



Street Address
15 La Digue Place
St Francis Bay
6312

Registration number
2006/017967/08

Postal Address
Private Bag X3
Suite 133
St Francis Bay
6312

**ST FRANCIS BAY RIPARIAN HOMEOWNERS ASSOCIATION ANNUAL GENERAL MEETING
HELD AT 17:00 ON THE 18th DECEMBER 2018 AT THE ST FRANCIS BAY BOWLING CLUB**

In Attendance

Directors

S Picton-Turbervill (SPT) Chairman
B Morsink (BM) Vice Chairman
R Foulds (RF)
L Fouche (LF)

Non-Directors

W Lotter (WL)
Y Bryden (YB)

Members

13 Members
3 Proxies

Apologies

G Miller (GM)
N Hulett (NH)
C Northwood (CN)

1. Welcome

SPT welcomed everyone to the meeting and as no quorum of members was present, he requested that the meeting continue to allow the committee to present feedback on the year's activities. It was agreed by all present to continue with the meeting.

Confirmation of Previous Minutes

The minutes of the AGM held on the 15th December 2017 were confirmed by R Foulds and seconded by B Morsink.

2. Matters Arising from previous minutes

None

3. Chairman's Report presented by S Picton-Turbervill

As chairman I would like to welcome you to the 2018 Annual General Meeting for the St Francis Bay Riparian Home Owners Association and thank you for giving up your valuable time to attend.

I will start my report by introducing the current directors and committee members:

Bennie Morsink is our vice chairman and founder whose portfolio is general canal maintenance and Law enforcement, excluding dredging.

Richard Foulds is our financial director who looks after the audit, accounting, insurance and legal needs of the association and he will be giving his financial report after this report.

Louis Fouche handles the liaison and coordination between the Riparian association and other associations such as the Kromme River committee and the Ward 12 committee.

Greg Miller's portfolio covers dredging, Blue Flag requirements and the Spit and Beach project which is now coordinated by the St Francis Property Owners Association (SFPO). He also represents our association on the SFPO and the Kromme Trust

Nevil Hulett's portfolio is coordination and approval of events on the canals.

Craig Northwood handles the planning permission regulation and enforcement for canal infrastructure which includes canal walls, jetties slipways and dilapidated infrastructure.

Sara Smith and Yolandi Bryden look after the accounting and administration functions.

William Lotter (Canal Manager) has the mandate to manage and maintain the canals in accordance with our agreement with the Kouga Municipality.

With his team of 10 I think you will agree that he has done an excellent job and although there is always much to be done the canals are looking as good as ever.

So, thank you to William and his team.

Dredging

In February we finally received permission to dredge sand onto the beach side of the spit to provide the much-needed protection and, the SFPO were requested by DEDEAT to urgently submit a plan to further protect the spit with a temporary sand bag buttress which would be in place until the Phase 2 Spit and beach project was underway.

The SFPO prepared an extensive temporary protection plan for the Spit which would provide the right level of protection until Phase 2 was in place but unfortunately this plan was rejected by DEDEAT in June.

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Protection of the Spit is now the responsibility The Kouga Municipality and we are told that the Municipal Manager has employed a professional team to prepare plans for fixing a breach to the Spit if this were to happen between now and when Phase 2 is in progress.

As mentioned earlier the final solution to the Spit and beach will be the Phase 2 Spit and beach nourishment project being handled by the SFPO and further feedback on this project will be given at the SFPO meetings on Thursday.

Blue Flag

In October this year the Canals were again awarded Blue Flag Marina Status making us one of 7 marinas in South Africa with Blue Flag status together with Thesen Island, False Bay Yacht Club, The Water Club, Yachtport SA, Harbour Island and the V&A Waterfront all in the Western Cape.

Being awarded the prestigious Blue Flag Status is a significant achievement for the Canals particularly as no additional work above and beyond our normal maintenance and management was required to gain this accolade.

Thanks to William and his team, for maintaining and improving the Canals to a level which has earned us Blue Flag Status.

Sporting events

There have been many sporting events on the canals during the year but two events which highlighted the uniqueness of the canals were the SA Canoe Marathon Championships in June which saw around 300 paddlers and many supporters descend on the Canals for this National event and in November the Solar boat endurance event was held for the second year.

Suitable events for the canals are welcome and in addition to the normal Municipal event permit application process, any prospective event application must also be forwarded to Nevil Hulett as his portfolio is responsible for approving and coordinating events on the Canals.

