

GREATER TZANEEN MUNICIPALITY GROTER TZANEEN MUNISIPALITEIT MASIPALA WA TZANEEN MASEPALA WA TZANEEN



Tel: 015 307 8000 Fax: 015 307 8049 P.o Box 24 Tzaneen, 0850

MINUTES OF THE 1ST COUNCIL MEETING FOR 2020/2021 FINANCIAL YEAR OF THE GREATER TZANEEN MUNICIPALITY HELD VIRTUAL, AT MUNICIPAL BUILDING, AGATHA STREET, TZANEEN, ON WEDNESDAY THE 29TH JULY 2020 AT 12H00.

PRESENT

The Speaker

Councillor DJ Mmetle

Mr BS Matlala

Mr W Shibamba

COUNCILLORS

The Municipal Manager

As per attached attendance register (Annexure "X")

OFFICIALS

The Director Corporate Services The Director Electrical Engineering Mr B Tshawe The Director Engineering Services Mr W Molokomme The Chief Financial Officer Ms P Makhubela The Director PED Mr MB Mathebula The Director Community Services Mr A Nkuna The Manager Admin and Council Support Mrs MW Balovi The Manager Mayor's Officer Ms S Ngobeni The Legal Advisor Mr T Mampana The Manager Audit Mrs H Manyike The Committee Clerk Ms MB Maake The Committee Clerk Mrs FS Makhubele The MPAC Secretary Mrs M Sekopana

TRADITIONAL AUTHORITIES

The Maake Traditional Authority Representative Mr MN Moagi The Muhlava Traditional Authority Representative None The Bathlabine Traditional Authority Representative Mr MW Mogoboya The Mankweng Traditional Authority Representative None The Modjadji Traditional Authority Representative None The Valoyi Traditional Authority Representative None The Nyavana Traditional Authority Representatives None

1. OPENING AND WELCOME

1.1 The Speaker, Councillor DJ Mmetle welcomed everyone present in the meeting and declared the meeting officially open.

2. APPLICATIONS FOR LEAVE OF ABSENCE AND THE SIGNING OF THE ATTENDANCE REGISTER

The applications for leave of absence were received from the following:

- The Muhlava Traditional Authority Representative, Mr E Nkuna
- The Mankweng Traditional Authority Representative, Mr RA Sehlapelo
- The Modjadji Traditional Authority Representative, Mr C Modjadji
- The Valoyi Traditional Authority Representative,Mr MV Mohlongo
- The Nyavana Traditional Authority Representatives, Mr P Mabunda

RESOLVED

That the applications for leave of absence received be granted as follows:

- The Muhlava Traditional Authority Representative, Mr E Nkuna
- The Mankweng Traditional Authority Representative, Mr RA Sehlapelo
- The Modjadji Traditional Authority Representative, Mr C Modjadji
- The Valoyi Traditional Authority Representative,Mr MV Mohlongo
- The Nyavana Traditional Authority Representatives, Mr P Mabunda

3. OFFICIAL NOTICES

None

4. GIFTS AND FAVORS

None

5. STATEMENTS AND COMMUNICATIONS BY THE SPEAKER

- 5.1 The Speaker, Councillor D J Mmetle reminded councilors to submit their Declaration of interest forms to HR office.
- 5.2 The Speaker, Councillor D J Mmetle indicated that the country is in the 153 days of lockdown and all should be cautious of the Coronavirus which is not a myth. She further announced that some of the councillors tested positive with Coronavirus, but have recovered.
- 5.3 The Speaker, Councillor D J Mmetle further encouraged all councillors to put on the necessary protective clothing when visiting the wards.
- 5.4 The Speaker, Councillor DJ Mmetle indicated that July month is the month to celebrate Mandela Day and the month to remember all the heroes in the country.

6. PRESENTATION

None

7. CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETINGS

- 7.1 That the minutes of the **3rd Council Meeting** for 2019/2020 financial year of the Greater Tzaneen Municipality held on **Thursday** the **30th January 2020** at 12h00 be approved and confirmed.
- 7.2 That the minutes of the **Special Council Meeting** of the Greater Tzaneen Municipality held on **Tuesday**, the **18**th **February 2020** at 14h00 be approved and confirmed.

