

Present: Rt. Wor. Charles R Gosling, JP, Chairman
Alderman Glen C Smith, JP
Alderman Pamela G Ferreira, JP
Alderman John W Harvey, JP
Councillor Walter F Cross, JP
Councillor Marshall E Minors
Councillor Pamela Quarterly
Alderman Glen C Smith, JP
Councillor Nicholas Swan
Councillor Dennis G Tucker, JP

Staff: The Secretary - Ed Benevides
The Treasurer - Gary Edwards
City Engineer - Patrick Cooper
Port Operations Manager - Kevin Hollis
Human Resources Manager - Sakina Darrell
Events Project Manager - Danilee Trott
Communications Manager - Aderonke Bademosi

The Mayor welcomed everyone to the first public meeting of the Corporation of Hamilton and also welcomed former Mayor Mapp and former Councillor Outerbridge (who were both seated in the public gallery).

The Mayor covered the following points in his opening speech:

- For over 200 years Corporation Board Meetings have, we believe, taken place behind closed doors. Today the doors are open for the first time.
- House rules - no participation from the Press or Public. No recording devices, cameras or operational cell phones. Public / Press are not allowed to consume food or drink.
- The Mayor said that today's meeting would be fairly normal. It may not be exciting at all as we are in a short lull before the 2010 budget is presented next month.
- No special agenda has been set but the Corporation felt it more important to make it a public meeting rather than create a meeting so that it can be public. The Mayor ran through the format of the meeting and said he hoped that Hamilton constituents have seen and felt the progress we have made thus far based on pre-election campaigns and new proposals.
The Mayor then summarized the last 100 days in office.
- Greater Transparency - Corporation of Hamilton is dedicated to openly and publicly manage the local corporation. The first public Town Hall Meeting was held in September with the next one being in January and the Corporation will continue to keep the public informed via the website and local papers. To go even further, the Corporation is looking to appoint members of the public as Committee Members.
- Safety - A shuttle service has been provided to Bull's Head Car Park with last week's usage figure being 80 commuters. Also in the process of working to install new CCTV Cameras at Bulls Head and awaiting the Police Services response to our offer on revamping certain parts of the City's current monitoring system. City Rangers programme will be discussed later in the meeting.

- Construction Work - Work has started on the new Corporation Yard. In the upcoming weeks the public will be informed of roadwork progress and transportation projects. Goal is to ease commute into Hamilton and improve local infrastructure.
- Development of North Hamilton - Several road works on Angle and North Street have been completed. Copper top lights installed on Court Street block between Elliott and Dundonald. Working on resolving the utilities supply situation by increasing the amount of major underground cabling. Reaching out to EEZ and UMA as well as major land owners to create community building partnerships.
- Development of Washington Street - Corporation has purchased five properties bordering the Corporation's Keep Yard with a view to restoring some of the buildings and review options such as additional housing and to make the area safer and more attractive.
- Waterfront Development - Revised budget for the project is now estimated at a more reasonable \$200m and the area will be more in keeping with Hamilton and an enormous resource for the city and island as a whole.
- Government Issue - Corporation has been working with Government to expand electoral franchise to ensure all Bermudian residents within the city and on the Parliamentary register will have the right to vote and participate in important electoral processes. Corporation's goal is to partner with Government to build an alliance with a respectful open dialogue so that Corporation can grow local services while allowing Government to focus on other important national issues outside of the city such as education, unemployment and safety.

1. Review of Corporation Minutes of 7 October 2009

The minutes of the meeting held on 7 October 2009 were accepted as amended.

2. Matters Arising

Drug Policy - The Secretary said that the drug policy will be re-presented back to the Board again later in the meeting.

Policing in Hamilton - An update would be given later in the meeting.

Additional Committee Members - The Secretary confirmed that the Members had emailed their interest to serve on a small committee to look at the structure of the first "open" Board Meeting.

The minutes of 7 October 2009 were accepted as amended.

Proposed: Alderman Harvey **Seconded:** Alderman Smith **Unanimous**

3. Review of Committee Minutes

a) Development Committee - 29 September

There were two recommendations appearing on these minutes for planning applications but Alderman Ferreira reported that, for the sake of expediency, these two recommendations had been approved by the Members at the Board Meeting held on 7 October 2009.

