Duvauchelle Reserve Committee
MEETING MINUTES

Minutes of the Ordinary Meeting held:
Date: **Monday 21 September 2026**
Time: **5.00pm**
Venue: **Duvauchelle Holiday Park**

Present:	**Chair**	Fiona Barnes
	Committee	Geoff Carter, Ian Whenmouth
In Attendance:	**CCC Representative**	Hayden Kennedy
	BPCB Representative	Jason Crew
	Managers	Tracy MacLeod
	Visitors	Nil

1. Apologies Merton Fraser, Bruce Watts
Motion: That the apologies be accepted.
Moved: Fiona Seconded: Geoff Carried

2. Declarations of Interest **Nil**

3. Public Forum **Nil**

4. Confirmation of Minutes
Motion: That the minutes of the ordinary meeting held on 17 August 2026 be accepted.
Moved: Geoff Seconded: Fiona Carried.

5. Matters Arising **Nil**

6. Health and Safety
Bruce knocked his head on a steel bar while loading scrap metal onto the trailer last weekend.
Aaron Stewart can install a 1.8m high panel fence that can be painted and it could go up about 1 week after ordering the materials.

7. Correspondence

Inward: Nil

Outward: Pipers Stream - response to project manager's feedback.
Site 50 - apology to site holders for temporary site restriction.
Site 33 - adjustment to stay night rate approved until 30 September 2026

Motion: That the Outward Correspondence be approved
Moved: Ian Seconded: Fiona Carried

8. Staff Financial/Operational Report **Nil**

9. Update from Working Groups
The following work needs to be prioritised thus:-
1. Power installed along the front fence.
2. Cabin relocations.
3. Stream remediation work.

Manager's Report
GSL has sprayed the Camp for broadleaf.
Flick Spider Spray has treated the Camp for spiders.

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Clynne & Bennie have completed the annual service of the gas stoves and califonts in the bathrooms.
Future Air Solutions have serviced all the aircon units.
The Nova Coil issue at the boat compound will cost around $10,000 to fix. Colin has asked Kylee to backfill to for now.
Cabins (not 4-7 inclusive) have had carpets cleaned, and the cabins and kitchen have received a paint touch-up.

CCC Rep Report
Hayden reported that the **Duvauchelle Reserve Triennial Goals and Operational Plan 2026-2028** has now been signed off and is official.
Replacing the retaining wall for the tennis court is very expensive. We will have to look for a cheaper option.

BPCB Rep Report
Jason: Noted that the work on Pipers Stream will require the removal of two trees.
Expressed the Community Board's concern regarding the effects of the predicted El Niño weather pattern. Are we prepared for increased fire risk, water restrictions and the dangers of heatstroke?
Highlighted the increased congestion in Akaroa due to the main wharf works, tourist buses, summer visitors and boat traffic.

10. General Business
Geoff received news from a HEB worker that the large puddle outside the Hall is due to a blocked drain, and they are waiting for approval to fix this.
Hayden floated discussion as to how the ballot system for annual sites could work at Pigeon Bay.

Meeting Closed : 5.55 pm

Next Meeting: Monday 19 October 2026, 5.30pm at the Duvauchelle Community Centre

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