

**MINUTES OF THE FIRST MALINDI MUNICIPALITY BOARD MEMBERS' MEETING HELD AT THE MUNICIPAL CHAMBERS ON THE 23.08.2019**

**MEMBERS PRESENT**

1. Victoria Zawadi Safari
2. Geoffrey Kahindi Katsole
3. Johnson Kaviha Toya
4. Yvonne Mafunga
5. Sholo Benjamin Kambi
6. Charles Dadu Karisa
7. Moses Munga Gunda
8. Aliasgar Shabbir Kassamjee

**ABSENT WITH APOLOGY**

9. Summaiya Assad Hassan

**IN ATTENDANCE**

10. Silas K. Ngundo - Municipal Manager, Malindi
11. Elius K. Chipa - Municipal Manager – Kilifi
12. Emmanuel Chome - ICT Assistant
13. Kelvin Taura Malingi - Support Staff
14. Emmanuel K. Maitha - Administrative Officer, taking notes

**OPENING P R A Y E R S**

The meeting was opened at 10.15am with a word of prayer by Board member Victoria Zawadi Safari.

The Municipality Manager, Malindi then requested the members to do self introduction after which he informed the members that he shall be Chairing the meeting until when a substantive Chairman was elected.

He informed the members that he had sent a notice of the meeting to all the members through email which was confirmed as they had all received the same.

According to the notice, the following were the agenda to be deliberated on:-

1. Elections of the Board Chairperson and Vice Chairperson pursuant to Section 12(1) and 14(1) of the Municipality of Malindi Municipal Charter
2. Address from the incoming Board Chairperson
3. Any Other Business(AOB)

### **MIN.01/MM/23/8/2019 – ELECTION OF THE BOARD CHAIRPERSON**

The Municipality Manager informed the meeting that there was an apology from Board Member Summaya Assad Hassan who shall not be attending the meeting as she had missed a flight and consequently had requested to attend the meeting through Skype. The interim Chairman then requested the members present to discuss and either agree or reject this kind of participation.

After a lengthy discussion, the members appreciated the use of technology in conferencing which is acceptable both nationally and internationally but felt that for this particular meeting, the members present make a quorum and shall therefore proceed with the election.

It was noted for the record that big organizations like the Kenya National Chamber of Commerce and Industry use tele conferencing where necessary to ensure participation of all members.

Having agreed to proceed, the Municipal Manager then requested the members present to decide on the mode to be used taking cognizance that we could use acclamation, secret ballot, show of hands, queuing, etc. to which members unanimously chose to use the proposal and seconding method which should lead to a secret ballot in case of several contestants.

It was suggested that any one of the methods would therefore be adopted in future issues when it came to decision making by the Board members.

It being a resolution of the members present, the Chairman therefore called out for proposals on the position of Chairman.

1. After declaring her full name, member **Yvonne Khayanga Mafunga proposed member Aliasgar Shabbir Kassamjee** for the position of **Chairman**

After declaring his full name, the proposal to have **Aliasgar Shabbir Kassamjee** was **seconded** by member **Geoffrey Katsoleh**

Seemingly, there was no other proposal for the position of Chairman and the Municipal Manager presiding on the election started a countdown from three...

2. However, and before close of the countdown, and after declaring his full name, member **Charles Karisa Dadu proposed** member **Geoffrey Kahindi Katsoleh** for the position of **Chairman**.

Member Geoffrey Kahindi Katsoleh who had been proposed by member Charles Dadu Karisa **expressed his gratitude at being proposed for the position of Chairman but politely declined** to take it up for some personal reasons and still affirms his proposal of member Aliasgar Shabbir Kassamjee to be elected as the Board Chairman.

Member **Victoria Zawadi Safari further supported** the proposal and secondment of member Kassamjee Aliasgar Shabbir to become the Municipality of Malindi Board Chairman.

There being no other proposal for the position of Chairman and upon full countdown, **Mr. Silas Ngundo presiding as the stand in Chairman** for the purpose of the first Board meeting and subsequent elections, declared **Mr. Aliasgar Shabbir Kassamjee duly elected unopposed** as the **Chairman of the Municipality of Malindi Board** for a period as guided by the Municipality of Malindi Charter.

