

MILFORD COMMUNITY TRUST

14 February 2008

Minutes of an Ordinary Meeting of the Milford Community Trust held at the Kingsgate Hotel, Lakefront Drive, Te Anau on Thursday 14 February 2008, commencing at 9.45am.

PRESENT:

Trustees J Taylor (Chairperson), J Robson, M Schuck, J Steele, R Wilson and Cr D Ridley.

IN ATTENDANCE

Messrs C Dolan and G Jones (Southland District Council) and J Haanen (Department of Conservation).

1.0 APOLOGIES:

Moved Chairperson J Taylor
and RESOLVED THAT THE APOLOGY FOR NON-ATTENDANCE LODGED BY TRUSTEE H SANDS; D P ADAMSON, P CULLING (SOUTHLAND DISTRICT COUNCIL) AND C KEOGH (ENVIRONMENT SOUTHLAND) BE SUSTAINED.

2.0 MINUTES:

Minutes of the previous meeting of the Milford Community Trust, held on 22 November 2007, were tabled.

Moved Chairperson J Taylor
and RESOLVED THAT THE MINUTES OF THE PREVIOUS MEETING OF THE MILFORD COMMUNITY TRUST, HELD ON 22 NOVEMBER 2007, BE RECEIVED AND CONFIRMED AS A TRUE AND CORRECT RECORD OF THE PROCEEDINGS, SUBJECT TO:-

INCLUSION OF THE STATISTICAL INFORMATION PROVIDED BY TRUSTEE WILSON COVERING;

- 1.0 SUMMARY OF STATISTICS – HISTORICAL – COVERING YEARS ENDED MARCH 1992 TO 2007 ILLUSTRATING ACTUAL TOURIST NUMBERS TO MILFORD SOUND, PERCENTAGE MOVEMENT, ESTIMATED PORTION OF OVERSEAS TOURISTS TO MILFORD SOUND, ACTUAL HOLIDAY ARRIVALS IN NZ, PERCENTAGE VISITING MILFORD SOUND.
- 2.0 PIE-O-GRAPH OF HISTORICAL SUMMARY OF STATISTICS.
- 3.0 PROJECTION SUMMARY OF STATISTICS FOR YEARS 2007 THROUGH TO YEAR 2014.
- 4.0 DEBT INCURRED BY MILFORD SOUND INFRASTRUCTURE TO BE PURSUED BY COUNCIL'S FINANCE STAFF.

2.0 MINUTES:

5.0 MINUTES AND ACTION SHEET TO BE SUBMITTED TO CHAIRPERSON WITHIN 5 WORKING DAYS OF THE MEETING.

3.0 ACTION SHEET:

Action Points from previous meetings were tabled.

Items arising included:-

3.1 Action Points to be addressed to incorporate a date in which a response is to be received by.

3.2 Agendas – to be emailed to Trustees and hard copy subsequently posted to Trustees.

3.3 Environment Southland – letter to be sent to Environment Southland re funding as a result of berthing of cruise ships within the Sound – Chairperson and Engineer to liaise re forwarding of letter.

3.4 Risk Review Assessment – Trustees Robson informed that Southland District Council Civil Defence staff visited Milford recently; outcome was that there are Civil Defence exercises planned and furthermore there was agreement for the need for a ‘local person’ to be responsible for civil defence. It was agreed that the latter be based at Milford

Chairperson Taylor commented that the Civil Defence Plan for the area must include how monitoring is to take place, and that a sub-committee of Trustees Robson and Steele in liaison with the Engineer be responsible for such a monitoring plan.

3.5 Weather Reporting – Engineer to consult with K O’Sullivan from Environment Southland.

3.6 Financial Reporting – a meeting of the Chair, appropriate Council staff to be arranged in order that financial report is available for March meeting.

3.7 Waste Management Strategy Plan – no response received from Council’s Waste Services was noted. Comment was made that the Council’s Manager of Waste Services needs to communicate with the new Manager of the MDA and final conclusion of the discussions to be referred back to the Trust.

