



SALDANHA BAAI
BAY
MUNISIPALITEIT | MUNICIPALITY | uMASIPALA

MINUTES

OF THE

SALDANHA BAY MUNICIPALITY

VIRTUAL SPECIAL COUNCIL MEETING

ON

21 SEPTEMBER 2026

AT

10:00

SALDANHA BAY MUNICIPALITY

MINUTES OF A VIRTUAL SPECIAL COUNCIL MEETING HELD ON MONDAY, 21 SEPTEMBER 2026 AT 10:00

PRESENT

Alderman O Daniels	Speaker
Alderman M Koen	Executive Mayor
Councillor T Williams	Executive Deputy Mayor
Alderman E Vaughan	
Councillor R van der Merwe	
Alderman S Mamabolo	
Councillor W America	
Councillor M Schaffers	
Councillor S Biko	
Alderman L Mitchell	
Councillor C van Nooi	
Councillor S du Plessis	
Councillor A Groenewald	
Alderman M Schrader	
Councillor S Scholtz	
Councillor L Mbane	
Councillor Y Jackson	
Councillor G Cordon	
Councillor A Jansen	
Councillor T Rossouw	
Councillor V Pretorius	
Councillor S Otto	
Councillor F Jacobs	

OFFICIALS

H Mettler	Municipal Manager and Acting Director: Community & Operational Services
S Vorster	Director: Finance Services
P Mbaliswana	Director: Corporate Services & Public Safety
C de Kock	Director: Economic Development & Strategic Services
H Schaik	Director: Energy & Electro – Technical Services
R Groenewald	Acting Director: Infrastructure & Planning Services
M Hermanus	Manager: Governance Assurance Risk & Fraud
C Oliver	Senior Manager: Legal Services
T Williams	Senior Manager: Financial Operations
JP Du Preez	Manager: Mechanical Workshop
J Pheiffer	Senior Manager: Administration
J Zono	Manager: Administration & Support Services
E Jonas	Administrative Officer: Committees
N Boumeester	Administrative & Support

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R1/9-26 OPENING

The Speaker, Alderman O. Daniels has welcomed everyone to the meeting and requested a moment of silent prayer.

R1(a)/9-26 COUNCIL INAUGURATION

Councillor G Cordom (ANC) affirmed the oath of office and was duly sworn in as a councillor of Saldanha Bay Municipality by the Municipal Manager, Mr. H. Mettler. Alderman O Daniels welcomed the Councillor to Council.

R2/9-26 OFFICIAL ANNOUNCEMENTS

Alderman O. Daniels requested that special prayers be offered in remembrance of Ward Committee Councillor A. Claasen who had passed away.

Alderman O Daniels announced that, as received in writing by the Chief Whip of the ANC that Councillor G Cordom would replace Councillor Z Komani-Nkohla on the Office of the Municipal Manager Portfolio Committee and Councillor T Rossouw on the Economic Development & Strategic Services Portfolio Committee as amended on **ANNEXURE “A”** to the minutes.

R3/9-26 LEAVE OF ABSENCE

Councillor W Morrison

R4/9-26 DECLARATION OF INTEREST WITH REGARD TO MATTERS ON THIS AGENDA

None

R5/9-26 CONFIRMATION OF MINUTES: COUNCIL MEETING 20 AUGUST 2026

RESOLVED

That the minutes of the Council meeting of 20 August 2026 be confirmed.

R6/9-26 CONTRACTS HAVING FUTURE BUDGETARY IMPLICATION: PARTICIPATION IN THE NATIONAL TREASURY RT-46 TENDER FOR FLEET MAINTENANCE SERVICES

(6/2/1/4)

(Report of the Directorate Energy & Electro Technical Services)
(JP Du Preez)

The item was unanimously adopted by Council.

RESOLVED

- i) that the contents of the report be noted;
- ii) that Council confirm based on the content of the report that the municipality will derive financial benefit from the contract as the anticipated cost for repairs and maintenance will be lower due to the transversal leveraging economies of scale;
- iii) that Council approves the contract as per Annexure O exactly as it is to be executed; and
- iv) that Council authorizes the Municipal Manager to sign the contract on behalf of the municipality.

