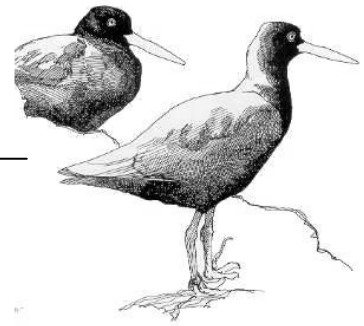


# SFB Riparian HOA

P.O. Box 724, St. Francis Bay, 6312



**ST FRANCIS BAY RIPARIAN HOMEOWNERS ASSOCIATION  
MINUTES OF THE MEETING – 5 SEPTEMBER 2011  
VENUE: EURO CAFE / VILLAGE SQUARE**

**PRESENT:**

B Morsink (BM) Chairman  
J Stevens (JS)  
R Foulds (RF)  
B Buckham (BB)  
M Lahana (ML)  
F Silberbauer (FS)

J Robson (JR) Vice chairman  
T Butler (TB)  
C Beckley (CB)  
P Grobbelaar (PG)  
J Green (JG)

1. BM welcomed all.

2. **Frank Silberbauer EIA System**

FS stated public participation is needed to give those that have registered the ability to comment. There will be 30 days for appeals to be lodged. FS would send out emails to all parties – approx. 100 people. Field queries that come through and lodge them with the department and they can appeal the decision.

There was unanimous agreement that FS carry on with this.

The entire length of the beach has been given authorisation for new rock revetments. It was also agreed that the Riparian Home Owners Association (RHOA) would deal with issues related to the spit only. All other parties would have to go through the municipality.

TB queried whether authorisation allowed RHOA to maintain the revetments in perpetuity. FS stated that yes; it was valid for life time of the project. If it is written into the Management Plan, it will be part of the Environmental Audit at the end of the project. Their rubber stamp gives permission to carry on for the lifetime of the canal system.

FS stated that the RHOA must establish whether they are beholden to the municipal tender system. The municipality must stipulate that we are the agents of the spit. RHOA must write to the Municipality requesting that the authority be ceded to the RHOA.

- According to the Construction and Environmental Management Plan the task list, tender process, and the flattening of the top of the spit must be listed. Everything must be planned from start to finish before going to tender.

The design has been approved but now the detail needs to be looked at to flesh out the document. BM suggested a sub-committee be formed consisting of JR, JS, TB and FS. The Sub-committee must be given license for carte blanche. A meeting was arranged for 6<sup>th</sup> September at 3pm in Village Square Business Centre.

FS stated that he would give his rate per hour, but could not speak for Werner Illenberger (WI).

TB confirmed that WI suggested that FS be appointed as Environmental Control Officer and that FS should then prepare the Construction Environmental Management Programme and Construction Master Plan. FS is to apply to the DEA in Cape Town for permission to take vehicles onto the beach.

Discussions raised the following queries and comments:

- Who was going to manage the actual project? BM stated that FS would manage the actual project.
- An engineer was needed to sign off at the end of the project. It was decided Harry Milson be consulted by CB as he had many years of experience.

### 3. CANAL REPORT NO 8/2011 - 01/09/2011

#### Weekly

1. Maintain gardens & cut grass (7000m<sup>2</sup>) – Canal Harbour & Cove and dump garden refuse (1 x weed eater, 1 x domestic lawn mower). Obtain quotes for second-hand mower and a garden service.
2. Clean canal cnr Seaglates & Canal Road and dump rubbish
3. Remove rubble at braai area – Cove and dump rubbish
4. Remove weeds, cut grass at pump house area & take garden refuse to the dump
5. Clean & wash bakkie
6. Clean & service equipment

#### Monthly

1. Retrieve, clean & do minor repairs on Canal Patrol 1 (steering problem & trim & tilt shaft needs new seal) **Approval was given to repair the shaft.**
2. Maintain Canal Patrol 2 (start & flush engine)
3. Submit log book to Municipality - bakkie

#### Other

1. Leave – 26/09 – 07/10/2011
2. Tried to repair pipe at Mahe Bridge (wall needs to be repaired first). **Willie Ver Maak's quote was approved to repair Mahe Bridge**
3. Remove rubble – Mahe Beat bridge – dump
4. Quotes to repair Mahe Bridge wall **Obtain quotes for the repair.**
5. Dig trenches – Serpentine bridge
6. Repair loffel wall Serpentine bridge
7. Plant grass and water – pump house, 3 bakkie loads – need topsoil R150.00 x 6
8. Assist with Pam Golding canoe race
9. Incident – Jetski harassing whale and calf at river mouth – Tim Christy, Bridget Elson – 042 294 0416

