

**Corporation of Hamilton Board Meeting, City Hall, Hamilton - 3 March 2010**

<b>Present:</b>	Rt. Wor. Charles R Gosling, JP, Chairman Alderman Glen C Smith, JP Alderman Pamela G Ferreira, JP Councillor Walter F Cross, JP Councillor Pamela Quarterly Councillor Nicholas Swan Councillor Dennis G Tucker, JP Councillor Marshall E Minors
<b>Staff:</b>	The Secretary - Ed Benevides, JP The Treasurer - Gary Edwards City Engineer - Patrick Cooper Human Resources Manager - Sakina Darrell Communications Manager - Aderonke Bademosi Events Project Manager - Danilee Trott
<b>Apologies:</b>	Alderman John W Harvey, JP Port Operations Manager - Kevin Hollis

The Mayor recognised the presence of Mr Charles Swan, JP, MP in the public audience. Mr Swan is the first Member of Parliament who has shown an interest in the Corporation's open, transparent meetings. The Mayor said we are greatly thankful for Mr Swan's interest.

### 1. **Review of Corporation Minutes of 3 February 2010**

Alderman Ferreira asked for clarification on: Page 1, item 2, Matters Arising (North Hamilton cabling) - was the City Engineer referring to "all" utilities companies. It was confirmed by the City Engineer that he had been referring to all utilities companies.

Page 2, item 2, Matters Arising (Ordinances) Alderman Ferreira clarified that the ordinances had been submitted to the Ministry on Thursday 28<sup>th</sup> January 2010.

Page 2, item 3 Review of Committee Minutes (Navigant Report) Alderman Ferreira clarified that the Navigant Report is going to come through the technical staff who will be reporting back to the Development Committee in May, who will then report back to the Board.

Page 3, item 3 Review of Committee Minutes (Hamilton 2001 Plan) Alderman Ferreira clarified that in the 3<sup>rd</sup> paragraph, 2<sup>nd</sup> sentence, that the word "appropriate" should have been included in the sentence after the words "it would prevent us from adding an .....".

The minutes of the meeting held on 3 February were accepted as read.

**Proposed:** Councillor Tucker                      **Seconded:** Councillor Cross  
**Unanimous**

## 2. Matters Arising

North Hamilton Cabling - The Secretary confirmed that the draft schedule of major 2010 projects has not been posted on the City Hall website yet due to technical problems but he has been assured that it will be done by the end of this week. It will be the same version that has been sent to the media for inclusion in the newspapers.

Tangible Capital Assets - The Secretary said that Mr Peter Button produced a document listing the Corporation's historical artifacts. Mr Button has completed his project and is no longer employed by the Corporation. All Board Members have received a copy of land holdings and assets. The Treasurer reported the Corporation has had an audit of the asset register and there were no issues identified by the auditors. At the moment, we are integrating the numbers into the general ledger. Councillor Tucker said that he had made a suggestion to Mr Button that upon his return from vacation, he gives the Board an overview and presentation on his findings in reference to the tangible assets register and the antiquities register. Mr Button had agreed to this.

**ACTION:** The Treasurer to arrange for Mr Peter Button to present to the Board at a special meeting sometime in the near future.

Town Hall Meeting - The Recording Secretary had notified the Board on 10<sup>th</sup> February that the typed Q&A had been posted on the City Hall website.

Tourism Board - The Secretary confirmed that he had written to the Ministry of Tourism on 15<sup>th</sup> February to thank them for the opportunity of letting a Member of the Corporation sit on their Board.

Tills Hill Signage - The Secretary reported that the "no flying tipping" sign for Tills Hill is in the works. There have been a series of sign requests and it is on that list and will be done by the end of the week.

CHP Proposal - The proposal was discussed at a special Infrastructure Meeting held on 25<sup>th</sup> February and the outcome was to see whether there are any third parties who might be interested in taking on this project. It therefore has a further way to go before we start going through an RFP process.

Alderman Ferreira said that two resolutions had been passed at the last meeting that involved letters from the Secretary and she just wanted confirmation that these have been sent. The Secretary confirmed that the letter to the Permanent Secretary of Ministry of Environment & Sports had been sent on 4<sup>th</sup> February and that the letter to the Ministry of Tourism & Transport was also sent, although he did not have the date to hand.

