

# **MINUTES OF THE COUNCIL MEETING OF WITZENBERG, HELD VIRTUALLY (Microsoft Teams) ON WEDNESDAY, 27 JANUARY 2021 AT 09:00**

## **PRESENT**

### Councillors

Alderman TT Godden (Speaker) (COPE)  
Alderman BC Klaasen (Executive Mayor) (DA)  
Alderman K Adams (Deputy Executive Mayor) (DA)  
Councillor TE Abrahams (DA)  
Councillor P Daniels (DA)  
Councillor MD Jacobs (EFF)  
Councillor D Kinnear (DA)  
Councillor C Lottering (DA)  
Councillor M Mdala (ANC)  
Councillor ZS Mzauziwa-Mdishwa (DA)  
Councillor MJ Ndaba (ANC)  
Councillor N Phatsoane (ANC)  
Alderslady JT Phungula (ANC)  
Alderman JW Schuurman (ANC)  
Councillor EM Sidego (DA)  
Councillor RJ Simpson (ANC)  
Alderman HJ Smit (DA)  
Councillor D Swart (DA)  
Councillor HF Visagie (ANC)  
Alderman JJ Visagie (DA)

### Officials

Mr D Nasson (Municipal Manager)  
Mr HJ Kritzinger (Director: Finance)  
Mr J Barnard (Director: Technical Services)  
Mr G Louw (Head: Internal Audit)  
Mr A Hofmeester (IDP Manager)  
Mr CG Wessels (Manager: Administration)  
Mr C Titus (Committee Clerk)  
Ms MJ Prins (Word Processor Operator)  
Mr R Rhode (ICT Administrator)  
Mr J Pieterse (Senior ICT Officer)

## **1. OPENING AND WELCOME**

The Speaker welcomed everyone present after which he requested the Director: Finance to open the meeting with prayer.

## **NOTED**

**2. LEAVE OF ABSENCE AND CONFIDENTIALITY AND CONFLICT OF INTEREST DECLARATION**

**2.1 Consideration of application for leave of absence, if any  
(3/1/2/1)**

- (a) The Speaker mentioned that a Councillor cannot apply for leave of absence from a meeting on grounds of lack of data. The speaker ruled that such a reason is not acceptable and the Councillor will be regarded as absent.
- (b) Apologies for absence from the meeting were received from the Director: Corporate Services, Manager: Projects and Performance, Manager: Legal Services and Deputy Director: Finance.

**UNANIMOUSLY RESOLVED**

*that the apologies for absence from the meeting, received from the Director: Corporate Services, Manager: Projects and Performance, Manager: Legal Services and Deputy Director: Finance, be accepted.*

**2.2 Confidentiality and Conflict of Interest Declaration  
(3/2/1)**

The Confidentiality and Conflict of Interest Declaration was verbally declared by all Councillors.

**NOTED**

**3. STATEMENTS, ANNOUNCEMENTS OR MATTERS RAISED**

**3.1 Gratitude, Congratulations and Commiseration  
(11/4/3)**

Councillor TE Abrahams conveyed Council's congratulations to the following Councillors and spouses on their birthdays:

- Mr Mfusi Mdishwa 1 January
- Alderman BC Klaasen 8 January
- Alderlady JT Phungula 15 January
- Councillor HF Visagie 18 January
- Ms Fowzia Adams 24 January
- Ms Clara Godden 25 January

**3.2 Matters raised by the Speaker**  
**(09/1/1)**

- (a) The Speaker expressed his gratitude that all Councillors are back in Council and praised God for that.
- (b) The Speaker expressed his condolences to everyone who has lost loved ones due to the COVID-19 pandemic. He referred specifically to the Municipal Manager's father, Mr Evelyn Nasson, and also the Minister in the Presidency, Mr Jackson Mthembu.
- (c) The Speaker mentioned that Councillors basically attend one Council and one committee meeting per month. An application for leave of absence therefore cannot be unreasonable, nor not really valid and neither not waterproof. Such applications for leave will not be accepted. The Speaker requested Councillors to attend all meetings with seriousness.

He emphasised that the last year of the present Council's term had started and that every Councillor has to do something good and positive for Witzenberg Municipality to leave a legacy behind that will be remembered.

