



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
22 September 2016
2:00 pm

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

Staff: City Engineer - Patrick Cooper (Acting Secretary)
Events/Marketing Coordinator - Thomas Lightbourne

Apologies: Secretary - Ed Benevides
Event Project Manager - Danilee Trott
Parks Superintendent - Steven DeSilva

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- 1. Confirmation of Notice:** The Acting 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 Recording Secretary confirmed that apologies were received from the Event Project Manager and the Parks Superintendent. The City Engineer is Acting Secretary as the Secretary is otherwise engaged.
 - 5. Public Participation/Presentation:**

There is no public participation/presentation.

6. Correspondence:

There is no correspondence.

7. Minutes of Previous Property & Safety Committee Meeting dated 18 August 2016

Proposed: Councillor G. Scott

Seconded: Councillor R. Edwards

The Minutes were accepted as read.

8. Matters arising from the Previous Committee Meeting dated 18 August 2016:

- (i) **Suggested wording for the new lease for the Chamber of Commerce (CoC) to be provided for the next Property & Safety Committee meeting** - the lease has expired, it is on a rollover basis, month to month. Deferred to the next Property & Safety Committee meeting.
- (ii) **Invite to Councillor Edwards to the next meeting regarding the City Arts Festival** - the City Arts Festival is being held on 15 October 2016. Councillor Edwards had not received an invite.

ACTION: T. Lightbourne will forward an invite to Councillor Edwards for the City Arts Festival.

- (iii) **Communication with the CoH's engineers in advance of the next Property & Safety Committee meeting in September re: the request from the Bermuda Diabetes Association (BDA) and the Bermuda Society for the Blind (BSFB) regarding the expansion of Beacon House** - this was under the recommendation to transfer land to the Beacon House. There was a presentation from the Beacon House requesting to physically extend the building and is seeking to either purchase or secure permission from the CoH to build the addition. The addition would be in the open space to the east and possibly to the south which is green space. Councillor Ming had a concern in this regard but wanted to discuss with the committee first. He asked the City Engineer if the CoH had a policy pertaining to any long-term plan for green space throughout the City. He has seen a number of applications pertaining to Cedar Avenue where the Department of Planning is very concerned about maintaining some footage on the Cedar Avenue side. The City Engineer said there is no written policy regarding green space within the City and he briefly looked at the plans for the Beacon House and the committee would have to make a conscious decision on whether the CoH wants to diminish the amount of green space that they hold. There is no infrastructural reason why the CoH could not sell the property as there are no pipes or needs for access road there. He recommended that if the CoH sold that piece of property to not sell the sidewalk and retain the sidewalk up the Dundonald Street side and put the boundary there. Also make it clear that no access would be granted over that sidewalk, it would all be done from the other side.

The Mayor said that the CoH would not want to go to the extent of having a little patch of grass where maintenance has to be done every month.

The CoH would want to either maintain green space or let the charity run it and have a clause in the terms of sale to say how much of this land can be developed and have them maintain it. Councillor Ming suggested the selling of the property to the east, retain the strip which is hard surface and grass on the southern side so it is a double sidewalk and would not crowd the corner. He supports the Mayor with the sale of the property with the exception of any proposed setbacks on the southern side. Further dialogue continued.

The Mayor suggested that a garden could be created in memory of Jean Howes.

The City Engineer ask if they were looking to pay full market rate because what they might be offering the CoH, because they are a charity, may not be exactly what the property is worth.

ACTION: The City Engineer to negotiate or ascertain what costs are involved in terms of a sale of the property regarding the expansion of Beacon House, what they are willing to accept and willing to pay. The City Engineer to bring that information to the next Property & Safety Committee meeting in October.

The City Engineer recommended against leasing the property on a long-term basis.

- (iv) **Forward email to the committee for review for a recommendation to be brought forward to the next Property & Safety Committee meeting re: the four (4) turnkey packages for events held on the steps of City Hall** - the City Engineer commented on the Terms and Conditions of the Rental/Usage of City Hall Grounds.

T. Lightbourne - at the request of the Mayor, the rental application form was updated to better manage the activities on the grounds of City Hall. Once the application was reviewed, it was discovered that it had to be amended to mirror the food concession stand application whereby certain information, e.g. marketing plans, flyers, etc. have to be supplied upon submission. How it is documented now it would be impossible to manage the event, i.e. marketing, etc.

City Engineer - the amended application would now dictate to the applicants that they would have to use the CoH's services, e.g. AD HOC to provide proper sound equipment so that the set-up is done in a timely fashion. This was one of the Mayor's major concerns because the events are done under the auspices of the CoH and it appears like they are CoH events.

ACTION: The Property & Safety Committee to thoroughly review the documentation as it relates to the Terms and Conditions of the Rental/Usage of CityHall Grounds and to bring any feedback for discussion to the next Property & Safety meeting in October.

9. Status Update:

(i) Events:

T. Lightbourne:

- **Back 2 School** – was held two (2) weeks ago and it was well attended and was a great success, well received by the public. Free haircuts, hairdos and school supplies were provided for the children and families. There was a wide array of entertainment, fun castles, extreme sports, etc.
- **City Arts Festival** – taking place 15 October 2016 in QEP. An international performer has been secured and an international sponsor is providing the majority of the funds for the entire event. Masterworks is doing a fun interactive event for the children. The flyers and posters will be put out tomorrow, Friday 23 September 2016.

