

SOUTHLAND DISTRICT COUNCIL

COUNCIL MEETING

30 MAY 2007

MINUTES of a COUNCIL MEETING of the SOUTHLAND DISTRICT COUNCIL held at Council Chambers, 15 Forth Street, Invercargill, on WEDNESDAY, 30 MAY 2007 at 1.00 PM.

PRESENT: Mayor F Cardno, Crs S M Anderson, J D Copland, R A Dobson, B J Dillon, B W Drummond, P Duffy, JTC Frew, GEJ Harpur, D M McCallum and A D Ridley.

IN ATTENDANCE: Messrs D P Adamson, L McKenzie, P Culling, J Reid and Mrs Hilary Sutherland.

1.0 **APOLOGIES**

Crs P G Goomes and L Bailey

Moved Cr Harpur seconded Cr Duffy
and RESOLVED THAT THE APOLOGIES BE ACCEPTED.

2.0 **PUBLIC FORUM**

Moved Cr Copland seconded Cr Duffy
and RESOLVED THAT STANDING ORDERS BE SUSPENDED TO ALLOW VARIOUS MEMBERS OF THE HEALTH INDUSTRY TO ADDRESS COUNCIL ON A POSSIBLE REFERENDUM ON DENTAL HEALTH

A Power Point presentation was provided showing information on dental care of residents within the Southland District. There was a distinct correlation between socioeconomic areas and dental health, and oral health was recognised as an important part of good general health.

The delegation advised the Ministry of Health was providing the opportunity to seek funding for fluoridation equipment for reticulated community water supplies, under the Sanitary Works Subsidy Scheme. The funding would apply to communities on reticulated water supplies greater than about 1000 persons.

The delegation explained it would like to see a referendum on fluoridation added to the 2007 Local Body election papers, so that the Southland communities could decide whether they want to use fluoridation of public water supplies to improve oral health. They also said people voting through the Local Government elections, would provide a much better result.

Cr Dillon noted a lot of Communities did not have water supplies, and those people would have a say on whether or not the other communities were committed to fluoridation.

Members of the team advised they were trying to promote fluoridation but their main point was whether or not they can get a referendum on the use of fluoridation in public water supplies.

Asked about how binding the referendum would be, Mr Miller understood it would be binding. He also advised the cost was approximately 38c. per person per year.

Council agreed to have a report prepared for the next Council meeting to determine whether or not it was in favour of a referendum being held in connection with the local body elections in October, 2007.

Moved Cr Harpur seconded Cr Duffy
and RESOLVED THAT STANDING ORDERS BE REINSTATED.

3.0 **MISCELLANEOUS ITEMS**

The following miscellaneous items were made available to Councillors:

- Angela Gibbs – Thank you letter
- Gore Counselling Centre – Letter of Thanks
- Southland Foodbank Charitable Trust – Letter of Thanks
- Salvation Army – Letter of Thanks

4.0 **MINUTES**

4.1 **SOUTHLAND DISTRICT COUNCIL MEETING DATED 26 APRIL 2007** Minutes for Confirmation.

Moved Cr Copland seconded Cr McCallum
and RESOLVED THAT THE SOUTHLAND DISTRICT COUNCIL MEETING
DATED 26 APRIL 2007 BE CONFIRMED AS A TRUE AND CORRECT
RECORD.

4.2 SOUTHLAND DISTRICT COUNCIL EXTRAORDINARY COUNCIL MEETING DATED 11 APRIL 2007

Minutes for Confirmation.

Moved Cr Dillon seconded Cr Anderson
and RESOLVED THAT THE SOUTHLAND DISTRICT COUNCIL EXTRAORDINARY COUNCIL MEETING DATED 11 APRIL 2007 BE CONFIRMED AS A TRUE AND CORRECT RECORD.

4.3 SOUTHLAND DISTRICT COUNCIL POLICY REVIEW COMMITTEE MEETING DATED 9 MAY 2007

Minutes for Adoption.

Moved Cr Ridley seconded Cr Harpur
and RESOLVED THAT THE MINUTES OF THE SOUTHLAND DISTRICT COUNCIL POLICY REVIEW COMMITTEE MEETING DATED 9 MAY 2007 BE ADOPTED.

4.4 SOUTHLAND DISTRICT COUNCIL ACTIVITIES PERFORMANCE AUDIT COMMITTEE MEETING DATED 26 APRIL 2007.

Minutes for Adoption.

