



**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**  
8 February 2017  
10:00am

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

**Staff:** Secretary - Ed Benevides, JP  
City Engineer - Patrick Cooper  
Event Project Manager - Danilee Trott  
Treasurer - Tanya Iris

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**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 that no apologies had been received.

**5. Public Participation/Presentation:**

**(i) HI Group of Companies, LLC - North-East Hamilton Directory - Ms. Jenefer Brimmer and Mr. Torie Hollis:** The Secretary introduced Ms. Brimmer and Mr. Hollis to the Committee. Councillor Harvey welcomed them to the Infrastructure Committee meeting.

**Ms. Brimmer:** Commenced the presentation by thanking the Committee for allowing them to come at short notice. This meeting was prompted by another meeting held by the BEDC last week. They have been in business for 26 years and over the years have assisted entrepreneurs start their businesses, etc. Almost 20 years, they have been in North-East Hamilton. Out of that meeting it prompted them to look at what to do to assist the North-East Hamilton. She commented that the CoH has done quite a bit over the years to generate traffic to that area. The reason for the presentation is to ask the CoH for their endorsement to use their logo and other features.

**Mr. Hollis:** Is an architect by profession and has come on with the HI Group to assist in different models and proposals for Bermuda.

**The Business Directory Proposal:**

1. Plan -Directory Driven Website
2. Focus - Corporation of Hamilton Endorsement
3. Offer - Corporate Marketing, Search Engines, Business and Social Networks
4. Convert - E-Commerce Process, Product, Price and Promotion
5. Engage - Customer Interface

**Benefit to Corporate Businesses and Residents:**

1. Advertise - Corporate Plan
2. Rewards - The Greater Public
3. Discounts - Client to Client
4. Advantage - Business

The Becan Collection Group will head up all marketing efforts and proactively control leads and lead nurturing.

**Sales Team** - all sales will derive from business adverts and marketing via self-service business sections and profiles, by means of payment gateways. Credit cards, checks and cash payments will be accepted directly through the website.

**Corporation of Hamilton Endorsement Tier - Start-up Capital:**

- Largest Sales Input - \$4,999.00 (Web Interface)
- Middle Sales Input - \$2,000.00 (Mobile App Interface)
- Middle Sales Input - \$1,500.00 (Data Gathering)
- Smallest Sales Input - \$1,000.00 (Website Upkeep)

**Breakdown of Services:**

- 55% - Data Gathering
- 25% - Web Interface
- 15% - Mobile App Interface
- 5% - Website Upkeep

**Comparison One** - The Back of Town Directory will be a one of a kind business directory dedicated for Bermuda and shall be on par with the ratings such as Google, Yahoo, Better Business Bureau, Angie's List and Merchant Circle.

**Comparison Two** - There are a lot of online business directories and websites to list a business on. Not only that, there are many local directories for niche products and services.

**Potential Benefits:**

- Increase traffic in the area
- Increase sales for businesses
- Add projected potential of 100 new jobs
- Walking tours for the America's Cup, etc.
- Significant traffic increase of the Cruise Line passengers
- Make business in North-East more viable

This presentation concluded at 10:20am.

The Mayor asked if the presentation was given to the BEDC as this is something that they should be supporting. Ms. Brimmer said she had spoken to BEDC but the CoH was the first to hear/see the presentation. After speaking with Mrs. Erica Smith, she endorsed the directory and will assist in any effort possible to gather the data that is needed to conduct the full directory.

Councillor Harvey asked what would compel someone to want to visit businesses in that area because there are shops on Reid Street, Front Street, etc. There was no mention of the cultural aspect of that area. Ms. Brimmer said that would be based on the individual business. They will feature and assist them in bringing out the quality of what they have to offer. There will be benefits, i.e. discounts and rewards membership programme.

Mr. Hollis said the aim is to totally take away the separation of downtown and uptown and bring Hamilton into one (1) City.

The Event Project Manager asked how would persons find the website or make them know that the website exists if it has not previously existed. Is there the opportunity for the website to be linked to the general City Hall website? Mr. Hollis said with their models they are starting with North-East Hamilton and plan to grow it with the entire Island.

The website can easily be accessed on a Google or an Angie's List search. There is a PR team ready to move forward but the data has to be collected in the first instance.

Councillor Ming said that this seems to be an overlap with what BEDC is supposed to be doing. Mr. Hollis said when speaking with Mrs. Smith and giving her a brief description of the directory, it was noted that there is no conflict of interest between the two (2) entities. This Group will be advancing the BEDC's directory and coming in line with their resources. Research has been done on other directories that are of a similar nature and the directory that is being created is extremely unique.