R7/9-26 MUNICIPAL BUILDINGS AND TERRAINS: AMENDMENT OF CONDITIONS OF COUNCIL RESOLUTION R14/7-23: APPROVAL FOR ACCEPTANCE OF THE DONATION OF A PERMANENT LIBRARY TO SALDANHA BAY MUNICIPALITY FOR THE GREEN VILLAGE COMMUNITY: SUNRISE SANDMINE CC

7/2/3/R)

(Report of the Directorate Corporate & Public Safety Services)
(M Simerie)

The item was unanimously adopted by Council.

RESOLVED

- i) that the report be noted;

- ii) that the donation of the permanent library structure, from Sunrise Sandmine CC to Saldanha Bay Municipality, be accepted and approved;
- iii) that Council approval be granted to enter into a Memorandum of Understanding (MOU) with Sunrise Sandmine CC, subject to the vetting of the agreement by SBM Legal Services;
- iv) that conditions (i), (iii) and (h) of council resolution R14/7-23 be amended to reflect a permanent library structure instead of a depo container library;
- v) that condition (d) be amended to reflect the revised commitment by Sunrise Sandmine CC to contribute towards the salary of a Library Assistant for a period of twelve (12) months during every fifth year of the mining right, with a contribution of R65 000 confirmed for the current funding cycle;
- vi) that once Sunrise Sandmine CC's contribution of R65 000 is received, SBM's recruitment and selection process be initiated to appoint a Library Assistant on a fixed-term contract for a period of twelve (12) months;
- vii) that, following the expiry of the fixed-term contract, existing municipal library staff be utilised on a rotational basis to manage and operate the Green Village Library for three (3) hours per day, three (3) days per week, until the next contribution from Sunrise Sandmine CC becomes available;
- viii) that parallel to the recruitment process, SBM's Library Services Section apply to the Western Cape Library Service for operational funding to provide for the appointment of temporary and/or additional staff to support the ongoing operation of the Green Village Library;
- ix) that all connection fees and any other municipal service charges applicable during construction of the library be waived, as the library will remain a municipal asset upon completion;
- x) that the original conditions of council resolution R14/7-23, except (i), (iii), (d), (g) and (h) remain the same.

R8/9-26

MUNICIPAL BUILDINGS AND TERRAINS: APPLICATION TO LEASE
ERF 14920 VREDENBURG: MTHANDENI EDUCARE CENTRE

(Erf 14920, VREDENBURG)

(Report of the Directorate Corporate & Public Safety Services)
 (M Simerie)

The item was unanimously adopted by Council.

RESOLVED

- i) that the report be noted;
- ii) in terms of the provisions of Regulation 36 (a) of the Municipal Asset Transfer Regulations (R.878- promulgated on 22/08/2008), Erf 14920 Vredenburg ($\pm 948\text{m}^2$) shown on **Annexure A**, that the site be regarded as not being required for the municipality's own use during the period for which lease is to be granted;
- iii) that a competitive process not be followed as it would be impractical and not in the best interest of the community, as the applicant has been utilizing the property since 2007 and it would impact negatively on the children and practitioners alike should a competitive process be followed;
- iv) that the continued lease of Erf 14920 Vredenburg ($\pm 948\text{m}^2$) to Mthandeni Educare Centre be approved, subject to the following conditions:
 - a) that the property be leased for a period of three (3) years, with an option to renew, subject to a rental review after the initial three (3) year period;
 - b) that the property be used to operate as a crèche;
 - c) that an independent valuer be appointed to determine a market related rental value of the subject property;
 - d) that the applicant provides written confirmation from the Department of Social Development that the NPO remains registered and compliant;
 - e) that, upon successful completion of condition (c) and (d) above, the applicant be granted a below-market rental in accordance with the SBM's Policy for the Management and Administration of Immovable Property, subject to the property being utilised solely for approved Early Childhood Development purposes and continued compliance with the applicable policy provisions;
 - f) that the proposed lease be advertised in accordance to Section 21 of the Municipal Systems Act;
 - g) that the rental escalates with CPIX + 1% per annum;
 - h) that the new lease agreement be signed upon successful completion of condition (c), (d) and (f) above;

- i) that the applicant registers the ECD centre with the Provincial Department of Social Development and provides proof of compliance for the duration of the lease period;
- j) that no compensation will be paid for any improvements made to the property;
- k) that the applicant be responsible for the maintenance and security of the property;
- l) that the applicant be responsible for their own insurance in respect of movable assets, equipment and public liability insurance;
- m) that Council be indemnified against any claims or actions which may arise from this approval;
- n) that approval be withdrawn if circumstances so dictates;
- o) that the applicant be responsible for all costs pertaining to this transaction.