In the meantime ‘local’ Trustees to monitor interim measures for waste management within Milford.

3.8 Communication Policy – Trust Administrator pursue this outstanding issue with newly appointed Council’s Communication Manager.

4.0 CORRESPONDENCE:

Correspondence tabled included:-

- 4.1 Milford Sound Infrastructure – Issues addressed in the communication included the new Milford Village switchboard, new diesel genset, water treatment MS1 website.
- 4.2 Milford Sound Infrastructure - Cleddau Residential Development: Outstanding Compensation matter.
- 4.3 Statement of Intent - Comments from Environment Southland. Issues raised on the SOI included the Statement on the Trust's Approach to Governance – Trust Operations; Milford Sound (Piopiotahi v Milford Community); Planned Activities 2007/08 & 2008/09 - this issue is dealt with under Minute 6.0.
- 4.4 Southland YMCA Recreation Ltd
Communication outlining refurbishment proposal – this issue is dealt with under Minute 9.0.

Moved Cr Ridley, seconded Trustee R Wilson
and RESOLVED THAT:-

- 1) THE CORRESPONDENCE BE RECEIVED.
- 2) COUNCIL FINANCE STAFF REPORT TO THE TRUST ON THE OUTSTANDING COMPENSATION MATTER (SEE 4.2 ABOVE)

5.0 DEPARTMENT OF CONSERVATION REPORT:

Ms Jessie Haanen gave an update on the visit to the Cleddau Village development, by the Minister of Tourism. She advised the application for funding has been submitted to Cabinet for approval and the Department of Conservation now awaiting outcome.

The Chairperson suggested that when the announcement concerning the funding is forthcoming that the Trust release a statement acknowledging all the work carried out by the parties involved including the Mayor of Southland District Council, Department of Conservation, tourist operators, Ministry of Tourism and the Government itself.

Ms Haanen commented that prior to any work commencing the relevant resource consent application has to be lodged.

In regard to the future maintenance of the stopbank comment was made that a plan has to be put in place for on-going maintenance with Environment Southland to be responsible and initiate such maintenance plan; it is understood Environment Southland is happy to do this providing a management funding plan is put in place.

It was reported that the contract with Department of Conservation/Milford Community Trust has yet to be signed off. Ms Haanen stated the original document, as presented, has not been altered.

5.0 DEPARTMENT OF CONSERVATION REPORT CONT'D:

The question was raised whether the tasks included in the document appropriate. It was agreed Ms Haanen review the tasks that are appropriate to the Trust.

Ms Haanen reported that Department of Conservation is reopening the 'old' walkway behind the Hotel in May 2008. The trustees applauded this effort by the Department, as the walkway will be a great asset to the village.

In regard to the village signs it was agreed this be included on the Action Sheet re funding from Department of Conservation. A full presentation is to be made to the next meeting.

6.0 STATEMENT OF INTENT (SOI):

Report by the Engineer, Mr Graham Jones, on the Draft Statement of Intent 2008/09 (Transitional), was tabled.

Mr Jones reported that outcomes from discussions at the Trust's last meeting in November 2007 were included in the Draft Statement of Intent. This draft was formally circulated to the Trust's major stakeholders (Department of Conservation, Environment Southland and Southland District Council) for comment by 1 February 2008.

Comment was received from the Southland District Council which approved the draft without any further comment; and Environment Southland, which had a number of suggestions in relation to the content, mainly issues of clarification. The issues raised were discussed by trustees, and amendments approved where considered appropriate.

Mr Jones confirmed that both Southland District Council and Department of Conservation were happy with the document.

Mr Jones added that financial data (on page 7) is to be completed.

Comments were made that project funds already available should be included in the SOI.

A number of minor alterations were carried out ie: the word 'community' to be defined as per the Trust Deed, terminology used under the heading of Trust Operations (page 2) also Planned Activities 2007/08 (page 4); insertion of financial data under paragraph 9 (page 7).

