



Street Address
101 St Francis Drive
St Francis Bay
6312

Registration number
2006/017967/08

Postal Address
Private Bag X3
Suite 133
St Francis Bay
6312

**MINUTES OF THE DIRECTORS MEETING HELD ON THE
13th February 2018 AT 13:30 AT THE VILLAGE SQUARE BOARDROOM**

In Attendance

S Picton-Turbervill (SPT)
L Fouche (LF)
R Foulds (RF)
G Miller (GM)
Y Bryden (YB)

B Morsink (BM)
C Northwood (CN)
S Smith (SS)
W Lotter (WL)

Apologies

N Hulett (NH)

1. Welcome, Confirmation of Directors, Election of Chairman and Vice Chairman

SPT welcomed everyone to the meeting and confirmed that all Directors appointed in 2018 will continue in 2019. It was agreed that SPT & BM will continue as Chairman and Vice Chairman for 2019. It was agreed that LF will represent the SFBRHOA at the SPO meetings.

2. Confirmation of Previous Minutes and Apologies

Apologies were received from NH. The minutes of the meeting held on the 22nd January 2019 were confirmed by BM and seconded by LF.

3. Portfolio Allocation

Responsibility for the Portfolios was agreed as follows:

Finance, Accounting, Insurance and Legal	RF & SS
Dredging	GM
Spit and Beach	GM & NH
Blue Flag maintenance	WL & GM
Planning permission regulation enforcement for canal walls and jetties	CN
Signage & water quality	CN
General canal maintenance excluding dredging	BM
Law enforcement	BM
Representation on other Public Bodies	LF
Representation on SFPO association	GM & SPT & LF
Representation on Kromme Trust	GM
Events & Marketing	NH
Harbour Office, Moorings, Licences and other Revenue	SPT
Health & Safety, Human resources	SPT
Boats & Trailers	SPT
Website and communication	SPT & NH
Special projects	Specific to project

4. Canal Manger

WL 2019 Staff leave roster was approved by the board.

WL

4.1 Finance, Accounting, Insurance & Legal

RF & SS

SPT It was agreed to accept the 2019-2020 budget subject to review of the following items which require further justification:

Boat repairs & maintenance - WL & YB
Consulting fees – SS
Dredger repairs & maintenance – WB & GM
Temporary staff costs – WL & YB

SPT When the expense budget is complete, a separate meeting will be arranged to approve the tariff increases to fund the budget.

SPT Requested SS to issue management accounts per month for the period from the 1st July to the 31st January and thereafter at the end of each month. The report must show the allocation of income & expenses in accordance with the recommendation from the auditors.

SS The Pump house expenses have been claimed from the river committee in accordance with the agreement.



Street Address
101 St Francis Drive
St Francis Bay
6312

Registration number
2006/017967/08

Postal Address
Private Bag X3
Suite 133
St Francis Bay
6312

-
- 4.2 Dredging, Spit and Beach** **GM**
WL To provide a detailed canal dredging plan for 2019 including additional equipment requirements.
- 4.3 Planning Permissions & Water Quality** **CN**
CN Will request Kobus (Kouga Planning) to assist with enforcement of signage regulations on the canals
CN Will request Kobus (Kouga Planning) to make it mandatory that no occupation certificate is issued without a certificate for the canal infrastructure.
CN There has been a 50% response by property owners to compliance orders issued in 2018.
- 4.4 Law Enforcement & General Canal Maintenance** **BM**
BM Has requested Randall Prinsloo to sign and issue the letter of compliance to the owner of Jet ski SF643.
CN Collapse of the loffels at the Serpentine Bridge has been reported to Eddie from Kouga.
- 4.5 Representation on Public Bodies** **LF**
See the information from the Residents association on www.stfrancispropertyowners.co.za/
KJRC
Ben Rheeder raised the issue of requiring a proof of address for boat licence applications. It was explained to him that this is only required when applying for the Riparian free licence.
Various members want to change the bye law to introduce a 30kmh speed limit on the residential sections of the river. The SFBRHOA will oppose this proposal.
Proposed to issue one licence sticker in future to prevent placement of the second sticker on a separate boat. The SFBRHOA supports this initiative and will consider introducing it for the canals.
It was agreed that the 2019-20 color for river stickers will be green.
The legislation for bait collection in the river and canals must be enforced.
- Ward 12**
New appointment by the Kouga Municipality, Nomvelo Sovela, Environmental specialist.
The waste water plant is 50% complete.
Mosterdshoek and Sterkfontein have been appointed for water supply projects to St Francis Bay.
The drop off zone at the municipal yard will become permanent.
- 4.6 Harbour Office, Human Resources & Health & Safety, Web site, Boats** **SPT**
SPT It was agreed that one sticker will be issued for each boat for the 2019-20 year subject to Municipal approval and conformity on placement of the sticker.
SPT It was agreed that the 2019-20 color for canal stickers will be orange.
- 4.7 Special Projects**
Online processing of licenses and moorings – on hold
Fixing canal wall at Sea Glades bridge.
Security at the Cove – on hold
- 5 Next Meeting date**
26 March 2019