MINUTES OF THE COUNCIL MEETING OF WITZENBERG MUNICIPALITY, HELD IN THE TOWN HALL, VOORTREKKER STREET, CERES ON WEDNESDAY, 26 AUGUST 2026 AT 10:00

NOTULE VAN DIE RAADSVERGADERING VAN MUNISIPALITEIT WITZENBERG, GEHOU OP WOENSDAG, 26 AUGUSTUS 2026 OM 10:00 IN DIE STADSAAL, VOORTREKKERSTRAAT, CERES

PRESENT

Councillors

Alderlady EM Sidego (DA) (Speaker)
Councillor TE Abrahams (DA) (Executive Mayor)
Councillor JF Nel (ICOSA) (Executive Deputy Mayor)
Alderman K Adams (DA)
Councillor WJ Alexander (PA)
Councillor P Daniels (DA)
Councillor S de Bruin (DA)
Councillor GJ Franse (DA)
Councillor JP Fredericks (VF Plus)
Councillor AL Gili (ANC)
Councillor GG Laban (Witzenberg Aksie)
Councillor N Nogcinisa (ANC)
Councillor N Phatsoane (ANC)
Councillor J Rooi (Witzenberg Party)
Alderman HJ Smit (DA)
Alderman D Swart (DA)
Alderman JJ Visagie (DA)
Councillor J Zalie (ANC)

Officials

Mr D Nasson (Municipal Manager)
Mr HJ Kritzinger (Director: Finance)
Mr S Swartz (Director: Community Services)
Mr J Steyn (Director: Technical Services)
Mr M Mpeluza (Director: Corporate Services)
Mr A Hofmeester (Manager: IDP)
Ms L Nieuwenhuis (Senior Manager: Legal Services)
Ms R Hendricks (Manager: Communication and Marketing)
Ms M Arendse-Smith (Manager: Administration)
Mr R Rhode (Manager: ICT)
Ms J du Toit (Intern: Administration)

Other representatives

Mr M de Villiers (Manager: Ceres Business Initiative)

1. OPENING AND WELCOME / OPENING EN VERWELKOMING

The Speaker welcomed everyone present and requested Alderman D Swart to open the meeting with prayer.

Die Speaker heet almal teenwoordig welkom en versoek raadsheer D Swart om die vergadering met gebed te open.

NOTED / AANGETEKEN.

2. LEAVE OF ABSENCE AND CONFIDENTIALITY AND CONFLICT OF INTEREST DECLARATION

2.1 Consideration of application for leave of absence
Aansoeke om verlof tot afwesigheid
(3/1/2/1)

A written application for leave of absence from the meeting was received from Councillor L Ngwane.

Verbal applications for leave of absence from the meeting were received from Councillors M Ndaba and K Yisa.

UNANIMOUSLY RESOLVED

(a) that the written application for leave of absence from the meeting, received from Councillor L Ngwane, be approved and accepted.

(b) that the verbal applications for leave of absence from the meeting, received from Councillors M Ndaba and K Yisa, be held in abeyance until the next meeting for the submission and consideration of the written application for leave of absence.

EENPARIG BESLUIT

(a) dat die skriftelike aansoek om verlof tot afwesigheid van die vergadering, ontvang vanaf raadslid L Ngwane, goedgekeur en aanvaar word.

(b) dat die mondelinge aansoeke om verlof tot afwesigheid van die vergadering, ontvang vanaf raadslede M Ndaba en K Yisa, oorstaan tot die volgende vergadering vir die indiening en oorweging van die skriftelike aansoek om verlof tot afwesigheid.

2.2 Confidentiality and Conflict of Interest Declaration Vertroulikheid en Botsing van Belange Verklaring (3/2/1)

The Confidentiality and Conflict of Interest Declaration is attached as **annexure 2.2**.

No conflict of interest was declared.

NOTED/AANGETEKEN

The Executive Mayor, on behalf of the DA and coalition, requested a caucus break from 10:07 until 10:20.

