

**ANNUAL GENERAL MEETING**

**DRAFT MINUTES**

Date: Wednesday, October 17, 2018 at 5.30pm

Location: QLDC Chambers, 10 Gorge Road, Queenstown

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| 1. **APOLOGIES:**

Geoff Owen, Warwick Goldsmith, Di Williams, John Edmonds, Alexa Forbes |
| 1. **CHAIRMAN’S WELCOME:**

Chairman welcomed all to the 2018 AGM of the Queenstown Trails Trust. |
| 1. **CONFLICT OF INTEREST:**

Non noted |
| 1. **MINUTES:**

The minutes of the last AGM held on October 18, 2017 previously approved as draft minutes at QTT meeting are now formally adopted as a true and accurate record.*Move:d Kerry Dunlop / Seconded: Eoin Edgar. All in favour.*  |
| 1. **MATTERS ARISING FROM PREVIOUS MINUTES:**

No matters arising – all matters covered in CEO report1. **CHAIRMAN’S REPORT:**

As Chairman of the Queenstown Trails Trust, it is my pleasure to provide our annual report.The Queenstown Trails Trust is in good shape, with an excellent CEO in Mark Williams and a strong set of diversified trustees.Supporting the CEO in a part time capacity is Ronnie Baker, who has done a great job covering Lou Vicente’s maternity leave, managing the Official Partners and Friends of the Trail program plus the web development and other special projects. This is leading to the QTT achieving its goals and delivering benefits to the community.As I stated last year with the current levels of urban growth in Queenstown, the role of the trails network has never been so important. I reiterate these trails are for families, residents and visitors, whether they choose to walk, run or cycle; It is all about recreation, healthy outdoor exercise and active commuting. Trails are for the benefit of everyone, from infants in push chairs to e-bikers taking their dogs for a run!Patronage of the trails is set to expand further with the evolution of the eBike, which will supercharge the cycling market and expand the demographic using the trails from young to old and fit to not so fit individuals. The eBike is also likely to have a positive effect on the commuting market, as locals seek out alternative and more active transport modes. This means more people on trails.The Trust remains in a strong financial position, maintaining net assets of around $780,000, having spent $206,000 directly on trail development and maintenance in 2018, and raising $396,000 through donations, grants and event revenue. Willy (Mark Williams) will elaborate in detail about our trail achievements, plans and updates in his report which follows.The business of trail building is that we typically spend 80% of our efforts in seeking easements for the last 20% of our proposed trails; we get fantastic support from DOC and QLDC as well as many landowners, but often have hurdles to clear to achieve the entire trail easement; some land owners do not share our enthusiasm for trails which is their right and is respected by QTT, whilst developers might wish to negotiate planning benefits from QLDC in lieu of providing a trail easement.To implement trails we need all the easement links in the chain before we can then proceed to cobble together and leverage the funding; Willy must then navigate his way through a labyrinth of organizations and committees for planning and funding – all this before the consent process can begin and finally trail construction can start!Despite our best efforts, we have so far been unsuccessful in gaining support from Ngai Tahu to permit access along the Western side of Lake Wakatipu from Elfin Bay to the Black Gorge, and potentially around the western side of the lake, but it remains a goal for the future and we are working on a solution to benefit all parties.Our plans for re-aligning the Queenstown Trail between Arrowtown and Tucker beach have more critical nerve areas for easements to deal with, always being respectful of privacy and mindful of the rights of individuals upon freehold land; We are working hard to achieve easements near the base of the Coronet Peak Road to complete the trail from Arrowtown to Arthurs Point and to link Arthurs Point down the Shotover River.Another route which is high on our priority list is the Link from Jacks point and Hanley’s Farm down the valley to Frankton. This is especially important for school kids being given an option to ride to school from these growing communities, but difficulties gaining easements have unfortunately resulted in delays whilst we search out the next best alternative.Looking ahead, Willy is charging forwards, seeking to forge the new trails as outlined in our 10-year plan. The QTT proactively strives to create the framework for an expanding network of trails as opportunities arise through planning applications. I am confident and hopeful we will negotiate the critical easements and urge everyone to be supportive in the community interest. The planned expenditure could be in the order of $10million in the next 2 years, subject to easements and funding, and this is NOT including the major investment planned by the Queenstown Central Lakes Network Trust connecting Gibbston to Cromwell, which could also include the potential to get a trail down the true right of the Kawarau from Boyd Road to Chard Farm plus a couple of bridges.We are becoming not just the trails trust but the "trails, bridges and tunnels" trust. The success of so many of our trails is about utilizing both sides of our rivers with a series of bridges to allow loops, and as a result I foresee a renewed emphasis upon fund raising for this infrastructure as we move to the establishment of new trails.QTT acknowledges fantastic support from all our Friends of the Trust and Official Partners and the empathy with which the community views tracks and trails.We value the special relationships with DOC and Soho Properties to support new trail initiatives and thank the QLDC for our ongoing $75,000 administration grant and continued close ties with the Parks and Reserves Team.We must also thank various community charities and philanthropic individuals and landowners for their support.Ironman continues to be a fantastic event partner for the Trust, which benefits greatly from funding streams around the Queenstown Marathon, Motatapu and Pioneer Events.QTT is also very thankful for the financial input from central government by way of New Zealand Cycle Trail Grants through MBIE.The QTT is privileged to have a formidable set of experienced and dedicated trustees. In June we accepted the resignation of Ken Swain who has faithfully served as a trustee for nearly 7 years. I wish to acknowledge the service of Ken Swain.After advertising and interviewing for new Trustees, we confirmed Warwick Goldsmith and Serena Glass, who bring experience and diversity to our board and compliment the skill sets of other trustees, including;Sir Eion Edgar, PatronLindsay Williams, Deputy ChairmanBritta TaylorJohn EdmondsMichael WalkerMark TownsleyWarwick GoldsmithSarena GlassGeoff Owen, Dept of ConservationAlexa Forbes, QLDCI value their selflessly volunteered governance and input on all range of committees.I also want to note how fortunate the QTT is to have the service of Mark Williams, who heads this organisation with such a passion and drive, leading to results.Tony McQuilkinChairman – Queenstown Trails Trust17 Oct 2018 |
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| 1. **CEO REPORT**