The Mayor said that not only was a letter sent to The Premier but it was also sent to the Minister of Works & Engineering along with an invitation to the Minister to say that if he wishes to receive a presentation from ourselves or from our US engineering consultants that we would be happy to arrange that for him.

Pedestrianisation - Alderman Smith said that he is happy to bring to the Board today that we have three urban planners who have decided to come on board to run the Pedestrianisation Sub-Committee. They are Mr Peter Adwick, Mr Henry Ming and Mr Charles Tatem. They will be accompanied with Patrick Cooper, City Engineer, and we are in the process of putting together a final mandate with the assistance of the Secretary. The Sub-Committee held their first meeting yesterday, Tuesday 2<sup>nd</sup> March.

Alfresco Dining at No. 1 Car Park - Alderman Smith said that the Corporation has approached some restaurateurs and so far the ones we have spoken with are very interested in the project. Obviously, we need to do some more fact finding before we can bring it fully to the Board to decide how the project should proceed. Councillor Swan asked whether the Committee would be putting together RFPs and Alderman Smith said there is a considerable way to go before this can happen.

We Arrive Unveiling - The Mayor said the ceremony had taken place on the 18<sup>th</sup> February as the weather conditions on 11<sup>th</sup> February were awful. The weather on the 18<sup>th</sup> had not been very good either but the Corporation had decided that this was the last opportunity to have a connection with the Enterprise because this date was actually the 175<sup>th</sup> anniversary of the release of the slaves to Bermuda. We were pleased to have the presence of The Governor and The Premier there as well as the Leader of the Opposition. Thanks should be extended to Danilee Trott (Events Project Manager) and Steven De Silva (Parks Superintendant) for their hard work in making the evening a great success and also for making the statue a wonderful addition to the City.

Reform Suggestions - For the benefit of the public audience, Alderman Ferreira read allowed the paragraph from the previous minutes relating to reform suggestions and she then asked the Mayor to address some of the issues that may have happened or occurred in the weeks since our last meeting.

The Mayor said that the Board had an introductory meeting, with the Government's Bermuda and US consultants. At that time, comment was made to the consultants that there was a confusion over the whole issue of whether we were looking at essentially abolishing the Corporations or of reform, because the Ministerial statement had essentially talked about absorbing the Municipalities operations within Government departments and also to doing it within a set timeframe. Publicly, the Minister was talking about reform. So a letter had been written to the Minister to which we received a response but that response unfortunately produced enough confusion that we had to write a second time again asking for him to please state quite clearly which way it was the intention of Government to proceed. Finally, we received a further letter which was dated 17<sup>th</sup> February but was received at City Hall last Friday, 26<sup>th</sup> February delivered by hand. In the letter, the Minister says the "Government is committed to the repeal of the Municipalities Act 1923". There is nothing stated within the short letter to say what is going to replace it, if anything at all. So, in the absence of any information, we just have to make the assumption that the \$800,000 consultants will come up with a suggestion for Cabinet to take up and move forward with.

We have also received a letter from the local law firm, from the head of their consultancy department, requesting a multitude of various items including a complete list of the Corporation's assets. At this particular moment in time, we have passed the letter on to our lawyers asking them to advise us accordingly.

It was agreed that a copy of the letter from the Minister dated 17<sup>th</sup> February should be attached to these minutes for the record.

### **3. Review of Committee Minutes**

#### **a) Property Committee Minutes - 4 February 2010**

No recommendations.

In the absence of Alderman Harvey, Councillor Quarterly reported that the Property Committee are due to meet tomorrow morning (4<sup>th</sup> March) where they will address the issue, which was brought up at the last Town Hall Meeting, on the rental rates of City Hall Theatre.

#### **b) Infrastructure Committee Minutes - 8 February 2010**

No recommendations.

Alderman Smith said that unfortunately the Infrastructure Committee had been unable to do their walk around the City last week due to bad weather and this has been rescheduled to 3.00pm tomorrow, 4<sup>th</sup> March.

