

MINUTES

of an **Ordinary Council Meeting** held in the Council Chambers, Municipal Office Building, Swakopmund on **Wednesday, 27 March 2013** at **19:00**.

PRESENT:

Councillor J Kambueshe	:	Chairperson of Council
Councillor L M Tlhabanello-Madi	:	Deputy Mayor (Vice-Chairperson of Council)
Alderwoman R //Hoabes	:	Chairperson of Management Committee
Councillor R N Andreas-Noabes	:	Alternate Chairperson of MC
Councillor N N Salomon	:	Member of Management Committee
Councillor A N Bessinger	:	Member of Management Committee
Councillor U Kaapehi	:	Additional Member of MC
Councillor F Hamukwaya	:	Member of Council
Alderman E //Khaoseb	:	Member of Council
Councillor P V Steinkopff	:	Member of Council

OFFICIALS:

Mr E U W Demasuis	:	Chief Executive Officer
Mr M P C Swarts	:	GM: Corporate Services & Human Resources
Mr D Duvenhage	:	GM: Engineering Services
Mr V S Kaulinge	:	Acting GM: Community Development Services
Mr I Gonteb	:	Acting GM: Finance
Mr L Mutenda	:	Acting GM: Health Services
Ms M Bahr	:	Manager: Human Resources
Mr M Amedick	:	Manager: Planning
Mr M Cloete	:	Manager: Traffic Services
Ms I Ortnr	:	PA to the Mayor
Mr U Tjiurutue	:	Corporate Officer: Administration
Ms A Gebhardt	:	Administration Officer: Administration

ALSO PRESENT:

1 (one) representative from the Allgemeine Zeitung was present. Also in attendance were 15 (fifteen) members of the public, 3 (three) Junior Town Council members and 1 (one) staff member received a Long Service Award.

1. **OPENING**

Pastor van Heerden opened the meeting with scripture reading and a prayer.

2. **APPLICATIONS FOR LEAVE OF ABSENCE AND DECLARATION OF INTEREST**

- 2.1 Application for leave of absence - None
- 2.2 Declaration of interest - None
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3. **CONFIRMATION OF MINUTES**
(C/M 2013/03/27 - A 2/3/5)

3.1 **MINUTES OF AN ORDINARY COUNCIL MEETING HELD ON 28 FEBRUARY 2013**

On proposal of Councillor R N Andreas-Noabes seconded by A N Bessinger it was:-

RESOLVED:

That the minutes of the Ordinary Council Meeting held on 28 February 2013, be confirmed as correct.

4. **INTERVIEWS WITH DEPUTATIONS OR PERSONS SUMMONED OR REQUESTED TO ATTEND THE MEETING**

None.

5. **OFFICIAL ANNOUNCEMENTS, STATEMENTS AND COMMUNICATIONS**

5.1 **ANNOUNCEMENTS BY HIS WORSHIP THE MAYOR AND CHAIRPERSON OF COUNCIL**

(C/M 2013/03/27 - A 2/3/5)

Draft awaited.

5.2 **LONG SERVICE AWARDS**

(C/M 2013/03/27 - B 1/8)

His Worship, the Mayor, also announced as follows:

QUOTED

Long Service Awards:

The following staff member is receiving long service award:

- Mr Ndimilinde Isdora - 30 Years

I thank you and God bless you

Councillor J Kambueshe
Mayor

6. **PETITIONS**

None.

7. **MOTIONS OF MEMBERS**

None.

8. **ANSWERS TO QUESTIONS FROM MEMBERS OF WHICH NOTICE HAS BEEN GIVEN**

None.

9. **FEEDBACK REPORT ON THE EXECUTION OF RESOLUTIONS TAKEN BY COUNCIL IN FEBRUARY 2013**

9.1 The feedback on the resolutions taken by Council on 28 February 2013 was noted.

10. **REPORT TO COUNCIL ON RESOLUTIONS TAKEN BY MANAGEMENT COMMITTEE DURING MARCH 2013**

10.1 **MINUTES OF MANAGEMENT COMMITTEE MEETING HELD DURING MARCH 2013**

(C/M 2013/03/27 - A 2/3/5)

RESOLVED:

That the resolutions taken at an Ordinary Management Committee Meeting held on 14 March 2013 be noted.