Moved Cr Anderson seconded Cr McCallum
and RESOLVED THAT THE MINUTES OF THE SOUTHLAND DISTRICT COUNCIL ACTIVITIES PERFORMANCE AUDIT COMMITTEE MEETING DATED 26 APRIL 2007 BE ADOPTED.

4.5 SOUTHLAND DISTRICT COUNCIL ACTIVITIES PERFORMANCE AUDIT COMMITTEE MEETING DATED 9 MAY 2007

Minutes for Adoption.

Moved Cr Duffy seconded Cr Harpur
and RESOLVED THAT THE MINUTES OF THE SOUTHLAND DISTRICT COUNCIL ACTIVITIES PERFORMANCE AUDIT COMMITTEE MEETING DATED 9 MAY 2007 BE ADOPTED.

4.6 SOUTHLAND DISTRICT COUNCIL RESOURCE MANAGEMENT COMMITTEE MEETING DATED 23 NOVEMBER 2006

Minutes for Adoption.

Moved Cr Frew seconded Cr Dobson
and RESOLVED THAT THE MINUTES OF THE SOUTHLAND DISTRICT COUNCIL RESOURCE MANAGEMENT COMMITTEE MEETING DATED 23 NOVEMBER 2006 BE ADOPTED

4.7 SOUTHLAND DISTRICT COUNCIL RESOURCE MANAGEMENT COMMITTEE MEETING DATED 8 DECEMBER 2006

Minutes for Adoption

Moved Cr Frew seconded Cr Dobson
and RESOLVED THAT THE MINUTES OF THE SOUTHLAND DISTRICT COUNCIL RESOURCE MANAGEMENT COMMITTEE MEETING DATED 8 DECEMBER 2006 BE ADOPTED

4.8 SOUTHLAND DISTRICT COUNCIL RESOURCE MANAGEMENT COMMITTEE MEETING DATED 23 FEBRUARY 2007

Minutes for Adoption

Moved Cr Anderson seconded Cr Frew
and RESOLVED THAT THE MINUTES OF THE SOUTHLAND DISTRICT COUNCIL RESOURCE MANAGEMENT COMMITTEE MEETING DATED 23 FEBRUARY 2007 BE ADOPTED

4.9 SOUTHLAND DISTRICT COUNCIL RESOURCE MANAGEMENT COMMITTEE MEETING DATED 2 and 14 MARCH 2007

Minutes for Adoption

Moved Cr Anderson seconded Cr Frew
and RESOLVED THAT THE MINUTES OF THE SOUTHLAND DISTRICT COUNCIL RESOURCE MANAGEMENT COMMITTEE MEETING DATED 2 and 14 MARCH 2007 BE ADOPTED

4.10 SOUTHLAND DISTRICT COUNCIL RESOURCE MANAGEMENT COMMITTEE MEETING DATED 14 MARCH 2007

Minutes for Adoption

Moved Cr Anderson seconded Cr Frew
and RESOLVED THAT THE MINUTES OF THE SOUTHLAND DISTRICT COUNCIL RESOURCE MANAGEMENT COMMITTEE MEETING DATED 14 MARCH 2007 BE ADOPTED

4.11 SOUTHLAND DISTRICT COUNCIL RESOURCE MANAGEMENT COMMITTEE MEETING DATED 13 APRIL 2007

Minutes for Adoption

Moved Cr Anderson seconded Cr Frew
and RESOLVED THAT THE MINUTES OF THE SOUTHLAND DISTRICT COUNCIL RESOURCE MANAGEMENT COMMITTEE MEETING DATED 13 APRIL 2007 BE ADOPTED

4.12 SOUTHLAND DISTRICT COUNCIL EXECUTIVE COMMITTEE MEETING
DATED 28 MARCH 2007

Minutes for Adoption

Moved Cr Dillon seconded Cr Ridley
and RESOLVED THAT THE MINUTES OF THE SOUTHLAND DISTRICT
COUNCIL EXECUTIVE COMMITTEE MEETING DATED 28 MARCH 2007 BE
ADOPTED

