
Council Minutes –17 September 2025

Minutes of the Council meeting held on Wednesday 17 September 2025, commencing at 1.00pm in the Hine Paaka Council Chamber, Te Whare Whakatere, 2 Baring Square East, Ashburton.

Present

His Worship the Mayor, Neil Brown; Deputy Mayor Liz McMillan and Councillors Leen Braam, Carolyn Cameron, Russell Ellis, Phill Hooper, Lynette Lovett, Rob Mackle, Tony Todd and Richard Wilson.

In attendance

Hamish Riach (Chief Executive), Helen Barnes (GM Business Support), Toni Durham (GM Democracy & Engagement), Ian Hyde (GM Compliance & Development), Neil McCann (GM Infrastructure & Open Spaces), and Phillipa Clark (Governance Team Leader).

Staff present for the duration of their reports: Mark Low (Strategy & Policy Manager), Richard Mabon (Senior Policy Advisor), Femke van der Valk (Policy Advisor), Lou Dunstan (Policy Advisor), Michael Wong (Building Manager), Rick Catchpowle (Regulatory Manager) Gordon Cruickshank (Financial Performance Manager), Gordon Tupper (Information Systems Manager), Tania Paddock (General Counsel), Andrew Guthrie (Assets Manager), Jacqui Watson (Legal Advisor) and Shelley Donnelly (Economic Development Manager).

Deputation:

Ashburton Aviation Museum – 1.04pm-1.10pm

1 Apologies

Nil.

2 Extraordinary Business

That pursuant to Section 46A(7) of the Local Government Official Information and Meetings Act 1987 the following item be introduced as extraordinary business:

- Ashburton District nutrient levels

Cameron/Wilson

Carried

3 Declarations of Interest

Item 16 – The Mayor declared an interest and gave notice that he will leave the meeting for this item. The Deputy Mayor will take the chair.

4 Confirmation of Minutes – 3/09/25

That the minutes of the Council meeting held on 3 September 2025, be taken as read and confirmed.

Cameron/Todd

Carried

5 Ashburton Aviation Museum Loan Request

Owen Moore and Warren Jannet outlined the process that has resulted in approximately \$2.5M being raised for the new building which is now at the stage of having the reception area constructed. A loan from Council will enable this work to be completed as the Aviation Museum is unable to reapply for further funding from other trusts until later in the year.

The presentation concluded at 1.10pm.

1. **That** Council offers the Ashburton Aviation Museum a loan of \$100,000 for the completion of the Hangar Extension project.
2. **That** Council officers enter into a Deed of Acknowledgement of Debt with the Ashburton Aviation Museum using the following terms before the loan funding is available:
 - 2.1 The principal sum can only be used for the agreed works
 - 2.2 Interest will accrue on the principal sum between the date of draw down and the loan expiry date – 7 years from the draw down date, or a shorter timeframe if agreed
 - 2.3 The annual interest applied to the principal sum is 2% above the current Reserve Bank of NZ official cash rate
 - 2.4 Interest and principal repayments will be monthly, on a table loan basis
 - 2.5 Council would need 15 working days' notice to draw down the loan
 - 2.6 The full amount of the principal sum would be drawn down at that time.

Lovett/McMillan

Amendment

1. **That** Council offers the Ashburton Aviation Museum a loan of \$100,000 for the completion of the Hangar Extension project.
2. **That** Council officers enter into a Deed of Acknowledgement of Debt with the Ashburton Aviation Museum using the following terms before the loan funding is available:
 - 2.1 The principal sum can only be used for the agreed works
 - 2.2 Interest will accrue on the principal sum between the date of draw down and the loan expiry date – **10 years** from the draw down date, or a shorter timeframe if agreed
 - 2.3 The annual interest applied to the principal sum is 2% above the current Reserve Bank of NZ official cash rate
 - 2.4 Interest and principal repayments will be monthly, on a table loan basis
 - 2.5 Council would need 15 working days' notice to draw down the loan
 - 2.6 The full amount of the principal sum would be drawn down at that time.

Cameron/Ellis

Carried

The amendment became the substantive motion

6 Carry-over of funding from 2024-25 to 2025-26

1. **That** Council approves the carry-over of funds of \$8,318,053 for CAPEX; and
2. **That** Council approves the carry-over of \$818,260 for OPEX from the 2024-2025 year into the 2025-2026 year.

Braam/Todd

Carried

7 Artificial Intelligence Policy 2025

That Council adopts the Artificial Intelligence Policy 2025.

Todd/Lovett

Carried

8 Adoption of Policy Review Statement of Proposal for the Draft Gambling Policy and the Draft Dangerous, Affected and Insanitary Buildings Policy

1. **That** Council receives the 2025 Class 4 Gambling Social Impact Assessment Report.
2. **That** Council approves the Policy Review Statement of Proposal for public consultation on the draft Gambling Venue policy and draft Dangerous & Insanitary Buildings policy.