The CEO’s Report was read in conjunction with a PowerPoint presentation. Welcome to the 2018 AGM of the Queenstown Trails Trust.It’s been a big year for us at the Queenstown Trails Trust; time is moving fast, and we are making good progress on several smaller projects which we identified in the Trusts 10yr plan - but that is just scratching the surface, and it’s great to see such fantastic community support through our Friends of the Trust campaign for the bigger picture plans to enhance our network.We have advanced our Business Case for the major realignment to link Arrowtown to Arthurs Point and onwards to Tucker Beach for funding approval and are finding good support from QLDC who are working concurrently on the ‘Active Transport Network Business Case’. This will also include trails from the growing communities of Lake Hayes Estate and Shotover Country, along the true right of the Kawarau and linking with a commuter trail from Jacks Point and Hanley’s farm to cross the river at Boyd Road.We aim to have tunnels and bridges, singletrack and commuter trails, routes for kids to cycle to school safely, or off-road connections to your favourite MTB trails; a network which serves commuters and students with a safe and integrated transport method as well as a readily accessible recreational opportunity for both residents and tourists alike. Despite the endless planning and negotiating, we are pleased to be able to report that some awesome trail construction has taken place in the last 12 months;* **Tucker Beach Trail** – Constructed by the Rotary Club of Queenstown and supported by QTT, this new trail from the Old Lower Shotover Bridge to the Wildlife Management Reserve is now complete and provides a lovely grade 2 meander beside the Shotover River with stunning views to Coronet Peak. Plans to enhance the exit to Tucker Beach Road and link with an improved gradient trail over Hansen Road are underway.
* **Shotover Delta** – After some prolonged negotiations to satisfy H&S requirements, a new section of trail behind the gravel pits beside the Shotover River provides a significantly improved trail experience and removes the hazard of sharing the delta Road with heavy trucks.
* **Domain Road/Lower Shotover Road** – New trails in the road reserves linking Slopehill Road to Domain Road through Hawthorne Estate have resulted in improved safety and wayfinding on an increasingly busy stretch of local road; also benefitting the local horse-riding community who we have worked with closely on several recent projects.
* **Arrow River Bridges Safety Barrier** – After the recognition of a ‘fall from height’ hazard along a section of the Arrow River Bridges Trail, we engaged Fulton Hogan to install a safety barrier along a bluff section above the river; for other sites recognized as having a fall hazard, we hope to mitigate the risk with selective planting in conjunction with WRT
* **Kawarau Falls** - QTT lobbied NZTA hard to ensure that we achieved a direct connection from the Twin Rivers Trail to the new underpass at K Falls linking to the historic bridge. It has finally been agreed that NZTA will form the ramp into the K Falls Scenic Reserve, and QTT have cleared a route and have contractors developing the trail as we speak. Further downstream we are also working with Remarkables Park to complete the link to the High School which QTT secured an easement for earlier in the year, as well as a link to Hawthorne Drive via the upper Kawarau Terrace
* **Coronet Loop** – with enormous thanks to Soho Properties and QEII, Stage 1 (water race) is virtually complete, linking Rude Rock carpark to Slip Saddle. Unfortunately, with a wet winter there has been some slip damage, and we need to fix that before the trail can open for the summer. Once complete, we can begin scoping to look at the route through Deep Creek and through to 8 Mile Creek back to Arrowtown. This will be an amazing asset for the Queenstown trail scene.
* **Lower Shotover Trail** – With support from DoC and the Lower Shotover Conservation Trust, we have opened a route linking Littles Road to the Old Lower Shotover Bridge along the true left of the Shotover. It’s a very scenic trail offering a completely new perspective on the basin and will form part of the link from Arthurs point to Tucker Beach with the addition of a suspension bridge.
* **Mt Beetham Summit Trail** – A new poled walking route from the top of Tobins Track and cresting the summit of Mt Beetham for stunning views of the basin.