No further recommendations for review at this meeting.

b) Government Committee - 30 September

No recommendations.

The Mayor requested that the Members supply him with their final suggestions for changes to the Municipalities Act by the end of this week so that he can pull together all of the items and present them to Minister Roban by end of December.

ACTION: For the Members to provide The Mayor with their suggested changes to the Municipalities Act by the end of w/c 2 November.

Councillor Tucker asked whether it would be appropriate for the Members to hold a special meeting to review the Act but after a short discussion, it was agreed that the Corporation should submit their changes to the Mayor in the first instance and then thrash out the points internally at a later date.

c) Property Committee - 8 October

RESOLUTION: That the Board approves the replacement of the City Hall Theatre carpeting.

Proposed: Councillor Swan **Seconded:** Councillor Cross **All in favour**

Motion Carried

Alderman Ferreira asked The Secretary how many quotes had been obtained for the replacement carpeting. The Secretary said that it had not been necessary to obtain quotes as the job will cost less than \$20,000 and that a reputable carpet merchant / fitter will be used.

Alderman Harvey said the Property Committee had recently reviewed the protocol for the Mayor's box. The suggested new protocol is as follows:

1. H.E. the Governor
2. The Rt. Wor. Mayor of Hamilton
3. The Premier
4. Aldermen of the Corporation of Hamilton (in order of tenure)
5. Councillors of the Corporation of Hamilton (in order of tenure)
6. The Deputy Governor
7. The U.S. Consul
8. Former Mayors of the Corporation of Hamilton
9. Secretary of the Corporation of Hamilton
10. Corporation of Hamilton Management Team
11. Corporation of Hamilton Event Organiser
12. Employee of the Year
13. If the box is free, then it can be used by the event organizers for sponsors

RESOLUTION: That Board approves the new protocol for the use of the Mayor's Box in City Hall Theatre.

Proposed: Councillor Quarterly **Seconded:** Councillor Minors **All in favour**

Motion Carried

Alderman Harvey also advised the Board, for their information, that the Corporation had approached food vendors asking them if they would be interested in providing food concessions for four of the City Parks. As it happened, four vendors expressed an interest and submitted their proposals to the Events Project Manager. The proposals were reviewed and each vendor has been sited according to what they can offer. Full details can be found in the Property Committee Minutes. These four food concessions were approved by the

Property Committee. The Mayor commented that they would be an added enhancement to the City.

d) Infrastructure Committee - 12 October

No recommendations.

Alderman Smith mentioned that the Infrastructure Committee will be reviewing the pedestrianisation of Reid Street. The Mayor said that in the past the Corporation had spent a lot of time and money reviewing this project but it had not been well received by some of the merchants on Reid Street so now would be a good time to review the project again. In these tough economic times, we have to be as supportive as possible to business owners. Alderman Smith also said that Reid Street had changed considerably ie: the addition of 3 new banking locations since the first proposal was put forward. The Infrastructure Committee will present its ideas to the Board in January.

Alderman Harvey talked about the Farmers Market and asked whether there is an alternative location for it in the City. The Infrastructure Committee had considered No. 1 Car Park as a venue although The Secretary said that the organisers said that this would be a challenge as there are additional structures (tables and the like) which need to be set up / put away and there is currently no storage available at No. 1 Car Park. There is also no shelter in the event of inclement weather. The Secretary said that an area just west of the Works Depot was being considered and the Corporation is currently looking into the layout / how long it would take to develop this area for the Farmers Market. Discussions with the Farmers' Market representatives will continue.

d) Legislative, Staff & Governance - 22 October

Councillor Tucker said that the Board Members have all signed the Code of Conduct and all agreed to abide by the Drug Policy. The Legislative, Staff & Governance Committee had reviewed the Corporation Drug Policy again and, since the Members have agreed to abide by the policy, it had been decided to remove reference to the Board Members in the wording as the policy can only be enforced on Corporation Staff and Senior Management.

RESOLUTION: That the Board approves the Corporation of Hamilton Drug-free Workplace Policy.