Councillor Harvey commented on the \$ figure of \$9999.00 and queried if this is a suggested figure. Ms. Brimmer said this would be the start-up figure. He further commented on the challenge of the CoH as it relates to available funds and asked if the CoH could not sponsor the entire amount, is there the opportunity for them to sponsor a portion of the funds. Mr. Hollis said that even if the capital funding for the CoH does not allow that type of payment this quarter or within this annual year, the main thing they are looking for is the CoH's endorsement of their logo and the acceptance of the directory to speak on behalf of the CoH.

The Mayor asked if the Committee could have a budget for the full year with annuals. Mr. Hollis will forward that information to the Recording Secretary for distribution to the Committee.

Councillor Harvey thanked Ms. Brimmer and Mr. Hollis for their presentation and they left the meeting at 10:30am.

(ii) **Solution to the Homelessness in the City - Mr. Richard Pitcher:** Councillor Harvey welcomed Mr. Pitcher to the meeting.

**Mr. Pitcher:** gave apologies for Dr. Carlton Crockwell. He commenced the presentation by acknowledging the proposal that was forwarded to the Committee regarding City Security Rangers. He said that Security Associates provided this service in the past and the proposal is re-introducing that idea with some added benefits. In this proposal, they are looking at the Ranger being a bit more mobile than before. In the Commissioner of Police's new strategic plan for 2016/2018 he is going to be submitting to the Government to outsource or civilise many other services.

Councillor Harvey asked if these City Rangers would have the same powers as a police officer to which Mr. Pitcher responded that because of Bermuda's Colonial history, they do have some powers. If Security Associates were to enter into a contract with the CoH, the Municipality has responsibility for the geographic location so they would be acting on behalf of the Municipality, enforcing the rules and regulations of the Municipality. They would not have the powers to arrest but can engage with persons displaying anti-social behavior or not following the rules and regulations of the CoH. This would also be an argument to take to the Bermuda Police Service regarding powers. The Mayor said within the Municipalities Act 23:1 for the CoH's ability to raise rates, it speaks to the "*maintenance of any force of security guards, traffic wardens or watchmen for duty within the municipal area.*"

Mr. Pitcher continued by saying that they do provide a service called Security Watch Patrol for some businesses that are just on the border of the Municipality where the patrol is done at night because of some undesirous events happening in the Pitt's Bay area. The Mayor said Councillor Harvey was alluding to the time the CoH had the City Rangers programme that eventually those homeless persons were taking full advantage of the assets of the City and being able to sleep wherever they chose. When trying to move them on elsewhere, it started out being very successful, but once they found out that the rangers did not have any power of arrest, that is when the issues arose.

Mr. Pitcher then talked about citizens' arrest where a person could be detained in a certain manner where their civil rights are not being inhibited until the police arrive. Dialogue continued.

He highlighted some of the programme's objectives:

- Tackle anti-social behavior.
- Provide a visible security presence to deter criminal activity.
- Protect Municipality properties and City businesses.
- Project a safe and secure environment.
- Serve as a City Ambassador and information resource for visitors, residents and lost children as needed.
- Patrol parks, streets, sidewalks, parking lots, indoor malls and other public spaces.
- Collaborate with key stakeholders including the Bermuda Police Service, the Chamber of Commerce and CoH representatives.
- Keep City clean and displace loiterers.

**City Security Ranger Profile:**

- Professional, licensed, police-vetted officers.
- Trained in modern security principles.
- Provide foot patrols and mobile patrols in marked vehicles or Segways.
- Each member of the City Security Ranger team will be outfitted with two-way communication devices.
- Be under the direction of their mobile operations supervisors and management team.

**Programme Outline:**

City Security Rangers will include:

- Two (2) City Security Rangers per day, six (6) days per week.
- The City Security Ranger Programme will be executed over three (3) shifts per day, e.g.
  - a. 6:00am - 10:00am
  - b. 11:30am - 2:30pm
  - c. 4:00pm - 5:30pm

Security Associates can also provide night-time Security Watch Patrol which is executed by their Alarm, Response Services Unit and there is the opportunity to extend this service to the City of Hamilton for special events, etc.

