



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
07th May 2019 AT 13:30 AT THE MUNICIPALITY BOARDROOM**

In Attendance

S Picton-Turbervill (SPT)
B Morsink (BM)
L Fouche (LF)
C Northwood (CN)
G Miller (GM)

Y Bryden (YB)
W Lotter (WL)
S Smith (SS)

Apologies

N Hulett (NH)
R Foulds (RF)

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

SPT welcomed everyone to the meeting

2. Confirmation of Previous Minutes and Apologies

Apologies were received from RF and NH.

The minutes of the meeting held on the 26th March 2019 were confirmed by BM and seconded by LF.

3. Canal Manger

Erf 1304 – WL to arrange with council to have the cable removed.

WL

4.1 Finance, Accounting, Insurance & Legal

SPT Kouga had agreed to the canal tariffs for 2019/2020.

SS It is estimated that year end accounts will show a breakeven situation.

SS We are halfway through our auditing preparations for this financial year. Only need to add May and June.

SS Estimated change to Nedbank is

SS To provide updated accurate management accounts. ASAP

SPT SS & YB to write a procedure on how we are going to proceed for checking and auditing licenses issued in the office.

SPT Suggestions are required for the appointment of the new financial director, when RF resigns from the board

RF & SS

4.2 Dredging, Spit and Beach

SPT **Dredging not according to plan. This is not acceptable and must be corrected by Friday 11th of May.**

CN Requested erf 876 to be placed on dredging schedule.

GM

4.3 Planning Permissions & Water Quality

CN

Signage on (within sight of) canals (advertising) – The provisions of the “Kouga Municipality Outdoor Advertising and Signage By-Law” were noted and it was agreed that signage displayed on the canals (on canal infrastructure, erfs, erf buildings, etc.) by contractors, professional services providers, accommodation establishments etc., did not conform to the provisions of Chapter 3, para 13 and that signs are thus illegal in terms of the provisions of this By-Law. CN to draft a notice for display in the local press by the KLM. Once KLM have approved this notice the Riparian’s will place advert in local press, display same on the Riparian website / social media / harbour office and bring same to the attention of property owners, contractors, professional service providers, accommodation establishments etc. Once the expiry date, as advertised, has expired the SFBRHOA will remove all signs still in place and place same in the municipal depo in St Francis Bay.

Issue of Occupation Certificates (Houses Located on the St Francis Canals) – It was agreed that with immediate effect no “Occupation Certificates” would be issued for houses located on the Canals without the St Francis Bay Riparian Home Owners Association (SFBRHOA) providing the necessary clearance that all canal infrastructure as installed is acceptable. KM / AT to be implemented with immediate effect and relevant KLM documentation to be amended accordingly.

Issue of Compliance Orders (Legal Enforcement for Non-Compliance) – It was noted that certain residents are ignoring “Compliance Orders” issued by the SFBRHOA in regard to canal infrastructure. It was agreed that these matters should be handed over to the KLM so that a legal process can follow. CN to hand over relevant documentation to the KLM as necessary.



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Changes / Amendments to By-Laws pertaining to canal infrastructure – It was noted that P.N. 339/1987 “BY-LAW RELATING TO THE CONTROL AND USE OF THE WATERWAYS AND THEIR BANKS IN THE LOCAL AREA OF ST FRANCIS BAY” as well as the associated “GENERAL SPECIFICATIONS’ are somewhat dated and need revision. It was agreed that the SFBRHOA would amend and then hand same over the KLM who would follow due process and publish in the Provincial Gazette.

Canal inspection – It was agreed that a canal inspection would be arranged in 4 to 6 weeks.

4.4 Law Enforcement & General Canal Maintenance BM

BM No feedback received from Randall Prinsloo regarding the signing of the infringement letter.
SPT WL & YB to educate Stanley on how to take photographs.

4.5 Events NH

East-Cape Canoe Marathon Championships scheduled for 1st – 2nd June. Around 40 paddlers based at Quaysyde.

4.6 Representation on Public Bodies LF

See the information from the Residents association on www.stfrancispropertyowners.co.za/
Ward Committee:

Proposed Municipal Increases: Assessment Rates 7,5%, Water 7,5%, Sewerage & Refuse 8%, average on Electricity 13,5%, Environmental Levy 5%.

Municipal Salary Increases per SALGA 7%.

Expected completion for upgrade of sewerage system August/September 2019.

Investigation to turn God’s Acre into a Taxi Rank.

IDP Meeting 17/4/2019:

Maintenance of canal bridges included on the priority list of Ward 12 for 2019/20.

Burst water pipe – The water pipe in Sea Glades Drive to be replaced from St Francis Drive down to Canal Road, hopefully before end of June 2019.

Water pipes in Canal Road & Mahe Beat also to be replaced hopefully during 2019/20 budget year.

KJRC:

Confirmation of the color GREEN for the river permit for 2019/20.

As per the By-Laws, two stickers still to be used for 2019/20.

4.7 Harbour Office, Human Resources & Health & Safety, Web site, Boats SPT

4.8 Special Projects

Online processing of licenses and moorings – on hold

Fixing canal wall at Sea Glades bridge.

Security at the Cove - on hold

5 General

CN Collapse of the loffles to be sorted out by the municipality.

SPT All boats in excess of 6.6 m needs special approval (written permission) from the board of Directors.

6 Next Meeting date

Proposed date

25th of June 2019