



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

Minutes of the Directors meeting held on the 19th of November 2019 AT 13:30 at 5 Moby Dick Wharf

In Attendance

S Picton-Turbervill (SPT) G Miller (GM)
L Fouche (LF) W Lotter (WL)
N Hulett (NH) S Smith (SS)
R Foulds (RF) C Northwood (CN)
Y Bryden (YB)

Apologies

B Morsink (BM)

1. Welcome, Apologies, Confirmation of Previous Minutes

SPT Welcomed everyone to the meeting.
BM Sent his apologies.
CN/RF The minutes of the meeting held on the 17th of October 2019 were confirmed by CN and seconded by RF.

2. Carried forward from last meeting on 17th October 2019

WL Issue with poles and rocks in the canal in front of Erf 2811. WL to ensure that Willie completes the job asap.
YB To close the FNB account.
WL To set up a meeting with the Municipality to discuss the concerns with the sewer spills over the last year and how these can be prevented in future.
WL Harley Street Bridge marker poles must be completed asap.
YB/SS To email GL report to SPT every Friday, and once a month to all Directors.
WL Grand Comore bridge walls need to be fixed asap. Quotation is expected by 20th November 2019.
WL/YB S Floors will be trained and appointed as the Health and Safety representative in Jan/Feb 2020. P Blersch and W Lotter will stand in as Health and Safety representatives until S Floors is trained.

3. Canal Manger and Office

WL

YB To update the to do list with all tasks. **See attached.**
YB To arrange for the relevant sections of the Merchant Shipping (National Small Vessel Safety) Regulations and SAMSA information (**as attached**) to be clearly displayed in the canal harbour office.
YB To arrange with Lyn Aitken to display on the face book page the Kouga personnel and telephone numbers to be contacted in the event of a sewerage spill into the canals.
WL GM requested that the excess of bush protruding over the canal walls at the Cove be cut back and removed.
WL It was agreed to replace the roof over the look out at the Cove.
WL LF requested that the Pump House ablution block is repainted inside and out before the holiday season.
WLYB By the end of January 2020 there must be documented preventative maintenance plans in place for the association's assets. These will include Dredgers, Boats, Pumps, Jetties, Ablution blocks etc.

4. Finance, Accounting, Insurance & Legal

RF

RF **See attached** year to date income statement.
RF RF and SS to meet with the auditors during the following week to finalise the 2018-19 audited financial statements.
YB The AGM will be moved to January 2020 due to the conflict of dates with the SFPO and SRA AGM's.
RF/SS SPT requires the format for reporting on the licence and mooring income.
SPT All agreed on the overtime schedule and costs required for December 2019 & January 2020 office opening hours and law enforcement. (**See attached**).

5. Dredging, Spit and Beach

GM

WL Due to heavy siltation of the channel from Ski canal to the river the dredging will continue in Ski canal as late as possible into December without disturbing the holiday makers. Dredging overtime will also be worked during the week and on Saturdays.
GM/WL To determine additional actions required to reduce the volume of sand being deposited into the channel from ski canal to the river mouth.
WL The dredger waiting for spars will be ready for dredging on the 22nd November and will be put into action in the channel from ski canal to the river mouth.



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WL As per previously agreed minutes SPT requested WL to immediately replenish the stock of spares parts carried for the dredgers and boats to ensure that there is no down time due to a lack of spare parts.

6. Planning Permissions & Water Quality

CN

- CN Compliance orders were sent through to A Thorne (building inspector) for signature and correct correspondence address before being sent out by email and registered post.
- CN Signage on the canals. A letter was received from Lex Icon Attorneys (on behalf of C Beckley) objecting to removal of his sign boards in terms of Kouga Municipality Notice 98/2019 (**attached**). The SFBRHOA have referred the matter to Hutton & Cook Attorneys.
- CN The board has no objection to the application for a new jetty of 18m long on ERF1361 providing it is in compliance with the regulations and includes moving the canal wall back to the boundary.
- CN Water quality, there have been no issues since the last meeting.
- WL Historically the Big Time Taverna conservancy tank has overflowed into the canals during Dec/Jan holiday season. During this Dec/Jan season regular inspections of the area around Big Time Taverna must be made to ensure that any potential spills are identified and immediately reported so that the canals are not polluted.

7. Law Enforcement & General Canal Maintenance

BM

- SPT BM has been in correspondence with R Prinsloo of Kouga Municipality Law enforcement to arrange the same canal law enforcement on the 31st December 2019 as in 2018.
- YB/WL To follow up with R Prinsloo and circulate the confirmed arrangements to the Board asap.
- SPT Will investigate a more efficient way for S Floors to record and review the canal infrastructure inspection photographs.
- SPT The Kouga ERM plan for the Spit was presented at a meeting on the 13th November (**see attached**). The SFBRHOA requested that the following changes be made:
The NSRI is tasked with the life saving responsibility.
The SFBRHOA can assist with preparation a list of licenced boat owners and commercial tourist boat operators on the canals who may be prepared to assist with suitable boats for water based evacuation.

8. Events

NH

GM Solar boat race will be held on the 7th or 8th of December. Canal Harbour office grounds will be used as a venue.

9. Representation on Public Bodies (KJRC & Ward 12)

LF

- See the information from the Residents association on www.stfrancispropertyowners.co.za/
- DEDEAT have refused permission for the river to be dredged where it is shallow at the sand river delta and the drift.
 - The KJRC are in the process of installing more buoys and sign boards along the river to mark out channels and identify the dangerous areas.
A third law enforcement officer will be employed for the holiday season.
Advertisements will be placed in the Chronical welcoming all holiday makers and displaying the river map along with the prices list and contact details.
 - The aesthetics committee recommended that the use of S profile aluminum roofing sheets be accepted in SFB.
 - Drop off station will be staffed by Kouga and 2 additional skips will be installed.
 - The Kouga housing department are preparing a draft site plan for housing informal settlements.
 - IDP meeting confirmed that the canal bridge repairs are a top priority.
 - In a meeting at the Council offices on the 13th November Councilor Rheeder reported that a meeting had taken place between the Mayor and the Koi to discuss use of the Cove. The Mayor stated that no overnight camping will be allowed at the Cove and that the Municipality will build a braai structure for cooking on an open fire which will include the necessary safety features such spark arrestors. No other open fires will be allowed at the Cove.
 - NH raised a concern about what would happen if there were to be a land invasion at the Cove and what we would do about it. The general consensus was that this would have to be handled by the Municipality and law enforcement. SPT was requested to contact an attorney to get an opinion as the what the legal rights of the SFBRHOA home owners would be under such circumstances.



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10. Harbour Office, Human Resources & Health & Safety, Web site, Boats

SPT

- YB It was agreed to advertise the price list, office hours and prohibited canal behavior in the Ifo Ads December editions.
- YB To request quotations from internet service provider for the office as the current Telkom line is exceptionally slow and cannot be improved by Telkom.
- WL/YB Stanley to start using the law enforcement body camera.
- SS/YB To urgently review all cv's received for the office licencing clerk position and arrange interviews.
- YB To make sure that the web site is up to date.

11. Special Projects

- New jetties will be in by early December.
- Fixing canal wall at Sea Glades bridge.

12. Next Meeting date

- January 2020 TBA
- AGM booked for the 14th January 2020 at the Bowling Club at 5pm