- 7.3 The minutes of the **4**th **Special Council Meeting** of the Greater Tzaneen Municipality held on **Friday**, the **18**th **May 2020** be approved and confirmed.
- 7.4 That the minutes of the 5th Special Council Meeting of the Greater Tzaneen Municipality held on Sunday, the 31st May 2020 at 11:00 be approved and confirmed.
- 7.5 That the minutes of the 6th Special Council Meeting of the Greater Tzaneen Municipality held on Friday, the 26th June at 12:00 be approved and confirmed.

8. QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN

None

9. MOTIONS OR PROPOSALS DEFERRED FROM THE PREVIOUS MEETINGS

None

10. PROPOSALS OF CONDOLENCES OR CONGRATULATIONS BY THE CHAIRPERSON

- 10.1 The Speaker, Councillor DJ Mmetle conveyed her condolences for the passing away of Chief Sekororo who participated in many platforms in the Province.
- 10.2 The Speaker, Councillor DJ Mmetle further conveyed her condolences for the passing away of the wife of the ANC member Mr Molapisane in ward 26.
- 10.3 The Speaker, Councillor DJ Mmetle further conveyed her condolences to all men and women who passed away due to the Coronavirus infection.
- 10.4 The Speaker, Councillor DJ Mmetle congratulated the Chief Whip, Councillor C Nhemo for recovering from the Coronavirus infection.

(A moment of silence was observed by all present in the meeting.)

11. PROPOSALS OF CONDOLENCES OR CONGRATULATIONS BY OTHER MEMBERS

None

12. OUTSTANDING MATTERS

None

13. PETITIONS

None

14. MOTIONS

None

15. REPORT FROM ETHICS COMMITTEE

None

16. REPORT FROM AUDIT COMMITTEE

None

17. REPORT FROM MPAC COMMITTEE

None

18. REPORT ON WARD COMMITTEE

None

19. REPORT FROM GTEDA

None

20. REPORT ON SALGA ACTIVITIES

None

21. INPUTS BY THE TRADITIONAL LEADER

None

22. REPORTS IN COMMITTEES

None

23. URGENT REPORT – ALLOWED ONLY WITH THE CONSENSUS OF THE CHAIRPERSON

None

- 24. RECOMMENDATIONS OF THE EXECUTIVE COMMITTEE MEETINGS FOR THE PERIOD JULY 2020.
- 25. CLOSURE

A 1	REPORT ON UNAUTHORISED, IRREGULAR, WASTEFUL EXPENDITURE FOR THE YEAR 18/19(UPDATED DUE TO AG AUDIT FINDINGS)		AND AND
	(E/C 2020 07 17; C 2020 07 29)	(5/1	/3)
	RESOLVED		

a) That the item be referred back for further perusal.

Signed by the Speaker

Coucillor DJ Mmetle......

A 2 APPROVAL FOR IMPLEMENTATION OF ELECTRICITY TARIFFS FOR THE 2020/2021 FINANCIAL YEAR

(E/C 2020 07 17; C 2020 07 29)

(5/1/P)

- a) That Council approves the implementation of the 2020/2021 tariffs as approved by NERSA *(attached)*.
- b) That Council notes that NERSA approved 7.94 % tariff increase which equates to 1.72% above guideline increase of 6.22%.
- c) That Council takes note that the additional income estimated at R9.5 million must be ring-fenced for special projects for vegetation control and reduction of losses.
- d) That Council take cognizance of the fact that the actual amount of the projects value will depend on the total electricity income recovered from the tariffs.

Signed by the Speaker	
Coucillor D.I Mmetle	

A 3 RISK AND COMPLIANCE MANAGEMENT POLICIES, CHARTER STRATEGY AND IMPLEMENTATION PLAN OF GREATER TZANEEN MUNICIPALITY: 2020/21

(E/C 2020 07 21; C 2020 07 29)

(8/1/2/3)

- That Council approves the Risk Management Policy including its attachment (Risk management Framework and Risk Management Strategy);
- b) That Council approves the Compliance Management Policy;
- c) That Council approves the Risk and Compliance Committee Charter.
- d) That Council notes the Risk and Compliance Management Implementation plan for 2020-21 FY.

