

Kerikeri Cruising Club (KCC) Marina Committee Minutes

Meeting Tuesday 15 December 2022 at the Kerikeri Cruising Club clubhouse & via Zoom, 346 Opito Bay Road, Kerikeri The meeting commenced at 6.00pm

P Woods (Chair), M Carere, D Brock, P Pedersen (via Zoom), M Simpson, M Lucas, R Dempster

M MacDiarmid, M Turner (attending)

1 Apologies

None

2 Confirmation of Minutes

Resolution	That the minutes of the 8 November 2022 & 8 December 2022 meeting of the Marina Committee be accepted Proposed R Dempster/Seconded M Carere: Carried
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3 Health & Safety

Toolbox meetings – report circulated

Haul Out Safety Review underway with Boat Owners Rules revision circulated to the committee for consideration & will be introduced. The three other aspects of the haul out safety review will now be progressed: operating procedure, Work Safe obligations, working at heights. The staff review of the operating procedures has begun.

Mast Gantry – the lack of certification on the mast gantry was raised as a potential safety risk & liability issue.

Resolution	That the mast gantry be closed until it can be certified by an engineer as suitable & safe to lift 200kg. Proposed R Dempster/Seconded P Woods: Carried
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4 Matters Arising from the Minutes

4.1 Piles – Urgent Replacement

Contractor may still be able to attend prior to Christmas

One of the vessels on an affected pile mooring has been relocated.

Other affected vessels to be moved if possible.

4.2 Reclamation Title

Resolution	To seek an update from T Bingham as to when can the reclamation valuation is anticipated? Can Club/Marina Committee do anything to expedite the valuation? Proposed M Lucas/Seconded P Woods: Carried
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4.3

4.4 Refurbishment of E Pier Drawings & Specification

Approval has been given by the KCC General Committee & the KCC Marina Trust approvals have been received. The contractor will be advised that this project can now commence.

Resolution	That P Woods & M Lucas be compensated for milage for travel & time as a token of gratitude for efforts on the project. Proposed R Dempster/M Simpson: Not Carried - P Woods & M Lucas thanked the committee for the offer but declined.
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4.5 Marina Condition Report

The General Committee declined the request to commission a marina condition report without the three quotes required by the Club's *Procurement & Financial Delegation Policy*.

As a result, to meet the requirements of the Policy a request for proposals will be advertised publicly to prospective contractors, a detailed request for proposals will be distributed on request from potential contractors & a formal evaluation of proposals will be undertaken.

4.6 Lights on Gates

Temporary solar lights to see if the concept will work – M Simpson

4.7 Vacuum Sander

SOP – R Dempster & P McLea to discuss protocol & operating procedures for the vacuum sander

Sean Andrews - Waste Management may have an alternative waste disposal system/chain for haul out waste. M MacDiarmid to follow up.

4.8 Visitor Pool

R Wilkinson – accepts proposed arrangement, confirmation of boat will be required in future for Club to allow continued licence ownership.

5 Finances

A profit & loss report for the previous month, invoices for payment & a list of credit card transactions were distributed prior to the meeting.

- A YTD budget column to be added to the P&L Report
- It is intended that the cost of Tutukaka Consultants will ultimately be met by refurbishment funds

Resolution	That the P&L to 31 November 2022 be accepted, the invoices for payment (as circulated & listed on the agenda) & credit card transactions be accepted. Proposed P Woods/Seconded M Carere: Carried
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6 Policy

Document Review: M MacDiarmid – forward T Bingham document to D Brock & contact details.
Berth Licence & Rules – digital copies to D Brock

7 General Business

7.1 E Pier finger extension

A request for the extension of the berth fingers on E pier had been received. The Committee is not considering extending these at this time as it has other more pressing priorities

(refurbishment), ad hoc extension also raises questions of who pays & what implications that has for licence values & there may be inherent engineering issues.

7.2 E Pier Refurbishment

BOI Marina will endeavour to make space for boats

7.3 Valuation

Will require quotes due to the cost of this project.

7.4 Asset Management Proposal

M Lucas to present to General Committee in March 2023

7.5 Pile Options

A paper on pile options was circulated by R Dempster. This will be discussed in 2023.

7.6 Refurbishment Account

As listed on the agenda 1.1million, 80K contributed 2023

8 Marina Vision 2051

Marina Committee to read & discuss in 2023,

9 Berth Licence Transfers

See minutes 8 December 2022

Next meeting
February 2023

Meeting closed 8.18pm