11. **RECOMMENDATIONS BY THE MANAGEMENT COMMITTEE**

11.1 **ORDINARY MANAGEMENT COMMITTEE MEETING HELD ON 14 MARCH 2013**

11.1.1 **SALE / ALLOCATION OF RESIDENTIAL ERVEN AT EXTENSION 9, MONDESA (PDA)**

(C/M 2013/03/27 - H 5/7)

During the discussion of this item Councillor U Kaapehi seconded by Alderman E //Khoaseb proposed that the registration deposit for the Closed Bid be decreased for the Middle Low Income group (N\$200.00), for the Upper Low Income group (N\$350.00) and for the Low Middle Income & Middle Income group (N\$500.00).

The House was divided and the Chairperson called for a vote and the following votes were obtained; 2 (two) in favour of the counter proposal of Councillor U Kaapehi, 4 (four) in favour of the Management Committee's recommendation while 3 (three) abstained. It was:-

RESOLVED:

- (a) That Erf 4018, Mondesa be transferred to Messrs Erongo RED as there is an Electrical Substation constructed on it.
- (b) That Erven 4020 and 4021, Mondesa be allocated to Mr P Shivolo and Mr M Stefanus respectively in lieu of Erf 2364, Mondesa, which cannot be subdivided.
- (c) That 33 erven be allocated to the remaining Decentralized Build Together beneficiaries who formed the list of 45 as per the recommendation by the Ministry of Regional, Local Government, Housing and Rural Development and that the erven be sold at a subsidized staggered rate of N\$15.00/m² and N\$33.00/m².
- (d) That 10 Erven be allocated to Municipal Employees and that these Erven be sold at an upset price of N\$129.00/m².

- (e) That the remaining erven be allocated to the following categories and that they be sold on a Cost Limited Average Price Close Bid process as was conducted on the 7th and 14th September 2012, with an upset price of N\$129.00/m² for all erven:
- (i) *30 Erven to the Middle Low Income group (persons earning between N\$3 000.00 and N\$5 999.00 per month) to be sold at a maximum markup permissible of 25%.*
 - (ii) *30 Erven to the Upper Low Income group (persons earning between N\$6 000.00 and N\$8 999.00 per month) to be sold at a maximum markup permissible of 30%.*
 - (iii) *30 Erven to the Low Middle Income & Middle Income group (Persons earning between N\$9 000.00 and N\$14 999.00 per month) to be sold at a maximum markup permissible 35%.*
- (f) That the deposit payable for the Cost Limited Average Price Close Bid be N\$500.00 per person registered.
- (g) That the date for the Auction be determined at the July 2013 Council meeting.
- (h) That the allocation / alienation of the remaining 40 erven be determined at a later stage.

11.1.2 **SWAKOPMUND MAYORAL SPORTS TOURNAMENT**
(C/M 2013/03/27 - A 2/3/2/1/7)

During the discussion of this item Councillor P V Steinkopff questioned the legality of funding the Swakopmund Mayoral Sports Tournament with the Rate Payer's money and proposed that the matter be referred back in order to obtain legal opinion.

The House was divided and the Chairperson called for a vote and the following votes were obtained; 3 (three) in favour of the counter proposal of Councillor P V Steinkopff, 4 (four) in favour of the Management Committee's recommendation and 2 (two) in abstention. It was:-

RESOLVED:

- (a) That the sport codes for the Mayoral Sports Cup be as follows:
- *Soccer*
 - *Mixed Volleyball*
 - *Netball*
 - *3-On-3 Basketball*
 - *Chess*
 - *Traditional Sports Codes*
- (b) That the estimated budget of N\$95 000.00 be approved and budgeted for accordingly during the 2013 / 2014 Financial Year and that any additional cost in respect of the traditional sports codes be reported to Council.
- (c) That the name of the event be changed from Mayoral Soccer Tournament to Swakopmund Mayoral Sports Tournament in order to include the additional sports codes.
- (d) That it be noted that Councillor P V Steinkopff is not part of the resolution.