3. STATEMENTS, ANNOUNCEMENT OR MATTERS RAISED MEDEDELINGS, AANKONDIGINGS OF SAKE GEOPPER

3.1 Gratitude, Congratulations and Commiseration Waardering, Gelukwensinge en Meelewing (11/4/3)

The Speaker conveyed well wishes and congratulated the following Councillors on their birthdays:

- Councillor K Yisa 7 August
- Councillor L Ngwane 24 August

NOTED / AANGETEKEN

3.2 Matters raised by the Speaker / Sake deur die Speaker geopper (9/1/1)

The Speaker conveyed the following:

- Condolences were extended to Councillor K Yisa and family with the passing of his beloved mother, conveying words of encouragement that they may find peace during their time of bereavement.
- The last Council meeting is scheduled for the month of October, however, an earlier date for the meeting may be announced if necessary.

NOTED / AANGETEKEN

3.3 Matters raised by the Executive Mayor
Sake deur die Uitvoerende Burgemeester geopper
(9/1/1)

The Executive Mayor conveyed the following:

- Condolences were expressed to families throughout Witzenberg who have lost loved ones during this time.
- Well wishes were expressed to the Director: Corporate Services, who celebrated a birthday on the 24th of August 2026.
- Congratulations were expressed to the DA Constituency head, Ms Wendy-Kaizer Philander, with her appointment as the Provincial Minister of Social Development.

NOTED / AANGETEKEN

3.4 Matters raised by the Municipal Manager
Sake deur die Munisipale Bestuurder geopper

None / Geen

NOTED / AANGETEKEN

4. MINUTES / NOTULES

4.1 Corrections to the minutes / Regstelling van notule

None / Geen

NOTED / AANGETEKEN

4.2 Matters arising from the minutes / Sake voortspruitend uit notule

None / Geen

NOTED / AANGETEKEN

4.3 Approval of minutes / Goedkeuring van notule (3/1/2/3)

The minutes of the Council meeting, held on 29 July 2026, are attached as **annexure 4.3**.

UNANIMOUSLY RESOLVED

that the minutes of the Council meeting, held on 29 July 2026, be approved and signed by the Speaker.

EENPARIG AANBEVEEL

dat die notule van die Raadsvergadering, gehou op 29 Julie 2026, goedgekeur en deur die Speaker onderteken word.

4.4 Outstanding matters / Uitstaande sake (3/3/2)

Number	File ref.	Item no. and date	Subject	Resolution
4.4.1	17/7/2/2	11.1 of 25-02-2026	Fire at Skoonvlei, Ceres	The disciplinary process is ongoing and the matter was postponed for continuation due to IT constraints.
4.4.2	1/3/1/25	8.4.1 of 26-02-2026	By-law: Rules of Order	That the matter be held in abeyance as there is no movement on the White Paper.

UNANIMOUSLY RESOLVED

that notice be taken of the outstanding matters.

EENPARIG BESLUIT

dat kennis geneem word van die uitstaande sake.

5. MOTIONS AND NOTICE OF SUGGESTIONS MOSIES EN KENNISGEWING VAN VOORSTELLE

None / Geen

NOTED / AANGETEKEN

6. INTERVIEWS WITH DELEGATIONS ONDERHOUDE MET AFVAARDIGINGS

None / Geen

NOTED / AANGETEKEN

7. DELEGATED POWERS / GEDELEGEERDE BEVOEGDHEDE

None / Geen

NOTED / AANGETEKEN

8. RESERVED POWERS / GERESERVEERDE BEVOEGDHEDE

8.1 Directorate Finance / Direktoraat Finansies

8.1.1 Section 71 Monthly Budget Statement Report of Directorate Finance: July 2026
Artikel 71 Maandelikse Begrotingsverslag van Direktoraat Finansies: Julie 2026
(9/1/2/2)

The Section 71 Monthly Budget Statement Report of the Directorate Finance for July 2026 is attached as **annexure 8.1.1**.

The Executive Mayoral Committee resolved on 21 August 2026 to recommend to Council:

(a) that notice be taken of the Section 71 Monthly Budget Statement Report of the Directorate Finance for July 2026.

