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## OPEN MINUTES

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Minutes of a meeting of Milford Community Trust held in the Real Journeys Fiordland Community Events Centre, Luxmore Drive , Te Anau on Monday, 25 June 2018 at 9.30am.

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### PRESENT

**Chairperson**  
**Trustees**

Mike Schuck  
Rosco Gaudin  
Tim Holland  
Mike McConachie  
Jason Steele  
Councillor Ebel Kremer

Arrived 10.20am

### IN ATTENDANCE

**Committee Advisor** Jenny Labruyere  
**Community Partnership Leader** Simon Moran  
**Chief Financial Officer** Anne Robson  
**Department of Conservation** Antonia Croft

## 1 Apologies

Apologies for non-attendance were lodged by Trustee Johnstone and Environment Southland representative K Swinney, and an apology for lateness lodged by Trustee Holland.

Moved Trustee Gaudin, seconded Trustee Steele and **resolved:**

**That the Milford Community Trust accept the apologies for non-attendance by Trustee Johnston and Environment Southland's K Swinney, and an apology for lateness lodged by Trustee Holland.**

## 2 Leave of absence

At the close of the agenda no requests for leave of absence had been received.

## 3 Conflict of Interest

There were no conflicts of interest declared.

## 4 Public Forum

Ray Willett

Mr Willett sought the Trust's support to erect a statue in Milford in remembrance of explorer Donald Sutherland.

## 5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

## 6 Confirmation of Minutes

### Resolution

Moved Trustee Gaudin, seconded Cr Kremer **and resolved**

**That the minutes of Milford Community Trust meeting, held on 23 February 2018 be confirmed as a true and correct record, subject to the addition of the word "satellite receiver" in report item 8.1 bullet point 2.**

## Reports

### 7.1 Financial Report to 31 May 2018

**Record No: R/18/4/8643**

Ms Anne Robson, Chief Financial Officer, presented the report.

Ms Robson updated the Trustees on the current financial position of the Trust including investments funds, and requested an indication as to the extension of term investments which are set aside for the walkway project.

Trustees agreed for the \$125,00 walkway funds to remain on short term investment as this project is planned for completion in August/September 2018 when these funds will be required.

Furthermore, Ms Robson advised Trustees that rates for Milford are no longer collected through the Te Anau Community Board, the Board has recommended that Milford be removed from the Board's rating boundary.

Ms Robson added that the remodelling project for concessionaire fees is requiring some further investigation with the Department of Conservation, and should be achieved prior to the end of the 2019/2020 financial year.

#### **Resolution**

Moved Trustee McConachie, seconded Trustee Steele **and resolved**

#### **That the Milford Community Trust:**

- a) **Receives the report titled "Financial Report to 31 May 2018" dated 19 June 2018.**

## **7.2 Milford Community Trustee Appointments**

### **Record No: R/18/6/13520**

Simon Moran, Community Partnership Leader, presented the report.

Mr Moran outlined the purpose of the report is to advise Trustees of Council's decision on 18 June 2018 to appoint Cr Ebel Kremer as an interim Independent Chair of the Milford Community Trust for a period of 18 months and re-appoint Jason Steele as a Trustee.

Mr Moran sought a decision from the Trust on whether it is comfortable to continue with one Trustee position left vacant for the moment.

Mr Moran provided some background to the Trust, the need for the appointments, and the reason why the appointment of the Chair is for a shorter period of time than provided for in the Trust Deed. He recommends that the remaining Trustee position remain vacant for the time being.

#### **Resolution**

Moved Trustee Gaudin, seconded Trustee McConachie

#### **That the Milford Community Trust:**

- a) **Receives the report titled "Milford Community Trustee Appointments" dated 20 June 2018.**

- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Agrees to Option 1 - that the final Trustee position remain vacant for the time being and that this decision can be reconsidered at any future meeting of the Trust.**
- e) **Records and acknowledges its thanks to Mike Schuck for the time he has been involved with the Milford Community Trust as a Trustee and independent Chair.**
- f) **Records and acknowledges its thanks to Mike McConachie for his time as a Trustee on the Milford Community Trust.**

10.05am The meeting was adjourned due to a fire alarm being activated.

10.15am The meeting was re-convened.

10.20am Trustee Holland arrived

### **7.3 Walkway Update**

#### **Record No: R/18/6/13894**

Mr Holland updated Trustees on the progress of the walkway project from Deepwater Basin to Freshwater Basin, as follows;

- Resource consent due to be lodged during the current week
- Appears to be able to be completed under budget partly due to the fact that NZTA are prepared to contribute the rock and gravel for the walkway
- Expected to begin construction in September
- Walkway to be all track with no boardwalk included
- Long term management arrangement between Milford Sound Tourism and Limited and the Department of Conservation.

Mr Holland also updated the Trust on the current MERT position which has been extended for a three month period while FENZ revisit contracts for this position.

### **8.1 Department of Conservation Report**

Ms Croft updated the Trustees on Department activities. These included;

- Busiest tourist season ever

- The Department investigating alternatives for car parking issues in Milford
- Ms Croft to meet with the Department’s South Island Director Aaron Flemming to discuss a number of issues arising in Milford and sought input from Trustees, as follows;
  - i. Carparking areas for medium to long term planning
  - ii. Illegal parking on the state highway
  - iii. Accommodation opportunities
  - iv. Shift in tourism trends to independent drivers
  - v. Emergency Services for Milford

## 8.2 Chairperson's Report

The Chairperson, Trustees Schuck, provided his final report to Trustees outlining recent projects the Trust has been working on, these included;

- The establishment of a community centre for the Milford community with a site secured, funding set aside, a concept plan developed and consultation with stakeholders occurring during the past year, however some reservations over the costing and on-going operating costs identified. Trustee Schuck expressed his desire for this project to continue as he believes this to be a worthwhile project needed by the community of Milford.
- The safety concerns of pedestrians walking on roadsides in Milford have been a concern for sometimes and Trustee Schuck praised the work done in particular by Trustee Holland to gain approval from all agencies with the resource consent about to be lodged and work expected to be completed prior to the coming summer season.
- Sutherland Statue – As raised by Mr Willett in public forum the Trustees and Ms Croft believed this matter is worthy of further investigation although is part of a bigger picture in regard to future development for the area over the coming years in conjunction with the department to include, more natural history information and the criteria for monuments in the national park.

Mr Schuck then thanked Trustee McConachie for his contribution to the Trust and added that with his own departure from the Trust, Trustee Schuck advised that Councillor Kremer will be interim Chair for the immediate future, and thanked fellow Trustees and staff for all the work carried out throughout the past year.

The meeting concluded at 11.00am

CONFIRMED AS A TRUE AND CORRECT RECORD AT A  
MEETING OF THE MILFORD COMMUNITY TRUST  
HELD ON 25 JUNE 2018.

**DATE:**.....

**CHAIRPERSON:**.....