



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.

Corporation of Hamilton Board Meeting, City Hall, Hamilton - 9 May 2018 - 12.30pm

Present: Rt. Wor. Charles R. Gosling, JP, Chairman
Councillor John Harvey, MBE, JP
Councillor Dennis Tucker, JP
Councillor Larry Scott
Councillor Nicholas Swan
Councillor Henry Ming
Councillor RoseAnn Edwards
Councillor Carlton Johnson

Staff: Secretary - Edward Benevides
Treasurer - Tanya Iris
City Engineer - Patrick Cooper
HR Manager - Lindell Foster
Communications Manager - Zoe Mulholland
Senior Events and Marketing Coordinator - Thomas Lightbourne

Apologies: Councillor George Scott, JP
Deputy Treasurer - Siobhan Fubler
Event Project Manager - Danilee Trott

1. Confirmation of Notice:

The Secretary confirmed that the appropriate notices of the meeting were duly given according to the meeting guide.

2. Role of the Chairman:

The Mayor confirmed his role as the Chairman.

3. Open Meeting:

The meeting was called to order at 12.30pm.

4. Apologies:

The Secretary confirmed that apologies had been received from Councillor George Scott, Deputy Treasurer, Siobhan Fubler and the Event Project Manager, Danilee Trott.

5. Public Participation/Presentation:

There was no public participation/presentation.

6. Correspondence:

(i) Letter from the Hon. Walton D. Brown re: Bermuda Day Parade

(ii) Response to Letter re: Bermuda Day Parade: The CoH had been asking the Ministry of Community and Cultural Affairs for some information regarding the parade. There had been some back and forth over the last couple of years in terms of an agreement between both parties for the use of CoH's properties. What had been submitted as an alternative from the Ministry of Community and Cultural Affairs was not of any consequence. It was agreed that document would be signed and the event would be handled in the usual efficient manner that the CoH deals with such events.

There was dialogue regarding the Queen's Birthday Parade. The Bermuda Regiment is claiming that it is the City's event and the Mayor is the host, therefore would not fill out any applications forms. It is challenging for the CoH's staff to deliver services when there is no clarity about what services would be required. These are challenges for both the Bermuda Day and the Queen's Birthday Parades. The Mayor commented that the invitations for the Queen's Birthday Parade are sent out by the Governor who is in charge of the Bermuda Regiment. He would consider the Queen's Birthday Parade to be their event.

The Secretary continued by advising that the cost in the contract is fixed and the services that they have documented are also fixed. There is a process that if they wanted to expand the services, there would be a period of time prior to the event that they can bring that information to the CoH. Then the CoH could advise the additional costs.

The City Engineer reiterated that with these large- scale events, the logistics change, i.e. people do different things, vendors don't do what they say they were going to do, the amount of trash to be picked up is weather dependent. If it is a beautiful day and the parade is on a Friday such as this year, people would stay out on the streets later after the parade, hence more garbage to be collected with a higher cost factor, etc. He disagreed with the fixed cost for an event where the cost for clean-up, etc. is fluid. There was continued dialogue.

(iii) Letter from the Hon. Walton D. Brown re: Development of the Hamilton Waterfront: To be discussed later in in the meeting in the Restricted Session.

(iv) **Response to Letter re: Development of the Hamilton Waterfront:** To be discussed later in the meeting in the Restricted Session.

(v) **Letter from the Hon. Walton D. Brown re: Development of "Smart City" Technology:** Discussed later in the meeting.

7. Minutes of Previous Board Meeting dated 4 April 2018

Proposed: Councillor L. Scott

Seconded: Councillor H. Ming

The Minutes were accepted as read.

8. Matters arising from the Previous Board Meeting of 4 April 2018:

(i) **Meet to discuss the content of the follow-up letter to be forwarded to the Chairman of the Polaris Board:** The Secretary advised that he had forwarded a letter to the CEO of Polaris in response to his letter. The letter to the Chairman is still outstanding.

9. Committees and Recommendations for Review:

(i) **Residents Advisory Committee - 5 April 2018**

There are no Recommendations for review.

(ii) **Infrastructure Committee - 11 April 2018**

Six (6) companies collected the tender packages and all the companies submitted the tender document with a 2-year costing. The current provider is Professional Security Practitioners Ltd. (PSP) and they have had two (2) contracts with the CoH. Prior to PSP, the provider was Bermuda Security. SAS Protection Services would be the third vendor over a period of eight (8) years.

RESOLUTION: That the Board approve the bid from SAS Protection Services Ltd. in the amount of \$1,430,085.00 for the Docks Security Contract effective 1 June 2018.

Proposed: Infrastructure Committee

Abstained: Councillor R. Edwards

Motion passed.

(iii) **Finance Committee - 12 April 2018**

RESOLUTION: That the Board approve the Draft Audited Financial Statements with the various amendments which were raised during the Finance Committee meeting dated 12 April 2018 for the year ended 31 December 2017.

Councillor Tucker said the Statements had been circulated and are self-explanatory. He had previously congratulated the Finance team and the team from KPMG in this regard. There were no major issues raised. The Treasurer was going to have a look at the changes in some of the notes.

Treasurer:

Page 7: The auditors expressed some concern when the Government made the amendments to the Municipalities Act. Their concern was whether the CoH had the ability to operate as a going concern.

Page 12 - Due to the Government: This year, the receivable of \$6.2million had been written off that was due for the Fire Service. A new note was put in describing that change. One of the changes that was asked to be put in was for the tipping fees. The auditors received a confirmation from the Government confirming a nil balance.

Note 13: A few updates.

Note 13 (a): The CoH received the monies from the courts - \$64K. The Mayor suggested that the last two (2) sentences of this note be changed to that effect.

