



NOTULES VAN DIE / MINUTES OF THE

**DRINGENDE SPESIALE RAADSVERGADERING VAN DIE CEDERBERG
MUNISIPALITEIT SOOS GEHOU OP**

**URGENT SPECIAL COUNCIL MEETING OF THE CEDERBERG MUNICIPALITY, HELD
ON**

29 AUGUST 2022

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**MINUTES OF THE URGENT SPECIAL COUNCIL MEETING OF THE CEDERBERG
MUNICIPALITY HELD ON 29 AUGUST 2022 IN THE COUNCIL CHAMBER AT 2A
VOORTREKKER STREET, CLANWILLIAM.**

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PRESENT AND IN ATTENDANCE:

As per the attendance register:

W Farmer

F Kamfer

M Heins

J Van Heerden

A Scheepers

P Strauss

R Richards

F Berry

T Waldeck

APOLOGIES:

M Bergh

ABSENT WITHOUT APOLOGY:

Geen / None

1. OPENING AND WELCOMING

At 10h00 the Chairperson, Cllr. M Heins opened the meeting and welcomed all present.

2. ELECTION OF (ACTING) SPEAKER, IF NECESSARY

N/A

3. OFFICIAL NOTICES BY THE SPEAKER

4. APPLICATIONS FOR LEAVE OF ABSENCE

Rules of Order for Internal Arrangement

Part 3

7. Leave of absence

- 7.1 Leave of absence may be obtained from Municipal Council by a member who wishes to absent himself or herself from meetings. Should a member be prevented from obtaining leave of absence based on special circumstances, the Speaker has the discretion to on grant such leave.
- 7.2 A written application for leave of absence from a meeting of the Municipal Council or a Committee must be addressed to the Speaker by the Member applying for leave.
- 7.3 Written applications include emails sent to the Speaker.
- 7.4 In certain instances, the granting of applications for leave is deemed. These instance include:
 - 7.4.1 the Member is acting on behalf of the Municipal Council on other matters elsewhere based on instructions of Council or the Mayor.
 - 7.4.2 the Member is required to remove himself/herself from a meeting by the Municipal Council, Mayor or Committee in circumstances envisaged in item 3(b) of Schedule 1 to the Systems Act, or the member recuses him/herself.
- 7.5 The Speaker may also grant leave of absence to a member for the following reasons:

- 7.5.1 illness or any other valid reasonable reason making it impossible for the member to attend;
- 7.5.2 business, personal commitments, or personal circumstances of the member.
- 7.5.3 The failure to deliver notice of a meeting or the delivery of notice less than 72 hours prior to commencement provided that this does not relate to an ordinary meeting of the Council or Committees or changes of addresses of members.
- 7.5.4 The lack of informing the Municipal Manager of a revised address for the service of documentation at least 7 days before the relevant meeting;
- 7.5.5 Where circumstances envisaged in item 3(b) of the Code of Conduct for Councillors in Schedule 1 to the Systems Act occur which prevent the Member from attendance;
- 7.5.6 Other circumstances where the member is prevented from attending the meeting.

4.1 A blank Application for Leave of Absence form is enclosed

- Geen / None

4.2 The Attendance Registers will be available at the meeting

Rules of Order for Internal Arrangement

Part 3

6. Attendance at meetings

- 6.1 An attendance register must be kept in relation to all meetings. Such register is to be signed by every member that attends the meeting/s.
- 6.2 Instances when a member may be absent from a meeting include the following:
 - 6.2.1 upon leave of absence being granted in terms of rule 7; and
 - 6.2.2 upon withdrawal on the basis of a legal requirement.

5. STATEMENTS AND COMMUNICATIONS BY THE SPEAKER

- A presentation will be made to Council by J and C Solutions [Jessica – you need to summarise the presentation or say what it was about – and add it as an Annexure ABC)
- Council takes note of the replacement of PR Councillor representing the Democratic Alliance. (must refer to the authorising letter from IEC – Attach as Annexure ABC)

6. STATEMENTS AND COMMUNICATION BY THE EXECUTIVE MAYOR

RB6.1/29-08-2022

ANNOUNCEMENT OF REPLACEMENT OF MAYCO MEMBER

RESOLVED:

That:

- a) It be noted that Councillor T Waldeck declined the position as a Mayco Member; and

- b) Councillor A Scheepers will replace Councillor Waldeck as an Executive Mayoral Committee Member.

<p>7. REPORT BY THE EXECUTIVE MAYOR ON DECISIONS TAKEN BY THE EXECUTIVE MAYOR, THE EXECUTIVE MAYOR TOGETHER WITH THE DEPUTY EXECUTIVE MAYOR AND THE EXECUTIVE MAYOR TOGETHER WITH THE MAYORAL COMMITTEE</p>
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- None

<p>8. MATTERS FOR CONSIDERATION</p>
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8.1 ITEMS SUBMITTED BY OFFICIALS OF COUNCIL

RB8.1.1/29-08-2022

APPROVAL FOR THE ADVERTISEMENT OF, - AND APPOINTMENT OF A SELECTION PANEL FOR THE RECRUITMENT PROCESS OF THE VACANT POSITION: MUNICIPAL MANAGER – CEDERBERG MUNICIPALITY

RESOLVED:

1. Council authorises the acting municipal manager to proceed with the process to advertise and fill the vacancy of Municipal Manager;