As well as getting our hands dirty out building trails, we have also been busy at our desks. I have been very fortunate to have the help of Ronnie Baker during Lou’s maternity leave, who has been invaluable as we completed the massive job of a major signage overhaul. One of the biggest issues we faced on our trails (as identified from trail user survey) was inconsistent wayfinding. We hope to have fixed that with a colour-coded system of directions and mapping, including distance markers along the trail. This system will be consistent with new maps being developed as part of our long-overdue web re-design, which I am pleased to report is finally ready for testing.Through the new website, we also want to encourage more feedback about the Queenstown Trail. To be eligible for further NZCT funding for the Great Ride, we are obliged to complete up to 300 Trail User surveys annually, so spread the word and fill one in yourself. This allows MBIE to assess the economic impact of government investment in the trail, which, along with new automated trail counters shows the Queenstown Trail to be one of the most popular Great Rides in the country, with over 340,000 journeys annually and an estimated spend of $141m.Once again, the Trust has benefitted greatly ($72,865 before Pioneer 2018) from being the chosen charity for the fantastic events staged by event partner Ironman. In return for generous donations from each entry to the Queenstown Marathon, Motatapu and Pioneer MTB events, the Trails Trust engages with our Friends of the Trust to mass an army of fantastic event volunteers, who are instrumental in the successful staging of the events. We have also worked closely with Ironman to enhance the courses and establish new routes, which in turn leads to new opportunities for future events. We must also thank QLDC for their ongoing support via the annual administration grant, and we are working closely with the both Infrastructure and Parks and Reserves teams to provide healthier, more active travel solutions for our community. There is considerable overlap between the aims of Councils Active Transport Business case and our realignment proposal, which is good news from a funding perspective.Many more people and organisations deserve our thanks for their ongoing support and stewardship of the trails; all our Official Partners, The Queenstown Pedallers, Soho Properties, RPL, Vodafone, Heartland Ricoh and McCulloch and Partners. The trail building contractors from Elevate and Wilsons, and the project management team from Opus have also done a fantastic job.A personal thanks is also due from me to the board for their volunteered time, advice and support on everything we embark upon. This is a fantastic team of people who guide the Trust on everything we achieve.But most of all, the biggest thanks must go to our community. I was stoked to see the support we received in our annual Friends of the Trust campaign this year, and it’s really re-assuring to know that our community values the work we are doing to provide both recreational and commuting opportunities on trails within easy reach of your homes. We all made a lifestyle choice to live here, and I hope that the Queenstown Trails Trust is enhancing that choice.1. **FINANCIAL REPORTS:**

