sent out.

M. Meehan advised that the fourth action point was for him and P. Stevenson to visit rock sources. M. Meehan stated that he got J. Ellis, Council's Quarry Manager to do this. J. Ellis prepared a

report on rock options which he handed out to those present. M. Meehan advised that currently the rock from the gold claim is being used. J. Ellis asked if there is an annual fee for the concession area and who pays for this charge. W. Moen advised that the rating district pays this fee which is around \$1500 per annum. J. Ellis spoke to this report and answered various questions. M. Meehan advised that there are three options for rock sources for the rating district. He stated that rock is still being sourced from the gold claim but the major issue with this is that it is uncertain when the gold mining operation is likely to stop. This would then be the end of this rock source. There is also a rock source on Steven Langridge's property. J. Ellis encouraged the rating district to make use of the rock sources that are currently available in order to allow for time for a full assessment of the block in the foothills to the east of the settlement. Discussion took place on the old quarry site on S. Langridge's property. J. Ellis advised that he found some big rock at this site but he stated that it would be difficult to get to this rock. M. Stewart stated that the rating district was paying \$1500 per annum to keep the licence for this area, plus they were paying the contractor to get the rock out and a royalty to Council as well. M. Meehan advised that council has to pay a royalty to Crown Minerals for all rock that is taken from all quarries. Council also pays a licence fee on all council quarries. Extensive discuss took place on quarry costs in various council quarries. It was agreed that J. Ellis would work out a costing to win rock in this area. J. Ellis advised that he also needs to work out what rock might be available for the money that the rating district is going to spend in getting access to this area. J. Ellis said he would need to GPS this area to see how much rock is available. P. Stevenson asked whose land is the rock on. W. Moen stated that this rock is on DoC land. It was noted the access road is a legal road. Cr Robb advised that any costs that are borne by that quarry would be paid for by the rating district. These costs would include the licence fee, the royalty to Crown Minerals, any council time plus the costs of extracting the rock and getting to the quarry. Cr Robb stated that consideration needs to be given to how long the other rock sources are going to be available and whether this rock source is a viable option. J. Ellis spoke of the advantages of new modern trucks that have made the trucking of rock from quarries a lot easier these days. M. Meehan advised the meeting that they need to consider how much money they wish to spend to investigate this rock source further. J. Ellis stated he would like to have a day at this site with someone from the rating district with him. He would then write up a report with the costs and benefit analysis in this report. M. Meehan advised that a meeting would then be called to discuss where to from here.

The other rock sources were discussed. P. Stevenson stated that there is competition for this rock as it is close to Kumara. M. Meehan stated that the rating district will need to decide whether or not they wish to stockpile rock. W. Moen encouraged the stockpiling of rock. D. Groot stated that sometimes it costs more to do this as the rock needs to be double handled. Cr Robb asked the meeting if there had been any instances where rock has been needed in a hurry and they have not been able to get rock. M. Stewart stated that this has happened twice. P. Stevenson stated that he is concerned about the security of rock especially at the gold claim; he feels that if the rock is on a stockpile somewhere then it belongs to the rating district. M. Meehan advised that according to the asset register there is 4000 tonne of rock stockpiled. It was noted that usually 2000 tonne is used every year so at the moment there is two years supply of rock stockpiled. P. Stevenson stated that there is a small job to be done on a middle spur in the Dymac Farms area. This will require about 150 – 200 tonne to repair. It was agreed that this job would be progressed as it will open up the area and allow J. Ellis to assess what rock sources are available in this area.

Moved: *"That the third spur near Dymac Farms is repaired."*

P. Stevenson / A. Stewart – Carried

FINANCIAL REPORT

M. Meehan spoke to the financial report. He stated that a payment of \$45,480 has been received from the Ministry of Civil Defence following on from the 2010 floods. This leaves a closing balance of around \$52,953.52.

WORKS REPORT

W. Moen presented the detailed works report, which covered the 12-month period from 1 July 2013 to 30 June 2014. W. Moen advised that there was \$26,990.00 worth of works done during the reporting period. W. Moen advised that he carried out an inspection on 15 August 2014 and \$46,250 worth of works were identified. W. Moen stated that this figure includes \$20,000 for unforeseen maintenance.

