



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
17 January 2018
10:00am**

Present: Councillor John Harvey, MBE, JP (Chair)
Rt. Wor. Charles R. Gosling, JP
Councillor George Scott, JP
Councillor RoseAnn Edwards
Councillor Nicholas Swan

Staff: Secretary - Ed Benevides, JP
City Engineer - Patrick Cooper
Event Project Manager - Danilee Trott
Communications Manager - Zoe Mulholland (part)

Apologies: Councillor Henry Ming

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 10:00am.

4. Apologies: The Secretary confirmed apologies from Councillor Henry Ming.

5. Public Participation/Presentation:

There is no public participation/presentation. However, there was a member of the public in the audience. Councillor Harvey extended a warm welcome to him.

6. Correspondence:

There was no correspondence

7. Minutes of Previous Meeting dated 13 December 2017

The Minutes were accepted as read.

Proposed: Councillor N. Swan

Seconded: Councillor R. Edwards

8. Matters arising from the Previous Meeting dated 13 December 2017:

(i) List the encroachments to date together with what options would be available before the next Infrastructure Committee meeting so that Members would have time to peruse:

The Secretary advised that a Special Meeting has been scheduled to deal with encroachments. The Recording Secretary sent out a spreadsheet identifying the encroachments. The City Engineer stated that the list is not comprehensive but would give the Members an idea of what has been identified to date. The Special Meeting is scheduled for Wednesday 24 January 2018 at 10:00 am.

The residents will be asked to register their encroachments at no cost to them. A letter will be forwarded to them in that regard, a draft copy was distributed.

ACTION: Draft letter to the residents to be reviewed before being mailed. **(City Engineer)**

(ii) 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": The Secretary submitted a photo of "All Day Parking" sign which would be erected today.

(iii) Forward an electronic copy of the Parking Plan to the Infrastructure Committee: The City Engineer took the Members through a street by street analysis of the Parking Plan document identifying where changes had been made. It was debated whether this document was to be shared with the Hon. Zane DeSilva, JP, MP.

(iv) Write to the Hon. Zane DeSilva, JP, MP with regards to the Parking Plan for the City of Hamilton: A letter was written to the Hon. Zane DeSilva in December 2017.

(v) Arrange for two (2) dates each to meet in January 2018, any morning between Tuesday and Thursday: (i) to discuss the encroachments and (ii) the Bermudiana Building, Barr's Bay Park: Action item completed - meetings have been arranged.

(vi) **Write to the persons that have corresponded with 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:** Action item completed.

(vii) **Ascertain when the Public Service Commission (PSC) meets and how often they meet:** The PSC meets on Mondays in Hon. Zane DeSilva's building.

(viii) **Write to Francis Richardson regarding the pedestrian crossing at Cavendish Car Park/Reid Street extension:** Action item completed.

(ix) **Contact beekeeper, Spencer Fields of Passion Fields to re-visit the area for a follow up on the bee situation.** The Parks Superintendent spoke to the beekeeper. The bees have not returned to the tree as the tree has been filled. However, there are two (2) other hives on private property in the area. The beekeeper has been in contact with the property owners to see whether they would like the bees removed. It was noted that the bees are attracted to the fluorescent lights in the laundromat.

ACTION: Write to Mr. Hendrickson to update him on the current situation in relation to the bees. **(Secretary)**

9. Status Update:

(i) Events:

- **Sponsorship Review of 2017 requests:** The Event Project Manager requested that the review of 2017 events be deferred to the next Infrastructure Committee meeting in February as invoices are still coming in for the New Year's Eve event, therefore the review for 2017 is not complete. If completed before the February meeting it will be sent out electronically to the Committee Members.
- **2018 First Quarter Events:**

(i) **Art Installations:** A presentation package was distributed for the Art Installations that were completed in 2017 together with the proposals for installations in 2018. The RFP is ready to go out now with closing date for submissions 24 February 2018. The Mayor commented on the lack lustre art installation at Till's Hill. The Event Project Manager responded that they had great difficulty in finding an artist who would do any artwork at Till's Hill. One of the main comments was that the space is too large and required a larger budget to be impactful. There was extensive discussion on the subject.

Suggestions: Ask another artist, like Graham Foster, what they would put in the space. If the current artwork was framed it might help the pieces to look more like art. The Event Project Manager suggested putting \$10,000 towards the Till's Hill project.