Under the heading of special projects and canal management, we have

- converted the old pump house into an ablution block. This was financed equally by our association and the Kromme Joint River Committee and the building work was handled by our own staff assisted where necessary by contractors.
- installed access control, security gates and lighting at the Canal harbour. This has greatly improved security and control at the harbour as theft from boats and launching of unlicensed boats was becoming a concern.
- with the introduction of tighter planning control of Canal infrastructure such as canal walls and jetties we are gradually improving the areas where the canals have become restricted by walls and jetties that have been installed in contravention of the Municipal regulations.

The reclaiming of approximately 4m of canal width opposite Big Time Taverna demonstrates how with cooperation from the property owner there has been a huge improvement in this congested channel.

Craig Northwood is driving this portfolio and we now have agreement from the Municipality that all new and replacement canal infrastructure must be accompanied by plans which have been approved by ourselves and the Municipality.

New Projects

New projects being considered for 2019 in addition to the overall canal maintenance will include:

- The introduction of online application and payment for licences and moorings to streamline the process
- Security gate installations at the cove moorings
- Replacement of canal walls in various public open space areas on the canals
- Dredging facilities to handle areas where there is grass and compacted mud in the canals

Law Enforcement

As the Municipality no longer provides law enforcement on the Canals, we employed a full-time qualified law enforcement officer in September this year. During the less busy periods he also assists with general maintenance of the Canals.

This season we have two qualified Law enforcement officers patrolling the canals and in addition to their normal duties they will be checking boat COF's and the canal licence forms, so it is important that these are carried on the boats in accordance with regulations. If anyone wishes to report an incident, then please phone the canal harbour office and give them the boat SF number so that law enforcement can take this up with the owner.

In addition, the Municipality have promised additional law enforcement officers for the 31st of December to prevent the environmentally damaging use of water balloons and other dangerous activities such as spraying people and boats with jet skis, fire pumps and tilted outboard motors.

Together with the Kromme Trust we will also be issuing flyers (see below) to canal users in an attempt to dissuade them from participating in prohibited and environmentally harmful activities

PROHIBITED ON THE ST FRANCIS BAY CANALS AND KROMME RIVER



In accordance with the Kouga Municipality Public Amenities By-Law for the waterways:

NO PERSON MAY

- use obscene, offensive or indecent language;
- behave in an offensive, improper or disorderly manner;
- wilfully or negligently cause discomfort or inconvenience to others;
- disturb the peace or cause undue noise;
- behave in a dangerous or reckless manner – This includes

NO Throwing of water balloons and other foreign objects

NO Water jets from jet skis and motorised water pumps to spray people and boats

NO Tilting of outboard motors to create a water spray

NO Jumping from bridges

NO WAKE SPEED ON THE CANALS (The speed of a boat or jet ski must not cause a wake or a wave in the water)

GUIDELINES FOR BOATING ON KOUGA MUNICIPALITY RIVERS AND ST FRANCIS BAY CANALS

REGISTRATION

- Motor driven vessels must be registered with the Municipality and must have the identification numbers permanently affixed to the vessel so that the number is clearly visible from each side of the vessel. All expired identification numbers must be removed from the vessel.
- Jet Skis may only register for the St Francis Bay Canals and are prohibited on the Kromme River.

RULES OF TRAVEL

- The general safety rule of "keep right" is applicable.

OPERATION OF BOATS

- A Certificate of Fitness (COF) is required for all vessels with an engine over 15hp.
- No power-driven vessel may travel faster than a "no-wake speed" when on the Canals.
- No power-driven vessel may travel faster than a "no-wake speed" when it passes closer than 10 metres to any other moving or stationary vessel, jetty, slipway or person on the River.
- No person under 16 years may control or operate a registered power-driven vessel.
- No person in charge of a vessel may use such vessel in a negligent, reckless manner, or whilst under the influence of alcohol. Children under 5 and non-swimmers to wear life jackets.
- After sunset no vessel shall move on the River without a forward facing Red port light & Green starboard light and a White navigation light, switched on. An anchored boat shall have a White light visible for 360°.
- No Jet Skis may be used on the Kromme river.

ENVIRONMENT CONSERVATION

- No person may wilfully or negligently pollute or foul the Canals or the River.
- No person may disturb any plant, animal or bird life on the Canals or the River.

ANGLING

- No person shall fish from any bridge over the Canals or the River.
- No person shall impede any navigational channel in the Canals or River with a fishing line.
- No person shall leave a fishing line in the Canals or River unattended.

SKIING AND TOWING: (Skis, boards, tubes, water sleds etc)

- Only permitted in demarcated zones on the Kromme River between sunrise and sunset.
- No Skiing or towing on the Canals.
- No person may tow a skier within 10m of a jetty or stationary boat except when "dropping off" a skier.
- The towing boat must keep to the right and follow a circuit in an anti-clockwise direction.
- The person in control of the boat must ensure the skier has adequate personal buoyancy.
- A red flag of 30cm x 30cm must be raised when the skier falls and is in the water.
- The operator of a power-driven vessel, while towing a person on water-skis, boards, tubes, water sleds or similar, have on-board another responsible person of at least 15 years of age who must keep a proper look-out, and who must be conversant with recognized hand signals.