4.13 SOUTHLAND DISTRICT COUNCIL EXECUTIVE COMMITTEE MEETING
DATED 11 APRIL 2007

Minutes for Adoption

Moved Cr Dillon seconded Cr Copland
and RESOLVED THAT THE MINUTES OF THE SOUTHLAND DISTRICT
COUNCIL EXECUTIVE COMMITTEE MEETING DATED 11 APRIL 2007 BE
ADOPTED

4.14 NIGHTCAPS COMMUNITY DEVELOPMENT AREA SUBCOMMITTEE DATED
10 MAY 2007

Minutes to be Received

Moved Cr Drummond seconded Cr Copland
and RESOLVED THAT THE MINUTES OF THE NIGHTCAPS COMMUNITY
DEVELOPMENT AREA SUBCOMMITTEE DATED 10 MAY 2007 BE
RECEIVED

4.5 SOUTHLAND DISTRICT COUNCIL ACTION SHEET

Action Sheet to be Received.

Moved Cr Ridley seconded Cr Duffy
and RESOLVED THAT THE SOUTHLAND DISTRICT COUNCIL ACTION
SHEET DATED 26 APRIL 2007 BE RECEIVED.

5.0 **REPORTS**

5.1 ROAD STOPPING - BLACKMORE ROAD

50/0/13/9

Report by Mr K McNaught dated 18 April 2007, with an application to stop an
unformed portion of road running off Blackmore Road at Garston.

Moved Cr Harpur seconded Cr Ridley
and RESOLVED THAT THE SOUTHLAND DISTRICT COUNCIL AGREE TO
START THE PROCESS TO STOP A PORTION OF UNFORMED ROAD
ADJOINING LOT 1 DP 14271 AT GARSTON USING SECTION 342 AND THE
TENTH SCHEDULE OF THE LOCAL GOVERNMENT ACT 1974.

5.2 ROAD STOPPING -MAC CORP LTD

360/10/06/324

Report by Mr K McNaught dated 23 April 2007, seeking Council approval to provide road stopping along the old bank of the Acton Stream to allow a subdivision to proceed including the creation of Esplanade Strips along the bank of the current stream position.

Moved Cr Ridley seconded Cr McCallum

and RESOLVED THAT THE SOUTHLAND DISTRICT COUNCIL REQUEST THE MINISTER OF LAND INFORMATION, TO STOP THAT PORTION OF ROAD DESCRIBED AS SECTION 1 SO PLAN SO 384883 PURSUANT TO THE PUBLIC WORKS ACT 1981, AND WHEN STOPPED TO VEST THE LAND IN THE ADJOINING COMPUTER FREEHOLD TITLE BEING SLA1/436 SUBJECT TO ALL EXISTING ENCUMBRANCES.

5.3 CEMETERY BYLAW DELEGATIONS

300/10/4/2

Report by Mr P Higgs dated 1 May 2007, seeking Council's approval to provide delegation of functions of the Cemetery Bylaw to the Chief Executive.

Moved Cr Drummond seconded Cr Duffy

and RESOLVED:

- (a) THAT THE REPORT ON "CEMETERY BYLAW DELEGATIONS" BE RECEIVED.
- (b) THAT COUNCIL DELEGATE AUTHORITY TO THE CHIEF EXECUTIVE TO CARRY OUT COUNCIL'S FUNCTIONS WITHIN THE CEMETERY BYLAW.

5.4 WALLACETOWN SEWERAGE; ON-SITE CONNECTION CONSENT COSTS

400/20/12/9

Report by Mr P Higgs dated 2 May 2007, advising a report regarding a petition to waive the consent fees for the on-site sewerage connection for each property owner at Wallacetown was considered by the Policy Committee at its meeting on 11 April 2007.

Property owners had already been offered a discounted consent fee for connection to the sewerage scheme. In addition Council provided an additional subsidy for the contribution costs of individual property owners. The Committee recommended that Council decline to waive the consent fees further

Moved Cr Ridley seconded Cr Harpur

and RESOLVED

- (a) THAT THE REPORT ON THE WALLACETOWN SEWERAGE: ON-SITE CONNECTION CONSENT COSTS BE RECEIVED.

- (b) THAT THE SOUTHLAND DISTRICT COUNCIL DECLINE TO WAIVE THE CONSENT FEES FURTHER BELOW THE LEVEL SET (IE \$197.50).