At this juncture, the Municipal Manager congratulated the Chairman and informed the meeting that he will hand over to the Chairman to preside over agenda 2 and the rest of the meeting which included election of the Vice Chairperson.

He thanked the members for the cooperation they had shown him and wished the Chairman well as he takes up his duties.

### **MIN. 02/MM/23/8/2019 - ADDRESS FROM THE BOARD CHAIRMAN**

The Chairman thanked the board members for their unanimous decision to elect him as the Board Chairman of the Malindi Municipality and assured them that he will work hard to meet their expectations of him.

He assured the members that he will aspire to highly develop the Malindi Municipality and his vast education and knowledge in Managerial and administration matters should come in handy but of course this will also rely on the members support.

He then invited the members to proceed with the election of the Board Vice Board Chairperson.

1. After declaring his full names, member **Benjamin Shollo Kambi proposed member Victoria Zawadi Safari** to be elected to position of the **Vice Chairperson** of the Board of the Municipality of Malindi.

After declaring his full names, member **Johnson Kaviha Toya seconded** that **member Victoria Safari Zawadi** be elected to become the **Vice Chairperson** of the Municipality of Malindi Board.

There being no other proposal from the members on being called upon and at the end of a countdown of three, the Chairman declared that member **Victoria Zawadi Safari has been duly elected unopposed** as the malindi municipality Board vice chairperson.

The Chairman then welcomed the Vice Chairperson to sit with him at the high table.

### **Remarks by the Municipal Manager**

Mr. Silas Ngundo started his short speech by welcoming the two elected Chairman and the Vice Chair person of the the Municipality Board.

He informed the members that even as he was alone in the Municipality, he has not not been sitting back but has been active in several matters which he now hopes the Board shall take some responsibility for in oversight.

- As is public knowledge, the Municipality undertook the recent demolition of illegal structures [vibandas] constructed along the road reserve on the Malindi Sub County Hospital road. Apart from being an eyesore, the structures had become a haven for drugs and illegal drugs partakers which consequently became a no go crime zone during the day and night time. The political and other area leadership was supportive of the demolition despite the outcry. A meeting between the Municipal Manager, the concerned departments and the traders has been scheduled for Wednesday 28<sup>th</sup> August to discuss ways of relocating them to an alternative site. He invited members to the meeting.
- Currently, there are three major projects being undertaken by the Municipality and County government of Kilifi through a grant from the National Government under the Kenya Urban Support Programme (KUSP). These are the Drainage works at Barani, non Motorized Street up grade of Tuva road to a commercial street and the Urban renewal of the Waterfront and tourist infrastructure within Shella ward.
- He informed the members that there were several challenges at the non motorized street and at the beach front which can be attributed to the contractor (**Tracon Ltd**) being quite slow. The Manager asked the Chairman to summon the contractor for a meeting to be able to fully understand what is happening and make the necessary amends as the project was scheduled for completion in November 2019.
- The contractor on the non motorized street is **Classic Ltd** which is apparently owned by the same people who own Tracon Ltd. Again in this project, his speed is wanting for a project which was also set for completion in November 2019. The community has also shown resistance to the project component of putting up of business sheds in front of their houses and currently meetings are being held to address the grievances amicably. He also invited the Board to take charge of the matter.
- The drainage works at Barani which is being done by **Cashman Ltd** is progressing well and has so far not had any major issues as regards the works or the

community. The only delays have been occasioned by the need to move some power lines and cut through the Lamu highway for which approval has been sought from Kenya Power and KENHA respectively. The project is at 75% completion.

The Manager reiterated that now that the Municipal Board is fully constituted and legally in office, it will need to take charge of the projects and ownership of all challenges facing all the way to completion.

### **Remarks by the Vice Chairperson**

The Vice Chairperson Ms. Victoria Safari Zawadi thanked all the members for the peaceful way they conducted the election and for their decision to elect her into that position. With her academic qualifications as a medical biochemist and being energetic, young and vibrant, she promised to use her resourcefulness and education to advance the Board's agenda and for the development of the entire Malindi Municipality.