(b) that the Section 71 Monthly Budget Statement Report of the Directorate Finance for July 2026 be referred to the Portfolio Committee for Corporate and Financial Services, the Performance, Risk and Audit Committee and the Municipal Public Accounts Committee to take notice or to advise Council if deemed necessary.

UNANIMOUSLY RESOLVED

(a) that notice be taken of the Section 71 Monthly Budget Statement Report of the Directorate Finance for July 2026.

(b) that the Section 71 Monthly Budget Statement Report of the Directorate Finance for July 2026 be referred to the Portfolio Committee for Corporate and Financial Services, the Performance, Risk and Audit Committee and the Municipal Public Accounts Committee to take notice or to advise Council if deemed necessary.

EENPARIG BESLUIT

(a) dat kennis geneem word van die Artikel 71 Maandelikse Begrotingsverslag van die Direktoraat Finansies vir Julie 2026.

(b) dat die Artikel 71 Maandelikse Begrotingsverslag van die Direktoraat Finansies vir Julie 2026 na die Portefeuljekomitee vir Korporatiewe en Finansiële Dienste, die Prestasie-, Risiko- en Ouditkomitee en die Munisipale Komitee vir Openbare Rekeninge verwys word om kennis te neem of vir enige aanbevelings aan die Raad indien nodig geag.

8.1.2 Quarterly Budget Statement Report [Section 52(d)]: 4th Quarter 2025/2026 (9/1/2/2)

The Quarterly Budget Statement Report [Section 52(d)] for the 4th Quarter of 2025/2026 is attached as **annexure 8.1.2**.

The Executive Mayoral Committee resolved on 21 August 2026 to recommend to Council:

(a) that notice be taken of the Quarterly Budget Statement Report [Section 52(d)] for the 4th Quarter of 2025/2026.

(b) that the Quarterly Budget Statement Report [Section 52(d)] for the 4th Quarter of 2025/2026 be referred to the Portfolio Committee for Corporate and Financial Services, the Performance, Risk and Audit Committee and the Municipal Public Accounts Committee to take notice or to advise Council if deemed necessary.

UNANIMOUSLY RESOLVED

(a) that notice be taken of the Quarterly Budget Statement Report [Section 52(d)] for the 4th Quarter of 2025/2026.

(b) that the Quarterly Budget Statement Report [Section 52(d)] for the 4th Quarter of 2025/2026 be referred to the Portfolio Committee for Corporate and Financial Services, the Performance, Risk and Audit Committee and the Municipal Public Accounts Committee to take notice or to advise Council if deemed necessary.

EENPARIG BESLUIT

(a) dat kennis geneem word van die Kwartaallikse Begrotingsverslag [Artikel 52(d)] vir die 4de Kwartaal van 2025/2026.

(b) dat die Kwartaallikse Begrotingsverslag [Artikel 52(d)] vir die 4de Kwartaal van 2025/2026 na die Portefeuljekomitee vir Korporatiewe en Finansiële Dienste, die Prestasie-, Risiko- en Ouditkomitee en die Munisipale Komitee vir Openbare Rekeninge verwys word om kennis te neem of vir enige aanbevelings aan die Raad indien nodig geag.

8.1.3 IDP and Budget Process Plan for 2027 - 2032 (2/2/1)

In terms of Section 28 of the Municipal Systems Act (Act 32 of 2000), Council must adopt an IDP and Budget Process Plan. The Municipal Finance Management Act (Act 56 of 2003) further stipulates that at least ten months before the start of the budget year, the Executive Mayor should table a time schedule outlining key deadlines in respect of the IDP/Budgetary process.

Section 29 of the Municipal Systems Act (Act 32 of 2000) specifies that such a Process Plan must include:

- Programs that set out timeframes for the different planning steps;
- Appropriate mechanisms, processes and procedures for consultation with:
  - Local communities, both in terms of needs and priorities as well as consultation during development;
  - Organs of state, traditional authorities, and other role-players in the drafting process; and
- Binding plans and planning requirements, i.e. policy and legislation.