Mayor Gosling suggested contacting the Department of Corrections to ascertain if there are any artists who would be interested in doing the project. The City Engineer suggested putting the entire art budget towards the Till's Hill project.

ACTION: Contact the Prisons Department to see if there is an appetite for art installation project on Till's Hill and possibly assist with the budget. **(Event Project Manager)**

(ii) **Bonfires and Barbeques - 1 March 2018**

(iii) **Auditions for Fashion Festival - 10 - 11 March 2018**

(iv) **City Food Festival - 12 - 15 April 2018**

(v) **Flora Duffy Proposal:** The Event Project Manager presented the ideas that her team came up with regarding honouring Flora Duffy's achievements in collaboration with the ITU Triathlon event happening in Hamilton in April 2018. The suggestions are as follows: (i) The COH provide Ms. Duffy with a branded program and training gear with the City logo. A promotional video would be produced showing Ms. Duffy training for the Triathlon in the COH branded training gear. (ii) Presentation could be made to Ms. Duffy giving her a Key to the City on the steps of City Hall. (iii) Albuoy's Point could also be renamed to the Flora Duffy Park). The promo video would be shown at the presentation.

There was extensive conversation on this subject.

ACTION: Have a conversation (without prejudice) with Ms. Duffy to ascertain if she is open to receiving some kind of recognition from the City and report back at the next Infrastructure Committee meeting. **(Event Project Manager)**

(ii) **Take Note: Project Charters 2018:**

The City Engineer presented the Project Charters list for 2018 which provided the outstanding projects from 2017 and all the projects that have been approved for 2018. The list will continue to be populated throughout the year.

10. Recommendations Approved by the Minister:

There are no Recommendations approved by the Minister

11. Recommendations for Review:

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. **(Recommendation withdrawn in Corporation Board meeting dated 10 January 2018)**

12. Any Other Business:

(i) **Reid Street – Proposal from Washington Properties and Capital G:** Washington Properties are doing a revamp on the Reid Street Entrance of the Mall. They approached the City proposing to enhance the entranceway by making the seating area permanent. This would be a joint venture between the CoH and Washington Properties. The CoH would provide the material and Washington Properties would pay for the labour. There was extensive discussion on the subject.

RECOMMENDATION: That the Board approve to support the proposal submitted by Washington Properties as presented.

Proposed: Councillor N. Swan

Seconded: Councillor G. Scott

Abstained: Mayor, Charles Gosling and Councillor R. Edwards

Motion passed.

ACTION: Speak with the Communications Manager regarding getting feedback from the businesses and the public regarding changes to the Reid Street pedestrianization.

The Event Project Manager noted to have this done through the Chamber of Commerce's newsletter and through Global Research. The Secretary commented that currently there is a 4-year plan for the pedestrianization of Reid Street.

(ii) **ITU Triathlon – Sponsorship Request:** ITU are requesting sponsorship from the CoH for the Triathlon event that is being held in April 2018. The City Engineer put together an estimate of what it would cost the ITU if they were to pay for everything, i.e. property rentals, labour, equipment, etc. The estimate is approximately \$100,000. He also indicated that the CoH was doing it in the same vein as was done for the America's Cup event going for a cash neutral position. The Event Project Manager differed in the City Engineer's understanding of sponsorship in that if all our costs are covered, what has the CoH sponsored? Sponsorship should cost something even if the CoH does not give them monies but give them resources that they did not pay for. The City Engineer proposed that a dollar value be attached to the sponsorship. The question to the Members is what does the CoH wish the sponsorship of this event to look like? There was extensive discussion on this subject.

RECOMMENDATION: That the Committee support the ITU Triathlon sponsorship in principle.

Proposed: Mayor, Charles Gosling

Seconded: Councillor N. Swan

Abstained: Councillor R. Edwards

Motion passed.

The Mayor suggested that the CoH should be doing an invoice to the ITU on what the retail is. Whatever is the difference between the full retail rate and the discounted rate is the sponsorship.

(iii) **40' Container Application Policy – Revision to Conditions:** The City Engineer asked the Members if they are in favour of changing the 40' Container Policy application to close off a loophole that one of the importers is using to bring in 40' containers. The Policy states that importers can only bring in a 40' container if the load is indivisible into a 20' container.