Signed by the Speaker	
Coucillor DJ Mmetle	

(E/C 2020 07 21; C 2020 07 29)	(5/1/3)
RESOLVED	
a) That the item be referred back for further perusal.	
Signed by the Speaker	
Coucillor DJ Mmetle	

A 5	REVIEW OF EPWP POLICY FOR 2020/2021
	(E/C 2020 07 21: C 2020 07 29)

(15/1/4/6)

RESOVED

That Council approves the review of EPWP Policy for implementation by the Municipality in the financial year 2020/21.

Signed by the Speaker

Coucillor DJ Mmetle......

	0 07 29)	(4/7/3)
RESOLVED		
That the Council approv	es the Performance Manager	ment System Policy.
Signed by the Speaker Coucillor DJ Mmetle		



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A7	UNATHORISED, I	RREGULAR.	FRUITLESS	AND V	WASTEFUL	EXPENDITU	JRE
	INVESTIGATION I	REPORT OF	MUNICIPAL	PUBLIC	CACCOUNT	S COMMITT	ΓΕΕ
	OF GREATER TZA	ANEEN MUNIC	CIPALITY				

RESOLVED

a) That the item be referred back for further discussion.

Signed by the Speaker
Coucillor DJ Mmetle.....

A8 AUDIT COMMITTEE REPORT TO COUNCIL FOR THE THIRD QUARTER OF 2019/2020 FINANCIAL YEAR

(E/C 2020 07 29) (12/2/3/1/9)

- 1. That Council note the GTM Audit Committee report for the third quarter of 2019/2020 financial year.
- 2. That Council note the GTM Performance Audit Committee report for the third quarter of 2019/2020 financial year.
- 3. That Council note the GTEDA Audit Committee report for the third quarter of 2019/2020 financial year.
- 4. That Council note the GTEDA Performance Audit Committee report for the third quarter of 2019/2020 financial year.
- 5. That Council approves the GTM Audit Committee Charter for 2020/2021 financial year.
- 6. That Council approves the GTEDA Audit Committee Charter for 2020/2021 financial year.
- 7. That Council note the Risk and Compliance Committee report for the third quarter of 2019/2020 financial year.

Signed by the Speaker	
Coucillor D.J Mmetle	

A 9 GTEDA BOARD EXTENSION (EC 2020 07 29)

(12/2/3/2/2)

- a) That Council approves extension of board term of office by a period of six (6) months with effect from 01st July 2020 to 31st December 2020, with current board conditions and managements.
- b) That Council notes that the current extension will remain in force until the upliftment of the State of Disaster.

Signed by the Speaker	
Coucillor DJ Mmetle	

B 1 REPORT ON THE REPRESENTATIVES OF THE GREATER TZANEEN MUNICIPALITY DURING THE BOARD MEETINGS OF GTEDA.

(E/C 2020 07 17; C 2020 07 29)

(File No)

- a) That Council approves the Head of Portfolio Committee: Planning and Economic Development and the Director: Planning and Economic Development Department in the Municipality to serve as representatives of the Municipality during GTEDA board meetings for the duration of their term in office.
- b) That Council notes that the designation is an issue of compliance to implement the provisions of section 93D of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000).

Signed by the Speaker	
Coucillor DJ Mmetle	

B 2 REPLACEMENT	OF ETHICS COMMITTEE CHAIRPERSON: COUNCILLOR P.	J
RAMODIPA		

(E/C 2020 07 17; C 2020 07 29)	(3/1/5)

(a) That the item be referred back for further discussions.

Signed by the Speaker

Coucillor DJ Mmetle.....

B 3	3 rd QUARTER RISK AND COMPLIANCE REPORTS OF GREATER TZANEEN
	MUNICIPALITY: 2019/20

(E/C 2020 07 17, C 2020 07 29)

(8/1/2/3)

- a) That Council notes the 3rd quarter <u>risk and compliance monitoring report</u> of the municipality (including attachments to the report);
- b) That Council notes the 3rd quarter <u>risk committee report</u>;
- c) That Council notes the 3rd quarter **Compliance report.**

Signed by the Speaker	
Coucillor DJ Mmetle	

B 4 PAYMENT OF ALLOWANCE FOR ACTING IN HIGHER POSITION FOR MS GLADNESS MATHEVULA

(PERSONNEL)

RESOLVED

(E/C 20202 07 17; C 2020 07 29)