McMillan/Cameron

Carried

Extraordinary Business

- Nitrate level data

Cr Wilson referred to the decision made today by Environment Canterbury to declare a 'nitrate emergency'. He suggested that data on the Ashburton District's nitrate levels be made publicly available.

Council supported this and asked officers to provide the information via the web.

Business transacted with the public excluded 2.05pm.

That the public be excluded from the following parts of the proceedings of this meeting, namely – the general subject of each matter to be considered while the public is 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 are as follows:

Item No	General subject of each matter to be considered:	In accordance with Section 48(1) of the Act, the reason for passing this resolution in relation to each matter:	
9	Council 3/09/25 <ul style="list-style-type: none">• Cycle trail feasibility [Now in open meeting] <ul style="list-style-type: none">• Contract ROAD0400• Three Waters resourcing• Stormwater resourcing• ACL Director reappointments	Section 7(2)(b)	Protection of trade or commercial information
10	Cycle Trail Feasibility	Section 7(2)(b)	Protection of trade or commercial info
11	Tradewaste Agreement	Section 7(2)(h)	Commercial activities

Cameron/Ellis

Carried

Council resumed in open meeting at 2.58pm.

Welcome to Staff

People & Capability Manager Katie Perry introduced new staff – Meaghan Pearce (Marketing Advisor), Chanukya Serasinghe (IS Helpdesk Officer) and Esther Deans (AAGM Educator).

Council also acknowledged the long service of Lucy Brown (Democracy & Engagement Officer) – 5 years, and Toni Durham (Group Manager Democracy & Engagement) – 10 years.

Council adjourned for afternoon tea from 3.03pm to 3.23pm.

Business transacted with the public excluded 3.23pm

That the public be excluded from the following parts of the proceedings of this meeting, namely – the general subject of each matter to be considered while the public is 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 are as follows:

Item No	General subject of each matter to be considered:	In accordance with Section 48(1) of the Act, the reason for passing this resolution in relation to each matter:	
12	Ashburton Community Water Trust	Section 7(2)(h)	Commercial activities
13	Riskpool Trust Deed	Section 7(2)(h)	Commercial activities
14	Forestry land	Section 7(2)(h)	Commercial activities
15	Land purchase	Section 7(2)(h)	Commercial activities
16	Eastfield Investments Ltd	Section 7(2)(h)	Commercial activities
17	Executive Committee – CE Annual Review 2025	Section 7(2)(a)	Protection of privacy of natural persons

Mayor/Braam

Carried

Business transacted with the public excluded now in open meeting

- **Tradewaste consent and funding agreement**

That Council approves:

- 1) the conditional tradewaste discharge consent for Ashburton Meat Processors Ltd;
- 2) the funding agreement between Ashburton District Council and Ashburton Meat Processors Ltd;
- 3) the Group Manager, Infrastructure and Open Spaces signing the discharge consent and funding agreement on behalf of Council;
- 4) the requirement for payment by AMP Ltd of \$5,500,000 plus GST as a condition of the discharge, with that amount being the total development contribution required at this time; and
- 5) the requirement that 50% of this amount is to be paid upon invoice within 10 working days of signing the funding agreement by both parties; with the balance 50% paid upon invoice within 6 months of agreement signing; and
- 6) That Council notes that the tradewaste discharge consent will not be issued until the development contribution is paid in full.

Ellis/Lovett

Carried

- **Cycle Trail feasibility study**

1. That Council:

- 1.1 receives the Ashburton District Plains Trail Feasibility Study dated 1 August 2025 and does not proceed with this cycle trail project;
- 1.2 publicly releases the Feasibility Study on the following condition:

Each page holds a digital watermark with the text: *Refer to Ashburton District Council resolution dated 17 September 2025 regarding the Ashburton District Plains Trail project which confirmed that Council is not proceeding with the project outlined in this feasibility study.*

Ellis/Braam

Carried

- **Riskpool Trust Deed Changes**

1. **That** Council consents to the amendments to the Deed of Trust between Civic Financial Services Limited and Local Government Mutual Funds Trustee Company Limited as proposed in the Deed of Amendment and Restatement of Trust Deed attached as Appendix 2 and Appendix 3 (**'Trust Deed Amendments'**).
2. **That** Council authorises the Chief Executive to sign the 'Consent to Trust Deed Amendments' form to confirm Council's approval to the Trust Deed Amendments.

Ellis/Todd

Carried

Council concluded at 4.46pm.

[Confirmed by Council 1 October 2025]

MAYOR