ACTION: Thomas Lightbourne to check with Tamara Bradshaw regarding invites to the Council for the City Arts Festival.

10. Recommendations for Review:

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).

This matter was discussed under Matters Arising, Item 8(iii).

RECOMMENDATION: Proposed revisions to the Rental Agreement for events on the steps of City Hall. **The Event Project Manager has completed the outline and is waiting for John Waddell to put together four (4) turnkey packages.)**

This matter was discussed under Matters Arising, Item 8(iv).

RECOMMENDATION: **Planning Application PO442/11, Horseshoe Trust, 73 Reid Street** - this is for a chain link fence on the northern boundary of Mr. Jim King's property on Reid Street and Joell's Alley. Normally these applications are sent directly to the City Engineer for review. The City Engineer has no issues with the application. The committee had no objections.

The Mayor commented on the light pole on the northeast corner of the property on Joell's Alley that was taken down during construction and queried whether it had been restored. The City Engineer advised that a different light pole has been restored on the other side of the road and the CoH was waiting for trenching to get power down to that new location. The power used to be overhead but was taken down with this application. The CoH was having a new contractor dig a new line. Two (2) weeks ago the contractor was still digging but was not sure if that project was completed. One issue was that there was a gap when the pole was removed. The other issue is that there is a resident who is concerned that with the pole now moved over next to another building that it would shine into their building. The CoH was going to black out the back side of the lantern.

RECOMMENDATION: Changes in the Terms and Conditions for Rental/Usage of City Hall Grounds.

This matter was discussed earlier in the meeting.

11. Any Other Business

(i) **Calendar of Events** - Councillor Ming expressed concern on behalf of the Council in that oftentimes the Council will read or hear about an event and not know what that event entails. It would be beneficial for the Council to receive a calendar of events on a monthly basis.

ACTION: Thomas Lightbourne to provide a monthly calendar of events for the Council.

(ii) **Leases** - Bermuda Bistro (The Beach) on the corner of Front and Parliament Streets - their al fresco lease is up for renewal. If there are no concerns, the City Engineer was going to renew the lease at the new policy rates. He would add to the lease that they have an actual barrier up between the dining area and the sidewalk. This will also happen for Docksidiers, sort of a post and rope barrier that gets put out and removed. Further dialogue continued.

The Mayor declared his interest. Having recently been on the west coast and going to Portland and Seattle, the amount of vibrancy with al fresco restaurants is unbelievable. There is a vibrancy that the City has not quite captured. There was continued discussion regarding the congestion of tables on the sidewalk at the Bermuda Bistro and the respect for pedestrians, etc.

Councillor G. Scott commented on al fresco dining in Miami Beach. Further discussion ensued in terms of trying a different style of al fresco, with table and chairs out on the roadside with pedestrians walking on the inside close to the building.

(iii) **Request from BEDC re: Vendor Village:**

T. Lightbourne - BEDC has sent in a request to host two (2) vendor villages over the Christmas season in Victoria Park. They are looking to partner with the CoH in hopes to have the venue at no charge. One of the main concerns is that they do not sell organic homegrown products; they go overseas and bring back products to sell. There is no issue with hosting the event in Victoria Park but wanted to find out from the committee if there were any issues with the products sold that might be in direct competition with the taxpayers. This would be part of the Christmas in the City campaign, i.e. music in the bandstand, a kids' area, a food court, a shopping plaza with vendors. The plan is to utilise the bandstand and the vendors will put up their own pop-up tents. The event will be held on two (2) Friday's in December as a part of Late Night Shopping. The concept is to change the shopping experience to not just be on Reid Street but to pinpoint different locations throughout the City and have different activities in each location. The lighting of the tree takes place outside of City Hall on 25 November 2016.

City Engineer - queried the venue of Victoria Park because the park gets locked at sunset and the CoH would have to hire in staff to lock up and clean up the park when the event is over. He also queried if any thought had been given to all of the undesirables that would go into the park and then have to be chased out.

There would also be bathroom and lighting issues. There are a number of issues to consider that would not have to be considered if the event was held somewhere like City Hall.

Mayor - suggested the corner of Dundonald and Court Streets which might attract more foot traffic to retailers in that area. There is a fair amount of light as there is Christmas lighting already there. Electricity is already in place in that location. If the committee is going to support this initiative, it would be supported in terms of rent as opposed to labour costs.

T. Lightbourne - will propose that location to the BEDC but Victoria Park was the location that they submitted in their application.

Councillor Ming - the benefit for the event being held on the corner of Dundonald and Court Streets is there are already vendors on the Court Street side as well as restaurants and bars. There are also boutique shops. There would be a lack of the degree of control and the service provided for the clean-up after the event if held in Victoria Park.

T. Lightbourne - the CoH custodians will clean up once the event is finished.

Discussion continued on the responsibility for pulling barriers in after an event.

Councillor Ming - there has to be better communication with regards to the controls of the requirements going forward. It would be important to have these controls stipulated from the outset.

12. Motion to Move to a Restricted Session

Proposed: Councillor G. Scott

Seconded: Councillor R. Edwards

There was no further business to be discussed.

The Public Session closed at 2:50pm.