- (a)That Council takes cognizance of the fact that the position of Manager: PMU in the Engineering Services Department is vacant.
- (b) That Council notes that the position is considered critical due to the nature of tasks that the incumbent was performing.
- (c) That Council notes that Ms G Mathevula has already acted for four (4) months approved by the Municipal Manager and that further acting requires Council Resolution.
- (d) That Council approve the acting of Ms Mathevula in the position of Manager: PMU from 01 August 2020 to 30 September 2020.
- (e That Council approve that Ms G Mathevula (Employee no. 200100) be paid acting allowance for the period of 01 August 2020 to 30 September 2020, provided the position is not filled during this period.

Signed by the Speaker	
Coucillor DJ Mmetle	

B 5	PROTOCOL FOR PLACES OF WORSHIP IN	RESPONSE TO COVID-19
	(E/C 2020 07 17; C 2020 07 29)	(17/1/1)

a) That the item be referred back.

Signed by the Speaker

Coucillor DJ Mmetle......

B 6 DATES OF COUNCIL, EXECUTIVE COMMITTEE AND PORTFOLIO COMMITTEE MEETINGS FOR THE 2020/2021 FINANCIAL YEAR (E/C 2020 07 17; C 2020 07 29) (3\2\1)

RESOLVED

- (a) That Council meetings take place quarterly for the month of January, April, July and October of each year, as well as the month of February and March for compliance reports.
- (b) That the Executive Committee meetings take place once a month, with the exception of the month in which a Council meeting takes place.
- (c) That a second Executive Committee meeting takes place during the month in which a Council meeting is held, on the last Tuesday of the month in which a Council meeting is held with the sole purpose of confirming the minutes of the previous Executive Committee meetings.
- (d) That the Chairperson of the Cluster Committee, Head of Portfolio and the Director: Corporate Services have the authority to call for Portfolio Committee meetings, that the Municipal Manager and the Mayor have the authority to call for Special Executive Committee meetings and further that the Municipal Manager, the Mayor and the Speaker have the authority to call for Special Council Meetings.
- (e) Council meets as follows:

Day	Month	Year
29	July	2020
29	October	2020
28	January	2021
25	February	2021
25	March	2021
23	April	2021

(f) Executive Committee meets as follows:

Day	Month	Year
14	July	2020
18	August	2020
22	September	2020
13	October	2020
17	November	2020
19	January	2021
16	February	2021
23	March	2021
20	April	2021
18	May	2021
22	June	2021

- (g) That Portfolio Committees meet at least once a month to report and recommend to Council on its activities.
- (h) That the Chairperson of the Portfolio Committees in consultation with the Head of Portfolio and the Departmental Directors have the authority to call for special Portfolio Committee meetings.
- (i) That Portfolio Committee meetings meets as follows:

1. FINANCE, BUDGET AND TREASURY COMMITTEE

DAY	MONTH	YEAR
21	July	2020
26	August	2020
28	September	2020
22	October	2020
26	November	2020
26	January	2021
23	February	2021
26	March	2021
22	April	2021
25	May	2021
23	June	2021

2. ECONOMIC DEVELOPMENT, HOUSING AND SPATIAL DEVELOPMENT PLAN

DAY	MONTH	YEAR
16	July	2020
19	August	2020
23	September	2020
14	October	2020
18	November	2020
20	January	2021
17	February	2021
24	March	2021
21	April	2021
19	May	2021
28	June	2021

3. INFRASTRUCTURE

DAY	MONTH	YEAR
15	July	2020
20	August	2020
30	September	2020
15	October	2020
25	November	2020
20	January	2021
22	February	2021
29	March	2021
22	April	2021
21	May	2021
25	June	2021

4. CORPORATE GOVERNANCE AND SHARED SERVICES

DAY	MONTH	YEAR
17	July	2020
24	August	2020
29	September	2020
20	October	2020
26	November	2020
21	January	2021
18	February	2021
25	March	2021
21	April	2021
23	May	2021
24	June	2021

5. HEALTH ENVIRONMENT AND SOCIAL

DAY	MONTH	YEAR
23	July	2020
28	August	2020
30	September	2020
19	October	2020
19	November	2020
22	January	2021
19	February	2021
31	March	2021
22	April	2021
28	May	2021
25	June	2021

