



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
Property & Safety Committee
18 August 2016
2:00 pm

Present: Councillor Henry Ming (Chair)
Councillor RoseAnn Edwards
Councillor George Scott, JP

Staff: Secretary - Ed Benevides
Event Project Manager - Danilee Trott
Senior Engineer - Ian Hind

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1. **Confirmation of Notice:** The Secretary confirmed that the appropriate notice and agenda were posted as per the meeting guide requirements.
 2. **Role of the Chairman:** Councillor Ming was acknowledged as Chairman.
 3. **Open Meeting:** Councillor Ming opened the meeting at 2:00pm.
 4. **Apologies:** The Secretary confirmed that no apologies were received.
 5. **Public Participation:**
 - (i) **Presentation by the Bermuda Diabetes Association (BDA) and the Bermuda Society for the Blind (BSFB) - Ms. Amanda Marshall** - Ms. Marshall commenced by thanking the committee for taking the time to meet with them and to consider their request. The Bermuda Society for the Blind was deeded the Beacon House property which is on the corner of Dundonald Street, Cedar Avenue and Beacon Road in the 1960's by the English Speaking Union. Since 2006, BDA has rented space at Beacon House and operated the Bermuda Diabetes Resource Centre, comprising a pharmacy and supporting clerical offices. BSFB is in the process of renovating the building in order to make it a national center offering vision rehabilitation services on-island. They have been offering this service since September 2014 on an itinerant basis but would like to have a services delivery model that is a combination of centre-based and itinerant-based.

The rationale for that is they can get more people into the centre, i.e. groups of people that are blind or have low vision and offer them training in a group setting, e.g. how to cook safely, how to make a bed, how to use computers, etc. and then they can go into their homes or the community and tailor their training that they have received from the centre to their individual home, work or school settings.

BDA has a pharmacy that operates out of the Beacon House building and they have a community educator who also works for the BDA but works out of a facility on Point Finger Road. Their goal is to expand their space of the pharmacy and to also house the community educator in the Beacon House facility and the multi-purpose space at the facility would be shared by the BDA and BSFB to help the community. Ms. Marshall's understanding is that they own the immediate footprint of the building but do not own any of the land around it. In order to accommodate both charities in the building, they are seeking the extents around the building to expand to the south (the Dundonald Street side) and probably a little bit to the east. They were also thinking of closing in the porch area so that there would be a larger multi-purpose space. They think that the intention was once the Dundonald Street was redirected and Beacon Road came into existence that that land would revert to the Society but there is no proof of that.

Councillor Ming asked if there are any proposed drawings so that the committee could have a closer look at the expansion. Mr. Patrick Caton of the BSFB said there are approved plans to rehabilitate the existing structure. Part of that process was that when the Diabetes Association as the landlord approached them to see if the BSFB could accommodate some of their expansion ideas, under the current programme, they could not. BSFB does not own all of the land because the garage is on a good section of Lot #52 which is not shown on the original boundary, approximately 12 ft. Councillor Ming said what might help the committee is to see a copy of the site plan. Mr. Caton then showed a copy of the proposed recommended drawings and a current market survey showing the extents of the plot and site coverage. There was continued dialogue when showing the drawings.

Mr. Caton said the request is to see about the extents to the sidewalk areas, about 2500 sq. ft. of additional land. Councillor Ming suggested that a copy be forwarded to the City Engineer to which Mr. Caton said that he will email an electronic copy to the Senior Engineer.

The Secretary commented that a letter was sent from the CoH in 1990 with an offer at one point to lease a piece of the area that the garage is on; \$25 per year for 99 years. Even if the committee was minded to get the plans, etc. and it was approved, it would still have to go to Parliament for approval. Mr. Caton said they will proceed as it stands now but they do have the ability to change their schedule as needed.

Ms. Marshall asked the timeframe as it relates to Parliament's process. The Secretary said that Parliament meets about three (3) times a year depending on their schedule. If the Council approves the Resolution, then it would need the Minister's approval. Once the terms are approved, etc., the process will probably will take months. The next session for Parliament is in November and the session following that is February 2017. Councillor Ming commented that this committee would make a recommendation to the Council who will in turn review for approval. It may have some bearing on any future plans that the City Engineer might have.

The Secretary asked if they would be open to lease or sale. Ms. Marshall said that she was unsure and would have to have that discussion with their Board.

Ms. Debbie Jones asked if it is necessary for the Diabetes Association to provide plans for that plot of land. Councillor Ming said that the committee just wanted to see a document of what exists; not so much what is going on the property. Dialogue continued.

The members of the BDA and BSFB left the meeting at 2:20pm.

- (ii) **Presentation by Ms. Donna Linda of Class Act Designs** - Discussion was moved to the Restricted Session of the meeting.

6. Correspondence:

- (i) Joint Letter from the Bermuda Diabetes Association and the Bermuda Society for the Blind.

7. Minutes of Previous Property & Safety Committee Meeting dated 16 June 2016

Proposed: Councillor G. Scott

Seconded: Councillor R. Edwards

The Minutes were accepted as read.