Moved Cr Ridley, Trustee R Wilson
and RESOLVED THAT:-

- 1) THE REPORT ON THE DRAFT STATEMENT OF INTENT, BE RECEIVED.
- 2) THIS TRUST ADOPTS THE DRAFT STATEMENT OF INTENT 2008/09, SUBJECT TO THE AMENDMENTS AGREED TO BY THE TRUST.

7.0 INFRASTRUCTURE ASSETS OVERVIEW:

Report by Area Engineer, Graham Jones, outlining a list of infrastructure assets in Milford and agencies responsible for the management, was tabled.

In the report Mr Jones summarised the infrastructure in Milford provided by the various agencies. Mr Jones referred to MDA held assets, operation of the Freshwater Basin Harbour, sewerage scheme operations, parking areas, courtesy bus, refuse collection, emergency response facilities, Department of Conservation assets, wharfing and berths, the 'Whitehouse' complex, boat ramp, fuel tanks, Deepwater Basin Road, Tracks, Milford Sound Infrastructure Assets Milford Power Holding Assets, Transit NZ Asset, MOT assets, Airways Corporation assets, river protection works.

In conclusion Mr Jones outlined the priority infrastructure issues that have been identified and also the framework for infrastructural improvements.

Trustees discussed the report referring to the Tourism statistics which are relevant to predictions for the future.

It was agreed the next step is for Project Planning based on the infrastructure as it is now, and the statistical data held concerning predictions for the future.

Moved Trustee J Robson, seconded Trustee R Wilson
and RESOLVED THAT:-

- 1) THE REPORT ON INFRASTRUCTURE ASSETS OVERVIEW BE RECEIVED.
- 2) THE ENGINEER CONSULT WITH INFRASTRUCTURE PROVIDERS AND ASCERTAIN HOW THESE PROVIDERS SEE AS THE MAJOR PROJECTS THAT SHOULD BE PURSUED.

8.0 MEETING FEES:

The issue of meeting fees and some Trustees wishing their fees paid to the company they are employed by or partner of, was raised.

A communication from the Payroll Manager was tabled which in brief stated that Payroll staff are seeking advice from a tax accountant to ensure the Trustees are treated correctly.

The outcome will be reported to the Trust once a ruling is obtained.

9.0 GYMNASIUM PROPOSAL:

Trustee Jason Steele informed the meeting on the possibility of developing a fitness centre at Milford.

He added such proposal requires funding for equipment and furniture.

The Trustees were advised the proposal has the support of the community, who are prepared to contribute towards the painting of the facility and take responsibility for any damage that may occur.

9.0 GYMNASIUM PROPOSALCONT'D:

Trustees were supportive of this proposal and authorised Trustees Steele and Robson to pursue the project on behalf of the Trust.

Moved Trustees R Wilson, seconded Trustee J Steele and RESOLVED THAT:-

- 1) THIS TRUST FULLY SUPPORT THE PROPOSAL OF CREATING A FITNESS CENTRE AT MILFORD.
- 2) TRUSTEES STEELE AND ROBSON APPROACH VENTURE SOUTHLAND WITH THE OBJECT OF SEEKING GRANT MONIES FOR SUCH PROJECT FROM VARIOUS FUNDING AGENCIES.

NOTE: Trustee Roger Wilson left the meeting at this point (3.00pm)

10.0 ROAD SAFETY:

The Chairperson referred to the publicity arising out of accidents occurring on Milford Road, in particular campervans and whether the Trust should become involved.

Cr Ridley commented that she believed this to be more of a national issue with the abundance of campervans travelling throughout New Zealand, and also the problem of campervans parking illegally.

The Chairperson requested Trustees give this matter further consideration and refer any thoughts/suggestions to the next meeting.

11.0 MEETINGS:

The Chairperson confirmed that the next two meetings are set down for:-

- Thursday 27 March 2008 at Te Anau (start time 9.30am).
- Thursday 24 April 2008 at Milford (with an invitation to be extended to stakeholders)

A request was made for a newsletter to be compiled advising of the proposed meeting at Milford.

12.0 CONCLUSION:

Meeting concluded at 3.20 pm.

CHAIRPERSON

DATE