Proposed: Alderman Ferreira **Seconded:** Councillor Cross **All in favour**

Motion Carried

Councillor Tucker discussed the updated Corporation Vehicle Policy. A paragraph had been added to say that Corporation Vehicles are not for personal use. The Policy now also states all employees who are on call twenty four hours a day, will be granted permission to take the company vehicles home, as they may be expected to immediately attend to any emergency warranting their presence outside of the normal business day. This should only include, the General Superintendent and or any other Supervisor that is required to either act in the capacity of the General Superintendent or be available on short notice. Any other employee should have written permission from the General Superintendent or Senior Manager should they be required to take the Corporation of Hamilton vehicle home in the event they are on call.

Councillor Minors suggested a scenario where the member of staff who had the vehicle at home happened to be in St. David's and then had to attend to an emergency call - would that

person need to drive home first in order to collect the Corporation vehicle in order to drive into the City? Councillor Tucker said that things like this would need to be left to the Staff's discretion and managed by senior management and that we couldn't write a policy which covers every eventuality.

The Mayor said that policies do not replace management and this new vehicle policy certainly tightens up the rules compared to the old policy.

RESOLUTION: That the Board approves the Corporation of Hamilton Vehicle Policy.

Proposed: Councillor Swan **Seconded:** Councillor Quarterly **All in favour**

Motion Carried

Finally, Councillor Tucker alluded to the staff incident which had been noted in the Committee minutes and he said this item would be covered at the end of the Board Meeting under the Restricted discussion.

e) Finance Committee - 22 October

The Treasurer gave a brief 3rd Quarter Update:

At the end of 9 months we are \$775,000 below budget @ \$17.7 million.

Not an unreasonable revenue picture given current economic climate.

On expense side, we are \$240,000 or 2.8% above budget on payroll.

Operating expenses significantly below budget mainly due to delay in capital expenditure ie: Laffan Street Works Depot. A fairly large deficit was budgeted for at the beginning of the year for operating expenses.

Cash will be down to \$1.5m at year end although the Mayor commented that the reason for this is that the Corporation has just written a cheque for \$5.5 million for the Washington Street property.

The Treasurer said that there had been a recent drive to collect taxes from late payers and that the Corporation is pushing hard to cut overtime.

ACTION: The Treasurer to email Members a copy of his 3rd Quarter Report.

The discussions then moved on to two recommendations which were being brought to the Board by the Finance Committee. The Mayor said that he has a conflict of interest with these recommendations and he handed over the Chairing of the meeting to Deputy Mayor, Alderman Smith. The Mayor left the meeting room at 1.15pm.

The first recommendation is for a budget of \$30,000 for the Corporation to organise, in conjunction with 441 Productions and Spanishtown, a 2009 New Year's Eve event at No. 1 Car Park. The event will be free and open to all members of the public. It was noted that the Board has already agreed a budget of \$12,000 for fireworks for New Years Eve. The Events Project Manager said that the St. Georges Event, which has been well attended in previous years, has been cancelled this year. Alderman Smith said he supports the project especially given Bermuda is celebrating its 400th Anniversary.

RESOLUTION: That the Board approves a budget of \$30,000 for the Corporation, in conjunction with 441 Productions and Spanishtown, to host a 2009 New Year's Eve Event at No.1 Car Park which will be open to the public free of charge.

Proposed: Councillor Tucker **Seconded:** Councillor Cross **All in favour**

Motion Carried

Councillor Tucker then discussed the second recommendation which was a request from CADA for sponsorship for their "Let Us Drive" initiative. This is a late night transportation service available to the Bermuda public every Friday night via a taxi voucher system from 3.15am to 3.45am.

Councillor Tucker said that the service had been well used since its inception and that it's a worthwhile entity for both the Corporation and the City.

Alderman Ferreira put forward the proposal that the Board sponsor the initiative at the Bronze level of \$5,000.

RESOLUTION: That the Board approves to sponsor CADA \$5,000 (Bronze level) for one year for its "Let Us Drive" initiative.