Councillor Harvey then referred to the comment made about the Police Commissioner outsourcing many services and queried if he plans to outsource them at his own expense. Mr. Pitcher said that he doubted that would be so. He shared what the cost of the services would be, e.g. for a 7-month period and if the CoH has 100 tax payers in the City, this service would probably cost about \$150 - \$200 per month per tax payer. He then commented on partnerships and having by-in from all the businesses within the City.

The Treasurer asked that when this programme was last in place how many partners were on board. Mr. Pitcher said they actually went out and partnered with people to do contracts with them on an individual basis but did not have the exact number. He then spoke about the parameters of the officer which could be jointly agreed upon.

Councillor Harvey thanked Mr. Pitcher for the presentation and he left the meeting at 10:50am.

**6. Correspondence:**

There is no correspondence.

**7. Minutes of Previous Meeting dated 11 January 2017**

**Proposed:** Councillor G. Scott

**Seconded:** Councillor R. Edwards

The Minutes were accepted as read.

**8. Matters arising from the Previous Meeting dated 11 January 2017:**

(i) **Contact Dr. the Hon. E. Grant Gibbons regarding the issue of the land swap agreement:** The Secretary contacted Dr. Gibbons' Permanent Secretary and the matter was discussed and had no impact. The Mayor had a conversation with him a couple of days after. The Secretary advised that the AG's Chambers was intransigent in their opinion that a conveyance had to be put forward. The City Engineer had approached one of the legal firms for an agreement that might provide the legalese that might appease the AG's Chambers but not commit the CoH to a conveyance and stamp duty, etc. He was successful in that regard and received the document which was sent to the AG's Chambers. It was accepted and approved a couple weeks later. The document has been sent out to the parties; one of them has indicated that they are pleased with the document and trying to arrange the time for it to be signed as they have already approved the land swap. The second party has not signed yet. There is a further update, i.e. the CoH has also issued the same document to HSBC for a future land swap with the adjusting of the boundaries on the property on Front Street.

**(ii) Provide the Committee members with a copy of the response given to the letter relating to the land swap between Brooklyn Lane and Canal Road and to keep the Committee informed regarding the findings of the lawyer who is reviewing the Municipalities Act:** The Secretary confirmed that the information was forwarded to the Committee.

**(iii) Email the Committee a copy of all correspondence relating to the New Year's Eve event and the Imperial Group:** The Secretary confirmed that the action item was completed. Councillor Edwards said she had requested a hard copy available for her as she is having some issues with retrieving her email. The Mayor queried the purpose of receiving a hard copy of this information as the Secretary had to spend a considerable amount of time gathering this information. Councillor Edwards replied that she just wanted to have the information in her possession. There was continued dialogue.

**(iv) Provide Councillor Edwards with a copy of the letter sent to Ms. Cameron as it relates to her trip and fall incident:** The Secretary confirmed that he provided both an email and a hard copy to Councillor Edwards. Councillor Edwards said this matter took place four (4) years ago, and still has not been addressed. The Secretary advised that the matter had been addressed and it was explained in the letter why the work had not been done. It is scheduled to be done in this year's budget. The City Engineer clarified that the project was part of the proposed budget but it did not make the cut for the final budget in previous years.

Councillor Ming said his understanding is that there are two (2) issues concerning Councillor Edwards: (i) when the work was going to be done and (ii) how was Ms. Cameron notified and the insurance coverage. The letter states that the work issue has been dealt with and nothing regarding the insurance. Councillor Edwards commented on Ms. Cameron's trip and fall incident and as a result had to be hospitalized and have surgery. To date the concern of that area has not been addressed. She said that insurance coverage was never mentioned. The Secretary said that Ms. Cameron probably never mentioned that she wanted to make a claim. Ms. Cameron's email reported her trip and fall and her concern about the area and that concern was addressed. If she had indicated any personal injuries, he would have mentioned that if the injuries were such that she wanted to make a claim for, he would have advised that she take her claim to Argus Insurance. Her concern was for other persons using the sidewalk because it is in a bad state.

Councillor G. Scott further commented on the conditions of the sidewalk as well as the poor lighting in that area. This is also a high traffic area. The Mayor said the CoH has a limited amount of funds and a decision was made at that time that Princess and Ewing Streets would receive priority over that area. There was a further comment regarding another sidewalk on Elliott Street.

**(v) Write to the Liquor Licensing Authority regarding the renewal of Spring Garden's liquor license. This is in relation to the actions of Spring Garden's patrons, riding their bikes/scooters down Washington Lane:** The Secretary advised that the letter was written to the Chairman of the Liquor Licensing Authority but no response to date.

