

**The minutes from the Annual General Meeting of
the New Zealand Water and Wastes Association Incorporated
held on Wednesday, 22 September 2021 at 10.00am
via Zoom**

PRESENT

IN ATTENDANCE	ORGANISATION
Amy Samuelu	Water New Zealand
Gillian Blythe	Water New Zealand
Katrina Guy	Water New Zealand
Pip Donnelly	Water New Zealand

MEMBERS	
Surname	First Name
Gary	Allis
Moon	Anthony
Steve	Apeldoorn
Helen	Atkins
Dukessa	Blackburn-Huettner
Nicole	Blackie
Hugh	Blake-Manson
Neal	Borrie
Troy	Brockbank
Fraser	Clark
Martyn	Cole
Steve	Couper
Johan	Ehlers
Maria	Eliza
Clare	Feeney
Craig	Freeman
Ian	Garside
Tim	Gibson
Ulrich	Glasner
Mark	Hall
Roly	Hayes
Kevin	Head
Nigel	Hesford
Craig	Hiddleston
Kelvin	Hill
Lorraine	Kendrick
Jon	Lamonte
Allan	Leahy
Graham	Lee
Deborah	Lind

James	Logan
Alicia	Loose
Garry	Macdonald
Brent	Manning
Joel	Mason
Jim	McGibbon
Mark	Milke
Chris	Miller
Boyd	Miller
David	Miller
Mike	Monaghan
Amir	Montakhab
Ben	Moore
Andrew	Moss
Dave	Neru
Priyan	Perera
Eric	Pettyjohn
Ben	Plummer
Peter	Pritchard
Iain	Rabbitts
Joanna	Saywell
Martyn	Simpson
Martin	Smith
Jayesh	Solanki
Graeme	Thacker
Tereapii	Timoti
Shelley	Wharton
Robert	White
Anthony	Wilson
Katrina	Winn
Nicci	Wood
Zeb	Worth
Glenn	Wright
Apologies	
Surname	First Name
Dibley	Garth
Hayes	Roly
Lind	Myles

1. WELCOME AND RECEIVING OF PROXY VOTES

President Helen Atkins opened the meeting at 10.02am and welcomed everyone to the Annual General meeting of The New Zealand Water and Wastes Association, noting it was the second virtual meeting due to lockdowns as a result of COVID-19.

No proxies were received.

2. GENERAL BUSINESS ITEMS

The President called for items of general business.

There is one item of general business regarding the conference to be discussed.

3. APOLOGIES

FIRST NAME	LAST NAME
Garth	Dibley
Roly	Hayes
Myles	Lind

Motion:

It was moved by Lorraine Kendrick and Iain Rabbitts

That the apologies be accepted.

CARRIED

4. MINUTES OF PREVIOUS AGM OF 17 SEPTEMBER 2020

Motion:

It was moved by Lorraine Kendrick and Iain Rabbitts:

That the minutes of the AGM held via Zoom on 17 September 2020 be accepted as a true and correct record.

CARRIED

5. MATTERS ARISING

There were no matters arising.

6. PRESIDENT'S REPORT

This report was taken as read.

Motion:

It was moved by Lorraine Kendrick and Iain Rabbitts:

That the President's report be received and accepted.

CARRIED

7. CHIEF EXECUTIVE'S REPORT

This report was taken as read.

Motion:

It was moved by Lorraine Kendrick and Iain Rabbitts:

That the Chief Executive's Report be received and accepted.

CARRIED

8. FINANCIAL REPORTS AND AUDITOR'S REPORT

Helen noted the Board were once again involved in the audit process.

Motion:

It was moved by the Chair:

That the audited accounts for the financial year ending 30 June 2021 be accepted.

CARRIED

9. ANNOUNCEMENT OF WATER NEW ZEALAND BOARD 2021-22

Helen Atkins noted as a result of the 2020 constitutional changes there were no Board elections for 2021.

The Board Appointment Committee have appointed the following three people from those nominated:

- Troy Brockbank
- Fraser Clark
- Shelley Wharton

The 2021/2022 Board was announced:

- Helen Atkins – President
- Lorraine Kendrick – President-elect
- Priyan Perera
- Deborah Lind
- Tim Gibson
- Troy Brockbank
- Fraser Clark
- Shelley Wharton

Helen noted the appointment process went smoothly and thanked everyone involved. She thanked everyone who was nominated or who nominated someone for one of these positions.

Helen thanked outgoing Board members Iain Rabbitts and Garth Dibley for their contributions throughout their time on the Board. Iain will continue to be part of the Association in his involvement with the newly formed Awards Review Committee who are assigned with undertaking a review of the awards programme.