R9/9-26

2026/27 ADJUSTMENT BUDGET (21 SEPTEMBER 2026)

(5/1/1/2026)

(Report of the Directorate Finance Services)
(S Vorster)

The item was unanimously adopted by Council.

RESOLVED

- i) that the report be noted;
- ii) that the 2026/27 Roll-over Adjustments Budget as per Annexure A, supported by the B-Schedules, be approved;
- iii) that the individual capital projects as contained in the following detail of the Adjustments Capital Budget for 2026/27, supportive of the B-Schedules and other annexures, be approved:
 - Annexure B1: Summaries: Adjustment Capital Budget;
 - Annexure B2: Adjustment Capital Budget per Department;
 - Annexure B3: Adjustments Capital Budget per Ward;
- iv) that the R774 670 grant receipt that was received on 14 September 2026 be added to the Budget;
- v) that the R300 000 Municipal Service Delivery and Capacity building grant be added to the Budget;

- vi) that the Separate Operating Account projects of R525 435 be added to the Budget;
- vii) the Municipal Energy Resilience Grant of R1 000 000 be added to the Budget;
- viii) that the funding of the Capital Budget contained in this report and annexures be approved;
- ix) that the 2026/27 Adjustments Budget as contained in the prescribed budget schedules in Annexure A, be submitted to National Treasury and Provincial Treasury: Western Cape;
- x) that the signed quality certificate attached as Annexure C be noted;
- xi) that the SDBIP and the applicable performance agreements be adjusted accordingly where relevant.

R10/9-26

FOLLOW-UP REPORT: AMENDMENT AND EXTENSION OF CONTRACT IN TERMS OF SECTION 116(3) OF THE MFMA – TENDER 17/16: SUPPLY AND CONFIGURATION OF AN ENTERPRISE RESOURCE PLANNING/FINANCIAL MANAGEMENT SYSTEM (Addendum 1 to the Agenda)

(5/28/3)

(Report of the Directorate Economic Development & Strategic Services)
(C De Kock)

The item was unanimously adopted by Council.

RESOLVED

- i) that the content of the follow-up report be noted;
- ii) that Council notes Resolution R59/8-26 of 20 August 2026 and the section 116(3) public participation and consultation process undertaken in respect of Tender SBM 17/16;
- iii) that Council notes any comments received as listed in Annexure A;
- iv) that Council, after considering this report and the addendum referred to above, approves the amendment and extension of Tender SBM 17/16 with Munsoft Proprietary Limited from 1 October 2026 to 30 June 2029;
- v) that the Municipal Manager be authorised to conclude and sign the amendment agreement with Munsoft Proprietary Limited.

The meeting adjourned at 10:22.

Confirmed.

SPEAKER

DATE

ANNEXURE “A”

R2/9-26

STRUCTURING OF COUNCIL’S COMMITTEE SYSTEM

Section 80 Committee	Members
Office of the Municipal Manager	Alderman E. Vaughan (Chairperson) Councillor S. Scholtz Councillor S. Du Plessis Councillor M. Twala Councillor G. Cordon Councillor Y. Jackson
Corporate Services and Public Safety Committee	Alderman S. Mamabolo (Chairperson) Alderman L. Mitchell Councillor M. Bixa Councillor W. America Councillor T. Rossouw Councillor S. Otto
Finance Portfolio Committee	Councillor T. Williams (Chairperson) Alderman M. Schrader Councillor A. Jansen Alderman S. Mamabolo Councillor T. Rossouw Councillor V. Pretorius
Infrastructure and Planning Services Portfolio Committee	Councillor R. Van Der Merwe (Chairperson) Councillor M. Schrader Councillor S. du Plessis Alderman L. Mitchell Councillor F. Jacobs Councillor G. Cleophas
Community and Operational Services Portfolio Committee	Councillor M. Schaffers (Chairperson) Councillor C. Van Nooi Alderman F. Jacobs Alderman E. Vaughan Councillor V. Pretorius Councillor L. Mbane
Economic Development and Strategic Services Portfolio Committee	Councillor W. America (Chairperson) Councillor A. Groenewald Councillor S. du Plessis Councillor E. Vaughan Councillor W. Morrison Councillor G. Cordon
Section 79 Committee	Members
Section 62 Appeal Committee	Councillor C. van Nooi (Chairperson) Councillor S. du Plessis Alderman M. Schrader Alderman L. Mitchell Councillor L. Mbane (Secundi) Councillor R. Van Der Merwe (Secundi)

