

Corporation of Hamilton Board Meeting, City Hall, Hamilton - 3 February 2010

- 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 Pamela Quarterly
 Councillor Nicholas Swan
 Councillor Dennis G Tucker, JP
- Staff:** The Secretary - Ed Benevides
 The Treasurer - Gary Edwards
 City Engineer - Patrick Cooper
 Human Resources Manager - Sakina Darrell
 Communications Manager - Aderonke Bademosi
- Apologies:** Councillor Marshall E Minors
 Port Operations Manager - Kevin Hollis
 Events Project Manager - Danilee Trott

1. Review of Corporation Minutes of 6 January 2010

The minutes of the meeting held on 6 January were accepted as amended.

Proposed: Councillor Tucker **Seconded:** Alderman Harvey
Unanimous

2. Matters Arising

Navigant Executive Summary - a copy has been forwarded to all Members.

North Hamilton cabling - the City Engineer had provided a draft schedule of major projects and he referred to this schedule in relation to the underground cabling work due to take place on Court Street / Ewing Street. This will commence during the latter part of the year starting in September. The Corporation is now working with utilities companies to ascertain what their schedules are for 2010. The Mayor asked if the schedule of works is a public document or can the public be made aware some of the timings? The City Engineer said that the document could be made public provided it is clear that the dates are subject to change.

ACTION: A draft schedule of major 2010 projects to be posted on the Corporation Web Site. The schedule should note that it is subject to change without notice.

Letter to the new Commissioner of Police - this letter has been drafted.

Port Operation Manager's Report - a copy of this was forwarded to the Infrastructure Committee Members by The Secretary.

Waterfront Project - Alderman Ferreira asked whether a letter has been sent yet to the Government in an effort to establish their confirmation and support of the project. The Secretary said no letter has been sent. The Mayor said that in his recent meeting with The Premier he did mention where the Corporation is with the project and that a letter was going to be sent to The Premier to say that we are at the point where we need reaffirmation from Government, in particular to do with the transportation hub. Alderman Ferreira said she would therefore like the Secretary to write a letter to the Ministry of Tourism and Transport so we can expedite the process.

RESOLUTION: That the Secretary writes a letter to the Ministry of Tourism and Transport to find out where the Government stands with regard to the Waterfront Development Project.

Proposed: Alderman Ferreira

Seconded: Councillor Cross

Unanimous

Ordinances - Alderman Ferreira asked whether the combined ordinances have been submitted to the Ministry. The Secretary said that he had sent a copy electronically on Thursday but the Corporation has been experiencing a number of IT issues recently and he would therefore re-send the document later today to ensure it arrives. The Secretary also confirmed that the letter in relation to ordinance on wharfage fees was also sent to the Ministry last Thursday.

Separately, Alderman Smith thanked the City Engineer for providing Members with a copy of the works schedule and he reported that work has started on the Dundonald Street facility. This area has suffered from flooding for a number of years and Alderman Smith said that we are now on target with the work to remedy this problem. He went on to say that he is sure that tenants and landlords in that area will be happy with what we are working on and suggested that now would be a good time for Members to visit their constituents in this area.

3. Review of Committee Minutes

a) Development Committee Minutes - 5 January 2010

Navigant Report - the study cost the Corporation \$70,000. A large document was submitted back to us and this is currently being studied by our technical staff who will be reporting back to the Board in May. Navigant said that in summary, they have concluded that the CCP property can attain its highest and best use if developed to a mixed-use property with an underground car park with a minimum capacity of about 300 vehicles and 60 motorcycles and a multi-family housing component with at least 50 units. There are improvements to the development concept by combining land and uses in the surrounding properties. Councillor Swan asked when the Cavendish Car Park project is likely to begin and Alderman Ferreira said that due to budgetary constraints, it is currently on hold. Councillor Swan asked whether the Corporation has considered private or public partnership on the project and Alderman Ferreira said this is an aspect that will be considered if we decide to move ahead with the project.

New Corporation Works Depot - the City Engineer reported that building work is progressing on Laffan Street and foundations have been laid. Quite a bit of progress should be seen during the next month.

Unfortunately the project is behind schedule and we are working with the contractor to make up as much time as we possibly can. The good news is that it is on budget.

Hamilton 2001 Plan - The Development Committee have had their four workshops with Brian Rowlinson on the City Plan and they have a very good grasp of all the key issues such as building heights and maintaining the iconic façade of Front Street. The next stage is to invite two local architects to the Committee Meeting in March. As far as the deadlines are concerned, we are waiting on Government to finish their review and suggestions with regards to the 2001 Plan (or 2010 Plan which we think it will become). The formal process is that the Government normally invites the Corporation to put forward its suggestions in an effort to work together with us. We are waiting for them to contact us but in the meantime, the Development Committee is preparing a report, with the help of Brian Rowlinson, so we can have our comprehensive submissions ready for them.