6. PUBLIC TRANSPORT AND SAFETY AND SECURITY

DAY	MONTH	YEAR
20	July	2020
21	August	2020
30	September	2020
16	October	2020
20	November	2020
25	January	2021
17	February	2021
25	March	2021
21	April	2021
19	May	2021
23	June	2021

7. SPORTS, ARTS & CULTURE

DAY	MONTH	YEAR
22	July	2020
25	August	2020
29	September	2020
21	October	2020
24	November	2020
26	January	2021
24	February	2021
24	March	2021
22	April	2021
24	May	2021
29	June	2021

8. RULES AND ETHICS COMMITTEE

DAY	MONTH	YEAR
8	July	2020
7	October	2020
12	January	2021
8	April	2021

9. SPECIAL PROGRAMME

DAY	MONTH	YEAR
10	July	2020
7	October	2020
11	January	2021
21	April	2021

10. CHAIRPERSON'S COMMITTEE

DAY	MONTH	YEAR
28	July	2020
26	October	2020
27	January	2021
22	April	2021

Signed by the Speaker	
Coucillor DJ Mmetle	

B 7 APPLICATION TO SEEK APPROVAL OF THE WAYLEAVE APPLICATION TARIFFS

(E/C 2020 07 21; C 2020 07 29) (16/3/1/1)

RESOLVED

(a) The proposed tariffs are as follows:

Application fee : R 5 000.00

Refundable Deposit : R 50 000.00

Monthly Supervision Fees : R14 200.00

Penalties : R5 000.00 per day

(b) The following tariffs will be applicable for work done by the municipality in cases of shoddy repairs or delays by the service providers

Repairs of roads and stormwater : As per actual cost incurred which

includes labour, material, plant plus mark-up

Repairs of electricity network: As per actual cost incurred which includes

labour, material, plant plus mark-up

Repairs of damaged pipes : As per actual cost incurred which includes

labour, material, plant plus mark-up

- (c) That a wayleave applications vote be opened.
- (d) That the Council resolution is retrospective from 2017/2018 financial year.

Signed by the Speaker

Coucillor DJ Mmetle.....

B 8 REQUEST FOR A DONATION OF SITE ERF 783 EXTENSION 2 FOR PURPOSE OF BUILDING A DONATION HOUSE FOR MKHAWANA FAMILY

(E/C 2020 07 21; C 2020 07 29) (Erf 783, Dan Ext 2)

- a) That Council donate Erf 783, Dan Extension 2 in extent of 348m² to Mkhawana family.
- b) That Council pay the transfer cost of the property to the new owners.
- c) That the portfolio committee be part of the sort turning ceremony.

Signed by the Speaker	
Coucillor DJ Mmetle	

B 9 SUBMISSION OF DISASTER MANAGEMENT ANNUAL REPORT FOR 2019/2020 FINANCIAL YEAR

(E/C 2020 07 21; C 2020 07 29) (17/15/3/1)

RESOLVED

a) That Council notes the content of the Disaster Management Annual report for the 2019/2020 financial year, submitted from the Municipal Managers' office.

Signed by the Speaker

Coucillor DJ Mmetle.....

B 10	GREATER TZANEEN MUNICIPALITY COVID-19 REPORT	
	(E/C 2020 07 21; C 2020 07 29)	(17/1/1)

a) That	the it	em be	referr	ed back	
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Signed by the Speaker

Coucillor DJ Mmetle......

B 11 REPORT ON THE COUNCIL RESOLUTIONS IMPLEMENTATION FOR THE PERIOD JANUARY TO JUNE 2020 (3RD AND 4TH QUARTER) (E/C 2020 07 21; C 2020 07 29) (3/2/1/3)

- (a) That Council notes the reports on the implementation of resolutions for the period **JANUARY TO JUNE 2020.**
- (b) That Council further takes cognisance of the progress made on all its resolutions to be implemented by Management.
- (c) That Council notes that the submission of the 3rd quarter register was delayed due to Covid-19 lockdown interruptions.