He spoke with the Bermuda Police Service (BPS) on Tuesday and Chief Inspector Devine who he meets with and is also a representative on the Liquor Licensing Board. He has brought this matter to BPS' attention on several occasions and they are aware of the behaviour as well as the concerns of the CoH.

Councillor G. Scott advised that the CoH should sit down with the Fire Department to eradicate this issue because having bikes parked on sidewalks is a fire hazard. It was noted that this behaviour is already illegal and the police will not enforce it. He suggested that signs be placed or bikes removed. There was continued discussion.

**ACTION:** Councillor G. Scott to raise the concern to the Fire Advisory Committee regarding the fire hazard of bikes being illegally parked on sidewalks or in front of building entrances, e.g. bikes parked in front of Spring Garden in Washington Lane.

**(vi) Set up a meeting with Mr. Steve Thomson to discuss the Boat Parade for 2017:** The Event Project Manager advised that she met with Mr. Ian Coles, Mr. Thomson's partner for the Bermuda Boat Parade. She was advised that they do not start working on the event until September so they are set to meet at the end of August. She reminded Mr. Coles that the event is completely hinged on the fundraising efforts through sponsorship. Mr. Coles is confident that all the same sponsors will come on board. Currently the Bermuda Boat Parade is a registered charity and the directors, Messrs. Thomson and Coles have suggested that the CoH should, prior to September, have two (2) City representatives to be switched over on to the account so that the finances would be under the control of the CoH. She queried who the Council would want to assign.

The Secretary said the CoH itself is not allowed to raise funds. He suggested that the Committee, in the interim, act as if it is okay to move forward in this regard and make a recommendation to the full Council that they approve the two (2) persons.

**ACTION:** The Secretary to ascertain whether having Council Members or Staff listed on the Bermuda Boat Parade charity would be non-compliant with the Municipalities Act and the CoH's abilities to raise funds in a charity.

The Secretary reiterated that this is relating to the CoH having legal signatories on a charity.

**RECOMMENDATION:** That the Board approve Councillor George Scott and the Treasurer, Tanya Iris to be signatories for the Bermuda Boat Parade charity and represent the Corporation of Hamilton on that Committee. That the Board also approve for Councillor John Harvey to serve as a reserve signatory as well as sit on that Committee as deemed necessary.

**Proposed:** Councillor J. Harvey  
**Unanimous**

**Seconded:** Councillor H. Ming

**(vii) Review of the traffic during rush hour on King Street:** The City Engineer reviewed the traffic and confirmed that it is busy and backed up but recommended that the traffic flow on King Street remain as is.



Councillor G. Scott commented on the traffic flow that was re-designed, and alongside the Seventh Day Adventist Church, there is parking where there was no parking there before. The City Engineer advised that parking was always allowed there and the sign says that the cars must move by 4:00pm, the signage has not changed.

The Secretary said that this matter has been raised with the police. They approved the re-design of King Street because of the cutting across one (1) lane to get to the other lane. The enforcement issue remains the same. He suggested speaking with the Communications Manager and try another one of these social media blasts about how to properly drive. The Event Project Manager said this matter was raised in the last staff meeting. The video that was created when the roadwork was initially done was pulled and is about to be re-booted into the system and placed on the website.

The Mayor said in Bermuda, even today, the medium of choice is The Royal Gazette and the ZBM news period. He hoped that when looking at the budget through what was spent in terms of media outreach over the year, to come up with a package with one or both organisations guaranteeing a specific minimum payment and find out what special deals can be secured from them.

The Event Project Manager said this is done every year in January. This is the first year that the CoH has been able to convince the entire Bermuda Press Holdings Group to come together to give one (1) large package. They have combined The Royal Gazette (RG), RG online, E-Moo, nothingtodoinbermuda.com, Bermuda.com magazine and The Royal Gazette Stationary Store. With this package, they are going to work with the CoH for the entire year on discounts and guaranteed coverage. Also, working on a weekly face in the newspaper that will show what is happening in the City and put a more fun approach to the news that people do not read that is found in the back templated sections. She is looking at a more holistic approach to communications in the City along with the new Cityzen, the new City Runner and whole new communications line that is being worked on. Meetings have been held weekly in this regard and hopeful there will be a better and more comprehensive communication moving forward.

**ACTION:** The Event Project Manager to forward a copy of the outline of what the new communications plan would look like.