National Treasury has provided further guidance by the issuing of MFMA Circular 10. That circular provides specific guidance with regard to six distinct steps in compilation of the IDP and the annual Budget. The table below highlights these steps, with a brief description of each step:

Steps		**Process**
1	**Planning**	Schedule dates, establish consultation forums, review previous processes
2	**Strategi-zing**	Review IDP, set service delivery objectives for next 3 years, consult on tariffs, indigents, credit control, free basic services etc., and consider local-, provincial- and national issues, the previous year's performance and current economic and demographic trends etc.
3	**Preparing**	Prepare Budget, revenue and expenditure projections; draft Budget policies; consult and consider local-, provincial- and national priorities
4	**Tabling**	Table draft Budget, draft IDP and Budget-related policies before council; consult and consider local, provincial and national inputs or responses
5	**Approving**	Council approves the IDP, the Budget and related policies
6	**Finalising**	Publish the IDP, Budget and approve the SDBIP and performance targets

In capturing the above steps, this IDP & Budget Process Plan seeks to address, *inter alia*, the:

- Identification of areas requiring additional attention in terms of legislative requirements, proper planning processes and sound financial management;
- Inclusion of the most current census and own statistical data;
- Consideration and review of any other relevant and new information;
- Addressing comments received from the various role-players;
- Factor-in the shortcomings and weaknesses identified through self-assessment;
- Preparation and review of sector plans and its alignment with the IDP;
- Preparation and review of the Performance Management System (PMS);
- Updating of the 5-year Financial Plan; and

- Finalisation of the annual Budget and IDP in terms of the relevant legislation.

Pursuant to the above statutory requirements, an IDP and Budget Process Plan for the 2027 - 2032 cycle is attached as **annexure 8.1.3**.

The Executive Mayoral Committee resolved on 21 August 2026 to recommend to Council:

(a) that the IDP and Budget Process Plan for 2027 - 2032 be approved.

(b) that in the event of any changes with regard to the dates of the Process Plan, the Municipal Manager be mandated to change same after consultation with the Executive Mayor.

UNANIMOUSLY RESOLVED

(a) that the IDP and Budget Process Plan for 2027 - 2032 be approved.

(b) that in the event of any changes with regard to the dates of the Process Plan, the Municipal Manager be mandated to change same after consultation with the Executive Mayor.

EENPARIG BESLUIT

(a) dat die IDP- en Begrotingsprosesplan vir 2027 – 2032 goedgekeur word.

(b) dat in die geval van enige veranderinge met betrekking tot die datums van die Prosesplan, die Munisipale Bestuurder gemagtig word om dit te verander na oorleg met die Uitvoerende Burgemeester.

8.1.4 Finance: Adjustment budget 2026/2027 (5/1/1/25)

The following documents are attached:

(a) Memorandum from Director: Finance, dated 18 August 2026: **Annexure 8.1.4(a)**.

(b) Adjustment budget 2026/2027 to 2028/2029: **Annexure 8.1.4(b)**.

(c) Budget schedules 2026/2027: **Annexure 8.1.4(c)**.

The Executive Mayoral Committee resolved on 21 August 2026 to recommend to Council:

That Council approves the 2026/2027 adjustments budget of Witzenberg Municipality, as contained in the accompanying budget documentation, including the following prescribed budget tables:

(i) Table B1 – Budget Summary;

(ii) Table B2 – Adjustments Budget Financial Performance by Standard Classification;

(iii) Table B3 – Budgeted Financial Performance by Vote;

(iv) Table B4 – Adjustments Budget Financial Performance by Revenue Source; and

(v) Table B5 – Budgeted Capital Expenditure by Vote, Standard Classification and Funding.

UNANIMOUSLY RESOLVED

that the item be removed from the agenda as it was dealt with at the Special Council meeting held on 24 August 2026.

EENPARIG BESLUIT

dat die item ven die agenda verwyder word, aangesien dit hanteer was by die Spesiale Raadsvergadering gehou op 24 Augustus 2026.

8.1.5 Witzenberg Anti-corruption and Fraud Prevention Policy (2/12/P)

The Anti-corruption and Fraud Prevention Policy for Witzenberg Municipality is attached as **annexure 8.1.5**.

