



INSTITUTE OF MUNICIPAL ENGINEERING OF SOUTHERN AFRICA

Southern Cape / Karoo Branch

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SECRETARY

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MINUTES

Date : 2016.02.26 Period: 3 hours	Action :
Minutes of the 1 st Quarterly Meeting held on the 26 th of February 2016 at the Albertinia Hotel, Albertinia The meeting started at 09:15	
1. Welcome Ms L Mooiman welcomed members to the Hessequa Municipal area. Mr J Daniels opened the meeting with prayer.	
2.1 Presentations Wraptech – Water activated fibreglass wrap Mr P Moul Email: paul@wraptech.co.za Cell nr: 084 511 7676	
2.2 Presentations VPM – Town and Regional Planning, Land Surveyng & Spatial Scanning Mr R Kohler Email: rohan@vpmsa.co.za Cell nr: 082 822 2145	

<p>3. Approval of Previous Minutes</p> <p>The minutes of the 4th Quarterly Meeting held on the 27th of November at the Dunes, Plettenberg Bay were approved with no amendments.</p> <p>Proposed by: Mr J Daniels Seconded by: Mr J Koegelenberg</p>	
<p>4. Apologies & Attendance Register</p> <p>List of Attendees attached</p> <p>Apologies Mr P Myburgh Mr S Maree Mr R Parry Mr D McDonald Mr A de Kock M P Ngqumshe Mr G Claassen Mr J Prodehl Mr D Wessels Mr N Liebenberg Mr H Basson Mr A van Molendorff Mr A Keyser Mr A Michaels Mr D Gerrits Mr A Delpont Mr M Botha Mrs F Botha</p> <p>Ms L Mooiman welcomed all the new members to the meeting.</p>	<p>All members</p>
<p>5. Matters arising</p> <p><u>Promoting of Engineers</u></p> <p>Ms L Mooiman asked Ms H Oliver to distribute the document to members again. She requested members to give feedback on this document.</p> <p>Mr P Groenewald requested that members's initials be noted in the minutes.</p> <p><u>ECSA fees guidelines 2016</u></p> <p>Ms L Mooiman said that this matter will be dealt with at the next meeting, as an apology was received from the presenter, mr A von Molledorf, was ill and couldnt attend.</p>	<p>H Oliver</p>

<p>6. Recognition of members achievements</p> <p>Mr J Daniels said he completed his Honor's Degree in Public Administration from the University of Stellenbosch</p> <p>Mr. M Le Roux gained his PMP license.</p>	<p>All members</p>
<p>7. Generic Documentation</p> <p>With reference to a discussion during the 4th Quarterly meeting in 2015, a selected panel of consulting engineers was invited to participate in the investigation into, and compilation of a standard consulting engineers tender document for the Southern Cape/Karoo area.</p> <p>During the panel discussion, a number of municipalities tender documents were evaluated, and based on the majority opinion, the Mossel Bay Municipality's document was considered to be the most complete.</p> <p>Mr R Fivaz indicated that a concept document is in the proses of being compiled, and will be circulated to members for feedback once the draft has been completed</p> <p>Mr J Daniels requested that the Mossel Bay tender document be sent to him.</p>	<p>All members</p> <p>R Fivaz</p>
<p>8. Correspondence</p> <p><u>Construction Permit Workshop</u></p> <p>This item will stand over again and be discussed at the next meeting as Mr S Maree was again unable to attend and submitted an apology.</p>	<p>All members</p>
<p>9. Feedback from EXCO</p> <p>This item will be discussed at the next meeting, as Mnr P Myburg was unable to attend.</p>	<p>All members</p>
<p>10. General</p> <p>Mr J Daniels requested feedback on the spending of conference funds. Ms L Mooiman confirmed that spending has not taken place as planned. The 3rd Quarterly Meeting and AGM will be the focus point on spending funds. She said the gift will be bought for members and distributed at this meeting.</p> <p>The meeting expressed their condolences following the passing of Mr D Gerrits father-in-law this week.</p> <p>Mr J Koegelenberg said that to protect the finances available to the branch, the money has to be spent judiciously. He said the organizers of the meetings should get more sponshorships to cover costs.</p> <p>Mr R Fivaz said the next meetings was scheduled to be held in Oudtshoorn. He requested that the venue be changed to George. This was accepted by the meeting.</p> <p>Dates & Venues for Meetings 2016</p> <p>2nd Quarterly Meeting – 27th of May 2016 – George</p> <p>3rd Quarterly Meeting & AGM – 25th & 26th of August 2016 – Prince Albert</p> <p>4th Quarterly Meeting – 25th of November 2016 – Knysna (Mr S Maree)</p>	<p>All members</p>

<p>11. Closing Remarks</p> <p>Ms L Mooiman thanked Mr R Fivaz and Ms H Oliver for all the arrangements regarding the meeting.</p> <p>She also thanked the following sponsors: Aurecon SMEC</p>	<p>All members</p>
<p>The meeting ended at 12.30</p> <p>.....</p> <p>Mr Fivaz Secretary</p>	<p>.....</p> <p>Ms Mooiman Chairperson</p>

