



Greater Cederberg Fire Protection Association

MINUTES: ANNUAL GENERAL MEETING

7 August 2023 (13:00 – 16:00)

MOORREESBURG DISASTER MANAGEMENT CENTRE

1.	Opening and Welcome
<p>Bertus Senekal, Chairperson of the GCFPA, welcomes everyone present at the meeting.</p> <p><i>See Attachment 1 – Attendance Register</i> <i>See Attachment 2 – List of apologies received</i></p>	
2.	Approval of previous minutes
<p>Minutes of the previous Annual General Meeting (21 June 2022) is presented to the meeting for approval. Approval of the minutes is proposed by Kristo Truter and seconded by Nicky Esterhuizen.</p>	
3.	Election of Management Committee
<p>Willem van der Merwe resigned as a member of the Executive Committee. Henko Vlok is nominated by Ian Prins to be selected in Willem's place. The meeting approved the selection. .</p>	
4.	Financial Report
<p>Jacomien Britz presented the financial report for the period March 2022 to February 2023. These reports are available for viewing for 3 weeks at the GCFPA office in Porterville.</p> <ul style="list-style-type: none">• Revenue – sources of income: Membership fees, joining fees, production, fire beater sales, training and donations. Membership fees income is significantly lower due to members from Nieuwoudtville and Calvinia Business Units that joined the newly established Namakwa FPA. The GCFPA lost approximately R300 000 in membership fees.• Expenses – fuel, awareness, safety gear, salaries, and professional services. The largest expense is salaries and transport (fuel).• Salary expenses were lower; no bonuses were paid out.• Rent expenses has increased as rent is now paid for the Porterville Head Office as well.• Maintenance expenses increased - the GCFPA vehicles is aged and needs constant maintenance to maintain the current fleet of vehicles roadworthiness and operational.• No assets were purchased.• Challenges – amount of R500 000 for membership fees was still outstanding at the end of May.• State institutions are our biggest challenges in terms of membership fee payments.• Fuel is significantly more expensive and will still increase.• New members must be recruited to increase income base.	
5.	Membership fees
<p>The 10% membership fee and tariff increase for 2023 – 2024 financial year is presented to the meeting.</p> <ul style="list-style-type: none">• The once-off joining fee will increase in March 2024 to R2783.• Existing membership and tariffs increase with 10% from Feb 2023.	

- Municipalities will now pay a fixed rate of R5 500 per year per Municipality (Vat Included).

The proposal for the increase of 10% in membership fees, fixed membership fees for municipalities and tariffs is proposed by Marius Huysamer and seconded by Barry Schreiber. Approved by meeting. The new tariffs will be immediately applicable to new members joining.

6. Annual Report 2022 - 2023

Charl du Plessis presented the GCFPA Annual Report for the period of 2022 – 2023.

See Attachment 3: Annual Report 2022 - 2023

General discussion:

- Charl briefly explains to the new members present the functions of the GCFPA.
- Thirty-seven (37) new members joined (37 000 hectares).
- 2022/2023 fire statistics show a quiet fire season. Members must still adhere to the recommendations as stipulated in their Integrated Fire Management Plans and general safety guidelines. Due to the high rainfall this past season the fuel load on member's properties is much higher and thus the risk of wildfires spreading will increase.
- The importance of the FDI is stipulated. The FDI is currently paid for by the WCDM (R87 000) for a six (6) month period. The FDI is distributed to members three days of the week during the fire season and is a useful tool to educate staff to increase fire awareness.
- In 2004 a business plan was compiled by the GCFPA. Charl is currently busy revising this plan in collaboration with the West Coast District Municipality (WCDM). Goals and activities in collaboration with WCDM are highlighted and strategic planning is captured for future projects. This is also important for funding proposals in the future and various planned projects. The plan will link with the WCDM: IDP.
- The Working on Fire contract expired in December 2022. In January 2023, the new tender was awarded to WoF/ Kishugu Joint Venture. The WoF programme is funded by DFFE (Department of Forestry, Fisheries and Environment). Challenges – there are delays experienced in the payment of all FPA invoices. The contract is valid for five (5) years.
- The importance of the Integrated Fire Management Plans was again highlighted and members need to implement and comply with the recommendations in these Plans. Members are responsible for the implementation and can use the WoF teams to assist when and where required. Please contact the offices to arrange for assistance. A lot of time and energy is invested in compiling these documents and we ask that members acknowledge all e-mails and messages send out regarding these Fire Management Plans.
- Funding proposal for R460 000 was approved by Santam and will be used in high-risk areas such as Algeria and Wuppertal.
- Funding proposals for extension services towards members and funding proposals for new vehicles is also under review by potential donors.
- Charl thanks all partners for their support each year, without their support the GCFPA will not be able to provide service to members.