11.1.3 **APPOINTMENT OF DIRECTORS: ERONGO RED**
(C/M 2013/03/27 - A 4/3/1/16, A 4/3/1/16/1)

RESOLVED:

That Council's representatives on the Erongo RED Board of Directors be as follows:

- (i) *Mr Florian Hartzenberg* - *CIMA Member*
- (ii) *Mr Linus //Garob* - *Alternate*
- (i) *Ms Lempie Joel (secundi to Mr F Hartzenberg) - HR Expert*
- (ii) *Vacant (secundi to Mr Linus //Garob)*

11.1.4 **ALLOCATION OF BLOCK ERVEN AT THE PDA TO THE SHACK DWELLERS FEDERATION OF NAMIBIA**
(C/M 2013/03/27 - H 5, H 5/7)

RESOLVED:

- (a) That the layout plans submitted by the Shack Dwellers Federation in respect of erven 3594 and 3598 Mondesa be approved.
- (b) That erven 3594 and 3598 Mondesa be sold to the Shack Dwellers Federation of Namibia at 12% of the development cost, of $\text{N\$}61.35/\text{m}^2 \times 12\% = \text{N\$}7.36/\text{m}^2$, in order to make the erven more affordable (the 2 blocks will therefore cost $\text{N\$}7.36 \times 5684\text{m}^2 = \text{N\$}41\ 845.61$ and $\text{N\$}7.36 \times 5631\text{m}^2 = \text{N\$}41\ 444.16$ respectively)
- (c) That the undertaking by the Shack Dwellers Federation to provide additional major services (water and sewer) to the northern side of Erf 3594 be noted.
- (d) That the proposal by NHAG to make their Code of Conduct and Land agreement constitution as part of the Deed of Sale regarding registration of erven into the names of individual beneficiaries.
- (e) That the remaining Blocks be subdivided, serviced and be allocated to the Decentralised Build Together Programme beneficiaries.

11.1.5 **UPGRADING OF THE STREET ADJACENT TO THE MONDESA CEMETERY**
(C/M 2013/03/27 - N 8/15/5)

RESOLVED:

- (a) That the street adjacent to the Mondesa Cemetery be paved with a proper sidewalk (2m) and barrier kerbs on both sides to make it safer for pedestrian and vehicular traffic.
- (b) That budgetary provision be made in the next Financial Year 2013 / 2014.
- (c) That the street be included in the next street naming programme.

11.1.6 **REQUEST FOR INCREASE IN IMPOUNDMENT FEES FROM THE SPCA**
(C/M 2013/03/27 - F 20, J 18)

RESOLVED:

- (a) That the resolution taken by Council on 31 January 2013 under item 11.1.6 be repealed.
- (b) That the increased amount for impoundment fees being N\$150.00, be payable retrospective from January 2013 to June 2013.
- (c) That the annual donation to the SPCA is increased to N\$75 000. 00 to be budgeted for and implemented as from 1 July 2013 on Council's Vote.
- (d) That no further monthly payments for the impoundment of dogs be paid to the SPCA.
- (e) That the SPCA facilitates the boarding, de-worming and vaccination of all dogs impounded by the Animal Control Officer to a maximum of 25 dogs per month in addition to their normal activities.

11.1.7 **PROPOSED SALE OF ERF 4884, SWAKOPMUND**
(C/M 2013/03/27 - G 4/1/3, E 4884)

RESOLVED:

That this item be referred back and be resubmitted at the next Management Committee meeting.

11.1.8 **APPLICATION TO PURCHASE OPEN PORTION OF LAND ON THE NORTHERN SIDE (ADJACENT TO THE BEACH HOUSES) OF ERF 3549 MOLENWEG, SWAKOPMUND**
(C/M 2013/03/27 - G 4/2/2/2)

RESOLVED:

That Council's resolution passed on 30 September 1999, under Item 10.1.12 be repealed and that the offer to sell the corridors be withdrawn.