RATES 2015 / 2016

The proposed rate strike is \$80,000 which has been the rate strike for the last few years. M. Stewart stated that things are a bit tougher this coming year as the dairy payout has dropped. M. Meehan advised that once the work required is done and the rates are in, the balance in the account will be approximately \$80,000. S. Langridge agreed that things are going to be tight. D. Groot stated that the rating district usually spends \$100,000 each year and \$80,000 doesn't usually cover expenses and cheques still need to be written out. M. Dyke stated that somewhere along the line money needs to be paid and either way money needs to be paid. M. Stewart moved that the rate strike is dropped to \$60,000. It was noted there is extra money this year from the Ministry of Civil Defence. Cr Robb stated he is comfortable with a drop of \$20,000 for this rating district. He stated that everyone is in the same boat. There is an agreement in place that if money needs to be spent then members of the rating district will write out cheques to pay this. Cr Birchfield agreed with Cr Robb. It was agreed that the rate strike for the 2015 / 2016 financial year would be \$60,000 but it would go back up to \$80,000 next year.

Moved: "That the rate strike for 2015 / 2016 is \$60,000."

M. Stewart / D. Groot – Carried

M. Meehan circulated copies of the new version of the Asset Management Plan. He stated this is now up to date with all structures in the rating district GPS'd and all stockpiles of rock recorded in the asset management plan. M. Meehan explained Council's new flood protection bylaw. He stated that this is in place to protect council assets and stops people from planting trees on stopbanks, denying access in case of emergency works that need to be done and the heavy grazing on stopbanks. M. Meehan advised that submissions on the bylaw close on the 15th of January. M. Meehan advised that large pine trees planted on stopbanks have caused major problems in northern Buller with the removal of these trees costing the rating district a significant amount of money.

ELECTION OF OFFICERS

T. Jellyman stated that traditionally all ratepayers in the rating district are members of the committee. P. Stevenson is the current spokesperson and D. Groot is the current deputy spokesperson. It was agreed that the status quo would remain.

Moved: "That the committee will comprise of all current ratepayers."

M. Stewart / D. Groot – Carried

Moved: "That P. Stevenson is elected as Spokesperson for the 2014 / 2015 financial year".

M. Stewart / D. Groot – Carried

Moved: "That D. Groot is appointed as Deputy Spokesman for the 2014 / 2015 financial year."

M. Stewart / D. Groot – Carried

GENERAL BUSINESS

Emergency Works Procedure:

P. Stevenson raised the matter of tender process for emergency works. He stated that a lot of the works in this rating district are emergency works and there is often quite a delay from the time the job is identified until diggers are on the ground. P. Stevenson acknowledged that to date they have got away with this but he is concerned that at some stage they may get caught out. M. Meehan stated that this very same matter came up at the Wanganui rating district meeting. M. Meehan advised that Council has a Procurement Policy but if it is emergency works then two or three verbal quotes can be obtained. M. Meehan spoke of the situation with the recent emergency in the Wanganui rating district. When the committee went and looked at the works they agreed to tender the work on the Thursday, they did not consider the works to be an emergency but on the Sunday night there was a flood in the river and rang W. Moen to say that this is now an emergency. M. Meehan agreed that the tender process takes longer, and can take up to two weeks to get the contractor on site. If it is an emergency then the contractor can be on site the next day. P. Stevenson stated that there is a lot of risk with waiting. M. Meehan advised that it is important to have a conversation to ascertain whether or not it is an emergency. M. Stewart suggested a ranking system for contractors that could be arranged at the beginning of each year so the contractors know where they sit. M. Meehan stated that this type of system could be considered but council policies would need to be checked to confirm that this could be done. It was noted that rock sources would need to be confirmed before a system like this is put in place. The current emergency procedure was discussed. Cr Robb reiterated the emergency of ascertaining and discussing whether or not it is emergency works and then progressing appropriately. It was agreed that this method would be investigated. J. Ellis advised that he has seen this system work well in Canterbury. He advised that generally the work is worked out 12 months in advance on an hourly rate for machinery. The rock prices are a separate contract, over two years. J. Ellis stated that this system works well, he was involved with this arrangement soon after the earthquake and contractors are often on the job within half an hour. J. Ellis advised that the contractors are approved contractors who have their health and safety plan in place and they are ready to go at a moment's notice. J. Ellis confirmed that this system works for smaller schemes as well. Cr Robb stated that basically the contractors are agreeing to an hourly rate at the beginning of the year. J. Ellis stated that a condition of the contract is that they are available within 24 hours.

There being no further rating district business to be discussed, the meeting closed at 1.10 p.m.

Action Points:

- W. Moen to send all historic cross section reports that council has to M. Stewart.
- W. Moen was to supply a breakdown of the consultant's time plus costs and staff time to the rating district. This was not done. It was agreed that W. Moen would get this information to the rating district as soon as possible.