Municipal Public Accounts Committee (ToR attached as annexure "B")	Councillor A. Groenewald (Chairperson) Councillor S. Du Plessis Councillor C. van Nooi Alderman M. Schrader Councillor T. Rossouw Councillor M. Bixa Alderman L. Mitchell
Special Committee: Code of conduct of Councillors	Councillor S. Scholtz (Chairperson) Councillor M. Schaffers Alderman M. Schrader Councillor S. du Plessis Councillor W. America Councillor T. Rossouw Councillor S. Otto (Secundi)
Aesthetics Committee	Councillor S. Du Plessis (Chairperson) Councillor A. Groenewald Councillor W. America Councillor F. Jacobs Councillor S. Scholtz Councillor L. Mbane (Secundi) Plus, relevant ward Councillor(s) as indicated by Town Planning
Landfill Site Committee	Alderman L. Mitchell (Chairperson) Councillor C. van Nooi Councillor A. Jansen Councillor Y. Jackson Councillor R. van der Merwe Councillor T. Rossouw
Petition Committee	Alderman O. Daniels (Chairperson) Councillor M. Schaffers Alderman S. Mamabolo Councillor T. Rossouw Councillor V Pretorius Councillor Y. Jackson (Secundi)
Councillor Protection Committee	Alderman O. Daniels (Chairperson) Councillor M. Schaffers Alderman S. Mamabolo Councillor T. Rossouw Councillor R. Van Der Merwe Councillor Y. Jackson (Secundi)
Transportation and Mobility Committee (R15/3-26)	Councillor F. Jacobs (Chairperson) Councillor W. America Councillor M. Schaffers Alderman S. Mamabolo Councillor G. Cleophas Councillor R. Van Der Merwe
Human Settlements Committee (R7/6-26)	Councillor A. Jansen (Chairperson) Councillor L. Mbane Councillor M. Bixa Councillor S. Biko Councillor M Schaffers Alderman S. Mamabolo

Other committees of Council	Members
Training- and Employment Equity Committee (Sub-Committee of Labour Forum)	Councillor M. Schaffers Alderman E. Vaughan Alderman S. Mamabolo Councillor T Rossouw Councillor Y. Jackson
Local Labour Forum	Councillor M. Schaffers Alderman E. Vaughan Alderman S. Mamabolo Councillor T Rossouw Councillor Y. Jackson
ICT Committee	Chairperson: EDSS Portfolio Committee [Councillor W. America] Committee Chairperson: Finance Portfolio Committee [Councillor T. Williams]
Saldanha Bay Water Quality Trust Committee	Councillor A. Jansen Councillor C. van Nooi Councillor T. Rossouw
St Helena Bay Water Quality Trust Committee	Committee Disbanded [R2/4-26]
Budget Steering Committee (R7/10-18)	Executive Mayor (Chairperson) [Alderman M. Koen] Chairperson: Finance Portfolio Committee [Councillor T. Williams] (Municipal Manager and Officials)

Other Organisations	Members
West Coast Business Development Centre	Alderman M. Koen
IDZ Skills Task Team and Program	Alderman M. Koen Councillor W. America Councillor S. Du Plessis
West Coast Municipal Coastal Committee	Alderman M. Koen Councillor W. America
Provincial Local Economic Forum: EDP	Alderman E. Vaughan
Speakers Forum	Speaker [Alderman O. Daniels] and Ward Councillors
West Coast Biosphere (R56/10-17)	Councillor W. America Councillor S. Du Plessis Alderman M. Koen (Secundi)
Community Awards Committee (R32/6-17)	Alderman E. Vaughan Alderman L. Mitchell