Proposed: Alderman Ferreira **Seconded:** Councillor Minors **All in favour**
Motion Carried

The Mayor returned to the room to take the Chair again at 1.25pm. Councillor Tucker gave The Mayor a summary of the two resolutions that had been approved by the Board.

Councillor Tucker also asked the Board to take note that the Finance Committee had approved a \$4,000 budget for the Events Project Manager to organise a viewing facility for the Christmas Boat Parade. This facility will be for the use of Corporation Members, their guests, Corporation staff and their families and will be located at No. 1 Car Park. The event had grown from the initial budget and the Board was to authorize the Finance Committee to approve the final budget. The Mayor gave his approval of the project and said that the Corporation is heavily involved in the Boat Parade event and the facility would be a good opportunity to thank Corporation Staff for their hard work this year.

Alderman Ferreira asked whether the Corporation was putting in a boat entry and The Secretary said this was not part of the recommendation but it could be discussed at a later date.

- g) Development Committee - 27 October**
No recommendations.

4. Policing in Hamilton

The Secretary reported that Members have received the 1st draft of the Ranger Programme. The Secretary has recently met with legal counsel to ensure the draft is compliant with current legislation and appropriate to present to The Governor and Commissioner of Police. The Secretary is now working on a timeline and budget for the Programme.

Alderman Smith thanked The Secretary for the 1st draft and said it was a great start. He then went on to say that he felt that when the draft is presented to the Governor, for the sake of expediency, that it should say that where possible ex-policemen/women should be hired for the Programme as this would cut out training a new hire from scratch. The Secretary said the programme would have to cover both ex-police and new hires that could be trained and brought on to the programme.

Councillor Cross asked whether the Rangers would have the power of arrest and it was confirmed by The Mayor that they would.

5. Waterfront Project Update

The Secretary reported that geotechnics have now been completed and all sediment samples gathered have been analysed in the laboratory. A follow up report should be ready in 2-3 weeks.

The Harbour modeling and the Hydrodynamic study is well on its way and a draft report should be ready by the end of November.

Topographical survey field work of the project area is almost done. A first draft of the results of the review should be ready in 10 days.

A traffic flow study at peak hours is currently being undertaken.

The Technical team has been working with Department of Planning with any scoping issues.

A specialist consultant is being engaged to study air quality for underground car parking.

Alderman Ferreira mentioned that Sasaki will be meeting with the Development Committee in the first week of December to review initial findings of traffic flow density around the proposed transportation hub and discuss proper solutions. Sasaki are also planning on meeting with the Department of Planning to keep them abreast of the work carried out to date and also with The Marine Board to brief them on the project.

ACTION: The Secretary to follow up on setting up a Waterfront Project presentation for the Government Transport Consultant, Mr Larry Jacobs. The Mayor has requested to be present.

6. North Hamilton Update

City Engineer reported that work on North Street asphaltting would be starting today and should be finished in 2 weeks time. Sidewalks have been slightly delayed due to additional trenching in the area but they should be completed in 3 weeks time. All lighting changes have been completed ie: copper tops have been installed.

Councillor Cross asked when signage would be put up to show that the work is being undertaken by the Corporation. The Secretary said this is in the pipeline.

7. Additional Committee Members

The Mayor asked that Committee Chairs start considering names of members of the public who they would like to sit on their respective Committee. This is important as decisions are currently being made by a small group of people and we need to add outside influences. The Mayor asked that this topic be included on each Committee agenda.

8. Public Service Vehicle Board

The Mayor said that a letter had been received from the Department of Transport inviting one of the Corporation Members to sit on their Board.

The Secretary said he has received a favourable response from Members but he just needs to inform them of the frequency / date and time of the meetings and then a decision can be made as to who will represent the Corporation.

The Mayor asked everyone to give attendance their full consideration.

9. Any Other Business

Open Meeting - The Mayor said that today's meeting was an open meeting as resolved by the Board. It had been a painful exercise for Members but was a good way to keep the Corporation's mandate alive and transparent. The meeting hadn't been particularly stimulating but was just the normal meeting agenda and had not been tailor-made. The end of the meeting will be restricted to discuss staffing and housekeeping.

The Mayor proposed that the Corporation continues with open meetings.