ACTION: Have Note 13 (a) updated indicating that the CoH received the monies from the courts on 8 May 2018. **(Treasurer)**

Note 13 (c): Speaks to the U.S. law suit.

Page 23 - Subsequent Notes, Note 15: The auditors recommended that the CoH include the possible purchase of a local franchise.

Proposed: Finance Committee

Abstained: Councillor R. Edwards

Unanimous

(iv) **Staff, Legislative & Governance Committee - 20 March 2018**

There were no Recommendations for review.

10. Any Other Business:

(i) **Letter from the Hon. Walton D. Brown re: Development of "Smart City"**

Technology: It was noted that a meeting was going to be held with the Minister on Monday 14 May 2018 to discuss the development of "Smart City". The idea of a "Smart City" has been around for a number of years. What has stopped the CoH from being able to pursue certain items is due to the decline in revenue, e.g. wharfage being taken away, parking declining, etc. There was continued dialogue.

Councillor Harvey commented on the "Smart City" initiative and that the CoH should be taking the lead in this regard.

The City Engineer commented on the "Smart City" initiatives that the CoH was currently undertaking:

- Traffic light system;
- Skew system, learning how to get more vehicles through intersections;
- Pump stations are all connected wireless back to the computer so the stations could be operated remotely;
- City WiFi system,
- CCTV cameras;
- Looking at red light cameras;
- Implementing a programme called City Works, an asset management work order system which is the backbone for the sea cliff fix. Once this in place, could then get the front end of the sea cliff fixed;
- Implementing a vehicle inventory fleet management system where the CoH's vehicles could be tracked and the maintenance could also be monitored;
- Installation of solar panels on the Works Depot building;
- Installed magnetic (mag) meters (flow meters) on the Dundonald Street station which ties into the skater system. This gives computerised flow totals so that leakage and any other issues within the system could be tracked.

The City Engineer said there are number of ongoing programmes, e.g. the barrier systems are "Smart" in that if the paper gets low in the machine, it sends an email to the operator.

The Mayor suggested that an itemized list would be useful for the meeting scheduled for Monday. Councillor L. Scott asked whether any of these implementations would require Planning approval to which the City Engineer responded that some of them would do, e.g. the solar panels. Dialogue continued.

The City Engineer went on to say that the CoH's garbage trucks now have the capability of putting waste sensors on the back of the truck and a chip could also be embedded on the bin. So when the bin is picked up, it automatically reads the bin and the weight and that information is immediately placed into the computer log. Then people can be invoiced by weight, advising the business owner, resident how much refuse is being produced and how often. This information could be then used for trending and forecasting.

(ii) **Sewage Issue:** Councillor Ming commented that he had received a series of telephone calls from a number of residents in the City pertaining to their lack of connection to the City's sewage system and the costs involved. He advised that he passed that information on to the City Engineer to address.

The Secretary said the assumption was because the 1917 Act actually specifies that no building in the City boundaries can use a privy, cesspit, drain, etc. to dispose of sewage. Anyone who does not adhere to the Act, would be committing an offense against the Act.

The expansion of the sewage system was in the early '60's. When it expanded, persons would have been contacted to connect to the sewage system. The Mayor and the Secretary met with one (1) group and are working on a "win, win" for everybody, i.e. assist with the connection process, e.g. a financial plan, etc. Currently, there are about 5 - 10 residences that are not connected.

Councillor Ming advised that if any of these residences that are not connected to the City's sewage system ever made application to the Planning Department for any added development to their property, they would not receive the necessary permissions to do so. But for any of them who do not make any such applications, could go unchecked and unseen. He further commented on one (1) property that is 100 - 200 ft. deep with the pit towards the back of the property and they would have to run a trench the entire length of the property.

The Secretary said one (1) of the agreed solutions was that this would be resolved over five (5) years, i.e. the connection, etc. The Mayor said that the CoH should not be paying for any of those costs but should find a way over a period of time for the landowner to pay for the connection.

The City Engineer said he would be going around to look at the properties that are not connected. They were either a long distance or the grade of the City sewer compared to the property; the properties were generally lower than the sewer so they could not gravity flow into the sewer. Pump systems were not very advanced back then and were problematic. There are packaged pump systems now that can be bought off the shelf, about \$2K which could remediate the cesspit. The pump unit could be buried in the cesspit area and then sewage could be pumped out to the street. The landowner would have to then maintain and operate a pump station. Another alternative would be to lobby the Government to put an exclusion clause within the Act which would give the CoH permission to exclude these properties.

ACTION: Provide a report of the properties that are not connected to the City sewage system for the Infrastructure Committee to review and then ascertain what would be the best way forward to accommodate and resolve the issue. **(City Engineer)**

(iii) **WiFi Upgrade:** The Secretary had been approached regarding additions to the City's WiFi system, i.e. cameras on the various streets and the system tied to the car parks, etc. Then would be able to report the time periods, the fee schedules and tickets could be generated and forwarded via email. This could assist in the residential areas with non-residents parking in residential parking spaces. There was continued discussion.

Councillor Tucker commented on City-wide WiFi and whether or not persons are able to tap into it.

ACTION: Acquire a report from TBI indicating the number of persons that use the City's WiFi over a certain period of time. **(Secretary)**

The Secretary said the WiFi zones had been advertised some time ago. The WiFi does not provide free internet access. In other cities in the world, there is no charge, the Council absorbs the costs. This could be a conversation to be had with Government. There was further discussion.

11. Motion to Move to Restricted Session.

Proposed: Councillor D. Tucker

Seconded: Councillor J. Harvey

Councillor C. Johnson joined the meeting at 12:56pm.

The Public Session closed at 12.56pm.

Date

Mayor

Secretary