One of the most important things so far to come out of our workshops with Mr Rowlinson, are the buildings of special historical and architectural interest. The Corporation owns four major buildings which fall under this category. They are City Hall, Victoria Park Bandstand, Perot Post Office and the Par La Ville Library. We have carefully reviewed these buildings and the Development Committee would like to recommend that they are preserved.

Alderman Harvey asked whether the inclusion of City Hall in this recommendation would impact on or preclude us from adding to the building in the future. Alderman Ferreira said it would have an impact but she did not believe it would prevent us from adding an extension. If City Hall were to become listed then more stringent regulations would apply. This would mean that we would have to preserve the building and be careful of what we add to the building. Mr Rowlinson advocates the proposal to include City Hall in the request to the Ministry.

The Secretary said the Ministry embarked on a complete review of historic buildings within the City of Hamilton. This particular group was chaired by Senator Dill and Mr Rowlinson was included in the review process. They have done a complete relisting of all the various building grades. Some have made it and some have not. The report is apparently still in draft form. They were going to officially request us to list them. It does have an impact on planning and it means that the historic issues outlined in the various grades are preserved but it does not stop you from additions to the building. It all depends on whether it is an architectural, cultural or historic building that they want to preserve.

Alderman Harvey asked whether there is any merit in trying to get the Bird Cage listed as well. Alderman Ferreira said she will bring this to the Development Committee's attention and they will discuss it further.

c) Infrastructure Committee Minutes - 11 January 2010

No recommendations.

Pedestrianisation - Alderman Smith said we are in the process of interviewing individuals to join our sub-committee to review pedestrianisation. This will not only focus on Reid Street but we will be looking at the City as a whole. In the past month an architectural firm gave a presentation to the Committee which looked at ways to make Hamilton a greener city. Alderman Smith confirmed that by the time of the next Board Meeting, the Pedestrianisation Committee should be up and running. The Mayor asked Alderman Smith to keep Alderman Ferreira informed on this as she may wish to attend the meetings or send a representative from the Development Committee to ensure there is no duplication of effort. Alderman Smith said he would do this and he would also keep Alderman Harvey informed as it may have an impact on parks. It is also hoped that the City Engineer will be available to sit on the sub-Committee as well.

No. 1 Car Park - Alderman Smith said he attended a brief meeting recently with the Chamber of Commerce. One of the topics discussed was how we could improve Hamilton / Front Street with al fresco dining. One of the areas being considered is the No. 1 Car Park area where there is currently bike parking and which generates no revenue for the Corporation. The idea is for the Infrastructure Committee, along with the Property Committee to look at doing al fresco dining in that particular area for the summer season and creating a bit more of an atmosphere. Obviously the loss of bike parking will be reviewed in full and Councillor Quarterly said it was important to make sure there is sufficient bike parking elsewhere if we plan on removing parking from No. 1 car park. Councillor Swan said he felt that we should be more aggressive on this point and following the success of the al fresco dining with the tall ships event last year, our review should not just be limited to the car parking area at No. 1. We should look at the entire area and see if there are other things we can do for this season. This issue is so critical that we should consider forming a sub-committee combining maybe Property and Infrastructure.

The Mayor said that this was raised in the strategic planning process but at the time had not been considered a high priority by the planning group. If the Board wishes to progress it now, then the Mayor said he strongly suggested that approaches are made to the Chamber of Commerce, not only their retail division but also their restaurant division, to ensure what we are doing is in fact adding to the general business level and excitement of the city rather than taking business away.

It was agreed that the topic of al fresco dining would be discussed further at next week's Infrastructure Committee Meeting. The Mayor reminded Members that any member of Council is a de facto member of any Committee. They are assigned to individual Committees but it does not exclude them from attending any other Committee Meeting.

d) Staff, Legislative & Governance Committee Minutes - 19 January 2010

No recommendations.

Shopping Carts - Councillor Tucker reported that we have had a follow up meeting with the principles of the Market Place and recognised that there has been an improvement in the issue of shopping carts left on the streets of Hamilton. The store has put up a cart corral outside its store. We have committed to ongoing discussions on the matter with them.

Human Rights Policy - As a take note, Councillor Tucker said that a statement of Human Rights will be incorporated into the Employee Handbook.

Telephone System - The Corporation is in the process of installing a new telephone system. The system was supposed to have gone live on 1st February but there has been a delay in the shipment of the phone handsets. The system should now go live w/c 8th February. The Mayor asked whether there would be a testing of the system outside of Corporation working hours. The Secretary confirmed that testing would be carried out. Alderman Smith asked whether a receptionist would continue to answer the phones or would calls be transferred via computer? The Secretary said that during normal work hours a receptionist will continue to answer calls and out of hours calls will be automated. Also, the new system will incorporate an increase in direct dialing.