## 9. Status Update:

### (i) Events:

- **RFP for Washington Lane** - due in on Monday 13 February 2017, next meeting will have some updates on the submissions that have been received.
- **RFP for Security Services for City Hall** - has gone out.
- **RFP for Food Concessions in Victoria Park** - the only empty spot left to fill this year. A full audit was done of the food concessions.

**Note:** The CoH has given Smokin' Barrel a Termination Agreement to end as of 31 March, 2017. The CoH is working with him to possibly re-locate to Albuoy's Point where vendor Cann Da Licious is currently located. Cann Da Licious is selling his food concession. The car park is going to be full with America's Cup installations as well as Front Street in general will be packed this year. Trying to keep that space clear if there are any small events that could be hosted there. Nothing major will be placed in that spot.

- **Tall Ships** - the plans are moving along, they will be in Bermuda from June 1 - 5, 2017. An outline of their events had been presented already and more details will be forthcoming. There is a presentation tomorrow to the JEST Committee - Joint Emergency Services Task Force. The Committee analyses all events that happen Island-wide. The presentation is for all events that are happening in the City for the month of June.

Councillor Harvey queried if the Mayor was going to have a gala reception at Fort Hamilton for the Tall Ships. He suggested that the CoH secure some sponsors who would want to assist with putting on a nice event at Fort Hamilton for the Captains of the Tall Ships. The Event Project Manager advised there is an official opening event that the Mayor will be invited to that will be held at Newstead, which is the Captain's reception and dinner. They will advise her of the number of any additional invites given to the City. There are other events that will be going on throughout the City that the Council will be fully involved in. There was continued discussion.

The Event Project Manager advised that at the end of the event in 2009 there was a Captain's briefing which was held in the Earl Cameron Theatre and then an informal event for the Captains in the foyer, that the City hosted. That event was in the initial schedule but when the international committee came down a few weeks ago, they went through the schedule and that event got pulled. She thought that a closing event at Fort Hamilton would be great but the issue would be getting a sponsor at this time. The only sponsorship that might be available is if someone takes a personal/private interest. Dialogue continued.

- **Bermuda International Town Criers' Competition - April 18 - 22, 2017** - currently, there are 18 participants signed up and the CoH is working in conjunction with the Corporation of St. George as a host partner.

There was continued discussion on the CoH's social media platforms, e.g. Facebook, Instagram, etc.

Councillor Ming thanked the Event Project Manager for the monthly calendar of events.

**(ii) Draft Budget for a CoH organized New Year's Eve event:** The Event Project Manager distributed copies of the proposed 2017/2018 event for New Year's Eve and gave an overview of the event. The proposed event would be a large-scale takeover of Front Street. Worked with Rock Fire Productions to create a circus immersion performance which is a full circus theme. Starting the evening off with family friendly interactive fun, e.g. movies will be shown at the Flagpole with Burnaby Hill acting as the natural amphitheater.

On the eastern end of Front Street there will be a complete Kids' Zone with interactive activities, i.e. inflatable games, obstacle courses, digital gaming section, etc. In # 5 car park, will be the beer garden and snack vendors. #1 car park will be the main stage entertainment. Fireworks will be at midnight. There will be a secure entrance such as was done in 2010. There is no entrance fee but a security measure in place so that persons do not enter with bottles and alcohol, etc. The restaurants and bars are being invited to be the bar, beer gardens and snack vendors for the event. In addition, the event will finish at 1:00am to encourage people to patronize the bars.

**Budget Brief:**

- Infrastructure, Tents, Tables, Chairs, Toilets, etc. - \$10,000
- Kid Zone - \$5,000
- Marketing, Banners, PR - \$15,000
- Movie Set-Up - \$15,000
- Audio Visual Support - Sound Stage Lighting - \$20,000
- Main Stage Entertainment - \$60,000
- Fireworks with Light Show - \$15,000
- Security - \$10,000

The total budget for the event - \$150,000.

The Mayor suggested that the Committee be given some time to think about the proposal and make notes.

**ACTION:** The Event Project Manager to forward the revised version of the proposal for the New Year Eve's event for 2017/2018 to the Recording Secretary for distribution to the full Board.

The Event Project Manager said that if the Committee/Council want other options to advise within the next two (2) weeks the budget and an event to be created within that budget. This event will replace the event previously held in North-East Hamilton.