She thanked member Katsoleh for being a good team player and urged all the members to always speak with one voice so that the Municipality can grow stronger and succeed in service delivery.

She added that she has been attending the national Board Chairmen caucus in her capacity as a board member and would wish to have each board member involved in the same through group communications channels like the Whatsapp group so that they go the same direction as their counterparts from other areas.

She suggested that member Dadu helped to identify the important Board committees to be formed within the Municipality.

### **Remarks by Mr. Moses Munga Gunda as the Chief Officer Physical Planning, Housing And Urban Development**

The Chief Officer informed the meeting of the ongoing Annual Performance Assessment (APA II) by ACAL Consultants on behalf of the World Bank and the State Department for Housing and Urban Development. Some of the minimum conditions and performance standards require that the the Board will have to find time to

approve and adopt some documents which he shall present to them in due course. The deadline for submitting evidence for the APA II is 11<sup>th</sup> of October, 2019.

The CO advised that an agenda is set early and the relevant documents provided to members early for them to peruse and prepare for what is to be discussed to avoid time wastage.

### **Remarks by Hon. Charles Karisa Dadu as the CEC Lands, Energy, Housing, Physical Planning and Urban Development**

Hon. Waziri echoed the spirit of starting in unison and it should not really matter who was elected who was not as it is a matter of the first among equals. There is need to hit the ground running as many matters which needed the Boards input have been held in abeyance.

The composition of the Board and now the leadership makes him happy as it is a good mix in terms of, experience, background, professionalism and constitution as there is a rich balance of the state and non state actors exhibited by the Chair and Vice Chairperson who are non state and CEC recruited respectively.

One of the very first things the Board should do is to consider for adoption the proposed Municipal organogram which will pave the way for for the recruitment of the much needed staff after tabling in Cabinet and at the County Public Service Board.

There is need to come up with clear communication channels other than WhatsApp and also have regulated information to the public coming from one designated person other than have everybody giving out information which may end up being disjointed. It is expected that at least each of the members shall head one committee or the other and shall therefore be the right person to communicate to the public.

There is need to populate the web site by having documents and crucial public information on projects uploaded. These projects were being run and monitored by the Municipal Manager on behalf of the Board which should now own and manage them.

Induction for the members is being organized and shall be held before the end of August, 2019. It shall be held jointly for both the Municipalities of Malindi and Kilifi.

It will be good for the Board to see how it will work with other agencies like MAWASCO and others. It may also be necessary to weigh in on others such as KENHA and Kenya Power whose delayed approvals for the drainage works at Barani have meant a delay in some aspects of the project construction. KP is to approve relocation of electricity poles while the project design requires the Lamu road to be cut through.

The induction will be given the urgency required so as to meet the APA II deadline of 11<sup>th</sup> October in submission of evidence.

### **MIN. 03/MM/23/8/2019 AOB**

- The Municipal Manager invited the members to join him for the official opening of the Malindi Branch of Tusky's supermarket for which he had been invited. He encouraged attendance of such public functions as an opportunity to get introduced to members of the public.
- Members were requested by the Municipal Manager to avail their passport size photos and a short bio of themselves to enable him upload to the Municipality page. He informed the members that this is one of the performance standards for the APA II.
- The Municipal Manager will be arranging for courtesy calls for the members to some of the leadership like the MP, MAWASCO, OCPD, etc. This was accepted by the members and a go ahead given.
- Members requested that the induction actually takes place within the planned time as some of them will be traveling and out of town in the early week of September. The Chairman shall be out of the Country between the 2<sup>nd</sup> and 16<sup>th</sup> of September.



The meeting was closed with a word of prayer by member Johnson Kaviha Toya as at 11.28 am.

**Confirmation:**

**CHAIRMAN**

**Name:**.....

**Sign:**.....

**Date:**.....

**SECRETARY:**

**Name:**.....

**Sign:**.....

**Date:**.....