

## **MILFORD COMMUNITY TRUST**

**20 May 2008**

Minutes of an Ordinary Meeting of the Milford Community Trust held at the Real Journeys Event Centre, Te Anau on Tuesday 20 May 2008, commencing at 8.40am.

### **PRESENT:**

Trustees J Taylor (Chairperson), J Robson, H Sands (arrived @ 8.50am), M Schuck, and R Wilson.

### **IN ATTENDANCE**

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

### **1.0 APOLOGIES:**

Moved Chairperson J Taylor  
and RESOLVED THAT THE APOLOGIES FOR NON-ATTENDANCE  
LODGED BY TRUSTEE J STEELE, CR RIDLEY, MESSRS D P ADAMSON,  
(SOUTHLAND DISTRICT COUNCIL), AND C KEOGH (ENVIRONMENT  
SOUTHLAND), BE SUSTAINED.

### **2.0 DELEGATION – MR A WELSH:**

Mr Andrew Welsh, MSD Operations Manager, was in attendance and outlined his role to the Trustees.

### **3.0 MINUTES:**

sm/08/5/6177

Minutes of the previous meeting of the Milford Community Trust, held on 1 April 2008, were tabled.

Moved Trustee Wilson, seconded Trustee Robson  
and RESOLVED THAT THE MINUTES OF THE PREVIOUS MEETING OF  
THE MILFORD COMMUNITY TRUST, HELD ON 1 APRIL 2008, BE  
RECEIVED AND CONFIRMED AS A TRUE AND CORRECT RECORD OF  
THE PROCEEDINGS, SUBJECT TO THE FOLLOWING:

- 1) MR DAVE INWOOD'S NAME TO BE CORRECTED WHERE APPROPRIATE.
- 2) PARA 3.0: CLEDDAU RIVER DEVELOPMENT TO READ CLEDDAU RIVER FLOOD PROTECTION.
- 3) PARA 8.0: CAMPERVANS – FREEDOM CAMPING – 'MOU' TO BE ALTERED TO READ 'CONTRACT'.

**3.0 ACTION SHEET:**

3.1 The Action Sheet covering operational issues was tabled.

Issues discussed and decisions reached included:-

- 2.0 Statement of Intent (SOI): 'Transitional' copy tabled and updated information noted; to be deleted from Action Sheet.
- 7.2 Communication staff requested to give website and information therein top priority.
- 8.2 Finance staff to pursue signatories for Trust's bank account.
- 8.4 Concessionaires Issues – The Trustees noted the levying of concessionaires is being co-ordinated by Council's finance staff and Department of Conservation.
- 12.0 Gymnasium Proposal: Trustee Steele to provide quotations to Venture Southland in order that applications for funding can be lodged with relevant funding agencies; copy of quotes to be forwarded to Chair.
- 14.0 Community Trust(s) – Invitation to extended to Chief Executive of Community Trust of Southland to attend Trust's July meeting to discuss Milford's position with the relevant Community Trust.
- 15.0 Trustee R Wilson gave a verbal report following the letter to the Milford Airport Users Group on the facilities at Milford Airport.

3.2 The Action Sheet covering Strategy issues was tabled.

Issues discussed included:-

Waste Management Strategy – Proposal by Mr D Inwood to prepare a Solid Waste Management Strategy for the Trust, was circulated.

Trust Administrator C Dolan informed the Committee that the Council is currently preparing an overhaul of its current Waste Management Strategy and it is expected that Milford will form part of this Strategy.

Mr Dolan advised the Trustees that it is suggested that before moving on this issue that the Trust wait outcome of the Council's reviewed Strategy.

**4.0 DEPARTMENT OF CONSERVATION REPORTS:****4.1 RELOCATION OF MEMORIAL AT BOWEN FALLS:**

Mrs J Haanen informed the Department is happy to relocate the memorial. Following discussion on this issue Trustees suggested the new site be the southern end of the visitor's terminal opposite Berth 1.

#### 4.2 CONTRACT:

Ms Haanen reported the Contract will be referred back to the Trust after discussions with the Department's Solicitor.

#### 4.3 EARTHQUAKE/FLOOD PROTECTION ISSUES

Ms Haanen reported that Environment Southland hired Mr R Hall to investigate earthquake/flood protection issues in particular area surrounding Milford Lodge.

Ms Haanen stated Environment Southland raised the issue with Department of Conservation and if that department is satisfied Environment Southland will not investigate any further, one reason being Environment Southland does not wish to be the 'leader' in this case.

It was suggested Mr Keogh be requested to attend the next meeting to discuss these issues further.

