



# INSTITUTE OF MUNICIPAL ENGINEERING OF SOUTHERN AFRICA

## Southern Cape / Karoo Branch

### CHAIRPERSON

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### SECRETARY

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## **MINUTES**

<p><b>Date :</b> 2016.08.26    <b>Period:</b> 3 hours</p> <p>Minutes of the 3<sup>rd</sup> Quarterly Meeting held on the 26<sup>th</sup> of August 2016 at the Swartberg Hotel, Prince Albert</p> <p>The meeting started at 09:00</p>	<p><b>Action :</b></p>		
<p style="text-align: center;"><b>1. Welcome</b></p> <p>Mr Shaun Maree welcomed all members to the meeting.</p> <p>Mr P Myburgh opened with prayer.</p>			
<p style="text-align: center;"><b>2. Presentations – Metering Solutions</b></p> <p>Mark Capper Honeywell <a href="mailto:Mark.capper@honeywell.com">Mark.capper@honeywell.com</a> 082 455 3551</p>	<p><b>All members</b></p> <p><b>Presentation available</b></p>		
<p style="text-align: center;"><b>3. Attendance register &amp; apologies</b></p> <p>Please see register attached.</p> <p>Mr Shaun Maree requested all members to sign the attendance register. The following members made apologies:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;">                 Mr L Daniels Mr H Basson Mr K Turner Mrs F Botha Mr A Africa Mr G Claassens             </td> <td style="width: 50%; vertical-align: top;">                 Mr P Pretorius Mr P Jeanrenaud Mr N Liebenberg             </td> </tr> </table>	Mr L Daniels Mr H Basson Mr K Turner Mrs F Botha Mr A Africa Mr G Claassens	Mr P Pretorius Mr P Jeanrenaud Mr N Liebenberg	<p><b>All members</b></p>
Mr L Daniels Mr H Basson Mr K Turner Mrs F Botha Mr A Africa Mr G Claassens	Mr P Pretorius Mr P Jeanrenaud Mr N Liebenberg		

<p><b>4. Approval of Previous Minutes</b></p> <p>The minutes of the 2<sup>nd</sup> Quarterley Meeting held on the 27<sup>th</sup> of May 2016 in George, were read and accepted with no amendments.</p> <p>Proposed by: Mr P Myburgh</p> <p>Secoded by: Mr F van Aardt</p>	
<p><b>5. Matters Arrising</b></p> <p>Mr Shaun Maree said that two members who confirmed attendance at the meeting did not attend. He says that the accommodation for one of the members was paid. Mr Shaun Maree requeusted the meeting to accept in principle that if a member confirms attendance and does not make an apology before the meeting or does not have good reason for not making apology in time, they will be responsible for the costs involved.</p> <p>This is accepted by the meeting in principle.</p> <p>Mr Shaun Maree says a course was resently presented by MISA on GCC 2015. He says he has been in contact with MISA and they have indicated that courses like this can be organised in the Southern Cape if 15 members will be present. This will be at no cost. The members will be responsible for their own transport and accommodation. He said the program will be circulated to members as soon as possible. The meeting indicated that Mr Shaun Maree should go ahead with this planning.</p> <p><b><u>Generic Consultants Documentation</u></b></p> <p>Mr. R Fivaz said that he had very little feedback on the document which was discussed during the 2<sup>nd</sup> Quarterly meeting. He will send the document to Mr. F van Eck. This document will be distributed among members for feedback and comments. He further added that there was not much time left for comments as the document has to serve before their council soon.</p>	<p><b>All members</b></p> <p><b>Mr R Fivaz Mr F van Eck</b></p>
<p><b>6. Feedback from EXCO</b></p> <p>Mr P Myburgh said that IMESA is in a strategic planning process. He said IMESA feels the need to stay relevant. He stated that the size and composition of EXCO and the Council is under investigation.</p> <p>Please find document attached with more information.</p> <p>Mr P Myburgh says a 5 minute marketing video is available. He said he will send it to Mr J Koegelenberg or Mr F van Eck and this will be distributed to members.</p>	<p><b>All members</b></p> <p><b>Ms H Oliver Mr P Myburgh</b></p>
<p><b>7. Correspondence</b></p> <p>Mr Shaun Maree will distribute information regarding ECSA. They are currently looking for mentors and evaluators in the Southern Cape.</p>	<p><b>All members</b></p>

<p><b>8. Closing Remarks</b></p> <p>The 4<sup>th</sup> Quarterly meeting will be held on the 18<sup>th</sup> of November 2016 in Knysna.</p> <p>The program for 2017:</p> <p>1<sup>st</sup> Quarterly Meeting - 17<sup>th</sup> of February 2017 - Mossel Bay  2<sup>nd</sup> Quarterly Meeting - 19<sup>th</sup> of May 2017 - George  3<sup>rd</sup> Quarterly Meeting - 17 / 18 August 2017 - Stilbaai  4<sup>th</sup> Quarterly Meeting - 17 November 2017 - Oudtshoorn</p> <p>Ms L Mooiman requested the distribution of documents from Department of Public Works. This department is offering bursaries to deserving students.</p> <p>See document attached.</p> <p>Mr Shaun Maree says the representative from this department will be invited to the next quarterly meeting. He said that consultants and municipalities should bring students who are working for them to the 4<sup>th</sup> quarterly meeting.</p> <p>Mr Shaun Maree says the new management team will be meeting between quarterly meetings.</p> <p>Mr Shaun Maree thanked the previous management team for their example and the structure which they passed on to the newly elected management team.</p> <p>Mr Shaun Maree thanked all members, speakers and sponsors for a great AGM and 3<sup>rd</sup> Quarterly meeting.</p>	<p>All members</p> <p>Ms H Oliver</p> <p>All members</p>
<p><b>9. Presentations – Dust, water &amp; Fire solutions – management and services</b></p> <p>Gerrit Thole  E-Cat Environmental Consulting and Trading  Gerrit@e-cat.co.za  083 255 0376</p>	
<p>The meeting ended at 12:30</p> <p>.....</p> <p><b>Mr F van Eck</b>  <b>Secretary</b></p> <p>.....</p> <p><b>Mr Shaun Maree</b>  <b>Chairperson</b></p>	