MDW - CEO presented the financial statements for the year ending June 30, 2018. Income received from grants is down $200k from the previous year; this is due to successful MBIE funding applications. The Trust received a significant donation from IronMan via the events the Trust are the chosen charity for. The Trust saw an increase in Friends of the Trust donations via the annual appeal in June with over $48,000 generated through a marketing campaign. The financial position of the Trust is very strong and this is a great comfort to trustees and the Trust has no debt owed. Collectively the Trust has $200k in a call account for the day to day operational costs and Half a million in term deposits earning interest, this is used to leverage funds from MBIE and other funding bodies as they usually will only pay 50% towards a successful funding application. *MDW advised the financials have been signed off by the QTT Chairman and trustees and accounts have been duly reviewed by KPMG of Christchurch. There were no questions from attendees.**Moved: Michael Walker / Seconded: Lindsay Williams. All in favour.*1. **CONFIRMATION OF AUDITORS:**

Trustees to appoint KPMG of Christchurch to review QTT’s financial accounts. *Chairman moved QTT to re-appoint KPMG for the period July 01, 2018 to June 30, 2017, with the indicative fee for financial review services of $2,900+gst. Moved: Eion Edgar / Seconded: Sarena Glass. All in favour.* |
| 1. **ELECTION OF OFFICERS:**

TMQ informed the audience that QTT Trustees are appointed for a term of 3 years, after which they stand down with an option for re-election. Both Lindsay Williams and Britta Taylor have served 3 years and have offered to stand again.*The Chairman moved that Lindsay Williams be re-elected to serve a further 3 year term. Seconded by Michael Walker – all in favour.**The Chairman moved that Britta Taylor be re-elected to serve a further 3 year term. Seconded by Sarena Glass – all in favour.*  |
| 1. **GENERAL BUSINESS**

The Chairman thanked everyone for attending, and then opened the floor for general business.* Peter Atkinson asked about the location of counters along the Kawarau River – MDW confirmed that at present, the counter located at the start of the Gibbston River Trial is the furthest reaching counter that we have along the Kawarau River.
* Lisa from Around the Basin asked about where the four new counters have been installed – MDW confirmed that these counters are new units to replace old /faulty/ unreliable counters – not new locations, and they are at Old School Rd, Kawarau Falls Bridge, Arrow River Trail and Gibbston Trail (close to the Kawarau Suspension Bridge).
* Lisa from Around the Basin also raised concerns about the lack of water stops along the trail – in particular the Twin Rivers Trail. Much agreement that an additional water stop somewhere near Lake Hayes or Morven Ferry would be an advantage. The Trust are certainly able to look into this.
* Kerry Dunlop asks what is the QTT perspective on the currently flooded Lake Hayes Trail? MDW clarifies the DoC short term solution of raising the trail by 6 inches with gravel to prevent flooding. In the long term there is a conversation that needs to take place between QLDC and ORC around increasing the size of the culvert at the outflow of Lake Hayes. Kerry states that the Friends of Lake Hayes will be very grateful of any support QTT can give in rectifying the matter.
* Kerry Dunlop asks whether any funding is in place for the construction of an underpass at the crossing between Lake Hayes Estate and the Lake Hayes Trail at Ladies Mile. MDW explains plans to increase safety at this crossing by installing timber ‘gates’ and warning signage in the interim, but also hints that funding for the underpass is linked to the housing development at Ladies Mile.
* Are donations tax deductible? One lady in the audience explains that the tax office refused her receipt.
* Are etiquette signs to be installed in high traffic areas such as the Frankton Track? MDW confirms that yes, along with the Kelvin Peninsula Trail and the Arrow River Bridges Trail, ‘share with care’ signs are to be installed in these areas of user conflict. The development at Frankton Marina is also identified as an ‘accident waiting to happen’.
* Peter Atkinson asks whether we receive any donations from other community trusts in the area. MDW clarifies that yes organisations such as the Central Lakes Trust are keen to fill any ‘gaps’ in funding for specific projects, but they are not responsible for taking a lead role in funding – this should be locally sourced. Peter mentions that at the AGM for the Community Trust of Southland he attended recently, they are going to have large sums (1.6 million) available for the next two financial years to allocate to local projects.
* Tom Hey asks about the potential for the construction of an off road link between Sunshine Bay and 7 Mile. MDW explains that the Overseas Investment Opportunity that looked initially promising to facilitate the building of this link was turned down by ?? and that this particular project would likely need to be a community funded project alongside the NZTA’s Active Transport Business Case as it is not Great Ride funding eligble.
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| ***The Chairman thanked all for attendance, the meeting concluded at 6.30pm.*** |