5.5 DOG CONTROL - DISQUALIFICATION OF OWNERS

300/15/5/149

Report by Mr L McKenzie dated 3 May 2007, advising the owners of two dogs that attacked and fatally injured another dog in Nightcaps on 17 March 2007, have been convicted for the offence of owning a dog that attacked a domestic animal pursuant to Section 57 of the Dog Control Act 1996, and are now liable to be disqualified from being the owner of a dog for a period specified by Council up to a maximum of five years, from the date of the offence.

It was recommended that Shaun Leslie Ratcliffe and Nadia Hine Amai Thompson be disqualified from owning a dog until 17 March 2012.

Moved Cr Duffy seconded Cr Dillon

and RESOLVED THAT THE REPORT RELATING TO AN ATTACK BY TWO NEAPOLITAN MASTIFFS ON A COLLIE IN NIGHTCAPS ON 17 MARCH 2007, BE RECEIVED.

Moved Cr Drummond seconded Cr Dobson

and RESOLVED THAT SHAUN LESLIE RATCLIFFE AND NADIA HINE AMAI THOMPSON BE DISQUALIFIED FROM OWNING A DOG UNTIL 17 MARCH 2012, PURSUANT TO THE PROVISIONS OF SECTION 25 OF THE DOG CONTROL ACT 1996.

5.6 DOG REGISTRATION 2007/2008

300/15/1/6

Report by Mr L McKenzie dated 4 May 2007, advising Section 37 of the Dog Control Act 1996 provided that the registration fees for dogs be prescribed by Council by resolution.

There was a general discussion on the fact that the recommendation was to lower the dog registration fee, and maybe it should remain as for the previous year. Mr McKenzie assured Council that the fee of \$16.80 would cover the costs in relation to Dog Control.

Moved Cr Frew seconded Cr Drummond

and RESOLVED

- (a) THAT THE REPORT RELATING TO THE SETTING OF DOG REGISTRATION FEES FOR THE 2007/2008 REGISTRATION YEAR BE RECEIVED
- (b) THAT PURSUANT TO THE PROVISIONS OF SECTION 37 OF THE DOG CONTROL ACT 1996, DOG REGISTRATION FEES FOR THE 2007/2008 REGISTRATION YEAR BE SET AT \$16.80 PER DOG AND
- (c) THAT A PENALTY FOR LATE REGISTRATION APPLY FROM 1 AUGUST 2007 IN THE SUM OF \$8.40.

5.7 STEWART ISLAND JETTIES

320/20/2/2

Report by Mr G Jones dated 16 May 2007, on a proposal to accept vesting of jetties on Stewart Island from South Port and establish a user group as a committee of Council to manage their operation.

Moved Cr Ridley seconded Cr Dillon

And RESOLVED THAT THE REPORT ON STEWART ISLAND JETTIES BE RECEIVED.

There was a view that the jetties remain in public ownership, and Council was being asked to look at users committee. There was income from the users, but others who were involved should also be contributing. Council confirmed its preference for a user group committee thru the Stewart Island Community Board.

Cr Dillon said that South Port should be asked to provide finance to upgrade the jetties before they were handed over to public ownership. Mayor Cardno gave the Council background to how the jetties were part of the South Port package that went to Environment Southland in the 1989 reorganisation of Local Government.

Council agreed a letter should be written to South Port, and Council should make a presentation to the Board.

Moved Cr Dillon seconded Cr Frew

and RESOLVED THAT COUNCIL:

- (a) ADVISES SOUTH PORT THAT IT IS WILLING TO ACCEPT VESTING OF THE JETTIES IN COUNCIL.
- (b) ESTABLISHES A COMMITTEE WITH USER GROUP MEMBERS TO MANAGE THE JETTIES.
- (c) SOUTHLAND DISTRICT COUNCIL TO MAKE A PRESENTATION TO THE SOUTH PORT BOARD SEEKING FUNDING TO UPGRADE JETTIES PRIOR TO BEING TRANSFERRED TO PUBLIC OWNERSHIP.

5.8 PROPOSED ROAD NAME CHANGE

380/10/1/1

Report by Ms R Leach dated 17 May 2007, with a request for Council's approval to change the road name Ward Road to Wards Road.