The Performance, Risk and Audit Committee resolved on 19 June 2026 to recommend to Council that notice be taken of the Witzenberg Anti-corruption and Fraud Prevention Policy and, after consideration, same be approved.

UNANIMOUSLY RESOLVED

that notice be taken of the Witzenberg Anti-corruption and Fraud Prevention Policy and, after consideration, same be approved.

EENPARIG BESLUIT

dat kennis geneem word van die Witzenberg Teenkorrupsie- en Bedrogvoorkomingsbeleid en genoemde, na oorweging, goedgekeur word.

8.1.6 Annual review 2026/2027: Witzenberg Whistleblowing Policy (2/12/P)

The Witzenberg Whistleblowing Policy is attached as **annexure 8.1.6**.

The Performance, Risk and Audit Committee resolved on 19 June 2026:

(a) That the Performance, Risk and Audit Committee members submit their inputs to the Chief Internal Audit Executive for inclusion.

(b) That the Performance, Risk and Audit Committee recommends to Council:

that the Witzenberg Whistleblowing Policy, after consideration, be approved.

UNANIMOUSLY RESOLVED

that the Witzenberg Whistleblowing Policy, after consideration, be approved.

EENPARIG BESLUIT

dat die Witzenberg Fluitjieblaasbeleid, na oorweging, goedgekeur word.

8.2 Directorate Technical Services / Direktoraat Tegniese Dienste

None / Geen

NOTED / AANGETEKEN

8.3 Directorate Community Services / Direktoraat Gemeenskapsdienste

8.3.1 Draft Air Quality Management By-law (1/3/R)

The following documents are attached:

(a) Memorandum from Acting Manager: Environmental Management, dated 17 August 2026: **Annexure 8.3.1(a)**.

(b) Draft Air Quality Management By-law: **Annexure 8.3.1(b)**.

The Executive Mayoral Committee resolved on 21 August 2026 to recommend to Council that the Draft Air Quality Management By-law, after being workshopped and considered, be approved and adopted.

Council enquired whether the position of Air Quality Officer is included in the organogram and if it is accounted for in the budget.

The Municipal Manager informed the meeting that the position of the Air Quality Officer is included in the organogram and that it is currently vacant but will be advertised again. Furthermore, that the salary for this position is included in the budget.

UNANIMOUSLY RESOLVED

(a) that notice be taken of the Draft Air Quality Management By-law.

(b) that a public participation process be followed for the Draft Air Quality Management By-Law and same thereafter be tabled to Council for consideration.

EENPARIG BESLUIT

(a) dat kennis geneem word van die Konsep Luggehaltebestuursverordening.

(b) dat 'n proses van openbare deelname gevolg word vir die Konsep Luggehaltebestuursverordening en genoemde daarna aan die Raad voorgelê word vir oorweging.

8.3.2 Witzenberg Disaster Management Annual Report 2025/2026 Witzenberg Rampbestuur Jaarverslag 2025/2026 (17/7/03/R)

The Witzenberg Disaster Management Annual Report 2025/2026, received from the Manager: Fire, Rescue and Disaster Management, is attached as **annexure 8.3.2**.

The Committee for Community Development resolved on 13 August 2026:

(a) that notice be taken of the Witzenberg Disaster Management Annual Report for 2025 / 2026.

(b) that the Committee for Community Development recommends to the Executive Mayoral Committee and Council:

that the Witzenberg Disaster Management Annual Report for 2025/2026, after consideration, be approved and accepted.

The Executive Mayoral Committee resolved on 21 August 2026 to recommend to Council that the Witzenberg Disaster Management Annual Report for 2025/2026, after consideration, be approved and accepted.

UNANIMOUSLY RESOLVED

that the Witzenberg Disaster Management Annual Report for 2025/2026 be held in abeyance until the next Council meeting.

EENPARIG BESLUIT

dat die Witzenberg Rampbestuur Jaarverslag vir 2025/2026 tot die volgende Raadsvergadering oorstaan.