New Employees - Since the last meeting, Tanya Iris has been hired as the new Deputy Treasurer and Thomas Lightbourne has joined the Corporation as Events & Marketing Co-ordinator. We have also hired a new mechanical sweeper operator, Frederick Richardson.

e) Finance Committee Minutes - 20 January 2010

No recommendations.

New Committee Member - Councillor Tucker said that our newly appointed Member, Anne Kast, attended her first Finance Committee Meeting on 20 January. This is the first time that a non-Member of the Board has participated in a Corporation Committee meeting.

Tuck Shop - the Tuck Shop is currently being set up in the reception area of City Hall for novelty items to be sold to anyone visiting the Corporation. The Events Project Manager has provided a proforma of all the items which will be sold.

Foyer Displays - The January / February display is now insitu and has come well under budget.

Tangible Capital Assets - Mr Peter Button is now bringing this project to a close. The Treasurer said that we have final numbers now and the auditors will be coming in later this week to carrying out some testing of Mr Button's work. We still have work to do as we have to integrate these numbers into financials statements. We will also need to continue recording assets. Councillor Tucker said this will be the first time that the Corporation has had a tangible capital assets register of all of the assets of the Corporation including its land, buildings and furniture / fixtures and equipment etc.

We will also have a register of all our historical artifacts which are of historic value to the community. Councillor Tucker asked that Mr Button gives a presentation to the Board on his accomplishments and the work he has carried out.

ACTION: For the Treasurer to arrange for Mr Peter Button to give a presentation at the next Board Meeting on 3 March 2010.

Amended Capital Works Projection - Councillor Tucker referred to the project the Corporation is about to embark on at the docks which includes the upgrade of the lighting system and making room for the new x-ray machine. The Corporation's best estimated budget for this was \$3 million (\$1.5m for x-ray project and \$1.5m for the lighting project). The Corporation hired Associate Engineering to provide us with a feasibility study and a better cost estimate of the work. Based on their report, the budget will need to be increased to \$5 million. Their best estimate at the moment is \$4.8 million but there are still unknowns with the project as there is some geotechnical work to be carried out and also the requirements for Belco have not been determined. The Secretary said that the Corporation's work would include the restructuring of the dock, re-establishment of a completely new gangway of reefers, the realigning of the entrance and removal of the old sewage pump station.

The Mayor said that he would assume that at the same time there will be a review of the services the Corporation provides to Importers. Councillor Tucker confirmed that this would take place.

Councillor Swan asked what the estimated start date for the project would be. The City Engineer said that the project has started and is ongoing. Currently we have applied for a demolition permit for Shed No. 7 and demolition work is due to start beginning of March. The whole project will be phased and bundled up into maybe five different contracts to keep it all moving. The goal is to have the project completed by the end of the year. It was also confirmed that HM Customs will be meeting this week to finalise their vendor supplier for the x-ray machine and sign a contract for it. Councillor Tucker said he would keep the Members apprised of the project. The Board felt they did not want to approve the additional \$1.8 million budget at this stage as there are still some unknown entities. Once more defined numbers have been obtained, then Councillor Tucker said he would revert to the Board for their approval. At this point in time, the project will move ahead with the budget we already have.

Alderman Smith asked if we could get confirmation that Government actually has budgeted for the x-ray machine. We should not get too far down the road with our work schedule only to find that the x-ray machine contract has not been signed. The City Engineer re-stated that HM Customs intends to sign a contract with a supplier this week. We should therefore be able to get sight of this documentation before we start any demolition work. The Mayor said there are also a number of things that need to be done anyway regardless of the x-ray machine ie: the lighting and power supply to the reefers

4. North Hamilton Update

This item was already covered in No. 2 above.

5. Waterfront Development Update

This item was already covered in 3a above.

6. We Arrive

Alderman Harvey confirmed that the Amistad arrived in Bermuda yesterday to help celebrate on February 11th. The schedule is nearly complete. The Secretary reported that there are only two things not confirmed yet which are the how the Spirit and Amistad will work together. Once these are confirmed, the schedule will be sent out to Members.

7. Reform Suggestions

The Mayor said that there had been a recent supplementary meeting when the Members had discussed PR initiatives and re-branding of the Corporation. The subject was also raised on the Corporation's suggested amendments to the Municipalities Act. A quorum was present at the meeting and the Members had agreed that the amendments should be submitted to the Ministry but unfortunately this motion had not been minuted. The Mayor said he would therefore like a motion to be put forward today.

RESOLUTION: That the amendments and additions to the Municipalities Act, as circulated by the Secretary, be approved and passed on to Minister Roban.