**10. Recommendations for Review:**

**RECOMMENDATION:** That the Board approve for the Corporation of Hamilton to reimburse Stevedoring Services Limited (SSL) for their costs of \$14,000 to fix the concrete slab at No. 7. Payment will be made on the condition that Stevedoring Services Limited (SSL) writes to the Corporation of Hamilton to acknowledge that they did not seek approval to do the work and in future they will follow protocol and seek the appropriate approvals from the Corporation of Hamilton. **(Approved in Corporation Board meeting dated 1 February 2017 and approved by the Minister)**

**11. Any Other Business:**

(i) **Take Note:** Public Health (Fats, Oil and Grease Removal) Regulations 2017

(ii) **Authorization of Officers for the Regulation of Fats, Oils and Grease (FOG):** This is to consider a recommendation to the Council to authorise officers so the regulations can be enforced. The City Engineer noted on Page 1 of the Regulations - "authorized officer" and the definition of that can be found in Section 2 of the Public Health Act 1949. The CoH needs to propose persons who can act as authorized officers on behalf of the Corporation of Hamilton under both those pieces of legislation. Then a letter should be written to the Director of Health advising who has been authorized as authorized officers.

**RECOMMENDATION:** That the Board approve for the Corporation of Hamilton, in response to the Public Health (Fats, Oils and Grease Removal) Regulations 2017, identify and appoint five (5) officers who will have the title of Authorized Officers for the purposes of this Act. The Authorized Officers to act on behalf of the Corporation of Hamilton are: (i) Enforcement Officer; (ii) the City Engineer; (iii) the Senior Engineer; (iv) the General Superintendent; and (v) the Assistant Superintendent of Sanitation.

**Proposed:** Councillor J. Harvey  
**Unanimous**

**Seconded:** Councillor H. Ming

(iii) **Project Charters 2017 Report:** this is a living document and copies will be handed out at every Infrastructure Committee meeting. This lists most of the capital projects and a few of the operational projects that are being worked on this year. On the far right of the document it shows the status of those projects.

**ACTION:** The City Engineer to circulate the Project Charters 2017 Report to all Members for their perusal.

(iv) **Reid Street Pedestrian Improvements:** Councillor Ming and the City Engineer have been charged with putting together a list of proposals for the potential closure/pedestrianisation of the lower part of Reid Street. They talked about the project goals and recognised that there are some major issues that have to be addressed. One of the biggest issues is cost and based on that and looking at the goals, the notion that just making it a pedestrian enclosure or closing the street is not good enough. More has to be done to encourage persons to use the street on foot as opposed to vehicular traffic. The proposal is spread over four (4) years:

**Year 1** - of little or no cost to the CoH. Start by moving in planters to close off the junction between Burnaby and Reid Streets and some form of signage, i.e. identifying that the area is pedestrianized, etc. The goals are:

- Create a level of beauty, ambiance and uniqueness appropriate to the importance of the street.
- Establishing a comfortable and safe environment.
- Making the street feel populated.
- Create a pedestrian-dominated space.
- Create an environment in which high quality shops and restaurants can succeed.

**ACTION:** Councillor Ming to email the Proposed 4-Year Plan for Reid Street Pedestrian Improvements to the Infrastructure Committee for their comments.

The City Engineer said this was an interesting exercise and just closing a street does not make a pedestrian scheme work. There are so many things that have to be factored in to determine success. When looking at other schemes in North America, most of their schemes failed. Factors that have been identified to contribute to the success of pedestrian enhancement schemes will either be in an area of high tourism or a university town and have heavily programmed activities in the space, i.e. there has to be a strong anchor of activities that will draw pedestrians. The CoH cannot afford not to succeed in this project so they need to be careful in the way forward. There is the strong feeling of not closing the road but change the percentage of how much space is donated to pedestrians versus vehicles and not get rid of the vehicles totally.

Councillor Ming commented on encouraging al fresco dining where the restaurants in the area can service the street and continue to draw people into that area. There has to be a high degree of public walkthrough always and failing that, the scheme will not succeed.

(vi)**Strategic Planning:** the Mayor commented that most of the strategic planning is limited to the calendar year and would like for the CoH to get out of that type of planning and look more in terms of multi-year. It makes sense to have a list of various projects, i.e. could be at the very basic "Take Note" to all projects that will fit into the budgetary process. He is looking to start off with at least three (3) meetings per year with the first one being next month for the entire Council.

**ACTION:** THE Secretary to send out a note to the entire Council with regards to the meeting for next month to determine an appropriate day and time for all Members to attend.

While an agenda would be needed to set a time for when the meeting is going to be held, The Mayor does not want this to become a meeting as such, but to be a "Take Note" so that all Council Members would be aware and not necessarily to put forward recommendations, etc.