8.3.3 Survey: Witzenberg minibus taxi demand and supply (17/14/3)

A report from the Western Cape Mobility Department is attached as **annexure 8.3.3**.

The Executive Mayoral Committee resolved on 21 August 2026 that the matter regarding the Witzenberg minibus taxi demand and supply, after being workshopped, be considered by Council.

UNANIMOUSLY RESOLVED

(a) that Council notes the presentation by the Western Cape Department of Mobility.

(b) that Council notes and adopts the Minibus Taxi Demand and Supply Survey.

(c) that Council recommends the registration of the Rooikamp CATA Taxi Association to the Taxi Registrar, subject to the following conditions:

(i) The Provincial Regulating Entity should assist the municipality in facilitating a mediation process between the Ceres District Taxi Association, CODETA Witzenberg Taxi Association and the Rooikamp CATA Taxi Association.

(ii) The operational routes of the Rooikamp CATA Taxi Association must be clearly established to prevent potential conflicts.

(iii) A full investigation must be conducted into the infrastructure from which the Rooikamp CATA Taxi Association intends to operate to ensure sufficient capacity exists to accommodate its operations.

8.4 Directorate Corporate Services / Direktoraat Korporatiewe Dienste

None / Geen

NOTED / AANGETEKEN

9. URGENT MATTERS SUBMITTED AFTER DISPATCHING OF THE AGENDA
DRINGENDE SAKE INGEDIEN NA AFSENDING VAN DIE AGENDA

9.1 Appointment of Councillor L Ngwane as member of the Portfolio Committee for Housing Matters
Aanstelling van raadslid L Ngwane as lid van die Portefeuljekomitee vir Behuisingsaangeleenthede
(3/3/1/1)

Report from the Executive Mayor, dated 25 August 2026:

"Council resolution 8.4.4 of 24 January 2024 mandated the Executive Mayor to finalise and make changes to the political structure of Council. Councillor L Ngwane is appointed in the vacant position on the Committee for Housing Matters."

UNANIMOUSLY RESOLVED

that notice be taken of the appointment of Councillor L Ngwane as a member of the Portfolio Committee for Housing Matters.

EENPARIG BESLUIT

dat kennis geneem word van die aanstelling van raadslid L Ngwane as 'n lid van die Portefeuljekomitee vir Behuisingsaangeleenthede.

10. FORMAL AND STATUTORY MATTERS
FORMELE EN STATUTêRE SAKE

10.1 Feedback on matters of outside bodies
Terugvoering oor sake van buite-organisasies
(3/R)

None / Geen

NOTED / AANGETEKEN

11. QUESTIONS and/or MATTERS RAISED BY COUNCILLORS
VRAE en/of SAKE DEUR RAADSLEDE GEOPPER

11.1 Long-term plan: Pine Forest Holiday Resort, Ceres
(17/10/2)

The following question was raised by Councillor J Rooi by email, dated 17 August 2026, to the Speaker:

"The Witzenberg Party wants to know if there is a long-term plan or vision for the Dennebos Resort, where storm damages cause havoc annually because of fallen trees. Further: Is it not a solution to top the upper parts of the trees to make it less susceptible of blowing over by strong winds."

The Municipal Manager informed the meeting that the investment profile of the municipality includes proposals for a long-term plan regarding the Pine Forest Holiday Resort, which will be tabled at the upcoming Council meeting. Additionally, the resort is scheduled to open at the end of November 2026.

UNANIMOUSLY RESOLVED

that the Witzenberg Municipality Investment Profile, which includes proposals for the Pine Forest Holiday Resort long-term plan, be tabled at the next Council meeting.

EENPARIG BESLUIT

dat die Munisipaliteit Witzenberg Beleggingsprofiel, wat voorstelle vir die Dennebos Vakansieoord se langtermynplan insluit, by die volgende Raadvergadering voorgelê word.

12. ADJOURNMENT / VERDAGING

The meeting was adjourned at 10:45.
Die vergadering verdaag om 10:45.

Approved on 7 October 2026 without amendments.

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ALDERLADY EM SIDEGO
SPEAKER