2. Council approves the placement of an advertisement for the abovementioned vacancy in a national newspaper as prescribed;
3. Council appoint a selection panel, constituted of between 3 and 5 members, in terms of regulation 12(4), as follows:
 - a. The Executive Mayor, who will be the chairperson,
 - b. A councillor delegated by the municipal council;

Cllr. F Kamfer

-Proposed: Cllr. W Farmer
-Seconded: Cllr. A Scheepers

Cllr. R Richards

-Counter Proposal: Cllr. T Waldeck
-Seconded: Cllr. J Van Heerden

VOTE

FOR	AGAINST	ABSTAIN
ANC – 4 PA - 1	CE – 2 VF+ - 1 DA - 1	-

- c. That the Acting Municipal Manager in conjunction with the Executive Mayor approach at least one other person who is not a board member or employee of the municipality, and who has knowledge and experience of the advertised post.

Proposed: Cllr. W Farmer
Seconded: Cllr. F Kamfer

4. Council mandates the Administration to appointment a service provider to assist Council with the recruitment process for the vacancy.

Proposed: Cllr. W Farmer

Seconded: Cllr. A Scheepers

RB8.1.2/29-08-2022

APPROVAL FOR THE ADVERTISEMENT OF, -AND APPOINTMENT OF A SELECTION PANEL FOR THE RECRUITMENT PROCESS OF THE VACANT POSITION: DIRECTOR FINANCIAL SERVICES (CFO) – CEDERBERG MUNICIPALITY

RESOLVED:

1. That Council rescind RB7.1.8/20-07-2022;
2. Council authorises the Acting Municipal Manager to proceed with the process to advertise and fill the vacancy of Director Financial Services;
3. Council approves the placement of an advertisement for the abovementioned vacancy in a national newspaper as prescribed;
4. Council appoints a selection panel, constituted of between 3 and 5 members, in terms of regulation 12(4), as follows:
 - a) The Municipal Manager, who will be the chairperson,
 - b) Council delegate Cllr. A Scheepers whom is a member of the mayoral committee; and
 - c) That the Acting Municipal Manager in conjunction with the Executive Mayor approach at least one other person who is

not a board member or employee of the municipality, and who has knowledge and experience of the advertised post.

5. Council mandates the Administration to appointment a service provider to assist Council with the recruitment process for the vacancy.

Proposed: Cllr. W Farmer

Seconded: Cllr. A Scheepers

RB8.1.3/29-08-2022

APPROVAL FOR THE ADVERTISEMENT OF, - AND APPOINTMENT OF A SELECTION PANEL FOR THE RECRUITMENT PROCESS OF THE VACANT POSITION: DIRECTOR TECHNICAL SERVICES – CEDERBERG MUNICIPALITY

RESOLVED:

1. Council authorises the Acting Municipal Manager to proceed with the process to advertise and fill the vacancy of Director Financial Services;
2. Council approves the placement of an advertisement for the abovementioned vacancy in a national newspaper as prescribed;
3. Council appoints a selection panel, constituted of between 3 and 5 members, in terms of regulation 12(4), as follows:

- a) The Municipal Manager, who will be the chairperson,
- b) Council delegate Cllr. P Strauss whom is a member of the mayoral committee; and
- c) That the Acting Municipal Manager in conjunction with the Executive Mayor approach at least one other person who is not a board member or employee of the municipality, and who has knowledge and experience of the advertised post.
- d) Council mandates the Administration to appointment a service provider to assist Council with the recruitment process for the vacancy.

Proposed: Cllr. W Farmer

Seconded: Cllr. A Scheepers

RB8.1.4/29-08-2022

TABLING OF THE BUDGET FUNDING PLAN

RESOLVED:

- a) It be noted that the Acting Chief Financial Officer (insert the name of the Acting CFO) did a presentation, inclusive of input from the workshop held, of the Budget Funding Plan;
- b) That Council adopts and approves the Budget Funding Plan;

- c) Monthly progress reports be submitted to National Treasury, Provincial Treasury and Council on the implementation of the plan; and

It was further resolved that:

- d) The Budget Funding Plan will be provided to Councillors by the end of business.

Proposed: Cllr. F Kamfer

Seconded: Cllr. W Farmer

Counter Proposal: Cllr. R Richards

(Councillors did not receive the Budget Funding Plan so it cannot be approved; and that the plan be deferred to the Council Meeting of 31 August 2022)

Seconded: Cllr. J Van Heerden

VOTE

FOR	AGAINST	ABSTAIN
ANC – 4 PA – 1	CE – 2 VF+ - 1 DA - 1	-

RB8.1.5/29-08-2022

CONVERTING CONVENTIONAL ELECTRICITY METERS TO PREPAID METERS

RESOLVED

1. That Council approves the replacement of the 65 conventional electricity meters which are in arrears, to prepaid electricity meters.

Proposed: Cllr. F Kamfer

Seconded: Cllr. W Farmer

8.2 Urgent Matters submitted by the municipal Manager

- Geen / None

8.3 MATTERS FOR NOTIFICATION

- Geen / None

8.4 CONSIDERATION OF MOTIONS OF EXIGENCY

- Geen / None

8.5 CONSIDERATION OF NOTICES OF QUESTIONS

- None

8.6 CONSIDERATIONS OF NOTICES OF EXIGENCY

- None

07. CLOSURE

- Meeting adjourned at 11h51.

VOORSITTER/CHAIRPERSON

DATUM/DATE