Signed by the Speaker	
Coucillor DJ Mmetle	

C 1	MONTHLY REPORT- DEPARTMENT OF THE	E CHIEF FINANCIAL OFFICER
	FOR THE MONTHS OF MARCH, APRIL, MAY	Y AND JUNE 2020
	(E/C 2020 07 21; C 2020 07 29)	(8/1/3/3)

That the contents of the monthly report of the Chief Financial Officer for the months of MARCH, APRIL, MAY AND JUNE 2020 be noted.

Signed by the Speaker	
Coucillor DJ Mmetle	

C 2	MONTHLY REPORT- DEPARTMENT OF THE DIRECTOR C	OMMUNITY
	SERVICES FOR THE MONTHS OF MARCH, APRIL, MAY AND	JUNE 2020

(E/C 2020 07 21; C 2020 07 29) (8/1/3/5)

RESOLVED

That the contents of the monthly report of the Director Community Services for the months of MARCH, APRIL, MAY AND JUNE 2020 be noted.

Signed by the Speaker

Coucillor DJ Mmetle......

C 3	MONTHLY REPORT- DEPARTMENT OF THE DIRECTOR ENGINEERING SERVICES FOR THE MONTHS OF MARCH, APRIL, MAY AND JUNE 202	
	(E/C 2020 07 21; C 2020 07 29)	(8/1/3/7)

That the contents of the monthly reports of the Director Engineering Services for the months of **MARCH**, **APRIL**, **MAY AND JUNE 2020** be noted.

Signed by the Speaker	
Coucillor DJ Mmetle	

C 4	MONTHLY REPORT- DEPARTMENT OF	THE DIRECTOR ELECTRICAL
	ENGINEERING SERVICES FOR THE MON	NTHS OF MARCH, APRIL, MAY
	AND JUNE 2020	
	(E/C 2020 07 21; C 2020 07 29)	(8/1/3/4)

That the contents of the monthly report of the Director Electrical Engineering Services for the months of **MARCH, APRIL, MAY AND JUNE 2020** be noted.

Signed by the Speaker	
Coucillor DJ Mmetle	

C 5	MONTHLY REPORT- DEPARTMENT OF TH	E DIRECTOR PLANNING AND
	ECONOMIC DEVELOPMENT FOR THE MON	NTHS OF MARCH, APRIL, MAY
	AND JUNE 2020	
	(E/C 2020 07 21; C 2020 07 29)	(8/1/3/6)

That the contents of the monthly report of the Director PED for the months of **MARCH, APRIL, MAY AND JUNE 2020** be noted.

Signed by the Speaker	
Coucillor DJ Mmetle	

C 6	MONTHLY REPORT- DEPARTMENT OF THE DIRECTOR CORPORATE SERVICES FOR THE MONTHS OF MARCH, APRIL, MAY AND JUNE 2020		
	(E/C 2020 07 17; C 2020 07 29)	(8/1/3/2)	
	RESOLVED		

That the contents of the monthly reports of the Director Corporate Services for the months of MARCH, APRIL, MAY AND JUNE 2020 be noted.

Signed by the Speaker

Coucillor DJ Mmetle.....

C 7	MONTHLY REPORT- DEPARTMENT OF THE MUNICIPALMANAGER FOR THE MONTH OF MARCH, APRIL, MAY AND JUNE 2020		
	(E/C 2020 07 17; C 2020 07 29)	(8/1/3/1)	
	RESOLVED		

That the contents of the monthly reports of the Municipal Manager for the month of MARCH, APRIL, MAY AND JUNE 2020 be noted.

Signed by the Speaker

Coucillor DJ Mmetle......

RECOMMENDATIONS OF THE PORTFOLIO COMMITTEES IN CONNECTION WITH MATTERS WHICH HAVE BEEN DEALT WITH IN TERMS OF DELEGATED AUTHORITY FOR THE PERIOD JULY 2020.

The chairpersons of the relevant clusters informed the Council verbally of the recommendations of the Portfolio Committee taken by virtue of delegated powers and duties to the Executive Committee in terms of the provisions of Section 44 of the Local Government Municipal Structures Act 117 of 1998, which resolutions form part of the agenda of this meeting.

On proposal of the Mayor: Councillor MG Mangena, it was:

RESOLVED

That the contents of the resolutions taken by the Portfolio Committee for the period JULY 2020 be APPROVED.

THE MEETING ADJOURNED AT H
APPROVED AND CONFIRMED
CHAIRMAN