

**MINUTES OF SPECIAL FULL MUNICIPAL BOARD MEETING HELD ON 23RD
FEBRUARY, 2023 IN THE TRADE AND COOPERATIVE BOARDROOM AT 10.28AM**

Members Present

1. Mr. Patrick Wangalwa Oundo - Chairperson
2. Ms. Mary Magero - Vice Chairperson
3. Hon. Peter Odima - Member
4. Mr. Solomon Abwaku - Member
5. Dr. George Kwedho - Member
6. Mr. Victor E. D Khadondi - Member
7. Mr. John Kwoba - Member
8. Mr. David O. Maende - Secretary

Member Absent with Apology

1. Mr. Peter Oteba Omeri - Member

In Attendance

1. Ms. Venally Isuru - Deputy Municipal Manager
2. Mr. Billy Omolloh - Town Engineer
3. Mr. Brian Abwaku - Town Planner
4. Mr. Geoffrey Ochwei - Senior Supplies Officer
5. Ms. Stella Mercy Nasirumbi - Secretariat

MIN: SFB01/23/02/2023: PRELIMINARIES

a) Devotion

The meeting was called to order at 10.28am, followed by a word of prayer from Mrs. Mary Magero and introduction of members present.

b) Apologies

An apology of Mr. Peter Oteba Omeri was recorded.

c) Quorum

Quorum attained, the meeting was declared duly constituted.

d) Adoption of agenda

The following agenda was adopted after being proposed by Dr. George Kwedho and seconded by Mr. Victor E.D Khadondi.

1. Preliminaries
 - a) Devotion
 - b) Apologies
 - c) Quorum
 - d) Notice of the meeting
 - e) Adoption of agenda
 - f) Declaration of conflict of interest
2. Report on demolition of illegal structures.
3. Validation Report on Alupe Complex Road Feasibility Study
4. Adoption of Municipality of Busia draft by-laws 2023
- e) Declaration of conflict of interest

It was noted that none of the members had conflict of interest on the agenda

- f) Notice of meeting

The secretary read the notice of the meeting.

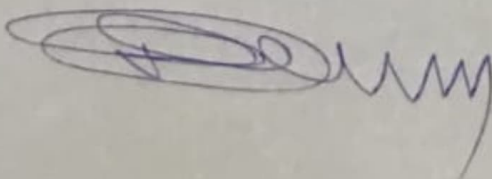
MIN: SFB02/23/02/2023: REPORT ON DEMOLITION OF ILLEGAL STRUCTURES

The Municipal Board Chairperson welcomed the newly posted Chief Officer Mr. Solomon Abwaku.

Concerning reorganization and beautification of Busia Town:

- He was much elated towards the initiatives undertaken in the Municipality of Busia with an effort to re-organize and beautify the town which was spearheaded by the CECM-Lands, Housing and Urban Development and the Ag. Municipal Manager.
- He also stated that the public members were equally delighted by the changes the Municipal Management was effecting in town.

He then welcomed the Ag. Municipal Manager to present report on demolition and the following was noted:



- (i) A multi-agency committee was constituted that was chaired by County Commissioner and co-chaired by the CECM-Lands, Housing and Urban Development and various Sub-committees to implement action plans on challenges faced in the Municipality.
- (ii) The action plans included public sensitization done through electronic media thus radios, citizen forums, stakeholder meeting, issuance of notices among others.

It was also noted that:

- (iii) Public members cooperated in ensuring sanity is achieved in town.
- (iv) Programs on dualing of the Busia-Kisumu highway, creation of shoulders to be used by trailers, decongestion of town to eliminate traffic snarl ups, and maintenance of drainages on the Highway were being fast tracked by the multi-agency sub-committees in coordination with KENHA.
- (v) In addition the Contractor for the bus park was already on site and was to complete work in 18 weeks-time.

As rejoinder, upon interrogation of the report, it was advised that;

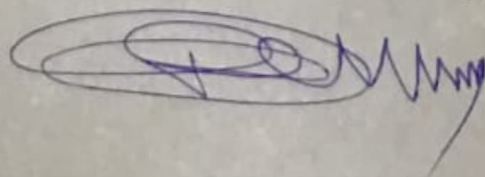
- Reports presented to the Board to be in form of a request for adoption.
- In case of a report from external as appointed by the Municipal Manager, the same is to be owned by management before seeking adoption by the Board.
- The management in liaison with Trade to explore Korinda market as suitable to be a stall market for the Municipality.
- In anonymity, the members were satisfied with the activities going on concerning reorganization and beautification of town.

MIN: SFB03/23/02/2023: VALIDATION REPORT ON ALUPE COMPLEX ROAD FEASIBILITY STUDY

The Chairperson acknowledged receipt of the above report and invited the Ag. Municipal Manager to present to the Board.

The Municipal Manager stated that he:

Appointed eight members on 10th January, 2023 of a (technical committee) to validate the feasibility study report and process of Alupe ring road.



The Board delved into the content of the report and unanimously agreed and resolved as follows:-

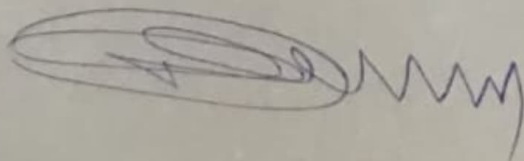
- i. The Board hereby adopts the report presented by Ag. Municipal Manager.
- ii. The Management to engage the contractor and correct the 3% per day error on the contract signed by the contractor and client through an addendum for closure of the contract.

MIN: SFB04/23/02/2023: ADOPTION OF MUNICIPALITY OF BUSIA DRAFT BY-LAWS 2023

The Ag. Municipal Manager-Busia made reference to section 21(1) of the Urban Areas and Cities Act 2011 (Amended 2019) concerning mandate of the Municipal Board to make Bylaws for effective management of the Municipality. Upon deliberation, members noted that indeed, the Municipality cannot effectively operate without Bylaws.

The following Bylaws are proposed:

1. Single Business Permit Bylaw
2. Licensing of slaughterhouse and Slaughter men Bylaw
3. Pounds Bylaw
4. Omnibus Stations and Parking Places Bylaw
5. Control of illegal structures Bylaw
6. General Nuisance Bylaw
7. Car Parking Bylaw
8. Hawkers Bylaw
9. Trailers and Trailer Parking Bylaw
10. Disposal of Refuse Bylaw
11. Public Roads and Streets Bylaw
12. Advertisement Bylaw
13. Public Lavatories Bylaw
14. Public Markets Bylaw
15. Permits of Bicycles Bylaw



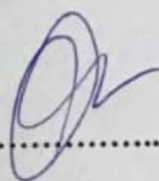
16. Commercial and Private Schools Bylaws

There was an urgent need to enact the Bylaws for proper functioning of the Municipality. It was unanimously agreed that members retreat to a workshop urgently to interrogate and adopt the draft bylaws.

Adjournment

The meeting was adjourned at 13.17pm with a word of prayer from Mr. Patrick Wangalwa.

For the Board

CHAIRPERSON: *Wangalwa Patrick* DATE: *31/3/2023* SIGN: 

SECRETARY: *David Mgeude* DATE: *31/3/23* SIGN: 