Community Policing Forum	Members
Vredenburg Area	All ward Councillors and relevant proportional Councillors ANC: Councillor T. Rossouw
Saldanha	All ward Councillors and relevant proportional Councillors ANC: Councillor G Cleophas
Langebaan	All ward Councillors and relevant proportional Councillors ANC: Councillor T Rossouw
Hopefield	All ward Councillors and relevant proportional Councillors
St. Helena Bay	All ward Councillors and relevant proportional Councillors

Sport Advisory Forums	Members
Saldanha Bay	Councillor S. Du Plessis Councillor C. van Nooi Councillor G Cleophas
Diazville	Councillor G. Cleophas Councillor C. van Nooi
Vredenburg	Alderman E. Vaughan Councillor M. Schaffers
Langebaan	Councillor W. America Alderman M. Koen
Paternoster	Councillor S. Scholtz Alderman L. Mitchell
St Helena Bay	Councillor S. Scholtz Councillor L. Mbane
Hopefield	Alderman M. Schrader Councillor S. du Plessis

SALGA Working Groups	Members
Capacity Building and Institutional Resilience Working Group	Councillor: Alderman S. Mamabolo Secundi: Councillor S.Scholtz Official: P. Mbaliswana
Community Development and Social Cohesion Working Group	Councillor: Councillor M. Schaffers Secundi: Ald L. Mitchell Official: L Msindo
Governance and Intergovernmental Relations Working Group	Councillor: Ald O. Daniels Secundi: Ald M. Koen Official:

Electricity, Energy and Public Works Working Group	Councillor: Councillor R. Van Der Merwe Secundi: Councillor C. van Nooi Official: H. Schaik
Water and Sanitation Working Group	Councillor: Councillor R. Van Der Merwe Secundi: Councillor L. Mbane Official: G. Williams
Economic Development and Job Creation	Councillor: Councillor W. America Secundi: Alderman M. Koen Official: R Hendricks
Human Settlements and Urban Agenda Working Group	Councillor: Alderman L. Mitchell Secundi: Councillor M. Schaffers Official: R. Groenewald
Health Working Group	Councillor: Alderman E. Vaughan Secundi: Councillor S. Scholtz Official:
Emergency Services and Disaster Management	Councillor: Alderman S. Mamabolo Secundi: Alderman L. Mitchell Official: P. Mbaliswana
Municipal Finance and Fiscal Policy Working Group	Councillor: Councillor T. Williams Secundi: Alderman S. Mamabolo Official: S. Vorster
Municipal Digital Solutions	Councillor: Councillor W Morrison Secundi: Councillor R. Van Der Merwe Official: C. de Kock
Public Transport and Roads Working Group	Councillor: Councillor F. Jacobs Secundi: Councillor V. Pretorius Official: J. Jarvis
Environmental Management and Climate Resilience	Councillor: Councillor. S. Du Plessis Secundi: Councillor Y. Jackson Official: N. Duarte
Development Planning and Rural Development	Councillor: Councillor W. America Secundi: Councillor T. Rossouw Official: L Gaffley
Other Commissions/committees Coordinated by SALGA	Members
SALGA Women Commission	Councillor: Ald S. Mamabolo Secundi: Councillor Y. Jackson
Western Cape Association of Municipal Public Accounts Committee Meeting	Councillor R. Van Der Merwe
New addition: 22 August 2024 SALGA Women's Committee (No cost to Council)	Alderman S. Mamabolo (Chairperson) Councillor Y. Jackson Councillor T. Rossouw Councillor V. Pretorius Alderman S. Mamabolo

SALGA Clusters – PWG's		Members
1	Municipal Capability and Institutional Resilience	Alderman S. Mamabolo
2	- Community Development - Health	Councillor M. Schaffers
3	Governance and Intergovernmental Relations	Alderman O. Daniels

4	• Economic Development and Job Creation • Development Planning and Rural Development	Councillor W. America
5	• Electricity and Energy & Public Works • Water and Sanitation • Human Settlements and Urban Agenda • Public Transport and Roads • Environmental Management and Climate Resilience	Councillor R. Van Der Merwe
6	Emergency Services and Disaster Management	Alderman S. Mamabolo
7	• Municipal Finance and Fiscal Policy • Municipal Digital Solutions	Councillor T. Williams