Proposed: Alderman Ferreira **Seconded:** Councillor Quarterly

Unanimous

The Mayor said that Minister Roban has also received a copy of the Corporation's Code of Conduct and Register of Members' Interests which goes a long way to showing how seriously we take the role of governance at the Corporation.

8. Town Hall Meeting

The Corporation's second Town Hall Meeting took place on Tuesday 26th January. The Mayor has received a copy of the typed Q&A today which he has not had a chance to review yet. Once the document has been reviewed, it will be posted on the City Hall website. The Royal Gazette had reported an attendance of approximately 100 people but in fact about 160 people had signed in and this figure is most likely higher as some people declined to sign in. The meeting was well received and the response has been very favourable, both in the media and via personal contacts. It was noted that a copy of the Town Hall Meeting PowerPoint presentation has been posted on the City Hall website.

ACTION: The Recording Secretary to advise Members when the Town Hall Q&A has been posted on the City Hall website.

9. Any Other Business

The Mayor asked the Members if they had any further business they would like to discuss:

Alderman Harvey was asked at the last Board meeting to make representation to the Ministry of Tourism about having a Member of the Corporation Board to sit on the Tourism Board.

He sought direction and guidance from the Permanent Secretary who has confirmed the Ministry of Tourism would welcome a Member to sit on their Board. Councillor Quarterly confirmed that she is still willing to do this.

ACTION: For the Secretary to write a letter to the Ministry of Tourism to thank them for the opportunity of letting a Member of the Corporation sit on their Board.

The Mayor said he hopes that the Corporation and this particular Ministry, and all the other Government Ministries, will work together in an alliance for the betterment of Hamilton and Bermuda.

Alderman Ferreira said that she has a recommendation from the Development Committee. It's an application for planning permission which was received on 12th January. It is a request for a proposed public art sculpture to be located outside the existing Bank of Bermuda Head Office building. The sculpture is a bronze boat on a bronze and granite base and the artist is Bill Ming. The City Engineer said the sculpture will be 8ft long and 5ft wide. There are no technical issues and it meets with all the current planning guide lines.

The Mayor asked whether a setback is required. The City Engineer said a set back from the boundary would be required and this would be at the Board's discretion. Currently the Corporation has three planters on the site and the statue will be located where the planters are currently situated. The Secretary said that the statue is part of the Bank's public art requirement for their new building on Front Street.

Before discussions went any further, Councillor Tucker declared an interest as he sits on the Board of the Bank of Bermuda and he left the room.

On the advice of the City Engineer, the Board felt there were no issues with the set back.

RESOLUTION: The Board approves the application for a bronze sculpture to be erected outside No. 6 Front Street, Bank of Bermuda Head Office.

Proposed: Alderman Ferreira **Seconded:** Councillor Cross

Unanimous (Councillor Tucker abstained from the vote)

Councillor Tucker rejoined the meeting.

Alderman Smith thanked Corporation staff for pulling everything together for the Town Hall Meeting. He suggested that the next Town Hall Meeting is taken to the street ie: held in a different building or possibly an open air meeting. This would hopefully open the meeting up to more of the community and entice more people to attend.

Alderman Smith said that on a recent walkabout with the City Engineer and the Secretary they had noticed a number of washing machines that had been dumped in the Tills Hill area. It appears to be an area which is used consistently by fly-tippers. Alderman Smith thanked Corporation staff on their quick response to collect the dumped items which were cleared away on that same day. The Mayor said he would like a sign to be placed in the area which says something along the lines of "this is our neighbourhood, please don't trash it" because unfortunately it is not the people of that neighbourhood who are taking advantage and it should be a lovely grass verge. He also suggested that the Corporation visits the area frequently to clear away any dumped items.

ACTION: For the City Engineer to arrange for a suitable sign to be put up in the Tills Hill area to prevent fly tipping.

The Mayor mentioned a presentation that the Board had recently received from Nalton Brangman and Patrick Caton on combined heat and power generation (CHP). The Mayor asked which Committee will be reviewing this proposition and how would they like to move forward. After some discussion, it was agreed that the City Engineer should do a feasibility study initially and then present his findings back to the Board before any further decisions are made.

ACTION: The City Engineer to advise The Mayor on when he would be able to complete a feasibility study on the combined heat and power generation (CHP) proposition.

The Mayor said he had committed the Board to possibly allow the public to make comments / ask questions etc at the April Board Meeting and he would like policies and procedures on how this should occur to be set out by the next Board Meeting in March. It was therefore felt that a sub-committee should be formed and it was decided this would include the Mayor and the Secretary. Alderman Ferreira and Councillor Tucker also volunteered to sit on this sub-committee.

The public part of the meeting closed at 2.15pm.

Meeting adjourned 3.00pm (following restricted session)

Date

Mayor

Secretary