



VISION: We will be a vibrant, dependable and clean city where services are delivered innovatively and effectively.
MISSION: To provide effective operations of the city through collaboration of members, management and staff.

City Hall, Hamilton
Infrastructure Committee
13 December 2017
10:00am

Present: Councillor John Harvey, MBE, JP (Chair)
Councillor Henry Ming
Councillor RoseAnn Edwards

Staff: Secretary - Ed Benevides, JP
Tamara Bradshaw, Project & Rentals Coordinator (part)
Event Project Manager - Danilee Trott (part)

Apologies: Rt. Wor. Charles R. Gosling, JP
Councillor George Scott, JP
City Engineer - Patrick Cooper

1. Confirmation of Notice:

The Secretary confirmed that the notices for the minutes and the agenda were posted and sent out in accordance with the new meeting guidelines.

2. Role of the Chairman:

Councillor Harvey acknowledged his role as Chair of the Committee.

3. Open Meeting

Councillor Harvey called the meeting to order at 10:15am.

4. Apologies: The Secretary confirmed apologies from the Mayor, Councillor George Scott, Councillor Nicholas Swan and the City Engineer, Patrick Cooper. The Events Department is represented by the Projects and Rentals Coordinator, Tamara Bradshaw.

5. Public Participation/Presentation:

There is no public participation/presentation.

6. Correspondence:

(i) Letter from Marion Searson re: Parking in the City of Hamilton: The Secretary said there are a few items regarding parking and suggested to speak to them all at once either under Status Update or Any Other Business.

(ii) Letter from John Swift re: Request for Parking Outside the Post Office: To be discussed with all the other parking issues/requests.

7. Minutes of Previous Meeting dated 15 November 2017

Councillor Harvey commented:

Page 6 of 6 - Any Other Business 12 (vii), Poinciana Tree on Union Street: "Councillor Harvey suggested that the tree be cut down.... **should read:** Councillor Harvey suggested that the tree be cut down because it is in the middle of the road and it is an obstruction to traffic."

Councillor Edwards commented:

Page 6 of 6 - "...relocate the bees and then the tree trunk can be filled.... **should read: relocate the bees and then the tree trunk can be filled..."**

Proposed: Councillor H. Ming

Seconded: Councillor R. Edwards

The Minutes were accepted as read with the amendments.

8. Matters arising from the Previous Meeting dated 15 November 2017:

(i) Letter to be written to Jasmine Smith at Transport Control Department (TCD) requesting an extension of time to respond to the letter received regarding Mini Bus Regulations so that comment could be sought from a wider audience. Suggested extension deadline for after 25 November 2017: The Secretary advised that a letter was not written but he did communicate via email. Both the Secretary and Ms. Smith agreed to set something up in January 2018 to discuss the matter further.

(ii) A dedicated meeting should be scheduled to discuss how all the encroachments should be dealt with: There has been some difficulty getting Council Members together. The Secretary requested that the Council Members advise of their schedules for January 2018 so that the meeting can be arranged.

ACTION: The Secretary will task the City Engineer to list the encroachments to date together with what options would be available ahead of the meeting so that the Members would have time to peruse.

Councillor Harvey commented on the document that he created - an **Action Report Sheet** from this Committee, i.e. the person will take responsibility and write down when the matter will be actioned and report back to the Committee.

(iii) **Arrange a meeting with Mr. John Barritt regarding the unauthorized parking at the entrance of the Elizabeth Hills complex:** The Secretary advised that there has been a lot of communication with Mr. Barritt. The signs are still being made to go on the two (2) pillars but will not be using the chain. Mr. Barritt will be meeting with his Trustees and respond to the Secretary accordingly. Mr. Barritt is aware that the CoH will not be paying for a separate security guard.

(iii) **More PR to advise the public where they can park all day and which car parks are for short-term parking:** A sheet of information was included in the Members package. The Secretary advised that this information is also placed on the CoH's website and on the CoH's weekly blast. Dialogue continued regarding the signs in the car parks.

ACTION: The Secretary to take a photo of the sign at the Par-la-Ville Car Park to ensure that the correct wording is being used, e.g. "All Day Parking".

Councillor Harvey continued by giving examples of persons that had the misfortune of having to pay for the extended time in the City Hall Car Park which has 3-hour parking and probably was not aware that the Par-la-Ville Car Park was all day. Councillor Edwards said that most times a lot of things go unnoticed until it affects a family member or friend.

Councillor Ming suggested that when the Barrier Systems are all completed, then the appropriate PR, i.e. a full-page notice should be done in the newspaper. He commented that when one is entering the car park, their focus is to get in and get a ticket and not reading the signage.