RESOLUTION: That the Board agrees to continue to hold open Board Meetings.

Proposed: Alderman Ferreira **Seconded:** Alderman Smith **All in favour**

Motion Carried

We Arrive - The Chesley Trott statue has now arrived on the island and The Parks Superintendent is co-ordinating the construction of the base for the statue. After some discussion, it was agreed that the unveiling should take place on Thursday 3 December. The Secretary will co-ordinate the timing for the event and will advise Members in due course.

ACTION: The Secretary to advise Members as soon as possible on the timing of the We Arrive unveiling.

The Secretary said that celebration will be in two phases. Firstly with the unveiling of the statue in December and then a celebration of the 175th anniversary of the arrival of The Enterprise on 10 February 2010 (which will hopefully also include the groups who attended the "When Voices Rise" unveiling).

December Board Meeting - The Secretary said that one of the Members had asked for the next Board Meeting to be rescheduled if possible from Wednesday 4 December. After some consideration, it was agreed that the next meeting is held on Tuesday 3 December at 9.30am.

ACTION: The Secretary to reschedule the next Board Meeting to 3 December at 9.30am.

Opening of Parliament - Alderman Ferreira said that the opening of Parliament takes on Friday 6 November and she asked whether the Members had been invited as she has not received an invitation. The Mayor said that he had been invited to attend. The Secretary confirmed that the invitation list is administered by The Cabinet.

Remembrance Day- Alderman Ferreira asked which Members would be representing the Corporation at the three wreath laying locations in the City. The locations are: The Cenotaph, Victoria Park and Albouys Point. It was confirmed that The Mayor attend at the Cenotaph. The Secretary will liaise with the Alderman to decide who will do the other two locations.

ACTION: The Secretary to co-ordinate wreath laying at Victoria Park and Albouys Point.

Bermuda First Report - Alderman Smith mentioned the Bermuda First Report which was released on Tuesday 3 November. The report, written by the Bermuda First Committee, interviewed 66 leaders in commercial, non-profit and public sectors on the island with the view to plot a path of continued success. Alderman Smith said that as a result of the findings, and as a representative of the Corporation, he planned to write a Letter to the Editor as follows:

"The Bermuda First report was an important step in bringing our island together so that we can all move ahead.

Speaking as a new Corporation of Hamilton leadership team, I wholeheartedly agree with and support the report's recommendation that our city engage in a renewed effort to create high-quality attractions that will encourage business visitors to stay longer and spend more while they are in Hamilton.

I believe the first step in reaching those goals however is ensuring that our visitors and our citizens feel secure and safe while in Hamilton.

Protecting our streets, stores and hotels with a new, state of the art CCTV security system that will help discourage criminals from ever setting foot in our city."

But that effort doesn't stop at new pedestrian zones and entertainment venues.

I also feel that Hamilton should focus on a being both a business-friendly and family friendly destination. Encouraging business travelers to return to our city and our island with those they love to enjoy a wide range of recreational activities and facilities here in Hamilton and across the island.

A move that will create more and better jobs for Bermuda's workforce.

I also agree with the report's recommendation regarding "green technology" and support Hamilton taking a leading role in reducing waste and improving energy efficiency through the use of innovative green technology whether it be through the use of more electric cars and buses.

Our goal should be to take whatever steps we can to protect the beauty and potential of our city for this generation and the next by placing Hamilton at the forefront of the new energy efficiency and sustainability era."

Docks - The City Engineer said that the circuit breakers on the reefer electricity board at No. 8 dock had recently failed. This is where the frozen good containers are docked. Belco will now need to shut down the transformers to replace the circuit breakers and hopefully the reefer board will be up and running by the end of this week. Alderman Ferreira asked whether the cause of the failure had been identified and the City Engineer said the failure won't be determined until the new circuit breakers are connected. It was asked whether a back up system could be provided and The City Engineer said that it could, but it would be expensive. It was agreed that the diagnostics should be carried out first to ascertain the reason for the failure and then to review whether a back-up is required.

The Open Session of the meeting came to an end and The Mayor thanked the public and Press for attending and asked them to leave the meeting.