Moved Cr Duffy seconded Cr McCallum

and RESOLVED THAT PURSUANT TO SECTION 319A OF THE LOCAL GOVERNMENT ACT 1974 THAT THE NAME OF "WARD ROAD" BE CHANGED TO "WARDS ROAD", AND THE REGISTER-GENERAL OF LAND AND THE SURVEYOR-GENERAL BE NOTIFIED ACCORDINGLY

6.0 **MEMORANDA**

6.1 **MAYOR'S MONTHLY UPDATE**

240/10/7/2

Memorandum by Mayor Cardno dated 15 May 2007.

Moved Cr McCallum seconded Cr Harpur
and RESOLVED THAT THE MEMORANDUM ON MAYOR'S MONTHLY
UPDATE BE RECEIVED AS INFORMATION.

6.2 **COUNCILLORS REPORT (ICLEI CONFERENCE)**

240/10/7/3

Memorandum by Cr J Frew dated 21 May 2007,

An interesting aspect was the difference of Governance between New Zealand and
Australia.

Moved Cr Anderson seconded Cr Duffy
and RESOLVED THAT THE REPORT ON THE (LOCAL GOVERNMENTS FOR
SUSTAINABILITY) COMMUNITIES FOR CLIMATE PROTECTION BE
RECEIVED

6.3 **MANAGEMENT REPORT**

10/4/4/7

Memorandum by Mr D Adamson dated 15 May 2007, bringing Councillors up-to-date
with issues handled in the past month, including Local Government Rates Inquiry,
Dog and Animal Control, Building Control, Phone system update, Water Management
Group, Youth Council, and Milford Sound Authority.

Moved Cr Ridley seconded Cr Copland
and RESOLVED THAT THE MEMORANDUM ON THE CHIEF EXECUTIVE'S
MANAGEMENT UPDATE BE RECEIVED FOR INFORMATION PURPOSES.

6.4 **LOCAL ELECTIONS - 13 OCTOBER 2007**

240/10/4/5

Memorandum by Ms V Dillon dated 21 May 2007, with the timetable for the Local
Elections 2007.

Moved Cr Harpur seconded Cr McCallum
and RESOLVED THAT THE MEMORANDUM DATED 21 MAY 2007 ON THE
TIMETABLE FOR THE LOCAL ELECTIONS 2007 BE RECEIVED AS
INFORMATION.

6.5 VENTURE SOUTHLAND - DRAFT 2007-08 ACTION PLAN

240/10/6/4 930/15/1/1 930/10/1/4

Memorandum by Mr M Bailey dated 22 May 2007, advising Venture Southland was seeking feedback and comments on the Draft 2007-2008 Action Plan.

Cr Frew aired concern that there was too much emphasis on Te Anau and Fiordland, however, it was pointed out that the operators in that region are major contributors to Destination Fiordland and other promotional activities.

Moved Cr Anderson seconded Cr Dobson
and RESOLVED THAT THE MEMORANDUM ON VENTURE SOUTHLAND'S
DRAFT 2007-08 ACTION PLAN BE RECEIVED AS INFORMATION.

Cr Ridley was absent from Chambers 2.12 pm to 2.17 pm

6.6 NON-NOTIFIED RESOURCE CONSENTS - APRIL 2007

360/15/3/5

Memorandum by Mr T Garnett dated 9 May 2007 Manager – Resource Management, dated 9 May 2007.

Moved Cr Dobson seconded Cr Harpur
and RESOLVED THAT THE MEMORANDUM ON THE NON-NOTIFIED
RESOURCE CONSENTS PROCESSED BY THE RESOURCE MANAGEMENT
DEPARTMENT STAFF UNDER DELEGATION FROM THE COUNCIL DURING
APRIL 2007 BE RECEIVED.

6.7 BUILDING CONSENTS AND VALUES FOR APRIL 2007

300/40/1/3

Memorandum by Mr K O'Connor dated 7 May 2007.

Moved Cr Frew seconded Cr McCallum
and RESOLVED THAT THE MEMORANDUM ON BUILDING CONSENTS AND
VALUES FOR APRIL 2007 BE RECEIVED AS INFORMATION.

7.0 **JOINT COMMITTEES**

7.1 VENTURE SOUTHLAND

930/15/2/3

Memorandum by Mr Jeff Troon dated 21 May 2007, with the Activities Update from Venture Southland.

Mr Troon was present and spoke to his memorandum, highlighting events and activities being undertaken by Venture Southland.