8. Matters arising from the Previous Committee Meeting dated 16 June 2016:

- (i) **Write to the Applicant for the Former Works Depot and then Issue a New RFP** - the successful applicant had written asking for the Council to amend the terms of their application and it was denied. There was the understanding that there was a request to make changes so that they could keep the organisation viable. This was miscommunicated because the applicant said they would continue with the same terms and have continued to press forward with the agreement. The applicant is Community Driven Development (CDD) and is now called Dare2Be Bermuda. There will not be a new RFP issued.
- (ii) **Assessment of RBYC's Plot Size - Increased by 3000 sq. ft. and Update of Tax Status** - the Secretary has not received any feedback from the Treasurer. This would only affect taxes and is more of a finance issue. This information will be available for the Council.
- (iii) **Conversation with the Chamber of Commerce (CoC) with regards to the Separation of the Two (2) Properties (CoC and Dangelinis), look at the Potential Costs and Forward a Report to the Finance Committee** - there have been a number of meetings and the restaurant is very eager to separate but the Chamber of Commerce (CoC) is very reluctant. Under the review of the terms of the 2012 lease which terminated in 2015 (the new one has not been signed), there was an agreement on a rental increase but not on the wordage. There was also an agreement that there will not be a renewal until after 2018. With regards to the separation of properties, legally, if the committee is minded, a note can be included in the lease indicating that the area may be amended in the 2018 lease terms. Councillor Ming said the CoC has the CoH at a disadvantage because they are subletting and for which they have never sought permission to do so.

ACTION: The Secretary will suggest some wording for the new lease for CoC for the next Property & Safety meeting.

9. Status Update:

(i) Events:

- **3 September 2016 a Back to School Family Festival** – this event is planned for Victoria Park. A request was received from BEDC regarding a series of events that they wanted to plan between September and December. The Event Project Manager wrote back to Mrs. Erica Smith of BEDC and has a conference call scheduled with her this afternoon at 4:00pm because the first event that they had proposed is the exact date as the CoH's event. She offered to work together with Mrs. Smith to have a combined event or they would have to change the date of their event. She will send an invite out to the members with the details of the event. Councillor Edwards asked if the event had been advertised to which the Event Project Manager advised that the art work has been completed and the acts have been booked and the event is happening. Before an event is planned, an application has to be placed and no application for BEDC's event was received until 2 days ago so there is no way that the City would approve an event and sponsor if it is in direct conflict with an event that is already happening. There was continued dialogue.

- **City Arts Festival** – an RFP was put out for artists for art installations around the City and a good response has been received. The final event is going to take place on 15 October 2016 in Queen Elizabeth Park (QEP) and it will be a multi-medium arts festival. The installations will be permanent and the Infrastructure Committee had also suggested some additional locations. The Events team met with all of the art associations yesterday and they are all on board, i.e. BSoA, BNG, Masterworks, Kaleidoscope, Chewstick, etc.

ACTION: The Event Project Manager will send out an invite to Councillor Edwards to the next meeting regarding the City Arts Festival.

10. Recommendations for Review:

RECOMMENDATION: That the Board rescind the 2015 Resolution for the Shoe Shine Proposal submitted by Mr. Kacey Hollis. **(Resolution rescinded in Corporation Board meeting dated 6 July 2016)**

RECOMMENDATION: Request from the Bermuda Diabetes Association (BDA) and the Bermuda Society for the Blind (BSFB) re: Transfer of ownership from the CoH for the immediate surrounding extents of the land at Beacon House (for expansion of the Beacon House)

There is not enough information at this time to put forward this recommendation to the Council. Councillor Ming said he would like to hear of any other concerns from other committees, in particular, the Infrastructure Committee. The Secretary said his concern is the expansion of the roads. He does not think that the expansion is possible because of the location of Beacon House.

Dundonald Street is designed as a thoroughfare east - west. Councillor Ming suggested that the committee be mindful of all that the request entails and that all does not have to be granted. If the CoH agrees to do this, it could be easily said to keep a 10 ft. verge, etc. but consideration and direction should be taken from the City Engineer and the Senior Engineer regarding the overall plan for the City.

ACTION: The Property & Safety Committee to have some communication with the engineers well in advance regarding the request from the Bermuda Diabetes Association (BDA) and the Bermuda Society for the Blind (BSFB) for a recommendation to be brought forward at the next Property & Safety Committee meeting in September.

RECOMMENDATION: Proposed revisions to the Rental Agreement for events on the steps of City Hall.

This recommendation is based on a request from the Mayor. There have been a number of events on the steps of City Hall where the Events team books the space and other organisations host a variety of events, proclamations, etc. There have been a number of unsuccessful events on the steps which the Mayor has been invited to speak to "no-one". The Mayor has asked the Event Project Manager if she would put together a new proposal for the way that the events are held on the City Hall steps. She has completed the outline but has asked and is waiting for John Miguel to put together four (4) turnkey packages that an organiser can give what is needed, i.e. PA system, speakers and microphones, DJ music, live entertainment, etc. Mr. Miguel was not able to provide this information for this meeting but hopefully will be available next week Monday.

ACTION: The Event Project Manager to email the four (4) turnkey packages for events held on the steps of City Hall to the committee for review and then a recommendation be brought forward at the next Property & Safety Committee meeting in September.

There was continued dialogue on possible remuneration to the CoH by organisations using the City Hall steps to host events. The proposed fees will go to the Finance Committee for approval. It was noted that there will be no changes to the policy of what events can be held on the steps, just changes to the process. Discussion continued.

The Event Project Manager commented that the Mayor feels that events that are held on the steps are representative of City Hall and should be of a certain quality.

11. Any Other Business

(i) **Fire Station Lease** - the Secretary read the last sentence of the letter that was sent to the Government: **"I have been directed to advise that should a lease for the Fire Station not be substantially agreed before the end of August that the Council will review the legal options to**

bring resolution in the September meeting of the Council.” He was speaking on behalf of the Council. This matter was moved to the Restricted Session for further discussion.

(ii) **Bus Terminal Lease** - matter moved to the Restricted Session.

12. Motion to Move to a Restricted Session

Proposed: Councillor R. Edwards

Seconded: Councillor G. Scott

There was no further business to be discussed

The Public Session adjourned at 2:55pm.