11.1.9 **OBJECTION BY MESSRS STACKS PROPERTY THIRTY SEVEN CC AGAINST LEVYING OF BETTERMENT FEE FOR BAHNHOF SQUARE AND LIFESTYLE CENTRE**
(C/M 2013/03/27 - E 3777, E 3656, E 444, E 466, E 773)

RESOLVED:

- (a) That a Betterment Fee of 40% for the rezoning of Erf 3777, Swakopmund from "*Undetermined*" to "*General Business*" be levied.
- (b) That no betterment fee be levied for Erf 3656, Swakopmund as this erf was subdivided from Erf 3776, Swakopmund, which erf is zoned "*General Business*".

- (c) That as the betterment fee schedule approved by the Honourable Minister of Regional and Local Government, Housing and Rural Development on 1 June 2009 does not specifically makes provision for the rezoning from “*Parastatal*” to “*General Business*”; no betterment fee be levied for Erven Re/444; 466 and 773, Swakopmund.

11.1.10 **CANCELLATION OF THE SALE OF THE REMAINDER OF ERF 3211, MONDESA TO MR L SHIGWEDHA**

(C/M 2013/03/27 - M 2081, M 2082, M 3211)

RESOLVED:

That Council resolution of 30 June 2011 under item 11.1.4 be repealed and replaced with the following:

- (a) That the lease agreement entered into with Mr L Shigwedha be terminated on Friday, 05 April 2013 and that Mr L Shigwedha vacates the house accordingly.
- (b) That the Remainder of Erf 3211, Mondesa measuring 133m² be sold to the public by way of closed bid at an upset price of N\$39 773.30 plus N\$3 547. 98 (outstanding amount on the services account) = N\$ 43 321.96:

- 2011 = N\$32 870.50 x 10%
- 2012 = N\$36 157.55 x 10%
- 2013 = N\$39 773.30

subject to Council's standard conditions for the sale of an erf.

- (c) That only first time property owners may register to participate in the closed bid procedures to purchase the house on Erf 3211, Re, Mondesa, as is, at a registration fee of N\$500.00.
- (d) That the sale of the property be done according to the Cost Limited Average Price on the date of the Auction that will be determined at the July 2013 Council meeting.

11.1.11 **APPLICATION TO LEASE A SITE FOR THE PURPOSE OF COLLECTING AND RECYCLING OF EMPTY BOTTLES: MESSRS LRV WASTE MANAGEMENT AND CLEANING SERVICES**

(C/M 2013/03/27 - H 5, H5/7, G 4/1/1(14))

RESOLVED:

That the application of Messrs LRV Waste Management & Cleaning Project to lease a site at the Light Industrial Incubation Area be turned down.

11.1.12 **APPLICATION TO LEASE THE HOUSE WHICH IS SITUATED AT THE SWAKOPMUND AIRPORT**

(C/M 2013/03/27 - N 9/1)

RESOLVED:

That the application of Mr H Schlusche to lease the house which is situated at the Swakopmund Airport be turned down in order to secure the building for Council's use in the near future.

11.1.13 **WITHDRAWAL OF COUNCIL'S OFFER TO LEASE A PORTION OF ERF 266A, SWAKOPMUND TO KAZAK AFRICAN EXPERIENCE CULTURAL TOURISM**

(C/M 2013/03/27 - E 266 ABC)

RESOLVED:

That this item be referred back and be resubmitted at the next Management Committee meeting.

11.1.14 **LEASING OF THE SWAKOPMUND MUNICIPAL BUNGALOWS FOR FIVE YEARS**

(C/M 2013/03/27 - N 7/3/1/2)

RESOLVED:

- (a) That the request from Messrs Falcon Forest Trading 61 (Pty) Ltd to lease the Swakopmund Municipal Bungalows for a period of 5 (five) years at a total annual lease amount of N\$13 500 000.00 be turned down.
 - (b) That Messrs Falcon Forest Trading 61 (Pty) Ltd be informed to follow the normal booking procedures applicable to all the visitors.
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11.1.15 **STANDARD OPERATING PROCEDURES FOR BOOKING OF HALLS, OPEN SPACES AND SPORTS FIELDS**

(C/M 2013/03/27 - N 7/3/4, H2/5, I 1/10, G 3/10/2)

RESOLVED:

That the operating procedures (on file) for the booking of Municipal Halls, Sport fields and Open Spaces be approved.