Councillor Tucker asked what the status is on the City Ranger Programme. Alderman Smith said this is in the hands of the management of the Bermuda Police Service right now. The Secretary has met with Minister Burch who gave his support to what we are doing. The Secretary said he met with the Police on 12<sup>th</sup> February and he has had further email conversations with them on some of the issues forming around how the MOU would be structured. We are anticipating meeting with them again very shortly to look at the timetable for the programme.

Councillor Cross said that according to Sergeant Glasgow, the Police are actively working on the City Ranger Programme and they are going to give it 100% support.

Alderman Smith mentioned that he had attended the recent EEZ Security Meeting along with Councillor Quarterly and Councillor Tucker and they were happy to see us participating in their event.

#### **c) Development Committee Minutes - 10 February 2010**

No recommendations.

Alderman Ferreira said that with regards to cruise ships, we are building a very good dialogue and relationship with Mr Larry Jacobs, who is the consultant to the Department of Transport & Tourism. The Veendam will be coming for the 2011 season. It will be making 26 calls into Hamilton and will arrive at anchor on every Tuesday into St. Georges and will move at first light into Hamilton on the Wednesday morning and arrive with use at 8.00am and then remain all day Thursday and set sail on Friday at 2.00pm. It is a start and we are still pursuing another cruise ship.

With regards to the Transportation Hub, Mr Larry Jacobs says that he has had no time at this particular time to focus on this and quite frankly anything to do with Queen's Bottom issue does not fall under his remit however he feels that we should continue to deal directly with the two Ministries - with Works & Engineering and The Ministry of Planning. As you have heard today from the Secretary, we have done that and perhaps on a monthly basis we will stay on top of that.

With regards to North East Hamilton, Alderman Ferreira said she has met with the City market group this week to start to develop a friendly dialogue with them. She confirmed that the group does not wish to move their market for the season. They and their customers are very happy to remain at Bull's Head and as the inclement weather subsides, they are going to move outdoors to the bank which is north of the car park. Alderman Ferreira said she would have minutes to circulate at the next meeting on the main issues arising from her talks with the group but the main issue she would like the Board to be aware of is that they are not opposed to any other markets developing within the City limits. The Development Committee is going to look at other bodies to see whether there is any interest in this part of Hamilton.

With regards to the Works Yard, we are on budget. The City Engineer said the timeframe for the projects has been extended out. The contractor has been given additional time due to further piling works. We had anticipated that piling was going to be 50ft but it turned out on average that they were 70ft. So we have had to pay a bit more money for extra piles and given them time for doing the work. Things are progressing well and steel is now going up. The next milestone to hit is having all the steel up by end March.

In relation to the X-ray machine and work at No. 7 Shed, the RFP went out and a contract was rewarded.

With regards to the Par-la-Ville Hotel, Alderman Ferreira reminded the Board that groundbreaking is to take place between July 31<sup>st</sup> and December 31<sup>st</sup> 2010. Alderman Ferreira has also asked the Secretary for a copy of the ground lease so she can start reviewing this to ensure all the deadlines are going to be met.

With regards to the Hamilton 2010 plan, we are still at review stage and working with our consultant, Mr Brian Rowlinson. The Mayor asked whether we would be having public forums on the City Plan and Alderman Ferreira confirmed that these will go ahead as soon as we have the City Plan in place. Our problem is that we have to be asked by the Department of Planning for our submissions. The Mayor said that he would prefer for public input to be given before submissions are made. Alderman Ferreira said we have 2 architects scheduled to come and do a presentation on development of the City and we are trying to make this a public forum. The Mayor asked Alderman Ferreira to set a date for this.

**ACTION:** Alderman Ferreira to confirm date for public forum for the City Plan.

**d) Staff, Legislative & Governance Committee Minutes - 16 February 2010**

No recommendations.

Councillor Tucker gave an update on some of the initiatives the Committee has been discussing recently.

Firstly, the Human Resources Department along with the Staff Committee has produced a training and development policy. That policy has been copied to all Members and will be included in the Employee Handbook.

The Corporation has also signed off on a training programme with the Bermuda College for our middle management and foremen. Foreman training is going to be a 13 week programme and middle management a 34 week programme. Foremen training started today and middle management will start on 22<sup>nd</sup> April. We are waiting for the College to also set up a programme for senior management. We feel that training is integral to the wellbeing of the Corporation and committed to the training taking place at all levels.