(vii)**Balcony in the Earl Cameron Theatre:** The Mayor, in speaking with the City Engineer last month, mentioned it would be great to put in a balcony in the theatre for additional seating which is one of the negatives that City Hall theatre has. Shortly thereafter, the Mayor received a telephone call from John Gardner to talk about the theatre. He had been re-stimulated through the death of Andrew Trimmingham who had, back in the early 90's, been looking at a plan of expanding and redoing the City Hall theatre. In some respects, the work that Dick Butterfield did over the last 20 years took over from that. One of the huge expenses in creating an arts centre is the actual building of the building. In so many aspects City Hall is already almost there. i.e. have the front steps, the foyer, the basics of the bathroom and have a large part of the shell. Mr. Gardner wanted to show some plans that he had envisaged for the City Hall. There was a joint meeting inclusive of the City Engineer to go through some of the conceptual drawings. Maybe three (3) months from now it would be good time to make a basic presentation in this regard. The Mayor then mentioned that possibly Councillor Harvey would want to be a part of that conversation or assign a member from the Infrastructure Committee.

There was an initial meeting held this morning with the Event Project Manager, the Project and Rentals Coordinator and John Waddell of Ad Hoc Systems just to ask of what some of the challenges and opportunities are in renting the space. This would be a great opportunity to start looking to see if this is something to entertain or to pass on to the next administration.

Councillor Harvey suggested for Councillor Ming to be a part of that committee. Councillor Ming said there is a definite need for additional space in the Earl Cameron Theatre. He would be more than willing to assist in this regard.

(viii)**#1 Car Park Tent:** listed as #4 on the Project Charters 2017 document. The City Engineer said the CoH applied for a building permit and it was returned. It was suggested that the CoH needed to apply for a full DAP1 application instead of a PDP (Permitted Development Permit). In the process of putting together that full application. The secondary issue is the City Hall Car Park and installing the tent there temporarily. He was advised that since the tent will be up for over 28 days, a full DAP1 would be required, so now putting that together as well.

The Secretary commented that the CoH was looking at erecting the tent in the City Hall Car Park and not lose any car parking and interfere with the infrastructure. There is a design that does that and it would involve drilling through the asphalt and staking it into the ground. This would be done for the temporary location and build the permanent foundations at No. 1 Car Park. When No. 1 Car Park is ready, then would transfer the tent to that location and would not lose rental time and space. The tent would then be up for the summer period for the Tall Ships, America's Cup and the Bermuda Heroes' Weekend. This is all dependent on getting the approvals from the Department of Planning.

(ix)**Defraud of Parking Fees at City Hall:** Councillor Harvey said that Mayor had shared that someone was acting nefariously by designing a system to potentially defraud parking fees. The Secretary said the person will need to have weight and a magnetic field before the button will activate a ticket. Bikes cannot activate the button and the only way that it could possibly be activated is if the person has someone else drive up, hit a button, get a ticket, then run off and the other person has to back out. The car park has CCTV which would display the license plate, etc. The City Engineer said what is happening, because of the short exit, people are tailing vehicles so one car comes up, pays, the barrier goes up, and the other car tailing follows and gets through. There are eight (8) incidents recorded on camera and he is meeting with the Bermuda Police Service (BPS) with all the license plates numbers, etc. and will be filing complaints against those persons.

Councillor Ming said it would be great to get some publicity regarding this matter. The Mayor suggested releasing the information that the CoH has eight (8) vehicles recorded on camera and will be meeting with the BPS, summons will be issued and the process will be done through the courts. This action will make others reconsider trying to defraud paying for parking fees.

Councillor Ming said the CoH has to be careful and should block out the license plate numbers if they are going to pursue legal action.

The City Engineer said that he is not in favour of showing the video because it will show other persons how to learn not to pay for parking in the car park. He said a verbal description will suffice.

(x) **Presentation – City Security Rangers:** The Mayor commented on the presentation done by Mr. Richard Pitcher. The Mayor and the Secretary met with the Governor earlier this week, “a getting to know each other” kind of meeting. They wanted to present to the Governor the City Rangers Programme as that is one programme that he is empowered to oversee. He is now in possession of one of the CoH's most recent documents in terms of the programme with an Addendum added relating to where the CoH actually got to regarding agreements, etc. The Governor will get back to them once he has time to reflect and to meet with Senator Jeff Baron and the Commissioner of Police, Michael DeSilva in this regard.