Councillor Harvey suggested sending the information in the mail-out for taxes in January 2018. Councillor Edwards advised that she has received complaints from members of the public that when calling the number listed for assistance in the car parks, there is no answer. Further dialogue continued.

(v) **Agenda item regarding suggestions of recognition for Ms. Flora Duffy for the next Corporation Board meeting scheduled for December:** The Events Project Manager is looking at various options of recognition for Ms. Duffy. This matter was taken up at the last Council meeting held on 6 December 2017.

(vi) **Follow-up on the possibilities of securing fireworks for the New Year's Eve event:** There are no fireworks secured for the New Year's Eve event. Lengthy discussions were held with the persons that did the fireworks and their decision stands because of all the "red tape" with various Government ministries.

9. Status Update:

(i) Events:

- **Dr. E.F. Gordon Tree Decorating Event:** 8 December (participating schools are Mount St. Agnes (MSA) and Dellwood Middle School), ten (10) students from each school. The event commences at 9am. Information regarding the event has been forwarded to the media and the CoH will be covering it internally with photos, videos, etc.
- **Late Night Shopping:** 15 and 22 December with the closing down of a portion of Reid Street between Burnaby and Queen Streets with entertainment.
- **New Year's Eve Event:** 31 December under the mega tent. The event will encompass all of No. 1 Car Park on Front Street and the adjacent part of the street between Burnaby and Queen Streets. Other attractions include:
 - Kids' Zone
 - Movie night for the Kids 7:00pm - 9:00pm
 - Local Entertainment - Olivia Hamilton and Working Title
 - International R&B Recording Artist - Keri Hilson

(ii) **Reid, Court, Front and King Streets' parking position/plan:** discussion was had about producing a Plan that would propose the continuance of the parking structure of these four (4) streets. The Secretary advised that the Plan had been reviewed and there were no changes made. Councillor Harvey, the City Engineer and the Minister of Social Development & Sport, the Hon. Zane DeSilva, JP, MP met regarding this issue. Minister DeSilva was informed that the CoH has a policy that the CoH does not rent out parking spaces to private businesses.

ACTION: The City Engineer to forward an electronic copy of the Parking Plan to the Infrastructure Committee.

There was continued discussion.

ACTION: The Secretary or the City Engineer will write to the Hon. Zane DeSilva, JP, MP.

The Project and Rentals Coordinator joined the meeting at 10:40am.

(iii) Latest Report re: New Year's Eve Celebrations:

- **New Year's Eve Event:** Update on the event is as follows:
 - Closing off Front Street on the day of New Year's Eve. Met with the BPS regarding the closure and they are in agreement for the street to be closed from 12 noon as it will minimize the flow of traffic on Front Street.
 - There may be a partial closure of No. 1 Car Park to have the staging done in time. There will be about five (5) or six (6) parking spaces affected.
 - Full closure from Saturday at 6:00pm for the remainder of the set-up.

- Have secured GET Security for the event. Security plan has been agreed upon with the BPS and they will be sending about 10-12 officers to assist GET Security.
- Kids' Zone
- 7:30pm - Movie night for the kids
- 9:00pm - DJ
- 9:30pm - Local Entertainment - Olivia Hamilton
- 10:00pm - International R&B Recording Artist - Keri Hilson
- Followed by Local Band - Working Title to bring in the New Year
- Midnight will be a countdown and discussions are being held with Great Sound to have a few little sparklers that will go off around the stage area. They do have the proper licenses to do this.

Everything will wrap up about 12:30am and the area cleared around 1:00am. The street closure will continue until 3:00am. There is a small VIP area in front of the stage and will be completely secured. The VIP area is for 18 years old and over and that will be the only area where alcohol will be served. There is no public bar. Food will not be available specifically in the VIP area but there will be food vendors at the event. Invites will be going to the Council Members today. There was continued conversation.

- **Late Night Shopping:** starting on Friday 15 December 2017 and 22 December 2017. The Salvation Army band will be playing on the latter date on the sidewalk outside the Phoenix.

The Project and Rentals Coordinator left the meeting at 10:50am.

(iv) **Meeting dates for future use of the Bermudiana Building, Barr's Bay Park:**

ACTION: The Secretary/Recording Secretary in conjunction with the City Engineer to arrange for two (2) dates each to meet in January any morning between Tuesday and Thursday: (i) to discuss the encroachments and (ii) the Bermudiana Building, Barr's Bay Park.

(v) **Take Note: Project Charters 2017 Highlights:** Not available as the City Engineer was not in attendance.

10. Recommendations Approved by the Minister:

That the Board approve the bid from Gorham's Management & Design in the amount of \$126,592.00 for the Elliott Street Car Park Barrier System.

11. Recommendations for Review:

There were no Recommendations for review.