The City Engineer commented that there are a few suggestions:

- (i) Only 40' long items can go into the container.
- (ii) Items over 40' must be over 50% of the volume of the container.
- (iii) Only like items can go into the container.

ACTION: Provide Members with the suggestions regarding the change of the wording of the policy for 40' containers and place the matter on the next Staff, Legislative & Governance Committee Meeting scheduled for 23 January 2018 for a Recommendation to the Council. **(City Engineer)**

(iv) **75 Victoria Street – New Gable Entry:** The City Engineer guided the Members through the site plan for the area of 75 Victoria Street, identifying which part is CoH property and which is private property. The CoH owns a 6ft. strip of land where a sidewalk would go however, there is no sidewalk there and the land drops away. The owner of the property wants to build a portico entrance-way over the bridge, oversailing the CoH property. This project would intensify an existing encroachment.

ACTION: Write to the applicant and advise of the Committee's decision that the CoH has plans to build up that section of the road. Obtain a design estimate for building up the road on Victoria Street and putting in the side walk. **(City Engineer)**

(v) **Bermuda Boardriders Association (BBA) Skatepark Proposal:** This proposal was presented to the Board and received approval from the previous Council but so much time has passed. It was felt that the proposal should be re-presented to the Council for confirmation of their approval. This would be a Municipal skateboard park to the north of Bull's Head Car Park opposite the cliff face where Butterfield & Vallis is going to cut down, on Canal Road. BBA would build it and the CoH would manage it. This park would be open to the public. They are currently being considered for charity status. Discussion continued regarding public and personal liability insurance.

There was the suggestion to put in the contract language that before construction is started, the CoH will have the complete construction costs from the contractor and ensure that it lines up with the amount of funds in their bank account.

It was noted that a Resolution was already approved by the Council in this regard and if the Committee was minded not to support, then that Resolution would have to be rescinded.

ACTION: The Committee confirms its support of the Bermuda Boardriders Association Skatepark Proposal subject to the terms of the lease. This agreement will have a timeline of two (2) years.

(vi) **Disabled Parking Permits:** The Communications Manager was asked to attend to answer Any questions in relation to Disabled Parking Permits. The Mayor suggested that a meeting be held with the Bermuda Medical Association. Currently approval for obtaining a Disabled Parking permit rests solely with the Doctor and it was suggested that there should be another line of vetting. There was concern about the abuse of the permits.

ACTION:

(i) Meet with the Minister of Health to discuss the number of Disabled Parking Permits versus the number of Disabled Parking Spaces. **(Councillor Harvey, the Secretary or the City Engineer)**

(ii) Conduct research as to how other jurisdictions handle Disabled Parking Permits and their vetting process. **(Communications Manager)**

Councillor Edwards commented that there is a Handicap Association that should be included. The Communications Manager confirmed that there is an Accessibility Department run by Mr. Richard Kitson. Discussion continued.

(vii) **Parking on Ewing Street:** Councillor Edwards raised the subject of poor parking on Ewing Street and requested that the layout of the area be revisited. There was extensive discussion on this subject and the fact that there is no enforcement city-wide.

ACTION: Councillor Edwards to advise the City Engineer of any parking infractions on Ewing Street that may impact safety in the area. The City Engineer will then go through the information process of contacting the person (s) with the assistance of TCD to inform them of their improper parking.

(viii) **Take Note - Laffan Street Parking:** The Mayor received an email regarding parking in this car park and the abuse by one of the businesses in the area.

(ix) **Pink & Teal Conference - Breast & Ovarian Cancer:** The Event Project Manager advised of a proposal from Messrs. Maxwell Burgess and William Keegan regarding the 2nd Pink & Teal Conference that was held in Bermuda four (4) years ago. The Conference will be held on 13 June 2018 and hosts a number an international group of specialists. There is also a team of female ambassadors that will also be speaking at this event. It was noted that the Mayor at that time hosted a Cocktail Reception and Award Ceremony for all the Doctors that attended.

RECOMMENDATION: That the Board approve to waive the rental fee for Pier 6 for the public forum of the Pink and Teal Conference only.

Proposed: Infrastructure Committee
Unanimous

13. Motion to Move to Restricted Session.

Proposed: Councillor G. Scott

Seconded: Councillor R. Edwards

The Public Session closed at 1:10 pm.