11.1.16 **WRITING OFF OF REDUNDANT OFFICE EQUIPMENT AT THE HEALTH SERVICES DEPARTMENT**

(C/M 2013/03/27 - L 2)

RESOLVED:

- (a) That following redundant office equipment from the Health Services Department be written off and be sold at the next public auction:
 - 1 X HP Deskjet 1220C Colour Printer (Serial No : CN45P8510H)
 - 1 X Sony Cyber-Shot Digital Camera (Serial No : 2437816)
 - 1 X Defy Fridge 190 Liter (Serial No : DC102583)

- 1 X 2 Door Cabinet

(b) That the Chairperson of Management Committee, Chief Executive Officer and the General Manager: Finance determines the upset prices for the above.

11.1.17 **APPROVAL OF AMENDMENT SCHEME NO. 54**

(C/M 2013/03/27 - G 3/2/2/2)

RESOLVED:

(a) That Amendment Scheme No. 54 as submitted by Messrs Stubenrauch Planning Consultants CC containing the following items be approved:

- *Rezoning of Erf 2785, Swakopmund from "Single Residential" with a density of 1:900 to "General Residential" with a density of 1:100 (SPC)*
- *Rezoning of Erf 61, Mile 4, Swakopmund from "Single Residential" with a density of 1:300 to "General Residential 2" with a density of 1:250 (SPC)*
- *Rezoning of Erf 1525, Swakopmund, from "Local Authority" to "General Business" with a bulk of 2.0. (Swakopmund Municipality)*
- *Rezoning of Erf 1113, Tamariskia, from "Local Authority" to "Institutional" (Swakopmund Municipality)*
- *Rezoning of Erf 620, Swakopmund from "Single Residential" with a density of 1:600 to "General Residential" with a density of 1:300 (Elmarie du Toit)*
- *Rezoning of Erven 3658 & 3659, Swakopmund from "Single Residential" with a density of 1:600 to "General Business" with a bulk of 2.0 (Elmarie du Toit)*
- *Rezoning of Erf 757, Swakopmund from "General Residential 2" with a density of 1:250 to "General Residential 2" with a density of 1:100 (Urban Green)*
- *Rezoning of Erf 2186, Mondesa, Swakopmund from "General Residential 1" to "Local Business" with a bulk of 1.0 (SPC)*
- *Rezoning of Erf 539, Swakopmund from "Single Residential" to "General Business" with a bulk of 2.0 (SPC)*
- *Rezoning of Erf 1845 Mondesa, Swakopmund from "Undetermined" to "General Residential 2" with a density of 1:100 (Ritta Khiba)*
- *Rezoning of Erf 3777, Swakopmund from "Undetermined" to "General Business" with a bulk of 2.0 AND rezoning of Erven 444/Rem, 446 and 773, Swakopmund from "Parastatal" to "General Business" with a bulk of 2.0 (SPC) (C/M 2012/11/28 & C/M 2012/11/28)*

(b) That Messrs Stubenrauch Planning Consultants CC be informed to submit Amendment Scheme No. 54 to the Ministry of Regional and Local Government, Housing and Rural Development for approval by the Honourable Minister.

11.1.18 **WRITING OFF: OLD AND REDUNDANT EQUIPMENT – CORPORATE SERVICES AND HUMAN RESOURCES DEPARTMENT**
(C/M 2013/03/27 - L 2)

RESOLVED:

- (a) That the following old and redundant equipment in the Corporate Services and Human Resources Department be written off and be sold at the next public auction:

<i>No</i>	<i>Description</i>	<i>Quantity</i>
<i>1.</i>	<i>Vacuum cleaners</i>	<i>2</i>
<i>2.</i>	<i>Punch</i>	<i>1</i>
<i>3.</i>	<i>Computer</i>	<i>1</i>
<i>4.</i>	<i>UPS</i>	<i>1</i>

- (b) That the Chairperson of Management Committee, Chief Executive Officer and the General Manager: Finance determines the upset prices for the above.

The meeting adjourned at **20H15**

Minutes confirmed on: **25 April 2013**

Councillor J Kambueshe
CHAIRPERSON

E U W Demasius
CHIEF EXECUTIVE OFFICER

AG/-