#### 5.0 CORRESPONDENCE:

Tabled before the Trustees was the following:-

##### Inwards

##### 1.0 Transit NZ – SH94 Highway Safety at Milford

Transit advised that it will investigate putting safety money into the footpath development to progress this issue. It will be prioritised into next year's minor safety programme and expected to be funded for construction next financial year. Furthermore, Transit will work with Department of Conservation to investigate what can be done at Deepwater Basin Road to gain more safety carriageway.

Transit will also look at vegetation trimming (again, in consultation with Department of Conservation) to improve sight distances.

Trustees noted that the comment of Transit that it is understood that the consent for Milford Lodge requires slip lands to be constructed, which will address the issues at their site.

Trustees were advised that the funding process will be considered for the July/August allocation.

Trustees felt the footpath development warranted priority and it was agreed Trustee H Sands prepare a 'template' letter to attract community support for the footpath and submit to Transit. Other support to be sought from NZ Police, operators within Milford, Southland District Council Roothing Department and Department of Conservation.

## **5.0 CORRESPONDENCE CONT'D:**

### **2.0 Recycling in Public Places Initiatives**

The Area Engineer commented on the paper prepared by the Ministry for the Environment.

Whilst acknowledging the content of the Paper, Mr Jones added that it would not be possible to lodge a creditable application prior to the closing date.

### **Outward**

#### **1.0 Letter to Aviation Operations Manager, Mobil NZ**

Letter from the Chair expressing the Trust's concern of Mobil's intention to close the airstrip at Milford, was noted.

Trustees commented that it is proposed to remove the tanks on 28 May 2008, and that replacements are being negotiated.

It was reported that a meeting to discuss possibility of replacement tanks is to take place at Five Rivers, and it was agreed to await the outcome of this meeting, in the meantime the Trust will support any proposal for replacement tanks.

#### **2.0 Letter to Milford Users Group re Milford Airport Facilities**

Trustee R Wilson had verbally reported earlier in the meeting on this letter.

## **6.0 WASTE MANAGEMENT STRATEGY 2003:**

Draft Waste Management Strategy for Milford, dated February 2003, circulated for Member's information, was tabled.

A report earlier in the meeting advised that the District Council was carrying out an overhaul of Council's Waste Management Strategy.

Trustees requested Council staff to investigate and report back on the following:-

- 1) Is Milford to be part of the Southland District Council Waste management Strategy?
- 2) Should MCT pursue other options and funding for waste management within Milford?

## **7.0 EMERGENCY MANAGEMENT – PROPOSED TIMELINE:**

A proposed Timeline on the establishment of Milford Sound Emergency Response Team, was tabled.

**7.0 EMERGENCY MANAGEMENT – PROPOSED TIMELINE CONT'D:**

Trustees noted the timeline outlined in the report.

It was agreed Council staff proceed with the timetable proposed and report to the Trust on current developments to the June or July meeting.

**8.0 MEETING SCHEDULE:**

The following meeting schedule was agreed to:

- Tuesday 17 June 2008 at Te Anau
- Tuesday 22 July 2008 at Queenstown.
- Friday 12 September 2008 at Te Anau
- Friday 17 October 2008 at Te Anau
- Friday 28 November 2008/Saturday 29 November 2008 at Te Anau with visit to Milford.

**9.0 COMMUNICATION ISSUES:**

A draft newsletter prepared by the Communications Manager, was tabled for feedback from Trustees.

Issues raised and to be implemented were:-

- Newsletter to be of a 'newspaper type' layout and commentary.
- Website address to be highlighted.

In regard to the website it was agreed the format contain:-

- Bullet point issues
- Profile on MSD Operations Manager, Andrew Welsh.
- Advice of meeting of the community (Trustees Sands and Steele to co-ordinate).
- Emergency management strategy.
- Waste management strategy.
- Relocation of memorial.
- Meeting schedule.
- Action being taken re replacement of petrol pumps.
- Minutes of MCT meetings not to be included.
- Opportunity for the community to have input into website material.

**10.0 STATEMENT OF INTENT (SOI) 2008/09 'TRANSITIONAL'**

The Trustees noted the document had been updated and completed for inclusion in the Council's Annual Plan process.

Mr Jones reported that the document will be updated at the next Strategy meeting.

**11.0 BUSINESS PLAN**

In discussing the Trust's Business Plan it was requested a working draft be available for the November meeting.

It was commented that the aim is to discuss the draft Plan at the November meeting and same be ratified following the November meeting.

**12.0 CONCLUSION:**

Meeting concluded at 12.15 pm.

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CHAIRPERSON

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DATE