**NOTED**

**3.3 Matters raised by the Executive Mayor**  
**(09/1/1)**

- (a) The Executive Mayor expressed his gratitude to God for the privilege to be back at Council.
- (b) The Executive Mayor expressed condolences to all who had lost loved one due to COVID-19. He mentioned in particular:
  - The Municipal Manager's father, Mr Evelyn Nasson
  - Alderlady Phungula's father, Mr Benjamin Mbangula
  - Staff members of the Witzenberg Municipality, Mr September (Cleansing Services) and Mr Van Wyk (Public Resorts)
  - All residents of the Witzenberg municipality.
- (c) The Executive Mayor mentioned that the Pine Forest Resort had been reopened as a COVID-19 quarantine centre for the Department of Public Works.
- (d) The Executive Mayor referred to the challenges caused by COVID-19 and the increase of seasonal workers. The towns are overcrowded and can be seen as a super spreader, especially at ATM's and banks.

- (e) The Executive Mayor thanked the administration and management of the municipality for their contribution to keep the towns clean and on a high standard.
- (f) The Executive Mayor mentioned that the Executive Mayoral Committee had discussed several challenges in the municipality, such as the Eskom matter and load shedding, the management of overtime and standby, the culture that workers are basically in the field and no managers to give them time and cost effective guidance, that the Municipal Manager had been instructed to investigate options of shifts and the concern about families who had lost breadwinners, which may be a challenge for the municipality later in respect of revenue.
- (g) The Executive Mayor mentioned that the municipality will be involved with the COVID-19 vaccination process and will support the National Government in order to help our residents who live on farms in the Karoo, but also those who live in the towns.
- (h) The Executive Mayor mentioned that the municipality may have other kind of problems after the seasonal work. If so, Council will handle the matter as a united management unit.
- (i) The Executive Mayor requested Council and Administration to lead the municipality by example to handle all the challenges. There are no models to combat COVID-19 currently, but is rather a trial and error method. The municipality assists with all efforts to relax level 3 restrictions.
- (j) The Executive Mayor mentioned that Council is in an election year and that Councillors will be faced in the communities with many challenges. The Executive Mayor requested Councillors to be careful outside and keep good care of themselves and their families.
- (k) The Executive Mayor mentioned that Council had started the last year of their term with this meeting. The Higher Hand of God will protect the Witzenberg Municipality and He will safeguard all its residents.

**NOTED**

### **3.4 Matters raised by the Municipal Manager**

None

**NOTED**

Alderman JW Schuurman requested the Speaker, on behalf of the ANC, that Council have a standing moment of silence to honour the loved ones of the Municipal Manager and Alderlady JT Phungula who had passed away. Council agreed unanimously.

**NOTED**

#### **4. MINUTES**

##### **4.1 Approval of minutes (3/1/2/3)**

**UNANIMOUSLY RESOLVED**

*That the following minutes be approved and signed by the Speaker:*

- (i) Council meeting held on 25 November 2020.*
- (ii) Council meeting held on 17 December 2020.*

##### **4.2 Matters arising from the minutes (3/1/2/3)**

Alderman K Adams referred to item 11 of the minutes of 17 December 2020 and enquired about the reasons for not providing hard copies of agendas to Councillors. Alderman Adams reminded Council that he had raised the request due to the difficulty following the annexures on the tablet screen.

The Speaker resolved that Councillors who need hard copies of agenda packs during this time of virtual meetings may indicate so and will be issued with hard copies. This ruling only applies to the period of virtual meetings.

**NOTED**

**4.3 Outstanding matters  
(3/3/2)**

| Number | File reference | Heading, item no. and date   | Directorate        | Action  | Progress | Target date |
|--------|----------------|--|--------------------|---|----------|-------------|
| 4.3.1  | 16/4/2         | 8.2.4 of 25-11-2020<br>One-way street:<br>Phillip Street, Ceres              | Technical Services | (a) Formal traffic impact study to be done.<br>(b) EMC to form ad hoc committee to discuss outcomes of traffic impact study.      |          |             |
| 4.3.2  | 16/4/P         | 8.2.5 of 25-11-2020<br>Roads and Storm Water Master Plans                    | Technical Services | Amendments requested at Council workshop to be made.  |          |             |
| 4.3.3  | 7/1/3          | 8.3.1 of 17-12-2020<br>Ceres Bowling Club:<br>Planned expansion of clubhouse | Community Services | that the matter be held in abeyance to obtain more information and after that be tabled again to the Executive Mayoral Committee. |          |             |

Alderman JW Schuurman referred to outstanding matters that do not appear on the list i.e. :

- Ceres golf estate (What is the current status?)
- Mafoko tenders (Both tenders of Mafoko to be discussed by Council).

The abovementioned matters must be placed back on the outstanding list.

**UNANIMOUSLY RESOLVED**

- (a) *that notice be taken of the outstanding matter regarding the changing of Phillip Street, Ceres to a one-way street.*
- (b) *that notice be taken of the outstanding matter regarding the planned expansion of the Ceres Bowling Club clubhouse.*

**EENPARIG BESLUIT**

- (a) *dat kennis geneem word van die uitstaande saak aangaande die verandering van Phillipstraat, Ceres na 'n eenrigtingstraat.*
- (b) *dat kennis geneem word van die uitstaande saak aangaande die beplande uitbreiding van die Ceres Rolbalklub se klubhuis.*

**5. MOTIONS AND NOTICE OF SUGGESTIONS**

None

**NOTED**

**6. INTERVIEWS WITH DELEGATIONS**

None

**NOTED**

**7. GEDELEGEERDE BEVOEGDHEDE / DELEGATED POWERS**

**7.1 Minutes: Committee meetings  
(03/3/2)**

**UNANIMOUSLY RESOLVED**

*that notice be taken of the minutes of the Committee meetings and same be accepted.*

**EENPARIG BESLUIT**

*dat kennis geneem word van die notules van die Komiteevergaderings en genoemde aanvaar word.*

**8. GERESERVEERDE BEVOEGDHEDE / RESERVED POWERS**

**8.1 Direkoraat Finansies / Directorate Finance**

**8.1.1 Section 71 Monthly Budget Statement Reports of the Directorate Finance: January, February, March, April, May, June, July, August, and September 2020 (9/1/2/2)**

**UNANIMOUSLY RESOLVED**

- (a) *that notice be taken that the Section 71 Monthly Budget Statement Reports of the Directorate Finance for January until September 2020 have been recommended by the Performance, Risk and Audit Committee to Council for approval.*
- (b) *that notice be taken that the Section 71 Monthly Budget Statement Reports of the Directorate Finance for January until September 2020 have already been approved by Council after consideration.*

**EENPARIG BESLUIT**

- (a) *dat kennis geneem word dat die Artikel 71 Maandelikse Begrotingsverslae van die Direkoraat Finansies vir Januarie tot September 2020 deur die Prestasie-, Risiko- en Ouditkomitee na die Raad aanbeveel is vir goedkeuring.*
- (b) *dat kennis geneem word dat die Artikel 71 Maandelikse Begrotingsverslae van die Direkoraat Finansies vir Januarie tot September 2020 alreeds deur die Raad goedgekeur is na oorweging.*

**8.1.2 Annual review 2020/2021: Witzenberg Fraud and Corruption Prevention Strategy (2/12/P)**

**UNANIMOUSLY RESOLVED**

*that the Witzenberg Fraud and Corruption Prevention Strategy, after consideration, be approved.*

**EENPARIG BESLUIT**

*dat die Witzenberg Bedrog- en Korrupsievoorkomingstrategie, na oorweging, goedgekeur word.*

**8.1.3 Annual review 2020/2021: Witzenberg Whistle Blowing Policy  
(2/12/P)**

**UNANIMOUSLY RESOLVED**

*that the Witzenberg Whistle Blowing Policy, after consideration, be approved.*

**8.1.4 Annual review 2020/2021: Witzenberg Fraud and Corruption  
Prevention Policy and Response Plan  
(2/12/P)**

**UNANIMOUSLY RESOLVED**

*that the Witzenberg Fraud and Corruption Prevention Policy and Response Plan,  
after consideration, be approved.*

**8.1.5 Quarterly Budget Statement [Section 52(d)] Report: 3<sup>rd</sup> Quarter of  
2019/2020 (1 January 2020 until 31 March 2020)  
(9/1/1 & 9/1/2/2)**

**UNANIMOUSLY RESOLVED**

*that notice be taken of the Quarterly Budget Statement Report in terms of  
Section 52(d) for the third quarter of 2019/2020 and, after consideration, same  
be accepted.*

**EENPARIG BESLUIT**

*dat kennis geneem word van die Kwartaallikse Begrotingsverslag ingevolge  
Artikel 52(d) vir die derde kwartaal van 2019/2020 en genoemde, na  
oorweging, goedgekeur word.*

**8.1.6 Quarterly Budget Statement [Section 52(d)] Report: 4<sup>th</sup> Quarter of  
2019/2020 (1 April 2020 until 30 June 2020)  
(9/1/1 & 9/1/2/2)**

**UNANIMOUSLY RESOLVED**

*that notice be taken of the Quarterly Budget Statement Report in terms of  
Section 52(d) for the fourth quarter of 2019/2020 and, after consideration,  
same be accepted.*

**EENPARIG BESLUIT**

*dat kennis geneem word van die Kwartaallikse Begrotingsverslag ingevolge Artikel 52(d) vir die vierde kwartaal van 2019/2020 en genoemde, na oorweging, aanvaar word.*

**8.1.7 Quarterly reports of Mayor on implementation of budget and state of affairs of municipality / SDBIP: Section 52(d): 3<sup>rd</sup> and 4<sup>th</sup> Quarters 2019/2020 (9/1/1/ & 9/1/2/2)**

**UNANIMOUSLY RESOLVED**

- (a) that notice be taken of the recommendation of the Municipal Public Accounts Committee and after consideration of the matter of revenue collection referred same to the next Council workshop meeting.*
- (b) that the report of the Executive Mayor on the implementation of the budget and state of affairs of the municipality / SDBIP: Section 52(d): 3<sup>rd</sup> and 4<sup>th</sup> Quarters of 2019/2020 be approved and accepted.*

**8.1.8 Quarterly Budget Statement [Section 52(d)] Report: 1<sup>st</sup> Quarter 2020/2021 (1 July 2020 until 30 September 2020) (9/1/2/2)**

**UNANIMOUSLY RESOLVED**

*that notice be taken of the Quarterly Budget Statement Report in terms of Section 52(d) for the first quarter of 2020/2021 and, after consideration, same be accepted.*

**EENPARIG BESLUIT**

*dat kennis geneem word van die Kwartaallikse Begrotingsverslag ingevolge Artikel 52(d) vir die eerste kwartaal van 2020/2021 en genoemde, na oorweging, aanvaar word.*

**8.1.9 Performance, Risk and Audit Committee: First Bi-Annual Report on Performance Management: 2019/2020 (5/14/4)**

**UNANIMOUSLY RESOLVED**

*that notice be taken of the First Bi-Annual Report of the Performance, Risk and Audit Committee on Performance Management for 2019/2020, dated December 2020.*

**EENPARIG BESLUIT**

*dat kennis geneem word van die Eerste Halfjaarlikse Verslag van die Prestasie-, Risiko- en Ouditkomitee vir 2019/2020, gedateer Desember 2020.*

**8.1.10 Settling of Rand Merchant Bank (RMB) loan for Koekedouw Dam (16/2/1/1/1 & 5/4/R)**

**UNANIMOUSLY RESOLVED**

*that a legal opinion be obtained in respect of the settling of the Rand Merchant Bank (RMB) loan for the Koekedouw Dam and the matter be referred to the Performance, Risk and Audit Committee for a recommendation to Council.*

**EENPARIG BESLUIT**

*dat 'n regsmeening verkry word aangaande die afbetaling van die Rand Aksepbank lening vir die Koekedouwdam en die aangeleentheid verwys word na die Prestasie-, Risiko- en Ouditkomitee vir 'n aanbeveling aan die Raad.*

**8.1.11 Quarterly Budget Statement [Section 52(d)] Report: 2<sup>nd</sup> Quarter 2020/2021 (1 October 2020 until 31 December 2020) (9/1/2/2)**

**UNANIMOUSLY RESOLVED**

(a) *that notice be taken of the tabling of the Quarterly Budget Statement Report in terms of Section 52(d) for the period 1 October 2020 until 31 December 2020.*

(b) *that the report be referred to the Municipal Public Account Committee and Performance, Risk and Audit Committee of Council for their recommendations to Council.*

**EENPARIG BESLUIT**

- (a) *dat kennis geneem word van die Kwartaallikse Begrotingsverslag ingevolge Artikel 52(d) vir die tydperk 1 Oktober 2020 tot 31 Desember 2020.*
- (b) *dat die verslag verwys word na die Munisipale Publieke Rekeninge Komitee en die Prestasie-, Risiko- en Ouditkomitee van die Raad vir hul aanbevelings aan die Raad.*

**8.1.12 Mid-year Budget Statement and Performance Assessment (Section 72) Report for 2020/2021: 1 July 2020 until 31 December 2020 (9/1/1 & 5/1/5/13)**

**UNANIMOUSLY RESOLVED**

- (a) *that notice be taken of the Mid-year Budget Statement and Performance Assessment (Section 72) Report for the period 1 July 2020 until 31 December 2020.*
- (b) *that the report be referred to the Municipal Public Accounts Committee and Performance, Risk and Audit Committee of Council for their recommendations to Council.*

**EENPARIG BESLUIT**

- (a) *dat kennis geneem word van die Halfjaarlikse Begrotings- en Prestasie-evaluasie (Artikel 72) Verslag vir die tydperk 1 Julie 2020 tot 31 Desember 2020.*
- (b) *dat die verslag verwys word na die Munisipale Publieke Rekeninge Komitee en Prestasie-, Risiko- en Ouditkomitee van die Raad vir hul aanbevelings aan die Raad.*

## **8.2 Direkoraat Tegniiese Dienste / Directorate Technical Services**

### **8.2.1 Small Scale Embedded Generation (SSEG) proposal: Dedicated connection model options (16/3/P)**

#### **UNANIMOUSLY RESOLVED**

- (a) that the matter in respect of the Small Scale Embedded Generation (SSEG) proposal for dedicated connection model options be held in abeyance awaiting more information.*
- (b) that the matter supra (a) thereafter be referred to a Council workshop meeting and then tabled to Council.*

### **8.2.2 Policy for Work and the Installation of Services in the Road Reserve (16/04/4/6)**

#### **UNANIMOUSLY RESOLVED**

*that the Policy for Work and the Installation of Services in the Road Reserve, after consideration, be approved and adopted.*

#### **EENPARIG BESLUIT**

*dat die Beleid vir Werk en die Installering van Dienste in die Padreserwe, na oorweging, goedgekeur en aanvaar word.*

### **8.2.3 Consumers use of generators to prevent peaking in notified maximum demand periods during peak season (16/03/9)**

#### **UNANIMOUSLY RESOLVED**

- (a) that the matter in respect of consumers use of generators to prevent peaking in notified maximum demand periods during peak season be held in abeyance to obtain more information.*
- (b) that the matter supra (a) thereafter be referred to a Council workshop meeting and then be tabled to Council.*

**8.2.4 Application: Relocation of established Nduli Carwash to erf 5145, Nduli, Ceres  
(07/01/4/1 & 17/19/1)**

**UNANIMOUSLY RESOLVED**

*that the matter in respect of Application: Relocation of established Nduli Carwash to erf 5145, Nduli, Ceres be held in abeyance to obtain more information and after that be tabled to Council again.*

**EENPARIG BESLUIT**

*dat die aangeleentheid aangaande die aansoek vir die verskuiwing van die gevestigde Nduli Motorwassery na erf 5145, Nduli, Ceres oorstaan ten einde meer inligting te bekom en daarna weer aan die Raad voorgelê word.*

**8.3 Direkoraat Gemeenskapsdienste / Directorate Community Services**

**8.3.1 Lease of portion of erf 1, Pine Valley, Wolseley: Old Malikhanye Crèche  
(7/1/4/1)**

**Please read along with item 8.3.2.**

**UNANIMOUSLY RESOLVED**

*that the matter in respect of the lease of a portion of erf 1, Pine Valley, Wolseley: Old Malikhanye Crèche be referred back to the Committee for Community Development for a recommendation to the Executive Mayoral Committee and after that be tabled to Council with a recommendation from the Executive Mayoral Committee.*

**EENPARIG BESLUIT**

*dat die aangeleentheid aangaande die verhuring van 'n gedeelte van erf 1, Pine Valley, Wolseley: Ou Malikhanye Crèche terug verwys word na die Komitee vir Gemeenskapsontwikkeling vir 'n aanbeveling aan die Uitvoerende Burgemeesterskomitee en daarna aan die Raad voorgelê word met 'n aanbeveling van die Uitvoerende Burgemeesterskomitee.*

**8.3.2 Lease of portion of erf 1, Pine Valley, Wolseley: Old Malikhanye Crèche  
(7/1/4/1)**

**Please read along with item 8.3.1.**

**UNANIMOUSLY RESOLVED**

*that the matter in respect of the lease of a portion of erf 1, Pine Valley, Wolseley: Old Malikhanye Crèche be referred back to the Committee for Community Development for a recommendation to the Executive Mayoral Committee and after that be tabled to Council with a recommendation from the Executive Mayoral Committee.*

**EENPARIG BESLUIT**

*dat die aangeleentheid aangaande die verhuring van 'n gedeelte van erf 1, Pine Valley, Wolseley: Ou Malikhanye Crèche terug verwys word na die Komitee vir Gemeenskapsontwikkeling vir 'n aanbeveling aan die Uitvoerende Burgemeesterskomitee en daarna aan die Raad voorgelê word met 'n aanbeveling van die Uitvoerende Burgemeesterskomitee.*

**8.4 Direkoraat Korporatiewe Dienste / Directorate Corporate Services**

**8.4.1 Municipal Corporate Governance of Information and Communication Technology Policy  
(6/2/P)**

**UNANIMOUSLY RESOLVED**

*that the Municipal Corporate Governance of Information and Communication Technology Policy for Witzenberg Municipality, after consideration, be approved.*

**8.4.2 Mayoral Bursary Fund Policy: Witzenberg Municipality  
(5/P)**

**UNANIMOUSLY RESOLVED**

*that the matter in respect of the Mayoral Bursary Fund Policy for Witzenberg Municipality be held in abeyance for further deliberation.*

**EENPARIG BESLUIT**

*dat die aangeleentheid aangaande die Burgemeestersbeursfondsbeleid vir Munisipaliteit Witzenberg oorstaan vir verdere bespreking.*

**8.4.3 Sale of municipal land: Erf 622, Wolseley  
(7/1/4/2)**

**UNANIMOUSLY RESOLVED**

*that the matter in respect of the sale of municipal land, erf 622, Wolseley, be held in abeyance for submission of previous resolutions to the Executive Mayoral Committee and after that be tabled to Council again.*

**EENPARIG BESLUIT**

*dat die aangeleentheid aangaande die verkoop van munisipale grond, erf 622, Wolseley oorstaan vir die beskikbaarstelling van vorige besluite aan die Uitvoerende Burgemeesterskomitee en daarna weer aan die Raad voorgelê word.*

**8.4.4 Sale of municipal land: Unregistered erf in Schoonvlei industrial area, Ceres (7/1/4/2)**

**UNANIMOUSLY RESOLVED**

*that the matter in respect of the sale of an unregistered erf in Schoonvlei industrial area, Ceres be held in abeyance for a recommendation from the Executive Mayoral Committee to Council.*

**EENPARIG BESLUIT**

*dat die aangeleentheid aangaande die verkoop van 'n ongeregistreerde erf in Skoonvlei nywerheidsgebied, Ceres oorstaan vir 'n aanbeveling van die Uitvoerende Burgemeesterskomitee aan die Raad.*

**9. URGENT MATTERS SUBMITTED AFTER DISPATCHING OF THE AGENDA**

None

**NOTED**

**10. FORMAL AND STATUTORY MATTERS**

**10.1 Feedback on matters of outside bodies (3/R)**

None

**NOTED**

**11. QUESTIONS and/or MATTERS RAISED by COUNCILLORS**

None

**NOTED**

**12. COUNCIL-in-COMMITTEE**