12. Any Other Business:

- (i) **Reid Street – Proposal from Washington Properties and Capital G:** Deferred to the next Infrastructure Committee meeting in January.
- (ii) **ITU Triathlon – Sponsorship Request:** Deferred to the next Infrastructure Committee meeting in January.
- (iii) **Bike Parking in the City of Hamilton:** The Secretary advised it is just as much a challenge as a car without receiving absolutely any revenue. There are about 2,200 bike spaces with the spaces getting bigger posing a challenge and 2,200 car spaces. As the bike spaces get widened, spaces will diminish. The first draft of the Ordinance will be seen in the February 2018 timeframe with the option to charge for bike parking. Also, facilities are needed in strategic places for pushbike parking. The Secretary further advised that he had a meeting with the PS and AG's Chambers. The entire Ordinance is being re-written, and it will not have clamping.

ACTION: The Secretary to write to the persons that have corresponded to the CoH regarding parking, advising them that the Ordinance that includes parking in the City is under review with the Government and they will be advised accordingly once that review is complete.

- (iv) **Letter from Mr. John Swift:** Discussion continued regarding the re-introduction of the 15-minute parking spaces outside of the General Post Office. There was a consensus from the Committee to honour Mr. Swift's request.

RECOMMENDATION: That the Board re-instate the 15-minute parking on Church Street on one (1) side along the full length of the General Post Office.

Proposed: Councillor H. Ming
Unanimous

Seconded: Councillor R. Edwards

- (v) **Cabinet Office hanging Parking Voucher:** An email was received from Ms. Jasmin Smith of TCD requesting parking spaces for Ministers that do not have GP cars when attending events that are near the City boundary and the Public Service Commission (PSC) for when they meet at 129 Front Street for meetings. The request is for parking permits so that the persons mentioned can park on the streets within the City without being penalized. The Secretary advised that there is no existing arrangement for persons on Jury Duty as Ms. Smith has indicated in her email. It was noted that this matter would better addressed once the Ordinances are approved which would allow for better enforcement for these parking issues. Currently Ministers have parking at the House of Assembly, Magistrates Court and other spaces around the City.

The Event Project Manager joined the meeting at 11:06am.

ACTION: The Secretary to ascertain when the PSC meets and how often they meet.

(vi) **Lighting at the pedestrian crossing at Cavendish Car Park/Reid Street extension:** Matter was discussed.

ACTION: The Secretary to write to Francis Richardson regarding the pedestrian crossing at Cavendish Car Park/Reid Street extension.

(vii) **Sewage Rating Tax:** The Secretary attended a meeting with the PS and the AG regarding the Sewage Rating Tax. Most of the issues were sorted out. The challenge that was raised is that persons who have a contract with the CoH to connect to the sewage and pay on a monthly basis might deem this Sewage Rating Tax as superseding that and therefore pay the CoH a small additional tax and not have to pay for the contract. This might be a potential liability where someone might want to take the CoH to court. The Secretary sent this concern to the CoH's lawyers but has not received a response. He will follow-up if there is a major concern from the Members. If there is no concern, a directive can be given to publish to start off in the New Year.

Councillor Ming suggested that the CoH look at revising the contract.

(viii) **New Year's Eve Event in North-Hamilton:** An application was received last Friday and it was viewed to be insufficient time to organize such an event. A letter was sent back to the applicant advising them that: (i) Application was received too late, and (ii) the City does not allow competing events. It was suggested to look at having an event in 2018 and the applicant was given a list of criteria that had to be provided. It was noted that the CoH has not received any payment for the last New Year's Eve event in North-Hamilton.

Councillor Edwards reiterated that the application was handed in too late. She commented that the organization went through a great deal of changes for last year's event to take place. If the Governor had not stepped in, the event probably would not have happened. They had persons in the community that acted as security. She further commented that the people in that area would like to be more inclusive in what events take place in the City. Extensive dialogue continued.

Councillor Harvey stated that the Infrastructure Committee continues to support the City Hall's endeavours to have the New Year's Eve celebration as is currently agreed.

Councillor Ming said that there has been the inability to have an event such as the New Year's Eve event that fully represents the City of Hamilton. There has always been an issue with location and suggested in the future, events should satisfy the City in total.

(ix) **Continued Issue with the Bees:** Councillor Edwards advised that there are still some bees in the area of Mr. Hendrickson's laundromat on Union Street. The Secretary said bees are attracted to the frequency of the fluorescent tubing in the lighting. Councillor Edwards suggested that the beekeeper do a follow-up.

ACTION: The Secretary to contact beekeeper, Spencer Fields of Passion Fields to re-visit the area for a follow-up on the bee situation.

13. Motion to Move to Restricted Session.

Proposed: Councillor H. Ming

Seconded: Councillor R. Edwards

The Public Session closed at 11:35am.