10. Damage to signs – sign R500 fine. **Need to redo signs before Christmas.**
11. Refit signs at Canal Harbour
12. Make 50 concrete anchors and move to river & cove – 20lt 16/08/2011. **Liaise with Kromme River Trust re who will be putting in the buoys.**
13. Cables for marker buoys – R20 per buoy. **A chain/cable to be used to secure the buoys.**
14. Marking of buoys – sand paper and aqua seal – R67.84 p/lt.
15. Crimper for lugs – R120.00 p/day. **BM has two machines he can choose from.**
16. Buoys only available end of September – Vlok C Marine
17. Urinal blocked Canal Harbour toilet – reported to Municipality x 3 & JT – Plummer
18. Survey river – JR TB 15/08/2011
19. Survey river with HC on 30/08/2011 – original channel open (river under their control)
20. Myles remove dredger from Canals. **JG to write to N Hulett re the removal of his dredger.**
21. Make stencils and repair signs
22. Cut branches – Canal Harbour
23. Door latches stolen – Cove toilets
24. Convert pump house – toilets?
25. Fit new light and repair old lights – Canal Harbour BB
26. Collect new petrol card – 06/11/2011 – Jeffreys Bay
27. Municipal sign at Cove – HC is going to replace it – Silverlake
28. Channel at Cove very narrow/only 5 buoys left. **This to be the 1<sup>st</sup> to be dredged when the dredger is up and running.**
29. HC suggested reflector tape or white and red reflectors (discounted from Village Hardware) on buoys – for boaters using river at night. **Not to be pursued.**
30. Remove old rusted signs at Cove
31. Remove advertising signs off Canal Walls
32. Check all damaged walls as per erf no – TB. **BM to give list to the Municipality.**
33. Mahe Beat bridge & Harley street bridge, Canal Harbour walls need to be repaired
34. Apply for anything that floats – timeously. **JG to write to apply.**
35. Bakkie to panel beaters – during leave – need to be picked up – 23/09/2011
36. Collect bakkie – 10/10/2011
37. Municipality to remove branches from river – HC
38. Canal boat canopy to be repaired

Erf. 653 has a deck that protrudes beyond the boundary. BM to speak to T De Groot to not sign off the building until the jetty is correct.

#### 4. **Matters Arising**

##### 4.1 **Meeting with Carlien Burger with BB and RF**

RF stated that it was a constructive meeting; the full amount owed has now been paid except for the interest. RF and BB did not push for this at this meeting. The issue of levies on canal owners was raised. Carlien didn't know the procedure but she undertook to establish what the official procedures were for the Municipality putting a levy on all canal owners. She is to write to the Riparians on how to do this for the revetments. But she stated that it was going to have to go all the way back to central treasury and had no way of telling how long this would take. It was decided therefore that a direct appeal to home owners was going to have to be made.

After discussions BB stated that basically two points are needed to be understood:

- The Kouga Municipality to say what the legal process was.

- Then check the legal process internally through the attorney to find out what their contract says the Riparians are entitled to do. Only then can a letter be written to all.
  - Establish what the final amount that was needed to raise funds for.
- 4.2 The outstanding interest balance is R22 000.00
- 4.3 Year end accounts have been finalised. BB and RF met the auditors to introduce themselves and explain that they were ready for the auditors. This will hopefully be completed **as soon as possible**.
- 4.4 ML had completed the forms for registering with Workmen's Compensation.
- 4.5 ML reported that she had the Employment contract.
- 4.6 ML sent email address re maps to TB.
- 4.7 TB to attend the SFBRA meeting with the Mayor.
- 4.8 JG to book venue for AGM.
- 4.9 ML has informed members of controlled release from Mpofu dam.

## **5. Previous Minutes confirmed: (BB and JR)**

### **6. Finance and Admin.**

- 6.1 Accounts for payment – discussed above.
- 6.2 Kouga outstanding account – all paid up but for the interest.
- 6.3 Accounts completed and now waiting for audit to be done.

BB stated that a strategy for financing the revetments needed to be established. It was decided to form a sub-committee with BB as Chairman, RF and CB. CB to contact Gert Foster and one other to join. The sub-committee needs to establish:

- How much is needed to be raised
- Ideas on how to raise funds.

Options to consider:

- Start revetments with money already in bank.
- Ask for annual donations instead of asking all in one amount.

### **7. Correspondence**

TB requested a letter be written re the approval of the revetments stating that FS of Infinity Consulting and any queries must be written to him.

### **8. General**

JR stated that Greg Miller had given his progress report on the dredger:

- Engine mountings are on
- Galvanizing should be completed early next week
- The engine is in PE
- When it arrives back, where is it going to be built?
- Needs a trailer for launching
- Quote obtained for required plumbing.
- Estimated delivery date is the end of October. JR to communicate with Greg putting pressure on for earlier delivery.

The dredger could be assembled in the yard or put on a rollback. JR also to look at a trailer.

Approval given for 50% payment for the pipes.

It was queried whether RHOA should be paying for the licensing of the two boats. It was established that there should be no payment for boat licenses or for river licenses. This should be taken up with the Municipality.

**Next meeting - Monday 10th October at 2pm in the Boardroom of the Village Square Business Centre.**