The Corporation is in the process of seeking out an organisation to carry out an employee satisfaction survey. The HR Manager said that she has received two proposals which she is reviewing and trying to fit within her budget. Hopefully by the end of March we will have identified which organisation we will be utilising to carry out the survey.

**e) Finance Committee Minutes - 17 February 2010**

No recommendations.

The Mark Twain event, which took place at the City Hall Theatre, came in \$3,000 under budget. For the Corporation there was no additional capital expenditure for this.

The New Year's Eve event was the first of its kind for the Corporation and was successful. In terms of the cost, it was a breakeven. There was a very small profit. We would hope to partner with the same group next year and hopefully it will be an event that some money can be made from. The Mayor said that the New Year's Eve event would have run at a loss if it had not been for the donation made by the Minister of Labour & Home Affairs, Colonel Burch, which was primarily given to meet the extra security costs for the evening which made it an incident free event.

**4. North Hamilton Development Update**

No further updates at this time.

**5. Waterfront Development Update**

Alderman Ferreira said she has spoken to Sasaki and we will be focusing our attention at the next Development Committee Meeting on our progress and how we are going to move forward on the Waterfront Development including private partnering initiatives.

## 6. Any Other Business

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

Alderman Ferreira said that the Members need to start thinking about a date for the next Town Hall Meeting and she proposed that this item is included on the next Board Meeting agenda under the restricted session.

Alderman Ferreira said she has also received some concerns from constituents with regards to the Corporation's bidding policy and this will also be discussed under the Board's restricted session.

Alderman Ferreira said she would also like to clarify which committee the x-ray project falls under as someone has to take responsibility for it. The Secretary said technically it is not new development and it is actually re-doing an existing infrastructure and it should fit under Alderman Smith's Infrastructure Committee because all we are doing is rearranging things on the dock. It is costly but it is not a new development. Councillor Cross asked whether the Corporation is getting the proper publicity on this project because from what is published in the newspaper, it looks as if Government is getting all the credit and it does not say that the Corporation is part of this and it should be noted. The Mayor said he will be writing a letter to the Minister (Paula Cox) alerting her to the fact that what she considers a considerable expense at \$2.6 million, we are actually throwing in a \$5 million cost on top of that. The Mayor said he felt it is important that our partnering is acknowledged with her Ministry as Customs does report to her.

Alderman Smith said that on Friday (26<sup>th</sup> February) he was invited to a meeting along with the City Engineer on Brunswick Street and on the way, in order to get out of the rain, they stood under the new bandstand in Victoria Park. There were two homeless people in the middle of the day sleeping in the bandstand. Alderman Smith said that what bothers him is to see the Government spending \$800k on consultants to talk about reforming / repealing the Corporations when this money could be going to help these individuals. The Corporation has given property in North Hamilton for a shelter to be built. It appears there are more and more people sleeping on the streets and sleeping in business' doorways and there is clearly a severe problem. Yes it would be great to have the City Ranger to move them along but that is not the answer at the end of the day. The answer is working with Government the community services to see how we can remedy this situation until a proper facility is built.

The Mayor said an email has been sent to the Permanent Secretary, Robert Horton, along with a number of follow-up emails. The Corporation has identified a property which was felt was still in sufficiently good enough condition that we could rescue it from becoming a derelict building and which was under the control of Works & Engineering and one which we would be willing to rehabilitate and then offer it on a peppercorn lease to one of the social services. This does not come under our area of expertise and unfortunately we are yet to receive a response from the Permanent Secretary.

Councillor Swan said that he has been approached by Mr Tim Madeiros to ask if he could give a presentation to the Corporation on solar power. Councillor Swan said this may be a good initiative for the Corporation to take a lead on putting solar panels on its buildings and reducing energy costs. The Mayor said that the Board would be discussing the topic of presentations to Corporation Committees by outside parties during the restricted session and this matter will be raised at the next Board meeting on 7<sup>th</sup> April.

The public part of the meeting closed at 1.25pm.

Meeting adjourned 3.30pm (following restricted session).

---

**Date**

---

**Mayor**

---

**Secretary**