Please keep our Waterways Safe, Clean and Fun for everyone.



Jumping from bridges

People jumping from bridges, and in particular, Harley St bridge, remains a safety concern. Various measures have been taken to prevent jumping from bridges including warning signs and fencing but these are often ignored or vandalised, so I urge everyone not to allow jumping from bridges because it is not only illegal, but it is a serious accident waiting to happen.

Kromme River

The Kromme Joint River committee have done an excellent job in marking out the river channels with buoys and improving the signage along the river. The Kromme river map which is issued with all licences shows where the ski zones start and stop and areas where extreme caution must be exercised due to siltation of the river. There are two law enforcement officers based on the river for the season and I would like to point out that there is no skiing or towing allowed on the river between the river mouth and the start of the ski zone above River Tides as shown on the map, and Jet skis are also not permitted on the river and must be used responsibly when going out through the river mouth.



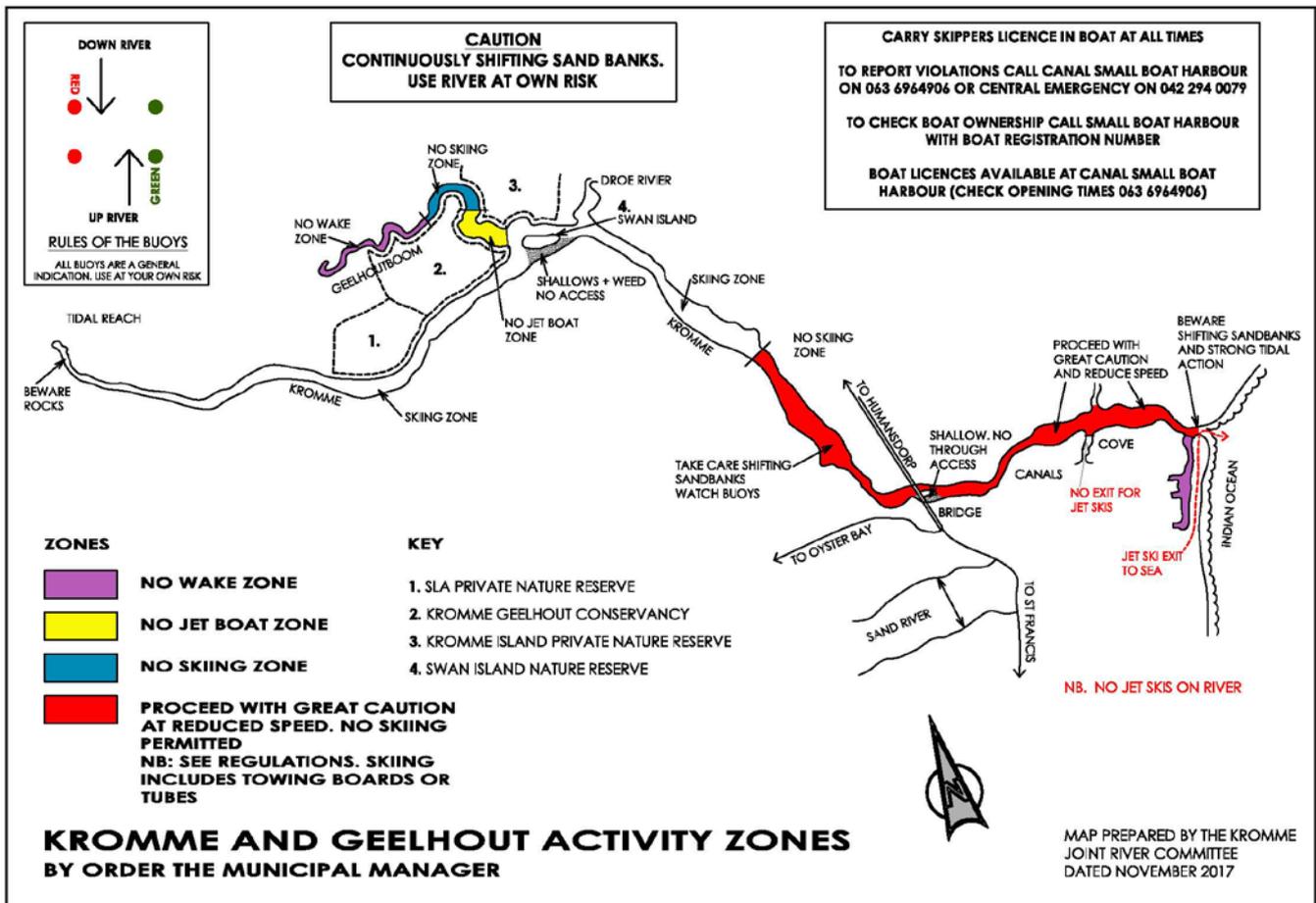
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St Francis Property Owners association

We continue to have an active representation on the SFPO and just a reminder that their AGM is on Thursday at 4pm at the links so please support them by attending.