10. APPOINTMENT OF AUDITOR 2021-2022

Motion:

It was moved by Lorraine Kendrick and Iain Rabbitts:

That Grant Thornton Wellington, Chartered Accountants, be appointed as auditor for the 2021-2022 financial year.

CARRIED

11. DETERMINATION OF SUBSCRIPTION RATES

Categories of membership	Current		Proposed	
	Exc. GST	Incl. GST	Exc. GST	Incl. GST
Corporate	1515.00	1742.25	1538.00	1768.70
Corporate Additional	165.00	189.75	167.50	192.63
Individual	175.00	201.25	177.50	204.13
Individual (Retired)	43.48	50.00	44.00	50.60
Young Water Professionals	0.00	0.00	0.00	0.00

Motion:

It was moved by Lorraine Kendrick and Iain Rabbitts:

That the Board recommends to members at the 2021 AGM that annual subscriptions as set out above be accepted.

Helen advised the Association will be reviewing its membership structure as part of the work programme for the next financial year. This is to ensure it is fit for purpose with the upcoming changes to the industry that will affect the membership. It is hoped that the changes will be brought to the 2022 AGM.

12. CONSIDERATION OF NOTICES OF MOTION

Helen advised the current constitution does not allow for the AGM, or other meetings, to be held electronically. There is a special provision in the constitution that allowed for the 2021 meeting to be held electronically and the Government passed a motion to allow for virtual AGMs in 2020. It was encouraged to include a clause in the constitution to allow for future meetings to be held electronically.

The Board Appointment highlighted that the Constitution had no clear indication that Board members are not remunerated, so this has been included also.

Motion a)

It was moved by Lorraine Kendrick and Iain Rabbitts

“That amendments to the following clauses of the Constitution are made:

- Clause 5.2 Membership applications shall be submitted electronically or via ordinary post*
- Clause 5.3 Members facing possible expulsion may make written application electronically or via ordinary post to appear or put before the Board their explanation and may be heard either electronically or in-person in respect of their explanation*
- Clause 14.1 Holding General Meetings electronically and sending Notices of General Meetings electronically*

- Clause 14.4(a) Delivering Notices of Motion for Annual and Special meetings electronically
- Clause 14.4(b) Removing facsimile transmission as a method of communication as this is now outdated and seldom used
- Clause 14.6 Specifying that financial members unable to attend General Meetings in-person or electronically may appoint a proxy
- Clause 14.7 Specifying that financial members attending a General Meeting electronically will have the right to vote on any motion before the meeting.

CARRIED
46 for, 1 abstained

Motion b)

It was moved by Lorraine Kendrick and Iain Rabbitts

That the addition of clause 7.3 to the Constitution affirming that Board members are not remunerated other than the reimbursement of reasonable out of pocket expenses incurred as a result of their participation on the Board.

CARRIED
46 for, 1 abstained

13. Association Awards

Helen advised the Awards committee proposed 5 nominations for Honorary Life membership, which the Board supported. The membership needed to agree that the nominated people are accepted as Honorary Life members.

Motion

It was moved by Lorraine Kendrick and Iain Rabbitts

That Kelvin Hill, Dukessa Blackburn-Huettner, Craig Freeman, Ian Garside and Marion Savill are elected as Honorary Life Members of Water New Zealand.

CARRIED
44 for, 3 abstained

Helen congratulated those that have been awarded Honorary Life Membership, noting they are all worthy people.

14. GENERAL BUSINESS

Gillian provided an update of the Water Conference 2021 that was due to take place this week and was currently rescheduled to October. Following Monday's announcement, the team were not confident the country would be in alert level 1 by the October date. New dates have been scheduled for 6 December for the pre-conference workshop and 7-9 December for the conference. Should this date also not be possible there are further back updates for February 2022.

Ian Garside, Chair of the Technical committee, advised the programme will remain the same and the Technical Committee were looking forward to holding the conference on the new dates. Helen thanked everyone for their continued support of the conference, including the Sponsors, Exhibitors, Water New Zealand team, Water New Zealand Technical committee and Avenues Event Management. The Board is supportive of the conference taking place in person rather than moving online

Water New Zealand is in the process of organising some webinars to be held in place of the conference throughout the scheduled October dates.

Gillian supported Helen’s thoughts on the Conference noting communications will be going out following the AGM with the transfer of registrations to the new dates. She expressed her own thanks to everyone for their support.

Other Business

There being no further business, the President thanked the Water New Zealand team and everyone in the meeting for participating. The meeting was declared closed at 10.27am.

Signed as a true and correct record

Date

President

Chief Executive