Moved Cr Duffy seconded Cr McCallum
and RESOLVED THAT THE ACTIVITIES UPDATE FROM VENTURE
SOUTHLAND BE RECEIVED.

7.2 REGIONAL HERITAGE COMMITTEE

240/10/6/5

Memorandum by Chairman of Regional Heritage Committee, Cr J Kruger, updating Council on recent developments from the Committee. It was agreed Ms Jo

Moved Cr Anderson seconded Cr Frew
and RESOLVED THAT THE MEMORANDUM UPDATING DEVELOPMENTS OF THE REGIONAL HERITAGE COMMITTEE BE RECEIVED

It was agreed that Ms Jo Massey the Roving Museum put a report to Council on an regular basis.

8.0 EXCLUSION OF PUBLIC

Moved Cr Duffy seconded Cr Frew
and RESOLVED THAT PURSUANT TO SECTION 48(1) OF THE LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987 THAT THE PUBLIC BE EXCLUDED FROM THE MEETING WHILE THE FOLLOWING BUSINESS IS TRANSACTED:

CONFIDENTIAL SOUTHLAND DISTRICT COUNCIL MEETING DATED 26 APRIL 2007

SECTIONS 7(2)(f), 7(2)(i), AND 7(2)(j)

SOUTHLAND DISTRICT COUNCIL EXECUTIVE COMMITTEE MEETING DATED 28 MARCH 2007

SECTIONS 7(2)(a), 7(2)(f), 7(2)(i), AND 7(2)(j)

SOUTHLAND DISTRICT COUNCIL EXECUTIVE COMMITTEE MEETING DATED 11 APRIL 2007

SECTIONS 7(2)(a), 7(2)(f), 7(2)(i), AND 7(2)(j)

PURCHASE OF LAND FOR THE EDENDALE/WYNDHAM SEWERAGE SCHEMES

SECTIONS 7(2)(a), 7(2)(f), 7(2)(i), AND 7(2)(j)

OFFER FOR LAND – 51-53 INKERMANN STREET WYNDHAM

SECTIONS 7(2)(a), 7(2)(f), 7(2)(i), AND 7(2)(j)

AND THAT THE REASON FOR THE PASSING THE RESOLUTION IS THAT IT WOULD BE LIKELY TO RESULT IN DISCLOSURE OF INFORMATION WHICH WOULD:

7(2)(a) PROTECT THE PRIVACY OF INDIVIDUALS, INCLUDING THAT OF ANY DECEASED PERSON

7(2)(b) PROTECT INFORMATION WHERE MAKING IT AVAILABLE WOULD:

- (i) DISCLOSE A TRADE SECRET:
 - (ii) BE LIKELY TO UNREASONABLY PREJUDICE THE COMMERCIAL POSITION OF ANY PERSON WHO SUPPLIED, OR WHO IS THE SUBJECT OF, SUCH INFORMATION.
- 7(2)(f) MAINTAIN THE EFFECTIVE CONDUCT OF PUBLIC AFFAIRS ARISING DIRECTLY FROM THE NEED TO PROTECT MEMBERS AND STAFF FROM IMPROPER PRESSURE OR HARASSMENT.
- 7(2)(i) ENABLE THE COUNCIL TO CARRY OUT NEGOTIATIONS WITHOUT PREJUDICE OR DISADVANTAGE (INCLUDING COMMERCIAL AND INDUSTRIAL NEGOTIATIONS);
- 7(2)(j) PREVENT THE DISCLOSURE OR USE OF OFFICIAL INFORMATION FOR IMPROPER GAIN OR ADVANTAGE

8.1 **EXCLUSION OF PUBLIC - STAFF**

Moved Cr Duffy seconded Cr Frew
and RESOLVED THAT THE COUNCIL OFFICERS AND PUBLIC LISTED BELOW BE PERMITTED TO REMAIN AT THE MEETING AFTER THE PUBLIC HAVE BEEN EXCLUDED BECAUSE OF THEIR KNOWLEDGE OF (a) MEETING PROCEDURE AND/OR (b) THE SUBJECT MATTER UNDER CONSIDERATION.

CHIEF EXECUTIVE
GROUP MANAGER FINANCIAL AND CORPORATE SERVICES
SENIOR ADMINISTRATION OFFICER

The meeting closed at 2.45 pm.

C O N F I R M E D:

CHAIRPERSON:

DATED: