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MINUTES OF EXECUTIVE COMMITTEE MEETING

Date: 11 February 2020

Time: 18h30

Venue: Marina da Gama Office, Eastlake.

1. ATTENDANCE, APOLOGIES & WELCOME

Present: Cheryl Philip
Peter Allen
Lise Carswell
Jimmy Fitzpatrick
Lathif Gafoor
Paul Higgins
Patrick McKenna
Richard Midgley
Trevor Quelch

Apologies: Scott Attfield
Angus Hemp

Visitor: Digby Colman

The Chairperson, Cheryl, opened the meeting, welcomed all present to the meeting and stated that as a quorum was present, the meeting was duly constituted.

A meeting was held between Aimee Kuhl, Cheryl, Richard and Paul prior to the meeting. The matters raised by ExCom, and feedback received from Aimee, will be addressed throughout this meeting.

2. MINUTES OF MEETING AND MATTERS ARISING

The minutes of the meeting dated 14 January 2020 were approved.

Agreed that all matters arising relating to portfolios, would be addressed under the portfolio reports.

2.1 Notification to members on Uitsig WhatsApp group – see point 5.4

2.2 Octotel – confirmation that the boxes are underground. Damage would be picked up immediately.

2.3 Office move – the office may only be available in April 2020 as the floors are being repaired by the agent. See point 5.1 under General

3. CORRESPONDENCE

➤ Correspondence on the security equipment – response sent to member

4. Portfolio reports:

4.1 Parks and Gardens (Scott)

- Signage for POS finally approved by CoCT; have been sent to Formsxpress for fitting.
- Maps for entrances completed – approved by ExCom for printing.
- The rocks from the entrance of Uitsig are to be relocated to Eastlake Shopping Centre to beautify new office verge.
- Well-points ongoing – pressure valve to be attended to; and the sprinklers to be put on a timer.
- Kirstenbosch have offered plants for our nursery to kick it off - the growing nursery manager is an Uitsig resident.
- A member has offered his garden in Halyard Walk for the Marina nursery; if the project has to be moved, any upgrades to the garden will be relocated to the new site.
- Invasive Port Jackson trees growing on Wildwood Island – the eradication of alien vegetation is the specific project to be undertaken by the intern employed by Kyran.

4.2 Waterways (Angus)

The volume of floating Cladophera algae in the canals is declining with little sign of new growth and the canals are relatively clear and open.

There is still no sign of a reappearance of pond weed in our canals. This weed is an important food source for fish and birds, so there are thus very few birds to be seen in the Marina. Floating litter remains a problem and water users are encouraged to pick up bits as and when they come across them.

ZPAAC - A member from the Marina has come forward to offer to chair ZPAAC. Kyran to contact him.

Mouth opening – discussion on the moving of the sand at high tide. Aimee had advised that Kyran already has a large load on his shoulders, and although he is more than willing, adding more work would be to the detriment of his unit

Discussion on the relocation of the sewage pipe at the end of the canal was held with Aimee. The weir as a further hindrance to the flow of water was also discussed. Await feedback.

Poaching – this issue was raised at the meeting held on the 17th January and the issue raised with Aimee. Poaching is an extremely lucrative business and unfortunately the resources are not available to have people available often to curb the issue on Zandvlei. Aimee advised that the Burger Strandhuis is to be used, going forward (and after renovations), by the Metre Police for 6-month intern training. The suggestion was made that these interns could get on-the-job training on the vlei (to curb poachers) and on the Muizenberg beach to prevent the attacks on beach-goers.

4.3 Marina News (Patrick)

- Work on the next edition of the Marina da Gama News is in process – delivery mid-March

4.4 Events

- **Meeting with Kyran and Captain Knapp** – successful and extremely informative meeting held with over 100 people attending from the Marina and surrounding areas (about 75 from the Marina). This may need to be a recurring event as similar questions have been raised on the Facebook page over the last weeks by members who did not attend.
- **Outdoor movie evening** – 14 February 2020; weather permitting – all organised
- **Opening of new office** – Digby has offered to assist with the opening – Friday 17 April; Patrick and Nick to co-ordinate a photo exhibition for the opening; catering, maybe music etc
- **Human Rights Day** – 21 March 2020 – Ian Gordon is organising an afternoon of music on the public open space next to the Storeroom on Eastlake Island – members to be requested to bring some form of donation (not cash), if they can, to be handed over to organisations which care for animals in distress;
- **Quiz evening** – May 2020 – at the new marina office – Trevor to co-ordinate
- **Easter Egg Hunt** – Easter Sunday 12 April 2020 – Digby to co-ordinate.
- **Annual General Meeting – 9 June 2020** at the new Marina offices; Aimee to address the meeting if available.
- Patrick recommended that a meeting be held with the members from Uitsig to discuss the matters raised in the Communication.

4.5 Treasurer (Trevor)

Bank Balances:

Cheque A/c	R	14 862
Archcom A/c	R	287 755
Money Market A/c	R	562 121
Total	R	864 738

- PAYE profile has been successfully transferred and all PAYE payments are now up to date.
- The accounts up to end December 2020 have been loaded on pastel; Nick to complete at the end of the month so accounts can be forwarded timeously to BDV;
- The quote from BDV Platinum was approved. In line with best corporate governance practices, a different auditor must sign off the accounts for FY2021;
- Patrick to review the letter which is attached to all statement of accounts.
- The committee agreed to a 3% increase of R20 per annum - increasing the subscriptions/levies from R640 to R660 for FY2021.
- The submission of a non-paying member to CSOS has been lodged.

4.6 Communications (Jimmy)

- **Website** – 133 people has visited the site over the past month.
- **ExCom@work** – to be distributed on Wednesday
- **Electronic newsletters** – the electronic noticeboard is not censored, and it therefore includes all notifications submitted by members (unlike the ExCom@work which is the portal for ExCom notifications); the number of times for any advertisement to be included is limited; Jimmy to include a disclaimer on the noticeboard
- **Facebook page** – portal for ExCom notifications and the same guidelines as ExcOm@work and rules regulating ExCom.

4.7 Environmental (Lise)

Sewerage - a strong sewerage smell detected on Park Island on Saturday 1 February; Kyran sent out the reticulation team to find that the power cuts had tripped the plant; luckily no leakage into the vlei. Members are requested to “sniff the air” during the load-shedding and advise Lise (who will advise the manager of the reticulation team directly) – this will prevent sewage spills into the vlei.

4.8 Security – Peter

There were 5 incidents between since the previous meeting, all housebreak-ins/attempted housebreak ins. 3 were not reported to SAPS. One resulted in an arrest of 2 men. It was noted that many of the incidents have occurred at homes where the member/resident does not pay towards armed response or the street security.

The guardians are looking to do a “letter drop” to all residents to get more people on-board on the security initiatives. Suggested that the letters be distributed with all statements of accounts going forward, rather than do a “letter drop”.

The purchase of a UPS for each camera is under review.

A resolution to transfer the unspent funds that have been ring-fenced for security capital expenditure to be placed before the members at the AGM to be held in June 2020.

4.9 Archcom (Paul)

- 2 plans submitted, 1 accepted and 1 rejected
- Committee approved, in general, the use of latte fencing between neighbouring houses, but not on the waterside. ExCom approved the draft resolution to be included in the documentation to be distributed for the AGM.

Special resolution No 1: AMENDMENT TO BOUNDARY WALL AND FENCING SPECIFICATION

The general specification is currently as follows:

- Masonry walls where used, to match the main house.
- Timber where used, to be hardwood, or suitably treated softwood, rectangular in cross section, fine sawn or planed. Slats to be gapped max 25mm, white painted, or if natural colour permitted, to be sealed and varnished.

“Resolved that the general specification for the boundary wall and fencing be amended to:

- Masonry walls where used, to match the main house.
- Timber where used, to be hardwood, including Latte, or suitably treated softwood, fine sawn or planed. Slats to be gapped max 25mm (Latte less than 10 mm taking Straightness into account), white painted, or if natural colour permitted, to be sealed and varnished.
Latte cannot be used on waterside”

4.10 Standards (Richard)

- 120 Transgressions have been resolved since the transgression database was computerized [Jan: 119]
- 88 infringements remain on the list [Jan: 83] .
- Transgression category 1 (most serious) – 5
- Transgression category 2 - 12
- The infringements referred to CSOS previously have been resubmitted via the CSOS portal; no confirmation of receipt or follow up message received.
- The leaning boundary wall was discussed – the guardians at their meeting on 28 January 2020 requested that ExCom add it to its standard transgressions for resolution. It was noted that in January 2017, the owners of the properties received a directive from the CoCT to repair the wall before it fell over and injured a person on the adjoining M5.

4.11 Long-term projects (Lathif)

- Roads –Lathif has contacted the roads department (again) re the resurfacing of the roads.
- As advised by Aimee, members are requested to lodge complaints via the Cities complaint portal – and then all reference numbers to be forwarded together, through for her attention.
- The effect of the congested road system on Marina, Muizenberg, Costa da Gama, Retreat and even those using the Baden Powell road was discussed with Aimee. It was agreed to join forces with leading members in the surrounding areas to get a petition drafted and work towards an action place. Paul further requested an overpass for the pedestrians outside the Moravian School which may assist the flow of traffic in the short run; Cheryl to speak to Boudje and Robin to assist.
- Traffic lights/circle – Mr de Villiers has confirmed that the matter will be addressed in the next financial year; the traffic lights were repaired last week and the STOP signs removed – these will be kept in offices close by in the event that they will be required again;
- Battleridge – the residents of Battleridge and the Row (top end) are meeting on the 22nd to discuss closing the road or speed bumps. A dog was hit recently, and people drive very fast down a road with no pavement and plenty of pedestrians.

5. General

5.1 Office Move – date of move 1 April 2020.

ExCom approved the following spend to refurbish the office:

1. purchased of new “second-hand furniture” for the office.
2. Refurbishment – painting of the premise; the floor is to be left in its natural state.

3. ExCom to be prudent with spend, but it was agreed that the office needs an overhaul and much of the old furniture could be changed.
4. Purchase of 100 plastic chairs.
5. PC for Marcia – current PC using Microsoft 7 and about 10 years old

5.2 Escape – Richard has met with the owner who agreed that no further loud events will take place until the right documentation has been received.

5.3 Congella – the noise has started up again. Council is now investigating it as a ‘nuisance’ – the affidavit to be loaded on ExCom@work every month until the matter has been resolved;

5.4 Uitsig – advised that a lot of negativity on the WhatsApp groups in this area – response reviewed and agreed that Marcia will circulate to the members in Uitsig via email.

5.5 Nominations to ExCom and resolutions for AGM – request to be included in the forthcoming edition of the Marina News.

5.6 Circulation of accounts – although sent out regularly, it was suggested that accounts get sent out on a monthly basis. Jimmy to look to setting up a database to speed up the process.

5.7 Dog walking – signage for the dog-walking policies to be installed within a month on Park Island gate;

5.8 New legislation on rezoning – Cherry to discuss the issue with Kyran and possibly, his boss, Julia Woods. The Marina is a special overlay zone and should not be lumped in with the rest of the country. If necessary, members of the Marina will be requested to submit letters to the City by the end of the month.

6. **Date of next meeting** – 10 March 2020

7. **Meeting Closed:** The chairperson thanked all the members for attending and closed the meeting at 20:55

Signed by the Chairperson

10 March 2020