**ACTION:** The Secretary to write a letter to the Governor on behalf of the Mayor thanking him for the meeting that the Mayor and he had attended and the Mayor would be looking forward to his progress report on the City's Ranger Programme.

The Secretary advised that the CoH had started a programme and it failed because the rangers did not have the authority even though they were ex-police officers. The CoH also had a programme with Security Associates before and it worked for a time but it failed as well. The CoH has the ability, if given by legislation, to do the programme. It was suggested that the CoH would be more efficient and it would be better for the organization to be in control of the programme.

The Event Project Manager queried if this programme could possibly be looked at on a short-term basis particularly over the months of May, June and July 2017 when there will be thousands of people in the City on a regular basis to have some type of regular policing or security that can assist during that time. She continued by commenting on the persons that are living on the streets in the City.

Councillor G. Scott commented on the article in The Royal Gazette by the Mayor and that he has had dialogue with persons in this regard. He said that one of the issues is that the Salvation Army where the homeless are allowed to sleep at night, they are turned out on the street during the day with nowhere else to go. He said there is a possible solution but these persons need another facility during the day to keep them off the streets.

The Secretary said the Chamber of Commerce is actively looking into this issue. He further commented that this matter will continue to hit a stone wall unless the three (3) ministries get involved and one (1) person in Cabinet takes this on as a champion. There was continued dialogue.

The Mayor reiterated that this is a Government issue and needs to get the Government to be the champion of this issue and it is outside the remit or the capability of the CoH. He feels that if the CoH does something special during the America's Cup and Tall Ships period, it would be enabling this process to continue as is once those events are over with. With regards to the article, he has not heard anything from the Government on this issue.

There was continued discussion.

(xi)**Road Safety Council:** The City Engineer who sits on the Road Safety Council as ex-officio gave an update that the Council has a new Chairperson and there are a couple of issues that they will be focusing on this year: (i) Road side sobriety testing and (ii) Graduated license scheme, i.e. is when a person gets their license at the age of 16, the license is limited and they do not get the full benefit of the license. They cannot drive during the night, cannot have passengers in the car, etc. These are standard procedures.

The Event Project Manager left the meeting at 12:20pm.

(xii)**Soup Kitchens:** The Mayor said there has to be some form of supervisory or regulation in terms of the soup kitchens. There is no reason why as part of the programme for the homeless to be getting their free dinner that they have to have a conversation with a social officer to have an idea of their mental and physical health and to be able to engage with these officers one-on-one to address some of the phobias that they might have. When persons live a lifestyle that impact others, that is not freedom anymore, it is just taking advantage of the system.

Councillor G. Scott left the meeting at 12:25pm.

Councillor Edwards distributed some photographs showing some of the areas where the homeless are sleeping in the City. She said that in the last administration, she had suggested that the property owners put up boards to block the entrance so that they will not be able to sleep in the doorways, etc. The Mayor said that persons that have had that experience can tell how futile that process is.

Councillor Ming commented on the presentation and agreed with the Secretary that the City Security Rangers Programme should not be outsourced. He understands the concerns of the Event Project Manager and believes that this is something that the police and various organisations should be doing themselves. The CoH should not be taking up this responsibility because it could become very damaging economically. He agreed with the Mayor in that the CoH would be covering for Government in sponsoring something that the CoH and other tax payers pay to the Government to have done.

The Mayor said the majority present are rate payers for the City. They already have to pay land tax which provides the police service, fire service, ambulance, etc. Also, are paying rates and for everyone to pay on top of that for further services is an insult. The CoH needs to remind the Government of the fact that the CoH pays the same taxes as everyone else in the Island and the expectation is to receive the same services. What the City does in addition is paid for through its rates and should expect to receive better services, etc. rather than giving Government a free pass and allowing them to step aside.

(xiii)**Presentation: North-East Hamilton Business Directory:** The HI Group has undertaken to provide full financial budgetary insights on this matter. The Mayor said since this is really one of the main reasons why BEDC is in existence would be to get a report from them in terms



of what they are doing with regards to supporting this proposal. If there is no financial support from them, ascertain why and find out why they think the City should be supporting what should be one of their initiatives.

**ACTION:** The Secretary to forward the full budgetary cost analysis for the HI Group of Companies upon receipt and forward that analysis to the Infrastructure Committee for further discussion at the next meeting in March.

**12. Motion to Move to Restricted Session**

**Proposed:** Councillor H. Ming

**Seconded:** Councillor R. Edwards

The Public Session adjourned at 12:30pm.