Some boating statistics and general information

From the 1st July 2017 to 30th June 2018 we issued 1,425 canal licences which was 8% up on the previous year and made up from

- 79% for boats with outboard board motors
- 4% for jet boats, a 9% reduction from the previous year
- 17% for jet skis, a 15% increase over the previous year

As of the 8th December this year Canal licence issues were 14% up on the same time last year.

It is also encouraging to note that our annual mooring bookings are up by 4% on the total bookings for the previous year. The harbour office is open 7 days a week during the season and any general or law enforcement queries should be routed to the harbour office from where they will be redirected to the relevant authority. The numbers are 0636964906 or 0422940079

Finally

The management of the canals is not just handled in 10 committee meetings a year but by daily hands on involvement from all the directors.

I would therefore like to thank all the directors and staff of our association for the hard work they have put in over the last year to achieve the results that we can be proud of.



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4 Financial report presented by R Foulds

This report is a summary of the Associations financial position for the year ended 30th June 2018, but any member who wants to see the complete set of audited financial statements, these are available on the association's website.

Balance Sheet

The equity of the Association stood at R2,785 million compared to the previous year at R2,728 million. So, this is a small increase of R57K.

<u>The assets consist of:</u>	<u>(R '000)</u>
- Fixed Assets	R 827
- Receivables	R 242
- Cash	R 2 233
Total	R 3 302

<u>The liabilities consist of:</u>	<u>(R '000)</u>
- Trade and other payables	R 483
- Provisions	R 34
Total	R 517

Compared to the previous year, there are no material changes and the Association remains sufficiently well-funded.

Income Statement

Operating income increased from R 2,414 million to R 2,712 million. This was an increase of 12,4% and was made up as follows:

- Riparian levies increased by	4,5%
- Boat licenses increased by	20,9%
- Mooring fees increased by	12,9%

Non-operating income decreased by R166K to R 135K.

Expenses

Operating expenses increased from R2,013 million to R2,754 million, which was an increase of 36,8%, which resulted in the net profit before tax decreasing from R567K to R93K.

This is a large percentage increase and the main reason is that we spent R100K on an extension to the Harbour office and R128K on Harbour security. In a normal business these expenses would have been considered Capital expenditure, but in our case these improvements will have no value to the association and the directors consider it prudent to rather write off these amounts.

The other item of expenditure which increased substantially was employee costs which increased by 29%, and that is because we have needed the additional staff, and including casuals where necessary, to maintain the canals properly, and in good condition.

For the record, when compared to our budgets the operating income was 4,9% higher than the budget and expenses, if we exclude the capital items that we wrote off was 2,2% below the budget.

Finally, I must emphasize that we are not trying to make profits, but rather to spend the income that is available to us to maintain and improve the St Francis Bay Canals, as best we can.

The directors are committed to maintaining a conservative financial policy and we will only spend what is within our means.

Annual Financial statements

RF requested a proposer and seconder for the Annual Financial Statements which have been posted on the Company's web site and the re-appointment of the Company's Auditors, Moore Stephens WK Incorporated.

BM and SPT proposed and seconded the Annual Financial Statements and re-appointment of the Auditors.



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5 Appointment of Directors

It was agreed by the members present to re-appointment the current St Francis Bay Riparian Home Owners Association NPC directors for another 12 months.

6 Members questions

Question: Where can we get the contact details for the SFBRHOA?

Answer: Contact details are available on our website – www.stfrancisbaycanals.co.za. YB will email all contact information to the meeting attendants.

Question: Residents in the Blind canal raised their concerns about the depth of the canal. All the boats are struggling to enter and exit the canal

Answer: The SFBRHOA will attend to this item when dredging starts in 2019. There may be technical issues which could prevent dredging beyond a certain depth and if these arise they will be discussed with the concerned members.

Question: Speeding boats in the canal, do I have the right to tell them to slow down?

Answer: Yes, you do, or you can get the vessel's SF number and report it to the canal Harbour office.

Question: Some boat operators drive on the wrong side of the canals. Will the association consider additional signage to emphasize direction of travel regulations.

Answer: Yes we will consider it for 2019.

7 S Picton-Turbervill thanked all those present for attending and closed the meeting at 17:48.