Western Cape Umbrella Fire Protection Association (WCUFPA) – Tessa Oliver

- Tessa explains to all new members present at the meeting what the functions of the WCUFPA is. This to include amongst other duties representing the GCFPA at various forums and meetings.

- WCUFPA secure the membership fees for SANRAL and is in the process to secure membership fees from TRANSNET.
- Eskom is still a challenge and this is dealt with at a National level.
- The Minister has issued letters to all municipalities, which indicates their legal obligation to belong to the local FPA's. Two of the five local authorities are members of the GCFPA.
 - Barry Schreiber wants to know if TRANSNET and SANRAL is paying at the same membership fee scale as landowners. Tessa explains that they pay per kilometre of road or per kilometre of railway which amounts to R7.50 per kilometre.
 - Barry Schreiber wants to know if the 'first call' routine during aerial firefighting still apply? Bertus Senekal responds that nothing has changed, the first hour is still sponsored by Provincial Disaster Management, if requested by the fire officer on scene. If there is significant risk for life after the hour, the support will continue at the cost to the WCDM otherwise these resources will stand down. If the landowner persists to continue with aerial support, this will be for the account of the landowner and he/she needs to sign the MoU and must ensure that their insurance cover the cost.
 - Tessa Oliver reminds the members that it is essential for each GCFPA member to ensure that all their properties are listed with the FPA. If a property is not listed with the FPA and a fire starts and spreads on that particular property the owner will presumed to be negligent. Updating of membership information forms is available at www.cederbergfpa.co.za

Bertus Senekal, Fire Chief at West Coast District Municipality (WCDM) provides feedback on the past fire season and activities of the WCDM over the past year.

- Service delivery assistance is still given to the Cederberg and Matzikama Municipalities.
- **Statistics for the period July 2022 – June 2023**
 - 538 calls received.
 - 424 calls from B-Municipalities.
 - 114 calls for veldfires – 52 calls were during the 'fire prohibition' period and
 - 331 burn permits were issued.
- **Contributions made to the GCFPA:**
 - R87 000 for the FDI that has been send out to members during the fire season.
 - Burn permits are issued free to paid-up members (R469 050.00).
 - GCFPA members who actively implement and adhere to their Fire Management Plan received free firefighting assistance during fires on their properties;
- Bertus once again stresses the fact that the Disaster Management Centre must be contacted first when reporting a fire.
- When applying for a burn permit, members need to make sure they comply to the rules and conditions set out in the burn permit. In the case of non-compliance, the permit will be cancelled. Important to know is that burn permits is not issued for the burning of any waste.

Paul Truter wants to know what the procedure is to follow when Eskom is responsible for a fire caused on a property and the Fire Brigade demand that he pays for the firefighting cost. Tessa Oliver suggests that Enviro Wildfire Services can be contracted to establish the cause and origin of a fire.. Bertus states that the account is issued to the owner on who's property the service was delivered, irrespective of how the fire started.

7.	The role of the Fire Protection Association in the Management of Disasters and other emergency incidents
	<p>Franquin Peterson, Manager of the Disaster Management Centre for West Coast Municipality did a presentation on the new developments and upgrading of the Disaster Management Centre. The newly upgraded Disaster Management Centre will also focus on the following:</p> <ul style="list-style-type: none"> - Better radio communication for neighbourhood watch and farm watch organisations in collaboration with the SAPS. - Stricter law enforcement rules will be implemented. - Agents are being trained to give landowners the proper necessary assistance during emergencies. - Linkage with the GCFPA is an important role player in this newly established centre by providing information to improve response and coordination. <p><i>See Attachment 4 – Presentation – West Coast Disaster Management Centre.</i></p>
8.	Closing
	Bertus Senekal thanks everyone present. Meeting adjourned at 15:30.
9.	Visit and practical demonstration at the Disaster Management Centre

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